

BOARD OF SELECTMEN  
HAMILTON FINANCE AND ADVISORY COMMITTEE  
Minutes of Meeting  
November 4, 2017

Selectmen Members Present: Shawn Farrell, Allison Jenkins, Jeff Hubbard, Scott Maddern, and Bill Wilson (Chairman)

FinCom Members Present: Darcy Dale, John Pruellage, Phil Stearns, Nick Tensen, and David Wanger (Chair)

Others Present: Michael Lombardo (Town Manager) Patrick Della Russo

The Finance and Advisory Committee meeting was called to order at 8:32 am at the Winthrop School, 325 Bay Road.

The Board of Selectmen meeting was called to order at 8:35 am at the Winthrop School, 325 Bay Road.

**Discussion. Warrant Articles as necessary and vote as needed.**

Article 2-10. Town Clerk Salary.

Bill Wilson said discussions had been conducted mid-week and asked for someone to bring both boards up to date. David Wanger suggested the issue regarding the Town Clerk position be resolved rather than exposed to the public. Allison Jenkins had attended the FinCom meeting where consensus formed. Ms. Jenkins put the agreement in writing. One issue remained a sticking point, which was attendance and time off for necessity for family or children. The Town Clerk had reportedly met with the Town Manager. The Town Manager presented the summary of the discussion as the second page, which was given to all board members. The first page presented five points, for which there was a consensus. Mr. Wanger contacted the Town Clerk to determine if she was agreeable to the resolution, which was comprised of the two pages and she had responded that she was agreeable. Mr. Wanger would add the e-mail from the Town Clerk to the document.

Bill Wilson commended Michael Lombardo on his resolution. Mr. Wilson recommended no action. David Wanger said FinCom would be willing to do so as well.

Motion made by John Pruellage to take no action on Article 2-10.

Seconded by Darcy Dale.

Unanimous in favor.

Motion made by Jeff Hubbard to take no action on Article 2-10.

Seconded by Shawn Farrell.

Unanimous in favor.

Scott Maddern added that after receiving the human resource survey, the topic should be on a future Selectmen meeting agenda.

Please see attachments

Article 3.4. Cottage Housing.

David Wanger recalled that the FinCom had favorably voted to support the article, but had reconsidered due to the inconsistency with the mapping of geographic information and general integrity of the documents. At the FinCom meeting, the Committee had only heard from proponents, but at the Selectmen's meeting, it was apparent that there was opposition building by the public against the article. The Committee voted for a second time with a 4 to 1 vote to recommend no action at this time. It was determined that the topic would be a discussion item on the floor.

Bill Wilson noted that he was indecisive regarding Cottage Housing. Mr. Wilson wanted the type of housing but was unsure if this was the right By-law. Mr. Wilson would listen to public debate on the floor. David Wanger said he just wanted the Selectmen to be aware that the FinCom had reversed their recommendation. Scott Maddern responded that the Planning Board voted to approve the By-law after consideration of public comment and that the Senior Housing By-law took three attempts to pass. Mr. Wilson said he was concerned that it would not be affordable for seniors. Mr. Maddern noted that the unit size would control the price point and Cottage Housing was called for in the housing production plan and the Master Plan. Mr. Maddern asked the boards to keep their minds open.

**Adjournment**

Motion made by Phil Stearns to adjourn the FinCom meeting.

Seconded by Darcy Dale.

Vote: Unanimous to adjourn at 8:47 am

Motion made by Jeff Hubbard to adjourn the Selectmen meeting.

Seconded by Shawn Farrell.

Vote: Unanimous to adjourn at 8:47 am

Prepared by:

\_\_\_\_\_ 

11/20/17

Marcie Ricker

Attest

Date

John Pruellage  
October 23, 2017, 12:02:09 AM  
David Wanger

Revised Draft

Andrea + Patrick – Thanks again for meeting with us on Saturday evening and working towards a resolution of this matter that should benefit everyone. Below are the terms we've outlined that we believe capture our discussion on Saturday.

1. Scheduled Return Date: Monday, December 4th.
2. Terms Effective: December 4, 2017
3. Town clerk scheduled hours: 37.5 hours per week
4. Vacation time: No pre-planned multi-day leisure vacation time available for the remainder of the fiscal year; however, there will be the typical flexibility afforded to department heads with regard to sick days and personal days, while adhering to the average scheduled hours referenced in 3. above.
5. Timesheets: All absences and time out of the office will be reported to the Payroll Department via exceptions reports, in the same manner to which all department heads currently adhere.

Please let us know if there are any issues with this language before we send on to the Board of Selectmen and Michael. I trust that we can get quick resolution of this on Monday, so that we can all move forward and you can enjoy the remaining leave with your family.

Regards,

David + John

Begin forwarded message:

**From:** Andrea Carlson <[acarlson@hamiltonma.gov](mailto:acarlson@hamiltonma.gov)>  
**Date:** November 3, 2017 at 2:09:06 PM EDT  
**To:** david wanger <[dwanger@hamiltonma.gov](mailto:dwanger@hamiltonma.gov)>  
**Cc:** Bill Wilson <[bwilson@hamiltonma.gov](mailto:bwilson@hamiltonma.gov)>, [mlombardo@hamiltonma.gov](mailto:mlombardo@hamiltonma.gov)  
**Subject: Re: [Fwd: RE: Town Clerk]**

Hi David I do agree with all I am looking forward to getting back to work. I would like to thank everyone in their efforts to making this work.

Andrea

Sent from my iPhone

On Nov 3, 2017, at 1:32 PM, david wanger <[dwanger@hamiltonma.gov](mailto:dwanger@hamiltonma.gov)> wrote:

Good Afternoon Andrea : To facilitate the "no action " disposition of Warrant Article 2-10 at

STM , please confirm by return email that the packet of the October 23 ( 10:53 AM ) email from John Pruellage and me , setting forth five numbered terms , together with the content of Michael Lombardo's November first summary of your meeting with him on that afternoon , now forwarded to you as part of this email ,constitute the resolution agreed upon by you regarding your return to work . Thank you for your cooperation . Regards, David

Sent from my iPad

Begin forwarded message:

**From:** "Bill Wilson" <[bwilson@hamiltonma.gov](mailto:bwilson@hamiltonma.gov)>  
**Date:** November 3, 2017 at 1:16:50 PM EDT  
**To:** "david wanger" <[dwanger@hamiltonma.gov](mailto:dwanger@hamiltonma.gov)>  
**Subject:** [Fwd: RE: Town Clerk]

On Nov 1, 2017, at 4:06 PM, Michael Lombardo <[mlombardo@hamiltonma.gov](mailto:mlombardo@hamiltonma.gov)> wrote:

Andrea and I met this afternoon to discuss her concerns regarding the proposed agreement and treatment upon returning to work. I assured Andrea that any ill-treatment from staff will not be tolerated and committed to handling any such instance swiftly. Andrea is indeed willing to report her time as other employees do and I also suggested that she track all the comp hours worked in excess of the normal work-week due to elections and town meetings...she also does not have any vacation planned nor does she expect to be taking vacation during the remainder of the fiscal year.

The remaining concern for Andrea is that she will be taken to task for having a doctor appointment or if she should need to be out with a child ill. I explained to Andrea that I am not going to be reporting to anyone whenever she has an appointment or ill child, and that unless a pattern of being out of the office extensively were to develop all should work fine.

I'm content that Andrea is on notice and comfortable with a vote of no action this Saturday. Please let me know how this gets worked out with Allison; I indicated to Andrea that one of us would keep her updated on how this will be handled at STM.

-- Michael.

Michael A. Lombardo