

2026-06-05 Board of Selectmen Minutes

Town of Canterbury, NH
Board of Selectmen
Date: 2026 June 5
Location: Sam Lake House

Selectmen: Scott Doherty (Chair), Beth Blair, Calvin Todd

Others Present: Kal McKay (Admin Assistant)

1. Call to Order
 - a. The meeting was called to order at 8:34 a.m.
2. Town Admin Salary
 - a. See Selectboard minutes 5/8/26 section 2 for previous discussion.
 - b. Scott made a motion at 8:35 a.m. to enter into Non-Public session as per RSA 91-A:3 II (a) to discuss a personnel matter. Beth seconded. All in favor by roll call, motion carried.
 - c. Before the meeting, Kal distributed the requested wage survey data which compared Town Administrator salaries on a per-hour basis.
 - d. The data shows that the Concord Monitor article wasn't necessarily accurate once the salaries are corrected for full-time vs part-time. Most of the towns are opting for full-time TA's. Webster is the only other municipality in the dataset which has a PT TA and per hour they are paying twice as much as Canterbury.
 - e. Since Ken is a retired firefighter, he is only allowed to work a maximum of 32 hours per week.
 - f. Eventually when Ken decides to retire, the Selectboard will need to decide if the next TA should be FT or PT. When the time comes, Canterbury will need to offer a competitive salary. There will likely be a completely different Selectboard in charge by then.
 - g. Beth suggested coming up with a plan to get the TA salary comparable with Webster over the next few years.
 - h. The Selectboard discussed how the TA job in different towns consists of different responsibilities. In Andover, the TA is also Treasurer and Transfer Station Manager. In Canterbury, the TA's job includes "other duties as assigned", so Ken often ends up doing tasks outside of his role (e.g. building maintenance). It is possible the Webster TA is working more hours than what they put on paper.
 - i. Depending on how the data is organized, Canterbury is either in the middle of the pack or in the bottom third for the hourly rate.
 - j. Beth noted she has had to explain to many people that employees who already retired from the system (like Ken) are excluded from further contributions. The misconception that working retirees are "double dipping" is incorrect and the Selectboard may need to preemptively explain that during the 2027 budgeting process.
 - k. The Selectboard discussed what having a FT TA would mean for staffing in the rest of the office. Since Ken seems happy here and has given no indication that he will be retiring soon, they decided to wait to have that conversation until Ken initiates it.
 - l. The Selectboard discussed giving Ken a raise to bring his per-hour rate more in-line with similar towns and to compensate him for doing an excellent job. They cited his attention to detail, near-constant availability, ability to juggle many different tasks, efficiency, etc.
 - m. They decided to propose an 8% raise in 2027 (\$74K salary/\$44.48 per hour) and to reevaluate again next year based on the state of the Town and overall economy. A series of raises over several years could be done, but they are unsure what effect things like the School District budget and Exit 18 development will end up having on the tax rate.

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- n. Calvin supported the raise, but expressed concern over how other departments may ask for more money when they see the PD and TA get raises.
 - o. The Selectboard reiterated the importance of explaining their reasoning for proposed changes to the Budget Committee and at Town Meeting. Getting these questions answered early and often makes for a smoother Town Meeting.
 - p. The Selectboard decided to meet with Ken next Friday 6/12/26 at 8 a.m. to discuss their proposal with him.
 - q. Kal will find the current TA job description and contract for the Selectboard to review before that meeting.
 - r. Scott made a motion at 9:13 a.m. to exit the Non-Public session. Beth seconded. All in favor by roll call, motion carried.
 - s. The Selectboard decided not to seal the minutes.
3. Police Department Coverage
- a. Calvin heard from a resident that the PD is going to have limited coverage for a couple weeks this month because Chief Crotty and other officers have been called to do National Guard training at the same time.
 - b. The Selectboard discussed how they would like to know when normal shifts aren't able to be covered ahead of time and from Chief Crotty directly. They all found it concerning that they weren't told and wanted to improve communication and transparency.
 - c. They would like to know since they tend to get a lot of questions from the public about this sort of thing and because understanding how often the PD isn't fully operational is important for planning. Beth was particularly concerned about residents feeling safe during those periods.
 - d. At a previous workplace, Scott recalled having to put a policy in place requiring employees to provide copies of their orders when going out on military leave. Orders like this usually come in 60-90 days ahead of time. It could be that the PD already has this policy, its just that Chief Crotty isn't passing the information on.
 - e. The candidates for the vacant police officer position have been narrowed down to one person. Chief Crotty is waiting on test results before making a decision.
4. Adjournment
- a. Scott made a motion to adjourn the meeting at 9:31 a.m. Beth seconded. All in favor by roll call, motion carried.

Next Meeting: 2026 June 15, 5:00 p.m. at the Meeting House

Minutes submitted by Kal McKay, Administrative Assistant