

1. BET HR Comm. Meeting Document

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TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION HUMAN RESOURCES COMMITTEE
MINUTES
GISBORNE CONFERENCE ROOM
FRIDAY, FEBRUARY 2, 2007, 3 P.M.

PRESENT

COMMITTEE: Leslie Tarkington, Chairman; Nancy Barton, Arthur Norton, Alma Rutgers

STAFF: Ed Gomeau, Maureen Kast

OTHER: First Selectman James Lash

The meeting was called to order at 3:10 p.m.

The First Selectman addressed the HR Committee, reviewing headcount reductions that have been made, or will be made as proposed for the 2007-2008 budget. He said that the nine positions budgeted to be eliminated in the current 2006-2007 budget have been eliminated in this budget year. Ms. Tarkington said that this should be documented to confirm that nine positions have been eliminated in the current budget year. Ms. Kast said that the nine positions will have been eliminated by June 30, 2007.

In response to a question from Ms. Tarkington regarding the \$530,000 debit in the current Human Resources budget for the elimination of positions, Mr. Gomeau said that the positions will be gone by June 30, 2007 and \$530,000 will be available from unfilled positions to zero out this account.

Mr. Lash reviewed the history of the debit in the Human Resources budget. He said that when Dick Bergstresser was First Selectman, the BET asked him to eliminate 15 positions. Because he came up with no plan for the elimination of positions, the BET placed a debit \$800,000 in the Human Resources budget to force the elimination of positions. Mr. Lash said that he had eliminated positions to meet the \$530,000 debit in the current Human Resources budget and that his proposed 2007-2008 budget contained no debit for headcount.

In reviewing the town's Table of Organization and headcount reductions, Mr. Lash presented highlights as follows:

- POLICE – the net is 0, but there is a different mix. With the change to civilian dispatch and the proposed elimination of police

officers on Greenwich Avenue, 10 FTE's will have been freed up to go back into patrolling. There will be 8 to 10 more police officers doing police work on the streets than there were 3 years ago.

- FINANCE – headcount is down 6, with 5 going to HR for payroll and the alarms coordinator going to the police.
- OFFICE OF THE FIRST SELECTMAN – headcount is up 1 due to the new position filled by Ron Lalli.
- DEPARTMENT OF HUMAN RESOURCES – headcount is up 6 due to payroll transfer from Finance and Department of Public Works; position of the Affirmative Action Officer is to be outsourced.
- DEPARTMENT OF SOCIAL SERVICES – headcount is down 5.
- DEPARTMENT OF PARKS AND RECREATION – headcount is down 5 – 4 from the Trees Division and 1 clerical position. The plan is to outsource one tree crew of four people

Mr. Lash said that, in reducing headcount, he is either eliminating vacant positions, or moving people into vacant positions.

Ms. Tarkington asked for an update on training and the HR policy manual. Ms. Kast said that she hasn't yet discussed these matters with Mr. Lash, but will do so over the next week.

With regard to the outsourcing in the Tree Division, Mr. Lash said that he is looking at reducing the number of people on the town's payroll over time through outsourcing in areas where there are things that can be done in the private sector. This would also allow for a reduction in the amount of equipment and insurance costs.

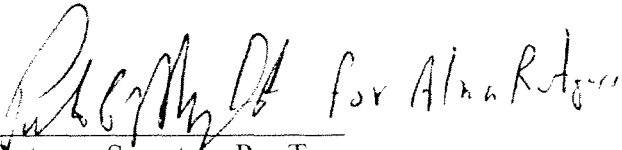
Mr. Gomeau said that headcount reduction cannot be done randomly, but needs to be part of a plan.

Mr. Lash said that Table of Organization changes were only a part of the hundreds of decisions involved in bringing in a budget that in total meets a 3.5% mill rate increase. He said that he is not trying to balance the budget by manipulating headcount, in which case he would have had to cut 60 positions to make up for increased costs.

Mr. Norton said that he agreed that an across-the-board headcount cut does not accomplish anything.

Upon a motion by Ms. Barton, seconded by Mr. Norton, the committee voted 4-0-0 to adjourn at 4:32 p.m.

Respectfully submitted,


Alma Rutgers, Secretary Pro Tem


Leslie Tarkington, HR Committee Chairman