

SANBORNTON BOARD OF SELECTMEN'S MINUTES

May 18, 2017

Town Offices

The Board of Selectmen convened for a facilitated workshop on Thursday, May 18, 2017 at 9:00 a.m. at the Town Offices to participate in a process to generate ideas and strategies regarding Town compensation that can be investigated further. In attendance were Selectman Karen Ober, Selectman John Olmstead and Selectman Katy North. Fire Chief, Paul Dexter; Police Chief, Steve Hankard; Town Planner, Bob Ward; Municipal Assessor, Rob Jutton; Town Treasurer, Karen Cobb; DPW Director, Brian Bordeau; Recreation Coordinator, Julie Lonergan; Finance Officer, Peggy Petraszewski; Overseer of Public Welfare, Melanie Van Tassel; Library Director, Marcia Haigh; Town Clerk/Tax Collector, Marla Davis; and Town Administrator, Katie Ambrose were also present.

1.0 DISCUSSION ITEMS (no decisions/motions were made)

1.1 Review of Objectives and Ground Rules for the Discussion

- a. Process – TA Ambrose served as the facilitator and reviewed the process and objectives for the workshop.

1.2 Topic Input/Brainstorm – Breakout Groups

- a. The group was divided into three breakout groups to brainstorm ideas on the following topics: Pay Matrix – Current vs. Proposed, Salary/Compensation Considerations Not Included in the Thornton Study, Options for Compensation Increases in Current FY/Short Term Strategies, Long Term/Sustainable Strategies. Any duplicate ideas were consolidated.

1.3 Groups Report Out/Idea Consolidation

- a. Each breakout group reported out their ideas generated to the entire group.
- b. The entire group consolidated any duplicate ideas.

1.4 Voting/Prioritization & Results

- a. Voting/Prioritization - Each participant was given a set amount of dot stickers for each topic (depending on the number of ideas to choose from per topic) and was asked to use them to vote on the ideas and strategies that they would like to see investigated further for each topic.
- b. Results - The group reviewed the results and items that received the most votes.
- c. Next Steps – The group discussed ideas for next steps including timeframes,

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responsibility and monitoring. TA Ambrose will record the ideas and recommendations generated in a report format and an agenda item will be scheduled for next week's selectmen's meeting to review and discuss the workshop's recommendations.

2.0 The workshop ended at 1:15 p.m.

3.0 NEXT MEETING(S) – The Board of Selectmen's next regularly scheduled meeting will be held on **Wednesday, May 24, 2017 @ 5 p.m.** at the **Town Offices.**

Respectfully submitted,
Katie Ambrose, Town Administrator