



CITY OF CONCORD

New Hampshire's Main Street™
Human Resources Department

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Jennifer Johnston, Director of Human Resources and Labor Relations

DATE: December 1, 2025

SUBJECT: PaypointHR Classification and Compensation Report Adoption

Recommendation

It is requested and recommended that the City Council accept this report and adopt the Class and Compensation report that was developed by the City's consultant, PaypointHR.

Background

As part of the FY24 budget, Council appropriated \$68,400 to fund a classification and compensation study. A Request for Proposals was conducted to find a consultant to conduct the classification and compensation study. PaypointHR was the successful consultant. The study began in July, 2024. A final report was issued by the consultant in November, 2025. The City Council voted to release the report during a non public meeting of Council in November, for review by City employees. The next steps are laid out below.

Discussion

During the November non public City Council meeting, the City Manager and Human Resources Director explained the following steps needed to occur in relation to the Report release: 1) Council would be asked to adopt the report during the December Council Meeting if so inclined. 2). This would allow the six collective bargaining unions an opportunity to request a reopening of the collective bargaining agreements in relation to the wages article, to negotiate implementation of the study's recommendations. 3) This concurrently would also give non-contractual employees the opportunity to make suggestions and recommendations regarding the classification and compensation plans to me who will review, clarify as necessary and forward them to the City Manager; 4) the City Manager would then review, make modifications, amendments or recommendations as deemed appropriate; 5) and then submit a report from City Administration to City Council regarding the cost of implementing both union and non-union compensation strategies; 6) at which point Council would approve or reject the recommendations by each covered group.

Adopting the report from PaypointHR initiates the thirty day time period that the unions have to reopen the contracts for wage negotiations. It also allows non contractual employees the opportunity to review their compensation as it relates to their classification. Adopting the report recognizes that the study was done by a Classification and Compensation professional and utilized valid and reliable methodology to arrive at its recommendations but does not suggest that it will be implemented as written.

Respectfully Submitted,
Jennifer Johnston

cc: Thomas J. Aspell Jr., City Manager

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