

**UNOFFICIAL  
AS OF 02/19/09**

**LIBRARY TRUSTEE  
NON-PUBLIC MINUTES**

**FEBRUARY 18, 2009**

**PRESENT:** Sue Plante, Jennifer Foley, Ruth Ann Biron (Acting Chair), Hank Boyle and Mike Lawlor (arrived at 7:42 p.m.). Also Present: Dianne Hathaway (Director) and Scott Gross (BOS).

Acting Chair Ruth Ann Biron called the meeting to order at 7:13 p.m.

**NON-PUBLIC SESSION RSA 91-A:3 II(d) Land and Real Estate and (a) Personnel**

**M. Lawlor moved, seconded by H. Boyle to enter non-public session at 9:16 p.m. A roll call vote with all members voting in the affirmative.**

**Real Estate**

The purchase and sales agreement was reviewed. M. Lawlor volunteered to be the contact person with the BOS to make sure all items listed are included in the purchase and sales agreement.

Items reviewed included: Deed: Title; examination of the title; site assessment; terms of reserved easement; pending litigation; independent Counsel and lack of coercion. The Town Attorney is modifying the language.

**Personnel**

Merit and Longevity were discussed. The salary includes step and COLA. Not all employees receive a step increase. The Department Heads are not included on the matrix. A rating of 13 or higher would warrant a merit increase. Two employees did not qualify for merit because they had not been employed long enough.

Two options were provided. Option 1 includes minimum merit amounts for various salary ranges.

There are two different performance reviews: exempt employees and non-exempt employees.

A discussion ensued on whether longevity pay should continue.

The Board requested further detailed information concerning step, longevity and merit; what was paid last year to the library staff, step system, history of longevity and policy, steps awarded in 2008 by employee. D. Hathaway will gather this information for the next meeting. R. Biron will put together a package for the next meeting.

**M. Lawlor moved to return to public session at 10:14 p.m. Seconded by J. Foley. A roll call vote was taken with all members voting in the affirmative.**

No action was taken.

**R. Biron moved, seconded by J. Foley to seal the non-public minutes for one year.**

**ADJOURNMENT**

**Meeting adjourned at 10:16 p.m.**

**Next Meeting – Wednesday, March 18, 2009.**

Respectfully submitted,

Jo Ann Duffy