

Selectmen's Joint Meeting & Non-Public Session
Wednesday, October 16, 2019

The following meeting was held in the upstairs conference room at Town Hall. Present were Selectmen Sandra Martin, Martha Eldridge, and Susan Simpson, and Ellen White, Town Administrator, who recorded the minutes.

Chairman Martin called the meeting to order at 3:00 PM.

Discussion:

Present was Steve Parkinson, Interim Public Works Director. Parkinson stated that he has been able to complete a preliminary analysis over the past three weeks and presented two options: 1) Highway Superintendent dealing strictly with the Highway Department, or 2) true Public Works Director with oversight over the Water & Sewer Department, Highway Department, Transfer Station, Buildings & Grounds Maintenance, and Parks.

Parkinson reviewed the ongoing issues that seem most prevalent in the Highway Department including frustration with past delegation on non-highway projects, lack of continuity or work scheduling, and separation of duties. Additional discussion took place on the General Laborer position and staffing at the Transfer Station and Water & Sewer Department.

Parkinson stated the need for team-building, capital asset planning, capital improvement planning, as well as the right blend of experience, personality and education to be effective. Parkinson reiterated that the Highway Department specifically has a lot of hard-working and talented employees.

Martin stated she would like to get input from the various Department Heads to hear their thoughts on which option they choose. The Board agreed. Martin requested a meeting be setup for discussion on Monday, 10/21/2019. White informed the Board that Brewster Vittum, Transfer Station Supervisor, will be out of the office on Monday. A meeting will be set up with him the following week on 10/28/2019.

Parkinson informed the Board that the handicap ramps will be installed in the sidewalks next week and the paving will commence the following week.

Parkinson was dismissed at 3:32 PM.

Form 941: Employers Quarterly Tax Return for the quarter ending 9/30/2019 was submitted for signatures. Martin made a motion to sign the form. Eldridge seconded. A unanimous vote was taken.

White requested a non-public session.

Non-Public Session:

Martin polled the Board for a Non-Public Session pursuant to RSA 91-A:3, II (a) for a personnel matter 3:35 PM. Martin answered yes, Simpson answered yes, and Eldridge answered yes. Martin made a motion to adjourn the Non-Public Session at 4:13 PM. Eldridge seconded. A unanimous vote was taken.

Martin made a motion to seal the minutes from the non-public session held pursuant to RS A91-A:3, II (a), personnel. Eldridge seconded. A unanimous vote was taken.

Being no further input, the work session adjourned. Adjourned at 4:15 PM.

Sandra P. Martin, Chairman

Martha B. Eldridge

Susan J. Simpson

To be approved 10/28/2019