

Transition Task Force

Personnel Subcommittee

Report of 7/18/12 meeting

Members of the Transition Task Force's Personnel Subcommittee (Thea Berkhout, Jo Butler, Shirley Meeker, Gary Patteson, Bruce Topolosky, Sue Nemeth), Kathy Monzo, Sandra Webb, and Carol Calquhoun, and Alice Small (liaison from Consolidation Commission) discussed the following:

Upcoming meetings

7/25/12: Transition Task Force
7/30/12: Joint Governing Bodies meeting

Thea Berkhout indicated that once the recommendations approved this evening are approved by the TTF and the joint governing bodies this month, there may not be a need for a further meeting of the committee, unless the TTF or the administrators refer a matter to the committee.

Updates

- Thea Berkhout reported that at Monday's joint governing bodies meeting, the appointment of administrator was approved: Bob Bruschi would be given a one-year contract as administrator effective January 1, 2013, and Kathy Monzo would be appointed deputy administrator and director of finance. Kathy Monzo reported that the personnel selection committee should be making recommendations on the remaining three senior positions at the July 30 meeting of the joint governing bodies.
- Union merging: The police unions are continuing to meet on a new contract that the governing bodies can accept. The public works union is not making progress and Kathy Monzo indicated that PERC needs to get them to work together.
- Cross-training: Kathy Monzo reported that cross training efforts are moving forward. The police have made good progress and have developed joint policies. Now that facilities decisions have been made, there will be more efforts to get departments to work together. Kathy will send Gary DeBlazio's email address to Shirley Meeker, who will contact him to see if he can assist in organizing team building efforts for the staff.

Paid Time Off

Subcommittee members discussed the three options that Jim Levine had provided for deciding on how paid time off would be managed for both current and new employees in the consolidated Princeton. After much discussion about the pros and cons of a Paid Time Off system, Thea Berkhout suggested a 4th option. Following are the options and votes:

Option#1: Administrators' recommendation to maintain the current system differentiating vacation days, sick days, and holidays and provide the borough's short-term disability plan Vote: 0

Option#2: A Paid Time Off system for all current and new employees, giving the same number of days that equal those provided in the administrators' proposal. Vote: 0

Option #3: A Paid Time Off system for all current employees, giving them the same number of days that equal those provided in the administrators' proposal, but reducing the number of PTO days for new employees. Vote: 2

Option#4: Support the administrators' recommendation in option #1 above (i.e., maintain the current system differentiating vacation days, sick days, and holidays), but strongly urge the new governing bodies to study, run a pilot PTO program, and consider moving to a PTO system within the first year. Vote: 4

Although not able to attend the meeting, Jim Levine and Jill Jachera had indicated their support for option #3, but had not known about the suggested Option #4 which was proposed at the meeting.

Medical insurance for employees and retirees

Subcommittee members were provided by staff with three options for current employees and retirees for medical insurance, including projected costs and savings. After a discussion of the pros and cons of each option, and based on the view that it would be the safest option in terms of future cost control, the subcommittee unanimously supported the State Health Benefits Plan for all current employees and for current retirees to maintain their current coverage. Retirees after the merge of benefits will participate in the SHBP.

Salary harmonization and other outstanding personnel issues

Thea Berkhout indicated that the committee had asked the administrators to develop guidelines to handle salary discrepancies for the same positions in the two municipalities. Kathy Monzo provided a chart that included the positions where the largest discrepancies were found and indicated that the administrators would seek the advice of the governing bodies regarding how much was considered too wide a discrepancy – perhaps 10% or more. In addition, she indicated that they would decide on which classification system to use for all salaries. She also indicated that the administrators are also reviewing all job descriptions for possible revisions.

There being no other business, Thea Berkhout thanked all committee members for their time, effort, and advice and indicated that she would keep them informed on the progress of implementation of the various personal matters and let them know should they need to meet again.

One member of the public, David Henry, the Princeton Health officer, provided a written request that the administrators involve department heads in discussions regarding salaries. The request included salary increases for members of the health department.

Prepared by Thea Berkhout, 7/19/12