

TOWN OF RANDOLPH
BOARD OF SELECTMEN
Tuesday, July 24, 2012
5:00 p.m.

BOS PRESENT:

Robert Henderson, Jr., Chair
Edward F. Gorham
Peter K. Hanley

OTHERS PRESENT:

Lynn R. Mealey, Town Clerk

Meeting was called to order at 5:00 p.m.

Peter Hanley made a motion to accept the **minutes** of July 10, July 12 & July 13, 2012 meetings. Ed Gorham seconded the motion. **VOTE – UNANIMOUS.**

Accounts payable and payroll warrants were signed. Also signed was the **URIP** paperwork for the DOT. This enables the town to receive state highway fund money.

Bob presented the Board with a form that he would like to have the Public Works Department use for mileage and maintenance records on town equipment. Bob said that this was all part of the Fleet Policy program. Mr. Hanley stated that he did not believe it was necessary

Bob Henderson made a motion to accept the form for use. Ed Gorham seconded the motion. **VOTE – 2 FOR – 1 AGAINST.** Motion passed.

Bob said that he had talked with Safety Works about coming down to inspect the firestation. He will let them know that we are in the process of getting approval to buy property on Kinderhook Street to relocate the firestation out of the flood zone. The old building may be sold. Bob was under the impression that the old buildings would have to be torn down due to being in the flood zone. The will do safety checks on the old building.

Bob said that hopefully the pump station problems have been fixed so that there will not be any more alarms. Friday, July 20th they were there at the station working on getting the problems fixed. There were 23 alarms for the month of July up until July 20.

Sonny Barry was on the agenda but there was no word from him. Also Robert Rausch was on the agenda but did not show up at the meeting.

Some discussion of the annual town meeting.

Ed presented the Board with an updated **Personnel Policy** including health insurance which was what the Budget Committee requested. He urged accepting the policy so that when this issue comes up at Town Meeting there will be a policy in place for administration of insurance.

Bob stated that he felt that vacation time should be addressed. He would like to suggest that it be done like the State of Maine and let it be carried over. This could be put in the personnel policy at some later time. Ed would like to get this updated personnel policy accepted so that when Article 13 comes up at Town Meeting the Board can show the Town that there is a policy in place for the administration of health insurance.

Ed made a motion to accept the updated personnel policy for the *office staff*. Peter Hanley seconded the motion. **VOTE – UNANIMOUS**. All three board members signed the Office Staff Personnel Policy and it will be attested to.

Sick time will be addressed at a later date. Bob brought up the fact that the office staff has not had a raise for 3 years.

Ed asked the other Board members to be familiar with the new policy and the listing of what the surrounding towns/cities do for their employees.

Bob discussed the hours worked by the Public Works Director and crew. He suggested that each person on the Public Works crew be paid by an hourly rate instead of 1000 hours for a salary. Peter stated that this “deal” was made by a previous board. Peter expressed that he felt Bob was picking on one particular employee. Sonny may be working less once the Pump Station is straightened out. Bob feels that if John is put on an hourly wage but limited to 20 hours per week, the money will be the same.

Bob does not think that the idea of having no set hours for public works is not a good idea and that they should have set hours to work. Ed said that may be difficult when you are dealing with weather. Peter said that if there is going to be oversight, it should be done to all employees associated with the town.

Bob said that he felt the townspeople were asking for accountability from the town and that the Board should set standards. Bob said that the Public Works foreman in West Gardiner is on an “on call” basis and only works when something comes up in town.

The Town Clerk stated that part of the Personnel Policy was to be reviewed on an annual basis but that she had not had a review since 2004. She said that there is a provision in the personnel policy for an annual review and she would welcome being reviewed. Peter Hanley suggested a session every 6 months for all employees together.

Ed Gorham made a motion to adjourn the meeting. Peter Hanley seconded the motion. **VOTE – UNANIMOUS**.

Peter stated that he will be away beginning on Thursday and will be back on August 7, 2012 which is the date of the next meeting.

Next meeting is August 7, 2012 @ 5:00 p.m.

Meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Lynn R. Mealey, Town Clerk