

**Kingston, New Hampshire
Board of Selectmen
Meeting with Budget Committee, Kingston Fire Station
December 28, 2022
FINAL MINUTES**

The meeting was called to order at 6:00 PM by the Chairman.

PRESENT: Chair Richard Wilson; Vice Chair Kevin St. James; Chuck Hart, Ellie Alessio, Chris Bashaw, Select Board Members

The Board joined the Budget Committee, Department Heads, and Finance Director Paula Mahoney, to review 2023 budget.

MOTION: by Selectman Bashaw, to establish a study group regarding the compensation of town employees consisting of two Select Board members and two Budget Committee members, who will then appoint two Department Heads (Town residents) and three members of the public.

SECOND: by Selectman St. James.

Discussion:

This committee is to be tasked with:

- Reviewing current salary structure
- Establishing what towns to use as a basis for comparison, based on population, proximity and services offered.
- Review benefits changes as proposed by the benefits committee in 2022.
- Compile and review job descriptions and years of service for current employees
- Create a method of standardization and structure of compensation.
- Conduct a survey of town employees to account for what benefits are most valuable to them, and to collect other necessary data.

Information will be presented to a joint session of the Select Board and Budget Committee on a date to be determined in June 2023, for a review of further action to be taken. Results presented should include any costs, timeline and intended outcomes, so that a vote can be taken for further action.

The overall intent is that a new compensation plan would be in place by October, 2023.

All in favor.

Meeting Adjourned at 7:20 PM

Respectfully submitted:

Susan H. Ayer, Administrative Assistant to the Select Board

(From notes of this meeting submitted by Selectman St. James)