

~~Unapproved~~ **APPROVED**
Candia's Selectmen's Work Session
July 30th, 2018

Attendance: Chair Susan Young, Selectman Boyd Chivers, Selectman Russ Dann, Selectman Komisarek, and Administrative Assistant Andria Hansen. **Absent:** Selectman Carleton Robie.

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

Chair Young thanked the audience for being there. It is a public work session; they won't be taking public comment tonight because they have a lot of work to do. But their ideas and suggestions are always welcome.

Discussion about protocol and rules of conduct. Protocol: Chair Young said she sent an email regarding this. The first thing on protocol, what she would like to ask and she didn't think they needed a policy per say. She is not big on legislating what everybody can do for every minute in their life type of person. She was wondering if they can agree on a protocol, if Russ is the liaison of the Recycling Committee and we need information from them we go through Russ and the same for the Building Department with Boyd. She didn't know if they need a formal vote, she thought it was overwhelming for the staff if everyone is asking them for information, so if they could go through the liaison when they have one. Then if you are in charge of one committee or someone else is, maybe send it to them first. She believes it needs to go through the front office. When she says everything, not every little thing, but if you have major suggestions or questions they funnel it all through Selectmen's Assistant. Number one, there is a record of it and she really is the point person. Is this something they think they can agree to or do they have anything to add? She would like know their thoughts on this. Selectman Dann said the liaison is the person that should be contacted if something comes into the office it should come to that liaison to address it and if it isn't addressed at that point that taxpayer/resident should be able to request to go to the Board if they don't get a satisfactory answer. He thought keeping it in the channel or if a person comes right to the Board and has not checked it out to see, what are the other pieces to the puzzle. Selectman Chivers said on the other hand if he has a question about the Recycling Center, he doesn't think he ought to go through Andria to get to Russ. He would rather go right to Russ. Chair Young agreed with that. Selectman Dann said he also agreed with that and he was thinking of a resident. Selectman Chivers said if a resident has an issue with the Recycling Center they can go to the office and Andria will put them in touch with Chair Young. Chair Young said that was her feeling. She asked Selectman Komisarek what he was thinking. She just didn't want to overwhelm some of the other offices or committees that really aren't our formal assignments from the Board. When she says funnel it through the office, she is just making sure there is one point person. Then if she thinks the whole Board needs to know about something, she can do that or try to make that decision. She has been here a long time. Between her and Donna they know where things need to go. Any public person has the right to come before the full Board. This is absolutely correct. Selectman Dann said if it is coming before the Board the liaison should be aware of it so it can addressed and they can have as many facts as possible. Not to say the person is wrong or what have you, it is to gather all the information necessary. Chair Young thought that was a good idea and is this

something they can agree on at least for this Board. This will probably have to be revisited depending on every Board that sits up here. She thought it might help this particular Board much better if they stick with their responsibilities and if Boyd has a question about the Recycling Center go to Russ. He probably has more information than most of us do. Selectman Dann said it's like you with the parks and recs. You know what is happening. He believed that any of us wouldn't have every answer to the department they are working with, but they can get the answer. Selectman Chivers said if he has a question about the Recycling Center he goes to Russ. Chair Young said she agreed and that's probably a very good point to bring up. Selectman Chivers thought that was the whole point here. Chair Young reiterated that she thought it was a very good point and she forgot about that aspect of it, but she thought it would overwhelm the people involved. An example is that somebody said to her something about the beavers. She asked if there was a problem there and she didn't happen to know about it, but another Selectman did and that Selectman handled it, so if they can avoid things like this. Selectman Chivers said they should stay in their lanes. Chair Young said in our lanes as much as possible, they work as a team but she didn't want to overwhelm the department heads and things like that. She thought it will make life easier for all of us. Selectman Dann said he would like to clarify a little bit. If you are at the Recycling Center and you see something that is inappropriate, you should talk to Chuck and tell him point blank. For example, just ask if that resident has a sticker. He's been down there and he has asked the employees if they saw that television. They are representing the town and you're not telling Chuck what to do, but it is an extra set of eyes. This is all that he is saying. In a business manner it is fine. Selectman Chivers said it can be done diplomatically. Chair Young added in a nice and constructive way. She thought if they start trying to stick with that. Everyone is trying to help everyone else and it is not done in a vindictive nature, she certainly hopes not. Again she didn't think it was anything they have to set up a rule or a law. Selectman Dann said it is common sense and politeness. Chair Young said hopefully they can agree to something like that and they can get a quick little statement typed up and circulate it. They are not making hard and fast decision tonight without a full Board, because she thought the things they were discussing were pretty important and she would really if at all possible would like to do that with a full Board. **Rules of Conduct:** Chair Young said it might just be her but she is not real happy about the way some of the meetings have gone. Some of them have gone great and other ones she has left here not feeling good about the Board as a whole and certainly not her role. She likes to let people speak, she doesn't like to interrupt and she thought as she was listening to the tapes ad nauseam, she thought there were probably occasions where she should have said "this is out of order" and she didn't. She takes full responsibility for that, but she needs the rest of the Boards help so that she doesn't have to say that. They all put in so much time in this position and personally it is not good for her to leave here feeling the way she has on a couple of occasions. It is not good for her, her husband is in the audience and it is not good for him or the community. This is the biggest reason why they are here and she needs some of their ideas on how to avoid that. It is never going to be fully avoided and she has done it herself. She has said things and thought oh my gosh what were you thinking. She asked the Board to help her out, what are some of the ideas of what they could do. She noted that a bunch of different communities have rules and guidelines for the Select Board and she didn't think they needed to go that far. Selectman Komisarek said he has been thinking about this for a long time, ever since he has got involved. They have meetings here that gotten involved; he has got involved in it as well. No one is immune to emotion and going down a path that they've reflected on and thought they shouldn't have gone down that path. You as Chair and this whole

civil discourse and how it is that they interact with each other, once it goes down the wrong path you have to step in and stop it. It is just like what is going on in our country right now. People go further and further apart, everyone is digging in and where is the middle ground. He has sat here and watched these meetings and once you go that way nothing productive or constructive happens. He was just mentioning to Boyd before that meeting that he went down met with Chuck and Russ and spent over two hours down and he thought they need to go in a different direction like they've been talking about. He had a great meeting. Not everything is going to get solved in a heartbeat. If you are constructive with people and no one is going to agree all of the time but if you are civil and constructive and you at least have the trust in the other Board members that they are going to be that same way. This is really the best way. Just the trust that they are going to be that way, they aren't going to agree but they will conduct themselves to a higher standard. He really does think that it would be best to have something in writing. He has looked this up a number of times and has printed things on public meetings and civil discourse. There are different rules out there like Roberts Rules and Higgins Rules. It's the civil discourse part and he thought it would be very good to have this Board and for future Boards to know what is expected. He thought when they sign up for this there is an explicit agreement that we will conduct ourselves in a certain fashion. The more other people act that way the more it pulls other people in as well. He thought it was really important. He noted that Chair Young has made a big point of this since she has taken over. She wants these meetings to be conducted in a certain way and everybody should be heard without judgment. He thought they should have something and it doesn't have to be lengthy that would articulate that. Chair Young said on a positive, Russ and she don't always agree on things nor do they have to but Saturday morning she was at the park with Dennis Lewis and Russ showed up. He wasn't holding a grudge and he could move beyond that. She thought what was happening with some cases on this Board and she didn't want to say this as fact, but they get vindictive about something and it is very hard to pull ourselves away from that. They are carrying this grudge and to her some of them are finding it hard to separate what has happened a year ago or two years ago to what they are trying to accomplish today. It just personally brings her down and it disappoints her in her own actions that she didn't step in. She didn't want that type of atmosphere from the audience and she thought sometimes they feed off of the Board. Maybe they don't but she knows as a teacher your students certainly can feed off of you and she thought if they see some arguments up here or vendettas it is very easy to jump on the bandwagon if you are sitting in the audience. She knows on more than one occasion one or more of us has felt personally attacked and things that might be old news, she didn't know how anybody finds the time to carry these grudges. They have so much important work to do and the community is wonderful she thought they deserved more. She doesn't know how to do it, because you can't legislate love. She needs the Boards help with this and she needs ideas. She has looked at other towns sites and looked at their ideas. Selectman Chivers said it is hard to promote accountability and transparency and not offend some people. It creates very tense moments. If you are referring to our last meeting when he called Carleton to account for approving four raises that hadn't been considered by this Board. This created a lot of tension on this Board and it was a clear violation of the law and a clear violation of this Boards right or duty to vote on those kind of recommendations. He brought it to the Chair's attention a couple of weeks before then, but he didn't know how to bring that to the attention of the entire Board. Chair Young said they are going to discuss that because since then, it's hard when people start throwing RSA's around. She has looked it up and she didn't believe it was in violation, because of some of the research they have done. They are going to talk about

that when they talk about personnel. Selectman Chivers said his point it sometimes the message can be delivered diplomatically and with tact and finesse but still hard to hear. Selectman Dann said if he had something that he believed was factual and he states it and he has documentation backing it up. He noted that Boyd said there was a Selectman and that Selectman said I'm the one that did it. It was not put on anyone; it was a general statement of this. So how do you handle that? It is a tough one you have some facts and that should be deliberated at this point, what the facts are. Chair Young replied if they are facts or if they are accurate. Selectman Dann said maybe when they talk about that they could say Chairperson this is what I have and they are directing it to you and the rest of the Board is there. Anyone that has rebuttal they can address the Chairperson instead of turning to each other. He has been in a situation in the past where he has been asked for facts and that got out of hand. They have to sometimes get to the base of what it is and you can't carry it over and over. They are talking about it this evening and this was done five years ago and so on. They have to look at what they have here and if they move forward that is what they are talking about. Chair Young added and do it correctly. She thought it was brought up that it was the police liaison. This is Mr. Robie and he is honest, if you don't like any other attribute I swear this man is honest and she will bet her life on that. He will take responsibility if he does something wrong or if it is in his power, he doesn't lie about it and he doesn't try to pass it off to someone else. In her opinion he will stand up and take the arrows. They will discuss this when they get to the personnel thing. We can think they have the facts but they really don't sometimes or we've misconstrued something. Selectman Dann said that is where the discussion should be. He didn't think anybody on this Board believes that Carleton does things to hinder the town. From his personal experience maybe he takes it too seriously when you ask him certain things, he can't do anything about how he accepts it. He has a lot of background knowledge that is very helpful to this Board. It is the moving forward and they all have to gel together. Chair Young agreed and they might have been making a mistake on doing that right along for the past several years. They can fix it and that is their job. She has a wonderful idea when they get to personnel as far as fixing that problem so it never happens again. Selectman Komisarek said there is so much history and a lot of emotion and he took it when Boyd started reading that, he just thought they could have approached it with a different tone. To him it seemed like "a-ha" and that's not how I took what Carleton was doing. They could have used that as a point perhaps to come up with a broader policy. He's been around town long enough and he has witness enough things to know that it's not the only thing that has been done by the only person around. They read off this RSA and he really made it seem like it was a criminal offense and there was malice or something. This isn't really where they want to go with this. They want to bring it up and say this isn't right. If they Board heard Boyd say this isn't right this isn't the way they should be doing things then they should address it. This is the extent of it. There is a lot of distrust. Chair Young said that is hard to fix and she didn't know if you rule to fix that. It is going to take time she didn't expect perfection. She can't operate under this toxic environment. When she sent this email to the Board and she didn't send it that night after the meeting, she figured she would wait until the next day, but it is a toxic environment and she just thought the townspeople deserve more. She might be wrong about that and maybe no one cares but her. She just can't operate under that and it's not good for a community that deserves so much more. Selectman Dann said he has gone home nights and couldn't sleep. He thought they all have and they want to move forward they don't want that to happen. He is glad to hear that Chair Young wanted to have a work session, but he is glad they are talking and nothing can be done if they do not talk. Not behind the scenes, they need to be able to

understand where we are coming from and don't take it to heart. They want this to be a top Board to move everything forward. It is not his own agenda and they all have preferences but he has his ideas and yours maybe different and they understand that and they talk and they go. This is what the Board has to do. Chair Young said she is going to need the full Board's help because it seems like she can't always handle it herself and she is not effectively handling it herself. She can get better at that, so maybe they look over the next couple of weeks and come up with a couple of ideas. It doesn't need to be a big, long document. It is just something that guides the way that they act with each other. On that point the only other thing she would like to add is when they get into other business on the agenda she is not sure it is a place you bring up big things like that. This seemed to be a major issue and then the public doesn't know that this is going to be brought up. If you bring that the elections are going to be held at the CYAA that is another item, it is notifying the public. This is where she felt a little blindsided is to bring up a big subject and she thought it appeared to be very serious in Boyd's mind. To bring that up under other business she is not sure if they were fair to the public as far as their right to know. They are not going to know everything they are going to brought up under other. The Board knows they are welcome to have input into the agenda. You are welcome to put anything on there that you want and you should, but maybe something that big shouldn't be under other. This might help the whole process so people might get prepared. She didn't know what to say after that. If that is something they can do, then that is another guideline. The same for when people are chatting and if you are talking try to direct it to the Chair and she is not a power person but it will focus everybody in one direction. Maybe it is just her, but she gets distracted because she is trying to hear what is going on and not concentrating on what someone else is saying. This might be one of those rules of conduct that they can respect. She noted that the audience has been wonderful in her opinion there are a couple of things that she probably should have halted and again that is her responsibility and something she didn't do right. She'll learn from that, but the audience has been very good they are quiet and they have been respectful even when they have a full house. If they are quiet and respectful she thought that would help. Any thoughts can be sent to Andria and she'll do a short check list and the next meeting with a full Board they can agree to do it that way. She thanked the Board for their input. Selectman Chivers clarified they are limiting what comes up under other business. Chair Young said anything major. She might say the park is looking good or this was done under other business. She didn't think that was major and she tries to put as much as she can on the agenda just so the public can determine if they want to come to the meeting or not. There is always a chance under other there might be something they were interested in, but that is hard to eliminate. Selectman Dann said they can bring things up too. Chair Young said if it is something that they request further discussion or consideration they can put it on the next agenda.

Work on the Board's policy of how to implement compensation. Chair Young recognized that Selectman Chivers has done a lot of work on this and he certainly deserves a lot of credit on coordinating that whole thing. She reiterated that the Board is not making decisions tonight and they will have full access to the policy when the full Board votes on it at the next meeting. Just to let the public know they all had access to the matrix they did and voted to implement last year. The Board worked a long time with Carol Granfield and they got that established. So right now they are working on is a specific policy to avoid something like doing our initials and not signing off on something to accept employee's raises. Selectman Chivers explained the first time they reviewed this they had three areas that we wanted to change his recommendation. One was what

to do with new hires. The other one was how to determine the evaluation score that gives rise to make someone eligible for the step increase and the last one was what month they are going to do the evaluations. Accounting and Payroll Specialist Donna Becker originally recommended they do all of the evaluations in the start of the month of October. With the evaluations to be scored and then everyone will know what their raise will be the following year. It turns out that it is unfair to employees who have anniversary dates staggered throughout the year. So a lot of these people that have an anniversary date in January have to wait to October to be reviewed and they might not be eligible for that raise in a timely fashion. Donna later changed her mind and said why don't we just make the employees review on the employees anniversary date and enforce it and have the managers get right on that. He incorporated that change into this document. The other change he had incorporated in here but he didn't put a number on it was the score that the employee has to get on their annual evaluation in order to qualify for that step increase. He had this really complicated formula that Selectman Robie helped him with and made a lot simpler. They have to decide on that score. They decided it was going to be somewhere between showing up and commendable. They didn't know how far to go beyond just showing up, they don't want to have to make everybody have to obtain that standard of commendable or outstanding to qualify for a step increase. They have to decide this. It will be a numerical score above 3.5. So they got rid of that formula that he spent time on. This document here revision 2.0 incorporates all three of those recommendations they discussed as a Board at their first work session. He asked if they wanted him to describe the outline of this. Chair Young replied yes he put a lot of work into this. Selectman Chivers explained they have this pay matrix that is eleven grades and nineteen steps. The way the matrix is structured, let's say you get hired at a grade five step one you would get a step every year provided the evaluation score exceeds a certain number. Each one of these steps entitles you to a 2% increase. The next six years in this matrix years steps six through eleven you have to be in that step for two years and both of those years your performance evaluations has to exceed the standard determined by this Board. For the last eight years in the matrix because there is nineteen steps you have to be in the step for three years and each one of those years your performance evaluation has exceed the number prescribed by this Board. Over the course of 41 years you could increase you pay by 36%. It is 2% a year for 19 years but it takes you 41 years to get there. It is unlikely people could change through different grade and you will come in at different steps. This is the general outline of this whole thing. It's how to make it work when you evaluate the people, what you do with new hires and the other feature of this is the new hire upon a successful evaluation after 90 days is eligible for a step increase right away. This is the frame work for the whole thing. We have a standard evaluation form which we have been using that every employee gets scored on different elements of their job, you add it all up and multiply and you'll come out with a numerical score. So any one on the Board of Selectmen can determine the threshold beyond which you have to get to qualify for a step increase. This is the pay plan, it is hard to calculate the impact on the payroll but it is fair and it gives the evaluating manager a lot of leverage over the employee so the employee has some incentive to get good numbers on the evaluation. A 2% pay raise if you just improve your performance is a worthwhile objective for some people. This is the basic outline of this plan. Chair Young thought that was accurate this is what was proposed. Again when Selectman Chivers talks about steps like that, they aren't talking about a raise of a couple of dollars they are talking about 22¢. They aren't talking about something really outrageous using the matrix we have now. She asked the Board their thoughts on what they have right now. Selectman Komisarek thought it was pretty good. He mentioned "1 step

increase per year for the remaining steps in the schedule". When Selectman Chivers was describing it, it was one step increase every 3 years for steps 12 through 19. Selectman Chivers said he was correct, it was just an oversight. Selectman Dann asked about the people that are really on the high end of the steps now. They'll get a step in increase and they have to wait three years and if they are doing well what type of compensation do they get. Chair Young said she was glad that he brought that up. Her feeling on this was if the town has an employee who has been here a long time, she would assume they have gone to conferences and workshops. They just have a wealth of knowledge. She is trying to figure out a way to adjust this and maybe with the newer ones keep something similar. She wants to retain the experts; she didn't think they had something at this point in place to reward someone to keep them here after they invested sending them to workshops and things like that. Selectman Dann added they've been a good employee that is why they are there. Chair Young said this is something they have to figure out in her opinion, because she personally doesn't want to have to train a new person because people with longevity find another job. She didn't know how to reward. Administrative Assistant Hansen explained that she and Accounting and Payroll Specialist Becker have been talking about this. This is the Boards matrix, so they could add 5 or 10 steps to the end of the matrix for the employees that are reaching the end. Chair Young said she would like them to be rewarded as quickly as a new hire. This is her thought on this. Selectman Dann said the minimum you say to qualify, they are talking about someone that has put a lot of time in and benefitted Candia so they should benefit. He doesn't know how to work that. Selectman Chivers said eventually by the time they max out they will be ready to retire. How do they reward? Chair Young said she didn't know. Selectman Chivers suggested putting a mechanism in there where they could jump a step. Chair Young said they were talking about longevity and there are other towns that address longevity. There was one (town) that in the 5 to 9 years range they give them \$150 at the end of the year. She is not sure that is what they want to do. Selectman Chivers said they could come up with some way for an accelerated step increase if their performance exceeds a certain metric. Chair Young said the performance might have to go to a 4.5 instead of the 3.5. Selectman Chivers agreed that it would have to be a higher number for an accelerated step increase. Chair Young said she would like to keep the good people they have right now. She is not using names but she should use positions. They have some expertise and she would like to have people cross train, so if there is an emergency someone else could take over. Selectman Chivers agreed with the concept, but how would they do that. Chair Young said she was going to delegate that task to him. She asked if he was in agreement that someone in step 18 that is about fizzle out, rather than wait three more years you would like to reward them for continually going above and beyond what is expected. She thought they had several employees that do. Selectman Chivers suggested an accelerated step provided they meet a higher threshold on the evaluation. Selectman Komisarek thought it's what it would have to be. Selectman Dann said when you start talking to some of those people what more do you want them to do. He likes the idea but how do you structure something to say you been at the 3.5 all along now, what is it to take you to 4. Is it up to the liaison? He is trying to understand and it is subjective, they know some things their employees do over and above what are required of them. This is all new to him and he is trying to understand so he can evaluate the people that are doing good jobs. They want to keep them. If he came in and said this person does a 5, he has to justify that to the Board. Chair Young said they are still waiting the three years it doesn't matter if they are doing 7 plus they still have to wait. She thought this is something if they could work out a mechanism to avoid that. When they voted on this matrix Carol thought it was adequate for at least anyone

they had at this point. She felt strongly about maintaining the good people. They can't make them all Supervisor's. She didn't think they could put them down in the columns. They have to think of another way. She didn't know how they could address this; they can take some time to think about it. This is not something they are going to make a snap judgment on. She was really more interested about the protocol and conduct. She noted that a community member called her the day after the meeting and she had a wonderful idea. When they get those raises instead of initialing, make a form that says "I approve of this and that" we sign it and date it. She referred to RSA 91-A:3 II (a) says we cannot discuss compensation in a public meeting. She read from the RSA "*The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.*" She noted half the time they were making one mistake and half the time another. This resident had the idea of attaching the sheet anytime, any type of pay raise for any individual and having us sign and date it just like the payroll every week. If it needs any further discussion they can say or not sign it and leave a note with Andria that they want to discuss this in non public. This was a simple solution she offered and thought it was a great idea. They aren't going to vote on this tonight, but keep it in the back of your minds for the next meeting. This might be a way to handle it and everyone is happy. She asked the Board to think about this before the next meeting. Selectman Chivers went back to the step increase for the employees that are at the far end of the grid. Did she want something performance based? Chair Young thought they delegated that to him. Selectman Chivers wanted to know if she had any more ideas that she wanted to work into this. Chair Young said she is open to anything the Board thinks about and they might draft something and that might spur some more ideas. She would rather let new hires wait a little bit longer and reward the employees that they have and have been with the town and contributed so much and not lose them. This is just a personal preference and she is just one person. Selectman Dann said if a new hire has been doing good they should be getting that. You want them to be a long term employee. He just heard on the news the other day a lot of millennium people want to change jobs all of the time. They would like to have long term employees. An employee that is not running a department, that to him is very important. They hired a young gentleman in the Police Department theoretically he could have a better offer someplace else and there is no way they can protect that. Selectman Chivers said if he sees a grid where he is getting a raise for the first five years, he might just put five years in and by that time he's not quite as mobile as he was five years ago and he puts in another five years and the next thing you know he is here for life. Chair Young said maybe she is wrong on that. Maybe her opinions of trying to wait on that a little bit and keep the ones we have or high performers we may have in the future. Selectman Dann said in this town how many new hires do they have in a year. Probably when someone is retiring is when they are bringing someone in. He thought they should talk about new hires but the other end of it is retaining. This is a business and your longevity people increase the salary more than new entries. Chair Young said they can do more. Selectman Dann said they have to understand that and it is the nature of it. Selectman Chivers said the next time they discuss this it should be in a non public because they have real policy decisions to make. How are they going to implement this year with all of the people who've missed an evaluation and a possible raise. This is going to be a tough conversation. Chair Young said right now they are talking about positions they aren't talking about personalities, because you never know when personalities change. As far as something for us to work on and you know how impatient she is. This is something they have to

address. They might start at their next meeting by agreeing or making a motion and have that piece of paper attached to the evaluation so that aspect of it is covered. Selectman Chivers said they should adopt this as a policy before they come up with that form. This has to conform to the policy that they all adopt as a Board, so that is first step. Selectman Dann clarified now they have the evaluations on the anniversary. If someone is in June of 2018 and hasn't been evaluated yet, so will there pay go retroactive to June if they got the step increase. Would that be in January or is it in the budget. Selectman Chivers said these are big questions. Chair Young thought there might be an easy answer for that and she thought what might happen in the future if the Board agrees is that our book keeper is going to send out a reminder. They don't have that many employees. Selectman Dann said in June do they get that increase this year so it would have to be in the budget for this year to carry into the next year. Selectman Chivers questioned if it applied retroactively. Chair Young didn't believe that it was the employees fault. Selectman Dann said he wasn't saying that, but would it be retroactive and we would need to have it in the existing budget already to carry to next June. Chair Young said that Auburn's raise don't come into effect until April 1st after the town meeting. Selectman Chivers said he thought about that. His thought on that is once they adopt this as a policy it becomes a commitment to the employee and they are obligated to pay it if they qualify whether or not the budget passes. Chair Young added starting on the date that they choose. She likes everything starting in January. She noted Selectman Komisarek owns a business, what does he think about this. Selectman Komisarek said they all really want to be fair and do the right thing. This is why they hired Carol to guide us, because they aren't experts in this. To really understand what someone is doing you have to spend time with them. It is not like when you are working with someone and it doesn't take you very long to figure out who's got it together and who doesn't. He talked with the Chief a lot and tried to figure it out but he didn't feel comfortable. How could he have done a better job and they only thing that he realized is that he has to spend more time. He needs to be more involved. He sees that Russ is very involved down at the Recycling Center. He puts in a lot of time so he gets a good sense of what is going on and who's there. If you only see the people who have been doing the job for a half an hour or every two weeks it's hard to know. Chair Young said she agreed and someone has to evaluate and do the best you can. Selectman Komisarek felt they were on the right track with the policy. Chair Young said they can all look; there are hundreds of policies on line for towns similar to ours. She is trying to find the same size; they can't do what Manchester does. They can't do some of what Bedford does just for financial reasons. They all have really valuable information and she thought if they could spend some time maybe looking at different policies and see how they do longevity and how they set things up. Just send things to Andria and she will forward them to the Board. They can try to get something so they can get this done. Selectman Dann noted the Carol Granfield was supposed to evaluate all of these similar towns when she came forward with this program. Chair Young thought she did Auburn's matrix because it is the exact same layout as ours. She explained that Carol's responsibility was going over job descriptions and the evaluation form. She can't set policy. She was there to guide us through the base which they established. It is not her job nor can she set policy. She hasn't called her for anything just because it is not Carol's job to do that. She did what we paid her for and then some. They are just going to have to be diligent and look through some of these things and get what works for Candia right now. Selectman Dann said he had a discussion with Carol and he told the Board he was going to do that. This is why a lot of these things have to be in a non public. Chair Young asked the Board to research some of these things and bring back information. Selectman Chivers said they are going to do this pretty soon then because they

have budget season coming up. He thought within the next couple of weeks. Chair Young said if they could. They can't make any decision outside of this room and outside of a public meeting. Even if they have a non public and they make a decision they have to come out and tell the public which is fine. She thought they could toss some ideas around and funnel it back to Andria. Selectman Chivers noted that August 13th is in a couple of weeks they should be able to cobble something together. He suggested they have a non public August 13th before the Selectmen's meeting and they'll make a commitment to get this thing done. There was some discussion about the time of the non public. Chair Young noted they have another non public at 6:45 pm. It was decided to start the non public meeting at 6:00 pm.

Selectman's Budget meeting: Selectman Dann said they can't make a decision now, but they need to think about the conflict of the Selectmen's Budget meeting and Household Hazardous Waste Day. They spend \$9,000 for Household Hazardous Waste Day and people are lined up to go to it. Chair Young thought Chuck should be there for HHW Day because it is quite busy from what she understood. She is wondering if that one department would come in during one of our regularly scheduled Selectmen's meetings. This way he won't miss HHW Day at all. If he can come in, the public will hear what he has to do and they can put him on first. He can present his budget that night. Selectman Dann thought the Board wasn't making decision tonight about what they want to do. He would be HHW Day and at the budget meeting. Chair Young didn't think he had to be and if the Board decides they'll have him present his budget at the Selectmen's meeting. The public can still attend. It was noted there was no other date in September to hold the Selectmen's budget meeting. Chair Young didn't want to push it off to October. Selectman Dann said the other date is Deerfield Fair and this is Candia and he could care less. Chair Young said they all go by her house. If they have it on Deerfield Fair weekend even for the public to attend might be difficult. They certainly don't have to do a meeting around her, she is one person. Selectman Chivers clarified the point was Chuck has to be at HHW Day and he can't be at the meeting. Selectman Dann that was correct. Selectman Chivers said he can come to a Selectmen's meeting in September. It was suggested that he comes in on September 24th. Chair Young asked Selectman Dann to run this by Chuck.

Selectman Dann moved to adjourn at 8:10 pm. Seconded by Selectman Chivers. All were in favor. Motion carried.

Respectfully submitted,
Andria Hansen