

Minutes
Williamsburg Board of Selectmen, Joint Meeting with Finance Committee
November 16, 2016

Selectmen Present: Denise Banister (5:45), Bill Sayre, Dave Mathers

Finance Committee Present: Paul Wetzel, Charles Heath, Dick Kisloski, Jacqueline Dufresne, Charles Dudek

Others Present: Charlene Nardi (Town Administrator)

Opened the meeting at 5:37.

Signed the letter of thanks to Jim Moran for donation to Flag Fund.

Unanimously voted to authorize Chair (DM, WS) to sign letter in support of Hilltown Land Trust's grant application for the Brewer Brook Forest Preserve.

Unanimously voted (DM, WS) to authorize live entertainment to Bread Euphoria for November 19, December 3, 10, and 17.

Reviewed the FY16 Salary Survey done in March 2016 with the Finance Committee. The Salary survey was a project requested in prior years to address claims by employees and departments that employee salaries were not in line with other communities. The Board and Finance Committee want to be proactive in addressing the issue. Discussed whether the towns selected for comparison were a fair representation; chosen communities were in a similar range of population and budget size. Discussed whether compensation packages such as health insurance and benefit time should be taken into account.

Issues / concerns raised: whether town employees are working the hours stipulated by contract, bylaws, or employment agreement; whether collection of fees or fines that are kept by employees create a perception of conflict of interest and create a negative dynamic between residents and employees.

Suggestion for looking at the Salary Survey results is to focus on only those more than 5% below the median. Discussed options for bringing those positions up within range and over what time period. While a time period of three or four years was initially discussed, it was decided that the dollar amount was small enough that addressing it over a two-year time period may be more appropriate and achievable. Discussed what process to use to determine that salaries are kept within a reasonable comparison level going forward – doing a similar study each year using the Franklin Regional and Hampshire Council of Government Salary surveys. Need to set up a policy. The Finance Committee will update the spreadsheet per the discussion and make a proposal early in the budget process.

Adjourned the meeting at 6:45 p.m.

Approved:

Clerk