

RECV'D: Office of the Town Clerk March 7, 2016 2:13pm

Minutes of Meeting
Compensation Review and Personnel Policy Board
March 1, 2016
Durham Town Hall, Second Floor Conference Room

Present: Lisa Stafford, Chair; Roger Kleeman; Karen Otte; Fred Raley; Dick Spooner

There were no members of the public present and no public comment.

The meeting was called to order at 7:03 by Chair, Lisa Stafford.

The agenda was reviewed and corrected to read "approval of February minutes."

Minutes of the February 2, 2016 meeting were reviewed. Fred Raley moved, Roger Kleeman seconded and all approved the minutes.

Lisa Stafford reported that she has been focused on the request for information on Fire Marshal, Asst. Fire Marshal and Fire Inspector salaries, therefore the chart of Union salary comparisons is not finished. There was no other old business.

Fred Raley reported that he had reviewed average Fire Marshal salaries; using national data, salaries ranged from \$25,000 - \$60,000. We discussed job duties and reviewed the salaries of Fire Marshal, Asst. Fire Marshall, and Fire Inspector, using the CCM data for our usual comparison towns (East Haddam, Essex, Haddam, Hebron, Killingworth.) Practice among these towns varies; it was noted by several that the Durham Fair requires intensive inspections of our Fire Marshals. There is state approved mandated training and regular recertification required. It was moved by Fred Raley, seconded by many and unanimously passed that our Chair will forward the chart to all members of the Board of Finance.

Roger Kleeman moved, Dick Spooner seconded and all approved adjournment at 7:50 PM.

Respectfully submitted,
Karen Otte