



For Information Only

**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: Human Resources Dept.
(Requesting Department)

Date: April 10, 2019
(Submission Date)

For the April 23, 2019 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- Additional Appropriation \$ _____
- Transfer from Contingency \$ _____
- Transfer(s) \$ _____
- Grant \$ _____
- Carry-over(s) \$ _____
- Other

Approval:

This request was approved by the City Council at its meeting held on April 9, 2019.

Cheryl Pease Town Clerk
(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

1925

Board of Finance Agenda Request Form

Reason for request:

The purpose of the request is to refer to the Board of Finance for informational purposes the approval of changes to the salaries and benefits of the full-time and part-time non-bargaining employees effective July 1, 2019 as presented.

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____

Transfer(s) complete the following:

From:	To:	Amount:
_____	_____	_____
_____	_____	_____
_____	_____	_____

Grants:

Total Amount: Grant \$ _____

City Share \$ _____ %

Federal/State Share \$ _____ %

Carry-overs list the following:

Account	Account Name	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____



City of Bristol
Office of Town and City Clerk
111 North Main Street
Bristol, Connecticut
(860)584-6200

April 10, 2019

Board of Finance
Diane M. Waldron, Clerk
City Hall
111 North Main Street
Bristol, Connecticut 06010

Dear Members:

At a meeting of the City Council on April 9, 2019 it was voted to approve changes to the salaries and benefits of the full-time and part-time non-bargaining employees effective July 1, 2019 as presented and to refer this matter to the Board of Finance for informational purposes.

Very truly yours,

A handwritten signature in cursive script that reads "Therese Pac".

Therese Pac, MCTC, MMC
Town and City Clerk

TP/dml

FT NON-BARGAINING SALARY SCHEDULE: JULY 1 2019

S T E P S

DRAFT

1.50%

Job Title	Salary Level	1	2	3	4	5	6	7
Executive Asst to the Mayor								
Administrative Assistant-Fire	4	\$25.72	\$26.88	\$28.04	\$29.30	\$30.61	\$31.96	\$33.56
Assistant to the Comptroller								
Executive Asst to the Mayor	5	\$28.26	\$29.50	\$30.81	\$32.20	\$33.63	\$35.14	\$36.86
Personnel Analyst								
Administrative Assistant-Police	6	\$31.06	\$32.42	\$33.88	\$35.39	\$36.98	\$38.61	\$40.55
Assistant Town & City Clerk								
Assistant Director of Human Resources	8	\$73,309	\$76,600	\$80,019	\$83,590	\$87,338	\$91,233	\$95,765
Town & City Clerk	10	\$87,948	\$92,559	\$96,694	\$101,013	\$105,534	\$110,259	\$115,738
Assistant Corporation Counsel								
Police Captain	11A	\$99,469	\$103,930	\$108,597	\$113,464	\$118,562	\$123,893	\$130,080
Superintendent of Water								
Director of Human Resources	11B	\$102,228	\$106,802	\$111,581	\$116,570	\$121,789	\$127,248	\$133,588
Director of Public Works								
Comptroller	12	\$104,711	\$109,397	\$114,296	\$119,405	\$124,752	\$130,344	\$136,844
	12C	\$167,294						

Position	Dept.	07-01-18	10-01-18	07-01-19	10-01-19
Administrative Aide (Max 15 hrs/wk Non-benefited)	Mayor's Office	2.25%		\$22.97	
Legal Administrative Assistant (Max of 17-1/2 hrs/wk Non-benefited)	Corp Counsel	\$22.63		\$22.97	
Project Coord & Group Facilitator (Grant Funded 37.5 hrs/wk Benefited)	Youth Serv		\$53,987.00 Per Grant		\$58,170.00 Per Grant