

City of Somerville
Municipal Compensation Advisory Board (MCAB)
January 23, 2025 Meeting Minutes

This meeting was conducted via remote participation on Zoom.

NAME	TITLE	STATUS
Anne Gill	Director of HR & MCAB Liaison	Present
Rositha Durham	Panelist	Present
Alexandre Galimberti	Panelist	Absent
John Long	Panelist	Present
Evelyn Persoff	Panelist	Present
Alessandra Seiter	Panelist	Present

City staff present: Ellen Schneider Collins (HR Deputy Director), Eleni Grams-Clark (HR Generalist) and Megan Huckenpahler (Budget Analyst).

This meeting was called to order via Zoom by Director Gill at 2:30PM and adjourned at 3:10PM.

Director Gill started the meeting by introducing the members of the Municipal Compensation Advisory Board (MCAB), thanking them for their participation and going over the agenda of the meeting.

Director Gill noted that Panelist Galimberti would not be able to attend today's meeting, but sent an email to support the program moving forward.

All committee members voted to adopt the minutes from the previous meeting.

Director Gill noted that there were some questions during the last meeting and that a document was sent to the panelists to answer those questions.

Director Gill then asked the committee members if they had reviewed the minutes and asked for a vote to adopt the minutes from January 16, 2025. Director Gill asked the panel if there were additional questions.

Panelist Long questioned why the Board of Assessors was not included as a paid board, and requested the rationale for this decision.

- Director Gill explained that not all boards were shown in the presentation slides.
- Deputy Director Collins noted that Human Resources can send that information to the panelists.

Panelist Long questioned if the Board of Assessors would be a volunteer board.

- Deputy Director Collins clarified that she was not saying that the Board of Assessors would be considered volunteer, but that the slides only gave examples of where boards would fall on the new tiered system. Deputy Director Collins stated that she would review and try to get an answer by the end of the meeting.

- Director Gill stated that there were no intentions of turning a currently paid board into an unpaid board.

Panelist Long questioned if there were other boards that will be paid that were not listed on the presentation slides.

- Director Gill responded that she would need to review. This information can be obtained for the MCAB.

Panelist Seiter questioned whether the Traffic Commission will be paid. Panelist Seiter noted that they have a lot of responsibility and do make legally binding decisions for the City.

- Director Gill stated that the recommendations that were made are recommendations that Human Resources is confident to stand by.

Panelist Long noted that the previous statement made by Director Gill would mean that Board of Assessors will not be compensated.

- Director Gill reiterated that Deputy Director Collins is looking to confirm if the Board of Assessors is paid, and if so, which tier it will be in. Noted that if they were previously compensated, the study did not remove compensation. That is not the intention of the classification and compensation program.

Panelist Long noted that he thinks that Board of Elections was left off the Tier 1 or 2 stipend.

- Director Gill noted that Human Resources will look into that.

Panelist Long noted that there was not any additional stipend given to the chair of a board or commission at this time.

- Director Gill responded that the proposal did not include an additional stipend for the Chair of a committee/board.

Panelist long questioned a duplication where positions were listed twice – for example, Deputy Director of Health and Human Services is listed two times.

- Director Gill confirmed that there are two Deputy Directors in the Health and Human Services department.

Panelist Long questioned a PT Administrator in Human Resources that is listed as a Band IV manager. Panelist Long noted that this is the only position that is not a Director, Deputy Director or Assistant. Panelist Long asked that this be explained as it is also the only part-time position title listed.

- Director Gill responded that this position is directly responsible for investigations and medical accommodations. Explained that the role is a high-level HR administrator with significant experience required; Director Gill confirmed that it is defined as a part time benefitted job.

Panelist Long noted that he would like to reopen the discussion on boards and commissions after Deputy Director Collins gathers additional information.

- Director Gill will follow up once more information is received.

Director Gill thanked the panelists for their time to meet about the compensation plan. Director Gill asked the panelists to consider the proposal to recommend the findings to the City Council. The next step is to present it to the City Council. The committee members were asked to review an approval memo for signature.

Panelist Long suggested to fellow board members to adopt a motion to include Traffic Commission, Board of Elections, and Board of Assessors as a Tier 1 board. Panelist Long stated that is his recommendation before acting on the approval of the memo.

- Director Gill explained that the role of this advisory board is to look at the classification study methodology and give support that the plan was carried out in a fair and equitable manner. The City hired an external consultant; the plan was not just done internally. The consultant worked in conjunction with internal City staff. Director Gill stated that it was a fair and equitable process that will have a positive impact on staff.

Panelist Long explained that that he cannot approve until he gets information on the three boards in question (Traffic Commission, Board of Elections, & Board of Assessors). Panelist Long noted that the ordinance does not list these three boards.

- Deputy Director Collins noted that she was able to get the additional information that he was looking for:
 - Board of Elections will be Tier 2 (middle tier)
 - Board of Assessors will be at the highest tier
 - Traffic Commission is not currently paid but will be moving to Tier 2
 - Traffic Board is not currently paid and will stay in the volunteer category
 - Noted that she is still looking into the payment question for the chairs

Director Gill asked Panelist Long if that answered his questions.

- Panelist Long confirmed that that did clarify his questions but noted that to him the distinction between Tier 1 & 2 seemed arbitrary as to their responsibility level/level of impact.
 - Director Gill explained that the data was gathered through research, that it was not arbitrarily decided.
 - Panelist Long noted that he would like to see the data that was collected.

Deputy Director Collins returned with additional information on chairs of boards & commissions. Deputy Director Collins explained that with the current structure, chairs are paid 5% more. She confirmed that this will continue into the new structure. Deputy Director Collins reiterated the three components that were looked at for the boards and commissions:

1. Advisory Roles
2. Enforcement Ability
3. Expenditure Power

Panelist Long asked Deputy Director Collins to pull up that piece of the presentation for review.

While waiting for slides to be pulled up, Panelist Long congratulated Director Gill for the accomplishments with settling the new SMEU contract.

- Director Gill noted that the City is very happy about this and union members are as well.

Deputy Director Collins showed the slides that gave information on the components of how boards and commissions were decided.

Panelist Durham questioned the tier for the Licensing Board.

- Panelist Long stated that it will be paid at Tier 2.

Deputy Director Collins brought up the presentation about the Boards & Commissions to show the components and the boards listed by tier.

Panelist Long noted that he would like to see a breakdown of all paid boards and commissions.

- Deputy Director Collins suggested that Human Resources send out a full list to the panel of the paid boards and commissions.
- Director Gill agreed that the complete list will be sent to the MCAB.

Director Gill questioned the panelists whether the program as a whole will be endorsed, and if they will sign the document in support of the program. Director Gill noted that MCAB Member Galimberti is onboard and ready to sign in support of the program.

Panelist Persoff agreed to recommend and thought that the study looked well done.

Panelist Seiter agreed, stated that it is exciting and that staff members will be classified fairly. With the information Deputy Director Collins provided on boards and commissions, Panelist Seiter stated that they feel comfortable to recommend this study.

Panelist Durham is comfortable moving forward and stated they wished that it had happened sooner.

Panelist Long wants to see the full list of paid boards and commissions prior to signing off.

Director Gill explained that she would send additional information to the board members and asked the panel to be prepared to sign off on the memo.

Panelist Durham and Panelist Seiter asked that their full names be corrected on the memo.

- HR Generalist Eleni Grams updated the first names to show their legal names.

Reference Documents:

MCAB Meeting Agenda 1.23.2025

MCAB Minutes 1.16.2025

MCAB Memo 1.22.2025