

## Minutes of the Special Select Board Meeting, August 8, 2018

Howard Bronstein, Winton Pitcoff, and Hilary Weeks were present. The meeting was called to order at 2:00 p.m.

The Board met with Don Jacobs following the 10:00 meeting with employees in conjunction with the Wage and Salary Compensation Grant. Don noted communication was discussed, not compensation. Compensation and market data will be discussed at a later date. A goal and objectives exercise was distributed to employees to be completed for the next meeting scheduled for September 12, 2018 at 10:00 a.m. There will be a third meeting which will include Select Board members.

Howard stated the 1<sup>st</sup> priority of the grant program is to document what we are doing. There may or may not be a better way. Don said the process cycle will be discussed at the next meeting. Don's projects three employee meetings a year if his program is implemented.

Winton spoke with several staff members following the morning meeting. Realizing the large culture shift, he asked Don to be sensitive towards employees. Winton also spoke to the appropriateness of components of employee performance evaluation documents to which Don stated the Board has not yet seen the documents. The process is driven from the bottom up. Winton expressed concerns about turning employees against the process. He doesn't feel the like this is the Select Board's process. Pros and cons of the process were discussed. The revised Draft Classification Plan and Summary Point Rating Chart were discussed with several changes noted.

Don plans to work on market data next.

Winton moved to approve the \$5,000 invoice for Don Jacobs. The motion, seconded by Hilary, was unanimously approved.

The meeting adjourned at 3:20 p.m.

Respectfully submitted,  
Paula J. King, Administrative Secretary