

## Town Administrator

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**From:** Justin Makuc  
**Sent:** Friday, November 17, 2023 8:44 AM  
**To:** Susan Cooper; frank.montereyma.gov; Town Administrator  
**Subject:** Fwd: Monterey

Document for this morning's meeting:

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**From:** Mary E Aicardi <Mary.Aicardi@umb.edu>  
**Sent:** Friday, November 17, 2023 8:41 AM  
**To:** Justin Makuc <justin@montereyma.gov>  
**Subject:** Re: Monterey

Good morning,

Thank you for reaching out. Since we do not have a signed contract yet, and since you do have the ability to use the attorney, I would suggest you have the attorney do the work at this time. Moving forward we are happy to help with forms, processes, etc.

I will be reviewing the revised scope and be in touch next week.

Happy Thanksgiving.  
Mary

Mary Flanders Aicardi, Human Resources Practice Leader  
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**From:** Justin Makuc <justin@montereyma.gov>  
**Sent:** Friday, November 17, 2023 8:03 AM  
**To:** Mary E Aicardi <Mary.Aicardi@umb.edu>  
**Subject:** Monterey

You don't often get email from justin@montereyma.gov. [Learn why this is important](#)

**CAUTION: EXTERNAL SENDER**

Hi Mary,

My name is Justin Makuc I am the Chair of the Select Board in Monterey.

I was just curious if you had time for a brief phone call this morning. We are dealing with a time sensitive issue which is the evaluation of our Town Administrator. Each member of the Board has submitted his/her own performance evaluation, and we are hoping to submit them to a 3<sup>rd</sup> party to create a composite evaluation to be discussed during a Select Board meeting. So as to avoid discussing individual evaluations during a public meeting.

Thankfully our Town Counsel is willing to create that composite evaluations. There are obviously benefits to having someone who was worked with our Town for a year do that, but in some ways it seems like an HR professional is more appropriate than a Town Counsel for this project.

Is creating a composite evaluation something that you would be willing to work on?

My apologies for the last minute notice and for suggesting this at such an early time in your working with our Town. We are just in a pinch.

We are meeting this morning at 11:30 with our Town Counsel and hoping to make a decision then.

My phone number if 413-429-5854. Please call anytime.

Thank you,  
Justin