

Non- Public Session
Selectmen's Meeting
10 August 1998

Mr. Hines made a motion to convene into non-public session under RSA 91-A:3 II (a) at approximately 9:10pm. Mr. Steiner seconded the motion. The motion was unanimous. Compensation of department head employees (Fire Chief, Deputy Fire Chief, Police Chief & Road Agent) was reviewed. It was noted that with the exception of the Chief of Police, the previously mentioned employees had not received a raise or any cost of living allowance (COLA) for two years. Discussion ensued regarding how to determine the upper limits of the pay scale given the size and fiscal ability of the Town. Members of the Board agreed that a capitation amount needed to be established. The TA reported that one common practice of determining salary caps for this level of employee was to conduct a salary survey. The results of the survey would then be analyzed using specific criteria that accounted for the Town's size, tax base, comparable positions within the region, level, scope and complexity of management responsibility, training & educational attainment. The Board agreed that a cap on salaries had to be determined and that future adjustments to salaries would only be cost of living increases. The TA agreed to contact Renny Perry and look into the details of a salary survey and then report back to the Board.

Brief discussion ensued regarding COLA increases over the past couple of years. The Board estimated that COLA's averaged a little under 1.5% per year. The TA provided a spreadsheet with current salary information for the department heads and the projected results of a 3% salary increase. The total combined increase in salaries amounted to \$5,140.20. That dollar increase translated into a one-cent increase in the gross appropriation of taxes. The TA pointed out that the increase was calculated on an annual basis, but would actually be smaller because almost two months of the year had elapsed. After further debate among Board members it was suggested that the employees mentioned above receive a flat \$1,200 / year raise that could be implemented on September 1st.

Members of the Board determined that they would make the decision concerning department head salary increases during the regularly scheduled public meeting on August 24th.

No motion was made and no votes taken. The non-public session adjourned at approximately 9:50pm.

Respectfully,

Russell McAllister
Town Administrator