



**CITY OF DOVER**

## LABOR POLICY COMMITTEE - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: Council Chambers - 288 Central Avenue, Dover, NH 03820  
Meeting Date: **Thursday, October 19, 2006**  
Meeting Time: **5:00pm**

### 1. ATTENDANCE

In Attendance: Councilor DeDe, Councilor Trefethen, Mayor Myers. Also in Attendance, City Manager Joyal, Human Resources Director Sue Daudelin.

### 2. OVERVIEW OF LABOR POLICY COMMITTEE HISTORY

Mayor Myers gave committee members an explanation of why the committee was formed. The committee has been formed to set guidelines / policy to identify the direction for the City's negotiating team.

Sue provided the committee with a summary of the history of the Ad-hoc Committee for Personnel Policy and Compensation and what progress the city's negotiating team has made toward the objectives set by the former committee.

Mayor Myers pointed out that another purpose of this committee is to provide insight to future city councils regarding the direction of negotiations.

### 3. IDENTIFY COMMITTEE'S ROLE

It was decided the committee should have a mission statement. Councilor DeDe read the mission statement from the former Ad-hoc Committee and felt the mission accurately reflects what this committee is trying to do. Councilor Trefethen also liked the former committee's mission statement, but did not feel the last sentence was accurate. He does not envision this committee acting as an interface between the City Council and the City's labor negotiators. Mayor Myers agreed. All three Councilors agreed to adopt the former committee's mission statement minus the last sentence. The mission statement is as follows:

*"With input from the City Council, the Labor Policy Committee shall recommend goals and objectives to establish general directions for current and future labor negotiations which will ensure fair and equitable treatment of all City employees and produce a high quality of services at affordable costs."*

City manager Joyal informed committee members that former Ad-hoc Committee members asked to sit in during negotiations. They were allowed to do so with union agreement and he wanted to extend that offer to current committee members. He continued by asking councilors of the committee to focus their efforts on higher level goals with a long-term view rather than focusing on specific detail. Additionally he asked that they take into consideration what their goals will do to the organization; its affect on employees, services, and how it will affect our recruiting efforts. Additionally, he reminded councilors to focus on long-term vision and that it takes time to get where you want to be.

All committee members agreed with City Manager Joyal. Councilor DeDe pointed out that we have excellent services in the City and if we lose employees because we are not competitive we will have high turnover which will ultimately cost us more.



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Mayor Myers stated that it is up to the committee to identify “how much there is in the pie” not how it will be divided up.

Councilor Trefethen added there is a need to have a balance between the desires of our employees and the taxpayers.

#### **4. COMMITTEE GOALS**

Mayor Myers asked what resources would be available to the committee to look at while coming up with the goals and objectives.

Discussion ensued regarding whether there is a need to look at local private sector as well as local public sector for comparability. The committee discussed the benefits and drawbacks of both.

City Manager Joyal indicated it is unlikely we will be able to obtain information from private sector businesses regarding wages and benefits, but that there are other information sources available that will give a sense of what is out there.

There was discussion regarding comparable businesses / communities based on recruitment areas and how recruitment areas are determined for positions.

Councilor DeDe stressed we should consider private sector in comparisons because they have cut back considerably and that needs to be factored in.

Councilor Trefethen indicated that we typically focus on other New Hampshire communities for comparisons and not with Maine, which is in close proximity, and may be more comparable than some of the New Hampshire communities.

Mayor Myers asked if there is any information available regarding what employees see as a priority or what they would like to see offered, “What is important to them.” Examples provided include wages, benefits, flex time, etc.

City Manager Joyal indicated there was an Organizational Climate Survey done four to five years ago. He will try to find it. His recollection is that the results varied.

There was discussion regarding the effect on employees when “negative comments,” that are made publicly regarding City Operations and its employees, are made.

There was discussion on performing exit interviews to determine the primary reasons why employees are leaving.

Discussion ensued with regards to looking at our part-time structure as it relates to wages and benefits and how the use of part-time employees can assist with service needs.



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The committee agreed on the following goals:

1. Identify appropriate comparability and recruitment areas.
2. Perform an Organizational Climate Survey and compare to prior survey results.
3. Examine part-time employee structure.
4. Examine / identify trends.

Councilor Trefethen suggested there may be a possible fifth goal, "How do we work with the State to adjust retirement?" It was determined this would be discussed at another meeting.

### **5. OTHER NEW BUSINESS**

Sue gave the committee an overview of other material provided to them, which included a cost analysis comparing the take home pay for a group of employees if they had come to an agreement equal to other settled agreements vs. staying at status quo; Insurance, Retirement, and Salary Trends; and Insurance Rates from FY2003 to FY2007.

### **6. ADJOURN**

Councilor DeDe moved to Adjourn at 6:27 PM; Seconded by Councilor Trefethen. Motion passed unanimously.