1. BET HR Comm. Meeting Documents

Documents:

- APPROVED_BET_HR_COMM_MTG_MINUTES_02-19-13.PDF
- BET_HR_COMM_MTG_AGENDA_02-19-13.PDF
- SUB_TO_APP_BET_HR_COMM_MINUTES_02-19-13.PDF
TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
HUMAN RESOURCES COMMITTEE
MINUTES – Gisborne Meeting Room

February 19, 2013

Committee: Marc V. Johnson, Chairman; Randall Huffman, Mary Lee Kiernan
Leslie Tarkington

Staff: Peter Mynarski, Comptroller; Mary Pepe, Director of Human Resources;
Mary Jo Iannuccilli, Assistant Director of Human Resources; Robert
Lichtenfeld, Director of Board of Education Human Resources

The meeting was called to order at 3:06 P.M.

1. Elected Officials and Management and Confidential Salary Rate Discussion
There were a variety of materials distributed at the meeting. The first set of materials
was presented by Ms. Tarkington that referred to Consumer Price Index (CPI) Market
Data for calendar year 2012. Ms. Tarkington noted that the overall increase for the
period equated to a 2.0% increase. However, Ms. Tarkington noted that the increase for
the first six months was 2.4% and the increase for the last six months was 1.9%
indicating a downward trend for the latter part of the year. Ms. Tarkington also noted that
the CPI being used was the Urban Wage Index that includes parts of New Jersey, New
York, Long Island and Connecticut.

Additional materials distributed were presented by Ms. Pepe. They included a “Salary
Budget and Salary Structure Projections” report prepared by Buck Consultants. Ms.
Pepe mentioned that Buck Consultants utilized the services of WorldatWork for pertinent
market data in this study. Ms. Pepe also mentioned the study detailed Cost of Living
Adjustments (COLA) and Merit increases for both the General Industry and the Public
Administration.

Mr. Johnson also provided a previously prepared chart from the Director of Labor
Relations, Al Cava, listing General Wage Increases and Increments for the period of
2004 through 2014. The initial discussions centered on raises for Management and
Confidential (M&C) employees. As a result of these discussions, Mr. Johnson made a
motion, seconded by Ms. Tarkington, to increase the M&C wage pool by 2.0% for the
fiscal year 2013-2014. Ms. Pepe told the Committee that, after performance evaluations
were factored in, M&C raises for the current year went from 0.0% to 3.9% with the
overall wage pool set at 2.5%. The vote was 3 to 1 in favor of the motion. Ms. Kiernan
voted against the 2.0% increase, saying she preferred a 2.25% increase because of
several reasons, including the fact that the .25% difference amounts to $16,000; there is
substantial variation in what departments are doing in the 100s accounts for FY 14, so
the 2.0% overall budget guidelines cap on operating is not necessarily guidance for this
decision; that the Buck Study is ongoing and we should hold at the same increase the
committee voted on last year (2.25%); and that we should have a consistent philosophy
of pay for performance for this group of key leaders and employees. Mr. Johnson
reminded the group that the HR Department is currently working on revisions to the M&C
performance evaluation process and hoped it would be fully in place for next year.
The discussions turned to a raise for the First Selectman and the two Board of Selectmen members that receive a salary that equates to 10% of the First Selectman's salary. Mr. Johnson referred to a chart prepared by Mr. Mynarski that benchmarked salaries against other Towns and a chart with First Selectman, Tax Collector and Town Clerk salary history. Ms. Tarkington commented that it didn't seem as if the First Selectman position was keeping up with the other M&C and elected positions. She suggested that a 2.5% increase be considered. Mr. Johnson reviewed that this Committee recently voted on salary increases of 2.25% and 2.0% over two years for the Registrars of Voters. Ms. Kiernan made a motion, seconded by Mr. Huffman, to grant a 2.25% increase for the First Selectman in year one and a 2.0% increase in year two. The increase would also apply to the two Selectmen. The vote passed 4 to 0.

The final set of discussions involved raises for the Town Clerk and Tax Collector. Ms. Tarkington stated that both the Town Clerk and the Tax Collector are department heads and should receive an increase similar to the other M&C department heads. Ms. Tarkington made a motion, seconded by Mr. Johnson, to grant 2.0% raises for both year one and year two. The vote was 2 to 2 and therefore the vote failed. Mr. Huffman expressed his concerns and voted against the 2.0% increases in favor of no increase at all. Ms. Kiernan also expressed her concerns and stated she would have liked to see a smaller increase in the neighborhood of 1.5%.

Mr. Johnson said he would forward the recommendations and votes on each item to the BET Budget Committee for their considerations.

2. **Items for Future Discussion**

There was no discussion on items for future discussion.

3. **Adjournment**

   Upon a motion by Ms. Kiernan, seconded by Ms. Tarkington, the Committee voted unanimously to adjourn the meeting at 4:32 P.M.

\[Signature\]

Peter Mynarski, Comptroller/Recording Secretary

\[Signature\]

Marc V. Johnson, HR Committee Chairman
AGENDA

1. Elected Officials and M&C Salary Rate Discussion

2. Items for Future Discussion

3. Adjournment
   • Next meeting - Thursday, March 7, 2013 at 11:00 AM in the Gisborne Room
Committee: Marc V. Johnson, Chairman; Randall Huffman, Mary Lee Kiernan
Leslie Tarkington

Staff: Peter Mynarski, Comptroller; Mary Pepe, Director of Human Resources;
Mary Jo Iannuccilli, Assistant Director of Human Resources; Robert
Lichtenfeld, Director of Board of Education Human Resources

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   were factored in, M&C raises for the current year went from 0.0% to 3.9% with the
   overall wage pool set at 2.5%. The vote was 3 to 1 in favor of the motion. Ms. Kiernan
   voted against the 2.0% increase, saying she preferred a 2.25% increase because of
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   the 2.0% overall budget guidelines cap on operating is not necessarily guidance for this
   decision; that the Buck Study is ongoing and we should hold at the same increase the
   committee voted on last year (2.25%); and that we should have a consistent philosophy
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Peter Mynarski, Comptroller/Recording Secretary

Marc V. Johnson, HR Committee Chairman