



COMMITTEE ON HUMAN RESOURCES/INSURANCE

June 20, 2022 at 5:45 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 Kathleen Ferguson, 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. Update on the audit of the New Hampshire Retirement System submitted by the HR Director.

(Note: Provided for informational purposes only; no action is required.)
3. Communication from the HR Director requesting an increase in the labor grade for the Human Resources Analyst position from a 20 to a 21.

Ladies and Gentlemen, what is your pleasure?
4. Communication from the HR Director requesting an increase in the labor grade for the Compensation Manager position from a 20 to a 21.

Ladies and Gentlemen, what is your pleasure?
5. Communication from Brenda Masewic Adams, Tax Collector, requesting the elimination of a vacant Administrative Assistant I, grade 12 position and the addition of an Administrative Assistant II, grade 13.

Ladies and Gentlemen, what is your pleasure?

6. Communication from Emily Rice, Solicitor, requesting the reclassification of an Attorney II, grade 25, to an Attorney III, grade 27, effective July 1, 2022.
Ladies and Gentlemen, what is your pleasure?
7. Communication from Kevin Sheppard, Public Works Director, requesting the reclassification of a Clerk of the Works, grade 17, to a Project Coordinator, grade 18.
Ladies and Gentlemen, what is your pleasure?
8. Communication from Phil Croasdale, Water Works Director, requesting the following labor grade increases:
 - 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 27

(Note: The HR Director recommends that the Deputy Director of Finance & Administration be increased to a labor grade 26 instead of 27.)

Ladies and Gentlemen, what is your pleasure?
9. Communication from Sharon Wickens, Finance Director and Denise Boutilier, Parking Manager, requesting the reclassification of an Accounting Specialist II, grade 12, to an Administrative Services Manager, grade 16.
Ladies and Gentlemen, what is your pleasure?
10. Communication from the HR Director, in conjunction with the Fire Chief, recommending that the "United States citizen" requirement be removed from various Fire Department class specifications.
Ladies and Gentlemen, what is your pleasure?

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