



# CITY OF SOMERVILLE, MASSACHUSETTS

## CLERK OF COMMITTEES

September 10, 2012

### REPORT OF THE LEGISLATIVE MATTERS COMMITTEE MEETING AS A COMMITTEE OF THE WHOLE

Attendee Name	Title	Status	Arrived
Rebekah Gewirtz	Chair	Present	
John M Connolly	Vice Chair	Present	
Bruce M. Desmond	Alderman At Large	Absent	
William A. White Jr.	Alderman At Large	Present	
Thomas F. Taylor	Ward Three Alderman	Present	
William M. Roche	Ward One Alderman	Present	
Maryann M. Heuston	Ward Two Alderman	Present	
Tony Lafuente	Ward Four Alderman	Present	
Sean T. O'Donovan	Ward Five Alderman	Present	
Robert C. Trane	Ward Seven Alderman	Present	
Dennis M. Sullivan	Alderman At Large	Present	
Omar Boukili	Administrative Assistant	Present	
Sarah Kloos	Director of Personnel	Present	
Frank Wright	City Solicitor	Present	
Tony Pierantozzi	Supt. of Schools	Present	
Mary Jo Rossetti	Ward 7 School Committeeman	Present	
Tom Bent	Advisory Board Member	Present	
Phil Ercolini	Advisory Board Member	Present	
Rob Haley	Collins Center	Present	
Mary Aicardi	Collins Center	Present	
Stephen McGoldrick	Collins Center	Present	
Sandra McGoldrick	Advisory Board Member	Present	
Ed Bean	Finance Director	Present	
Gerald McCue	Advisory Board Member	Present	
Isaac Machado	Machado Law Firm	Present	

#### **193632 - Requesting the amendment of Ordinances 2-322 and 2-323 pursuant to the Municipal Compensation Advisory Board recommendations:**

The Municipal Compensation Advisory Board (MCAB) was charged with the task of providing oversight and final approval of a project, undertaken by the Collins Center at the University of Massachusetts, to design a classification and compensation system for non-union employees working for the City of Somerville. The project was initiated to comply with an ordinance

requirement to convene the MCAB in every even numbered year and to update job descriptions and compensation too recruit and retain qualified staff and to reward high employee performance. For the FY07-FY13 period, the average base increase for union employees ranges from 9.33% to 27.34%. From FY07 to the present, non-union employees have not received a salary increase.

The project involved

- interviewing employees,
- reviewing job descriptions,
- rating/grading positions based on difficulty, complexity and responsibility,
- surveying salaries in comparable communities to develop salary ranges (Arlington, Brookline, Cambridge, Lowell, Malden, Melrose, Newton, Quincy and Waltham),
- assigning pay ranges,
- implementing pay scales based on an employee's current pay, years of city service and years of service in the position,
- establishing years of service adjustments,
- recommending adjustments to bring salaries to market ranges,
- tying movement through pay scales to performance appraisals, (requiring new city policy articulating standards and training to assure accurate and standardized performance appraisals).

The effective implementation date of this proposal is July 1, 2012, with future step increases on July 1 of subsequent years. (New hires would follow a different schedule.)

The following information was requested by the committee:

- a breakdown of the number of non-union employees who have left the city's employment (Alderman White),
- information regarding whether exit interviews were conducted (Alderman White),
- the operating budgets of the compared communities, the number of employees in each of those communities, including a breakdown of union vs. non-union employees in each (Chairman Gewirtz),
- information on where employees who left the city's employment went to work (Chairman Gewirtz),
- a breakdown of departments showing the number of employees who left the city's employment during the past 5 years and where those individuals went to work (Chairman Gewirtz), and

- a salary benchmark from the cities/towns within Route 128, from the Mass Municipal Association, to measure this study's recommendations (Alderman White).

<b>RESULT:</b>	<b>KEPT IN COMMITTEE</b>
----------------	--------------------------