

New Durham Board of Selectmen
Approved Minutes of Meeting ~ November 23rd, 2009
Town Hall

Members Present: Ron Gehl, David Bickford, Theresa Jarvis

Others Present: Town Administrator (TA) April Whittaker

1. Call to Order –Chairperson Ron Gehl called the meeting to order at 6:00 PM.

Noting that the recording camera had not been set up, Chairman Gehl asked for the Video Taping Policy to be waived.

Motion Bickford, second Gehl, to waive, vote 2-1; Jarvis in the negative.

The Chairman noted that this meeting was a budget workshop session to discuss compensation and benefits for the 2010 budget year.

TA Whittaker collated various spreadsheets as directly related to prior compensation discussions with the Budget Committee.

She recapped the history of last year to the equity pay raises resulting from 5 positions being cited in the LGC pay study as being underpaid against comparable communities and presented sheets representing what the second portion of the equity raise would bring the annual pay level to. In addition to the presentation of the second portion of the equity pay raises she presented numbers for a highway department position, which she felt was now in disparity due to actions undertaken last year with respect to another position.

General discussion ensued regarding filling the vacant solid waste position in a fulltime or part-time capacity. Mr. Bickford indicated his support that the position becomes part-time but would like to see the part-time pay lifted. Mrs. Jarvis opined too that she viewed this vacant position as an opportunity to reevaluate if the position should be part-time and not full-time. Mrs. Whittaker suggested adding another level of compensation once the individual had received their Solid Waste Level I certification requirement. Questions focused on the State's certification requirements for a Transfer Station. Mrs. Whittaker will investigate but felt that a certified operator had to be present at the Transfer Station when in operation and open to the public.

Mrs. Whittaker advised the Board that the bottom lines for compensation with the equity pay raises reflected exactly what is in the budget at this time and represents the highest figures at this time. She advised the following:~

- 2009 Payroll Total \$1,255,254
- 2010 Payroll with Step 2 Equity Raises Total..... \$1,247,472

(Note being made of the rationale for the decreased figure i.e. one position going from fulltime to part-time and another position reflecting a starting salary; denoting a \$7,782 saving over the prior year's figure)

- 2010 Payroll with Step 2 Equity Raises and a 1% Increase Total \$1,259,034
(Note being made that the 1% pay raise would increase the payroll by \$11,562).

Mrs. Jarvis requested Mrs. Whittaker to seek out information regarding a situation whereby one person is performing two jobs of very different type and caliber and with differing pay rates, therefore, which pay rate of the two jobs prevails for both types of work or is it permissible to apply two different rates dependent on what job is being performed.

Mrs. Whittaker next addressed the effects on benefits regarding the above pay scenarios as follows:

Benefit Calculation with Equity Pay Raises only

Benefit	2009 \$\$\$	2010 \$\$\$	Increase / Decrease
Social Security	62,870	61,704	-1,166
Medicare	18,507	18,280	-227
Disability	11,800	11,686	-114
NH Retirement	100,539	104,501	+3,962

Benefit Calculation with Equity Pay Raises +1%

Benefit	2009 \$\$\$	2010 \$\$\$	Increase / Decrease
Social Security	62,870	62,134	-736
Medicare	18,507	18,448	-59
Disability	11,800	11,823	+23
NH Retirement	100,539	105,737	+5,198

Mrs. Jarvis noted to the Board that the retirement figures are indicative of increases passed down to the employer i.e. the town from the State of New Hampshire's budget cut contribution going from 35% to 30% for police and firemen. Mrs. Whittaker commented that 2011 would see another 5% cut to the State's contribution portion.

Mr. Gehl commented to the board that he knew there was a lot of figures to digest in one bite and therefore suggested the next regular business meeting assigned for December 7th, 2009 have some portion dedicated to decision making with respect to the compensation issues.

Health Insurance

The board reviewed the current plan details noting that the proposed 2010 rate had risen 16.4%. Mrs. Whittaker presented four (4) options for consideration to lessen the impact as follows:

Matthew Thornton Blue HMO Plans

	Current Plan	Option 1	Option 2	Option 3	Option 4
Med. Plan Code	MTB 5	MTB20	MTB10IPDED	MTB20IPDED	MTB15IPDED
Rx Plan Code	Rx 10/20/45	Rx 10/20/45	Rx 10/20/45	Rx 10/20/45	Rx 10/20/45
Office Visit Co-Pay	\$5	\$20	\$10	\$20	\$15
Emer. Room Co-Pay	\$25	\$100	\$75	\$150	\$100
Plan Deductible	N/A	N/A	\$250/\$750	\$250/750	\$500/\$1,500
MONTHLY RATES					
Single	\$688.01	\$665.05	\$642.09	\$627.07	\$601.46
2-Person	\$1,376.03	\$1,330.10	\$1,284.17	\$1,254.14	\$1,202.92
Family	\$1,857.63	\$1,795.63	\$1,733.63	\$1,693.09	\$1,623.94
Increase over last year	16.4%	12.5%	8.7%	6.3%	1.8%

Following a long discussion of the effects of the various options on the employee contributions and the out of pocket effects, the board, although not making a decision, generally agreed that going to Option 1 full-filled a lessened impact on the budget and generally hurt the employee less in terms of their co-pays and contributions.

Anticipated extra costs for the Option 1 plan indicated about a \$10,000 increase. Mrs. Jarvis commented that she would like to stay with the current plan but \$10,000 would have to be found in the budget to defray this increase.

Mrs. Whittaker will work out the bottom line based on the current enrollment statistics for the next meeting based on Option 1 costs.

Chairman Gehl asked Mrs. Whittaker to see if a Worker's Compensation figure had been arrived at by the Town's provider.

Mrs. Jarvis asked if the Fire Chief was seeking additional costs for new hires i.e. medical and hepatitis B shots. It was noted that a release should be formulated for those individuals who have declined the hepatitis B shots. She also commented shots used to be provided to the solid waste and highway department employees as well as the town's safety service employees.

Mrs. Jarvis asked for clarification of the need for a CDL license for driving fire trucks. Mrs. Whittaker advised that it had been her understanding that going to an emergency,

a driver did not need a CDL, but coming back from the emergency, the driver of such a vehicle should possess a CDL. She concurred with her, and commented that truck training technically would require a CDL as it is not an emergency. She asked to obtain the Fire Chief's opinion on this.

Mrs. Jarvis queried if the police chief's compensation should be considered as she felt that his salary did not meet the mid-point on the new pay scale. Chairman Gehl advised that there was no issue within the LGC review of his position given other contractual obligations.

Mrs. Whittaker summarized with the board for their next meeting:

- Review the equity pay raises as proposed
- Consider the dispositions of Fulltime -v- Part-time for the vacant Solid Waste Position and discuss with Mr. Fuller, Road Agent.
- Consider the numbers for compensation with equity pay raises for 6 positions and consider the numbers for equity pay raises for the 6 positions + an across the board 1% pay raise for 2010.
- Discuss with Mr. Fuller the effect of increasing the hours of the mechanic's helper on the highway department.

Any Other Business

Review of Accts: 4196 Insurance and 4199 Other General Government

Mrs. Whittaker asked the board to review the above accounts as they were perfunctory in nature being the town's general insurance policy quote, and Other General Government encompassing the town's repeater lease, and State permit fees for the operations of Marchs Pond Dam and Downings Pond Dam.

- Motion Jarvis to approve the amounts as submitted for fiscal 2010 for accounts 4196 and 4199, second Bickford, vote 3 - 0.**

Capital Reserves: Chairman Gehl asked his fellow board members to review the Capital Reserves for the next scheduled meeting.

Mrs. Jarvis commented that she felt that one combined Building Maintenance Reserve would better serve the building purposes than having individual reserves for each building. Mrs. Whittaker commented that these could be combined at town meeting.

Mr. Bickford queried funding of the conservation commission for land acquisition at the Meetinghouse from two reserve funds, namely Meetinghouse Reserve and Municipal Land acquisition.

Grant Application: Mrs. Whittaker submitted a grant application from the NH Used Oil Grant Assistance Program for \$831. She advised that the grant was funded 100% and would provide for a containment area for the 55-gallon drum and clean up materials in the event of spillage at the Transfer Station. All Board members were appreciative of the grant opportunity.

- **Motion Jarvis to support the Grant Application to NH Used Oil Grant Assistance Program in the amount as submitted, second Bickford, vote 3 - 0.**

Skid Steer Proposed Acquisition: Chairman Gehl asked for an update re the proposed acquisition of a Skid Steer for the Solid Waste facility. Mrs. Whittaker advised the following:~

A \$4,000 grant had been obtained from NH the Beautiful. It had been hoped for a 50% grant in the amount of \$20,000 would be obtainable. Therefore the rationale for numbers would be as follows for board support:~

Total Acquisition Price	\$40,000
Less Grant	\$ 4,000
Less Trade In	\$ 4,000
Less Capital Reserve Contribution	\$20,000
Amount to be raised	\$12,000

Mrs. Whittaker advised that Mr. Fuller anticipated having \$12,000 left over in his solid waste 2009 budget and would like to utilize this amount as the "amount to be raised." She requested the board to address Mr. Fuller with this proposed acquisition at the next meeting.

Non-Public Session

Motion Gehl, second Jarvis to enter into Non Public Session under the terms and conditions of RSA 91-A: 3 II (c) at 9:26 PM, vote 3 - 0.

Roll Call: Gehl ~ yes, Bickford ~ yes, and Jarvis ~ yes

The Board returned to regular session at 9:45 PM with no decisions having been made in non-public session.

Adjournment

Motion Bickford, second Jarvis to adjourn at 9:45 PM, vote 3 - 0.

Respectfully submitted, April Whittaker

A partial video recording of this meeting is on file with the Office of Town Clerk, is available for public viewing during normal business hours, and will be retained in accordance with the New Hampshire Municipal Records Board rules established under RSA 33-A:4, or for a minimum of 24 months.