



City of Bristol
Salary Committee

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Meeting ID 892 3611 1187

Password 123456 1 929 205 6099 US (New York)

The regular Salary Committee meeting will be held on Wednesday, December 17, 2025, at 5:00 p.m. in City Hall - Human Resources Conference Room, 3rd floor, 111 North Main Street, Bristol, CT.

AGENDA

1. Call to Order
2. Approval of Minutes
 - a. To approve the July 16, 2025 regular meeting minutes.
3. New Business
 - a. To consider wage increase of part-time and seasonal employees in PRY&CS.
 - b. to consider hiring a fourth Parent Ambassador for Bristol Early Childhood Collaborative (BECC).
4. Any other matter to come before said meeting
5. Adjournment

PER ORDER OF THE CHAIRPERSON
Greg Hahn

Salary Committee
REGULAR MEETING MINUTES
Tuesday, July 16, 2025
Human Resources Conference Room
3rd Floor, City Hall

Present: Councilmembers Cheryl Thibeault, Sebastian Panioto, Mark Dickau via ZOOM

Staff: James Haselkamp, Barbara Kashuba

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 JANUARY 15th MEETING, SPECIAL MINUTES OF JUNE 3RD AND JULY 3RD MEETINGS

Unanimously approved.

3. NEW BUSINESS

- a. **To consider new Non-Bargaining position of Parent Liaison with wages of \$25 per hour/not to exceed 10 hours per month.**

Unanimously approved and refer to Board of Finance.

Donna O'Such explained that the title of the position was going to be changed from Parent Liaison to Parent Ambassador. Motion was made to amend the job title to Parent Ambassador. The intention is to hire 3 Ambassadors who would serve 2-year terms. The BoE received a \$300k grant and these positions would be paid by the grant not the City of Bristol; these positions would only exist when there is a grant in place. The Ambassadors would work in the community and report to Donna; there would be requirements that must be met. There are currently 2 volunteers who hold his position. Job description was handed out.

Unanimously approved and refer to Board of Finance.

- b. **To consider new Non-Bargaining position of Family & Community Engagement Coordinator at Salary Level 3.**

Actual pay dependent on experience of individual hired. Benefits paid by grant.

Unanimously approved and refer to Board of Finance.

4. OTHER BUSINESS

Jim Haselkamp indicated that the Police Chief would like to discuss a change in pay for Part-time dispatchers. The request has been made but not agreed. This can be discussed at a later meeting as there is no urgency as it is for fill ins.

Jim suggested that the August meeting be cancelled as there do not seem to be any items that cannot wait until September.

5. At 5:20 p.m., on motion of Chairperson Cheryl Thibeault and seconded, it was unanimously voted: To adjourn.

ATTEST: _____

Barbara Kashuba, Recording Secretary



City of Bristol, Connecticut

**Early Childhood
Collaborative**

City of Bristol
111 N Main Street
Bristol, CT 06010
Tel: (860) 584-6254

December 12, 2025

James Haselkamp
Human Resources Director
City of Bristol
111 North Main Street
Bristol, CT 06010

To Mr. Haselkamp:

The Bristol Early Childhood Collaborative (BECC) currently has a posting for three (3) Parent Ambassadors. We want at least one of them to be bilingual, but none of our successful candidates are bilingual. We would like to request the ability to hire a fourth Parent Ambassador, focusing on finding a bilingual parent. Our grant funds support this hiring, as it's part-time, no more than 120 hours per year.

We would appreciate it if this agenda item could be added to your Salary Committee meeting on December 17, 2025.

Please let me know if you need additional information or have questions.

Sincerely,

Donna

Donna Osuch
School Readiness Liaison