

The Board of Selectmen Human Resources Subcommittee held a meeting on October 20, 2016 at the Notch Road Municipal Center. Present were: First Selectman Robert Morra; Selectmen Michael Eremita and Gwen Marrion; and Administrative Officer Joyce Stille. Registrars of Voters, James Dwire and Dolores Betti were present for discussion on their positions.

1. **Call to Order:** The meeting began at 9:00 a.m.

2. **Discussion with Registrars of Voters:**

The registrars shared information as to how their training and responsibilities have grown over the last few years and continue to expand. As a result, an increase in the hourly wage was requested. Ms. Stille provided a wage survey for the registrars and deputy registrars of voter's positions in smaller and surrounding towns, which showed wages in Bolton, were on the lower side. On average, the registrars work between 325 and 350 hours per year depending partially on the various voting events during the year.

3. **Discussion on Personnel:**

The group received the various part time positions and wages. By consensus, the group agreed to recommend to the Board of Selectmen the following list. One exception was made by Ms. Marrion. She did not feel the Selectmen should have an increase.

		<u>Total</u>
First Selectman (monthly)	\$1,236.56	\$14,838.67
Deputy First Selectman (monthly)	\$198.56	\$2,382.76
Selectmen (3) (per each)	\$1,428.82	\$4,286.45
Record Checker (2) (per doc)	\$	\$ .53
Treasurer (monthly)	\$750.13	\$9,001.54
Tax Collector Shared Position	\$18.59/hour	
Assessor (monthly)	\$2,002.94	\$24,035.63
Board of Assessment Appeals (3/each)	\$206.00	\$618.00
Moderator	\$12.35/hour	
Election Workers	\$11.08/hour	
Van Drivers	\$14.91/hour	
Home Help/Chore Workers	\$10.40/hour	
Handyman	\$18.65/hour	
Secretary	\$15.29/hour	
Fire Chief		\$12,859.34
Deputy Chief		\$7,501.28
Assistant Chief		\$5,358.06
Captains (2) (per each)		\$2,143.22
Lieutenants (5) (per each)		\$1,071.61
Fire Marshal (monthly)	\$708.63	\$8,503.56

		<u>Total</u>
Deputy Fire Marshall (monthly)	\$296.59	\$3,559.06
Snow Plow Driver	\$17.00/hour	
Snow Plow Driver (CDL)	\$18.54/hour	
Library Substitutes	\$10.98/hour	
Library Pages (2)	\$10.40/hour	

For the registrars of voters, \$18 per hour for next year and \$20 per hour for the following year is proposed. Wages for the deputy registrars are proposed at \$13 per hour next year and \$15 per hour the following year.

For full-time, non-union staff based on their individual performance reviews, their increases will be up to 3.5% for supervisors and 3% for non-supervisors (mirrors negotiated agreements between Town and unions).

The group also discussed the Assessor's position and efforts to provide coverage.

**4. Adjournment:** The meeting ended at 11:05 a.m.

Respectfully submitted,

Joyce Stille

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