


**Fw: Town Administrator position**

noeway243@twc.com &lt;noeway243@twc.com&gt;

Sat 3/9/2024 7:09 AM

To: Justin Makuc &lt;justin@montereyma.gov&gt;; Susan Cooper &lt;susan@montereyma.gov&gt;; frank montereyma.gov &lt;frank@montereyma.gov&gt;

Cc: 'sara@massmunifin.com' &lt;sara@massmunifin.com&gt;

 1 attachments (2 MB)

lettersofrec3.7.24\_20240307104745.pdf;

Dear Select Board,

I am in receipt of your email and Justin's voicemail informing me that you have decided to hire another candidate for the position of TA. I am informing the Board that since I was not provided with a definitive end date to my employment I will consider this to mean that Friday, March 8th was my termination date and last day of employment with the town.

I am owed 21.97 days of earned vacation time as well as work performed for the week of 3/3 - 3/8/24 and expect that the town will follow any termination employment laws with regard to providing me my last check. Also, I am the last employee that paid my portion of health insurance benefits one month in advance and want to confirm that my policy will terminate on 4/8/24 and no further deductions will be taken from my last check.

I have also attached a copy of the documents provided to you at the 3/7/24 meeting with regard to my interview and reiterate my request that these be attached to the minutes of 3/7/24.

I will return my keys and town phone to the Chief of Police this weekend.

Melissa Noe

cc: Treasurer

**From:** Justin Makuc <justin@montereyma.gov>**Sent:** Thursday, March 7, 2024 9:46 PM**To:** Town Administrator <admin@montereyma.gov>**Subject:** Town Administrator position

Hi Melissa,

As you may know, the Select Board voted to offer Roger MacDonald the Town Administrator job pending background check and successful contract negotiations.

This decision was deliberated thoughtfully and it was a very tough choice that was not taken lightly. We value your many years of dedicated service to the Town, and deeply appreciate your contributions along the way.

I just wanted to let you know that this is the route moving forward. We would like you to stay until things are finalized, but obviously that decision is up to you and we respect whatever you decide is best given the circumstances.

Sincerely,  
Justin