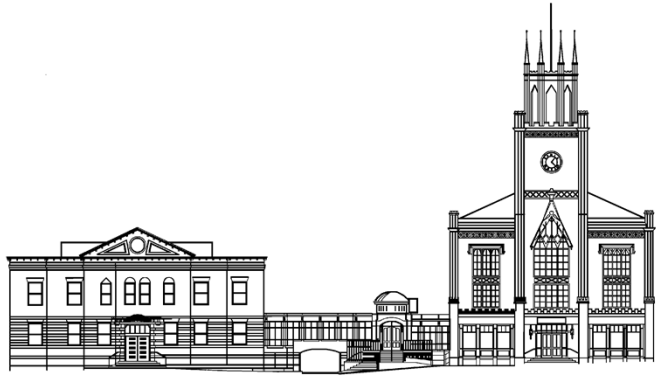




COMMITTEE ON HUMAN RESOURCES/INSURANCE

November 1, 2022 at 6:15 PM

Aldermanic Chambers, City Hall (3rd Floor)

Members: Aldermen Cavanaugh, George-Kelly, Barry, Gamache, Burkush

AGENDA

The Chairman calls the meeting to order.

The Clerk calls the roll.

1. HR Reports submitted by Lisa Drabik, Human Resources Director:
 - Position Summary Report
 - Vacancy Requisition Requests and Approvals
 - Summary of Arbitrations/Grievances
 - Sapphire SmartShopper Report

(Note: Provided for informational purposes only; no action is required.)
2. Communication from the HR Director providing an update on the RFP for the compensation study.

(Note: Provided for informational purposes only; no action is required.)
3. Communication from Brenda Masewic Adams, Tax Collector, requesting approval for a Grade 21, step 4 (\$66,206.75) starting salary for the newly promoted Deputy Tax Collector.

Ladies and Gentlemen, what is your pleasure?
4. Communication from Phil Croasdale, Water Works Director, requesting the elimination of one (1) Watershed Maintenance Worker I, grade 13, and the addition of one (1) Watershed Patrol Officer, grade 17.

Ladies and Gentlemen, what is your pleasure?
5. Communication from the Water Works Director requesting a revision to the class specification for the Water Distribution Manager, and that the position be added to the list of exempt positions eligible for overtime pay.

Ladies and Gentlemen, what is your pleasure?

6. Communication from Ted Kitchens, Airport Director, requesting the addition of one (1) Business Administrator, grade 20, to his complement.
Ladies and Gentlemen, what is your pleasure?
7. Communication from Allen Aldenberg, Police Chief, requesting authorization to enter into "side bar" negotiations with MPPA and MAPS regarding availability pay.
Ladies and Gentlemen, what is your pleasure?
8. Communication from the HR Director regarding ordinance amendment to Section 33.079 Vacations which would increase the vacation accrual for new non-affiliated employees from two to three weeks and allow them to use their vacation time immediately with department head approval.
If the Committee so desires, a motion would be in order to approve and refer the ordinance amendment to the Committee on Bills on Reading for technical review.
9. Communication from the HR Director regarding an ordinance amendment to Section 33.081 Sick Leave to change the terms of use.
If the Committee so desires, a motion would be in order to approve and refer the ordinance amendment to the Committee on Bills on Second Reading for technical review.
10. Report of the HR Committee recommending that the request from the Board of School Committee to increase the yearly stipend of elected school board members from \$2,000 to \$4,000 a year effective January 2, 2024 be approved.
(Note: This item was referred back to the HR Committee by the BMA at their October 4 meeting.)
Ladies and Gentlemen, what is your pleasure?

TABLED ITEMS

(A motion is in order to remove any item from the table.)

11. Report of the HR Committee recommending that the request from the Water Works Director to increase labor grades as follows:
 - Water Works Director from a 28 to a 29
 - Water Works Deputy Director of Water Distribution from a 25 to a 27
 - Water Works Deputy Director of Water Treatment & Supply from a 25 to a 27
 - Water Works Deputy Director of Finance & Administration from a 25 to a 27be approved.
*(Note: This committee report was referred back to the HR Committee at the 7/19/22 BMA meeting and tabled in committee on 9/6/22 to allow a review by the HR Director; **NEW communication from HR Director attached**).*

12. Communication from Brenda Masewic Adams, Tax Collector, requesting the reclassification of Customer Service Representative III's, grade 13, to Municipal Collections Clerks, grade 14.
*(Note: Tabled on 9/6/22 to allow a review by the HR Director; **NEW communication from HR Director attached.**)*
13. Report of the HR Committee recommending that the request from the HR Director to increase the labor grade for the Human Resources Analyst position from a 20 to a 21 be approved.
*(Note: This committee report was referred back to the HR Committee at the 7/19/22 BMA meeting and tabled in committee on 9/6/22 to allow a review by the HR Director; **NEW communication from HR Director attached.**)*
14. Report of the HR Committee recommending that the request from the HR Director to increase the labor grade for the Compensation Manager position from a 20 to a 21 be approved.
*(Note: This committee report was referred back to the HR Committee at the 7/19/22 BMA meeting and tabled in committee on 9/6/22 to allow a review by the HR Director; **NEW communication from HR Director attached.**)*
15. Communication from Tim Clougherty, Public Works Director, requesting the reclassification of an Application Developer/Analyst, grade 19, to an Application Developer/Analyst II, grade 20.
*(Note: Tabled on 9/6/22 to allow a review by the HR Director, **NEW communication from HR Director attached.**)*

If there is no further business, a motion is in order to adjourn.