



Town of Bolton

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BOS HUMAN RESORUCES COMMITTEE
TUESDAY, DECEMBER 10, 2019
7:00 P.M. - TOWN HALL
SPECIAL MEETING MINUTES

The December 10, 2019 meeting of the Board of Selectmen's Finance & Administration Committee was called to order by Chair, Sandra Pierog, at 7:13 PM.

ROLL CALL

MEMBERS PRESENT: First Selectman Sandra Pierog, Selectman Robert Morra, and Selectman Robert DePietro.

OTHERS PRESENT: Selectman Michael Eremita and Administrator Joshua Steele Kelly.

PUBLIC COMMENT

None.

AGENDA ITEM 3A – Consideration of and possible action on Personnel Wage Adjustments for FY 2021.

DISCUSSION: Kelly reminded the Selectmen that past general wage increases (GWI) for non-union personnel have typically followed the various union contract increases. Given that trend, the backup materials for the meeting were drawn up to reflect a 2.75% GWI for non-union personnel, as all union contracts for FY 2021 were negotiated at that rate. Discussion was held on the dual proposals that were presented for the fire department's personnel: one proposal being the 2.75% GWI and a second that increased wages more aggressively as a means of attracting more residents to serve the volunteer fire department. Discussion was also held about the minimum wage, moving the Elections Moderator pay up to \$15.00 per hour, and about increasing the number of hours for the Fire Department's Secretary from 3 to 5 hours per week.

CONSENSUS was reached that non-union personnel should be granted a 2.75% increase, pending a positive review from their supervisor; that the Elections Moderator should be paid \$15.00 per hour, that all positions making less than the minimum wage as of September 1, 2020 would have their pay adjusted accordingly, and that the Fire Department's Secretary would be increased in budget from 3 to 5 hours per week. This concept will be brought forward to the whole Board for final consent.

AGENDA ITEM 3B – Review of and discussion on Long-Range Strategic Staffing Plan.

DISCUSSION: Kelly outlined seven key staffing alternations that he believes can be made to increase efficiency without drastically increasing costs, perhaps even decreasing costs instead. Selectmen gave feedback about the concepts presented, and general support for several of the concepts was given. More work will be done to develop the longer-range plans,

and job descriptions will continue to be updated as positions become vacant. No action was taken on this item at this time.

AGENDA ITEM 4A – Prospective Union Combination.

DISCUSSION: No discussion held, the item will be discussed and considered further at a later date.

The Chair adjourned the meeting at 8:32 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Steele Kelly', written in a cursive style.

Joshua Steele Kelly, Administrator

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