MECHANIC FALLS TOWN COUNCIL

August 31, 2015

MEMBERS PRESENT:

Lou Annance, Chair

Wayne Hackett, Vice-Chair

Stephen Bolduc

Cathy Fifield

Nick Konstantoulakis

**STAFF PRESENT:**

John Hawley – Town Manager

Shirley Marquis – Town Clerk

Lisa Prevost – Finance Director

**OTHERS PRESENT:**

Win Durgin – Sun Journal

Lou Annance called the meeting to order at 6:30 pm with all Council present.

NEW BUSINESS:

Town Managers Resignation: John explained that the Council needed to release him from his contract, that he has given his 60 day notice and leaving in good standing. It was asked what would happen if the Council did not release him. He would not be entitled to his vacation time and a portion of his sick pay. His last day will be October 30th. John explained that he was not actively seeking a new job, this fell into his lap. Lou said that the RSU #16 is getting the Best of the Best.

John will be full time the month of September, and part time the month of October as he will be working part time for the RSU #16. All projects should be done by the time he leaves. John stated that he would be getting materials ready for the new person. Wayne Hackett made a motion to release John Hawley from his contract in good standing. Seconded by Stephen Bolduc. No further discussion. So voted. Vote was unanimous.

Filling the position: Two ways this can be done, in house advertising and we would go through the applicants, or through MMA, which would do an executive search for $4,900. (Which does not include advertising) Quite a bit of time goes into weeding the applicants and checking the references.

By John going half time in October, that would provide money to allow the MMA fee to be paid. The process would be more lengthy using MMA, John believes that they would be more through. Wayne stated that we should start ourselves, advertising on the MMA job site, and the Portland, Kennebec and Sun Journal newspapers. They must relocate within 6 months, within 10 miles of Mechanic Falls, per the Charter.

Wayne stated start them between $50-$70,000 6 month probation with an increase and an increase at the end of a year, Stephen said that MMA would go through applicants and the

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Council will interview, with Scott, Jeff and Lisa sitting in on the interviews. Wayne made a motion to have the dollar range from $50,000 to $70,000. Seconded by Stephen Bolduc. The remainder of the ad was okay as worded. We will advertise in the Bangor, Augusta, Portland and Lewiston papers Friday, Saturday and Sunday, two weekends the 6th and the 13th. We will accept applications until the 18th. Interview the first full week of October, hoping to interview 5 applicants.

Next Council meeting will be Wednesday September 9th at 7pm, due to the Holiday and scheduling conflicts.

Stephen Bolduc made a motion to adjourn. Seconded by Nick Konstantoulakis. All in favor . So voted. Vote unanimous.

Meeting adjourned at 7:30 pm.

Respectfully submitted,

Shirley A. Marquis, Town Clerk