



CITY OF DOVER

CITY COUNCIL - MINUTES

Meeting Type: **Public Meeting to Enter Non-Public Session**
Meeting Location: **City Manager's Office, City Hall**
Meeting Date: **Wednesday, July 31, 2013**
Meeting Time: **7:00 pm**

Present: Mayor Trefethen, Deputy Mayor Carrier, Councilor Spuler, Garrison, Crago, Hooper, Cheney, Weeden and Weston

Also present: City Manager Joyal

The Mayor and City Council convened in a public meeting at 7pm. Motion to move into a non-public meeting in accordance with NH RSA 91-A:3 II(b) for purposes of discussion relating to the hiring, promotion or compensation of any employee made by Hooper and seconded by Crago. Roll call vote was unanimous.

Upon entering the non-public session, Mayor Trefethen reviewed the purpose and importance of the City Manager evaluation process and distributed a summary of the comments and evaluation scores submitted to him previously by City Councilors. The Mayor and Councilors reviewed and elaborated on the various comments. The evaluation scores reflected that the City Manager had exceeded expectations overall and in some areas had performed beyond exceeding expectation. The evaluation comments and general discussion were positive and complimentary of the City Manager's achievements and continuing efforts. The City Manager expressed his gratitude for the opportunity to receive feedback and acknowledged the support the Mayor and Council have continued to provide. The Mayor was tasked with assembling a written summary of feedback from the comments made by the City Councilors and tallying the final scores submitted by each Councilor in order to provide to the City Manager and make available for review by the public.

Discussion ensued regarding the compensation of the City Manager in accordance with the terms of his employment agreement and providing a merit increase commensurate with performance and the results of the evaluation. A wage and benefit survey for municipal managers in comparable NH communities was reviewed. It was noted that the City Manager remains below the median level for compensation when comparing not only his base salary, but also the addition of car allowances and deferred retirement compensation provided in other communities. In addition, the City Manager contributes the highest percentage of premium cost share for health insurance and has the most experience serving with a single community. Councilors discussed awarding an appropriate level of base salary increase giving consideration not only to performance and the need to remain competitive with other communities but also affordability. Councilors discussed supporting an overall compensation philosophy of maintaining competitive median market levels that are neither the highest nor the lowest but in the middle for comparable public and private sector positions. Motion made by Councilor Hooper, seconded by Councilor Crago to award the City Manager a 2.4% merit increase to his base pay in addition to the contractually required minimum 2.6% cost of living adjustment for a total base pay increase of 5%. Motion was approved with Councilor Weeden opposed. Upon the request of the City Manager, a motion was made to authorize amending his employment agreement by replacing the words in Section 9 B. ... "for the employee"... with ... "which the employee may at his discretion"... the intent being to allow the City Manager the option to choose annually whether or not to have his longevity payment deferred into a 457B plan was made by Councilor Hooper and seconded by Councilor Crago. Motion was approved unanimously.



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In accordance with the checklist for conducting non-public meetings, Councilors agreed there was no reason for sealing of the nonpublic meeting minutes.

A motion to adjourn the non-public meeting and return to a public meeting was made by Councilor Weeden and seconded by Councilor Hooper. Motion was approved unanimously.

A motion to adjourn the public meeting was made by Councilor Weeden and seconded by Councilor Weston. Motion was approved unanimously.

Respectfully submitted
Mayor Dean Trefethen