



**OFFICIAL MINUTES OF:**

Meeting of:	Personnel Committee
Date:	May 11, 2005
Time:	9:45 a.m.

**MEMBERS PRESENT**

Vincent J. Mesoella, Chairman  
Paul Pinault  
John MacQueen  
Laurie Montanaro, Personnel Chair  
Michael Salvatore  
Bruce Campbell

**MEMBERS ABSENT**

Angelo Rotella, Vice Chairman

**STAFF AND GUESTS PRESENT**

Ray Marshall, NBC  
Karen Giebink, NBC  
Thomas Uva, NBC  
Rich Bernier, NBC  
Paul Nordstrom, NBC  
Leah Foster, NBC  
Francie Brown, NBC  
George Redman, CAC

Jamie Samons, NBC  
Brenda Smith, NBC  
Rich Bernier, NBC  
Tom Brueckner, NBC  
Cecille Antonelli, NBC  
Joanne Maceroni, NBC  
Rich Harrigan, NBC

**1. Call to Order**

Recognizing a quorum, Personnel Chair Montanaro called the May 11, 2005 Personnel Committee meeting to order at 9:55 a.m.

**2. Approval of Minutes – April 6, 2005**

Personnel Chair Montanaro asked if all Committee members had an opportunity to review the minutes of the April 6, 2005 Personnel Committee meeting. Commissioner Campbell motioned to approve the minutes of the April 6, 2005 Personnel Committee meeting as written. Commissioner Salvatore seconded the motion, and the vote taken by the Committee was unanimous. The motion carries.

**3. Items for Action:**

A. *Amendments to Organizational Plan*

Mr. Pinault stated that there is only one item for review today. He noted that included in all Committee members' packets is a copy of a memo from Tom Uva, Director of Planning, Policy & Regulation, noting that our Environmental Monitoring and Data Analysis Section works 7 days per week, 365 days per year to sample the sewer system, industries and our treatment facilities. We presently have 10 people in the field doing the sampling and we do not have a field supervisor. This memo recommends a title change and reallocation of one existing position of Environmental Monitoring Technician, pay grade 6, to the position of Monitoring Field Supervisor, pay grade 7. We recommend that only one of the three Environmental Monitoring Technician positions be reallocated, specifically, the position held by Dennis Reall, who has been in the position for ten years. We feel this is necessary to provide adequate direction and supervision of the field staff. There is a slight increase in cost, but the budget is able to handle this increase.

Commissioner Salvadore motioned to approve the Amendment to NBC's Organizational Plan. Commissioner Campbell seconded the motion, and the vote taken by the Personnel Committee was unanimous. The motion carries.

**4. Other Business**

Mr. Pinault noted that two contracts ago with the unions, we had agreed to jointly hire a Human Resources firm to look at all of our union positions to upgrade their job specifications and recommend if there were any adjustments in grade levels, compensation and benefits. That was supposed to have been done prior to the last round of negotiations, but for various reasons, it did not happen until after the negotiations were complete. We jointly hired the firm of Fox Lawson & Associates, and Council 94, Local 1033 and the NBC split the cost three ways. The study looked at all 40 to 50 union job specifications and completely updated them based upon consulting with our staff and supervisors. All of the job specifications were very old and antiquated and were inherited from the State Personnel System.

Mr. Pinault noted that NBC is a unique entity in the types of work that we do, and the job specifications did not reflect the work that our employees perform. Additionally, when the consultant reviewed the State payroll system that we still use (each grade has 3, 4 or 5 steps), it was recommended that we go to a standardized rating system of grades, with eleven steps. We have met several times with the unions, and, in general, we agree that we should use the new updated job specifications. As far as changing from the State system of grades and steps to this new proposed system, we agree that it is the way to go but there is a cost associated with that. Due to the fact that we are not going to be negotiating with the unions for another 2 ½ years, we have held that in abeyance. The union has proposed that we extend the contract two additional years with what they call a minor cost of living, which we have not agreed to. We'll be meeting again with the unions in a few weeks, and we do have a re-opener in the Contract next year for healthcare, which as you know has been an issue that is driving our costs. Mr. Pinault told the unions that NBC will not consider any wage adjustments until healthcare is discussed.

**5. Adjournment**

With no further business to come before the Committee, Commissioner Salvadore motioned to adjourn. Chairman Campbell seconded the motion, and the vote taken was unanimous. The meeting adjourned at 10:01 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Paul Pinault".

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Paul Pinault, *Secretary*