

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

MINUTES – Engineering Conference Room (DPW 2nd Floor)
8:00 A.M.

Wednesday, February 13, 2008

Present:

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

Attendants: Peter Mynarski, Comptroller, Maureen Kast, HR Director
Peter Siecienski, Fire Chief, Robert Kick, Assistant Fire Chief
Nancy Weissler, Board of Education Chair, Dr. Ellen Flanagan,
Director Human Resources BOE,
John Curtin, Assistant Superintendent BOE

The meeting was called to order at 8:07 A.M.

1. Approval of Human Resources Committee Minutes:

- a. **January 15, 2008 Meeting** – the minutes were not available for a vote and their approval was deferred.
- b. **February 7, 2008 Special Meeting** – the minutes were not available for a vote and their approval was deferred.

2. Discussion with Fire Department Chief

Fire Chief Peter Siecienski attended with Assistant Fire Chief Robert Kick. Chief Siecienski handed out several Table of Organization Fire Department charts and a conversation ensued about the proposed Fire Department reorganization due to the requested reclassification of the Fire Lieutenants. Chief Siecienski stressed the need to promote the Lieutenants for several reasons. Chief Siecienski pointed out the new Lieutenants would be able to complete mandatory required fire incident reports and that it would be fiscally responsible and enhance fire safety.

The HR Committee asked the Chief about the budgetary impact of promoting the Lieutenants and Chief Siecienski stated the financial impact would be \$118,000, mainly in salaries and holiday differentials.

Mr. Mason asked the Fire Chief about response protocol to several Town locations and a discussion took place under the different scenarios.

3. Discussion of HR Committee Recommendation to the Budget Committee

- a. **HR Department Training and Policy Manual Budgets** – due to time limitations, this subject was not covered.
- b. **HR TOO by Departments including BOE** – Mr. Mason started the discussion with questions about the lack of inclusion of Grant Funded Board of Education employees in the TOO included in the Town’s budget book each year. Representatives from the Board of Education, Mrs. Weissler, Dr. Flanagan and Mr. Curtin participated in the discussion.

4. Discussion of M/C Pay Plan Compensation Study

This subject was not covered at this meeting.

5. Review of HR Schedules Prepared by the HR Department

Ms. Kast handed out the Vacancy reports to the HR Committee members. The subject was not covered in detail.

6. Old Business

None discussed.

7. New Business

None discussed.

Upon a motion by Mr. Mason, seconded by Ms. Barton, the Committee voted 4 to 0 to adjourn the meeting at 9:00 A.M.

Leslie Tarkington, HR Committee Chairman

Peter Mynarski, Recording Secretary