



Warner Budget Committee

Meeting Minutes
Thursday, November 16, 2017
APPROVED

Mike Cutting opened the meeting at 7:00 pm.

Committee members in attendance: Mike Cutting, Kimberley Edelman, Martha Mical, David Minton, Jonathan Lord, Alfred Hanson, Martha Bodnarik, Pete Newman

Others present: Jim Bingham, Chris Perkins, Judy Newman-Rogers, Marianne Howlett, John Leavitt, Ed Mical, Ben Frost, Janice Loz

1. Meeting Minutes

- A. Alfred moved to approve meeting minutes dated November 9, 2017. Jonathan seconded the motion, motion passed unanimously.
- B. Mike asked the Committee if they had any comments on the minutes because of the brief format. No comments received.

2. Wage Study Discussion

- A. Alfred questioned the 2017 cost for the wage study, \$8,900. Jim explained what the study provided to the Selectmen to use that includes a system. Alfred said he has been around for two wage studies and asked if there is an employee evaluation process included in the study. He has never heard any discussions from the last 9 years talk about the evaluations of the employees to meet the standards. Kimberley explained that the Selectmen are in the middle of those conversations. Chris Perkins said the real world works on performance evaluations, and was recommended to the Selectmen when she was on the Wage Study Committee 15 years ago. Jim said there have been employee performance evaluations in the past but have not been consistent because there was no connection between performance evaluation and compensation. Alfred feels there needs to be a cap at some point for wages, the town can only afford so much. Alfred said he understands how important wages are in any business, but you can't let it get out of grasp, it's common sense.
- B. David said he read in the Selectman's minutes that they voted to increase 4 positions. Jim said the Board is taking their time going through the study, the Board is limiting what aspects are being enacted moving forward to obvious dependencies in wages for some of the employee's. Jim said it's going to take a good part of 2018 to come up with what the town is going to do with compensation. Kimberley said the wage study is not just about wages, it's about a full compensation system.
- C. Kimberley explained the Selectmen at this time are absorbing the wage study. The Selectmen realize they won't be able to implement any portions of the study until its analyzed. In the mean time the Board needs to decide how they will compensate the employee's in 2018. The Selectmen did however, decide to address 4 employees that fell well below the 25th percentile in the wage study.
- D. Martha Bodnarik suggested the Selectmen, Town Clerk and Tax Collector should not be included in this study. Their salaries should be voted on at Town Meeting. Kimberley said it was Town Meeting that voted to treat the elected officials as employees. Martha B. feels its time for a new warrant article.
- E. Marianne Howlett said she is one of the 4, she thinks the Selectmen should address the study at one time instead of piece meal, as far as she is concerned it creates awkwardness within the work force.
- F. Alfred feels there could be problems with the work force by giving 4 employee's a wage adjustment. Kimberley said the Board is still working on solution. Alfred said you shouldn't let the public know your

raising 4 employee's wages. Jim said the Board is trying to get to a point of having a consistent system in place. But the data is showing 4 employees that have worked for the town from 7 up to 20 years under the 25th percentile, the Board doesn't want to see that difference get bigger so they decided to raise those salaries in 2018 by half of the recommendation.

- G. Martha B. thinks the cost of the study was a waste because Warner doesn't have a problem retaining employees. Jim encouraged Martha B. to read the report. Jim said the town has had difficulty filling positions.
- H. Judy explained the reason why this study was done was to obtain an objective study done by an outside source that would provide information the Board can use, she feels this is the difference between paying for a study versus having a committee do all the leg work. She agrees as well that the study shouldn't be done in piece meal.
- I. David asked how is Warner's benefit package in the study. Jim said for full time employees it's competitive, but the part time benefits are better in Warner. Warner does not subsidize Dental, many other towns do. Jim said employee's have expressed to him the value of the benefit package.
- J. John Leavitt talked about how the entire dollar value for wages and benefits are not compared to what the other towns provide.
- K. Alfred thinks the Selectmen are missing two very important things. One is looking at the total compensation package that includes benefits and awarding 4 positions right now, it contradicts everything that was talked about.
- L. Kimberley reminded the Committee that the Selectmen still need to go over the data in the wage study. If any of the Committee members would like a copy of the study, it's available in the Selectmen's office.

Committee Action

Alfred made a motion the Board of Selectmen supply the Budget Committee with a copy of the wage schedule. Kimberley seconded the motion. Motion passed unanimously. Mike wants a copy of the wage study and the wage schedule sent to the members. Mike moved the meeting on to budget review.

3. 2018 Budget Review – Board of Selectmen

Jim presented the 2018 Board of Selectman's budget.

Highlights:

- Telephone and internet increased by \$500 because of switching to fiber optics.
- The Board will be talking to the Economic Development Committee which may result in some funding for 2018.

4. 2018 Budget Review – Elections

Chris Perkins presented the 2018 Elections budget.

Highlights:

- 3 elections will happen in 2018.
- The Supervisor's hours reflect the 3 elections.
- Mileage was added for required training.
- An Election Appreciation line was added for ballot clerks.

5. 2018 Budget Review – Finance

Jim presented the 2018 Finance budget.

Highlights:

- Annual computer support has increased.
- In the Town Hall health care costs are decreased.
- Health insurance costs decreased.
- Property insurance increased.

6. 2018 Budget Review – Town Clerk

Judy Newman-Rogers presented her 2018 budget.

Highlights:

- The overall budget increased by \$78.00 in computer expenses.
- John Leavitt feels the cost of preserving records should be in the operating budget because it's an annual cost. Jim said having the money presented in the warrant gives the voters the choice.

7. 2018 Budget Review – Tax Collector

Marianne Howlett presented her 2018 budget.

Highlights:

- The operating budget shows a \$25.00 from last year.
- The Selectmen adjusted Marianne's salary.
- Mike asked why the tax bill's were mailed on November 9 instead of November 1. Marianne said required forms are due to the State on September 1 and one of the forms from the town wasn't submitted until late October resulting in a later mailing.

8. 2018 Budget Review – Assessing

Martha Mical presented her 2018 budget.

Highlights:

- Money has been added for training purposes.
- There is an increase in the Assessor cost for coverage purposes in the Assessing Clerk's office.
- Meetings and seminars increased for training purposes.

9. 2018 Budget Review – Land Use

Ben Frost and Janice Loz presented the 2018 Land Use budget.

Highlights:

- Legal expenses are increased to \$20K for an on-going case. The legal line in the operating budget will be reduced to \$12K.
- Money is in the budget for a copier in the Land Use office.

10. 2018 Budget Review – Cemeteries

Jim presented the 2018 Cemetery budget.

Highlights:

- Marker repairs is reduced by \$1,500.
- Maintenance was reduced by \$500.
- Jim will obtain a cost breakdown on what has been spent on cemetery lawn maintenance for a couple of years.

11. 2018 Budget Review - Outside Services

Jim represented the 2018 budget.

Highlights:

- No changes in street lighting.
- No changes in Central NH Regional Planning Commission.

12. Meeting Schedule

The next meeting is scheduled for November 30th.

13. Adjournment

A motion was made and seconded to adjourn at 9:20 pm.

Recorder of the minutes: Mary Whalen