

**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
HUMAN RESOURCES COMMITTEE
REGULAR MEETING MINUTES
Cone Room
Monday, February 6, 2023 – 8:30 A.M.**

Committee

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

Staff: Alison Graham, Employee Benefits Manager; Erica Mahoney, Assistant Human Resources Director; Peter Mynarski, Comptroller; Mary Pepe, Human Resources Director

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

BET: Leslie Moriarty, Leslie Tarkington

Committee Chairman Drake called the meeting to order at 8:32 A.M.

1. Update from Public Schools on Hiring Practices Investigations

Dr. Budd updated the Committee on the investigations currently in progress. The State of CT Dept of Education requested additional documents which were sent and are currently being reviewed. The Commission on Human Rights and Opportunities (CHRO) is also reviewing what has been provided and requested additional documents which the State of CT Attorney General's Office also requested. The Board of Education is in the process and must complete redactions in compliance with privacy requirements before submitting the documents. Once that is done, they will submit to the requesting agencies.

2. HR Reports

- **Vacancy and Posted Vacant Position Listings**

Ms. Pepe stated there are several vacancies at this time. The exams for Fire Lieutenant are coming up and oral exams for Police are today. The vacancy for Legal Assistant is coming up in the Law Department, but they are reviewing it to determine if it warrants filling. Ms. Mahoney finished the interviews with P&Z for the position of Deputy Director of Planning & Zoning and has a candidate in the final phase of the process. Ms. Pepe added that they are in process of interviewing for an Assistant Fire Chief.

- **Workers Compensation Expense Report**

Mr. Mynarski stated that as of the end of January and early February, we have a surplus at \$223k, and when you factor in March the number will reach \$245k. If it continues at this pace, we will see about a \$300k surplus in this line item for the full year.

- **Summary of OSHA review**

Town HR was able to get a reduction of some of the penalties. They will be able to present a final report at the next BET HR Committee meeting.

3. Discussion and vote on Elected Officials pay increases for FY24 including base increase, additional percentage for high performance, and healthcare contribution

Mr. Drake noted his misstatement of the agenda item, which ought to be for Elected Officials. Ms. Kreuzer proposed a motion for 2.5%* increase for Elected Officials for 2024, first year of term, and 2%* increase for calendar year 2025. (*according to salary schedules). Mr. Selbst seconded the motion, and after discussion, the motion passed by unanimous consent.

4. Discussion and vote on Management & Confidential employees pay increases.

For the M&C salary and benefits, a vote will be taken up at the February 15th BET HR Committee meeting on percentages of pay raises for current employees.

5. Old Business – Request for Proposal (RFP) for a review of M&C salaries and benefits

Mr. Fisher made a motion to allocate \$45,000 from the BET consulting study appropriation for the study to be done by the consulting firm on this RFP. Mr. Drake seconded the motion. Mr. Selbst asked to amend the motion to include the name of the firm doing the study, Paypoint HR, to which the Committee voted 4 to 0. Both motions passed.

6. Discussion and review of Salary Schedules (and changes if any) in proposed FY24 Budget

- The Committee will invite the relevant managers to present these Increases in headcount:
 - 1 position in Public Works – Sewer Maintenance
 - Correction of 8 positions in Nathaniel Witherell, and addition of 3 positions

Mr. Fisher requested that Dr. Budd clarify additions and subtractions of GPS personnel. He agreed to do so at the next meeting of the Committee.

7. Approval of Minutes – January 12, 2023 - Ms. Kreuzer made a motion to amend the minutes, seconded by Mr. Drake. Motion was approved 3-0-1 (Fisher abstained).

8. Adjournment - Upon a motion by Mr. Fisher, seconded by Mr. Selbst, to adjourn the meeting at 10:07 A.M., the Committee voted 4-0-0. Motion carried.

Respectfully submitted,

Shira Davis, Recording Secretary

William Drake, HR Committee Chairman