

Town of Amherst
Minutes of the Select Board

August 17, 2017 – 5:00 p.m. – Amherst Town Hall, Town Room

Members present: Chair Douglas Slaughter; Alisa Brewer, Connie Kruger, Andy Steinberg

Staff present: None

Meeting called to order by Mr. Slaughter at 5:04 p.m.

Doug Slaughter reviewed the process and packet documents for the Town Manager evaluation to take place that evening, including the reading of individual evaluations and the draft composite document created by the Chair, to be followed by consideration. He also noted public comment would not be recognized for this meeting. Individual evaluation documents and the Chair's draft composite evaluation were distributed by the Chair and were made available in the online packet at the start of the meeting. Mr. Slaughter noted he had reviewed his draft composite evaluation in general terms with Mr. Bockelman before his vacation departure. Mr. Slaughter announced that upon the conclusion of the reading of individual reviews and the composite draft, members would move to discussion to ensure the draft is representative of opinions.

Members recognized that the comparison was done in the context of the Town Manager's first year on the job, noting the consistency among members' assessments despite their each having done them independently. Members voiced their thanks to the Chair for his work in drafting the composite, noting how well he captured members' views.

Members brought forward points related to the composite evaluation, making suggestions for revision. Mr. Slaughter will rewrite the composite based on this evening's detailed review to what is hoped to be the final version for the next meeting. The Select Board will then enter executive session following review of the revised composite for negotiation of the Town Manager's contract.

The Chair requested assistance with composition of a press release that could be issued at the completion of the process. Members agreed without formal vote that since at least one member will be absent at the next meeting, if any one member felt a topic in executive session may be consequential, that an additional executive session would be held on August 30, 2017 with all members present. Members requested discussion at an upcoming meeting, prior to next year's evaluation process relative to staff evaluations and how we might improve response. Discussion on goals was postponed until August 30, 2017 as the topic was not included on tonight's agenda. The need for greater specificity and/or emphasis on future goal setting was noted.

ADJOURN - The meeting adjourned at 7:41 p.m.

Submitted by Douglas Slaughter, Select Board Chair

List of Documents Presented at the Meeting – Available in the Online Packet for Meeting Date

Final Agenda and Draft Motions

Composite Ranking of Select Board Evaluations

Individual Evaluations for Brewer, Kruger, Slaughter, Steinberg and Wald

Town Manager Evaluation Memo

Town Manager Performance Goals FY 18 mdz 8-14-17

Approved 1-8-18