

Personnel Committee

January 9, 2018

6p.m.

Town Offices

Members present: Keith Bardwell, Susan Baron, Tom Mahar, Betty Orloski, Joyce Palmer Fortune, and Town Administrator Brian Domina.

The meeting was called to order at 6:05 p.m.

Motion was made, and seconded, to approve the November 15, 2017 minutes. Vote was unanimous.

Review Results of Salary Survey for Potential FY'19 Adjustments – The committee reviewed the data collected for the FY2018 Wage/Salary Survey. The survey compared the salaries of the top 10 communities who have the most criteria in common with Whately. The communities were Shelburne, Westhampton, Ashfield, Buckland, Conway, Hatfield, Hinsdale, Leverett, Pelham and Shutesbury. While the survey provided a lot of data to consider, there were a few areas where additional clarifying information would be helpful in explaining salary discrepancies. The committee requested to have that information be available at the next Personnel meeting in February.

After much discussion, motion was made and seconded to accept the 10 town Wage/Salary Survey. Vote was unanimous.

Continue Discussion of Salary Step System – Brian provided the committee with two documents containing information that could be relevant in making a cost of living allowance (COLA) determination for town employees. After some discussion, it was decided to wait until the February Personnel meeting to make a COLA decision. It was expected that by that time surrounding towns may have determined their COLA and the final Consumer Price Index (CPI) would have been released on January 12.

After reviewing the data from the FY2018 Wage/Salary Survey, it was determined that a majority of the towns do not use a salary step system. Motion was made, and seconded, not to implement a salary step system at this time. Vote was unanimous.

The next meeting is February 21, 2018

The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Janet Scully
Recording Secretary

Document List

Memorandum, COLA FY'19

FY2018 Wage/Salary Survey

Shelburne Step Pay System