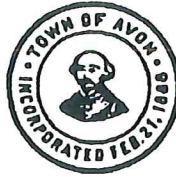


BOARD OF SELECTMEN
Steven P. Rose, Chairman
Eric S. Beckerman, Clerk
Jason L. Suzor, Associate

Gregory S. Enos
TOWN ADMINISTRATOR

Town of Avon Massachusetts



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TOWN OF AVON

2021 OCT -8 A 9:23

TOWN CLERK

BOARD OF SELECTMEN WORKSHOP MEETING SEPTEMBER 27, 2021 at 6:15 p.m.

Members Present: Steven P. Rose, Chairman
Eric S. Beckerman, Clerk
Jason L. Suzor, Associate

Others Present: Gregory S. Enos, Town Administrator
Shanna M. Faro, Executive Assistant/Human Resources Coordinator

Chairman Rose called the meeting to order at 6:15 p.m. with all members present. He announced that this meeting of the Board of Selectmen is being conducted via a hybrid method. The public may attend the Selectmen meetings in-person or may continue to participate via remote Zoom access. Until further notice, in-person attendees, who are not vaccinated, will be recommended to wear a mask. Chairman Rose reminded the viewing audience that people who would like to view this meeting while in progress may do so by joining the Zoom link for the videoconference.

Update on Wage and Classification Study

Mr. Enos reminded the Board in Fiscal Year 2020 the Board hired an independent consultant to perform a wage and classification study for non-union positions. The report was received in early January 2021 as there were significant delays to the study during the pandemic. The report includes a proposed classification plan that combines all positions in one chart. The job titles are classified by 18 grades, with 10 steps for each grade. Mr. Enos stated that for Fiscal Year 2021, the report indicated adding a cost-of-living increase to bring the rates up to date. The report recommended an annual cost-of-living increase to bring the proposed steps up to market. Mr. Enos informed the Board that many towns provided small increases for Fiscal Year 2021 and 2022, some even doing 0%, due to the ramifications of COVID-19. Mr. Enos stated that some positions will require a correction due to the rapidly changing market. For example, many financial positions have picked up much higher rates than usual due to retirements in these positions and lack of training for new candidates. Mr. Enos stated that many surrounding communities have been hiring at higher rates for these positions.

The Board reviewed the proposed pay scale from the consultant and had some questions in which they requested the Town Administrator research and report back to the Board regarding this matter. Chairman Rose requested that Mr. Enos double check the references for the report and the comparable communities. He also requested verification of the starting pay for step one for each grade on the grid to confirm what the number was based on. Finally, the Board requested that Mr. Enos place current employees on the grid to see where they would fall in terms of grades and steps and compare this figure to what is currently budgeted in the salary lines for these departments and adjust accordingly. Chairman Rose informed Mr. Enos that some department heads may need to be advanced several steps along the grid to get them to a

budgeted in the salary lines for these departments and adjust accordingly. Chairman Rose informed Mr. Enos that some department heads may need to be advanced several steps along the grid to get them to a rate competitive with comparable communities. Mr. Enos will work on this project and report back to the Board.

Adjournment

Mr. Beckerman made a motion to adjourn the Workshop Meeting at 8:15 p.m. Mr. Suzor seconded the motion. A roll call vote was held. Mr. Suzor voted aye. Mr. Beckerman voted aye. Chairman Rose voted aye. The motion carried.

Respectfully submitted,



Shanna M. Faro
Executive Assistant

List of Documents

1. Salary Compensation Study Update PowerPoint Presentation