

Draft Minutes  
Pay, Classification and Compensation Subcommittee

May 11, 2015

Present: Tori Lloyd, Chair and Members: Bob Bushway, Mark Castro, Steve Gex, Toni Pippy, and Martha Walke

Meeting called to order at 5:35PM.

1. Minutes from the April 30 meeting approved as written.

2. Reports

- A. Mark Castro reviewed the Vermont League of Cities and Towns materials to find comparable towns. We narrowed it down to six based mainly on Grand List, population, and miles of Class 1-2-3 roads. The towns to be used for purposes of comparison are Pomfret, Chelsea, Rochester, Fairlee, Sharon, and Tunbridge.
- B. Toni Pippi reported that Better Back Roads was more of an environmental group and found that VT Local Roads offered more pertinent information (they offer courses and testing for road crews). She is still researching pay scales for road crews and on Town Clerks (elected vs hired; determination of raises; evaluation/review processes).
- C. Tori Lloyd began the survey that will be sent to our six comparable towns. There will be a section for roads and a section for town office. Questions will range from broad to narrow. It will all break down to correspond to Strafford's compensation and benefit packages and with personnel policies. Tori recommended offering a monetary incentive of \$10 to complete the survey. All agreed and will contribute toward this incentive.

3. Proposed action items:

- A. Tori will finish the survey using the two categories. She will send it to each committee member via email (please acknowledge, to Tori, reception of the survey) before our next meeting.
- B. Toni will continue to gather pay scales and information from the professional organization for clerks and town treasurers.
- C. Mark will send a summary paragraph to Tori about his process for gathering VLCT information that lead to determining the six towns to be used for comparison.

August 1 deadline for completion of the project.

Next meeting scheduled for June 8, 2015, at 5:30PM in the Town Clerk's office.

Meeting adjourned at 7 PM.

Respectfully submitted,

Martha M. Walke, Secretary