



Warner Board of Selectmen

Meeting Minutes Monday, October 16, 2017 APPROVED

Chairman Dabuliewicz opened the meeting at 3:30 pm

Attendance: Selectman John Dabuliewicz – Chairman, Selectman Kimberley Edelmann, Selectman Clyde Carson and Town Administrator – Jim Bingham

Others present: Judy Newman-Rogers, Varick Proper

1. Wage Analysis Review – Highlights

- A. John said the purpose of this meeting is to discuss what we're going to do with the wage analysis and how the Board will approach it. John asked the Board to stick to that discussion amongst themselves and not take any questions.
- B. The first action item the Board agreed to was to have the employees review the created job descriptions. Any significant changes made by the employees should be looked at again.
- C. Jim and the Board talked about the questions they have created for Thornton & Associates. The provided wage scale for one, the compensation philosophy, what is Warner's strategy, how long will the provided system work to name a few.
- D. The Board reviewed the Draft Compensation Philosophy (within the analysis). Clyde said his question would be where did Thornton & Associates pull this information from. Jim believes Thornton provided a starting point. Jim read from the analysis *the compensation system will price positions to market by using local and industry specific survey data*. Jim asked if that would be part of the Board's philosophy, or will the Board use a different criteria to price positions. Kimberley said it doesn't say how you will price, it does imply you will look to see what others are doing, where do we want to fall in comparison to those current numbers. Jim said the market data will primarily include public sector employers and asked the Board if it will be part of the philosophy. John said he is satisfied using public sector employers. Clyde feels the private sector trends in terms of employment practices and benefits can come into play as well. Kimberley summarized that the local, public and comparable towns data will be used in the compensation system. Kimberley said we can't assume the other towns will have perfect data though. Clyde said we may need to use different comparables for unique circumstances. The Board agreed to NH municipal specific survey data.
- E. Clyde suggested the Board have a more active role in putting together recommendations for compensation. Kimberley suggested the Board of Selectmen is responsible for the compensation system that will be used by the Town of Warner. Everyone was good with her suggestion. Jim will obtain clarification from Gary about *position range movement* under responsibilities. The Board will meet again to go over the wage data on October 19th.

2. Adjournment

A motion was made and seconded to adjourn at 4:58 pm.

Board of Selectmen
John Dabuliewicz – Chairman
Clyde Carson
Kimberley Edelmann

Recorder of the minutes: Mary Whalen