

MINUTES OF THE GOVERNMENT OPERATIONS COMMITTEE  
EXECUTIVE CONFERENCE ROOM  
NOVEMBER 14, 2018 at 4:30 pm

Committee Members present:       Councilor Martin P. Dumont Sr, Chairman  
  Councilor David A Witham, Vice-Chair  
  Councilor Edward Levasseur  
  Councilor Nancie Cameron

Administration/Staff present:       City Manager, Bob Belmore  
  Deputy City Clerk, Kelly Gagne

Other:                                    Councilor Richard Michaud

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Chairman Dumont called the meeting to order at 4:43pm.

MINUTES OF THE PREVIOUS MEETING

***Motion made by Councilor Cameron, seconded by Councilor Levasseur, to accept the October 17, 2018 minutes as presented. Motion Passed 4-0.***

CITY MANAGER UPDATES

Manager Belmore updated the Committee with an employee breakdown of the City. Recently the City hired a waste water treatment operator mechanic. There is an opening for an equipment operator I with the Public Works Department; we have had some applicants that we have interviewed for that position. There is also an open full-time firefighter position, the top candidate has gone through the entire process and will be interviewing with the City Manager next week.

Councilor Witham asked where we stand for code enforcement officers. Manager Belmore stated that there were three candidates that were interviewed. We have re-advertised and will set up interviews with those new candidates. Discussion ensued on employee retention and employee opportunity for career growth within the City. Councilor Witham suggested that we need to be flexible with time off, not only to attract new employees but to also retain them. He also suggested that the City explore other benefit package options that might assist in retaining new employees.

CITY FMLA POLICY – PERSONNEL RULES & REGULATIONS

Manager Belmore stated that the City FMLA policy needs some updating to comply with federal law such as military leave. He recommended it be removed from the City's Ordinance: personnel rules & regulations to allow for it to be more easily changed to stay current with federal law and that the City Manager be charged with issuing an administrative policy for the City.

*Councilor Witham, made a motion seconded by Councilor Cameron that the Government Operations Committee support an Ordinance change to remove the FMLA Policy from Personnel Rules & Regulations as recommended by the Manager. Motion passed 4-0.*

ADJOURNMENT

*Motion to adjourn made by Councilor Witham seconded by Councilor Cameron the meeting adjourned at 5:16 pm. Motion passed 4-0.*

Respectfully submitted,

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Kelly Gagne, Deputy City Clerk