



City of Bristol
BRISTOL, CONNECTICUT 06010

REGULAR MEETING NOTICE

The regular meeting of the Salary Committee will be held on Wednesday, November 15, 2023 at 5:00 p.m. in the Human Resources Conference Room, City Hall, 3rd floor.

AGENDA

1. Call to order.
2. To review the September 20, 2023 regular meeting minutes.
3. To consider a proposal from the Director of PRY&CS to increase the wages of BPRYCS Part-time/Seasonal employees.
4. New business.
5. To adjourn.

Per order Cheryl Thibeault, Chairperson

Join Zoom Meeting

<https://bristolct-gov.zoom.us/j/5236552043?pwd=ZINHThpKMWs4dXFaVEgxcVVqL1p6QT09>

Meeting ID: 523 655 2043

Passcode: 123456

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Salary Committee
REGULAR MEETING MINUTES
Wednesday, September 20, 2023
City Hall West, Meeting Room 1

Present: Councilmembers Cheryl Thibeault, Jacqueline Olsen, Susan Tyler
Staff: Linda Milia and Mark J. Penney

1. CALL TO ORDER.

The regular meeting of the Salary Committee was called to order by Chairperson Cheryl Thibeault at 5:00 p.m.

2. APPROVAL OF MINUTES OF REGULAR SALARY COMMITTEE MEETING OF JULY 19, 2023.

On motion of Council Member Susan Tyler and seconded, it was unanimously voted: to approve the minutes of the regular Salary Committee meeting of July 19, 2023.

3. APPROVAL OF MINUTES OF SPECIAL SALARY COMMITTEE MEETING OF AUGUST 8, 2023.

On motion of Council Member Jacqueline Olsen and seconded, it was unanimously voted: to approve the minutes of the special Salary Committee meeting of August 8, 2023.

4. CHANGE A PART-TIME POSITION OF ADMINISTRATIVE ASSISTANT – LEGAL TO FULL TIME.

Assistant Corporation Counsel Thomas Conlin discussed Fair Rent legislation and how it has increased the work load of the Corporation Counsel. Attorney Conlin also discussed the qualifications of the current part-time incumbent that will be accepting the full-time position should it be approved by City Council.

On motion of Council Member Susan Tyler and seconded, it was unanimously voted: to recommend to City Council to change the part-time position of Administrative Assistant – Legal, to full-time and to refer to Board of Finance for funding.

5. INCREASE TO MAYORAL SALARY BEGINNING WITH THE NEXT TERM OF OFFICE.

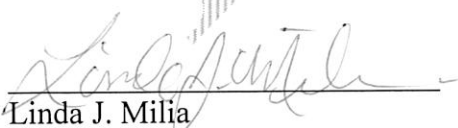
Chairperson Thibeault pointed out that a Town Manager position was voted down twice in Bristol; the Mayor essentially a CEO earning less than other department heads. Chairperson Thibeault suggested an increase based upon recent pay increase percentages for non-bargaining employees. Councilpersons Tyler and Olsen stated their reasons for not supporting an increase at this time.

Chairperson Cheryl Thibeault made a motion to increase Mayoral salary to \$111,394.50 beginning with the next term of office.

Motion failed.

6. At 5:40 p.m., on motion of Council Member Jacqueline Olsen and seconded, it was voted: To adjourn.

ATTEST:


Linda J. Milia

Recording Secretary



Subject: 2024 Minimum Wage Increase Changes to the BPRYCS Part-Time/Seasonal Wage Chart

To: Salary Committee

CC: Mark Penney, Director of Human Resources

Date Issued: 10/19/2023

On September 18, 2023 the State of Connecticut announced that beginning on January 1, 2024, Connecticut's minimum wage will increase from the current rate of \$15.00 per hour to \$15.69 per hour as a result of the state's first-ever economic indicator adjustment. In order to remain compliant and competitive, the City of Bristol Parks, Recreation, Youth & Community Services Department is presenting the following adjustments to the Part-Time/Seasonal Wage chart effective January 1, 2024.

Executive Summary of Proposed Changes

The following chart demonstrates position, current rates of pay and new rate proposals based on current position value. Accepting these changes allows us to comply with minimum wage requirement and maintain value proposition of the positions.

Salary Code	Position (s) Title	Current 01 Rate	Current 02 Rate	New 01 Rate	New 02 Rate	Comments
P01	Attendant Intern Laborer Office Staff Recreation Leader	\$15.40/hr	\$16.15/hr	\$16.09/hr	\$16.84/hr	Positions valued at .40 cents/hr (01) and \$1.15/hr (02) above the minimum wage
P02	Lifeguard	\$15.65/hr	\$16.65/hr	\$16.34/hr	\$17.34/hr	Position valued at .65 cents/hr (01) and \$1.65/hr (02) above the minimum wage
P03	Pony League Assistant Director	\$16.40/hr	\$17.15/hr	\$17.09/hr	\$17.84/hr	Position valued at \$1.40/hr (01) and \$2.15/hr (02) above the minimum wage
P04	Head Supervisor- Summer Camp	\$16.65/hr	\$17.40/hr	\$17.39/hr	\$18.09/hr	Position valued at \$1.65/hr (01) and \$2.40/hr (02) above the minimum wage
P05	Assistant Swim Coach	\$16.90/hr	\$17.65/hr	\$17.59/hr	\$18.34	Position valued at \$1.90/hr (01) and \$2.65/hr (02) above the minimum wage

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P06	Water Safety Instructor	\$17.40/hr	\$18.65/hr	\$18.09/hr	\$19.34/hr	Position valued at \$2.40/hr (01) and \$3.65/hr (02) above the minimum wage
P07	Pony League Director	\$17.90/hr	\$18.90/hr	\$18.59/hr	\$19.59/hr	Position valued at \$2.90/hr (01) and \$3.90/hr (02) above the minimum wage
P08	Lead Lifeguard	\$18.40/hr	\$19.90/hr	\$19.09/hr	\$20.59/hr	Position valued at \$3.40/hr (01) and \$4.90/hr (02) above the minimum wage
P09	Summer Camp Assistant Director	\$18.65/hr	\$19.65/hr	\$19.34/hr	\$20.34/hr	Position valued at \$3.65/hr (01) and \$4.65/hr (02) above the minimum wage
P10	Paraprofessional	\$19.15/hr	\$20.15/hr	\$19.84/hr	\$20.84/hr	Position valued at \$4.15/hr (01) and \$5.15/hr (02) above the minimum wage
P11	Head Swim Coach Tennis Director	\$20.40/hr	\$21.40/hr	\$21.09/hr	\$22.09/hr	Position valued at \$5.40/hr (01) and \$6.40/hr (02) above the minimum wage
P12	Summer Camp Director	\$21.40/hr	\$22.40/hr	\$22.09/hr	\$23.09/hr	Position valued at \$6.40/hr (01) and \$7.40/hr (02) above the minimum wage
P13	Head Lifeguard	\$21.90/hr	\$23.40/hr	\$22.59/hr	\$24.09/hr	Position valued at \$6.90/hr (01) and \$8.40/hr (02) above the minimum wage
P14	Sound and Lighting Technician	\$21.90/hr	\$22.90/hr	\$22.59/hr	\$23.59/hr	Position valued at \$6.90/hr (01) and \$7.90/hr (02) above the minimum wage
Y01-01	Intern (Youth)	\$15.40/hr	N/A	\$16.09/hr	N/A	Positions valued at .40 cents/hr (01) above the minimum wage
Y02-01	Apprentice	\$15.00/hr	N/A	\$15.69/hr	N/A	Position valued at minimum wage
Y03-04	Outdoor Adventure Program Coordinator	\$29.74/hr	N/A	\$30.43/hr	N/A	Positions valued at \$14.74/hr (04) above the minimum wage
Y03-05	Outdoor Adventure Program Director	\$34.90/hr	N/A	\$35.59/hr	N/A	Positions valued at \$19.90/hr (05) above the minimum wage
Y04-01	Project Aware (Group Leader)	\$21.75/hr	N/A	\$22.44/hr	N/A	Positions valued at \$6.75/hr (01) above the minimum wage

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Y04-05	Project Aware (Coordinator)	\$29.75/hr	N/A	\$30.44/hr	N/A	Positions valued at \$14.75/hr (05) above the minimum wage
Y05-01	Social & Cultural Recreational Coordinator	\$26.25/hr	N/A	\$26.94/hr	N/A	Positions valued at \$11.25/hr (01) above the minimum wage
Y05-02	Technical Safety and Maintenance Coordinator/Facilitator	\$30.75/hr	N/A	\$31.44/hr	N/A	Positions valued at \$15.75/hr (02) above the minimum wage
Y06-02	Project Associate	\$25.50/hr	N/A	\$26.19/hr	N/A	Positions valued at \$10.50/hr (02) above the minimum wage

Organizational Modifications

We are additionally proposing the following organizational modifications to the Part-Time/Seasonal Wage Schedule:

- Adjust the Specialty Programs Varied Salary Code P15 by eliminating the current Step 01 (\$15.00/hr) and starting step 1 at \$20.00/hr while adding a new step 10 to reflect \$65.00/hr.
- Eliminate Facilitator I-III and reclassify as Pine Lake Adventure Park Facilitator with the Salary Code P15 Specialty Program Instructor to allow for greater range of flexibility in recruiting certified facilitators to run programs at Pine Lake Adventure Park when that re-opens in 2024.

Sincerely,



Dr. Joshua T. Medeiros, Ed.D., CPRE
Superintendent of Parks, Recreation, Youth & Community Services

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Minimum Wage Impact

Division	Hours	Change	Total
Parks	3178.25	\$ 0.69	\$ 2,192.99
Recreation	18237.5	\$ 0.69	\$ 12,583.88
Aquatics	31335	\$ 0.69	\$ 21,621.15
			\$ 36,398.02