



Tuesday, June 21, 2022
Town of Hanson
Wage and Personnel Board
Select Board's meeting room, Town Hall
Open Session

Members Present: Laura FitzGerald-Kemmett, James Hickey, Edwin Heal, Ann Rein, Joseph Weeks

Members Absent:

Others Present: Lisa Green, Town Administrator, Kurt Tarvis

I **CALL TO ORDER**

Mr. Weeks called the meeting to order. Ms. Green led the Pledge of Allegiance.

II **NEW BUSINESS**

1. Reorganization of the Committee:

MOTION by Ms. FitzGerald-Kemmett, seconded by Mr. Heal, to nominate Mr. Weeks as Chair of the Wage and Personnel Board. **Voted 5-0**

MOTION by Mr. Hickey, seconded by Ms. FitzGerald-Kemmett, to nominate Mr. Heal as the Vice Chair of the Wage and Personnel Board. **Voted 5-0**

MOTION by Mr. Hickey, seconded by Ms. FitzGerald-Kemmett, to nominate Ms. Rein as Secretary of the Wage and Personnel Board. **Voted 5-0**

2. Salary Discussions

- Discuss the salary for the Elder Affairs Director.

Ms. Green forwarded wage and personnel packet, including a graph with salary details. She did not receive any salary surveys for comparison, but can report through her email discussions from surrounding towns the current salary for the Elder Affairs Director is on the lower end.

The Board agrees the current director is greatly valued in the community and want to keep her and pay her for that value. Ms. FitzGerald-Kemmett emphasized that it is best to have empirical data. Ms. Green shared some of the salaries of surrounding towns. Mr. Weeks would like data from those similar community size to Hanson. Mr. Hickey reminded that the Board voted to

give Ms. Collins a 3% increase on July 1, 2022. Ms. Green agrees matrix was not updated for May Town meeting due to staffing shortage. There is updating that will happen in the future.

MOTION by Mr. Hickey, seconded by Mr. Heal, for FY23 to raise the salary cap for the Elder Affairs Director from \$45,000 \$80,000. **Voted 5-0**

- Discuss the salary for the IT Director.

Ms. Green shared that there had been discussions to increase the IT Director's salary, based on comparisons to local surrounding towns. She also spoke with the Town Accountant who suggested bumping the cap up to \$115,000. Ms. Green emphasized how important it is to have a dedicated IT person and it would be very challenging to find another person.

MOTION by Ms. FitzGerald-Kemmett, seconded by Ms. Rein, to raise the salary cap for the IT director salary up to \$115,000. **Voted 5-0**

3. Classification and Compensation, Section 11 : Wage Update

Ms. Green discussed that all the high end of the salary matrix was not updated to reflect the 2% increases all received. For the next meeting she anticipates having it updated for distribution. She noted the Town is not in violation; it is on hold until the next Town meeting where it will be approved and voted. Then Department heads will be made whole retroactively to July 1, 2022.

Mr. Weeks reviewed that all amendments to be certain all are up to date with no redundancies. He feels there is some work to be addressed. Ms. Green noted only two were updated; there are several that will need to be addressed prior to this year's October Town meeting. Ms. FitzGerald-Kemmett also would like all salaries be reviewed during a future meeting. Ms. Green has grant money but has not yet received any proposals.

III ADJOURNMENT

MOTION by Ms. FitzGerald-Kemmett, second by Mr. Heal to adjourn. **Vote 5-0**

*Respectfully submitted,
Lynn McDowell*