

RECV'D: Office of the Town Clerk August 1, 2016 3:31pm

Minutes of Special Meeting
Compensation Review and Personnel Policy Board
July 26, 2016
Durham Town Hall, 2nd Floor Conference Room

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

There were no members of the public present.

The meeting was called to order by the chair at 5:05 PM.

The minutes of the Special Meeting of July 11 were reviewed. Fred Raley moved, Roger Kleeman seconded that they be accepted with the following changes (in **bold**):

April minutes should read **March** minutes, as the April meeting was cancelled.

Third paragraph should read " Martin Anderson presented a request from the Board of Finance asking for CRPP help in reviewing salary structure and salary scales, **including a proposal to bring back salary steps**, as well as policies regarding future changes to salary scales. ... There are a few "stipendiary" positions in Town (selectmen, Fire Marshall) and there needs to be a clear policy regarding increases for them. **Martin agreed these latter two can be addressed after the November Board of Finance meeting.**

Board members reviewed and discussed the request from the BOF, the salary scale projections, and the history of revisions of the salary scale. Based on these discussions, the Board directed the Chair to develop proposals to be presented at our September meeting.

Roger Kleeman moved to adjourn at 6:25; Fred Raley seconded. All approved.

Respectfully submitted,
Karen Otte, Clerk