

From: Rick Bazzano May 12, 2009 2:31:16 PM
Subject: Personnel Sub-Committee Minutes 04/27/2009
To: SimsburyCT_PersMin
Cc:

Board of Selectmen
Personnel Sub-Committee
Regular Meeting
Simsbury Town Offices-Room #103

Call To Order

A regular meeting of the Personnel Sub-Committee was called to order at 6:08 p.m. Please note that the meeting agenda indicated the meeting would be held in Room #103. As the room was occupied, the Personnel Sub-Committee met in the conference room in the Police Department. A note was included on the posted agenda and the Town Clerk was informed of the change in venue.

The members of the Sub-Committee including Chairman Mike Long, Moira Wertheimer and John Hampton were in attendance. Brandon Robertson, Director of Administrative Services and Jim Clifton, Wastewater Treatment Plant Supervisor, were also in attendance.

Review, discuss and possibly approve March 9, 2009 Meeting Minutes

Chairman Long requested a motion to approve the March 9, 2009 Meeting Minutes. John Hampton made a motion to approve the minutes as presented. Moira Wertheimer seconded the motion. All were in favor and the minutes were approved.

Review, discuss and possibly approve a proposed agreement with the Town of Canton for the sharing of Information Technology Staff

Brandon Robertson reviewed a proposed agreement with the Town of Canton for the sharing of Information Technology Staff. Mr. Robertson noted that the agreement is not finalized and that there may be changes. Mr. Long asked that the agreement be referred back to the Personnel Sub-Committee for review if there are any significant changes.

Review, discuss and possibly approve a request by the Superintendent of the Wastewater Treatment Facility for the purchase of a vehicle

Jim Clifton, Superintendent of the Wastewater Treatment Plant was in attendance. At the request of Chairman Long, Mr. Clifton reviewed the background regarding his request to replace this vehicle. Following discussion, John Hampton made a motion to approve the request to purchase the vehicle. Moira Wertheimer seconded the motion. All were in favor and the motion was approved.

It was noted that the sub-committee would prefer to see an orderly process for the disposition of the vehicle being replaced. Following discussion, the sub-committee suggested that staff develop an internal process to manage the disposition of vehicles that have been replaced. It was suggested that the Public Works Director manage this process.

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Receive a report regarding two grievances filed by AFSCME Local 4 Collective Bargaining Unit Representing Public Works Employees

Chairman Long asked Mr. Robertson to review these grievances. Mr. Robertson provided the background regarding these grievances. Mr. Robertson noted that the Personnel Sub-Committee does serve as a step in the grievance procedure according to the union contract and that if the grievances are appealed, a hearing before the Personnel Sub-Committee may be necessary. Mr. Robertson noted that he would keep the Personnel Sub-Committee informed regarding the progress of these grievances.

Receive and review draft of updated Personnel Rules and Regulations and take appropriate action regarding same

Chairman Long asked if the sub-committee members had an opportunity to review the proposed revisions to the Personnel Rules. Ms. Wertheimer indicated that she did not receive a copy of the proposed revisions. Chairman Long provided Mr. Robertson with a copy of his written comments. Mr. Robertson noted that he would follow up to be certain Ms. Wertheimer is provided with a copy of the document.

Other Business

There was not other business.

Adjourn

Chairman Long made a motion to adjourn at 6:37 p.m. Mr. Hampton seconded the motion. All were in favor and the motion was adopted.

Respectfully Submitted,

Brandon Robertson