

**Salary Committee**  
**SPECIAL MEETING MINUTES**  
**Wednesday, April 8, 2020**  
**Via video conference from 111 North Main Street, City Hall**

Present: Councilmembers Mary Fortier, Scott Rosado, Peter Kelley; Mayor Ellen Zoppo-Sassu  
Staff: Mark Penney, Linda Milia

**1. CALL TO ORDER.**

The regular meeting of the Salary Committee was called to order by Chairperson Fortier at 3:35 p.m.

**2. JANUARY 15, 2020 REGULAR MEETING MINUTES.**

On motion of Councilman Rosado and seconded by Chairperson Fortier, it was unanimously voted to place the January 15, 2020 meeting minutes on file.

**3. CHANGES TO SALARIES AND BENEFITS FOR FULL-TIME AND PART-TIME NON-BARGAINING EMPLOYEES.**

On motion by Councilman Rosado and seconded, it was unanimously voted to recommend to City Council to approve changes to salaries and benefits for full-time and part-time non-bargaining employees as presented; and to refer to the Board of Finance for informational purposes.

**4. REQUEST TO UPGRADE THE POSITION OF PAYROLL CLERK.**

Comptroller Diane Waldron discussed additional duties added to the position that warrant the upgrade. On motion of Councilman Rosado and seconded, it was unanimously voted to recommend to City Council to upgrade the position of Payroll Clerk (Local #233) from pay code 6 - \$21.80/hourly - \$24.20/ hourly, to pay code 7 - \$23.55/hourly - \$26.10/hourly, effective July 1, 2020; and to refer to Board of Finance for informational purposes.

**5. REQUEST TO CREATE A POSITION OF PROJECT MANAGER AND TO ELIMINATE THE POSITION OF ASSISTANT CITY ENGINEER.**

Public Works Director Raymond Rogozinski discussed the lengthy vacancy in the Assistant City Engineer position and the earlier elimination of the Chief Construction Inspector position, and how the proposed new position will benefit the Engineering Division.

On motion of Councilman Rosado, it was unanimously voted to recommend to City Council to approve creation of the position of Project Manager (BPSA – Salary Level 9 - \$77,183 - \$99,714); and to eliminate the position of Assistant City Engineer (BPSA – Salary Level 9), effective April 15, 2020; and to refer to the Board of Finance for informational purposes.

**6. ADJOURNMENT.**

At 3:45 p.m., on motion of Chairperson Fortier and seconded, it was unanimously voted to adjourn.

ATTEST: \_\_\_\_\_  
Linda J. Milia  
Recording Secretary