

Revised 6/9/2009

**CITY OF NORWALK
PERSONNEL COMMITTEE
DECEMBER 10, 2008**

ATTENDANCE: Richard McQuaid; Chairman, Michael Geake; Richard Bonenfant; Laurel Lindstrom; Douglas W. Sutton; Steve Serasis.

STAFF: H. James Haselkamp Jr. Personnel Director

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6p.m. by the Chairman.

APPROVAL OF MINUTES FROM NOVEMBER 12th MEETING

**** MR. BONENFANT MOVED TO APPROVE MINUTES AS DISTRIBUTED.**

**** MOTION PASSED UNANIMOUSLY.**

APPROVAL OF THE 2009 PAY PLAN MATRIX

A discussion took place regarding the pay plan deadline of the November 2008 which is required to set the budget. The objectives for the fiscal year of 2008 and 2009 were set by the employees. Mr. Haselkamp gave an explanation of the objectives and how they work. The budget gets set for the fiscal year. The timing is between now and the next couple of weeks. The theory behind this is to set the cycle as an overall grid. Last Spring, the ordinance employees set out objectives for fiscal year 2008 and 2009.

Next May or June, Mayor Moccia completes an evaluation and there is a scoring process. Part is based on the objectives that were established. The other part is based on a series of criteria that Mayor Moccia lists in the evaluation form. This form comes with a score. Based on the evaluation they take the score and plug it into the grid. Each year, the Council approves the grid. Money is then put aside to cover the budget.

Theoretically, the way the grid gets structured is along this basis. The total adjustments for next year are all at 3 ½ percent. What was done last year was due to the poor performance of some employees who received less of a raise. This was based on how well expectations were met. In the category of meeting expectations, on the higher end of that grid, would equal the same raise

that the Union people would get. The difference here would be some people get less due to their performance. In the past, this would not have been the case because it was just a cost-of-living adjustment. On the up side of the performance scale, they would be rewarded with a higher raise due to exceptional performance. Historically, the raises in this range, for the past two years, have been pretty narrow. They have all been within 2 percent of each other. They range from 2 to 4 ¼ percent. A list can be given if so requested. The range in the previous year was even narrower. It was 3 to 4 ½ percent. There is no wide disparity of adjustments. There is a fairly narrow range. Mayor Moccia evaluates 80 percent of the people in the pay plan.

Some of the employees that are not department heads and are in the pay plan are the Mayor's secretary, Mr. Haselkamp's secretary and the Personnel Administrator that works for Mr. Haselkamp.

There are roughly thirteen or fourteen people in the whole City that are not Union members. That is who this pay plan applies to. All the directors are in the pay plan. Tom Hamilton has one person in the pay plan, the Budget Director.

Some who may be considered directors because they have the title are in the NASA Union. For example, Adam Bovilsky is in the NASA Union even though he is the Director of Human Relations and Fair Rent. The Tax Collector and the Tax Assessor are true department heads in some cities. In the City of Norwalk, even though they have those titles, they are NASA positions. In those instances they report to Tom Hamilton. So it is really Tom Hamilton, James Haselkamp, Mike Moccia and Hal Alvord and Robert Maslan who are the department heads in the ordinance plan. They are all tied to a grid. with the exception of the part-time employees.

The Directors, that are being talked about, are their terms served at the pleasure of the Mayor meaning can a new Mayor come in and cut those people and bring in his own people? In theory that can be done unless they had a contract. Police and Fire Chiefs have contracts and some Deputies. These employees do not get evaluated because they get the raises indicated in their respective contracts.

Considering the economy, the amounts that we are considering for next year, seem a bit high. Yes, in theory, someone could get a higher raise however this has not happened.

However, next year they will be tightening the belt. The problem is two contracts are up. One is the Clerical contract; the other one is the Local 2405 contract. Otherwise everything else is settled.

Those two groups are the lowest paid groups that we have. It is very difficult and more will be discussed in the Executive session on this matter. They are saying they will be getting less than everybody else. That is the real dilemma that we are in because we cut that deal with everyone.

First it was the Police Department. Next came the Fire Department and then it was NASA. So once all those are settled a sort of wage pattern was established. Now the problem is to be in a position to tell the lowest paying people of the City that they should get significantly less than everybody else.

Some people achieved less than what department people achieved. In the pay plan the actual titles are listed. Mr. Haselkamp offered to hand out copies of the list again. The list is what this discussion applies to. The cost of living is 5.2 percent right now. There is a struggle with the fiscal situation and the cost of living being substantially higher in the recent past.

- ** MR. BONENFANT MOVED TO APPROVE THE 2009 PAY PLAN MATRIX**
- ** THE MOTION PASSED WITH THREE VOTES IN FAVOR (MCQUAID, GEAKE, BONENFANT), 1 VOTE IN OPPOSITION (SUTTON) AND 2 ABSTENTIONS (SERASIS, LINDSTROM).**

OLD BUSINESS:

No old business was discussed.

NEW BUSINESS

No new business was discussed.

EXECUTIVE SESSION

APPROVE COLLECTIVE BARGAINING AGREEMENT ON SUCCESSOR CONTRACT BETWEEN CITY OF NORWALK AND NMEA

The members went into Executive Session at 6:20 p.m. No action was taken; consideration of the contract was tabled

ADJOURNMENT

- ** MR. GEAKE MOVED TO ADJOURN.**
- ** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 6:31 p.m.

Respectfully Submitted,

Gloria Cancelli
Telesco Secretarial Services