

Executive Committee Draft Meeting Minutes
Virtual Meeting
September 19, 2023

Chairman Harold Mitchell called the meeting to order at 3 pm.

The Chair announced that the meeting was being held virtually as allowed pursuant to Chapter 20 of the Acts of 2021, as amended by Chapter 2 of the Acts of 2023, with all members participating remotely. The Chair further announced that all votes and other actions would be taken by roll call and that the names of the remote participants would be announced as roll call was taken.

Roll was called as follows:

Harold Mitchell	Present
Fred Chirigotis	Present
Richard Roy	Present
Kevin Grunwald	Absent
Elizabeth Taylor	Absent

Review & approval of prior meeting minutes: Upon a motion by Fred Chirigotis, seconded by Richard Roy, members voted by roll call to approve the 6/14/23 Executive Committee minutes.

Harold Mitchell	Yes
Fred Chirigotis	Yes
Richard Roy	Yes

Upon a motion by Richard Roy, seconded by Fred Chirigotis, members voted by roll call to approve the Executive Committee executive session minutes of 6/14/23.

Harold Mitchell	Yes
Fred Chirigotis	Yes
Richard Roy	Yes

Executive Director's Contract Renewal: Executive Director Kristy Senatori provided an update on her employment contract negotiations with Barnstable County Commissioner Chair Mark Forest. Her existing contract expires 10/2/23. She met on 6/28/23 with Commissioner Forest, who was assigned by the Barnstable County Commissioners to negotiate a new contract. During this first conversation they discussed terms, length, and a review process. They agreed to memorialize the existing process for performance evaluations, first with the executive committee where goals for the coming year are established, then with the county commissioners. Until 8/15/23 when she received a draft contract, Ms. Senatori received only a message from Commissioner Forest indicating he was working on it. The draft was inconsistent with what they had previously discussed. They met again on 8/22 to review the draft. Commissioner Forest said he felt strongly the term should

be three years, consistent with the County Administrator and town managers. He suggested that she prepare some comparable salaries. Ms. Senatori had provided him with two regional planning agencies off cape and several regional agencies on Cape Cod. They met again last week. Commissioner Forest would not agree to a longer term but provided some flexibility on salary, although Ms. Senatori noted the agencies he is comparing salaries with are not comparable. She reported that she received a final offer yesterday with a three-year term and an acceptable salary. She said that knowing the executive committee recommended a five-year term, she wanted to bring this back to the committee for feedback.

Chairman Mitchell stated the committee prefers a five-year term, given the long-range comprehensive plans the Commission develops. He asked how the review process would work. Ms. Senatori responded that she is comfortable with process and walked through the steps, first a self-evaluation, evaluation and goal setting with the executive committee followed by a written recommendation to the county commissioners, then an evaluation with the commissioners. Richard Roy also supports a five-year contract and questioned Commissioner Forest being the negotiator when Commissioners Lyons and Bergstrom have experience on the Cape Cod Commission. Fred Chirigotis said the recommendation sent by the executive committee to the commissioners was reasonable and noted the need for stability and continuity. He added that it was troubling that this committee would have to go through this process again in a few years. Chairman Mitchell felt the committee should not yield on the term. Mr. Roy added that outside agencies are aware of the invaluable work we do and seek out our guidance, noting this speaks to the Commission's leadership. Members discussed drafting a new letter to the commissioners noting the directors' contracts have always been for five years and the committee believes this should continue. Mr. Chirigotis said he couldn't imagine a new director coming in at this stage, having the necessary background to be up to speed on the scope of all of the Commission's work.

Upon a motion by Fred Chirigotis, seconded by Richard Roy, members voted by roll call instructing staff to draft a letter regarding the director's contract term and an appropriate salary commensurate with experience.

Harold Mitchell	Yes
Fred Chirigotis	Yes
Richard Roy	Yes

New Business: None

Adjourn: Upon a motion by Fred Chirigotis, seconded by Richard Roy, members voted by roll call to adjourn at 3:27 pm as follows:

Harold Mitchell	Yes
Fred Chirigotis	Yes
Richard Roy	Yes

Documents used/received: Draft 6/14/23 Executive Committee and executive session minutes

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