

Eliot Select Board Workshop

Thursday, June 29, 2017 at 5:30 pm

Meeting Minutes

Present: Chair Rebecca Davis, Selectmen Bob Pomerleau, Brad Hughes, Jack Murphy, Richard Donhauser, Town Manager Dana Lee; members from the public: Donna Murphy, Jim Tessier, Denny Lentz

1. Call to Order: The Chair called the meeting to order at 5:36 pm
2. Roll Call: All members were present.
3. Discuss Implementation of Pay Plan: The Town Manager read a re-capitulation of the recent history with the compensation study and what needs to be decided and done (attached). As he explained the 3% step plan, he asked the opinions of the Board on 3%, if that amount is about right or too high. Most felt it may be a little high (2.0 – 2.5% probably more in line with future CPI increases, etc. He explained that if we use the consultant's min and max, and change the rate of automatic pay increase to 2.0% or 2.5%, it would extend the ten year (10), currently-contemplated step plan to perhaps 14 or 18 years in order to hit one's maximum earnings.

Richard asked the dollar impact of 3 % of (how many) non-union staff. Dana did not know the dollar impact, but said that we had about 22 full and part-time administration, non-union people. Bob was asked his intent that these 3% increases would be automatic. He answered yes – in the first 10 years, an accelerated way to get to maximum pay, but thereafter, no increases, or some other system of reward that would allow the market-based minimum and maximum for each position to “catch up” and surpass the employee's maximum pay. It was discussed about adjusting the entire scale by CPI annually to keep the pay scale relatively current between surveying communities on wages every three years or so. Longevity steps were discussed – potentially at 10, 15 and 20 years. Also discussed was that employees at the top of the pay range, possibly earn additional lump sum bonuses through merit / annual evaluations. Richard questioned why there was no merit based pay consideration. Bob explained that such a system is hard to implement; employees see favoritism, unfair or uninformed supervisors, etc.

To further explain the proposed system, if an employee is hired at the 4th step pay, they would receive automatic increases for six more years, then hit max pay. A lot of discussion focused on whether employees want to hit the max pay fast, or want to know that more earning potential exists into years beyond year 10. Bob said it didn't really matter. Max pay in ten years or in 15 years would still end up in the same place.

The Board discussed those at max pay, might be expected to do better than average on their evaluation to qualify for some minimum lump sum payment in recognition of their efforts, until their pay is no longer at the maximum of the scale (re-survey and re-adjust entire chart every 3 years or so). They also discussed that if, by adjusting the chart by CPI, to keep it somewhat

current, an employee may be able to get the difference between their current am pay range and the new adjusted max pay range once adjusted by CPI.

Bob expressed frustration about the job descriptions and the scoring of positions. Dana expressed frustration with the consultant's unwillingness or inability to adjust his views even upon clear feedback. Discussion then focused on starting over to some extent. It was acknowledged that we have a framework of a pay plan and we have market data, but that, the Board would like Dana to re-examine the job descriptions and change the offending terminology ("supervisor of a function", etc.), and to do his own scoring on the point chart so that it at least passes the straight face test. He would then re-grade the positions according to his scoring. Bob pointed out the last pay study and how the positions ranked. Dana said times and duties have expanded and changed. The Board said they would like justifications for the changes in status of positions.

4. Public Comment: There were no public comments.
5. Other Business: There was no other business.
6. Adjourn: Brad made a motion to adjourn the meeting (at 7:12 pm); this was seconded by Jack and was so voted 5 – 0.

Minutes approved 7-13-17 (DKL)