

BOARD OF SELECTMEN/SEWER COMMISSIONERS MEETING

EXECUTIVE SESSION

Wednesday, February 14, 2018 – 5:00 PM – Richmond Town Hall – 1529 State Road

PRESENT: Mr. Alan Hanson, Chair; Mr. Roger Manzolini, Selectman; Mr. Neal Pilson, Selectman; Mr. Mark Pruhenski, Town Administrator

GUESTS: None present

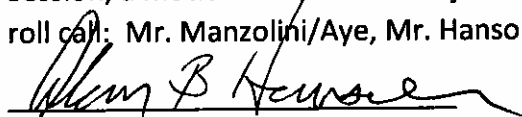
Mr. Alan Hanson opened the meeting at 5:00 PM in public session. Mr. Pilson moved to go to Executive Session. He was seconded by Mr. Roger Manzolini. A roll-call vote was taken as follows: Mr. Manzolini/Aye; Mr. Pilson/Aye; Mr. Hanson/Aye. The meeting was then officially in Executive Session.

Annual Performance Review for the Town Administrator: The method used to evaluate the Town Administrator was the current version of the ICMA City Manager Evaluation form. There were 10 sections used in the evaluation, each section providing a maximum score of 5 points, or 50 points total. Each of the Board members awarded Mr. Pruhenski the full 5 points possible for all categories, for a total of 50/50. Mr. Hanson said that overall, Mr. Pruhenski was the best Town Administrator the Board has worked with in his years. Mr. Pilson read his comment as follows: "Excellent administrator and leader of office staff; totally responsive to questions and directions from the Board; even-tempered, with a calm and reasoned approach to problems and issues of concern and accessible at all hours."

Mr. Pilson did add that he felt that on occasion, Mr. Pruhenski brought matters to the Board that could have been handled by the Town Administrator. Mr. Hanson and Mr. Manzolini objected to that statement, noting that they had made it clear to Mr. Pruhenski that they wanted to know what was going on and to be involved, which Mr. Pruhenski has done admirably.

Salary for the Town Administrator – Discussion: Mr. Pruhenski's FY'18 salary is \$71,400. Last year's salary began at \$68,000 and was increased to \$71,400, which is a 5% increase. After some discussion, the consensus was that Mr. Pruhenski's FY'19 contract will be increased to include a salary of \$76,400 and reducing his vacation/personal time to three weeks. It was noted that the week in question could be used if needed, as long as the work of the Administrator is completed.

Adjournment of the Executive Session: There being no further business for the Executive Session, a motion was made to adjourn by Mr. Manzolini, seconded by Mr. Pilson and voted by roll call: Mr. Manzolini/Aye, Mr. Hanson/Aye, and Mr. Pilson/Aye.



Alan Hanson, Chairman