

July 10, 2023
Gala Meeting Room & Zoom
Televised on Foxborough Cable Access
5:30 PM

Committee Members in attendance:

Gary Whitehouse & Mike Brown

Committee Members in attendance via Zoom:

Scott Yankee

Staff in attendance:

Chief Michael Grace

Staff in attendance via zoom:

Paige Duncan & Katie Lang

Documents Provided:

Personnel Wage Board_Meeting Agenda_071023

Personnel Board Meeting Minutes_021523

Deputy Chief Comps with Fire Average Sent to Personnel Wage Board. (2)

Copy of Copy of Proposed FY21-24 Non Union Pay Plan

**PERSONNEL BOARD MEETING WAS RECORDED AND BROADCAST BY FOXBORO CABLE ACCESS ON
GOVERNMENT CHANNEL 22/38 AND AT FCATv.org/liv**

The meeting was called to order at 5:30 PM

Gary – This meeting will be recorded with one member attending via zoom, Scott Yankee.

We are here today to review and discuss some pay discrepancies that are long overdue to be taken care of in the Police and Fire Departments. Chief Grace is here to give a brief synopsis of what we want to do and the reasoning.

Katie – Chair, may we approve the meeting minutes from the 2/15/2023 meeting?

Gary – We do not have a quorum as I was not in attendance of the meeting. Those meeting minutes will need to be approved at the next meeting.

Chief Michael Grace – Here to present a matter that has been in the works since last September with Bill Keegan. This is in regards to the personnel wage pay scale under grade 11 – the Assistant Police Chief, Deputy Fire Chief and now the Human Resources Director. The HR Director was not in that current spot back in September and is currently not filled.

Based on the data collected, the last person to hold this position, in this grade, has not been filled since 2012. The two deputy positions were filled within the last three years. The Police Department did a wage study under Town Manager Kevin Pacios which was the last time this was addressed for police officers and the lieutenants salary but the deputy chief and assistant chief positions were never looked at since those positions were then not filled. Currently under the current standard, the separation between the lieutenant and deputy chief is only about 6%. Industry standard is between 17% and 22% among the ranks between the patrol officer, sergeant, lieutenant and deputy chief. Here today to discuss to split the difference and make the deputy chief and assistant fire chief comparable to the surrounding communities. Post the February meeting, we had a discussion about comps. I knew that we were going to fall low but after looking at the comps from surrounding towns and other comp studies, we are \$9400 difference below the 50% for the deputy chief and almost \$6500 for the assistant fire chief to meet that 50% level. This was never to be designed this way, it has just never been addressed. Now that we have people in these positions, we want to make sure that we are retaining our staff and making sure that we treat our staff like we do everyone else in town. Asking to adjust the pay scale and make the separation about 13% which will bring us into that 50%. Foxborough is very unique when we talk about these two positions, these our #2s. We are not a small town where we can shut down on the weekend and start back up on Monday. These positions are the go to members at Gillette for all planning and game day. They are the point of contact from February when everything is planned from football to all licensed events.

Asking for the Board to support the change in the grade 11 pay scale to reflect the comps that have been presented.

Gary – Chief, so initially is it a 13% increase?

Chief Michael Grace – No, right now we have a 6% separation and looking to bring that to 13% which would fall across the ranks.

Mike Brown – So the last step would be \$128,000 to \$145,000?

Chief Michael Grace – For the 10 steps, they are designed for new employees. Within Police and Fire, you're never a new employee by the time you make it here, you have more than likely given the town 10 years so if you are a sergeant with 20 years on the job, I cannot pay you entry level lieutenants pay because you would already be below what they make.

Mike Brown – Just trying to look at the step 10 to use as an example. \$128,000 would be the highest for lieutenant and \$145,000 for deputy and assistant if both in that step 10.

Chief Michael Grace – Yes that would be the separation. At the highest level.

Mike Brown – If you take the increases that have been studied. I assume the level right below as well. If you take the salary and all the increases over the last 10 years, would it match up?

Chief Michael Grace – Yes, we would just be off 6%. The town had done a study for the lieutenant's way back during Kevin Pacios time and nothing has been touched since then. SO now in 2023, a member in each department, they are way behind in regards to surrounding comps. Just want to bring them into the 50% so we are treating them fairly and again, I cannot speak enough of their important. Just recently lost a lieutenant to another town to become a chief. The learning curve for a new lieutenant is about 3 years. When talking about staff and bring in new people, we want to retain the good staff that is up to speed is a key fundamental element.

Gary – Hearing other town departments are not hiring new people, just stealing from other towns. It's extremely difficult to retain good people. When you have good people, you have to respect that.

Chief Michael Grace – I can't bring in anyone else who might know this job because it is so unique.

Mike Brown – Are we asking to change the numbers or a change in the grade?

Chief Michael Grace – Just changing the numbers. Not asking for extra money to manage, this will all be absorbed into the budget.

Scott – What is the number we are looking to get to? A 6% increase?

Chief Michael Grace – Just going to bump the salary number 13% more than the grade 10. Which will bring us to the 50%.

Mike Brown – Grade 10 V grade 11, step 1, there is about a 13% difference. So are we doing another 13%?

Chief Michael Grace – No, because we currently have 6% so about another 6%.

Scott – I am ok with the recommendation. Makes sense.

Chief Michael Grace – Just grateful that this Board is letting me address and discuss.

Chief Michael Kelleher – Just wanted to thank Chief Grace for taking the lead and presenting today. Appreciate the Boards time and consideration.

Gary – When would this take effect?

Chief Michael Grace – Would need to go to the Select Board but would want to retro this to July 1.

Mike Brown – Moves to approve.

Gary - Moves to make the recommendation for the Acting Assistant Town Manager to bring to the Select Board. Have a second?

Scott – 2nd

Roll Call was executed.

Gary – Unanimous. It passes. We are adjourned.