

The Human Resources Subcommittee held a meeting on November 8, 2018 at the Notch Road Municipal Center. Present were: First Selectman Sandra Pierog, Selectman Robert Morra and Administrative Officer Joyce Stille.

1. Call to Order

The meeting began at 7:00 p.m.

2. Discussion on Personnel

The group discussed that union negotiations will begin early next calendar year for the Highway and Non-Supervisors unions.

Also reviewed, was the Superintendent’s discussion on hiring part-time School Resource Officers. Representation from the Board of Education and/or Superintendent will be requested for the next Finance and Administration Subcommittee meeting for joint discussion on this topic.

Over the last couple of years, the Board of Selectmen has discussed and agreed on pursuing the combining of the Highway Department personnel and Buildings and Grounds Department personnel into one department when the current Highway Supervisor retires. This subcommittee will meet with each of the current department heads separately to discuss how this might be structured. All agreed and expressed continued support for the plan to have Buildings and Grounds Supervisor John Butrymovich be the supervisor for the new combined department. The group noted that Mr. Butrymovich has been actively taking classes to support the new role.

The group reviewed and accepted the FY19 goals for the Administrative Officer.

Lastly, the group reviewed the following positions and wages. By consensus, the group agreed to recommend to the Board of Selectmen the following:

		<u>Total</u>
First Selectman (monthly)	\$1,267.47	\$15,209.69
Deputy First Selectman (monthly)	\$203.52	\$2,442.29
Selectmen (3) (per each)	\$1,464.54	\$4,393.62
Record Checker (2) (per doc)	\$.55	
Treasurer (monthly)	\$788.10	\$9,457.22
Tax Collector Shared Position	\$19.53/hour	
Assessor (monthly)	\$2,104.34	\$25,252.02
Board of Assessment Appeals (3/each)	\$216.43	\$649.29
Registrars (2)	\$20.50/hour	
Deputy Registrars (2)	\$15.38/hour	
Moderator	\$12.98/hour	
Election Workers	\$11.64/hour	
Van Drivers	\$15.66/hour	
Home Help/Chore Workers	\$10.93/hour	
Handyman	\$19.60/hour	
Secretary	\$16.06/hour	

Fire Chief		\$13,510.34
Deputy Fire Chief		\$7,888.03
Assistant Chief		\$5,629.31
Captains (2) (per each)		\$2,251.72
Lieutenants (5) (per each)		\$1,125.86
Deputy Fire Marshal (monthly)	\$311.60	\$3,739.20
Snow Plow Driver	\$17.87/hour	
Snow Plow Driver (CDL)	\$19.48/hour	
Library Substitutes	\$11.53/hour	
Library Pages (2)	\$10.93/hour	
Assistant Building Official	\$26.00/hour	

For full-time, non-union staff, their increases will be up to 2.75% based on their individual performance reviews. Any increase for the Board of Selectmen needs to be approved at the end of the current fiscal year or beginning of the next fiscal year.

3. Adjournment

The meeting ended at 8:00 p.m.

Respectfully Submitted,

Joyce M. Stille

Please see minutes of subsequent meetings for approval of these minutes and any corrections hereto.