

PERSONNEL COMMITTEE MEETING

May 1, 2023

In Attendance:

Members Present: Rick Shew, Chairman, Larry Chapman and Barry Mitchell

Others Present: Town Manager, Jonathan Greer, Finance Officer, Shana Guy and Town Clerk, Tammy Swanson

Call to Order:

Chairman Rick Shew called the meeting to order.

Pay Study Results & Potential Salary Increases:

Pay Study Results:

Jonathan present the results from the recent pay study, and a new pay scale for the Committee to review and approve.

**TOWN OF HUDSON
LIST OF SALARY ARRANGED BY GRADE
2023 - 2024**

Grade	Classification	Min	Midpt	Max
3		23,800	29,750	35,700
4		24,990	31,238	37,485
5		26,240	32,799	39,359
6		27,551	34,439	41,327
7	Building Maintenance	28,929	36,161	43,394
8		30,376	37,969	45,563
9	Landscape Maintenance Worker	31,894	39,868	47,841
10	Customer Service Equipment Operator	33,489	41,861	50,233
11		35,163	43,954	52,745
12	Police Administrative Specialist	36,922	46,152	55,382
13	Landscape Crew Leader	38,768	48,460	58,152
14	Recreation Program Supervisor	40,706	50,883	61,059
15	Assistant Public Works Director Recreation Athletic Director Police Officer	42,741	53,427	64,112
16		44,878	56,098	67,318
17		47,122	58,903	70,684
18	Police Investigator Police Sergeant	49,478	61,848	74,218

19		51,952	64,941	77,929
20	Tax Administrator/Clerk	54,550	68,188	81,825
	Public Works Director			
	HUB Manager			
21		57,278	71,597	85,916
22		60,141	75,177	90,212
23	Parks and Recreation Director	63,148	78,936	94,723
24		66,306	82,882	99,459
25	Finance Officer	69,621	87,027	104,432
	Police Chief			
26		73,102	91,378	109,653
27		76,757	95,947	115,136
28		80,595	100,744	120,893
29		84,625	105,781	126,938
30		88,856	111,070	133,284
31		93,299	116,624	139,949
32		97,964	122,455	146,946
33		102,862	128,578	154,293
34		108,005	135,007	162,008
35		113,406	141,757	170,108

FY2023 Pay Study Market Comparisons Summary				
Position	Hudson Current AVG Salary	Market Average	Market Median	Market Comparison % Above(+)/Below (-) AVG
Administration				
Town Manager	79,500	143,300	145,653	-80.3%
				0.0%
Finance Officer	67,894	98,898	96,279	-45.7%
Customer Service Clerk	34,002	36,555	36,083	-7.5%
Town Clerk/Tax Collector	59,219	58,408	54,424	1.4%
HUB				
HUB Manager	57,876	N/A	N/A	N/A
Bldg Maintenance	29,250	N/A	N/A	N/A
Police				
Police Chief	77,893	94,994	94,288	-22.0%
Police Sergeant	53,558	52,518	50,379	1.9%
Police Investigator	60,341	52,525	53,087	13.0%
Police Officer	45,829	44,429	44,802	3.1%
Police Admin Specialist	42,435	43,890	40,512	-3.4%
Public Works				
Public Works Director	54,465	90,957	82,139	-67.0%
Assistant PW Director	46,714	58,533	53,040	-25.3%
Landscape Crew Leader	39,355	39,731	42,375	-1.0%
Equipment Operator	36,813	35,826	35,334	2.7%
Landscape Maintenance	34,064	33,657	32,540	1.2%
Parks and Recreation				
Parks and Rec Director	61,637	81,001	83,675	-31.4%
Rec Athletic Director	45,246	46,569	45,229	-2.9%
Rec Program Supervisor	37,288	48,648	49,483	-30.5%

Market Comparision Excluding Caldwell County and Cities of Lenoir, Hickory, and Morganton

FY2023 Pay Study Market Comparisons Summary				
Position	Hudson Current AVG Salary	Market Average	Market Median	Market Comparison % Above(+)/Below (-) AVG
Administration				
Town Manager	79,500	111,947	103,156	-40.8%
Finance Officer	67,894	90,304	89,480	-33.0%
Customer Service Clerk	39,476	39,924	36,083	-16.0%
Town Clerk/Tax Collector	59,219	60,187	59,122	-1.6%
HUB				
HUB Manager	57,876	N/A	N/A	N/A
Bldg Maintenance	29,250	N/A	N/A	N/A
Police				
Police Chief	77,893	78,919	81,120	-1.3%
Police Sergeant	53,558	50,822	49,527	5.1%
Police Investigator	60,341	53,763	55,419	10.9%
Police Officer	45,829	43,329	43,819	5.5%
Police Admin Specialist	42,435	39,341	39,520	7.3%
Public Works				
Public Works Director	54,465	80,134	73,272	-47.1%
Assistant PW Director	46,714	46,072	46,072	1.4%
Landscape Crew Leader	39,355	34,772	34,001	11.6%
Equipment Operator	36,813	36,993	37,690	0.5%
Landscape Maintenance	34,064	30,700	30,304	9.9%
Parks and Recreation				
Parks and Rec Director	61,637	67,928	63,368	-10.2%
Rec Athletic Director	45,246	47,662	46,342	-5.3%
Rec Program Supervisor	37,288	46,302	46,302	-24.2%

Jonathan stated that some of the jurisdictions used for the study were bigger than Hudson, and some were about the same size. They were all local municipalities, including Spindale, Valdese, Drexel, and Granite Falls. Sawmills was contacted, but did not respond.

Rick asked how many employees the Town has currently.

Jonathan stated that we have 32 full-time employees, 2 permanent part-time employees, and approximately 15 seasonal (this number fluctuates). Jonathan explained that the 2 permanent part-time, and the seasonal employees were not included in the study.

The Committee discussed the results of the pay study, and different scenarios and percentages for possible pay increases.

Motion: (Larry Chapman/Barry Mitchell) to approve the new pay scale as presented. Unanimously approved.

Town Manager's Contract:

The Committee discussed changing the Town Manager's contract to an agreement after this year so that salary adjustments could be decided for the position with the other Town positions.

Rick stated that he would be conducting a performance survey of the Town Manager, which would include evaluations by the full Board and 5 Town Employees. He commented that the Town Employees would be

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selected randomly. Rick stated that he would have the results ready for the May 16th Board Meeting to be discussed in Closed Session.

Adjournment:

Motion: (Larry Chapman/Barry Mitchell) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk