



**RESOLUTION  
2022-019**

**A Resolution to Authorize Personnel Action**

**WHEREAS**, action is needed to fill the vacancy of the Town Clerk position created by promotion of the previous Town Clerk; and

**WHEREAS**, the following position was previously advertised to solicit the best candidates for service to the Town of Townsend; and

**WHEREAS**, Ms. Mariaelena Rivera meets and exceeds the requirements for the position, including over five years of administrative experience and over three years as a municipal clerk;

**WHEREAS**, the following individual has been recommended by the Town Council Human Resources Chair and the Town Manager after due consideration of qualified applicants.

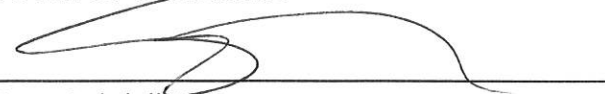
**NOW AND THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF TOWNSEND, DELAWARE ON AUGUST 24<sup>th</sup>, 2022,**

- 1.) That Ms. Mariaelena Rivera, be hired as a full time Town Clerk in accordance with Article 7, Section 7.4 *et al* of the Town of Townsend Charter. Compensation is to be at a Full-Time salaried rate of \$52,000.00 plus benefits as outlined in the Employee Handbook upon successful completion of her probationary period.
- 2.) Ms. Mariaelena Rivera will report to the Town Manager. Ms. Rivera is expected to begin employment on or about September 1<sup>st</sup>, 2022.

**IN WITNESS WHEREOF**, I hereunto set my hand and caused the Seal of the Town of Townsend to be affixed on this 24th Day of August 2022.

Passed and Approved This 24<sup>th</sup> Day of August 2022.

**TOWN OF TOWNSEND**

  
\_\_\_\_\_  
Scott Lobdell, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Antonina Tantillo, Town Manager

Vote of Council	Yea	Na	Abs
Mayor S. Lobdell			
CM E. Dugan	X		
CM J. Mertz	X		
CW L. Clarke	X		
CW S. Rojas	X		