

Selectmen Study Committee (SSC)

Meeting Minutes 05/12/2005

7:00 PM to 7:45 PM
Town Library Meeting Room

Meeting called by: Lorna Spargo
Members Present: Lorna Spargo, Rena Duncklee, Linda Saari, Russell Heinselman
Members Absent: Forrest Milkowski

Agenda Items

Read Charter Set by Town:

A: To assess the pros and cons of having a five versus three-member board of selectmen in order to help the townspeople understand the relative merits of the two Boards.

B: To issue a written report for inclusion in the next Town Report.

Discuss whether we need a chairperson, secretary, etc.

Set Frequency of Meetings/Timeline

In order to do this we should first discuss and understand the Charter.

Goals/Agenda for Next Meeting

Charter/Report:

The meeting began at 7:06 PM. Lorna passed out an agenda and read the charter set by the town (above). Members agreed that the report would consist of pros/cons, but not necessarily give an opinion/recommendation of the committee as part of the report. Rena noted that the report needs to be ready to be printed by Feb 1, 2006 and the members agreed that the report should be final by December 31, 2005 with a draft for review before Thanksgiving.

Committee Roles:

Lorna agreed to be responsible for the agenda and the members present agreed that Lorna would chair the committee. Rena took responsibility for posting of the meeting and keeping the copies of the minutes at the Town Hall. Linda agreed to be secretary. The group agreed that 3 members constitute a quorum.

Meetings/Timeline

There was discussion on meeting frequency. The group agreed to set up a next meeting soon to come up with a more detailed timeline. Linda noted that she had some information on makeup of boards of selectmen for different towns summarized from NH municipal Wage and benefits survey that she put together for the last Town Meeting and would share it with the group at the next meeting. Since the information from the survey is available on disc Russ agreed to try to sort it and summarize it with pertinent information for the group for the next meeting.

The group discussed that we should start with a research phase and then analyze what we found for the report. NH municipal may have some reports, information or inquiries from other towns. Rena agreed to contact NH municipal before the next meeting. There was discussion of possibly visiting other towns that have recently changed to a 5-member board. The group agreed to shorten the name of the committee from "Committee to Study Five Member Board of Selectmen" to; "Selectmen Study Committee (SSC)."

The next meeting will be **June 9, 2005 at 7 PM** in the Town Library meeting room. Agenda will include review of information on other towns, more detailed timeline, schedule of meetings, and next steps.

Meeting adjourned at 7:40 PM.

Action item summary:

Linda-bring summary prepared for Town meeting.
Russ-locate Wage and Benefits disc and summarize information.
Rena-contact NH municipal, post next meeting.
Lorna-put together agenda for next meeting.

Minutes Approved by:

Rena Duncklee

Russell Heinselmann

Forrest Milkowski

Linda Saari

Lorna Spargo