

Board of Selectmen  
Special Meeting

October 18, 2018  
6:00 P.M. Town Hall

Present: Bruce Adams, Chris Garrity and Jeff Parkin.

Also present: Darlene Brady, Patty Braislin, Marie Corsini, Debbie Devaux, Jennifer Dubray, Lesly Ferris, Rick Osborne, Suzie Rundall and Lynn Worthington.

Mr. Adams called the meeting to order at 6:00 p.m.


The pledge was recited.

Mr. Adams stated the following:

- One item on the agenda
- Two department heads on vacation
- Not going to discuss job descriptions at this meeting
- Several employees expressed their concerns:
  - Treasurer – job description
  - Fire Marshal – job description
  - Highway Foreman – not about job description

RECEIVED FOR RECORD  
KENT TOWN CLERK

2018 OCT 23 P 12:08

BY  TOWN CLERK

Mr. Garrity stated the following regarding the Management Review:

- It provided clarification between clerks and assistants
- He was not clear on the complete merit process for salary increases
- The report stated all departments were functioning "fine" not super stressed
- Concerned with definition of "unskilled labor" – not a fair assessment
- The gender references odd
- Top of page 6: "paraphrased" – he got out of it – the lack of BOS involvement
- BOS should set goals with some expectation level for departments and follow up to confirm status of goals
- The BOS have just created more work for themselves
- The BOS need to set up their game to help the departments step up their games
- The BOS needs to meet with each department because there is a lack of communication

Mr. Parkin stated the following:

- Asked who thought the report has no merit?
  - The response was the majority of the employees
- Asked who thought the report has some merit?
  - The response was mixed
- The assistant/clerk terminology is helpful
- The outside viewpoint and analytical basis for adjustment
- The report provides the framework to make better decisions

Mrs. Braislin stated that she uses the Capital Plan and Statutes to set and meet her goals. She added that she has been asking for raises for the two part-time employees in the Assessor's Office. It is her feeling that the part-time employees are being hurt by the across the board salary increase. She added that it has become thousands of

dollars between the full-time and part-time employees. Mrs. Braislin thinks the report has many errors, and she feels it has a union-like tone. She also noted that the proposal of setting goals as measuring sticks for review purposes comes from the "private sector."

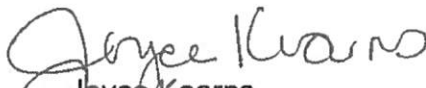
Mrs. Brady also noted there are many errors in the report. She noted that perhaps the report should be corrected before the Board of Selectmen moves forward. She also reminded the Board of Selectmen that they agreed during the budget process last year to address the salary increase requests this year and it would not be fair to ask the employees to wait an additional year so that a new "measuring stick" process be put into place.

The Board of Selectmen agreed to two executive sessions at the Special BOS meeting on Monday, October 22, 2018 at 3:00 p.m. to meet with the Assessor and assistants and the Town Clerk and assistant. The BOS will also discuss the Management Review Report at the meeting. Mr. Adams will contact Lee Palmer and request the following:

- Which towns were used as comparison for each position
- Updated salary figures for the clerks in line 3 on the salary chart
- Correct the Land Use Administrator's total salary on page 3

Ms. Ferris suggested that, if the BOS is going to implement "goals," perhaps they should start it 7/1/19. Mr. Garrity reiterated that he has a problem with the across the board increase and needs a measuring stick sooner rather than later.

Mr. Parkin made a motion to adjourn the meeting at 7:36 p.m. Mr. Garrity seconded the motion and the motion carried.

  
Joyce Kearns  
Administrative Assistant

RECEIVED FOR RECORD  
TOWN CLERK  
2018 OCT 23 P 12:08

BY  TOWN CLERK

*These are draft minutes and the Board of Selectmen at the subsequent meeting may make corrections. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes*