

**Selectmen's Workshop  
Monday, June 15, 2015**

Selectman Morgan called the workshop to order at 3:00 PM. Present were Selectmen Richard Morgan, Franklin Riley and Robert Freeman, and Ellen White, Town Administrator, who recorded the minutes.

Several policies and procedures were reviewed and discussed including the Outdoor Event Application, Contract for Use of Facilities, Investment Policy, Tax Payment Agreement, Fund Balance Policy, Personnel Policy, Performance Evaluations and Incentive/Rewards Program. Riley volunteered to assist with drafting a Tax Payment Agreement Policy for further review next week. White informed the Board that she has created a spreadsheet of the current and pending policies.

Riley offered his assistance to White to work on establishing forms and criteria for the Performance Evaluations.

Discussion took place on the income and asset criteria to qualify for the Elderly Exemption. White will research the surrounding towns for comparison.

The Board suggested that White contact Bob Boyd to see if he still has interest in doing random timber cut monitoring.

White informed the Board of the person nominated for the Citizen of the Year Award. Morgan will try to take time off to be present for the award ceremony. If not, Riley is available to present the award.

Morgan stated that he was made aware that two members of the Highway Department rebuilt an engine in one of the Town vehicles saving the taxpayers almost \$3,000.

White asked Morgan for his help with the write-up for the Employee of the Year.

Being no further input, the workshop adjourned at 4:00 PM.

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Richard H. Morgan, Chairman

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Franklin R. Riley

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Robert C. Freeman

To be approved 6/29/2015