

Board of Selectmen Meeting

Library Meeting Room

August 21, 2007

Present: Chairman Kerry Scott, Selectmen Gregory Coogan, Ronald DiOrio, Roger Wey.

Also present: Town Administrator Michael Dutton, Administrator Alice Ryan Butler.

Absent Selectman Duncan Ross.

Meeting called to order at 4:05 p.m.

Executive Session

Selectman DiOrio motioned to go into Executive Session to discuss a Real Estate issue, seconded by Selectman Wey.

Chairman Scott Aye

Selectman Coogan Aye

Selectman DiOrio Aye

Selectman Wey Aye

Selectman Coogan motioned to adjourn Executive Session at 5:30 p.m., seconded by Selectman DiOrio.

Chairman Scott Aye

Selectman Coogan Aye

Selectman DiOrio Aye

Selectman Wey Aye

Old/New Business

Workshop: Personnel Board

The Personnel Board, Chairman Mimi Davisson, Carl Green and John Lolley were present.

The Compensation and Classification study is underway. It was suggested that an amount of money be allocated each year to keep the study updated.

There is an apparent need for a Personnel Director.

Of the sixteen personal contracts that were reviewed, only two will remain.

Other towns will be consulted to see if or how they deal with merit pay.

Consideration is being given to expanding the Personnel Board; an effort will be made to present it at the Special Town Meeting in the fall.

Flex time was defined as working specific hours but not in traditional time. Being salaried was defined as working until the job is done, not a specified amount of hours.

An effort will be made to cross train employees either within their area or in another area, creating opportunities to promote from within for employees and service to taxpayers.

Length of the work day was discussed, currently; the full time work week varies from 34.50 hours for public safety personnel to 40 hours salaried positions.

Whether there should be any constraints on employees being on committees or boards was discussed. Also, whether people should be limited to the number of committees they could serve on. Whether the Personnel Board should set policy for volunteers. Other towns will be contacted to find out about their volunteer policy.

Appointments

Request to be appointed as a full member to the Zoning Board of Appeals. George Warren.

Selectman Wey motioned to appoint George Warren as a full member of the Zoning Board of Appeals, seconded by Selectman DiOrio. Vote was unanimous.

Adjourn

Selectman Wey motioned to adjourn at 7:55 p.m., seconded by Selectman DiOrio. Vote was unanimous.

Respectfully submitted,

Alice Ryan Butler
Administrator