

BOARD OF SELECTMEN

SPECIAL MEETING

Monday, MAY 17, 2010

7:00 P.M.

Portland Town Hall – First Selectwoman’s Office

33 East Main Street

Portland, Connecticut

Present: Susan Bransfield-First Selectwoman, John Anderson, Carl Chudzik, Brian Flood, Sharon Peters, Kathleen Richards

Absent: Mark Finkelstein

1. The special meeting was called to order at 7:05 p.m. by First Selectwoman Susan Bransfield.
2. Set Mill Rate for Fiscal Year 2010-2011

Motion was made by Sharon Peters and seconded by Kathleen Richards to approve the following resolution and adopt the mill rate.

Adoption of the Mill Rate for 2010-2011 Fiscal Year

WHEREAS the 2010-2011 budget for the Town of Portland estimates that \$4,789,661 will be received from the State of Connecticut, without this, the mill rate would be 33.52 mills, now therefore be it

RESOLVED, that the mill rate for the Fiscal Year 2010-2011 be and is hereby set at 27.80 mills.

Motion passed unanimously.

3. Adopt Pay Plan for 2010-2011

Motion was made by Brian Flood and seconded by Sharon Peters to approve the following resolution and adopt the Pay Plan for Fiscal Year 2010-2011 as presented.

RESOLVED, that the 2010-2011 pay plan for part-time, specialists, seasonal employees, and administrative, professional, executive and elected officials as outlined on the attached, be and is hereby adopted.

Motion passed unanimously.

4. Adopt “Other Budgets”

Motion was made by Brian Flood and seconded by Kathleen Richards to approve the following resolution and adopt the Other Operating Budgets for Fiscal Year 2010-2011 as presented.

**ADOPTION OF THE OTHER OPERATING BUDGETS
FOR THE FISCAL YEAR 2010-2011**

RESOLVED, that the other operating budgets for the Fiscal Year 2010-2011 as listed below and further outlined on the attached, be and hereby adopted.

ANIMAL CONTROL FUND	\$110,765
TOWN AID ROAD FUND	\$121,415
YOUTH SERVICES FUND	\$266,406
RESOURCE RECOVERY FUND.....	\$367,325
BUILDING MAINTENANCE FUND	\$60,000
PARKS AND RECREATION FUND.....	\$388,725

BE IT FURTHER RESOLVED, that the Capital Improvement Budget for the Fiscal Year 2010-2011 as outlined on the attached, in the amount of \$482,703 with \$245,500 being Town Source Funded Projects, \$111,500 Water Source Fund Projects, \$58,000 Sewer Source Fund Projects and \$67,703 Other Source Funded Projects, be and is hereby adopted.

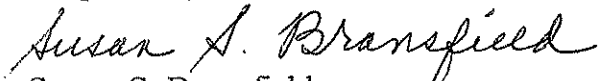
(Refer to pages 119-134 and 136-141 of the Budget)

Motion passed unanimously.

5. Adjourn

Motion was made by Brian Flood and seconded by Kathleen Richards to adjourn the special meeting at 7:25 p.m. Motion passed unanimously.

Respectfully submitted,


Susan S. Bransfield
First Selectwoman

**TOWN OF PORTLAND, CONNECTICUT
FISCAL YEAR 2010 - 2011 PAY PLAN**

Approved by
Board of Selectmen

Administrative, Professional, Executive, and Elected Officials

<u>Monthly Payments</u>	<u>Annual</u>	<u>Hourly</u>	<u>Monthly</u>
Fire Marshal	\$18,096.00	\$29.00 12 hours	\$ 1,508.00
Deputy Fire Marshal	5,460.00	\$21.00 5 hours	455.00
2nd Deputy Fire Marshal	5,460.00	\$21.00 5 hours	455.00

<u>Quarterly Payments</u>	<u>Annual</u>	<u>Hourly</u>	<u>Quarterly</u>
Emergency Management Dir	4,125.00	\$29.00	1,031.25
Dispensing Clinic Volunteer Coord.		\$15.50 5 hrs mnth	
Registrars of Voters	4,775.00		1,193.75
Fire Chief	6,750.00		1,687.50
Deputy Fire Chief	3,115.00		778.75

<u>Professional Employees</u>	<u>Minimum</u>	<u>Maximum</u>
Youth Services Administrator	43,000	50,000
Senior Services Administrator	43,000	50,000
Parks & Recreation Director	50,000	63,000
Executive Secretary First Selectman	45,000	63,000
Librarian III - Assistant Director	50,000	63,000
Building Official/Inland Wetlands Official	60,000	75,000

<u>Executive Employees</u>	<u>Minimum</u>	<u>Maximum</u>
Library Director	62,000	82,000
Land Use Administrator/Ass't Town Planner	64,000	88,000
Assessor	64,000	88,000
Public Works Director	75,000	105,000
Director of Finance	80,000	115,000

<u>Elected Officials</u>	<u>July 2010</u>
First Selectwoman	78,628
Town Clerk	83,012

(Per Sec. 302 of Town Charter)

Miscellaneous Payments

Board Assessment Appeals - Chairman	275.00	Annually for a non-reval year
Board Assessment Appeals - Member	225.00	Annually for a non-reval year
Election/Voting - Set-up/Breakdown	100.00	Per primary, referendum, or election
Election Moderator	475.00	Per primary, referendum, or election
Election - Deputy Moderator	425.00	Per primary, referendum, or election
Election Workers	8.25	Hourly - State Minimum Wage
Deputy Registrars of Voters	11.75	Hourly - for primary, referendum, or election
Registrars of Voters	475.00	Per primary, referendum, or election
Registrars of Voters	12.50	Special hourly duty (audits, canvassing, etc.)

**TOWN OF PORTLAND, CONNECTICUT
FISCAL YEAR 2010 - 2011 PAY PLAN**

Hourly/Part-Time, Specialists, and Seasonal Employees

	<u>Base</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
Hourly/Part-Time Positions					
Board/Comm. Clerk	\$ 16.35	N/A	N/A	N/A	N/A
Clerk I	13.03	13.45	13.89	14.34	14.81
Clerk II	17.47	18.04	18.63	19.23	19.86
Drivers for Senior Van	16.35	N/A	N/A	N/A	N/A
Fringe Benefit Administrator	23.02	N/A	N/A	N/A	N/A
Substitute Librarian	18.29	N/A	N/A	N/A	N/A
Temporary Assistant Town Clerk	23.16	N/A	N/A	N/A	N/A
Zoning Enforcement Officer	21.17	21.85	22.56	23.30	24.06
Town Tech - Summer					
Worker I	9.25	9.55	9.86	10.18	10.51
Parks & Rec/Youth Services					
Counselor I	8.25	8.52	8.79	9.08	9.38
Counselor II	9.72	10.03	10.36	10.69	11.04
Counselor III	11.64	12.02	12.41	12.81	13.23
Counselor IV	12.39	12.80	13.21	13.64	14.08
Counselor V	13.13	13.56	14.00	14.46	14.93
Counselor VI	14.86	15.34	15.84	16.36	16.89
Counselor VII (Supervisor)	16.82	17.36	17.93	18.51	19.11
Counselor VIII (Supervisor)	19.03	19.65	20.29	20.94	21.63
Ass't. Animal Control Officer	\$17.00 per hour when working				
Ass't. Animal Control Officer - weekend	\$130 for weekend coverage on call and care and feeding of animals				
Police Officer - Part Time	13.83	14.28	14.75	15.23	15.72
Police Officer - Part Time - Private Duty	19.05	N/A	N/A	N/A	N/A
Grounds Maintenance Crew Leader	2.80	2.90	2.99	3.09	3.19
Grounds Maintenance Worker I	10.32	10.65	11.00	11.36	11.73
Grounds Maintenance Worker II	11.42	11.79	12.17	12.57	12.98
Grounds Maintenance Worker III	12.45	12.85	13.27	13.70	14.14