

MINUTES OF THE GOVERNMENT OPERATIONS COMMITTEE
EXECUTIVE CONFERENCE ROOM
May 16, 2018, 4:30pm

Committee Members present: Councilor Martin Dumont
Councilor Nancie Cameron
Councilor Edward Levasseur

Administration/Staff present: City Manager, Bob Belmore
Assessing/Code Clerk, Christien DuBois

Others present: Mayor Dana S. Hilliard
Harold Guptill from Hampshire Pewter

Councilor Dumont called the meeting to order at 4:33

APPROVAL OF THE MINUTES FROM APRIL 11 2018

Cameron moved to approve the minutes of the meeting, seconded by Levasseur, motion carried 3-0.

CITY SEAL USAGE

Dumont stated that he had asked Harold Guptill to come to the meeting to discuss allowing the City seal to be affixed to merchandise and allow Hampshire Pewter to sell it. A discussion occurred about how City ordinances that are in place affect the use of the City seal.

Cameron asked if the use of this was for the 125th celebration or if he would like to sell it all the time.

Guptill mentioned he would like to sell products with the City seal year round.

Hilliard stated he believed that this was a great idea and it would behoove the City to create some sort of process for private entities to use the City seal.

A discussion occurred about protecting and regulating the use of the City seal.

Belmore suggested that legal opinion be consulted before the final drafting of any Ordinance amendment.

Dumont stated that the existing ordinance could be amended to include language the Council wants.

The Committee consensus was to move forward with the proposal to amend the ordinance after legal opinion is consulted. Committee also voted to allow Hampshire to sell merchandise this year during the City's 125 celebration time period.

A discussion occurred about the process of licensing businesses to sell merchandise with the City seal.

CITY MANAGER UPDATE

Belmore advised the Board what the impact might be for changes to personnel rules and regulations in regards to cost of living adjustments for non-union employees, i.e. the City's Personnel Rules & Regulations Wage Schedule. Belmore stated that these changes usually take place yearly and requires a vote by Council and take effect in July.

After further discussion, Cameron moved to recommended to amend the Personnel Rules and Regulations to increase non-union wages/salaries by 3%, seconded by Levasseur, the motion carried 3-0.

A discussion occurred about the Personnel Rules and Regulations and how many Step were provided in each hourly Labor Grade. The Committee asked the Manager to see what a wage and classification study conducted by an independent consultant might cost.

CITY MANAGER EVALUATION SELECT DATE

A discussion occurred about a possible date for implementing a new process for the City Manager's evaluation. The consensus was that this would be done before the end of the calendar year and that the committee consensus was to discuss this at a later time.

MISC

Belmore distributed a memo for a recommendation for an additional health insurance plan choice. Belmore stated it would save both the employee and the City money, the Plan would be in addition to the Plans now offered and would be totally up to the employee to select. Belmore stated that with the Committee's consensus, a representative from Health Trust will give a presentation on the plan. The committee consensus was to move forward with the plan.

Belmore provided several other updates to the committee on the filling of vacant positions.

Cameron moved to adjourn, seconded by Levasseur, and the meeting adjourned at 5:36pm.

Respectfully submitted,

Christien DuBois Assessing/Code Clerk