



Selectmen's Meeting Summary Thursday, January 23, 2020

Chairman Ken Ross-Raymond	Present
Selectman John W. Herbert	Present
Selectman Jim Hoyt	Present
Town Administrator April Rollins	Present
Municipal Assistant Jill Colardeau	Absent

Visitors: None

Chairman Ross-Raymond opened the meeting at 6:00 PM.

The Board conducted a work session to review an amended version of the Town's Personnel Policy. TA Rollins was tasked with updated the schedule for vacation time (full-time and part-time), checking to see if a reference to FMLA, Leaves of Absence for Victims of Crime and ADA could be used so it wouldn't need to be updated annually, adjust the Health Insurance to 80% Town and 20% employee, remove the short-term disability section, look into training for Workplace Violence and check with legal counsel regarding the Firearms Policy. Selectman Hoyt made a **motion** to redact the Town's Time Clock Policy. Selectman Herbert **seconded** the motion and the **motion passed unanimously**.

Other Business: Selectman Ross-Raymond asked TA Rollins to see if the Board could give her permission to sign the Timber Intent forms and any other assessing documents. TA Rollins to check with the NH DRA.

Adjournment: Chair Ross-Raymond made a motion to adjourn the meeting at 8:21 PM. Selectman Herbert seconded. All voted in favor.

Next Meeting: January 24, 2020 at 7 PM.

Respectfully submitted:
April Rollins, Town Administrator

Meeting Summary reviewed and accepted at the February 5, 2020 meeting.

Selectmen, Town of Salisbury