

Salary Committee
REGULAR MEETING MINUTES
Wednesday, January 15, 2020
1st Floor Meeting Room, City Hall

Present: Councilmembers Mary Fortier, Scott Rosado, Peter Kelley
Staff: Mark Penney, Linda Milia

1. CALL TO ORDER.

The regular meeting of the Salary Committee was called to order by Chairperson Fortier at 5:15 p.m.

2. DECEMBER 10, 2019 SPECIAL MEETING MINUTES.

On motion of Councilman Rosado and seconded by Chairperson Fortier, it was voted to place the December 10, 2019 special meeting minutes on file.

3. REQUEST FOR TEMPORARY, PARTIAL FUNDING OF ONE BOARD OF EDUCATION TECHNICAL SUPPORT POSITION.

Chief Information Officer Scott Smith discussed the need for increased staffing of IT personnel in the Board of Education. The BOE has agreed to eliminate an existing stipend position and replace with a full time position as soon as practical, and with the City's financial assistance, during the current fiscal year only. On motion by Councilman Rosado and seconded, it was unanimously voted to recommend to City Council to approve partial funding of one Board of Education Technical Support Position, and to refer to the Board of Finance for funding.

4. REQUEST TO ELIMINATE POSITION OF PART-TIME PRINCIPAL CLERK IN THE TAX OFFICE.

Tax Collector Ann Bednaz discussed the part-time position which was vacated, and not filled, since July of 2017. Ann stated that there has been no impact to tax collections or department operations due to increased efficiencies that have been put in place.

On motion of Councilman Rosado and seconded, it was unanimously voted to recommend to City Council to eliminate the part-time position of Principal Clerk in the Tax Office, effective immediately, and to refer to the Board of Finance for informational purposes.

5. REQUEST TO CREATE A POSITION OF ADMINISTRATIVE ASSISTANT – FIRE (LOCAL #233, SALARY CODE 7), EFFECTIVE APRIL 1, 2020.

Human Resources Director Mark Penney explained that creation of this position will replace the non-bargaining position of Administrative Assistant - Fire which is anticipated to be eliminated effective July 1, 2020. It has been determined that there is no reason for the position to be designated as non-bargaining any longer, since matters of confidentiality are no longer part of the position.

On motion of Councilman Rosado and seconded, it was unanimously voted to recommend to City Council to approve creation of a position of Administrative Assistant – Fire (Local #233, Salary Code 7, effective April 1, 2020 and to refer to the Board of Finance for funding.

6. REQUEST TO ELIMINATE POSITION OF ADMINISTRATIVE ASSISTANT – FIRE (NON-BARGAINING, SALRY LEVEL 5), EFFECTIVE JULY 1, 2020.

On motion of Councilman Kelley and seconded, it was unanimously voted to recommend to City Council to eliminate the non-bargaining position of Administrative Assistant – Fire effective July 1, 2020 and to refer to the Board of Finance for informational purposes.

7. ADJOURNMENT.

At 6:00 p.m., on motion of Chairperson Fortier and seconded, it was unanimously voted to adjourn.

ATTEST: _____

Linda J. Milia

Recording Secretary