

**UPDATED 2/18/21**

## **Frequently Asked Questions: Salary Increases**

**Article 3:** This article covers most of the expenses associated with operating the Town and the Town Office. Salaries, insurances, payroll taxes, office supplies, postage, debt service for the Village Fire Station, general assistance and several more expenses make up the requested \$515,192.

The largest increase request is the salaries for the 3 staff positions in the Town Office. In the process of hiring a new Tax Collector / Treasurer for our Town, the Select Board and the Personnel Committee found that hiring a candidate with the necessary skills for this job meant increasing the hourly wage from \$20 to \$25 per hour. Fortunately, we were able to hire Colleen Pilsbury, who has 30 years of bookkeeper / office manager experience, which included the bookkeeping skills needed for this job.

The Select Board wanted to be fair to our current Town Clerk, Deborah Barry, who has 31 years of experience, so we are asking to raise her hourly wage from \$22 to \$25 per hour to match the Tax Collector / Treasurer. In researching salaries for these positions through the Maine Municipal Association (MMA) Salary Survey, we found that \$25/hr is about average for the years of experience these 2 staff members have.

The MMA Salary Survey also showed that the salary we are paying the Administrative Assistant, Debbie MacInnes, is lower than the lowest amount shown on the MMA survey reported by any Town. This position is for 35 hours per week. We are asking to raise the salary for that position from \$17/hr to \$21.60, which is about the midpoint in the Survey for this position. We believe this is a fair wage for the 7 years of experience she has. **Please note: this paragraph has been revised 2/18/21 from its original posted date of 2/11/21. The revision is to correct the current wage for this position from the previously reported \$18 / hour to the corrected \$17/hr. The Select Board apologizes for this error.**

The complete breakdown of the \$148,312 for these positions is \$52,000 each for the Treasurer / Tax Collector and Town Clerk, \$39,312 for the Administrative Assistant, and \$5,000 for a contingency.

The Select Board appreciates the professionalism, experience and integrity of our current office staff. We want to keep them working for our Town. Raising their salaries to an appropriate wage shows that we value their hard work, experience, and dedication.