

FIFTEEN ROPE FERRY ROAD
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Finance, Wage, & Personnel Committee

Meeting Minutes from April 14, 2026

1. Confirmation of Quorum and Call to Order

Chair JoAnna Bennett called the meeting to order at 6:02 p.m.

Members Present: JoAnna Bennett, Ursula Moreshead, Lindsay Khan, Steve Besade, Kate MacKenzie

Also Present: Dir. of Finance Kim Allen, RTM Moderator Sue Driscoll

2. Public Comment: None.

3. Consideration and Action on Minutes of the March 24, 2026, Committee Meeting
Motion by Moreshead, second by Khan to approve minutes as presented.

Voice vote: Unanimous. Motion passed.

4. Consideration of and possible action on items referred to the committee:

- Review of Ordinance 3.17 Fleet Management (RTC 8/4/25) No discussion.
- CIP Approval Process Pilot Program (RTC 6/2/25) No discussion.
- Salaries of Elected Officials (RTC 12/2/24)

The Chair distributed copies of the draft recommendation summarizing points agreed upon in previous meetings. She explained that the first page describes the basics—including the one-raise-per-term limit, timing variances by office, the current policy for insurance opt-ins, and HR's role—and the second page outlines the relevant legal frameworks and a visual breakdown of raise implementation schedules based on position-specific start dates. She noted that there were two typos to be corrected, and asked for members' comments and questions. Discussion included review of raises granted over the past ten years, the 1.5% figure reflecting an average of those raises, comparability of current salaries with those listed in the latest CCM survey, and elected officials' eligibility for pensions after 5 years of service. Additionally, Director Allen informed the committee that she had notified HR that the raises in the FY27 budget should not be implemented.

Motion by Besade, second by Khan to approve the recommendation document with typos corrected.

Voice vote: Unanimous. Motion passed.

Motion by Moreshead, second by Besade, to report this issue out of committee with a recommendation that the RTM approve the proposed salary increase schedule with insurance opt-in provisions to establish a predictable and legally compliant compensation structure for salaried elected officials serving four-year terms.

Voice vote: Unanimous. Motion passed.

5. Adjournment

Consensus to tentatively schedule the next meeting for June 6, with a focus on fleet management.

Motion by Khan, second by Besade to adjourn the meeting at 6:56 p.m. Voice Vote: Unanimous.

Submitted by:

JoAnna Bennett, Finance, Wage & Personnel Committee Chair

encl: Recommendation: Salaries of Elected Officials Serving Four-Year Terms

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Recommendation: Salaries of Elected Officials Serving Four-Year Terms

I. Purpose and Statutory Authority

Pursuant to the Connecticut State Constitution and legal guidance provided by Town Attorney Kelly, this proposal seeks to establish a predictable, fair, and legally compliant schedule for the compensation of salaried elected officials serving four year terms.

Under state law, the RTM may only increase compensation for salaried elected officials serving four-year terms once, after the official has completed two years of their current term. Furthermore, such raises must only apply prospectively.

II. Proposed Salary Adjustment Structure

To balance the necessity of maintaining comparable compensation with the need for fiscal responsibility to the taxpayers, the following adjustment schedule is proposed:

- **Adjustment:** A fixed 1.5% increase shall be applied once per four-year term.
- **Effective Dates:** To ensure clarity and administrative consistency, raises will be triggered as follows:
 - **Board of Selectmen and Tax Collector:** Officials beginning their term in November will receive the adjustment on December 1st immediately following completion of two years of service.
 - **Town Clerk and Treasurer:** Officials beginning their term in January will receive the adjustment on February 1st immediately following completion of two years of service.

III. Health Benefits and Cost-Sharing

To align salaried elected officials' benefits with town labor standards and ensure equitable contribution, the following policy continues to apply:

- **Opt-in Requirement:** Salaried elected officials who choose to participate in the Town's health insurance plan shall be required to pay the co-share premium at the rate approved for the NUMPS (Non-Union Management Personnel) or equivalent bargaining unit.

IV. Administrative Oversight

- **Tracking:** The Department of Human Resources shall be responsible for maintaining a master roster of term start dates and ensuring the 1.5% adjustment is implemented on Dec 1st or Feb 1st in the appropriate year.
- **Future Review:** This policy is intended to provide a long-term framework; however, the RTM retains the authority to revisit, adjust, or sunset this structure through future legislative action as economic conditions dictate.

Raise Implementation Schedule for Salaried Elected Officials

Amendments to the CT Constitution

Article XIX

Adopted Nov 24, 1982

Except as provided in this section, neither the state nor any political subdivision of the state shall pay or grant to any elected official of the state or any political subdivision of the state, any compensation greater than the amount of compensation set at the beginning of such official's term of office for the office which such official holds or increase the pay or compensation of any public contractor above the amount specified in the contract. The provisions of this section shall not apply to elected officials in towns in which the legislative body is the town meeting. The compensation of an elected official of a political subdivision of the state whose term of office is four years or more may be increased once after such official has completed two years of his term by the legislative body of such political subdivision.

The term "compensation" means, with respect to an elected official, such official's salary, exclusive of reimbursement for necessary expenses or any other benefit to which his office would entitle him.

https://www.cga.ct.gov/asp/Content/constitutions/Constitution_State_CT.pdf

Official	Election Date	Term Starts	Eligible for Raise	Implement 1.5% Raise
Board of Selectmen (includes First Selectman)	Nov 2, 2027	Nov 16, 2027	Nov 17, 2029	Dec 1, 2029
Tax Collector	Nov 2, 2027	Nov 16, 2027	Nov 17, 2029	Dec 1, 2029
Town Clerk	Nov 2, 2027	Jan 3, 2028	Jan 4, 2030	Feb 1, 2030
Treasurer	Nov 2, 2027	Jan 3, 2028	Jan 4, 2030	Feb 1, 2030
Board of Selectmen (includes First Selectman)	Nov 4, 2031	Nov 18, 2031	Nov 19, 2033	Dec 1, 2033
Tax Collector	Nov 4, 2031	Nov 18, 2031	Nov 19, 2033	Dec 1, 2033
Town Clerk	Nov 4, 2031	Jan 5, 2032	Jan 6, 2034	Feb 1, 2034
Treasurer	Nov 4, 2031	Jan 5, 2032	Jan 6, 2034	Feb 1, 2034
Board of Selectmen (includes First Selectman)	Nov 6, 2035	Nov 20, 2035	Nov 21, 2037	Dec 1, 2037
Tax Collector	Nov 6, 2035	Nov 20, 2035	Nov 21, 2037	Dec 1, 2037
Town Clerk	Nov 6, 2035	Jan 7, 2036	Jan 8, 2038	Feb 1, 2038
Treasurer	Nov 6, 2035	Jan 7, 2036	Jan 8, 2038	Feb 1, 2038

CT General Statutes Chapter 146 Sec. 9-189a https://www.cga.ct.gov/2025/pub/chap_146.htm#sec_9-187a

- * BoS/Tax Collector: term starts by 2nd Tuesday following election
- * Town Clerk/Treasurer: term starts on first Monday of Jan following election

Note: Currently, these are the only salaried elected officials serving 4-year terms. The Registrars receive compensation, but serve 2-year terms, so the timing restrictions cited do not apply to that office.