



SPECIAL SELECTMEN'S MEETING

November 21, 2007

The Board of Selectmen held a Special Selectmen's Meeting on Wednesday, November 21, 2007, at 9:00 a.m. in the Selectmen's Conference Room.

PRESENT: Lawrence K. Groh, Jr., First Selectman; Sarah F. White, Selectman; Kathleen A. Hiatt, Selectman; Ada Temple, Registrar; James Kenney, Registrar; Jeffrey Barske, Town Clerk; Michael Martin, Finance Director;

REGISTRARS OF VOTERS PAYROLL

Mr. Groh explained that there was a question in regard to payroll that was submitted and that the Board of Finance was made aware of the situation. Ms. Temple and Mr. Kenney presented information to the Board of Selectmen in regard to the payroll request. The Board also reviewed information provided by the Town Clerk in regard to duties and responsibilities of the Registrars and the Town Clerk in regard to elections and referenda. A lengthy discussion followed.

Mr. Groh asked the Registrars how much they knew before the election had changed in regard to the shifting of duties and responsibilities. Ms. Temple said that the duties are so different it would be like comparing apples and oranges and that the responsibilities have greatly expanded. Mr. Kenney said that it is a state-wide problem and that supposedly the legislature is going to address this issue in the next session. Mr. Kenney explained that the Registrars have spent a great deal of time working with the new voting machines and that they are still working on tasks related to the November election. Mr. Kenney stated that the Registrars were at the Town Hall every single day even on Saturdays and Sundays performing work with the new machines. Mr. Kenney and Ms. Temple gave a lengthy description of some of the new responsibilities.

Ms. Hiatt questioned whether the payroll request for \$2,385.00 is for each of the Registrars only or all of the election workers. Mr. Kenney said it was for the Registrars. Mr. Martin estimated that the November election costs came to approximately \$7,000.00 not including the payroll request and that the previous year came to approximately \$5,600.00. Mr. Kenney said that he read an e-mail from the Secretary of State's office that stated that the cost of setting up the polling places would be reimbursed by the State.

Mr. Groh asked Mr. Barske to explain how some of the responsibilities have shifted a bit from the Town Clerk to the Registrars. Mr. Barske agreed with Ms. Temple and Mr. Kenney that it is like comparing apples to oranges. Mr. Barske explained that the absentee ballots remain the same and that he continues to do the moderators' returns and the end-of-night count. Mr. Barske said that he had told the Registrars that he did not expect to be paid his stipend for the election because of the shift in some of the responsibilities.

Ms. Hiatt stated that there are two questions in this issue; the first being authorization of the payroll as presented and forwarding it to the Board of Finance, and the second question is what to do to minimize the cost of future elections. Ms. Hiatt suggested consolidation of polling places. Ms. Hiatt said that she would like the Board to look at this before the next budget cycle. A lengthy discussion continued.

Mr. Kenney said that they checked with the Registrars in other towns as to how they charged for elections and referenda. Mr. Kenney quoted the Woodstock Registrars, with one polling place, who charged 300 hours each for an election, 120 hours each for the census, and 180 hours each for a referendum. Ms. Hiatt questioned which line item the payroll request is coming out of. Mr. Martin stated it is out of the elections line item. Mr. Martin also explained that this line item, currently budgeted at \$25,000.00, is estimated to be in excess of \$38,000.00 not including this payroll request.

Miss White requested that Mr. Martin review all of the elections figures again. Miss White said that there needs to be some strategic planning to save money in the future and that today the bottom line is to decide whether or not the payroll request should be paid or not. Miss White asked for an explanation on the election law in regard to compensation of Registrars. Miss White also asked how the Registrars arrived at the figure given for the payroll request. Mr. Kenney said that they split the cost paid to the mechanics in the amount of \$900.00 and then considered the amount of hours spent on the election. Ms. Hiatt asked for the hourly rate used in the calculation. Mr. Kenney said \$20.00 per hour.

Mr. Groh asked if the same amount of hours would be required for each election. Ms. Temple said that she did not know how to answer that but that she hoped that they would be more efficient every time.

Miss White asked what the total amount of hours was that was used to calculate the payroll request. Ms. Hiatt explained the calculation and said that it comes to 96.75 hours. Ms. Hiatt also explained to Miss White how the Registrars' compensation worked in the budget. Miss White suggested that the salary of the Town Clerk should be analyzed and adjusted accordingly due to the shift in responsibilities. Ms. Hiatt pointed out that Mr. Barske had already suggested that he not receive the election stipend due to the shift in responsibilities. A lengthy discussion continued.

Motion made by Ms. Hiatt, seconded by Mr. Groh, that the Board of Selectmen forward the pay for this election of \$2,385.00 to each of the Registrars for approval with the following caveat: We anticipate going over the election line number 522420, this is a one-time agreement with the hours and the per hour cost and we recognize that Selectmen and the Registrars have some planning to do for future referenda and elections.

Ms. Hiatt	-Yes
Mr. Groh	-Yes
Miss White	-No

Discussion on Motion: Miss White suggested that given it is out of the budget cycle, compensating the Registrars at 80% of their request. Miss White stated that this would be a balance of showing good faith for their extraordinary efforts and the condition the Town is currently in.

Miss White asked if there were any concerns expressed about increasing the compensation for other poll workers. Ms. Temple and Mr. Kenney stated that they did increase the compensation for all poll workers including compensation for attending training sessions.

The Board agreed to put together questions in regard to the Registrars' budget by the next meeting on November 27th.

INTERVIEW CANDIDATE SELECTION FOR ANIMAL CONTROL OFFICER POSITION – POSSIBLE EXECUTIVE SESSION

Motion made by Ms. Hiatt, seconded by Mr. Groh, to go into Executive Session for the purpose of reviewing candidate applications for the Animal Control Officer position at approximately 10:15 a.m.

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>

The Board came out of Executive Session at approximately 10:35 a.m.

Motion made by Mr. Groh, seconded by Ms. Hiatt, to interview the two top candidates that were discussed amongst the Board of Selectmen and agree to interview the top two candidates based on the previous experience of the applicants that we reviewed in depth.

<i>Mr. Groh</i>	<i>-Yes</i>
<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>

The Board agreed to schedule the interviews on November 27, 2007 at 3:00 p.m. in 30-minute increments. Ms. Hiatt stated that the Board would like a back-up established for the Interim Animal Control Officer. The Board agreed that the back-up would temporarily be Mr. Groh until a back-up is established.

Ms. White questioned when the Board would discuss compensation for the position. Ms. Hiatt explained that the First Selectman is responsible for all personnel actions except hiring and firing. Ms. Hiatt said that when the Board makes a motion to hire someone, that there is a salary range that the First Selectman is authorized to negotiate within.

ADJOURN

Motion made by Ms. Hiatt, seconded by Mr. Groh, to adjourn the meeting at approximately 10:53 a.m.

<i>Ms. Hiatt</i>	<i>-Yes</i>
<i>Mr. Groh</i>	<i>-Yes</i>
<i>Miss White</i>	<i>-Yes</i>

Recorded and transcribed by:
Tonya Levesque