

MINUTES OF THE GOVERNMENT OPERATIONS COMMITTEE MEETING
EXECUTIVE CONFERENCE ROOM

February 29, 2016 – 8:30 AM.

Committee Members present: Councilor Jennifer Soldati, Chair
 Councilors Martin Dumont, Jessica Paradis, Nancie
 Cameron

Administration/staff present: City Manager Bob Belmore
 Finance Director Scott Smith
 Human Resource Manager Linda Corriveau
 City Clerk, Trish Harris

Chairman Soldati called the meeting to order at 8:30 am.

MINUTES OF PREVIOUS MEETING

Councilor Cameron, seconded by Councilor Dumont, made a motion to approve the minutes of the previous meeting. All were in favor.

REVIEW CONCERNS OF COUNCILORS RE: ORDINANCE NO 13-16, § 8.2

Councilor Soldati explained that this section deals with discipline and they don't want to undermine authority but they want consistency. HR Manager, Linda Corriveau, did a survey of other communities and there was discussion about the procedures of other communities.

City Manager Belmore pointed out that this was part of the personnel plan for non-union employees. Unions have different procedures.

Councilor Dumont, Seconded by Councilor Paradis, made a motion to bring the original language back to council.

The City Manager will include memo to full council.

CITY ELECTIONS – POLL WORKERS' HOURS AND COMPENSATION

There was lengthy discussion about the long hours, the lack of interest in working the polls, and the many vacancies among the elected officials.

Poll workers are there for a long time and there was talk about split shifts. City Clerk Trish Harris checked with the Secretary of State's office and the Attorney General's office, and this is allowed. They extra election officials would need to be appointed. It

was suggested that the positions of Moderator and Supervisor of the Checklist not have split shifts, but have an assistant assigned to them.

There was discussion about filling the positions. It is difficult to fill the positions as it is.

Councilor Dumont said he would like to get back to how it was with Ward Councilors having Ward Meetings. Councilor Dumont said the wards need to be reinvigorated with activism.

City Clerk Trish Harris said she held a training for Election Officials before the presidential primary and many people were happy with the results. There seem to be an increase in morale. She plans to continue these trainings before every election.

Conversation then moved on to compensation for the election officials. Human Resources Manager, Linda Corriveau compiled information from other communities, and there was lengthy discussion about the information she provided.

Councilor Cameron, seconded by Councilor Dumont, made a motion to increase Moderators' pay from \$75 to \$125. The motion carried a unanimous.

Councilor Paradis, seconded by Councilor Cameron, made a motion to increase Ward Clerks' pay from \$70 to \$120 per election. The motion carried a unanimous.

Councilor Dumont, seconded by Councilor Paradis, made a motion to increase the pay for Selectman from \$65 to \$100 per election. The motion carried a unanimous.

Councilor Cameron, seconded by Councilor Paradis, made a motion to create a position of Assistant Supervisor of the Checklist with a pay of \$10/hour. The motion carried a unanimous.

The Committee agreed to sponsor a resolution for the increase in pay for the election officials and for the Assistant position.

The committee went on to discuss providing meals for the election officials. They looked at the procedures of other communities, and many provide meals. It was decided that the City continue providing meals for all election officials on election day.

Finance Director, Scott Smith said this is currently in the budget under General Election Supplies, which is set at \$700.

Councilor Paradis suggested looking into local businesses for donations for dinner.

CITY ORDINANCE – CHAPTER 13C: SMOKING BAN

City Manager Bob Belmore said smoking is prohibited at all times in all municipal buildings in Somersworth. There is no smoking on city sites, parks, parking lots, etc. He states that this has come up a few times with Department Heads. There was discussion about smokers at the Bluegrass Festival and ball games.

The Committee recommends letting the City Manager handle things administratively, and not make a change to the current ordinance.

Councilor Cameron was excused at 9:30

MISCELLANEOUS

City Manager Bob Belmore gave an update on hiring. Director of Planning has been hired.

Applications for the Police Chief position deadline is today (February 29, 2016). Some applications have been received.

There are 2 police department positions open.

Almost time to start hiring for summer help.

ADJOURNMENT

Motion to adjourn by Councilor Dumont, seconded by Councilor Paradis. All in favor. Meeting adjourned at 9:37 am.

Respectfully submitted,

Trish Harris, City Clerk