

**Meeting Minutes
Board of Selectmen**

October 13, 2015

Town of Alstead

The Alstead Board of Selectmen met in open session on Tuesday October 13, 2015 at 6:00 pm at the Municipal Offices. Rock Wilson and Chris Rietmann were present along with seventeen residents.

Chris Rietmann called the meeting to order at 6:00.
Minutes were read and approved with corrections.

Carol Reller reported that the EMSG plans to have the specifications for a new fire truck by the end of the year. They are still waiting for clarification about the existing equipment that will be removed from the truck and what new equipment will be needed for the new truck. She has not heard back from any contractors about addressing the discrepancy between the bay size and the fire truck.

Carol Reller reported the AABC is looking into supplement software that will be compatible with our current Munismart software. They hope this will be able to extract data not replace Munismart.

Chris Rietmann reported the police chief candidate is still gathering paperwork as requested.

Julie Pelletier sent a letter asking if the ice rink would be set up this year. Both Rock and Chris agreed to allow this. Secretary agreed to inform Kim Kercewich and Julie of their decision.

Anne Cartwright reported there will be a meeting about Silvo O. Conte on November 5, 2015 at 6-8 pm at the Keene Library. Any written concerns about this issue needs to be done by November 16, 2015. The information being gathered will help challenge the bill before it is finalized will the House and Senate.

Glen Elsesser reported the municipal bid ended for the police cruiser and the winning bid was \$510.00. Rock made a motion to accept the bid and Chris seconded. Motion passed and secretary will notify the winner.

The CBEC subcommittee members Tom Dowling, Rich Nalevanko and Bob Quaglin were present to give their HR research findings. They gave each selectmen a proposed manual and thumb drive for their review.

Tom Dowling explained the town's current policy manual was last updated in 2002. The goal of this committee and their findings was to help inform the Select Board how the current town's policies, wages, and benefits compare to other towns. Twelve towns comparable to Alstead were used. The committee hopes this will help the Select Board determine maximum budget control, employee performance satisfaction and productivity. The committee also reviewed the town's current job descriptions, responsibilities, salaries. They then referenced the NH Municipal job descriptions and explained how RSA dictates specific protocols.

Bob Quaglin reported he compared the town's current benefits. He surveyed 16 different towns, 50 job titles and 12 responded to his comparison. He found Alstead's full time benefits package including holidays, vacations, personal and sick time, health, dental, 401K, uniform allowance, life insurance,

short and long term disability were comparable in some areas and had with some differences in other areas. He recommended the town participate every 2 years in the Municipal survey.

Rich Nalevanko reported he reviewed the current town's protocol in performing employee reviews, goals and expectations. He referenced Francestown and Lyndeborough's format and recommended yearly reviews should be performed.

Tom Dowling suggested the Select Board look into creating an Employee Suggestion Program. The goal is to reward employees for their position impact, productivity and financial savings for the town. He recommended awards be given yearly. In conclusion the committee recommended the town consider hiring a Town Administrator. They have communicated with the Town of Lyndenborough's Town Administrator, Russ Boland. He is willing to meet with the selectmen and explain the benefits.

Chris recommended the Select Board meet with Russ Boland.

Questions were opened up to the public and answered.

Bobbie Wilson reported that the Supervisors of the Checklist will be at the town office's on October 30, 2015 from 6-7:30 for those interested in changing or declaring their political party. She will also post on social media and the secretary will post on the town's website.

Bobbie Wilson gave a report about Vilas Pool. There is one more wedding this weekend and then JD Crawford will close up Vilas Pool. Bobbie asked is they could keep an employee from year to year. Both Rock and Chris agreed they could.

Glenn Elsesser would like to put the 2007 police cruiser on Munibid. He is working with Roger about the equipment they would be removing. He also asked if the selectmen have discussed a mileage program. Chris said they would come up with something by the next meeting.

Rock Wilson asked if David was informed about his work hours being change. After discussion it was agreed he had not been. Chris and Rock will meet with David on October 14, 2015 at 7 am at the Town Barn.

A discussion about the DPW's part time hours, storm hours and lunches was tabled until further clarification regarding the laws about breaks and lunches was reviewed.

Rosemary Dowling asked about the missing lock on the Lake Warren Dam, Rock will look into this.

Meeting adjourned at 7:50.