

Personnel Wage Board
October 22, 2014
Town Hall
7:00 PM

Committee Members in attendance:

Gary Whitehouse, Vivian Pitts, Nancy Bacher

Staff in attendance:

William Keegan, Mary Beth Bernard, Randy Scollins

The meeting was called to order at 7:07 p.m.

Discussion:

The Town Manager, Bill Keegan and Assistant Town Manager Mary Beth Bernard introduced themselves. Mr. Keegan thanked the Board for reconvening after a long hiatus. He stated that his goal was to reactivate this Board as it plays a major role as a sounding board for management and staff on issues of policy, compensation and by-law.

Randy Scollins provided a history of the changing compensation plans and initiatives over the years, most were either stalled or not implemented due to changes in management and philosophy.

Over the past three years, compensation plans have ranged from It was a six-step plans with 6% between steps. positions were placed in the 50th percentile, and fit within budget guidelines

This was followed by a 10 step plan with 2.5% between steps, positions were placed in the fourth quartile. The current plan, which is a 10 step plan, a result of 1.25% across the board increase in lieu of merit created an enlarged grid with 14 grades and 19 steps.

In January 2014, the staff organized as unit A and B under the Steelworkers, Bill arrived in April and realized that people were unhappy with the way the Town's job description study, classification plan and compensation strategy had been implemented. Bill Keegan stated that his philosophy is to pay people competitively. It is the goal of the Town Manager and the Assistant Town Manager to create a compensation plan that is fair and manageable.

The group discussed the need for a pay plan and an ongoing strategy that meets the following criteria:

1. Competitive
2. Sustainable
3. Fair

Action Items:

- Review compensation plans from other communities. Benchmark. We would like to maintain both internal and external equity. The Board suggested that we benchmark against other communities. Look at the kinds of pay systems that work well in other municipalities.
- Suggest alternative pay plans. The structure of the current pay plan is not ideal, too many grades and levels. perhaps we should look at the concept of job families or revisit our original six step pay plan.
- Review By-Law for suggested changes in preparation for Annual Town Meeting. Look at changes previously suggested but not adopted. Solicit input from employees, and Town Boards.

Next Meeting:

The group discussed possible meeting times of Mondays or Wednesdays 5:30 – 6:30 p.m. We agreed to circulate some dates and try to meet again in within three weeks.

The Meeting ended at 8:15 p.m.