



City of Bristol  
BRISTOL, CONNECTICUT 06010

REGULAR MEETING NOTICE

The Regular meeting of the Salary Committee will be held on Wednesday, January 18, 2023 at 5:00 p.m. in Webster Conference Room A.

AGENDA

1. Call to order.
2. To review the November 16, 2022 regular meeting minutes.
3. To discuss proposed changes to Personnel Policies & Procedures.
4. To establish the 2023 calendar for meetings of the Salary Committee.
5. New business.
6. Old business.
7. To adjourn.

Per order Cheryl Thibeault, Chairperson  
DATED this 13<sup>th</sup> day of January, 2023

**Salary Committee**  
**REGULAR MEETING MINUTES**  
**Wednesday, November 16, 2022**  
City Hall West, Meeting Room 1

Present: Councilmembers Cheryl Thibeault, Jacqueline Olsen, Susan Tyler  
Staff: Mark Penney, Linda Milia

**1. CALL TO ORDER.**

The regular meeting of the Salary Committee was called to order by Council Chair Cheryl Thibeault at 5:00 p.m.

**2. APPROVAL OF MINUTES OF SPECIAL SALARY COMMITTEE MEETING OF OCTOBER 26, 2022.**

On motion of Council Member Jacqueline Olsen and seconded, it was unanimously voted: to approve the minutes of the special Salary Committee meeting of October 26, 2022.

**3. APPROVAL OF CHANGES TO NON-BARGAINING SALARY SCHEDULE.**

On motion of Council Member Susan Tyler and seconded it was voted to recommend to City Council to approve a change to step-advancement for non-bargaining employees to occur on their anniversary date.

On motion of Council Member Susan Tyler and seconded it was voted to recommend to City Council to approve removal of the Comptroller position from the non-bargaining salary schedule effective July 1, 2022.

On motion of Council Member Susan Tyler and seconded it was voted to recommend to City Council to decrease the number of steps on the non-bargaining salary schedule from seven (7) to four (4) effective July 1, 2022.

On motion of Council Member Susan Tyler and seconded it was voted to recommend to City Council to approve a general wage increase of 3% for non-bargaining employees, as presented, retroactive to July 1, 2022 and to refer to the Board of Finance for funding.

On motion of Council Member Susan Tyler and seconded it was voted to recommend to City Council to approve a freeze to wages for positions in Salary Code 8 from July 1, 2022 to July 1, 2023.

On motion of Council Member Susan Tyler and seconded it was voted to recommend to City Council to approve a \$5000 wage adjustment to the non-bargaining salary schedule, for positions as discussed, effective January 1, 2023, and to refer to the Board of Finance for funding.

On motion of Council Member Susan Tyler and seconded it was voted to recommend to City Council to approve an upgrade to the position of Director of Public Works from Salary Code 7 to Salary Code 8, and the incumbent Director of Public Works to Salary Code 8, Step 4, effective January 1, 2023 and to refer to the Board of Finance for funding.

On motion of Council Member Susan Tyler and seconded it was voted to recommend to City Council to approve an upgrade to the position of Personnel Analyst from Salary Code 1 to Salary Code 2 effective January 1, 2023 and to refer to the Board of Finance for funding.

**4. NEW BUSINESS.**

Chairperson Thibeault would like to discuss salary for position of Mayor at the December meeting of the Salary Committee.

5. **OLD BUSINESS.**

None.

6. At 6:30 p.m., on motion of Council Member Susan Tyler and seconded, it was voted: To adjourn.

ATTEST:

  
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Linda J. Milia  
Recording Secretary



City of Bristol  
 Office of Town and City Clerk  
 111 North Main Street  
 Bristol, Connecticut 06010

To: Erica Cubiya, Town & City Clerk

From: Salary Committee  
 (Name of Board or Commission)

Contact Person: Linda Milia Telephone Number: 860-584-6177

.Address: 111 North Main Street E-mail Address: lindamilia@bristolct.gov

In compliance with Section 1-225 of the Connecticut General Statutes the following is a listing of dates of the regular meetings of the Salary Committee  
 (Name of Board or Commission)

MONTH	DATE	TIME & PLACE OF MEETING
February 2023	15 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
March	15 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
April	19 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
May	17 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
June	21 <sup>st</sup>	5:00 PM - Meeting Room 1 - City Hall West
July	19 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
August	16 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
September	20 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
October	18 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
November	15 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
December	20 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West
January 2024	17 <sup>th</sup>	5:00 PM - Meeting Room 1 - City Hall West

Yours very truly,

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 (Signature) **Chairman**

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 (Signature) **Secretary**

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 (Date)