



## **Finance Committee**

**Meeting Date:** January 11, 2023

**Present:** Chairman Conley, Vice Chairman Riley, Clerk Corbosiero, Grace, Wiech, Hamilton (remote), Keophannga (remote)

1. **Call to Order:** 7:02 PM
2. **Public Comment**
  - a. Reinforce proper use of microphones of the committee.
3. **Approval of Minutes** – None
4. **The Bill Dowd “Deep Dive” Series**
  - a. Discussion: Compensation & Classification Study – Gov HR, first time this has been performed in the town
    - i. 87 positions were reviewed during the process. Questionnaire was provided to each individual whose job was being evaluated.
    - ii. Classification plan was developed and new position titles were recommended in some instances
    - iii. 18 communities were chosen as comparables
    - iv. Salary data was gathered and represents the current market for the positions
    - v. Compensation rates are calculated at the 75<sup>th</sup> percentile of the communities’ surveys
    - vi. Future Administration of System – review classification and adjust pay ranges by comparable markets to stay competitive
    - vii. Grade 15 and lower level grades were shown to have the largest gaps to the market and will be prioritized first for future adjustments. Overall adjustments will come over time to align with market rates.
    - viii.
5. **FY23 Capital Plan**
  - a. Town Administrator FY23 Capital recommendations memo – passed 7-0
    - i. Town Policy Requests
      1. Snow and Ice Removal - \$750,000 (HOLD)
      2. OPEB - \$432,000
      3. Fire Truck Stabilization - \$100,000
      4. Recreation Fields Stabilization - \$150,000
      5. Budget Stabilization - \$1,000,000
      6. Property, Projects, and Facilities Stabilization - \$0
      7. Open Space - \$0
    - ii. Department Requests
      1. School Department - \$480,000
        - a. K-5 Curriculum materials - \$325,000
        - b. Replace teacher laptops - \$75,000
        - c. Remington/Jefferson and Keller/Sullivan Security - \$80,000
      2. Facilities Department - \$139,000
        - a. Davis Thayer cleanout - \$50,000
        - b. Senior Center Van - \$89,000
      3. Technology - \$20,500
      4. Town Administrator & Building Commissioner - \$120,000
      5. Fire Department - \$379,199
      6. Police Department - \$399,788
      7. Public Works - \$390,000

8. Water Enterprise - \$1,237,750
  9. Sewer Enterprise - \$935,000
- b. **FY23 Department Summary Requests & Capital Plans**
  - c. **Quotes (if available)**
6. **2023 Finance Committee Member Committee Assignments** – has been eliminated due to lack of use
7. **Standing Updates**
  - a. **Stabilization Fund**
  - b. **FY23 Year to Date**
  - c. **MMA Letter to incoming Governor Healey**
8. **Future Agenda Items**
9. **Adjourn – 8:57 p.m.**