

The Board of Selectmen Human Resources Subcommittee held a meeting on October 25, 2011 at the Notch Road Municipal Center. Present were: First Selectman Robert Morra; Selectmen Robert Lessard and Leslie Shea; Fire Chief James Preuss; Fire Commission members Cheryl Udin and Chris Moquin; and Administrative Officer Joyce Stille.

1. CALL TO ORDER

The meeting began at 6:30 P.M.

2. DISCUSSION ON PERSONNEL

The group discussed at length the duties of the various fire officers and the need to increase the stipends. The request was for the following yearly stipends:

Chief	\$12,000
Deputy Chief	\$ 8,000
Assistant Chief	\$ 6,000
Captains	\$ 2,000
Lieutenants	\$ 1,000

The need to increase the stipends was not questioned and the subcommittee agreed to recommend to the Board of Selectmen implementation of a three year plan. The subcommittee reviewed other part time wages and recommend the Board of Selectmen adopt the following wages for FY13 and three year plan for fire officers:

		Total
First Selectman (mo.)	1,125	13,500.00
Deputy First Selectman (mo.)	180	2,160.00
Selectmen (3) (per each)	1,300	3,900.00
Record Checker (2) (per doc)	.50	
Board Clerk		
\$25 no quorum		
1 hour \$60, 2 hours \$70		
Over 2 hours \$10/hr. add.		
BOS Secretary	17.40	
BOF Secretarial	12.40	
Treasurer (mo.)	760.00	9,120.00
Tax Collector/Town Clerk	16.00	
(shared position)		
Bd. Of Assess. Appeals (3/each)	190.00	570.00
Assessor	1820.00	21,840.00
Elections		
Registrars (2)	12.85	
Deputy Registrars (2)	10.40	
Moderator	10.90	
Election Workers	9.40	

Senior Citizen		
Van Drivers	13.15	
Home Help	8.65	
Chore Workers	8.65	
Handyman	16.70	
Secretary	13.25	
Fire Marshal (mo.)	630.00	7,560.00
Deputy Fire Marshal (mo.)	260.00	3,120.00
Highway Part Time snow	16.00	
Library Substitutes	9.70	
Library Page (2)	8.65	

Fire Commission	FY13	FY14	FY15
Chief	6,000	9,000	12,000
Deputy Chief	2,000	4,500	7,000
Assistant Chief	1,500	3,500	5,000
Captains	1,000	1,500	2,000
Lieutenants	500	750	1,000

In addition, Ms. Stille will work with the Fire Chief to develop a job description/criteria for the Chief's position.

3. DISCUSSION ON SHARED SERVICES

We continue to explore opportunities to share services with other entities.

4. ADJOURNMENT

The meeting ended at 8:16 P.M.

Respectfully submitted,

Joyce M. Stille
Administrative Officer

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.