

Date: June 5, 2017

Subject: May 30, 2017 Human Resources
Committee Meeting Minutes

To: Board of Directors

Human Resources Committee, and
From: Arthur G. Simonian, Executive Director

**Human Resources Committee
May 30, 2017 Meeting Minutes**

The Human Resources Committee met Tuesday, May 30, 2017 at The District offices at 245 Main Street, Cromwell, Connecticut.

The Chair, Tom Tokarz called the meeting to order at 5:34 PM. In addition to the Chair, present were Committee Members - Mary Marrocco, Joseph Samolis, and Doug Sienna. Committee member Tonilynn Collins was absent. There was a quorum. Also present were Board Chairman – John Dunham and Executive Director – Art Simonian.

The following is a summary of the meeting:

1) Executive Director’s Annual Evaluation Process

Mr. Sienna moved Mr. Samolis seconded, and the committee approved unanimously to go into Executive Session at 5:35 PM with Board Chairman – John Dunham to discuss the Executive Director's job performance/job evaluation and any potential changes to the Executive Director's compensation and benefits for the previous year.

Mr. Sienna moved Mr. Samolis seconded, and the committee approved unanimously to come out of Executive Session at 6:10 PM.

Mr. Sienna moved, Mr. Samolis seconded, and the committee approved unanimously:

Mr. Sienna moved Mrs. Marrocco seconded, and the committee approved unanimously to go into Executive Session at 6:20 PM with Board Chairman – John Dunham to discuss adjustments to the Executive Director’s compensation package for 2018.

Mr. Sienna moved Mrs. Marrocco seconded, and the committee approved unanimously to come out of Executive Session at 6:35 PM.

MOTION: The Human Resources Committee recommends a salary increase of 3% for FY 2018 and formalize and clarify verbiage regarding vehicle usage in the Executive Director’s contract. The Human Resources

Committee refers this recommendation to the Board of Directors for their review and approval.

2) Related Business & Staff Updates

- a) Tom Tokarz and the Committee requested the Executive Director speak with our District Counsel regarding the possibility of transferring sick time balances between employees.
- b) The Executive Director informed the Committee as to the status of two employees on leave.

Adjournment:

Mr. Samolis moved, and Mr. Sienna seconded, and the committee approved unanimously to adjourn at 6:50 PM.