

**Personnel Committee
Monday, December 19, 2016
Conference Room B, Beck Municipal Building**

Minutes - DRAFT

Members Present: Denise Keane, Toni Moran (Chair), Ben Shaiken

Staff Present: Matt Hart, Maria Capriola

The meeting was called to order at 5:45pm.

1. APPROVAL OF MINUTES

Keane made the motion, seconded by Shaiken to approve the minutes of 12/5/16 as presented. Motion passed unanimously.

2. HR OPERATIONS UPDATE

By consensus the Committee moved HR Operations Update from Agenda Item #4 to Agenda Item #2. Capriola and Hart provided an overview of activities related to recruitment, labor relations, employee benefits, training and development, and special HR projects.

**3. EXECUTIVE SESSION – PERSONNEL IN ACCORDANCE WITH C.G.S §1-200(6)(a),
TOWN MANAGER COMPENSATION**

Shaiken made the motion, seconded by Keane to enter into Executive Session in accordance with C.G.S §1-200(6)(a) to discuss Town Manager Compensation, and to include Hart at the session. Motion passed unanimously. Hart and Committee members entered into executive session at 6:00pm

Committee members left executive session at approximately 6:20pm.

4. FY 16/17 TOWN MANAGER'S COMPENSATION

Shaiken made the motion, seconded by Keane, to recommend to the Town Council a 2.25% general wage increase for the Town Manager, retroactive to July 1, 2016 and to implement the FY 16/17 non-union health insurance changes for the Town Manager.

Meeting adjourned at 6:23pm.

Respectfully submitted,
Maria E. Capriola, M.P.A.
Assistant Town Manager, Town of Mansfield