

TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION
REGULAR MEETING
HUMAN RESOURCES COMMITTEE MEETING

MINUTES – Hayton Conference Room, 3rd Floor, 8:00 A.M.

Friday, July 18, 2008

Present:

Committee: Leslie Tarkington, Chairman
Nancy Barton, Michael Mason, and William Kelly

BET Attendees: Stephen Walko, Robert Stone, Laurence Simon

Attendants: Peter Mynarski, Comptroller; Maureen Kast, H.R. Director;
Roland Gieger, Budget Director; Nancy Weissler, Board of
Education, Chairman; Leslie Moriarty, Board of Education;
John Curtin, Assistant Superintendent, BOE; Dr. Sue
Wallerstein, Assistant Superintendent, BOE; Richard
Calcavecchio, Assistant Director, Business, BOE; Regina
Williams, Assistant Director Human Resources, BOE; Al
Cava, Director of Labor Relations; Don Fritz, M/C Pay Plan
Committee Member

The meeting was called to order at 8:02 A.M.

1. Approval of Human Resources Committee Minutes:

- a. **May 14, 2008 Meeting** – On a motion by Mr. Kelly, seconded by Ms. Barton, the Committee voted 4 to 0 to approve the May 14, 2008 minutes.
- b. **June 11, 2008 Meeting** – On a motion by Mr. Kelly, seconded by Ms. Barton, the Committee voted 4 to 0 to approve the June 11, 2008 minutes.
- c. **June 16, 2008 Special Meeting** – On a motion by Mr. Kelly, seconded by Ms. Barton, the Committee voted 4 to 0 to approve the June 16, 2008 minutes.

2. Discussion of M/C Pay Plan Compensation Study Draft – Executive Session

On a motion by Mr. Kelly, seconded by Ms. Barton, the HR Committee voted 4 to 0 to go into Executive Session at 8:04 A.M.

On a motion by Mr. Kelly, seconded by Ms. Barton, the HR Committee voted 4 to 0 to come out of Executive Session at 9:18 A.M.

No vote or further action was taken on this item.

3. Discussion of 2008-2009 TOO: Full Time Equivalent (FTE) Employees and Definitions

Mr. Gieger handed out schedules covering part time employees. No discussion was held on this item.

4. Discussion of BOE Staffing

Ms. Barton made a motion to take this item out of order. Mr. Kelly seconded the motion and the Committee voted 4 to 0 to take this item out of order.

Ms. Weissler gave opening remarks on Board of Education staffing levels and ratios and then turned the discussion over to Mr. Curtin.

Mr. Curtin handed out two reports on Board of Education staffing levels and ratios. Mr. Curtin went into detail with a power point presentation explaining the Town of Greenwich's staffing levels and how they were arrived at. He explained how Greenwich, covered under the District Reference Group B, stacked up against District Reference Group A and the Southwest Group on a variety of measures. The Committee engaged Mr. Curtin and other Board of Education officials with an extended session of questions and answers.

Subsequent to the power point presentation by Mr. Curtin, Mr. Mason made several analytical comments on staffing levels relevant to those part-time employees receiving benefits.

Mr. Kelly commended the HR Committee and Board of Education members in attendance by stating that the meeting was very beneficial in terms of opening the lines of communication on important budget matters. He offered that the Town and Board of Education should continue to meet prior to the budget process since the meeting was a very enlightening exercise.

5. Discussion of BOE Shared Services

Ms. Wallerstein stated that she had been communicating with John Crary, Town Administrator, regarding the Department of Public Works and Parks and Recreation issues of shared services.

Ms. Wallerstein mentioned that the Town was looking at potential shifts in reporting responsibilities between the Town and Board of Education in the area of building and

facilities maintenance and custodian services. However, Ms. Wallerstein pointed out that there are marked differences between how the two different areas of the Town operate.

Upon hearing Ms. Wallerstein's remarks, Ms. Barton suggested that she and Mr. Mason should meet with Mr. Crary for an update and development of continuing review of the concept of combining shared services of building and facility maintenance under the Town aegis.

Ms. Tarkington asked the HR Committee members if there was any need for an August HR Committee meeting. It was decided that there would be no need for an August meeting.

Upon a motion by Ms. Barton, seconded by Mr. Mason, the Committee voted 3 to 0 to adjourn the meeting at 10:38 A.M.

Leslie Tarkington, HR Committee Chairman

Peter Mynarski, Recording Secretary