

**Compensation Committee Meeting
December 23, 2025
Meeting Minutes**

Call to Order

The Compensation Committee meeting of December 23, 2025, was called to order at **11:48 a.m.** Members present included Thatcher Kezer and Aleesha Benjamin; Andrew Petty was absent.

Parks, Facilities, and Permits Director – Hiring Recommendation

The Committee discussed the proposed hiring of **James (Jim) Snyder** for the position of **Director of Parks, Facilities, and Permits**. Mr. Snyder was described as a career recreation and parks professional with extensive experience in the field, including a strong educational background and a career-long focus on parks and recreation management.

Following interviews conducted by committee members, it was recommended that Mr. Snyder be hired at **Grade 9, Step 6**. It was noted that the department has sufficient budget capacity to support this salary level and that, when combined with existing staffing costs, the hire would remain within the current budget and potentially slightly under.

A motion was made and seconded to approve hiring James Snyder at **Grade 9, Step 6**. With no further discussion, the motion passed by a **2-0 vote**.

The Committee also discussed timing considerations for the start date, including completion of background checks and administrative steps, as well as internal departmental transitions. It was noted that the position would need to be funded through the revolving fund until July 1 due to payout obligations related to the outgoing director, which may necessitate a delayed or phased start date following the holidays.

Assistant Accountant – Hiring Recommendation

The Committee next considered the hiring of **Francis Pano** for the position of **Assistant Accountant**. It was reported that Mr. Pano was unanimously selected by the interview panel as the strongest candidate. His experience includes streamlining financial systems, transitioning processes from manual or Excel-based workflows to electronic systems, and achieving significant operational savings, reportedly up to \$2 million within his first year at prior organizations.

Mr. Pano expressed strong interest in transitioning to public service, fully understood the certification requirements associated with the position, and was enthusiastic about the opportunity. It was noted that he would be taking a pay cut to join the Town, and therefore the Committee supported offering him a higher step within the grade.

After clarifying the salary scale, the Committee agreed that the appropriate classification was **Grade 9, Step 7**, with a corresponding salary of approximately **\$105,400**, consistent with the FY2025 pay scale and one grade below the Town Accountant position.

Because of a potential conflict with the employee working under the Chief Financial Officer's purview, the **rule of necessity** was invoked. A motion was made to approve the offer to Francis Pano for the Assistant Accountant position at **Grade 9, Step 7**. The motion was seconded and approved by a **2-0 vote**, under the rule of necessity.

Adjournment

With no further business before the Committee, a motion to adjourn was made and seconded. The meeting adjourned at **11:55 a.m.**

Minutes approved: January 6, 2026