

**TOWN OF GREENWICH  
BOARD OF ESTIMATE AND TAXATION  
HUMAN RESOURCES COMMITTEE**

**REGULAR MEETING MINUTES**

Cone Room

Tuesday, April 9, 2019

**Committee**

**Present:** Anthony Turner, Chairman; William Drake, Karen Fassuliotis, Elizabeth K. Krumeich

**Staff:** Benjamin Branyan, Town Administrator; Cicile Brown, Performance & Compensation Manager, Human Resources Department; Tom Klein, Director, Information Technology Department; Peter Mynarski, Comptroller; Mary Pepe, Director, Human Resources Department; Francis St. Jean, Assistant Director, Information Technology Department

**Board:** Jill Oberlander, Chair

**BOE:** Robert Stacy, Director, Human Resources Department, Greenwich Public Schools

Mr. Turner called the meeting to order at 3:06 P.M. and welcomed the HR Committee and attendees.

**1. Approval of BET HR Committee Meeting Minutes**

Upon a motion by Ms. Krumeich, seconded by Ms. Fassuliotis, the Committee voted 4-0-0 to approve the Minutes of the Regular Meeting of the BET Human Resources Committee held on March 19, 2019. Motion carried.

**2. HR Reports**

• **Vacancy Report**

The Human Resources Director, Mary Pepe, reported that 39 positions were vacant across the Town's departments but commented that there was nothing unusual to which she needed to call the Committee's attention. The Committee requested additional details about positions that have been vacant for an extended period: Parks & Recreation – Storekeeper; Greenwich Library - Library Clerks (2); Board of Education (BOE) - Custodians (4); and Office of the Town Clerk – Administrative Staff. Director Pepe noted that many Town of Greenwich (TOG) job descriptions were being re-written to recognize the variations of a job title and that generic job descriptions no longer fit the responsibilities within different departments. Mr. Stacy explained that BOE Custodial positions began as third-shift internship positions at GHS for training purposes and employees frequently changed to first-shift jobs within the School System when opportunities arose.

• **Workers' Compensation Report**

Comptroller Mynarski reported that the Workers' Compensation Report was continuing to trend favorably with a positive variance of approximately \$700,000 at the end of the ninth month of the fiscal year. He commented that claims year-to-date and the number of claim settlements or transitions to OPEB benefits through the assistance of CRMA (Certification of Risk Management Assurance) and the Town Law Department, could be credited for the favorable balance. The Comptroller will follow-up at the next meeting of the Committee with additional information about the unsettled Workers' Compensation claims.

**3. Old Business**

• **Executive Session**

**EXECUTIVE SESSION –Discussion of Security**

Mr. Turner called for an Executive Session to discuss Security.

Upon a motion made by Ms. Krumeich, seconded by Mr. Drake, the Committee voted 4-0-0 to enter Executive Session at 3:15 P.M.

Upon a motion made by Ms. Fassuliotis, seconded by Ms. Krumeich, the Committee voted 4-0-0 to exit Executive Session at 4:03 P.M.

The Committee exited Executive Session at 4:03 P.M.

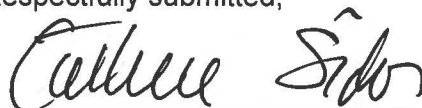
**4. New Business - None**

**5. Adjournment**

Upon a motion made by Ms. Krumeich, seconded by Ms. Fassuliotis, the Committee voted 4-0-0 to adjourn the meeting at 4:03 P.M. Motion carried.

The next Regular Meeting of the BET Human Resources Committee is scheduled for Tuesday, May 14, 2019, at 3:00 P.M. in the Cone Room.

Respectfully submitted,



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Catherine Sidor, Recording Secretary



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Anthony Turner, Chairman, HR Committee