

**CITY OF GROTON
COMMITTEE OF THE WHOLE
MINUTES
MONDAY, NOVEMBER 25, 2013**

MUNICIPAL BUILDING
7:30 PM

Mayor Galbraith called the meeting to order at 7:30 p.m.

I. ROLL CALL

Present: Mayor Marian Galbraith, Deputy Mayor William Jervis, Councilors Andrew Ilvento, Jay Dempsey, Stephen Sheffield, Keith Hedrick, Lawrence Gerrish, Finance Director Michael Hillsberg and City Clerk Debra Patrick.

Councilor Ilvento moved Councilor Hedrick seconded a motion to amend the agenda to discuss Vision and Goals of the Council for the remainder of the current term. Motion carried.

Mayor Galbraith distributed a copy of the vision and goals they worked on as part of the budget discussion at the Special Committee of the Whole meeting Saturday, November 23, 2013. She asked the Councilors if they were in agreement with this.

They all agreed that was what they discussed and agreed upon.

REFERRAL ITEM # 392 REVIEW OF CITY OF GROTON NON-UNION HANDBOOKS

Mayor Galbraith handed out a provision to the Management Handbook regarding flexibility for hours of management employees who attend evening meetings or are required to come in over the weekend. She said it isn't to grant equivalent compensatory time off for all hours worked beyond the 40 and all hours worked must be documented and approved in advance by the Mayor or Department Head.

Councilor Ilvento asked if this will allow Mr. Hillsberg to cut back on hours on another day when he has attended a Council meeting.

Mayor Galbraith said it would.

There was continued discussion on other departments this will impact and who works extra hours in the evening and on the weekends who are salaried managers.

REFERRAL ITEM # 480 DRINKING WATER REVOLVING FUND – WATER TREATMENT PLANT UPGRADES

Paul Yatcko, Director of Groton Utilities gave a presentation going over the project background, project goals, financing and some possible scenarios for rate hikes. He discussed the proposed start time and finish time for the project.

There were questions regarding the impact this might have on the debt service, whether water revenues could cover the necessary payments for the project and the possibility of a grant of up to 5% being available.

Councilor Gerrish said the tour was very helpful to him in understanding the project.

Councilor Dempsey asked if there were any other opportunities to increase water revenue at this time.

Director Yatcko said there isn't anything viable at this time but should something come up they would certainly explore it.

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Director Yatcko went over the timeline for approval and what steps would be taken to inform the public prior to the Freeman's meeting and final reading in February.

There was some discussion on the differences between the debt service for the City and for Groton Utilities.

Councilor Hedrick moved Councilor Gerrish seconded a motion to move REFERRAL ITEM # 480 to the December 2, 2013 Mayor and Council meeting. Motion carried.

REFERRAL ITEM # 482 DEPUTY POLICE CHIEF POSITION

Mayor Galbraith said there are 2 things to consider with this, changing the title of Captain to Deputy Chief and naming Interim Captain Michael Guillot as Deputy Chief. She said Mr. Guillot has served as Interim Captain for .92 years. She said the salary of \$90,000.00 is the same as when the last Deputy Chief served.

Mr. Hillsberg said Mr. Guillot will buy into the pension plan based on the formula distributed to the Councilors. He said it takes into account his .92 years served as Interim Captain.

Councilor Hedrick moved Deputy Mayor Jarvis seconded a motion to move REFERRAL ITEM #482 to the December 2, 2013 Mayor and Council meeting.

Councilor Ilvento wanted to clarify the position of Deputy Chief is in the Charter and is not a new position being created.

Mayor Galbraith said it's not a new position, only a change in title.

Councilor Gerrish asked if there are any increases in cost.

Mayor Galbraith said only for the difference in his salary and pension. She said he already receives a clothing allowance, health benefit buy back and drives a City vehicle as part of his employment contract.

There was some discussion on the number of years required to be vested to collect a pension.

The Chief and Deputy Chief are not part of the Police Department pension, they are covered under the management handbook for pension.

Councilor Gerrish asked if the employment contract was for a specified period of time.

Mayor Galbraith said it is not, the position is covered in the Charter as a just cause employee. Motion carried.

II. POSSIBLE EXECUTIVE SESSION

None.

III. COMMENTS FROM EXECUTIVE SESSION

None.

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IV. ADJOURNMENT

Councilor Ilvento moved Councilor Dempsey seconded a motion to adjourn. Motion carried.

Mayor Galbraith adjourned the meeting at 8:37 p.m.

ATTEST:

APPROVED:

**Debra Patrick
City Clerk**