



**CHICOPEE CITY COUNCIL**  
**HUMAN RESOURCE COMMITTEE**

**MEMBERS**

James Tillotson  
Gary Labrie  
Stan Walczak  
Timothy McLellan  
William Zaskey

APPROVED

**MINUTES**  
**August 24, 2016**

The following are the minutes of a public hearing held Wednesday, August 24, 2016 at 6:30 p.m. in the City Council Chambers, Fourth Floor, City Hall Annex, 274 Front Street, 4<sup>th</sup> floor, Chicopee, MA 01013

**Present:** Tillotson, Walczak, Zaskey

**Not Present:** McLellan, Labrie

**Also Present:** Daniel Garvey (Associate City Solicitor), Councilor Laflamme, Councilor Vieau, Raisa Riggott (HR Director), Councilor Krampits

Meeting called to order at 6:30 PM

In compliance with the Open Meeting Law the Chairman asked if anyone in the audience was recording the meeting. Hearing none the meeting continued.

**ITEM #1**

Mayoral appointment of Johnny Miranda to the Ambulance Commission to serve in such office for a term expiring on the 1<sup>st</sup> of January, 2018

Motion to approve – motion passed

Committee vote 3 – 0 favorable.

**ITEM #2**

ORDERED THAT THE City Council accept the attached pay scale proposal for non-union personnel effective July 1, 2016.

**Raisa Riggott** stated that Human Resource hired a consultant that put together a classification plan and a wage scale for all non-union employees' based on her findings of other communities that she had surveyed.

**Councilor Zaskey** stated that some of the communities that you've based your findings on are in the high-end communities.

**Councilor Tillotson** stated that he made a new classification plan based on local communities.

**Councilor Vieau** stated that he would like to bring to everyone's attention that one thing our non-union employee's do benefit from is the guaranteed step. With this proposal they will get steps guaranteed at two and one half percent. This is something for the first time that the non-union employees will be guaranteed a raise every year until they reach the final step.

**Councilor Vieau** stated that the only thing we can do is make a recommendation.

**Councilor Laflamme** stated that we have nothing for the non-union employees for the City of Chicopee. There are valuable people working for the city and we have to come up with something or we'll lose them and this is something in place now, a guideline for the future. This is a tool that should be updated. I think it was worth it

**Raisa Riggott** stated that this is a safeguard to get these increases because they did go for some years without any increases at all, so if we have a plan in place then they would be guaranteed those increases.

**Councilor Krampits** stated that we should have an evaluation for a performance review in place every year for the employees.

#### Suggestions for Chapter 7 Ordinance

- 1.) Part-time non-union employees be excluded from this proposed plan be governed by chapter 7 ordinances separately.
- 2.) Longevity and sick leave, vacation remains as it currently is.
- 3.) The following changes proposed to the wage study plan
  - a.) City Council Clerk and Assistant:  
Grade 3, step 7  
\$29,104.11/\$15.93 per hour
  - b.) City Council , Administrative Assistant and Office Manager:  
Grade 6, step 7  
\$43,025.85/\$23.55 per hour
  - c.) Out of grade payments currently in place be continued.

Committee vote        3 – 0 favorable

#### **ITEM #3**

Minutes – May 10, 2016

Motion made to approve. Motion passed.

Meeting adjourned at 7:33 PM.