



**Board of Selectmen Emergency Meeting**

Southwest Harbor Fire Station

Monday, February 1, 2021 @ 10:00am

**Minutes**

- I. Call to Order/Roll Call. Chair Kristin Hutchins called the meeting to order at 10:00 am. Present Board Members, Carolyn Ball, Allen Willey, and George Jellison, Chad Terry was excused. Town Manager Justin VanDongen, and Dana Reed.
- II. Motion by Ball to go into Executive Session pursuant to 1 MRSA § 405(6)(a) to discuss hiring an interim Town Manager at 10:03am. Second by Willey. Passed 4-0-0.
- Motion by Jellison to come out of Executive Session pursuant to 1 MRSA § 405(6)(a) to discuss hiring an interim Town Manager at 10:10am. Second Willey. Passed 4-0-0.
- III. Any action resulting from the Executive Session – None.
- IV. Appointment: Interim Town Manager – Dana Reed
- Motion by Ball to accept agreement and appoint Dana Reed as Interim Town Manager. Second by Willey. Passed 4-0-0.
- V. Discussion of Town Manager Justin VanDongen’s Payout Agreement
- Motion by Ball to accept the payout agreement as presented subject to payroll services final calculations and appropriate taxes being withheld. Second by Willey. Passed 4-0-0.
- VI. Discussion with Town Clerk Marilyn Lowell regarding continued employment.
- VII. Adjourn Meeting
- Motion by Jellison to adjourn the meeting at 10:27 . Second by Willey. Passed 4-0-0.

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Kristin Hutchins, Chair

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Chad Terry, Vice Chair

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Allen Willey

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George Jellison, Jr.

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Carolyn Ball