



Meeting Agenda Coversheet

MEETING DATE:		September 22, 2026		Submitted By: Mary Richardson, Commissioner	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		DISCUSSION AND ACTION: TOWN CLERK'S EMPLOYMENT CONTRACT			
STAFF RECOMMENDATION: (MOTION READY)		At the pleasure of the commission.			
SUMMARY and/or JUSTIFICATION:		The proposed agreement states that Ordinance No. 26-12, adopted August 4, 2026, placed the Town Clerk under the direction and supervision of the Town Commission and authorized an employment agreement. The contract memorializes Erica Anderson's continued service without a break in employment or a new appointment, and is subject to commission approval.			
SELECT, if applicable		AGREEMENT:		BUDGET:	
		STAFF REPORT:		PROCLAMATION:	
		EXHIBIT(S):		OTHER:	
		X			
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>		Town Clerk's Contract IIMC Salary Survey Town Clerk Compensation Analysis			
SELECT, if applicable		RESOLUTION:		ORDINANCE:	
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(If Item is not a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank.)</i>					
FISCAL IMPACT (if any):		At the will of the commission			\$0.00