

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
HUMAN RESOURCES COMMITTEE MEETING

MINUTES – Law Department Conference Room - 8:00 A.M.

Tuesday, December 15, 2009

Committee: Leslie Tarkington, Chairman; Nancy Barton, Michael Mason, William Kelly
- 8:08 A.M. arrival

Staff: Peter Mynarski, Comptroller; Maureen Kast, Director, Human Resources;
Alison Graham, Employee Benefits Manager; Roland Gieger, Budget
Director; David Ridberg, Police Chief; Gina Williams, Assistant Director,
and Jane Anderson, part time assistant, BOE Human Resources

Other: Laurence Simon

The meeting was called to order at 8:03 A.M.

1. Approval of Human Resources Committee Meeting Minutes

Upon a motion by Ms. Barton, seconded by Mr. Mason, the Committee voted 3-0 to approve the November 10, 2009 Minutes.

2. Update on Retirement Incentive Program and Discussion per the Memorandum dated July 23, 2009 from Stephen Walko, Chairman, BET

Mr. Gieger presented a Retirement Incentive Program Total Cost and Savings through November 30, 2009 chart that shows program savings are \$913,953. Mr. Gieger projected that future savings will be lower due to union agreements. Mr. Kelly requested a more detailed chart for the January 20, 2010 meeting so the Committee could review the status of the Program for all affected positions.

3. Discussion of Police Department

Ms. Kast informed the Committee that her response regarding the analysis of titles and position grading within the Police Department will be completed for the BET Human Resources Committee January 2010 meeting. Chief Ridberg presented his recommendation for the reorganization of the Police Department. He proposed that the current two Deputy Chiefs and two Captains positions would be re-titled as four Major positions. The Committee discussed the potential impact on the succession plan.

Ms. Tarkington requested that this item be placed on the January 2010 meeting agenda for further discussion.

4. Discussion of Modification to M/C Employees 401 (K) Plan

Ms. Kast presented her recommendation to modify the benefit plan for M/C Employees. She first reviewed sections from the Hay Group's Benefits Analysis Report dated December 2007. Currently M/C employees hired prior to December 2006 receive a regular salary, a Retirement Plan of 8% and a 401(k) with an up to 6% of an employee's salary dollar for dollar match. The 14 M/C Employees hired after December 2006, receive a regular salary, a 401(k) with a 5% match and 5% mandatory contribution and 5 year vesting schedule.

For employees hired before December 2006 Ms. Kast recommended capping the current 401(k) 6% match benefit at \$7,000. She proposed that employees hired after December 2006 be offered an additional 457(b) plan with a sliding scale match of up to 6% of an employee's salary also capped at \$7,000. Both groups of employees would have the matches broken down into four equal quarters of up to \$1,750 to be matched. Ms. Kast informed the Committee that the cost to the town for this benefit modification would be \$38,744.

Ms. Tarkington asked if there should be a short phase in, such as 6 months, for existing M/C employees to allow them to review their contributions. Also, she commented on the take home pay differential between two employees of equal salary in the two retirement programs. Mr. Kelly asked for a one page risk analysis, using the Hay Group's report, explaining the steps have to be taken and cost to the town. In response to Mr. Mason's suggestion that the 401(k) plans be equalized, Mr. Simon said that the current 401(k) plans can not be modified and that the 457(b) plan is the only solution. Ms. Barton stated that there was not enough information to vote after one meeting with no advance information provided. The Committee requested additional information for the January 2010 meeting.

5. Discussion of Training

Not discussed.

6. Discussion of HR Reports

Ms. Tarkington, Mr. Kelly and Mr. Mason highlighted entries on the Unemployment Expenses chart. It was recommended that Ms. Williams respond to an inquiry regarding the BOE part time unemployment costs which are high. Ms. Tarkington noted the increased vacant positions which currently total 53.

Upon a motion by Ms. Barton, seconded by Mr. Kelly, the Committee voted 4-0 to adjourn the meeting at 10:00 A.M.

Elaine JV Brown, Recording Secretary

Leslie L. Tarkington, HR Committee Chairman