

**TOWN OF RUMNEY
SELECTMEN'S WORK SESSION
MINUTES
12/31/14**

Selectmen: Dan Kimble, Cheryl Lewis
Administrative Assistant: Anne Dow

Dan Kimble opened the meeting at 9:00 a.m.

Budget

Library-The Selectmen would like some additional information from the Library Trustees on the Library Improvements article (best and worst case) so they can take a good look at the bottom line of the budget. Anne will contact Tom with their request.

Financial Administration – A line item, Employee Procurement, will be added to the Financial Administration budget to be used for advertising for new hires, their backgrounds checks, etc.

Police & Fire – Changes were made to the Full-time Officer line and the Fire Chief Salary line.

Administrative Assistant Position

The Board will review the job description before placing the ad. The ad will be put on the NHMA website and in the Record Enterprise.

Personnel Policies

The Board is down to what they hope will be the final changes to the Personnel Policies.

Anne was asked to check with Attorney Waugh regarding background checks and new hires.

Sections:

6.3 – Drop incentive line

6.4 – An employee who works for a particular department and is also a “call firefighter” and gets a call during their work day, he/she will be paid for that work day, or time away from the department, in addition to their pay as a fire fighter.

9.1. – Holidays/Vacations – No pro-rating for part-time employees

9.2 – Vacation – New hires beginning January 1, 2015 will accrue one (1) weeks' vacation at a rate of .769 hrs per week.

Anne will make the changes and forward it to the Board for their review.

Dan made a motion to adjourn at 10:15 a.m., seconded by Cheryl. Voted 2-0 Adjourned.

Respectfully submitted,

Anne B. Dow
Administrative Assistant