



City of Bristol
BRISTOL, CONNECTICUT 06010

REGULAR MEETING NOTICE

The Regular meeting of the Salary Committee will be held on Wednesday, March 16, 2022 at 5:00 p.m. in the 1st floor Meeting Room, City Hall.

AGENDA

1. Call to order.
2. To review the December 15, 2021 regular meeting minutes.
3. To consider a request for an annual salary increase for the Emergency Management Director.
4. New business.
5. Old business. To discuss action taken to move the position of Assistant Town Clerk from non-bargaining to a BPSA position.
6. To adjourn.

Per order Cheryl Thibeault, Chairperson
DATED this 8th day of March, 2022

Zoom Meeting link: gov.zoom.us/j/82422369179?pwd=MCs3QnhvekxzZURNdGNVRThabWZBZz09

Meeting ID: 824 2236 9179

Meeting Passcode: 123456

Join by phone: 1-929-205-6099 US (New York)

Salary Committee
REGULAR MEETING MINUTES
Wednesday, December 15, 2021
Human Resource Conference Room, 2nd floor, City Hall

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

1. CALL TO ORDER.

The regular meeting of the Salary Committee was called to order by Chairperson Thibeault at 5:15 p.m.

2. APPROVAL OF MINUTES OF REGULAR SALARY COMMITTEE MEETING ON NOVEMBER 17, 2021.

On motion of Council Member Susan Tyler and seconded, it was unanimously voted: to accept the minutes of the regular Salary Committee meeting of November 17, 2021.

3. WAGE INCREASE TO POSITION OF DEPUTY REGISTRAR OF VOTERS.

Request presented by Sharon Krawiecki, Republican Registrar of Voters. Discussion included minimal financial impact of increase.

On motion of Council Member Jacqueline Olsen and seconded, it was unanimously voted: To recommend to City Council to approve a wage increase to \$18/hour for the Deputy Registrars of Voters retroactive to November 1, 2021.

4. TITLE AND SALARY CHANGE TO POSITION OF ASSISTANT TOWN CLERK.

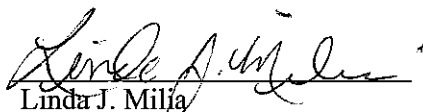
Request presented by Therese Pac, Town & City Clerk. Discussion included options to consider.

On motion of Council Member Susan Tyler and seconded, it was unanimously voted: To refer this matter to a future meeting of the Salary Committee.

5. ADJOURNMENT

At 5:38 p.m., on motion of Chairperson Thibeault and seconded, it was voted: To adjourn.

ATTEST:


Linda J. Milia
Recording Secretary



DATE: January 19, 2022

TO: Chery Thibeault, Chair
Salary Committee

FROM: Mayor Jeffrey Caggiano

RE: Emergency Management Director Salary

The Connecticut Department of Emergency Management and Homeland Security's EMPG grant funding supports the City's emergency management planning and response functions on an annual basis. An application for grant funding is submitted each year. The City's allocation for this grant is based on population, and the allowable expenditure for Federal Fiscal Year (FFY) 2021 is \$63,033.60.

To date, the City has not been claiming the full amount available from this grant. The City's allocation is \$31,516.80 for FFY 2021, which is the equivalent to \$.50 per capita. The funds are used for the following: salary for the part-time Emergency Management Director (EMD), a stipend for an Assistant Director; communications costs for the EMD and the Emergency Operations Center (EOC); travel, program supplies, membership dues, and miscellaneous supplies, including uniforms and first aid kits, for the CERT Team.

The current salary for the EMD is \$12,000, half of which is reimbursed by the grant, so the City pays \$6,000. The request for the next year is to increase the salary to \$25,000, half of which will be reimbursed by the Federal grant (\$12,500). The net increase in the salary cost to the City is \$6,500.

I appreciate your support of this measure as we seek to take full advantage of the grants available to the City, and compensate this position at a rate more commensurate with the services performed.

MEMORANDUM OF AGREEMENT
BETWEEN THE CITY OF BRISTOL AND THE
BRISTOL PROFESSIONALS & SUPERVISORS ASSOCIATION
AFT LOCAL #6012, BPSA, AFL-CIO

The City of Bristol (hereinafter referred to as the "City") and the Bristol Professionals and Supervisors Association (hereinafter referred to as the "Union") do hereby agree to the following:

1. Upon execution of this agreement, the Assistant Town and City Clerk, currently a non-bargaining Salary Level Three (3) position, shall be removed from the non-bargaining group, and included as a member of the Bristol Professionals & Supervisors Association, Nutmeg Independent NIPSEU.
2. The position shall be retitled Deputy Town and City Clerk and will be compensated at Salary Level Seven (7).
3. The incumbent, Merina Bigos, shall be compensated starting at Salary Level 7, Step 4 (\$73,368). She will move to Salary Level Seven (7), Step Five (5) on her 2022 anniversary date.

This agreement shall not serve as a precedent in any other pending or future matter involving the parties.

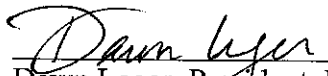
Executed this 14th day of February, 2022

For the City:



Mark J. Penney
Director of Human Resources

For the Union:



Dawn Leger, President, BPSA