

HUMAN RESOURCES ADVISORY COMMITTEE  
MINUTES OF SPECIAL MEETING  
February 10<sup>th</sup>, 2015 – 8:30 a.m.  
TOWN HALL CONFERENCE ROOM A

Present: Adam Dunsby, Grace Stanczyk, Suzette Bryan, Ed Nagy, Bill Kupinse, Matt Gachi, Athan Crist

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Meeting convened at 8:35 a.m. by First Selectman, Adam Dunsby.

The meeting began with an open forum for public comment; no members of the public were present.

Agenda item #2 Minutes from January 8, 2015 minutes were approved.

Agenda item #3. Tree warden position was discussed. The Board of Selectman has approved the HRAC Committee's motion to increase the stipend by two thousand five hundred dollars beginning in the next fiscal year.

Agenda item#4. Job reclassification and amount of hours worked for the Assistant Tax Assessor were discussed and amount of hours needed to perform the necessary tasks of the position were increased from 30 hours per week to 35 hours per week. Bill Kupinse motioned to approve the additional hours, and Athan Crist seconded the motion. All were in favor, although a job classification was not approved.

Agenda item #5 -7

- Adam Dunsby proposed a medical insurance cost share from non-union employees be instituted in the amount of twelve and one half percent of the medical insurance deductible for the upcoming fiscal year, to be in line with the union employees cost share.
- Employee step increases were approved for several non-union positions that are still under midpoint.
- A general wage increase for non-union employees of two and one half percent was also agreed upon during this discussion.

Matt Gachi motioned to approve and Bill Kupinse seconded the motion. The non-union employees abstained from this vote.

Approval of the Tax collectors pay rate scale has moved from a grade four to a grade three due to the Tax Collector Certification process being completed. Bill Kupinse moved this motion and Adam Dunsby seconded the motion.

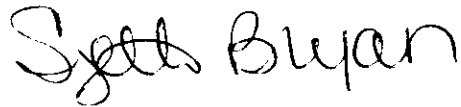
Agenda item #8 Other Human Resource business included a presentation by Registrar of Voters David Smith regarding the pay rates and job responsibilities of the R.O.V. and Deputy R.O.V. The committee requested more information to be presented at a future time.

Ed Nagy requested a job title change for two Public Works department positions. The first being from Facilities Technician Supervisor to Building Maintenance Forman, and the second being from Facilities Maintenance Technician to Building Maintenance Technician.

Adam Dunsby motioned to approve and Bill Kupinse seconded the motion.

A motion to adjourn the meeting was made by Adam Dunsby at 11:37 and all were in favor.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Suzette Bryan". The signature is written in a cursive, flowing style.

Suzette Bryan