

1. BET HR Comm. Meeting Agenda 02-15-2023

Documents:

[BET HR COMM MEETING AGENDA 02-15-2023.PDF](#)

2. SUB\_TO\_APP\_BET HR Comm. Meeting Minutes\_02-15-2023

Documents:

[SUB\\_TO\\_APP\\_BET HR COMM MEETING MINUTES\\_02-15-2023.PDF](#)



**TOWN OF GREENWICH  
BOARD OF ESTIMATE & TAXATION  
HUMAN RESOURCES COMMITTEE  
REGULAR MEETING**

**Wednesday, February 15, 2023 – 9:00 A.M  
Cone Room**

**AGENDA**

1. Discussion and vote on Management and Confidential pay increases for FY24 including base increase, additional percentage for high performance, and healthcare contribution
2. Discussion and vote on headcount changes in the Salary Schedules of the Budget Book:
  - Department of Public Works – Sewer Division Application Coordinator
  - Nathaniel Witherell – correction to FTE and three additional persons in food service
3. Old Business
4. Approval of Minutes:
  - February 6, 2023
5. Adjournment

*The Town complies with all applicable federal and state laws regarding non-discrimination, equal opportunity, affirmative action, and providing reasonable accommodations for persons with disabilities. If you require an accommodation to participate, please contact the Commissioner of Human Services at 203-622-3800 or [Demetria.Nelson@greenwichct.org](mailto:Demetria.Nelson@greenwichct.org) as soon as possible in advance of the event.*

**TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION  
HUMAN RESOURCES COMMITTEE  
REGULAR MEETING MINUTES  
Cone Room  
Wednesday, February 15, 2023 – 9:00 A.M.**

Committee

Present: William Drake, Chair; Harry Fisher, Miriam Kreuzer, Stephen Selbst

Staff: Richard Feminella, Waste Water Division Manager, Dept. of Public Works; Alison Graham, Employee Benefits Manager; Erica Mahoney, Assistant Human Resources Director; Michael Mason, Head of Labor Relations; Peter Mynarski, Comptroller; Mary Pepe, Human Resources Director; Amy Siebert, Commissioner, Dept. of Public Works

BOE: Dr. Jonathan Budd, Greenwich Public Schools Chief Human Resources Officer

BET: Leslie Moriarty, Dan Ozizmir, Leslie Tarkington

Guest: Larry Simon, Board Chairman, The Nathaniel Witherell

Committee Chairman Drake called the meeting to order at 9:03 A.M.

**1. Discussion and vote on Management & Confidential (“M&C”) employees pay increases**

Upon a motion made by Mr. Fisher, seconded by Mr. Drake, a 2.5% base salary increase was proposed for M&C employees for FY24, with a 1 percentage point increase in healthcare contribution from the current 12% to 13% for M&C and Elected Officials.

While Elected Officials salary was voted in the previous HR Committee meeting, the healthcare contribution for this group has historically tracked that of M&C’s and the vote was clarified to include elected officials and will do so going forward. Discussion included the need to raise the healthcare contribution to more closely align with that of other professional bargaining units. Committee members agreed that the M&C compensation analysis would be useful to the discussion in subsequent years. The funds for the M&C Compensation analysis by an external consultant would be before the full BET in February or March 2023.

Ms. Kreuzer clarified that the HR Committee voted to increase healthcare contribution to 12.5% in last year’s M&C compensation vote; however, it appears that 12% was the actual contribution in FY23.

The motion passed 4-0.

**2. Discussion and vote on headcount changes in the Salary Schedules of the Budget Book**

Commissioner Siebert and Wastewater Division Manager Richard Feminella presented their request for a new position to the Sewer Division of a full-time Sewer Division Application Coordinator. Commissioner Siebert explained further the need for this position is due to the

overwhelmingly high requests for sewer-related needs and permits. The addition of the new position would improve Town resident experience by increasing timeliness of permit approval.

Upon a motion by Mr. Fisher, seconded by Mr. Selbst, to approve the addition of this new position, the Committee voted 4-0. Motion carried.

Dr. Budd provided the Committee with several clerical changes / clarifications to the FY23-24 Budget Table of Organization (“TOO”) for the Board of Education. In addition, he presented the need for converting 2 part-time bi-lingual customer service representatives at the Havemeyer Building to one full-time position, noting the difficulty of sourcing employees for the position and the need for increased efficiency. Dr. Budd clarified the need for an interim approval in the FY23 budget.

The Committee approved this item unanimously.

Mr. Simon provided the Committee with several clerical changes/clarifications to the FY23-24 Budget TOO for the Nathaniel Witherell. There had been an inadvertent omission of various full-time equivalent part-time positions in the FY22-23 TOO that should be corrected in the FY23-24 TOO.

Upon a motion by Mr. Fisher, seconded by Ms. Kreuzer, the Committee voted 4-0 to approve making changes to FY24 TOO to correct the clerical error and include full-time equivalents of the missing part-time positions.

Mr. Simon presented his request for three additional positions in Food Services at the Nathaniel Witherell (“TNW”). TNW had contracted an external food service vendor, who was unable to meet contractual obligations; therefore, TNW had been contracting three food service workers directly at a costly hourly rate. While Mr. Simon was presenting this as a FY24 TOO change, he noted that a more immediate approval would lead to cost savings in the current fiscal year.

Upon a second motion by Mr. Fisher, seconded by Mr. Drake, proposed an amendment from FY23-24 to FY22-23 in the formal ask of TNW for these positions. The Committee voted 4-0, as amended. Motion carried.

### **3. New Business – FY23-24 Budget Resolution**

The Committee was asked to consider changes to the prior year FY 2023 Budget Resolution related to Human Resource matters. Mr. Fisher made a motion to change one resolution and the Committee also added additional clarifying language. The changes are underlined below.

IT IS FURTHER RESOLVED that any additions to the number of positions in any department’s TOO in FY2022-2023 that will result in an increase of the Town’s retirement obligations or contribution to any deferred compensation savings plan is subject to approval by the BET; and

IT IS FURTHER RESOLVED that any reorganization of a department (*i.e.* resulting in increases to the Town’s retirement obligations or contributions to any deferred compensation savings plan) shall be subject to approval by the BET; and

IT IS FURTHER RESOLVED that any reclassification of a position that will result in an increase in salary or the Town's retirement obligations or contribution to any deferred compensation savings plan shall be reported to the BET.

Mr. Fisher motioned to approve these changes, seconded by Ms. Kreuzer. The Committee voted 4-0, motion carried.

**4. Approval of Minutes – February 6, 2023**

Upon a motion by Mr. Drake, seconded by Mr. Fisher to approve the minutes of the BET HR Committee held on February 6, 2023, the Committee voted 4-0. Motion carried.

**5. Adjournment**

Upon a motion by Mr. Fisher, seconded by Mr. Drake, to adjourn the meeting at 10:29 A.M., the Committee voted 4-0. Motion carried.

Respectfully submitted,

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Shira Davis, Recording Secretary

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William Drake, HR Committee Chairman