MINUTES
GENERAL COUNSEL COMMISSION
REGULAR MEETING OF AUGUST 11, 2016

Present: Councilwoman and Chairwoman Mary Bartolotta, Councilwoman Kleckowski, Councilman Daley, Councilman Nocera, and Councilwoman Salafia. Staff: Deputy General Counsel Kori Wisneski, Kathie Morey, Director of Human Resources.

Members of the Public: Billy Russo, Director of Public Works.

Call to Order:

Meeting was called to order at 7:01 p.m.

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16 SEP -9 AM 11:50
TOWN CLERK
MIDDLETOWN, CONN.

Public Comment:

None to report.

Approval of Minutes:

Councilman Daley made a MOTION to approve the Minutes from the July 14, 2016 Special Meeting, which included Councilwoman Kleckowski's in attendance. The Motion was seconded by Councilwoman Salafia. The Motion passed unanimously.

New Business:

A. Ordinance – Tax and Business Incentive Program (272-9)

Councilman Daley and Attorney Wisneski spoke to the proposed changes in Section 272-9 of the Code. These changes were made in large part because of changes that were enacted in the enabling statute at the state level in the last legislative session. Councilwoman Bartolotta made some suggested changes to Section D(1)(c), which were modified slightly by Councilman Daley.

Councilwoman Bartolotta made a MOTION to approve the ordinance with the changes noted in the original packet, including the additional changes to Section D(1)(c) as set forth belowm. The Motion was seconded by Councilman Nocera. The Motion passed unanimously. The changes are as followed:

> (c) All Applications for the abatement of taxes pursuant to this section that receive a favorable recommendation from the Economic Development Committee shall go to the Common Council for its review. The Common Council shall only act upon the application by ordinance; said ordinance shall include the fixed period of time, percentage of abatement of taxes or fixed assessment for each year of the fixed period of time, and other development incentives as outlined under D(3) of this ordinance. If the Common Council approves the Application, the Mayor shall execute a tax abatement agreement with the Owner or Applicant, pursuant to the details as outlined in the ordinance approved by the Common Council.

B. Ordinance – Retirement Systems: Cost-of-living Adjustments (74-47)

Attorney Wisneski explained that she was presenting two possible ordinances – one of which came out of a vote from the Retirement Board and another one that she was suggesting based on the discussions at the Retirement Board, which may be easier to implement. The Councilmembers expressed concerns about the more general ordinance changes that seemed to provide a yearly option to review the COLA for retirees. Based on that discussion, the Commission wanted to revise the ordinance in a more specific nature and to limit the change to the next two years.

Councilwoman Salafia made a MOTION to approve the ordinance with changes to add Section F as set forth below. The Motion was seconded by Councilwoman Kleckowski. The Motion passed unanimously. The additions to Section 74-47 are as follows:

D. Retroactive to July 1, 2016, the Board shall adjust the pensions of each retiree such that the cost of living increase is 2% for the July 1, 2016 to June 30, 2017 time period.

E. For the period of July 1, 2017 to June 30, 2018, each retiree's pension shall be adjusted to increase by 2% unless the CPI as calculated and set forth herein is higher than 2%. Under such circumstances, retirees shall receive the cost of living increase allowable and set forth under this section.

F. On July 1, 2018, each retiree's pension shall be adjusted in accordance with paragraphs A-C of this ordinance

Old Business:

It was decided at the meeting that discussion of A & B, under new business, would happen simultaneously.

A. Job Descriptions – Manager of Fleet Services
B. Job Descriptions – Lead Master Mechanic

Much discussion ensued about the appropriate qualifications for each of these job descriptions. Some of the qualifications referenced an association – Motor Transport Association – which offers classes and membership to our employees. It was decided that these references should be taken out and Director Russo was asked which qualifications were necessary to get the most qualified job applicants for these positions. During the discussion, it was decided that the job description for Master Mechanic should also be considered and revised in accordance with the discussion.

Councilman Daley made a MOTION to amend the agenda to add the Master Mechanic job description. The Motion was seconded by Councilwoman Kleckowski. The Motion passed unanimously.

Councilman Daley made a MOTION to change the last sentence of the minimum training and expertise section of each of the three job descriptions as highlighted below. The Motion was seconded by Councilman Nocera. The Motion passed unanimously. The changes are as followed:

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree or equivalent in Mechanics/Repair training with seven years of progressively responsible vehicle and equipment repair/garage management/supervisory experience or any combination of education and experience that provides equivalent knowledge, skills and abilities. Position requires a Class ~~A~~ B Commercial Driver's License (CDL) with the ability to obtain a Class A CDL, if required, ~~Motor Transport Association certification~~ Air Brake certification based on federal guidelines, ~~and~~ Air Conditioning ~~License~~ and confined space certifications.

Other

A. Vacancy Report: Report dated 8/11/16 was reviewed – No action required.

B. Legal Bills: None

Adjournment:

MOTION to Adjourn by Councilman Daley. The Motion was seconded by Councilwoman Bartolotta. Motion was unanimous and meeting ended at 8:57 p.m.