

**Stow Board of Selectmen  
Town Building  
June 18, 2020  
Executive Session**

Present were Selectmen, James Salvie , Brian Burke, Cortni Frecha, and Tom Ryan. Also present were Town Administrator Bill Wrigley and Administrative Assistant Maureen Trunfio. Denise Dembkoski was present for a portion of the meeting.

At 7:15 p.m. Mr. Salvie opened the Executive Session meeting.

**Negotiation of new Town Administrator's Contract**

The Board reviewed the provisions put forth for consideration by their first choice candidate for hire, Denise Dembkoski.

After discussing the salary offer, etc. the Board agreed to a three-year contract commencing on September 1, 2020 with an annual salary of One hundred and thirty-nine thousand dollars (\$139,000.00), a \$1,500 annual automobile allowance, a \$1,000 annual cell phone allowance, expenses incurred while attending approved conferences courses, institutes, and seminars that are necessary for her professional development. She will be granted 20 vacation days and 4 personal days annually and it was agreed that the Town Administrator normally will work only a half day on Fridays and the Town will allow her to assist her former Town of Groveland in their transition to a new Town Administrator until the end of the calendar year.

Ms. Dembkoski was invited into the meeting to discuss the terms the Selectmen had decided to offer her. After a brief discussion, the two parties came to agreement on the terms of her employment contract.

*Ms. Frecha moved that the Town enter into a three-year contract with Denise Dembkoski to serve as the new Town Administrator for the Town of Stow, subject to background checks and reference checks. Mr. Ryan seconded the motion and it was passed unanimously. Roll call vote: Mr. Burke, aye, Mr. Salvie, aye, Mr. Ryan, aye and Ms. Frecha, aye.*

**Return to open session**

*At 7:50 p.m. Mr. Ryan made a motion to return open session. Mr. Burke seconded the motion and it was passed unanimously. Mr. Ryan, aye, Mr. Salvie, aye, Mr. Burke, aye, and Ms. Frecha, aye.*

**Respectfully submitted,**

*Maureen Trunfio  
Administrative Assistant*