

## RTM Employee Compensation and Finance Committees Joint Report – October 5, 2021

Meeting was held via Zoom on Tuesday, September 28, 2021 at 7:30PM.

**Re:** To take such action as the meeting may determine, to recommend to the RTM to approve upon the recommendation of the Board of Finance, the First Selectmen salary increase to \$150,000 per year.

### Attendees:

**EE Compensation:** Louis Mall, Chair, Noah Hammond, Jimmy Izzo, Richard Jaffe, Jay Keenan, Nicole Klein, Sal Liccione, Lauren Soloff. Absent: Peter Gold.

**Finance:** Jeff Wieser, Chair, Seth Braunstein, Jessica Bram, Richard Jaffe, Nicole Klein, Christine Meiers Schatz, Stephen Shackelford, Lauren Soloff. Absent: Cathy Talmadge.

**Others in attendance:** Personnel Director/Human Resources Director Ralph Chetcuti, Assistant Town Attorney Eileen Flug, Andrew Colabella.

### Background:

Personnel Director/ Human Resources Director Ralph Chetcuti presented. Board of Finance formed sub-committee of Sheri Gordon and Andrea Moore to review and recommend salary of the next First Selectman. They proposed a two-tier increase to \$125K, then again two years later to \$150K. Board of Finance discussion led to determination that the position was valued at \$150K, then it should be that. They approved an increase to \$150,000 effective with the next administration.

### Discussion:

The Town charter C38-4 states, "The Board of Finance will recommend in September and the Representative Town Meeting will approve in October the salaries of the Selectmen and members of the Board of Assessment Appeals. Mid-term salary adjustments may be approved by the Representative Town Meeting without the recommendation of the Board of Finance. Outside of a cost of living increase, the Selectmen shall not have an increase during their term in office."

Discussion centered on the large increase and what the position should be. There was concern that this was a public service position and not a career path, while others expressed a desire to compensate fairly for the value of the position. It was concluded that we want the best person for the position (period) and he/she should be paid accordingly.

Several members of the RTM Comp and Finance committees expressed concern that we have done nothing to 2<sup>nd</sup> and 3<sup>rd</sup> selectmen's stipends. It was also felt that the B of F and the RTM should be more cognizant of the timeline for increases in the future.

**Action:**

A motion was made and seconded to recommend to the RTM to approve the recommendation of The Board of Finance, the First Selectmen salary increase to \$150,000 per year.

EE Comp voted 8-0-0; Finance voted 8-0-0 to recommend to the RTM to approve.

The meeting was adjourned at 8:00PM for EE Compensation while Finance members continued with their next meeting.

Respectfully submitted,

Louis Mall, EE Compensation Chair

**SALARIES OF FIRST SELECTMEN/MAYOR**

**REVISED  
FAIRFIELD COUNTY**

<u>TOWN</u>	<u>SALARY</u>
STAMFORD	\$ 168,509.00
NORWALK	\$ 157,687.00
GREENWICH	\$ 149,953.00
NEW CANAAN	\$ 147,000.00
FAIRFIELD	\$ 145,072.00
RIDGEFIELD	\$ 138,417.00
WILTON	\$ 136,108.00
DARIEN	\$ 135,000.00
DANBURY	\$ 129,225.00
REDDING	\$ 123,334.00
TRUMBULL	\$ 121,992.00
SHELTON	\$ 119,000.00
NEWTOWN	\$ 112,750.00
<b>WESTPORT</b>	<b>\$ 104,950.00</b>
MONROE	\$ 90,998.00

TOWN OF WESTPORT FIRST SELECTMAN SALARY REVIEW					REVISED				
FISCAL YEAR	SALARY	CAR ALLOW	TOTAL COMP	MGMNT INCREASE	SALARY	TOTAL COMP	CPI INCREASE CPI-W*	SALARY	TOTAL COMP
7/1/2003	\$ 101,475	\$ 4,800	\$ 106,275						
7/1/2004	\$ 101,475	\$ 4,800	\$ 106,275	3.00%	\$ 104,519	\$ 109,319	3.160%	\$ 104,682	\$ 109,482
7/1/2005	\$ 101,475	\$ 4,800	\$ 106,275	3.15%	\$ 107,820	\$ 112,620	3.420%	\$ 108,262	\$ 113,062
7/1/2006	\$ 101,475	\$ 4,800	\$ 106,275	3.19%	\$ 111,251	\$ 116,051	3.760%	\$ 112,332	\$ 117,132
7/1/2007	\$ 101,475	\$ 6,000	\$ 107,475	3.38%	\$ 115,011	\$ 121,011	3.670%	\$ 116,455	\$ 122,455
7/1/2008	\$ 101,475	\$ 6,000	\$ 107,475	4.19%	\$ 119,830	\$ 125,830	2.950%	\$ 119,890	\$ 125,890
7/1/2009	\$ 101,475	\$ 4,800	\$ 106,275	2.93%	\$ 123,341	\$ 128,141	4.260%	\$ 124,999	\$ 129,799
7/1/2010	\$ 101,475	\$ 4,800	\$ 106,275	0.00%	\$ 123,341	\$ 128,141	4.710%	\$ 124,999	* \$ 129,799
7/1/2011	\$ 101,475	\$ 4,800	\$ 106,275	3.00%	\$ 127,041	\$ 131,841	2.160%	\$ 127,698	\$ 132,498
7/1/2012	\$ 101,475	\$ 4,800	\$ 106,275	2.65%	\$ 130,408	\$ 135,208	3.250%	\$ 131,848	\$ 136,648
7/1/2013	\$ 101,475	\$ 4,800	\$ 106,275	2.25%	\$ 133,342	\$ 138,142	2.050%	\$ 134,551	\$ 139,351
7/1/2014	\$ 101,475	\$ 4,800	\$ 106,275	2.50%	\$ 136,676	\$ 141,476	1.600%	\$ 136,704	\$ 141,504
7/1/2015	\$ 101,475	\$ 4,800	\$ 106,275	2.50%	\$ 140,093	\$ 144,893	1.250%	\$ 138,412	\$ 143,212
7/1/2016	\$ 101,475	\$ 4,800	\$ 106,275	2.50%	\$ 143,595	\$ 148,395	1.010%	\$ 139,811	\$ 144,611
7/1/2017	\$ 101,475	\$ 4,800	\$ 106,275	2.50%	\$ 147,185	\$ 151,985	1.020%	\$ 141,237	\$ 146,037
7/1/2018	\$ 101,475	\$ 4,800	\$ 106,275	2.50%	\$ 150,865	\$ 155,665	1.030%	\$ 142,691	\$ 147,491
7/1/2019	\$ 101,475	\$ 4,800	\$ 106,275	2.50%	\$ 154,636	\$ 159,436	1.020%	\$ 144,147	\$ 148,947
7/1/2020	\$ 104,925	\$ 4,800	\$ 109,725	2.25%	\$ 158,116	\$ 162,916	1.010%	\$ 145,603	\$ 150,403
7/1/2021	\$ 104,925	\$ 4,800	\$ 109,725	2.50%	\$ 162,069	\$ 166,869	5.767%	\$ 154,000	\$ 158,800
11/15/2021	\$ 150,000	\$ 4,800	\$ 154,800						
* U.S. Bureau of Labor Statistics Consumer Price Index - Urban Wage Earners and Clerical Workers (CPI-W) New York, Northern New Jersey - Long Island, NY-NJ-PA ( 1982-1984 + 100)									
** There was a salary freeze for fiscal year 2010-2011.									

**Joint RTM Finance / Health & Human Services Committees Meeting  
September 29, 2021**

**RTM Finance Committee Members Present:**

Finance Committee: Jeff Wieser, Chair; Rick Jaffe; Jessica Bram; Christine Meiers Schatz; Seth Braunstein; Lauren Soloff; Nicole Klein; Stephen Shackelford

**RTM Health & Human Services Committee Members Present:**

Jessica Bram, Chair; Wendy Batteau; Andrew Colabella; Arline Gertzoff; Jack Klinge; Karen Kramer; Kristin Schneeman; Lauren Soloff; Chris Tait

**Other Town Officials Present:** Elaine Daignault, Director, Health & Human Services

RTM Finance and Health & Human Services Committees met to consider the following:

**“To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Human Services, to approve an appropriation of \$75,000.00 for Architectural Services and an Environmental Evaluation for Asbestos and Lead at the Gillespie Center. These funds are eligible for reimbursement through a previously approved State Grant.”**

Elaine Daignault presented this request.

Elaine Daignault explained that this grant will be used by the Homes with Hope’s Gillespie Center for renovations and improvements to allow for greater social distancing. The funds will allow for renovation of the bathrooms and laundry room and will possibly add office space. All improvements / additions will be ADA compliant.

Ms. Daignault explained that the Gillespie Center is Town-owned and has been leased to Homes with Hope since 1989. It was, until its current use as the Town’s homeless shelter, a maintenance shed used by the Transit District.

On questioning, Ms. Daignault confirmed that the State grant will fully recover the \$75,000 appropriated under this grant. She also agreed to investigate if some of the funds can be used to install a generator on the site. The Health & Human Services Committee had previously met and voted on this request (separate committee report submitted) As a result, only the Finance Committee voted on the appropriation, and the vote was unanimous in favor of the recommendation to the full RTM.

Jeff Wieser  
Finance Committee Chair and Reporter

**MINUTES OF THE MEETING OF  
RTM HEALTH AND HUMAN SERVICES COMMITTEE  
AUGUST 23, 2021**

The RTM Health and Human Services Committee meet on August 23, 2021 at 7:00pm via Zoom. Attendees were as follows:

**RTM Members** – Jessica Bram, Andrew Colabella, Arlene Gertzoff, Karen Kramer, Jack Klinge, Kristin Schneeman, Lauren Soloff and Chris Tait

**Other Town Employees** – Elaine Daignault, Director of the Health and Human Services Department, and Steve Smith, Westport Building Inspector

The first order of business was to discuss a request of the Director of Health and Human Services to approve an appropriation in the amount of \$75,000 for architectural services and the environmental evaluation of asbestos and lead at the Gillespie Center. Although at the time of the meeting the request had not yet been presented to the Board of Finance, HHS wanted to provide the committee with background information. The request will go before the RTM again, if approved by the Board of Finance at its September 1, 2021 meeting.

Elaine Daignault presented the request, explaining that Westport was awarded a \$500,000 Department of Housing grant for improvement to the Gillespie Center. This was part of a special round of COVID-19 Cares Act funding which came to Westport via a Small Cities Grant. The grant was awarded for the purpose of preventing the spread of COVID-19 in the shelter environment. The proposed project incorporates a renovation to the shelter that will allow safe distancing, better access to the food pantry and laundry area, and separate office space for staff to meet with clients. The \$75,000 request will specifically cover the continuation of pre-project activities, including funding for the architect's contract and a preliminary environmental assessment of the building. She explained that these funds are eligible for reimbursement through the previously approved grant.

The committee discussed the overall usage of the Gillespie Center which presently has ten occupied beds for men (15 before Covid), and two occupied beds for women (4 before Covid). In addition, there are cots available for the community room to shelter additional individuals in the cold weather. Last year eighty-eight people received shelter at the center. The Gillespie Center also serves approximately 2100 meals a year to those in need, and houses the food pantry which distributes approximately 1400 bags of nonperishable food annually.

Although this item will return to the RTM for review following Board of Finance approval, the Committee did vote on the matter. Jack Klinge made a motion to approve, and Kristin Schneeman seconded. The Committee voted unanimously to support the request. (Note that although Lauren Soloff is a board member of Homes with Hope, it was determined that she need not recuse herself from this vote.)

Following the vote, Elaine Daignault presented the Committee with an outline of the funds that the Health and Human Services Department anticipated requesting from the town as part of the allocation of the \$8 million American Rescue Plan funds received by Westport. Health and Human Services anticipates requesting approximately \$385,000 in ARPA funds.

Following our discussion of ARPA funds, the meeting was adjourned.

On September 28, 2021 there was a joint meeting of the Finance Committee and the Health and Human Services Committee. In attendance for Finance: Jeff Weiser, Seth Braunstein, Rick Jaffe, Jessica Bram, Lauren Soloff, Nicole Klein, and Stephen Shackelford. In attendance for HHW: Jessica Bram, Andrew Colabella, Jack Klinge, Karen Kramer, Lauren Soloff, and Kristin Schneemen. Elaine Daignault from Health and Human Services presented.

The appropriation of the \$75,000 portion of the \$500,000 Small Cities grant was discussed (see description above). The Finance Committee voted unanimously to support the appropriation. The Health and Human Services Committee did not vote again because the Committee had previously approved this appropriation.

Respectfully submitted by:

Lauren Soloff, RTM District 9

September 9, 2021

BACK UP MATERIAL  
RTM ITEM # 3

The RTM Public Protection Committee met on Wednesday September 8, 2021 at 7:30 pm via Zoom to discuss and vote on a proposed town ordinance to create a Civilian Police Review Board (CPRB) for the town of Westport.

Objective: to investigate complaints concerning members of the Westport Police Department (WPD), to participate in hiring decisions for officers of the law of the WPD, and to make recommendations for service awards for our officers of the law who are nominated by civilians for contributions to our Westport community.

Background: Two years ago town resident Jason Stiber as lead petitioner proposed the CPRB Ordinance. In that time frame we have had 4 RTM Public Protection Committee meetings and 5 RTM Ordinance Committee meetings to discuss, reshape, and try to come up with an Ordinance that would be acceptable to be discussed in even greater detail, at the full RTM level.

The PPC debated for over two hours. A lot of good points were brought up by both our Police Chief Foti Koskinas and members of the PPC. The main issue that members of the PPC have concerns investigation power ( this will be explained in detail at RTM meeting) and subpoena power of CPRB.

As Proxies for the petitioner, Steven Shackelford and Kristan Hamlin both had very strong opinions that subpoena power belonged in CPRB, while other members of the committee had a different take on the need for such.

The vote went as follows - Izzo - NO Mall -NO Braunstein - NO Banks- NO  
Colabella - NO Hamlin - YES Hammond -YES  
Lowenstein - Abstain Jaffee - Abstain

The majority of this PPC is recommending the full RTM reject the CPRB Ordinance as proposed.

In Attendance - PPC- Jimmy Izzo, Louis Mall, Kristan Hamlin, Noah Hammond. Rick Jaffee, Candace Banks, Seth Braunstien, Dick Lowenstein. Andrew Colabella. Police Chief Fotis Koskinas, Deputy Police Chief Samuel Arciola, Captain Ryan Paulson, Captain, David Farrell, Cpl. Kevin Smith, David Perez, RTM members Jack Klinge, Steven Shackelford, Wendy Batteau, Harris Faulk, Brandi Briggs, Lauren Karpf, Kristen Schneeman, Town Attorney Eileen Flug, Attorney Floyd Dugas, BOF Vice Chair Andrea Moore, Tom Prince, Gretchen Webster. ( If I forgot anyone, my humble apologies)

Respectfully Submitted,

Jimmy Izzo - Chair RTM Public Protection Committee



**TO: Representative Town Meeting**

**FROM: RTM Ordinance Committee**

**SUBJECT: Review proposed ordinance to create a Civilian Police Review Board**

**Meeting of January 19, 2021**

Members present: Brandi Briggs (Chair), Lauren Karpf, Peter Gold, Kristan Hamlin, Kristin Schneeman, Stephen Shackelford, and Christine Meiers Schatz

Others present: Jason Stiber, Assistant Town Attorney Eileen Flug, Police Chief Foti Koskinas, Deputy Police Chief Samuel Arciola, Captain Ryan Paulson, Captain, David Farrell, Attorney Floyd Dugas, Jimmy Izzo, Lou Mall, Dick Lowenstein, Melissa Kane, Lorin Dafoe (others came in later during meeting)

On January 19, 2021 the Ordinance committee met by Zoom to discuss and review the proposed ordinance to create a Civilian Police Review Board (CRB). This was a continuation of ongoing meetings to discuss the ordinance proposed by Jason Stiber, the lead Petitioner, two years ago.

At the beginning of the meeting it was noted that all members of the committee in earlier meetings had agreed that there was a need at this time for some sort of police oversight/review but there were questions of who would do it and how it would be done. The meeting began with Michael Guadarrama, a Westport resident, detailing issues he had during an interaction with the Westport Police Department. Ryan Paulson of the Westport Police Department (WPD) then went through a detailed process of the WPD complaint procedure from beginning to end. We then briefly discussed the current Civilian Review Panel (CRP) that was put into place by First Selectman Jim Marpe and the process of the CRP with regard to civilian complaints about the WPD or an officer of the WPD. We debated the differences between the CRB and the CRP. Assistant Town Attorney Eileen Flug noted that the CRP was an oversight panel, not an appellate panel.

We started to go through the Ordinance checklist. One of the questions in the checklist refers to "is there a need for this ordinance?" This led into a substantive discussion about the ordinance. The main issues of contention amongst the committee members and others present were elected vs. appointed members of the board, the investigative powers and the need for subpoena powers. Kristan Hamlin, whom Mr. Stiber had stated could speak as his proxy, addressed the need for both subpoena and investigative powers in the CRB as well as the process for electing members of the board.

The committee also discussed the costs involved for the Town and asked for more details about the costs associated with the CRB including training of civilians to educate them regarding police procedure, policy and how to handle an investigation.

Chief Koskinas then spoke that he supports transparency in the WPD but has concerns regarding the need for the investigation to start as soon as possible once the complaint is filed and was concerned that the CRB could not convene immediately to start the investigation. He also addressed concerns regarding the level of expertise needed to conduct a proper investigation as well as concerns about who was in charge of the investigation and regarding punishment decisions.

There were a few comments from others in attendance questioning the need for the ordinance and asking what problem are we trying to solve.

We then went through the language and made some changes addressing the investigation as well as minor corrections.

It was discussed that the ordinance should be sent to the Public Protection committee to discuss the substantive issues including elected vs. appointed members, investigative powers and subpoena powers. It was noted by several of the committee members that the charge of the Ordinance committee is to review and revise the language to make sure it is ready for full RTM review, not to decide on substantive issues and that a vote on the language was not necessarily a vote for or against the Ordinance being adopted.

Lauren Karpf made a motion that the ordinance was ready for full RTM review, Peter Gold seconded and the committee voted unanimously that it was ready for full RTM review.

### **Meeting of September 1, 2021**

Members present: Brandi Briggs (Chair), Lauren Karpf, Peter Gold, Kristan Hamlin, Kristin Schneeman, and Stephen Shackelford

Others present: Assistant Town Attorney Eileen Flug, Police Chief Foti Koskinas, Captain Ryan Paulson, Jimmy Izzo, Lou Mall, Dick Lowenstein, Jeff Wieser, Rick Jaffe, Seth Braunstein, Harris Falk, Jessica Bram, Candace Banks, Tom Prince (others came in later during meeting)

On September 1, 2021, the Ordinance committee convened again by Zoom to discuss the Civilian Police Review Board (CRB) to review the changes that had been made to the ordinance. At the beginning of the meeting Kristan Hamlin and Stephen Shackelford stated that they were going to be the proxies for Jason Stiber since he could not attend due to a personal family matter. The committee sent their best wishes to Mr. Stiber and his family. Mr. Shackelford gave his presentation regarding the need for subpoena powers when it is appropriate to use them. Ms. Hamlin addressed that they had changed the ordinance from elected board members to appointed board members which would be appointed by the RTM. Ms. Hamlin stated the Petitioners had tried to address most of the

Public Protection concerns. The committee recognized and appreciated the efforts of the Petitioners to address the issues that had been raised.

Chief Koskinas then spoke regarding that the police chief can compel his officers to speak to the CRB as part of their employment so the subpoena power is not necessary. He also addressed the need once again for investigations to begin quickly, especially the initial interviews. He stated that all police interviews are recorded and documented, something the CRB might not have capability to do (Assistant Town Attorney Flug noted that not all town meetings including the proposed CRB meetings are recorded). He also discussed the matrix that the WPD uses in their complaints process. Chief Koskinas discussed the current Civilian Review Panel and that they have been involved in the every step of the process.

We then turned to Attorney Flug to go through her concerns she had sent to the Petitioners. We reviewed her concerns and made the appropriate changes. She said that in the Westport Town Charter the Chief of Police is in charge of discipline and that the Ordinance cannot conflict with the charter. There was a discussion of this and how to amend the charter if so desired in the future.

The committee then reviewed the full text of the ordinance line by line and made changes as necessary. We then went through the effective date and how to stagger the terms as well as a discussion of how to include TEAM Westport on the CRB.

It was once again noted that the responsibility of the Ordinance committee is to ensure that the language of the ordinance is ready for full review of the RTM and that we are not voting for or against adoption of the ordinance.

Peter Gold made a motion and Kristan Hamlin seconded that the proposed ordinance to create a Civilian Police Review Board is ready for full RTM review. Brandi Briggs took a roll call. The vote was unanimous that the ordinance is ready for full RTM review.