



CITY OF STAMFORD
OFFICE OF LEGAL AFFAIRS
HUMAN RESOURCES DIVISION
888 WASHINGTON BOULEVARD
P.O. BOX 10152
STAMFORD, CONNECTICUT 06904-2152
Tel. (203) 977-4172
Fax: (203)977-4075

*The Personnel Commission held their regular meeting on
Thursday, January 27, 2022 at 5:00 p.m. via a Zoom meeting.*

Present:

Marc Teichman, Chairman	Alfred Cava, Director of Human Resources	Laurie DiPreta, Human Resources Assistant
Greg Oliver, Commissioner	Angelo Sestito, Assistant Director of Human Resources	Douglas C. Dalena, Director of Legal Affairs & Corporation Counsel
Carl Weinberg, Commissioner	Vanesa Francis, Human Resources Generalist	Christopher Soules, Director of Human Resources
Beth Adamson, Commissioner*	Rose Frager, Human Resources Generalist	Matt Quinones, Director of Operations
Peter Nanos, Commissioner	Bridget Fox, Chief of Staff	

With a quorum present, Chairman Marc Teichman called the meeting to order at 5:01 pm.
*Commissioner Beth Adamson joined the meeting at 5:41 p.m.

NEW BUSINESS:

- **Approval of the Minutes:**
Commissioner Carl Weinberg moved to accept the minutes of the December 16, 2021 meeting; second by Commissioner Greg Oliver. The minutes were approved unanimously.
- **Mayor's Office:** Advanced Starting Rate of Pay- Director of Legal Affairs

Al Cava presented the request for an advanced starting rate of pay for the Director of Legal Affairs at Salary Grade 8, Step 4. Chief of Staff, Bridget Fox stated Mr. Dalena brings to the City of Stamford a vast amount of experience and expertise. He was willing to leave the Governor's Office and join the City. Chairman Marc Teichman asked if he was going to move to Stamford, to which Ms. Fox confirmed he is. Commissioner Carl Weinberg had concerns on Salary levels in the Pay Plan. Mr. Cava shared that an outside company will be performing a compensation study in the near future for the Pay Plan individuals. Commissioner Greg Oliver stated he also agrees with Commissioner Carl Weinberg on

his concerns and liked the idea of a study being conducted. Commissioner Carl Weinberg moved to approve the advanced starting rate of pay for the Director of Legal Affairs at a Salary Grade 8, Step 4; second by Commissioner Greg Oliver. The request was approved unanimously.

- **Mayor's Office:** Reclassification of Salary- Diversity, Equity and Inclusion Officer

Al Cava introduced Chief of Staff, Bridget Fox to speak on this agenda item. Mr. Cava stated that based on the scope of the position, they are looking to change the salary grade and reporting structure. Ms. Fox pointed out that as the Mayor stated in her memo to the Personnel Commission, creating a more equitable and inclusive city is one of her key priorities as the Mayor of Stamford. Previously this position was approved at salary grade 6. Mayor Simmons also wants this position to report directly to her as a Cabinet position. The job description will be revised once an individual is hired since the scope of work tends to change over time. Commissioner Greg Oliver asked if there would be a future request to change the salary grade from 7 to 8. Al Cava responded Grade 7 is very reasonable for a job at this level. Commissioner Carl Weinberg stated that there is no competitive data included with the documentation provided to the PC. Al Cava stated that the position does not exist in Fairfield County currently. While there was compensation data from New Haven and Massachusetts and private industries comps, there is none for municipalities. Mr. Cava stated that he believes more municipalities will be adding this role in the future. Chairman Mac Teichman moved to accept the change in the salary to Grade 7 in the Pay Plan, reporting to the Mayor; seconded by Commissioner Greg Oliver. The request was approved unanimously.

- **Legal Department:** Advanced Starting Rate of Pay- Assistant Corporation Counsel

Al Cava presented this agenda item. He stated that this agenda item was presented in the past for a different candidate. The previous candidate declined the job offer. They have since found a new candidate and have the same issue as the other candidate in regards to compensation/salary. Douglas Dalena joined the meeting as well to present on this item. There was further discussion around the number of request presented for advanced starting rates of pay. The commissioners requested an analysis on the frequency of these request. Mr. Cava indicated that one would be completed shortly. Commissioner Carl Weinberg moved to approve the advanced starting rate of pay; seconded by Commissioner Nanos. The request was approved unanimously.

- **Operations Department:** New Classification- Deputy Director of Operations for Interdepartmental Affairs

Al Cava presented this agenda item. Also appearing on this item was Director of Operations, Matt Quinones. Mr. Quinones shared that the Office of Operations is one of the largest department with many different functions. This position will help the Director of Operations with the day-to-day responsibilities. Commissioner Weinberg asked if this position would be replacing the Administrative Bureau Chief of Parks and Recreation position to which Mr. Quinones responded no. He explained that the Administrative Bureau Chief position has been not been filled in over a year so they would rather fund this position first and then create a strategic plan for that position in the future. Commissioner Greg Oliver moved to approve the creation of the new classification of Deputy Director of Operations for Interdepartmental Affairs at Pay Plan Salary Grade 6; seconded by Commissioner Peter Nanos. The request was approved unanimously.

- **Board of Education:** New Classification- Administrative Coordinator - BOE

Appearing before the Commission on this matter were Chris Soules, Executive Director of Human Resources Director for the BOE and Rosemarie Frager, Human Resources Generalist. Mr. Soules shared that they are proposing this change because the individual performing this role is currently an Executive Secretary. The scope of work she is performing is much more than the Executive Secretary. Mr. Soules stated that this job description accurately reflects the work currently being performed. Commissioner Greg Oliver asked if the position of Executive Secretary would now go away and Chris Soules and Rose Frager both answered yes; it would transition to this new classification. After further discussions, Chairman Marc Teichman moved to approve the creation of the classification of Administrative Coordinator-BOE at UAW Salary Grade V-11; seconded by Commissioner Greg Oliver. Approved unanimously.

- **For Notation**

1. Diversity, Equity and Inclusion Officer- Noted
2. Chief Digital Officer- Noted
3. Office of Policy Management, Director of OPM- Noted
4. Road Maintenance Division Manager- Noted
5. Environmental Enforcement Officer- Noted
6. Assistant City Engineer - Noted

Since there was no other business to discuss. The Chair Marc Teichman made a motion to adjourn the meeting. The meeting adjourned at 6:01 pm.



Marc Teichman, Chairperson

Copies to:

Mayor Caroline Simmons

Personnel Commission

Douglas C. Dalena, Director of Legal Affairs & Corporation Counsel

Alfred Cava, Director of Human Resources

Lyda Ruijter, Town and City Clerk