

Personnel Review Board
Special Meeting Minutes (Revised)
February 15, 2024

Present: Rik Wells, Chairman
Krum Chuchev
Kathleen Mullen-Kohl
Talivaldis Maidelis
Absent: Stephane Browder

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ATTEST: *David J. Langley*
TOWN CLERK

Also Present: Jim Bartelli, Utility Commission Director; Christine Walters, Director of Human Resources; Kristi Kelly, Town Labor Attorney

Chairman Wells called the February 15, 2024 Personnel Review Board Special Meeting to order at 6:45pm.

1. **Review and approval of the Meeting Minutes of October 19, 2023**

MOTION: Ms. Mullen-Kohl made a Motion to approve the October 19, 2023 Meeting Minutes of the Personnel Review Board. Seconded by Mr. Chuchev. (3-0) Mr. Maidelis abstained.

2. **Public Comment**

None.

3. **Job Description: Compliance Enforcement Technician (Utility Commission)**

Ms. Walters spoke briefly about the new position of Compliance Enforcement Technician replacing the Assistant Construction Inspector position and indicated that the Town, Utility Commission and 1303 Union approved this change. Mr. Bartelli submitted this new job description after the Town's Assistant Construction Inspector retired after 36 years of service. Mr. Bartelli indicated there is no longer a need for a full-time construction inspector as the Utility Commission is no longer in a construction stage and has moved into a preventive maintenance and compliance enforcement stage. Discussion ensued on the 'Minimum Qualifications' and 'Education and Training'; amendments recommended by Board Members.

MOTION: Mr. Maidelis made a Motion to approve the Compliance Enforcement Technician job description with revisions outlined. Seconded by Ms. Mullen-Kohl. (4-0) Unanimous.

4. **Job Description: Chief of Police (Police Department)**

Ms. Walters spoke briefly about the Board of Police Commissioners questioning the changes that the Personnel Review Board made to the Chief of Police job description during the PRB Regular Meeting on June 15, 2023, where the First Selectman was added to the 'Supervisor' role as well as added to the 'Supervision Exercised' section. Attorney Kelly was tasked with providing a legal opinion regarding the supervision of the Chief of Police based on Town Charter, Ordinances, and Connecticut General Statutes and she provided a revised job description to the Board of Police Commissions which was approved on December 11, 2023. Discussion of the updated job description occurred and a few minor grammatical revisions were made.

*Corrected name spelling

MOTION: Mr. Maidelis made a Motion to approve the Chief of Police job description with revisions outlined. Seconded by Ms. Mullen-Kohl. (4-0) Unanimous.

5. Town of Waterford Vehicle Use Policy

Ms. Walters explained that the Town's insurance carrier recommended that the Town implement a 'Vehicle Use Policy' and Attorney Kelly explained the importance of the Town having personnel policies like this in place, especially in a unionized environment. Mr. Chuchev* expressed concerns regarding the policy including the restrictions on minor personal use and he questioned the prohibition of weapons/firearms in light of the Supreme Court's Bruen decision. Attorney Kelly indicated that the Connecticut General Statutes Sec. 29-28(e) allows the Town to exercise control over its premises and the Town can ban weapons on their property, including their vehicles. Discussion followed regarding the use of personal vehicles on Town business, personal insurance vs. Town insurance and the general administration of this new policy. Several amendments to the policy were discussed and Mr. Wells suggested bringing the revised policy back to the next regular meeting.

MOTION: Mr. Chuchev* made a Motion to table the Town of Waterford Vehicle Policy. Seconded by Mr. Maidelis. (4-0) Unanimous.

MOTION: Mr. Maidelis made a Motion to adjourn the Personnel Review Board Meeting of February 16, 2024 at 8:12pm. Seconded by Mr. Chuchev*. (4-0) Unanimous.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Katie Freeman", followed by a long horizontal flourish.

Katie Freeman
Recording Secretary

*Corrected name spelling