



## **City of Ansonia**

### **Aldermanic Personnel and Salaries Committee Meeting October 8, 2013**

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#### ***Call to Order***

The Special Meeting of the Aldermanic Personnel and Salaries Committee was called to order at 6:30 p.m. by Alderman Jerome Fainer. All those present rose and pledged allegiance to the Flag of the United States of America.

#### ***Roll Call***

Chairman Edward Adamowski - absent  
Jerome Fainer - present  
David Knapp - present  
Howard Madigosky - absent  
Joan Radin - present  
Charles Stowe - absent  
Gene Sharkey - present

There was a quorum of 4 present and 3 absent.

Others present:

Corporation Counsel Kevin Blake

#### ***Call of the Meeting***

Board of Aldermen  
Salary/Personnel Subcommittee  
October 8, 2013 - 6:30 p.m.  
City Hall

1. Employment Resolution
2. Job Description for Part-Time (Tax Office)
3. Discussion
4. Adjournment

Alderman Knapp MOVED to accept the call of the meeting; SECONDED by Alderman Radin. A voice vote was taken and the MOTION PASSED 4-0.

### 1. *Employment Resolution*

Acting Personnel Director Tara Kolakowski explained the Employment Resolution. Area cities have adopted this prudent resolution relating to best practices. The basic premise is that a relative - a spouse, child, spouse of a child, should not work with an employee in a department that collects monies.

Both Corporation Counsel Blake and Labor Counsel Teodosio have reviewed this.

President Sharkey asked that the resolution be clarified by the removal of the word "or" in the following sentence:

"However, neither relatives nor individuals of the City of Ansonia employee will be considered for a position under the direct supervision of the City of Ansonia employee ~~or~~ for any position where the employed relative and the employee would be in a position that requires collection of monies."

The intent is not having two people who are married, or a child or spouse of a child in the same department handling money. But not in a situation where no money is being handled. For example, if the word "or" remains, Police Chief Kevin Hale could not hire his child as a Police Officer. Take out the word "or" and it only applies to departments handling money.

Ms. Kolakowski will remove the word "or" and present the Resolution with that revision to the full Board.

Alderman Sharkey MOVED to accept the Employment Resolution as revised and take it to the Full Board; SECONDED by Alderman Knapp. A voice vote was taken and the MOTION PASSED 4-0.

### 2. Job Description for Part-Time (Tax Office)

Ms. Kolakowski explained the part-time position duties and responsibilities did not mirror the full-time position. The only difference in job duties between the full time and part time positions is that if you are the full time person you may have to supervise the part time person. Other than that, the responsibilities are exactly the same, whether you do it three hours a day or eight hours a day.

A few typos have been corrected, and the union officers are in agreement with the changes.

Alderman Radin MOVED to accept the job description as revised for the part-time Tax Office bookkeeper position and take it to the Full Board; SECONDED by Alderman Knapp. A voice vote was taken and the MOTION PASSED 4-0.

*Adjournment*

**Alderman Radin MOVED to adjourn; SECONDED by Alderman Knapp. A voice vote was taken and the MOTION PASSED 4-0.**

The meeting adjourned at approximately 6:40 p.m.

Respectfully submitted,

Patricia M. Bruder, Secretary  
Ansonia Board of Aldermen