

MINUTES OF THE BOARD OF TRUSTEES  
March 13, 2019

A Special Meeting of the Board of Trustees, which was held in the Conference Room at the Office Complex, 92 Main Street, Kennebunk, was called to order by President Tom Oliver at 2:00 pm. Trustees Bob Emmons, Jim Burrows and Fred Lynk attended along with Superintendent Norm Labbe and Treasurer Wayne Brockway.

EXECUTIVE SESSION – Superintendent Candidate Consideration

On a motion by Mr. Emmons, seconded by Mr. Burrows, in accordance with MRSA Title 1, Chapter 13, Section 405, Subsection 6-A, it was unanimously voted to go into Executive Session at 2:00 pm for the purpose of final consideration of the candidates for the Superintendent’s position.

On a motion by Mr. Emmons, seconded by Mr. Burrows, it was unanimously voted to come out of Executive Session at 2:20 pm with no action taken.

On a motion by Mr. Burrows, seconded by Mr. Emmons, it was unanimously voted to offer the position of Superintendent to Stephen Cox, with the following terms:

- Initial salary of \$135,000 per year
- Initial vacation time benefit of three weeks per year, with an increase to four weeks after the first year (subject to an extension of the employment contract)
- Transportation compensation of 15,000 miles per year at the current Standard Mileage Rate as established by the Internal Revenue Service
- All other non-duplicative benefits, terms and conditions pertaining to Water District employees, including but not limited to the District’s currently approved “Personnel Policies and Procedures” handbook
- The initial job title shall be Deputy Superintendent, until the retirement of the current Superintendent, which is tentatively set for May 10, 2019. At that time, with no further action needed by the Board, the job title shall be Superintendent.
- Subject to an initial one-year employment contract
- Subject to a six-month performance review, which will be the basis for consideration of extending the initial employment contract

EXECUTIVE SESSION – Superintendent’s 2018 Performance Evaluation

On a motion by Mr. Lynk, seconded by Mr. Emmons, in accordance with MRSA Title 1, Chapter 13, Section 405, Subsection 6-A, it was unanimously voted to go into Executive Session at 2:24 pm for the purpose of performing the Superintendent’s 2018 performance evaluation.

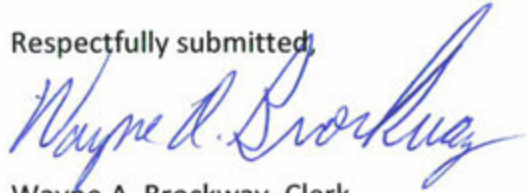
On a motion by Mr. Burrows, seconded by Mr. Emmons, it was unanimously voted to come out of Executive Session at 3:14 pm with no action taken.

On a motion by Mr. Lynk, seconded by Mr. Emmons, it was unanimously voted to award the Superintendent a 3% wage increase.

Adjournment

On a motion by Mr. Burrows, seconded by Mr. Emmons, it was unanimously voted to adjourn the March 13<sup>th</sup> Special Meeting at 3:19 pm.

Respectfully submitted,



Wayne A. Brockway, Clerk