



# Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

Approved By  
Board of Selectmen

## Board of Selectmen Personnel Policy Workshop

November 1, 2022

**Call to Order** at 4:09 PM

**BOS Members Present:** Roxanne Tufts-Keegan-Chair (arrived at 4:30 PM);  
Christine Maynard-Vice-Chair;  
Laura Parker-Member

C. Maynard stated the purpose of the workshop is to address the current issues with the Personnel Policy. She spoke with the lawyer (Anna) and she stated that neither party is wrong in the way they are interpreting the earned time portion of the policy. States she was given three (3) possible solutions:

1. Tell employees we are sorry you were misinformed, however this is how we do it
2. Grant the two (2) employees who were misinformed at hire their increase in earned time after one (1) year of employment.
3. Adjust all employees to receive the increase after 1<sup>st</sup> year of employment.

C. Maynard would like to streamline the policy and make it clear for all parties.  
Lawyer has offered to meet with BOS to go over the policy and assist with revisions.

L. Parker said this policy has been in effect since 2019 and this is the 1<sup>st</sup> time it has been questioned. She printed Wolfeboro, New Durham, Wakefield and Alton policies and said our current policy is comparable to the surrounding towns.

C. Maynard said we need to be fair to our employees and competitive. Would like to see a cap and lower maximum weeks, says eight (8) weeks seems excessive.

L. Parker stated that all employees sign a statement of understanding of the personnel policy.

C. Maynard stated she was first notified of the issue in June, consulted legal and thought it was resolved.

There was discussion regarding comp. time, hour tracking being on the honor system, is the cap on comp time being followed, currently being tracked by Dept Heads.

C. Maynard would like to see longevity bonus eliminated, R. Tufts-Keegan and L. Parker agree. Spoke with legal and would just need to notify employees in advance that this would be their last year receiving.

C. Maynard would like to take care of immediate issue of earned time, then go back and rewrite policies.

R. Tufts-Keegan asked if we could give the extra week as promised with a stipulation that if you leave you are not entitled to the extra week in your earned time payout?

**Action Items Identified:**

1. Work all interpretations out, with the help of legal to revamp all policies
2. C. Maynard to have conversation with Road Agent to apologize for assuming the issue was settled, explain it is a work in progress and to please give us a little more time to have another workshop knowing that change is coming.
3. Another option is to make a motion at the next meeting, take a vote and move on.

**Public Comment:**

Dan Saliga: Expressed opinion that no matter how you interpret the policy, a promise was made to the Road Agent by a former selectman and should be honored.

Tracy Donovan-Laviolette: Although she interpreted the earned time policy the same as the current practice, she would strongly consider compromising before we lose the highway department employees right before winter.

**Workshop adjourned at 6:30 PM**