



Tuesday, August 23, 2022 8:24pm
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; Karen Stolfer, Library Director; Corinne Cafardo; Frank Milisi

I **CALL TO ORDER**

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

II **NEW BUSINESS**

1. Discussion of Library request for a fulltime Custodian

Ms. Stolfer stated currently there are two part-time custodians; one covers the Library for 19 hours and the other tends to Senior Center for 16 hours. Neither receives benefits. She shared that communication can be challenging as they do not always work opposite hours nor provide fulltime support for both facilities. Often she or one of the other librarians will need to snow shovel or pay for additional landscaping needs as neither custodian is available. She would like to take the part-time hours and create one fulltime role, with benefits, that will cover both facilities. It will be a union position.

Ms. Green had not yet spoken with the Town Accountant to confirm budgeting, but Ms. Stolfer stated the line item is included in FY23 budgeting.

MOTION by Ms. FitzGerald-Kemmett, seconded by Mr. Hickey, to recommend combining the two part-time custodial positions into one fulltime custodial position.
Voted 5-0

2. Discussion of pay rate increase for Camp Kiwanee staff for 2023 season

Mr. Milisi stated the Recreation committee reviewed position titles and salary ranges for staffing for the coming season. For the Facility Manager, the committee renamed the position Camp Kiwanee Facility Manager. The salary range for this role is listed as \$20,000 – 45,000 fulltime. However, it is a 19.5 hour position with a hourly rate of \$15-25. He also noted the current person in this role does not earn \$25 per hour, thus not needing to present any adjustments at Special Town meeting for a couple of years.

The following is the list of range recommendations presented to the Wage and Personnel Committee

<u>Staff Position</u>	<u>Current Range (hourly)</u>	<u>Proposed Range (hourly)</u>
Camp Kiwanee Event Planner	\$14.00-17.00	\$15.00-25.00
Caretakers	\$14.50-\$20.00	\$15.00-25.00
Beach Director	\$14.50-\$20.00	\$15.00-25.00
Water Safety Instructor	\$14.50-\$16.00	\$15.00-25.00

Mr. Milisi noted that all payroll changes will come from the Enterprise Fund, thus not tapping into Town reserves.

MOTION by Ms. FitzGerald-Kemmett, seconded by Mr. Hickey, to accept recommendations for Camp Kiwanee salaries revisions. ***Voted 5-0***

3. Discussion of Police Wage and Personnel salaries for October 3, 2022 Special Town Meeting.

Ms. Green reminded the Committee that Chief Miksch previously discussed the proposed salaries revisions.

MOTION by Ms. FitzGerald-Kemmett, seconded by Mr. Hickey, to accept the recommended police salaries revisions for October Special Town Meeting. ***Voted 5-0***

III ADJOURNMENT

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

Respectfully submitted,
Lynn McDowell