

**CITY OF NORWALK PERSONNEL COMMITTEE MINUTES**

**SEPTEMBER 28, 2005**

ATTENDANCE: Doug Sutton, Chairman; Betsy Bain; Fred Bondi; Rick McQuaid; Phyllis Bolden (8:15 p.m.)

STAFF: Sara LeTorneau, Director of Personnel Relations; John Schlosser, Personnel Administrator

OTHER: Tim Callahan, Director of Health; Diane Lauricella; Terri Tylo; Scott Gibson; Barbara Amodio; Joe Robidoux

CALL TO ORDER

Chairman Sutton called the meeting to order at 8:05 p.m.

He then let Ms. LeTorneau read a statement that she had prepared regarding the Ordinance List Salary Increases.

MINUTES FROM AUGUST 24, 2005 MEETING

**\*\* MS. BAIN MOVED TO APPROVE THE MINUTES OF AUGUST 24, 2005**

The correction to the minutes is as follows:

On page 4, the date of the next meeting should have been September 28, 2005.

**\*\* MOTION PASSED UNANIMOUSLY.**

DISCUSSION

A. Approval of Salaries for Ordinance List (referred back to Committee)

Chairman Sutton said, as duly noted by Ms. LeTorneau's comments, they will remove her name for consideration of a salary increase. He asked the Committee members to make that change to the ordinance list.

Ms. Lauricella asked Chairman Sutton if the public would have a chance to speak. Chairman Sutton said no, that members of the public had spoken at previous meetings and those comments have been recorded. Several members of the audience provided copies of correspondence to the Committee members in lieu of public speaking.

**\*\* MR. BONDI MOVED TO SEPARATE THE ORDINANCE LIST, AND REVIEW EACH EMPLOYEE INDIVIDUALLY.  
\*\* MOTION PASSED UNANIMOUSLY.**

## **EXECUTIVE SESSION**

### **A. Discussion of Ordinance List Performance Evaluations**

Ms. LeTorneau said that the Committee may go into Executive Session in order to discuss an individual performance. If the individual employee requests the discussion be held in public session, the Committee has to be notified and would discuss it in public session. She said that she had heard back from the City Clerk, who will be on vacation at the time of this meeting. She heard from Deputy Corporation Counsel Spahr, who requested that it be held in public session; and the Public Works Director, who requested that it be handled in public session.

**\*\* MR. BONDI MOVED TO GO TO EXECUTIVE SESSION IN ORDER TO DISCUSS THE REMAINING NAMES THAT ARE ON THE SALARY ORDINANCE LIST.**

Mr. Callahan, Director of Health, requested that his performance be handled in public session.

**\*\* MOTION PASSED WITH FOUR (4) VOTES IN FAVOR (BAIN, BOLDEN, BONDI, SUTTON) AND ONE (1) OPPOSED (MCQUAID).**

Chairman Sutton, Ms. Bain, Mr. Bondi, and Ms. Bolden entered into Executive Session at 8:40 p.m.

The Committee members reconvened out of Executive Session at 10:20 p.m.

Chairman Sutton said that no votes had been taken during Executive Session.

### **ACTIONS ON ITEM 2**

**\*\* MS. BAIN MOVED TO APPROVE A 3.5% INCREASE FOR THE EXECUTIVE SECRETARY, AND RECOMMENDED THAT THE POSITION RECEIVE A JOB AUDIT TO ENSURE THAT IT'S PAID AT AN APPROPRIATE LEVEL OF SALARY RANGE FOR THE POSITION COMPARED TO OTHER EXECUTIVE SECRETARY POSITIONS.**

**\*\* MOTION PASSED WITH FOUR (4) VOTES IN FAVOR (BAIN, BOLDEN, BONDI, SUTTON) AND ONE (1) ABSTENTION (MCQUAID).**

**\*\* MR. BONDI MOVED TO APPROVE A 3.5% INCREASE FOR THE EXECUTIVE ASSISTANT.**

\*\* MOTION PASSED WITH FOUR (4) VOTES IN FAVOR (BAIN, BOLDEN, BONDI, SUTTON) AND ONE (1) ABSTENTION (MCQUAID).

\*\* MR. BONDI MOVED TO APPROVE A 3.5% INCREASE FOR ALL THREE ASSISTANT CORPORATION COUNSEL POSITIONS. THE POSITION MARKED N/A WOULD NOT GET AN INCREASE.

\*\* MOTION PASSED UNANIMOUSLY.

\*\* MS. BAIN MOVED TO APPROVE A 3.5% INCREASE FOR THE ASSISTANT CITY CLERK.

\*\* MOTION PASSED WITH FOUR (4) VOTES IN FAVOR (BAIN, BOLDEN, BONDI, SUTTON) AND ONE (1) ABSTENTION (MCQUAID).

\*\* MR. BONDI MOVED TO APPROVE A 3.5% INCREASE FOR THE MAYOR'S ASSISTANT.

\*\* MOTION PASSED WITH FOUR (4) VOTES IN FAVOR (BAIN, BOLDEN, BONDI, SUTTON) AND ONE (1) ABSTENTION (MCQUAID).

\*\* MS. BAIN MOVED TO APPROVE A 3.5% INCREASE FOR THE CITY CLERK.

\*\* MOTION PASSED WITH TWO (2) VOTES IN FAVOR (BAIN, SUTTON) AND THREE (3) ABSTENTIONS (MCQUAID, BOLDEN, BONDI).

\*\* MR. BONDI MOVED TO APPROVE A 3.5% INCREASE FOR THE PERSONNEL ADMINISTRATOR.

\*\* MOTION PASSED UNANIMOUSLY.

\*\* MS. BAIN MOVED TO APPROVE A 3.5% INCREASE FOR CORPORATION COUNSEL.

\*\* MOTION PASSED WITH THREE (3) VOTES IN FAVOR (BAIN, SUTTON, MCQUAID) AND TWO (2) ABSTENTIONS (BONDI, BOLDEN).

\*\* MR. BONDI MOVED TO APPROVE A 3.5% INCREASE FOR THE DIRECTOR OF MANAGEMENT AND BUDGETS.

\*\* MOTION PASSED WITH FOUR (4) VOTES IN FAVOR (BAIN, BOLDEN, BONDI, SUTTON) AND ONE (1) ABSTENTION (MCQUAID).

\*\* MR. MCQUAID MOVED TO APPROVE A 3.5% INCREASE FOR THE DEPUTY CORPORATION COUNSEL.

\*\* MOTION PASSED UNANIMOUSLY.

\*\* MS. BAIN MOVED TO APPROVE A 0% INCREASE FOR THE PERSONNEL DIRECTOR, BASED ON A PUBLIC STATEMENT THE PERSONNEL DIRECTOR MADE EARLIER IN THE MEETING.

\*\* MOTION PASSED WITH THREE (3) VOTES IN FAVOR (BAIN, BONDI, SUTTON) AND TWO (2) ABSTENTIONS (BOLDEN, MCQUAID).

\*\* MR. MCQUAID MOVED TO APPROVE A 3.5% INCREASE FOR THE DIRECTOR OF HEALTH.

\*\* MOTION PASSED WITH FOUR (4) VOTES IN FAVOR (BAIN, BONDI, MCQUAID, SUTTON) AND ONE (1) OPPOSITION (BOLDEN).

\*\* MR. BONDI MOVED TO APPROVE A 3.5% INCREASE FOR THE DIRECTOR OF PARKS, RECREATION AND BUILDING MANAGEMENT.

\*\* MOTION PASSED UNANIMOUSLY.

\*\* MS. BAIN MOVED TO APPROVE A 3.5% INCREASE FOR THE DIRECTOR OF FINANCE.

\*\* MOTION PASSED UNANIMOUSLY.

\*\* MR. BONDI MOVED TO APPROVE A 3.5% INCREASE FOR THE DIRECTOR OF PUBLIC WORKS.

\*\* MOTION PASSED UNANIMOUSLY.

\*\* MS. BAIN MOVED TO APPROVE A 3.5% INCREASE FOR THE DIRECTOR OF COMBINED DISPATCH.

\*\* MOTION PASSED UNANIMOUSLY.

\*\* MS. BAIN MOVED TO APPROVE A 3.5% INCREASE FOR THE BUILDING AND FACILITIES MANAGER.

\*\* MOTION PASSED UNANIMOUSLY.

Mr. McQuaid said that the vote with three abstentions will go to Council.

\*\* MS. BAIN MOVED TO AUTHORIZE THE PERSONNEL COMMITTEE TO LOOK INTO JOB AUDITS FOR SOME MEMBERS ON THE ORDINANCE LIST TO ENSURE THAT THEY ARE IN THE PROPER SALARY RANGE FOR THE WORK THAT THEY DO, AND MS. BAIN MOVED TO AUTHORIZE THE COMMITTEE TO EXPLORE A SALARY BONUS POOL SO THAT REMUNERATION ABOVE AND BEYOND SALARY CAN BE CONSIDERED FOR OUTSTANDING OR EXCEPTIONAL WORK BY EMPLOYEES ON THE ORDINANCE LIST.

\*\* MOTION PASSED UNANIMOUSLY.

Mr. McQuaid asked why the Registrar of Voters position wasn't on the ordinance list.

Ms. LeTorneau said that they haven't received a raise since 2002. In 2003, the salary raises were deferred; in 2004, the Committee didn't act on raises until after the Election.

NEXT MEETING WEDNESDAY, OCTOBER 26, 2005 AT 8:00 P.M.

ADJOURNMENT

\*\* MS. BAIN MOVED TO ADJOURN.

\*\* MOTION PASSED UNANIMOUSLY.

The meeting was adjourned at 10:37 p.m.

Respectfully submitted,

Carolyn Marr  
Telesco Secretarial Services

