

~~Unapproved-Approved~~
Candia's Selectmen's Public Meeting Minutes
September 26, 2016

Attendance: Chairman Boyd Chivers, Vice-Chair Susan Young, Selectman Scott Komisarek, Selectman Russ Dann, Selectman Mark Laliberte, and Administrative Assistant Andria Hansen.

7:00 p.m. Chairman Chivers called the Public Meeting to order and immediately followed with the Pledge of Allegiance.

The Board to meet with William Lambert, PE of the DOT to discuss changing the speed limit on High Street. Chairman Chivers explained that Mr. Lambert will be in attendance at our next meeting.

Approval of minutes from the previous meeting – September 12th, 2016. Selectman Dann moved to approve the September 12th, 2016 public meeting minutes as presented. Seconded by Selectman Komisarek. All were in favor. Motion carried.

The Board to decide on deadline for the 2017 proposed warrant articles. After some discussion the Board decided to have the Selectmen's meeting on December 5th and December 12th. The deadline for the warrant articles will be December 5th at 3:00 pm for the Boards review that evening. Selectman Laliberte moved the Selectmen's meetings for December to the 5th and the 19th. Seconded by Selectman Komisarek. Selectman Young said if they set their deadline for December 5th and finalize them on December 12th the Budget Committee will have the advantage of getting them on the 14th. She wasn't sure why they were going with the December 19th date. Selectman Laliberte revised his motioned to have the Selectmen's meetings in December on 5th and the 12th. Seconded by Selectman Dann. All were in favor. Motion carried.

Chairman Chivers to discuss the quote for replacing the town office phone system. Chairman Chivers said he and Selectman Young met with Block 5 our IT Company. He showed us how we could consolidate the seventeen phone numbers into one number with a phone tree. It turns out that it is going to be a pretty costly proposition. They would save around \$100 per month on their phone bill, but it will cost us \$6,200. There is also a \$1,700 penalty to Fairpoint for terminating their contract early. They signed a three year contract with them two years ago. He would like to hear what the members of this Board have to say about this project. Selectman Young said what they presented would not only help it be well suited for the future. She doesn't know if it is worth breaking their contract with Fairpoint. If they wait a year they won't have to pay that \$1,700. She does want to give the town employees the tools they need to function and some of the phones are hanging by tape. She thought they could explore some avenues to try and get these phones to last. Until their contract is up with Fairpoint she'd rather do that because it is going to be very expensive to get the equipment and pay the setup fee for the new system. Selectman Dann asked if this would be a warrant article. There was further discussion about the phone system. Selectman Komisarek thought they should try and make the phones last until the contract is up. It was noted that the contract expires in 2017. Selectman Young said this is one company's proposal and they can look at other companies. Selectman Laliberte agreed with Selectman Young and Selectman Komisarek and he is inclined to let the contract run its course. Selectman Komisarek

said isn't there a reason they got this quote. Chairman Chivers said Block 5 is our IT Company, but they also do phones. So they almost want to use them because it would run through our server. Resident Joyce Bedard said that is not true any phone service can integrate with any server. They should definitely get other quotes. It's very competitive out there; she works for an IT company and deals with this all of the time. Selectman Dann said they have time to shop it around. It was the consensus of the Board to revisit this in 2017.

Discussion about adding two power modules to the server the server towers. Chairman Chivers said it is necessary to add the power modules to the servers. It was noted that there are one power module per server, it has been suggested by our IT Company that the towers have two modules each. It was also noted that the original quote came in at \$2,000 per module, but they were able to find them for \$1,000 each. Chairman Chivers said in any event these power modules need to be added. He called for a motion. *Selectman Laliberte motioned for discussion. Seconded by Selectman Young.* Selectman Laliberte thought the explanation seemed vague and would like more information. He asked if Block 5 could send us some more information or come to our next meeting. Administrative Assistant Hansen explained they need to be added sooner than later and it couldn't wait until the next meeting. She can get more detailed information for the Board from Block 5. Chairman Chivers said these are the people that service our whole infrastructure and he didn't think they had time to shop around. Selectman Dann clarified they're adding not replacing. Administrative Assistant Hansen explained they had one power module put on each tower two years back and the IT Company recommended that they put two power modules on incase one failed. Former Selectman Carleton Robie explained they had spent the money to replace the batteries which was \$7,000. The batteries take over when the power modules fail, and then you run the batteries. They should be appropriating money for the batteries, because they have about four years left. The batteries are in good condition, but when the power modules go out then you need to replace them. Selectman Young called for a motion. *All were in favor. Motion carried.*

Selectman Young to discuss the Road Agent's invoicing records. Selectman Young explained that she has inspected Road Agent Lewis's records and his bookkeeping so she knew the facts. Since she has been his liaison she had not had a problem with it. She feels very confident that everything is going the way it should as far as any type bookkeeping for the highway department. She is confident that everything is okay and she wanted to make it public. Selectman Dann asked how he pays his employees and could Road Agent elaborate on that. Road Agent Lewis explained the discussion came up that he has three or four pieces of equipment on the road and he is only one person. He has hired employees and he has workmen's comp on them and he keeps spreadsheets on the company that makes their payroll. He staples every one of his Access Payroll sheets with the manifest he submits for payment for himself. There are times when there are two pieces of equipment on there when it is just him on the job. If you look carefully he billed for four hours running one and four hours running the other, so there is two pieces of equipment and the total hours. He couldn't be any clearer with it and he included everything (see attached). Selectman Dann asked how he sets the equipment rate. Road Agent Lewis said he uses the state rate for everything a state rate is available for. The roller doesn't have a state rate because when the state rate was set no one used rollers too often. He even included a copy of the rate sheet and most of those rates were set in 1999 and in 2005 they did a revision for snow plowing. The list also includes the names of the subcontractors they used. Most of the people they hired for road work

they hired 15 – 20 years and they are very efficient. They know what he expects and it makes the job go pretty smooth. On occasion one retires and he hires someone else. A lot of them are the snow plowing contractors they already use. Selectman Dann said he had an excavator for \$125 and is that with an operator. Road Agent Lewis said that is with an operator and that is what he bills the town. If you look at the payroll you'll see that the excavator contractors name is there and he gets paid for that piece of equipment. He explained the contractor will get paid to work the equipment if it is his. Other than that they bring their own piece of equipment for the machine and the operator. He provides his own fuel and insurance. This has been the way it has been done for years, because the town doesn't own any equipment. Chairman Chivers asked if he provided workmen's comp on his own employees. Road Agent Lewis explained on his employees not the subcontractors. They provide a certificate of insurance to the town. Selectman Dann asked if they're running one of your pieces of equipment you're paying the operator all of the benefits (FICA, etc.). Road Agent Lewis said if it is over 40 hours its overtime and you can see it on the payroll sheets. If someone uses a piece of his equipment they will list him as the additionally insured with the Town of Candia, so if they were to use his loader to load their truck it's covered under that insurance. Resident Joe Saxton said he would like to commend Mr. Lewis for doing such a great job as Road Agent and what he has done this summer. Also, in the questionnaires they did last summer he did note that the Road Agent should be allowed more money during the summer to do more work other than just paving. There is a lot preventative maintenance that could be done on the roads like oiling them. This stuff could be done on a yearly basis if they added another \$50,000 - \$100,000 to his budget. He didn't know if this could be put in as a warrant article. Road Agent Lewis noted this year they did have money because of the mild winter. Unfortunately you can't oil the roads anymore. Right now the only real solution to do road maintenance is doing a thin layer of asphalt every ten years. Resident Joe Saxton said he understood about the oil, but he was talking about the crack sealer. Road Agent Lewis said cracking sealing $\frac{3}{4}$ of a mile of road costs about \$10,000-\$12,000 and it's not worth the investment. He has done some roads and realized it wasn't worth it. The overlay is the answer.

The Board to review the Budget. Chairman Chivers explained this agenda item is to finish the budget they started on September 17th. They agreed on September 17th that they would meet this evening to determine whether there is going to be any increase in the wage lines of their 2017 budget. This is a result of the fact that the Consumer Price Index increase for 2017 is negligible. It is not even at one percentage point. So the town employees can't expect a COLA this year. They did say maybe this is the year they can bridge some of the gap of what the town pays their employees and what certain positions of towns of our size are being paid. They met two weeks ago and they had some information from the NHMA but they decided they didn't have quite enough information. Right now they are going through a pretty delicate exercise. He read from a statement "The next item on the agenda is the continuation of the project that was discussed at the budget meeting on September 17th and that is the analysis of employee compensation and comparison of similar positions in neighboring towns with information available from a 2014 study of municipal employees by the NHMA, with the exception of two items unknowable at this time the 2017 budget will be completed and submitted to the Budget Committee based on the decision made here tonight. First let him preface this discussion with the acknowledgment as Selectmen, he thought they could all agree that they all embrace and strive to do our duty to the residence of Candia and to the employees of the town. To the taxpayers of Candia they owe the duty of fiscal responsibility and prudent financial management. To the employees of Candia we

owe the duty of fairness and respect. It is his hope that their efforts this evening will balance both demands. We are having this discussion in the public meeting well an opinion from legal counsel indicted they could have it in a non public meeting a Board member was pretty adamant they should err on the side of the Right to Know law, so that is exactly what they are going to do. This discussion is going to be sensitive but it is going to be guided by the following principals. The discussion will be limited to comparisons of positions and not individual employees. One position is going to be compared to the exact same position in another town and the NHMA study. The discussion is going to be limited to Board members only. After they make their decision they will be happy to hear what the public has to say about those decisions. A word of caution to their employees – don't spend any raises proposed here tonight. The recommendations adopted tonight is the first step in the process, the next step is the Budget Committee approval, the next one is the Deliberative Session where they can amend the budget, and the last step is the Candia Town Meeting where the residents have the final say. To the extent there is a gap in what the employee is paid and what fairness suggests they should be paid, he reminds that this discrepancy did not happen overnight. This project should endeavor to close that gap over a period of time. We as a Board should strive for modest and incremental improvements well recognizing the fiscal impact on the Town of Candia and trust future Boards and hope that future Boards continue this tradition." Selectman Young said having input from the public after the decision has been made is kind of fruitless. She believes that if the public has input they should hear that before they decide. This is just her opinion and she'll yield to the rest of the Board members on that. Selectman Komisarek didn't think they should turn this into the Wild West and the Board should have their discussion. Selectman Laliberte wanted to re-emphasize that they are doing a salary adjustment; it is not a COLA or merit. They are discussion position "X" not the person in the position. If the audience is going to speak they have to understand that. It is not about the one person or any of the employees per say, it is about the position. Chairman Chivers said let's hear what the members of the audience have to say about this effort and the way it is proposed to be done. Let's hear the comments. Resident Joe Saxton said if it's not about the COLA or the wage increase, what exactly is the Board doing. To him it is either a pay cut or a pay raise. Chairman Chivers said for example look at employee number 8. The Deputy Town Clerk makes \$10.56 per hour for the Town of Candia. The Deputy Town Clerk in Deerfield makes \$16.88 per hour and Fremont makes \$14.34 per hour. The NHMA wage study is between \$11- \$23 per hour. He doesn't know how they'll agree to make up the disparity. Selectman Young said her feelings again are they can't take the wages in isolation. They did receive a report from the NHMA that included what they had for benefits, sick day, etc. She didn't think they could take this wage in isolation and their town policy says they can't. She read from the personnel plan. *"The Board of Selectmen shall be responsible for establishing a uniform and equitable pay plan for the classified service which shall consist of a minimum and a maximum rate of pay for each class of positions and other in-between rates as they consider necessary or equitable. Salary ranges shall be tied to the classification plan and will be determined with due consideration to ranges of pay for other classes, prevailing rates of pay for comparable work, and other public and private employment in the area, suggestions of department heads, and other benefits received by employees, the financial policy of the Town, and other available economic considerations."* She wants the record to reflect that she is totally supportive of the employees of the Town of Candia. She didn't think this was the right way to do it. They need to look at the big pictures because she looked at the survey from NHMA and Candia fairs very well as far as their sick days and benefits. This is compared to other towns with populations of 5,000 or less. Selectman Laliberte said she has brought that subject up

a couple of times, but that is standard for all of these employees. That benefits package is for those employees. So the salaries that are ranging and some might be high and some might be low but that doesn't affect the benefits. It doesn't matter if the benefits are much better or worse in other towns. Selectman Young said she understood, but she wasn't sure if she disagreed. If she is going to look for a job and they are going to give her \$20,000 - \$30,000 in health insurance and life insurance but they are going to give her a couple of dollars less an hour, she very possibly might take that job opposed to going to a place that pays higher per hours and the benefits are very slim. When she left teaching full time they were being compensated for 75% of their insurance, when she started it was 100% and you paid extra for your family members. Selectman Laliberte said he agreed with her on that, but he is saying theoretically all of the Candia employees have those great benefits. What he is saying is that employee "X" may have those great benefits and may be paid average to someone in Fremont or Deerfield; whereas employee "Y" may have the same benefits and be paid a lot less than "X". He understood what she was saying and at some point they do review the benefits. Selectman Young said they have different titles listed and they are comparing a Finance Director with a bachelor's degree with someone who might not have that level of education or expertise even if they've work for the town for six years. Selectman Laliberte said one thing that bothers him is that they have experience levels that range from one month to seventeen years. This is the one thing he would like to get to. What his biggest concern is they are not experts at this and none of them are HR people. The more he starts thinking about this and this is a good, necessary, and well meaning exercise he also thinks they may want to consider bringing someone who is an expert. Someone who is in HR and can look at this information and says this is how they should do this. There may be factors that they aren't looking at. Selectman Young said they are just looking at wages. Selectman Laliberte said there are some salaries that do need some adjustments. He noted his wife works for the Elliot and they just went through this and they brought someone in. Selectman Young said that might be a good idea, but to her it's just plain commonsense. If they need an expert to come in and tell them, than that's okay too. She is not necessarily opposed to that. The Board eliminated the merit line so there is not an option to do that. She strongly recommends and Former Selectman Carleton Robie gave them information on how things are going to merit pay. Selectman Laliberte said the other thing this HR expert could do is get us down the road and talk about our policy. He felt they needed a more defined roll for these positions. He thought they should put this off and find out the cost and what the process would be to bring in HR to guide this Board moving forward. Selectman Komisarek agreed and as a municipality they have an obligation to be fair to their employees and understand what a living wage means and he doesn't know what that means. Having good information is critical to making the right decision. He does agree that there are some issues that have to be addressed, but it is beyond this Board to say what an employee is worth. For him to put a number on that, he doesn't have that expertise. Selectman Dann thought they needed this for the Budget Committee, so how can they keep pushing this down the road. Chairman Chivers said they use the 2016 line. Selectman Dann said that's not showing the employees that we really appreciate and recognize what they do for us. Somewhere along the line they have to bite the bullet and say this is what they should be doing and go from there. Selectman Laliberte thought they would be doing them a disservice if they don't do this right. He thought they show respect and honor them by saying we're bring someone in that is an expert that knows exactly what these positions are and how they should be compensated. So in the future when people leave or we bring in new people they are in the right place for their salary as compared to our peers around us. They should really be making sure that they show their

employees the respect they deserve. All of them have been good for the town. It is nothing personal he is just saying they should do it the right way. Selectman Dann said you're saying we're going to push this down the road until next year, because nothing can be done this year. Selectman Young said there are alternatives. Selectman Laliberte said theoretically they were going to go through this exercise and theoretically they could have changed nothing. There are not HR people. He didn't want to put the Board in a position where they look back and say they didn't do this the right way. He would rather have someone look at this who is an expert at it. Selectman Dann said they were looking at some people that we thought should be compensated; they are not saying everyone should be compensated. This would be a step forward; it has taken them three years to do this. If they do something now it is a step, but if they bring in an outside company it is going to take a while. Selectman Young read from the personnel policy about salary increases *"Salary adjustments within established ranges in the approved budget shall not be automatic, but shall be based upon the merit system as recommended by the department head and approved by the Board of Selectmen. Promotions from one job classification to another may be made by the Selectmen at any time, subject to a 6-month evaluation period."* Again she wasn't in favor of it and the Board could choose to get rid of the merit line. So what Selectman Dann is saying is that there may be one individual that deserves to go up. They can't do that legally following our own policy. Chairman Chivers explained to Selectman Dann that Selectman Young wants a fair assessment of the benefits that the other towns are paying so they can compare their benefit package to other towns benefit packages and they can get a comparison of whether the wages are adequate or not. Selectman Dann said what he is saying is maybe this person gets this type of increase and maybe this person doesn't. Chairman Chivers said they're all going to be an arbitrary number. Selectman Komisarek said he would like to hear what Resident Joyce Bedard has to say. Carleton Robie said there are a lot of people that work for our community that have on merit earned a raise. A year ago he brought a bunch of information to this Board about the merit system so you could evaluate your employees and give them a raise. Now Selectman Young is saying that the merit line is gone, so that went nowhere. They are having this discussion about giving our employees a raise and some might get one and some might not. The only way to determine that is to have a merit system. This is the only way you can do that, by years or whatever. You need someone more qualified to look at it once you establish a policy. To just start picking numbers out of a hat, it doesn't work that way. You need to work on the merit system and at this point give a 2% COLA across the Board like we have been accustomed to. Once you've worked on the merit system the people that deserve a raise will get them. Chairman Chivers noted that Carleton gave them information from the City of Rochester and it took Rochester 19 years to get their merit system in place. Carleton Robie said they can copy it and it could take them 9 months. If you don't work on it, it's not going to happen. They may need to hire an outside company like Selectman Laliberte said. The policy reflects this; you need to have it in place. He knew this and had been pushing for it because there are people who have been with us for a long time and on their skills deserve more money because of what they've learned. He mentioned the Principal at Moore School and the only way for him to get a raise is to go to another community where he'll make more money. Resident Joyce Bedard said she has been in HR and payroll for over 20 years. The Board needs someone to come in and help them. A consulting company will come in and do what you ask them to do. They are not going to come in and say you need to change this and you need to change that. If you hire someone they are your consultant and you tell them what you want and they'll help you. This person is working for you. She added whoever decided to do away with merit, it was a bad decision and that's just her

opinion. You have no other way of communicating to your employees who seem to be under appreciated or under paid. This is how business works. You definitely need to figure out the equity part of it. The Board cannot do this, but they should be part of the process. It's not going to take that long. She asked if there was any way they could put an increase in the budget, so they can implement this within the next few months. It sounds like there are people that are severely under paid. Selectman Laliberte said the issue came up and it was a recommendation from someone in the office who suggested they pull the merit line. His feeling is he didn't think they had any way of determining if an employee is worthy of a raise. He honestly believe's that everyone in town is doing great. Selectman Young noted they do have an evaluation sheet. She would like to have the merit wage line put back in, but she wasn't sure if that was something they could do. Chairman Chivers said they could. Selectman Young said she would like to keep the line there as an option and they don't have to use it. This is like a business and unfortunately they don't always treat it like a business and she though it needs to be. There are those who go above and beyond what is expected and she's not supportive of everyone gets a trophy. She thought those who do go above and beyond should be rewarded. If they keep that line in there it gives them a resource or avenue to do so. Selectman Laliberte thought this discussion is showing that they are trying to become more professional. He thought they were going in that direction but it has been a bumpy road. Selectman Young said they could do a lot of the legwork themselves and that might eliminate the need to spend the thousands it costs for a professional come in and finalize it. She compares it to the engineers who come in and bless the plans for the roads. This has everything pretty well set up and the consultant will come in, look at it and because of their education and training they can put their blessing on it. She didn't think they were going to have pay a lot of money to have someone give us direction and finalize what they might recommend. Chairman Chivers asked if it was the consensus of this Board that this is a good idea, but not a do-it-yourself project. They are going to need some help from an HR consultant or someone with a little more expertise than we have. They will adequately compare our salaries with salaries or wages paid for a similar position in another town taking into consideration the benefits package. He asked if the Board was in agreement on that. Selectman Dann said he was happy that they put the merit line back in. The merit line will be funded with \$1. *Selectman Young moved to restore the merit line and fund it with \$1 to keep it open. Seconded by Selectman Laliberte. All were in favor. Motion carried.* Chairman Chivers said they agreed this is a good project and they should probably put some money in the budget next year for a consultant to help us. This project is not dead they just need a little more professional assistance. Selectman Laliberte asked if they needed a line item for this. There was discussion about what to call the line, it was decided to call it HR consulting and it will be under the town office expenses. Chairman Chivers asked the Board if they wanted to fund the consulting line. Resident Joyce Bedard suggested calling other towns. Chairman Chivers asked if they should fund this line now. Selectman Young thought they would have money to do it, but if they felt more comfortable putting something in she wouldn't be opposed to it. Chief McGillen mentioned that Auburn did a wage and classification study, it cost about \$5,000 and it was done 10 years ago. He called NHMA and they don't do those studies anymore. They said a company named MRI is a company that a lot of towns use. Maybe they could call them and see if they will provide a quote just to get a ballpark figure. He thought it was going to be in the \$6,000-\$8,000 range. Selectman Young said she rather give it to the employees. Chief McGillen said he would rather have it done right, than pay for the phone system. Chairman Chivers recapped this is a project we'll do a full investigation, they are going restore the merit line, they are going to put a line in the budget next year for a consultant and the amount is to be

determined. Chairman Chivers asked the Board if they do something for the employees this year to be effective in 2017. It was suggested they do an across the Board raise like they've done in the past. This applies equally to everyone. Selectman Laliberte asked what the cost of living was. The cost of living for 2017 is .80. Selectman Laliberte suggested doubling that and is 1.6% a good number. Selectman Young suggested 2%. Carleton Robie thought that number was good, but he thought they should fund it and get the merit system operating in six to eight months. There was some discussion about funding the line and how much should it be. Carleton Robie said 2% of the payroll is \$16,000 plus taxes. Selectman Dann said the merit wouldn't have taxes. Carleton Robie said now you need to make an evaluation of how many people are going to deserve a merit. Selectman Young said they don't have to use it. Selectman Laliberte said they don't they don't have to come up with a number they have one more meeting before the Budget Committee meets. Carleton Robie said the Budget Committee has been on Board with the Selectmen over the past few years. If the Budget Committee feels that the Selectmen need some help for an HR Consultant they are going to find the line. Our employees are very dedicated to our community and the Selectmen are working on a merit system. They are going to fund a merit line and if it all comes into play and you need some of that money to give someone a merit raise they are going to fund that for you. It is going to pass next March at town meeting. It has been working very well. Chairman Chivers said they are talking about the timing here. The Budget Committee meets on the 12th of October and the next meeting is our last before they meet. It will only be one day before they receive the budget. Carleton Robie recommended they do it this evening then. He also mentioned that they Board is going to need to meet a little later than December 12th because they may want to encumber some funds at the end of the year. Selectman Young suggested they meet on December 26th then. Selectman Laliberte clarified the plan was to move the meeting from the 19th to the 12th. It was suggested they move their meetings to the 1st and the 3rd Monday of December. Selectman Young further clarified that they are adding a short meeting on December 19th to encumber necessary funds. Selectman Laliberte said it is his understanding they are having a meeting on the 5th, the 12th, and the 19th. The 12th is to deal with warrants and the 19th is a regular meeting. Is he right or wrong? Selectman Young said the 5th is a non scheduled meeting and that is the deadline for the warrant articles. The 12th is a regular meeting and they are going to finalize the warrant articles so the Budget Committee can get them on the 14th. They are cancelling the 26th of December because it is a holiday. The next date to meet is December 19th to encumber funds. She asked if the Board would like to do the encumbrances later. After some discussion the Board decided to discuss encumbered funds on December 28th at 5:00 pm. The Selectman will be meeting December 5th, 12th, and 28th. Resident Nicole James of South Road asked if there is a position in town where someone manages the HR issues or anything of that nature. She has worked in business for a longtime for a large company and what she has seen with anything to do with pay, merit increases, or things like that is really an ongoing position for somebody. It would be somebody to manage your department heads and put something in place that is consistent across departments and that takes ongoing management. The thing she is afraid of with the consultant coming in is that they come in and make some recommendations and then it is normalized for a short period of time but then it goes back to where it was in the beginning where you hand out merits kind of when you feel like it. She asked why can't they take that money that they were going to give a consultant and make that into a position even if it is part time, but someone that knows how to do that. Selectman Young thought it was a great idea and if they could combine that position with someone who could take minutes for the Budget Committee. Resident Judy Szot said she agreed with the Board and everything that has been said

about the employees and she has worked with them for years and they are the best. There is also another thing they have to consider and there is no cost of living raise this year. That means the percentage of our population that's elderly that live on social security for the third or fourth year in the row will get no cost of living increase. So when their oil goes up the employees might have money to pay for it but our senior citizens might not. She thought when they are considering raises, they have to look at the obligation they have to the elderly members of the community. They've all heard that all of their communities in New Hampshire are aging and they have more and more older people of whose only income is social security in town. She thought they needed to look at both things. They are talking about giving a 1.6% raise, but think about the elderly residence that are getting nothing and they have to pay their increased gas bills and grocery bills. It is the Board's obligation to balance this. They need to care of our citizens on a budget that also takes care of our town. Selectman Laliberte said they are trying to find that equilibrium and they are trying to untie that knot. Resident Ingrid Byrd said somewhere in this conversation she got to wondering if there was going to be any consideration on whether they have jobs that are underutilized and are not necessary. They are jobs that should be done by someone that is already there and might not need an assistant. Maybe they might need to look at the hours that are being worked. Over the years one of the biggest complaints is that the town office is closed at 3:00 pm. If people want to come in and talk with somebody they have to take time off of work. Maybe when they are doing this study they can look at that too and maybe a way of giving more money is to look at the hours and who does what. Carleton Robie wanted to make a comment on what Judy Szot said and it is true there are people that are on a fixed income in town. They need to look at new ways to increase revenue, so if people are compensated for what they deserve the revenue goes up and the tax rate stays the same or goes down with new revenues. This is through planning. Resident Ingrid Byrd said not through building more houses, building more houses makes the budget go up and the cost of running the town gets more expensive. Chairman Chivers said they can address that another day. Selectman Laliberte recapped this discussion. They have decided to bring back the merit pay and they agreed to fund it at \$1 until they determine a percentage. The other thing is they have talked about an HR consultant or possibly a part time position. He didn't know where they stand on that, because now the Pandora's Box is open. He felt they are heading in the right direction; he just wants to know where they stand. He does think they are trying to do the right thing. Selectman Dann said they also discussed doing some type of compensation for the employees this year. There are basically three things they are addressing. Selectman Laliberte said they aren't doing a merit raise they are doing a COLA. Chairman Chivers added they are funding a merit line too and they ought to fund a part time HR person that will do just what Resident Nicole James suggested. Selectman Laliberte said they should revisit if they are going to use a consultant or a part time person at a later meeting. Resident Carla Penfield suggested that the Board not make a decision tonight on a COLA increase. She felt that 2% was too much and they should pay attention to what Mrs. Szot said. She felt that a 1% COLA would be adequate. Also adding another position to this town should be done with great trepidation and she felt the Board should slow down and they are rushing this. She wasn't so sure the Board could figure this out on their own. She thought they should give everyone across the Board a 1% raise and that solves the problem for this year and next year right at the top of their list you start talking about how to solve this problem, but don't hire another person in this office without giving it a great deal of consideration. The Board is too quick on that. Selectman Laliberte noted that he just said that and none of them were going to make a decision on that tonight. Carla Penfield said before they hire someone to come in and consult they need to sit down and do some work

together. She thought the Board has talked about all of the issues. They have talked about merit. What they didn't talk about is the benefit that some of our people have in their positions in town with a great deal of flexibility. They have a lot of part time people with very flexible hours that is worth a great deal for people that are looking for a job. Particularly people with families that need flexibility that is worth something and they shouldn't discount that. Chairman Chivers thought that Carla brought up a good point, be careful before they add another employee on the payroll. Selectman Dann thought this should be on the table for discussion. The other factor is what the social security increase is going to be next year. They are talking about things next year they can't control either. You think it is this and it could be more or it could be less. Resident Judy Szot said the last four years when the cost of living was below 1% there was no social security raise. Resident Carla Penfield said whoever those people that didn't get social security raise saw a decrease in the Medicare deductions. People on social security got less money every month because they didn't get a social security increase and there was an increase in Medicare. When you think about giving your town employees a raise you have to think about whose paying that bill. Selectman Komisarek asked how much of an increase it would be if they have a 1% increase. Chairman Chivers said \$10,000. It would be a \$3.07 increase on the tax bill. Resident Carla Penfield said they need to think about the elderly residents and the last time they got a cost of living increase and their Medicare deductions have gone up every year. Selectman Young said they made a motion to get the merit line back in at \$1. They added a consultant line. So the third thing they need to decide is if the employees are going to get a COLA raise. She didn't think they needed to do that tonight. They could examine this a little bit more. Chairman Chivers said what is going to change in the next two weeks they should make a decision on this tonight. Two weeks is not going to help them one bit. Selectman Laliberte asked if they could agree on a percentage because he knows that there will be some calculations that fluctuate ever so slightly. He asked if they could make a motion to agree on the percentage and they will have A/P Clerk Donna Becker fill that number in. Selectman Young felt they represent everyone and they have to keep in mind the comments made tonight about people on social security. She would like to do 2% but they should probably do 1%. This would give a nod to the employees that they appreciate what they are doing and they are working on a merit system. Selectman Laliberte noted this would be a \$2,000 increase in the proposed budget. He asked what the percentage increase was on the overall budget. Chairman Chivers said 7.196%. Selectman Laliberte said then it will be a .15 % in the budget. Selectman Young said she didn't want to mislead the people in the audience, because every time you get done paying for a big item such as a baler all of our budgets go up. Chairman Chivers asked if there was support from all of the Board members for a 1% cost of living raise for the town employees. Selectman Young moved to give a COLA of 1%. Seconded by Selectman Laliberte. Selectman Dann thought that was a slap in the face. There was some further discussion about the cost of living. Selectman Komisarek said at the end of the day they have to get back to the discrepancies that they have and deal with that. He said they have a list of positions that are out of line, so he thought they should put some money in the merit line. He didn't want to miss the point that they most certainly have one or two positions that they know are way out of line. They should do something for this year. Selectman Young said they are not going to lower anyone's pay to where it is in line with the other positions. Selectman Dann said that wasn't what they were talking about, he's talking about bringing people up to where they should be. Selectman Dann suggested that they give a 1% cost of living and they put money in the merit line to compensate. Selectman Komisarek said they also need to look at money for a consultant. If they don't put any money in they are kicking the can down the road for another year. Chairman Chivers asked if

there was a motion to increase the payroll next year by 1%. The motion was previously made by Selectman Young and Seconded by Selectman Laliberte. Selectman Dann asked if this came along with putting some money in for a merit program. Chairman Chivers said you can't condition it on that because that's not how the motion was made. Selectman Young suggested he make another motion. Chairman Chivers called for a vote. Chairman Chivers, Selectman Young, Selectman Komisarek, Selectman Laliberte were in favor and Selectman Dann was opposed. Motion carried on a vote of 4 in favor and 1 opposed (4-1-0). Selectman Dann would like to put some money in the merit account and its open for discussion on how much money should be in there. Chairman Chivers asked him to suggest an amount and see if the Board accepts that. Selectman Young asked if he wanted to suggest the action and she would second it for discussion purposes. Selectman Dann moved to discuss funding the merit line. Seconded for discussion by Selectman Young. Selectman Dann asked how much would be a good amount to fund that line. Chairman Chivers said it could be a percentage or a dollar amount. Selectman Laliberte asked Carleton Robie if merit increases were done when he was a Selectman or not. Carleton Robie said no. Selectman Laliberte said then they have a blank slate. Carleton Robie said if they do the math on what the Board is thinking about, you take the number of employees times the number of weeks times the number of hours and it will probably add up to \$10,000 to \$12,000. This isn't going to be a percentage of their pay it is going to be a merit of their pay. Selectman Laliberte said so there is going to be a certain threshold and theoretically not every employee will get this. So they have to meet a certain threshold on their review. Selectman Young said they don't have to budget this way, but she goes along with Selectman Laliberte and Selectman Komisarek said and she doesn't feel like she is an expert. She can only go by her experience. Selectman Komisarek said they know they need some money. Selectman Dann suggested funding it with \$5,000. Selectman Komisarek said he was going to suggest \$10,000. Selectman Young said that \$10,000 was a little high for her, but it is up to the Board. Selectman Dann said he would like to fund it at \$10,000. Selectman Dann moved to fund the merit line at \$10,000. Seconded by Selectman Young. Chairman Chivers, Selectman Young, Selectman Komisarek, Selectman Dann were in favor and Selectman Laliberte abstained. Motion carried on a vote of 4 in favor and 1 abstention (4-0-1). Chairman Chivers said they are going to study this and try to implement this next year. Chairman Chivers asked if they Board how much money they would like to put in the consulting line. Selectman Komisarek suggested \$2,500 in the consulting line. Seconded by Selectman Young. All were in favor. Motion carried.

The Board to approve payroll and accounts payable manifest. Selectman Laliberte announced the grand total for accounts payable and payroll checks for September 22nd and September 29th was \$87,092.11. Selectman Komisarek moved to approve the accounts payable and payroll checks for September 22nd and September 29th in the amount of \$87,092.11. Seconded by Selectman Dann. All were in favor. Motion carried.

Other Business

Stantec: Selectman Young said she found out for a fact that they do not have a contact with them, so they may choose other engineering companies. It might be something they may want to look into just based on some comments she has heard. Chairman Chivers said he got a quote to test the wells at the old dump from Edge Environmental out of Deerfield, NH. They quoted \$4,680. Mrs. Sarra asked for PFOA testing and this quote didn't include that. Selectman Young said they could

discuss this at the next meeting when they have a copy of the quote. She asked if it could be on the agenda. Chairman Chivers noted they are \$480 less than Stantec. He reiterated this quote didn't include the PFOA testing.

Recycling Center - quote for asbestos removal and insulating office: Selectman Dann said he would like to get the Boards approval to have Silver Environmental to remove the asbestos out of the recycling center. *Selectman Dann moved to hire Silver Environmental remove the asbestos from the recycling center. Seconded by Chairman Chivers. All were in favor. Motion carried. Selectman Dann moved to authorize the quote from Dr. Energy Saver in the amount of \$7,992 to do the spray foam insulation and the electrical in the recycling center office.* The reason he is asking for this is because the insulation people are getting busy and if they do it in warmer weather they can use a lesser expensive foam. Chairman Chivers asked if they would do that to our specifications. Selectman Dann said they would and he would have the Building Inspector look at the specs. Carleton Robie noted that the money is in the budget to repair that wall. The north side and the east end. They are going to take the siding down and spray foam that wall and put it back together. This was quoted last year and it was appropriated for. Chairman Chivers called for a vote. *Seconded by Selectman Young. All were in favor. Motion carried.*

Stantec comments: Carleton Robie said that Stantec has always treated the town very well as far as what they do for the Town of Candia. Chairman Chivers asked if it would be his recommendation that they don't shop this well testing around. Carleton Robie said it was just his comment, he wasn't recommending anything. Road Agent Lewis said he would second Carleton's comments. He has worked with them for years and they have always treated the Town of Candia very well. Everything they've need Stantec has been there for us.

Selectman Laliberte said he was going to be speaking at a class at UNH Manchester on October 3rd and unfortunately it has been rescheduled for the 24th. He may be late for the October 24th Selectmen's meeting but will get here as quick as he can. He just wanted to give the Board a heads up.

Welfare Director's request for a change in liaison: Welfare Director DelRosso would like the Board to reconsider the liaison for the Welfare Department. Chairman Chivers asked her to state her reasons for that. Welfare Director DelRosso said has had a couple of different non publics to address this issue and they have not been resolved. She requested on September 17th she had made a request to Administrative Assistant Hansen that she be put on this for a non public. Yesterday at 2:20 pm she received an email from Chairman Chivers saying it wasn't a go. Chairman Chivers said the correct procedure was to discuss this with the Chairman or Liaison for your problems not Administrative Assistant Hansen. Selectman Young said she has come in at least three times this year. She felt in order to alleviate any stress they should change her liaison. *Selectman Young would like to make a motion to change the liaison.* They don't have to get into any details, but she felt that Welfare Director DelRosso was prepared to do so. It is going to be up to Chairman Chivers and she would volunteer if no one else was interested. This is an ongoing problem, so let's make a solution. Let's focus on her job instead of having more meetings with us where nothing happens. Selectman Laliberte thought they should address the motion. *Seconded for discussion by Selectman Komisarek.* Selectman Komisarek said a lot of information he has came from a non public. So to be honest he is little uncomfortable about what he can and can't

discuss. It is his sense that this may be a non public issue. Welfare Director DelRosso said the only reason she has addressed this tonight is because she has asked for a non public. She asked for it ten days ago and he is telling me less than 24 hours later that it's not going to happen. Chairman Chivers said they were originally going to have their budget discussions in a non public meeting at 6:00 pm this evening. It was decided to do it in public. Upon making that decision they cancelled the non public, he didn't think about rescheduling Welfare Director DelRosso. Selectman Young said it was brought to his attention to keep that non public, so they could address an employee's request. Welfare Director DelRosso said discussing compensation was not her intent. She felt that she still should've had her non public. If anyone else had asked for one the Board would have given them the opportunity. Selectman Laliberte said it sounded like Welfare Director DelRosso was formally asking for a non public on October 10th. Selectman Young said she is not asking for another non public she is asking for a different liaison. Selectman Laliberte said he wasn't part of some of the non publics and he felt he should have more information before they have this discussion. Selectman Komisarek felt there are things that shouldn't be discussed in a public meeting. Selectman Young said she is frustrated by continually discussing things and actions don't change. She felt there is an employee that has undue stress performing her job and she is making a simple request to change her liaison. This Board did hear in a non public the various reasons for that. Let's settle the problem it's not that big of a deal. Let's just move on and she didn't want to keep revisiting the same problem. This needs to be done. Selectman Komisarek said Russ and Mark don't have the benefit of having the information from the February meeting. Selectman Young said yes they do, it was also discussed in the May meeting. Selectman Komisarek asked if this was public or non public. It is his understand that this discussion should be in a non public meeting. There was further discussion about changing the liaison and if there should be in a public or non public meeting. *Chairman Chivers called for a vote on Selectman Young's motion. Chairman Chivers, Selectman Komisarek, Selectman Laliberte, Selectman Dann were opposed and Selectman Young was in favor. Motion failed on a vote of 1 in favor and 4 opposed (1-4-0).* Chairman Chivers said he wasn't opposed to the motion, but opposed to doing this in a public meeting. Selectman Dann asked if they could do this at a non public meeting in two weeks. *Selectman Dann moved to hear Welfare Director DelRosso in a non public meeting on October 24th at 6:30 pm. It was decided to address this at a non public meeting on October 10th at 6:30 pm.* Citizen Ingrid Byrd said if you let an employee decide who is going to be their supervisor then you are playing musical chairs employee supervisors and you will be setting precedence. *Seconded by Chairman Chivers. Selectman Dann withdrew his motion.* Welfare Director DelRosso asked the Board if she could request a non public meeting for October 10th. The Board agreed to grant Welfare Director DelRosso request for a non public meeting on October 10th at 6:30 pm.

Selectman Dann moved to adjourn at 9:00 pm. Seconded by Selectman Laliberte. All were in favor.