

SELECT BOARD MEETING
Town of Southwest Harbor
Fire Station
6:00 p.m. ~ Monday, February 2, 2026

EXECUTIVE SESSION
MINUTES

1. **CALL TO ORDER:** Burby called the meeting to order at 6:02 p.m.
2. **ROLL CALL:** Chair Noah Burby, Vice Chair Chapin McFarland, Natasha Johnson, Carolyn Ball, Dan Norwood, and Town Manager Karen Reddersen

A. Excused Absences *(if any)*

3. **ADOPTION OF AGENDA:** *Request of the Town Manager for a motion to adopt the agenda as presented.*

Johnson motioned to adopt the agenda as presented. Seconded by McFarland. Vote: 5-0-0.

4. EXECUTIVE SESSION:

Personnel Matter: *Possible adoption of a motion for the Select Board to find that public discussion of this personnel matter could be reasonably expected to violate the employee's reputation or right to privacy, and therefore, to go into executive session to discuss the employment of an individual, as permitted by 1 MRSA 405.6.A.*

Johnson motioned to enter Executive Session at approximately 6:03 p.m. Seconded by McFarland. Vote: 5-0-0.

Johnson motioned to exit Executive Session at 6:50 p.m. Seconded by McFarland. Vote: 5-0-0.

McFarland motioned to approve the following nonunion pay increases; Town Manager 5%, Town Clerk 13.1%, Deputy Clerk 5%, Finance Manager 5%, CEO 5%, Custodian 5%, Firefighter/EMT 5%. Seconded by Norwood. Vote: 5-0-0.

McFarland motioned to direct Town Manager to seek legal counsel in making a contract adjustment for the Town Manager's contract for the 5% increase for FY26/27/28, within the current contract. Seconded by Norwood for discussion. No vote taken.

* *To access the meeting using Zoom, please click the meeting link on the home page of the Town's website www.southwestharbormaine.org*

Members reviewed the motion under consideration. Johnson clarified that the Town Manager would contact legal counsel to seek an amendment to correct the prior year’s pay increase and address the current budget 5% increase. Johnson then asked Burby which fiscal year he intended to reference. Burby proposed the full three-year contract term. Johnson stated she would be amendable for an increase for FY26 to address the correction, along with applying the proposed increase for FY27. Member agreed to this. Ball then drafted another motion to ensure clarity.

Ball motioned to have the Town Manager seek an amendment to the current contract for pay in fiscal year 25/26 to read 5%, and to allow for an increase in pay for fiscal year 26/27 of 5%. Seconded by Johnson. Vote: 5-0-0.

Personnel Matter: *Possible adoption of a motion for the Select Board to find that public discussion of this personnel matter could be reasonably expected to violate the employee’s reputation or right to privacy, and therefore, to go into executive session to discuss the employment of an individual, as permitted by 1 MRSA 405.6.A.*

McFarland motioned to enter Executive Session at 6:55 p.m. Seconded by Johnson. Vote: 5-0-0.3

Johnson motioned to exit Executive Session at 7:51 p.m. Seconded by McFarland. Vote: 5-0-0.


5. ADJOURNMENT:

McFarland motioned to adjourn the meeting at 7:51 p.m. Seconded by Johnson. Vote: 5-0-0.

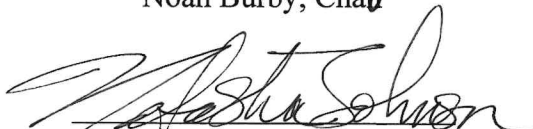
Respectfully Submitted,

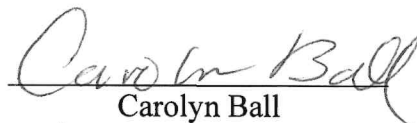
Jennifer E. LaHaye
Town Clerk

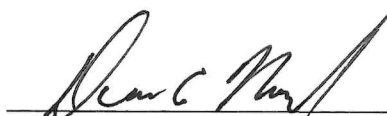
APPROVED


Noah Burby, Chair


Chapin McFarland, Vice Chair


Natasha Johnson


Carolyn Ball


Dan Norwood