



**OFFICIAL MINUTES OF:**

Meeting of:	Personnel Committee
Date:	September 28, 2005
Time:	10:00 a.m.

**MEMBERS PRESENT**

Vincent J. Mesoella, Chairman  
Angelo Rotella, Vice Chairman  
Paul Pinault  
Michael Salvatore  
Bruce Campbell  
Thomas Lazieh  
John MacQueen

**MEMBERS ABSENT**

Laurie Montanaro, Personnel Chair

**STAFF AND GUESTS PRESENT**

Ray Marshall, NBC  
Karen Giebink, NBC  
Thomas Uva, NBC  
Paul Nordstrom, NBC  
John Zuba, NBC  
Pat Dodd, DPU

Jean-Marie Grossi, NBC  
Cecille Antonelli, NBC  
Joanne Maceroni, NBC  
Cecille Antonelli, NBC  
Diane Buerger, NBC

**1. Call to Order**

In the absence of Personnel Committee Chair Laurie Montanaro, Chairman Mesoella chaired the September 28, 2005 Personnel Committee meeting. Recognizing a quorum, Chairman Mesoella called the September 28, 2005 Personnel Committee meeting to order at 10:01 a.m.

**2. Approval of Minutes – June 15, 2005**

Chairman Mesoella asked if all Committee members had an opportunity to review the minutes of the June 15, 2005 Personnel Committee meeting. Commissioner Campbell motioned to approve the minutes of the June 15, 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 in the budget over the last couple of years, we have had an Appendix, which lists all of the positions in the Agency outlining which positions are funded and which positions are not funded for that particular year. NBC has had some issues at Field's Point where there have been shortages on the 3-11 shift, and in order to hire additional Operators, we had to fill Operator positions that were not funded, but to save money we did not fill a vacant Electrician and Mechanic I position. Therefore, at no time did NBC exceed the total number of budgeted positions. He noted that in the near future, two Process Monitors will be retiring, and we will have to have flexibility in filling positions. Similarly, in the Interceptor and Maintenance Section, we would like to hire an Operator II and not fill a Heavy Equipment Operator position. Therefore, he stated that what he is recommending is that rather than go to the Personnel Committee every month to make these swaps, when there is no change in the total amount of budgeted positions, he recommends that we give the authority for these changes to the Administration and Finance Division, because they check before a position is posted to make sure that the funds are available and that we are in accordance with the overall budget schedule.

With no comments or questions, Commissioner MacQueen motioned to approve staff's recommendation, as noted by Mr. Pinault. Commissioners' Salvadore and Campbell seconded the motion, and the vote taken by the Personnel Committee was unanimous. The motion carries.

#### B. *Review and Approval of Resolution 2005:27, Amendment and Restatement of the Narragansett Bay Commission Non-Union Defined Contribution Plan*

Chairman Mesolella stated that the Executive Committee met earlier today and held a discussion regarding housekeeping measures with respect to the Non-Union Defined Contribution Plan. There were no substantive amendments, however, there were some clarifications made.

Ms. Giebink referred to Resolution 2005:27, which is included in all Committee members' packets. This Resolution is an Amendment and Restatement of the Narragansett Bay Commission Non-Union Defined Contribution Plan. NBC had requested a review by our outside legal counsel of our Non-Union Defined Contribution Plan, and they recommended a number of changes. She noted that we are clarifying language and definitions, modifying the plan to reflect tax law changes, ensuring consistency with the Trust Agreement, and it will also serve to simplify administration of the plans. She noted that all of the changes are outlined in a memo from Robert Friedman of Holland & Knight LLP, which is also included in all Committee members' packets. In addition, she noted that you will find a copy of Resolution 2005:27 and a copy of the amended and restated Plan.

With no questions or comments, Commissioner MacQueen motioned to approve Resolution 2005:27, Amendment and Restatement of the Narragansett Bay Commission Non-Union Defined Contribution Plan. Commissioner Salvadore seconded the motion, and the vote taken by the Personnel Committee was unanimous. The motion carries.

**4. Other Business**

None.

**5. Adjournment**

With no further business to come before the Committee, Commissioner Rotella motioned to adjourn. Commissioner MacQueen seconded the motion, and the vote taken was unanimous. The meeting adjourned at 10:15 a.m.

Respectfully submitted,



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Paul Pinault, *Secretary*