

*BOARD OF SELECTMEN  
EXECUTIVE SESSION MEETING MINUTES  
Tuesday, April 13, 2021  
Stow Town Building  
380 Great Road  
Stow, MA 01775*

ATTENDANCE: Chair Tom Ryan, Megan Birch-McMichael, and Ellen Sturgis participated in-person, while Cortni Frecha and Jim Salvie participated via Zoom.

Also in attendance was Town Administrator Denise Dembkoski

At 9:13pm, the Chair stated that in accordance with MGL c. 30A, sec.21 (a) (2), the Board will enter executive session to conduct negotiations with the Town Administrator. Additionally, he stated the Board would not return to open session. Chair Ryan then called for a motion.

Selectwoman Sturgis moved to convene in Executive Session, pursuant to MGL Chapter 30A, section 21(a) (2), to conduct negotiations with the Town Administrator, and to adjourn thereafter. Selectwoman Birch-McMichael seconded the motion, and the motion passed unanimously on a roll call vote.

Ms. Dembkoski is requesting a 2.5% merit increase in addition to the 2.5% cost of living increase granted to all employees. She provided a few reasons to backup her request including the following:

- She has implemented a number of policies over the last 7 months;
- Took over coordination of the Town's COVID-19 efforts;
- Has addressed several personnel matters;
- Holds monthly department head meetings and meets regularly with department heads outside of set meetings;
- Attends numerous evening meetings, sometimes two or three nights a week.

Ms. Dembkoski stated that additionally there was confusion when she was hired as she was told she would work a 37.5 hours/week, yet her contract states 40 hours/week. Those additional hours were not taken into consideration when she was hired and negotiated her salary. (She was working 37 hours/week in her prior community)

The Board members stated they have been very pleased with what Ms. Dembkoski has accomplished in her first 7 months and support her request.

Selectwoman Sturgis made a motion to give Denise Dembkoski, Town Administrator, a 2.5% merit increase in addition to the 2.5% COLA effective July 1, 2021. The motion was seconded by Selectwoman Birch-McMichael and it was unanimously approved on a roll call vote.

Selectwoman Birch-McMichael made a motion to adjourn at 9:23pm, seconded by Selectwoman Sturgis and it was unanimously approved on a roll call vote.

*Respectfully submitted,  
Denise M. Dembkoski  
Town Administrator*