

July 2, 2024

Matthew Lawless  
5420 Shelburne Road  
Shelburne, VT 05482  
[mllawless@shelburnevt.org](mailto:mllawless@shelburnevt.org)

**Re: Town Manager Employment Agreement Extension – June 5, 2025 through June 4, 2026 – Town of Shelburne, Vermont**

Dear Matt:

On behalf of the Town of Shelburne (Town), the Town Selectboard presents this Employment Agreement Extension (Agreement) for your continued employment as Town Manager. The specific terms of this Agreement are as follows:

1. The Town shall extend your existing March 28, 2023 Employment Agreement for an additional one-year term, beginning June 5, 2025 and concluding June 4, 2026. Following the conclusion of this additional one-year term, the parties may extend the Agreement annually by mutual agreement upon satisfactory annual performance reviews, and such other considerations as the parties wish to consider.

2. Your annualized salary from July 1, 2024 to June 4, 2025 shall be \$128,000, and from June 5, 2025 to June 4, 2026 shall be \$130,000, *plus COLA identical to non-union staff.*

3. The Town shall provide you written notice of its intention to not renew this Agreement for an additional period beginning June 5, 2026 by no later than December 5, 2025. *-MRL*

4. All other terms of the March 28, 2023 Employment Agreement shall apply to this Agreement.

5. No modification of this Agreement shall be valid unless in writing and signed by the parties hereto.


6. The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.

7. This Agreement shall be considered binding upon motion by the Selectboard at a duly warned meeting, the signatures of a majority of the

members of the Selectboard at the time of the motion, and the signature of the Town Manager.

Please confirm your acceptance of this Agreement by signing below.

Very truly yours,



Michael Ashooh, Chair

Matt Wormser

Matt Wormser, Vice Chair

Andrew Everett

Luce Hillman



Chunka Mui

Agreed to and Accepted this 2<sup>nd</sup> day of July, 2024.



Matthew Lawless