

Shutesbury Select Board Meeting Minutes
June 27, 2022 Hybrid Meeting Platform

Select Board members present: Rita Farrell/Chair (in person) and Melissa Makepeace-O'Neil (remote)

Staff present: Becky Torres/Town Administrator (in person); Linda Avis Scott/Administrative Secretary (remote)

Other Staff/Volunteers present in person: Police Chief Kristin Burgess, April Stein/Personnel Board, and George Arvanitis/Finance Committee

Farrell calls the meeting to order at 6:48pm.
Public comment suspended for this meeting

Discussion Topic:

1. Review Police Chief Contract: The contract negotiating team consisted of George Arvanitis, April Stein, and Rita Farrell. Arvanitis reports that the team met with Police Chief Kristin Burgess and agreed on a compromise salary of \$65,000 for the first year of the contract with a 5% increase for each of the next two years; \$65,000 is below the Franklin County average however the 5% increase will bring the salary closer. Per Arvanitis, the contract provides for a \$3,500 addition to the base salary for completion of a bachelor's degree: \$1,500 awarded for first 30 credit hours earned and \$2,000 more awarded at completion of the bachelor's degree. There was brief discussion about a master's degree. At the end of the contract period, the Franklin County comparisons will be recalibrated. Arvanitis: funding will not be an issue in FY23 or FY24. April Stein: the salary coincides with the Personnel Board's overall market alignment. Makepeace-O'Neil appreciates the negotiating team's process. Arvanitis reviews the changes to contract: it will show the salary for each year; the \$35 membership fee for Mass Women in Law Enforcement has been added along with the educational incentive to be awarded in parts based on credits completed toward a bachelor's degree. Makepeace-O'Neil noting that people are being targeted, asks Burgess if she is okay with her home address being included. All agree to remove the home address. Torres will check with Town Council Donna MacNicol to see if it is necessary to include Burgess' home address or if it can be removed; if it is needed, can it be redacted if the contract needs to be released to the public.
 - Makepeace-O'Neil moves and Farrell seconds a motion to approve the contract as discussed with changes to the expense line and additions to the educational incentive line.
Roll call vote: Makepeace-O'Neil: aye and Farrell: aye; the motion carries.

Documents and Other Items Used at the Meeting:

1. Police Chief Pay Rate Analysis June 2022
2. Contract between Town of Shutesbury and Kristin Burgess, Chief of Police

At 6:56pm, Makepeace-O'Neil moves and Farrell seconds a motion to adjourn the meeting. Roll call vote: Makepeace-O'Neil: aye and Farrell: aye; the motion carries.

Respectfully submitted,
Linda Avis Scott
Administrative Secretary