

From: Susan Mazurski December 3, 2010 3:16:15 PM
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To: SimsburyCT_PersMin
Cc:

PERSONNEL SUB-COMMITTEE
MEETING
Monday, March 8, 2010
Simsbury Town Hall – Room 103

Chairman Robert Hensley called a meeting of the Personnel Committee to order at 6:18 pm. Present were Selectmen Hampton and Heavner. Also present was Bonnie Therrien, Interim Director of Administrative Services, Jim Clifton, Superintendent of Water Pollution Control, Karen Cortes, Deputy Registrar and Tom Roy, Director of Public Works.

A motion was made by Deputy Selectman Hampton; seconded by Selectman Heavner to approve the minutes of February 8, 2010. Chairman Hensley noted that in the third paragraph, it should read training sessions and in the last paragraph the word “than” should be changed to “then”. The motion was approved including the amendments to the minutes. The vote was unanimous.

There were no public comments.

Fleet Management Policy Update – Tom Roy, Director of Public Works: Mr. Roy reported that in November of 2009, the Personnel Committee met and discussed the fleet itself while they were discussing the fleet supervisor position. Right now fleet maintenance is a subsection of highway. Water Pollution Control does their own maintenance, as does Parks and Recreation. Mr. Roy feels we may need to merge the fleets, but do so cautiously. All three divisions need to discuss issues back and forth and make better decisions about purchasing and methods of having the maintenance done more efficiently. In the future, these services should be centralized and all vehicle purchases should be done through a centralized area. For now, mechanical supervisors from the three areas should meet on a monthly basis to discuss issues.

Deputy Selectman Hampton asked how many miles the Police vehicles get per year. Mr. Roy said around 75,000 and these miles have a warranty. Chairman Hensley asked if the warranty stays in place if we do work on the vehicle. Mr. Roy said yes. He also said that they are doing some work on Board of Education vehicles, but as this grows in the future, we should be charging

the Board back. He would also like to see the Town move towards Departments (including the Board of Education) "leasing" their cars/trucks from the centralized vehicle division. Deputy Selectman Hampton asked how many employees have Town cars. Mr. Roy said the number has been greatly reduced, and now it is only staff members who deal with public safety issues.

Assistant Superintendent of Water Pollution Control: Chairman Hensley said that due to the questions at the last Selectmen's meeting, he wanted to have the Personnel Subcommittee review this item again. Bonnie Therrien apologized for the

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misunderstanding on the monetary savings with this new title. She reviewed the issues that had been brought up at the last Selectmen's meeting. Mr. Clifton

reviewed all of the numbers and explained the great need for his staff to be on duty over the weekend to check on the status of the plant. When the staff is scheduled for work, by union contract, they must work a minimum of 4 hours. No matter how many times he has gone over the numbers, if people are required to be at the plant on the weekends (and he highly recommends this), the highest amount of money that will be saved is \$2342.

Chairman Hensley said that he too misunderstood Mr. Clifton at the last Personnel Committee meeting. If there is a \$13,000 difference with the Foreman going over to an Assistant Superintendent position and \$6,000 goes towards overtime, what happened to the other \$7,000? He said he does not understand the first chart that Mr. Clifton passed out. He asked if there is a \$4,000 overtime savings. Mr. Clifton said no, only the amount of \$2342 as listed on the chart.

Selectman Heavner asked what the difference in salary is for the new position. Chairman Hensley said the cost went from \$66,810 - \$72,319, for a \$5500 difference. Selectman Heavner asked if there would still be the same amount of hours for overtime. Mr. Clifton said yes. Selectman Heavner asked if the bottom line in savings would than be \$2350. Mr. Clifton said yes. Chairman Hensley said there would be a net increase of \$3200. Selectman Heavner said this is well worth it for a Class 4 license and the additional cost would come from the user fees, and not the operating budget. Chairman Hensley agreed that it was well worth it for the plant and the Town.

Deputy Selectman Hampton made a motion to accept this proposal and move it forward to the next Board of Selectmen meeting. Selectman Heavner seconded the motion. The vote was unanimous.

Additional Compensation – Deputy Registrar: Bonnie explained the issue of the Registrar being not available for over a year due to personal reasons and the Deputy Registrar having to do the work of two people. Karen Cortes, Deputy Registrar, has requested additional compensation to pay her for completing the duties of these two jobs. Bonnie had the Labor Attorney research this issue, and the State Statutes and the Town's Charter is silent on an elected official not being able to hold office and voting to have this person step down. Once a person is elected to a position, there is no recall provision, so unless the person decides to resign on his/her own, the elected official stays in office. Bonnie also explained that the Registrar's budget is extremely tight and if the Selectmen wish to give more money to Ms. Cortes, there would have to be a vote to transfer money from the general fund.

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Selectman Heavner thanked Karen for all of her hard work, extra efforts and willingness to step up, but she cannot vote to allocate additional funds out of reserves, after her vote on the 2010-2011 budget tonight. She asked what the difference in salary is between the two. Ms. Cortes is budgeted for a maximum of \$10,800 while the salary for the Registrar is about \$24,000.

Deputy Selectman Hampton said he would love to help with this situation, but there are no funds to do so.

Ms. Cortes said she has reorganized the office, made things more efficient, put together the 2010-2011 proposed budget and also completed both her and the Registrar's tasks. She has worked for reform at the State level. This is simply not fair. The State Statutes mention that a person needs to be "actually engaged" and right now the Registrar is not engaged, so therefore should not be in the position.

Chairman Hensley suggested postponing a decision until their next meeting and do more homework on this topic. He also asked that the staff look very closely at the Registrar's budget to see if there are any additional funds expected by the end of the year.

Ms. Cortes said she has been doing the job since right after the election and this has been close to a year and a half.

Deputy Hampton thought that perhaps a letter should be sent to the Registrar requesting she step down. Chairman Hensley said that she knows her rights and this person has been spoken to many times. By law, it is

ultimately her decision.

Chairman Hensley thanked Ms. Cortes again for all she has accomplished and done for the Town.

Due to the lateness of the evening and the need to move on to the Selectmen's meeting at 7 pm, he asked that the last two items on the agenda – Role of the Personnel Subcommittee and Bonus Compensation for Non-Union employees – be moved to the next meeting. This was agreed upon by all.

A motion was made by Deputy Mayor Hampton; seconded by Selectman Heavner to adjourn at 6:58 pm. The motion was passed unanimously.

Respectfully submitted,

Bonnie Therrien, Interim Director of Administrative Services