

**February 15, 2022**  
**Town Hall**  
**Gala Meeting Room & Zoom**  
**Televised on Foxborough Cable Access**  
**5:30 PM**

**Committee Members in attendance:**

Gary Whitehouse, Scott Yankee, Tracey Vasile

**Committee Members in attendance via Zoom:**

Dennis Keefe, Nancy Bacher

**Staff in attendance:**

Michael Johns (Gala), Katie Lang (Zoom)

The meeting was called to order at 5:31 PM

Tracey – Motion to approve minutes from the 12/7/21 meeting

Scott – Second

All in favor. Roll call.

Mike - Changes to the Recreation Summer program to review with you all. Need to review the pay plan that we currently have in place since it has been a few years, especially since we haven't hired life guards in a few years due to the pool not being opened. It's always tough to find applicants so the jobs have been posted without the wages until this Board approves. Once approved, these wages will be added to the postings. Comps were looked at from Walpole FY22, Westwood FY23, Norfolk (just a few positions) FY23 and then a few others that were comparable – Brookline, Sharon, and Randolph from FY23.

Biggest changed you will see, after consulting with Marc Craig and Renee Tocci, is the life guard/water safety instructor and then rec leader/counselor levels to make sure we are competitive. The camp director is equivalent to our program director as we have a recreation program and not a summer camp. Some positions you will see are still below minimum wage but as a reminder, municipalities are exempt from that minimum wage standard. Looking to increase the playground supervisor by \$2.00/hour and the rec assistants by \$0.25/hour.

Gary – Are all new hires started at Step 1?

Tracey – And what if they are returning staff?

Mike – All new hires start at Step 1 and if returning they will move to the next step. Steps go 1 to 4.

There are two other positions listed on your comp sheets but I am still working on those comps. The Library Page and the DPW Seasonal position.

Gary – These positions are not eligible for benefits, correct?

Mike – Yes, what we do in February is put into the State a seasonal certification so these positions are not eligible for benefits and not eligible for unemployment.

Tracey – A junior counselor is only going up \$0.25/hour...that seems low, no?

Mike – Comparable to Walpole, Randolph and Westwood that position is in good shape to be competitive. Marc and Renee think that is good and are not concerned with attracting applicants. They want to grow former junior counselors into positions higher within the program.

Nancy – Playground coordinator and supervisor are paid the same?

Tracey – Why is that as they don't seem like equal positions?

Mike – Within those roles there is some overlap.

Tracey – Maybe one of those positions has a title change as they shouldn't have a title with equal standing.

Dennis – Do you think these new scales are competitive?

Mike – Yes. If we rolled out these posting with the current plan, we would be behind especially in regards to life guard and counselor. We are trying to get ahead of the other surrounding Towns.

Tracey – How do these rates compare to the YMCA?

Mike – Marc thought they were comparable to YMCA. Other YMCA local listing were checked as well.

Tracey – Getting these rates out early might give us a competitive advantage.

Gary – Any connection to the YMCA on life guards in terms of hiring and training?

Mike – Not sure to be honest. If I had to guess maybe they would help in training but not sure on the hiring piece.

Tracey – If YMCA hired the life guards I would think that there would be a lack of management control.

Gary – Only know that they were heavily involved with the pool when it first opened.

Mike – The pool hasn't been opened and needs some repair. We are currently looking at using the ARPA money in the range of \$25K to \$50K range. The pool needs some work as well as its surroundings. The mulch and the pool maintenance would then come out of the recreation budget.

Tracey – Is that parking lot paved or gravel?

Mike – Not sure. These wages are all out of the recreation revolving fund. The registration fees pay for these roles. The profits that are made this year seed the program for the next year.

Scott – With an increase in these wages, will the program registration fee also go up? If yes, could this detract people from registering their children?

Mike – It shouldn't be. With the increase in fees, these applicants are getting more things to do within the program that used to be extra fees onto of the registration fee. Now it will all be inclusive.

Gary – That will be a nice change.

Dennis – Do all part-time/non-benefit roles have the appropriate withholdings?

Mike – Yes.

Tracey – I think these increases and the new chart are reasonable. They make sense.

Scott – With inflation high, we will need a way to attract employees.

Nancy – How many people are hired within each role?

Mike – Marc and Renee reworked the job descriptions for all of these roles and I just handled the comps. 20 counselors, 2 junior counselors, 1 lead life guard, 4 life guards and 1 pool gate attendant.

Nancy – A new line should be added for the playground supervisor.

Mike – Will check with Marc and Renee as they did try to consolidate some roles.

Dennis – These are important positions and they will need to find capable and competent people.

Mike – Of the three positions that were advertised, we have only have one applicant but that is most likely due to the fact that no pay was listed with the description. Should the Board vote favorably, these rates will be up tomorrow.

Tracey –We should be using the proper channels to advertise these roles. Facebook, Instagram, Twitter, Tick Toc.

Dennis – Nice job overall.

Tracey – Motion to approve the new pay rates as discussed.

Dennis – Second.

All in favor. Roll call.

Tracey – Great job Mike. Please pass along a thank you to Marc and Renee.

Tracey - Motion to adjourn.

All in favor. Roll call.

Adjourned meeting at 5:56pm