

**Joint Finance Committee & Selectboard  
Meeting Minutes  
April 13, 2023  
Hybrid Meeting  
6:00 pm**

Finance Committee Chairperson Paul Antaya opened the meeting at 6:03 pm. Finance Committee members in attendance were Jim Kirkendall, Dan Kennedy, Donna Wiley and Brenda Doherty. Selectboard members present were Joyce Palmer-Fortune (via Zoom), Fred Baron and Julie Waggoner. Town Administrator Brian Domina and Personnel Committee chairperson Keith Bardwell were also present via Zoom.

Paul mentioned the letter received by the Committee from Lynn Sibley and Paul would like to suggest that the Committee discuss the letter in greater depth at its next meeting. The Committee was agreeable to this.

Jim asked that the meeting minutes be amended to reflect that he was not present at the April 4, 2023, meeting. Dan made a motion to approve the meeting minutes as amended from April 4, 2023. Seconded by Brenda. Dan – yes, Donna – yes, Brenda – yes, Paul – yes. Motion passed.

The Committee discussed the recommendations from the Personnel Committee contained in two memos dated March 23, 2023 (Additional Wage Adjustment Recommendations) and March 15, 2023 (FY24 Personnel Recommendations COLA and Wages).

The Committee discussed the recommendations pertaining to the Treasurer Collector position. Keith and Joyce discussed reasons for the recommendation based on the expanded responsibilities of the position compared to other towns. The Finance Committee discussed the various aspects of the position and felt that additional documentation would have been useful in justifying the request for the additional hours. A motion was made by Dan to approve the increase in the pay rate from \$29.36 to \$34.00 and to not accept the increase in hours from 30 hours to 33 hours. Seconded by Jim. Jim – yes, Dan – yes, Donna – yes, Brenda – yes, Paul – yes. Motion passed. The Committee left open the opportunity for additional documentation to be submitted to justify the request.

The Committee discussed the recommendation that the Fire Chief compensation be changed from an annual stipend of \$10,200 to a salaried position of \$31,200. Dan Kennedy left the room during the discussion. The Committee discussed the recommendation with the appointed incoming Fire Chief JP Kennedy. JP shared with the Board the additional responsibilities and activities that he intends to implement when he becomes Fire Chief. A motion was made by Brenda to approve the \$31,200 annual salary without additional hourly compensation. Seconded by Donna. Motion passed. Jim – yes, Donna – yes, Brenda – yes, Paul – yes. Motion passed.

The Committee discussed the recommendation from the Personnel Committee to implement pay differential for fire fighters based on ranking, as follows (Lieutenant + \$1), (Captain +\$2), (Deputy Chief +\$3). Jim made a motion to adopt the pay differential. Seconded by Donna. Jim – yes, Dan – yes, Donna – yes, Brenda – yes, Paul – yes. Motion passed.

Brenda made a motion to approve the following recommendations of the Personnel Committee:

- To increase the hourly wage rate of the Assistant Treasurer-Collector from \$25.22 to \$26.36
- To increase the hourly wage rate of the Senior Operator/Laborer from \$26.28 to \$26.74
- To increase the hourly wage of the Operator/Labor (3+ years) from \$23.96 to \$24.42
- To increase the hourly wage of the Operator/Labor (0-3 years) from \$23.18 to \$23.64
- To increase the hourly wage of the Fire Fighter from \$17.99 to \$19.75
- To increase the hourly wage of the Board Clerk from \$18.91 to \$19.47
- To increase the annual salary of the Highway Superintendent from \$77,592.13 to \$79,542.13

Seconded by Jim. Jim – yes, Dan – yes, Donna – yes, Brenda – yes, Paul – yes. Motion passed.

The Committee discussed the COLA recommendation from the Personnel Committee of 7.1%. Fred Baron (Selectboard) informed the Committee that the Selectboard had a general consensus that 6% would be a more appropriate amount. The Committee discussed the Personnel Committee recommendations and considered various COLA amounts and its impact on the overall budget and town finances. Dan made a motion that the COLA recommendation be set at 5.5% increase. Brenda seconded the motion. Jim – yes, Dan – yes, Donna – yes, Brenda – yes, Paul – yes. Motion passed.

Brian reviewed the proposed capital expenditures in the budget overview sheet. The only remaining items that need town capital funds are the replacement of the F-500, replacement of the F-150 and the purchase of updated police equipment. The Committee and the Selectboard discussed these items. Both agreed to defer the purchase of the F-150 pending the development of a fleet electrification plan that will be paid for and completed through a grant the Town recently received. The Committee took no votes on the capital items.

The meeting was adjourned at 7:57 pm.

#### Document List

*Meeting Minutes April 4, 2023*

*Memo to Selectboard & Finance Committee dated March 15, 2023, titled FY24 Personnel Recommendations COLA and Wages*

*Memo to Selectboard & Finance Committee dated March 23, 2023, titled FY24 Additional Wage Adjustment Recommendations*

*Draft # 8 – Comprehensive Budget*

*Budget Overview Review Tool # 6*

*FY24 Budget Projections - # 4*

*FY2024 CIPC Recommendations*