

RECEIVED FOR RECORD  
WATERBURY, CT

16 NOV 29 PM 2:04

TEST: *Daniel L. Conroy*  
TOWN CLERK

Present: Rik Wells, Chairman  
Stephen J. Negri  
Edward Murphy  
Cheryl Larder  
Brigitte Shinault

Also Present: Daniel Steward, First Selectman  
Joyce Sauchuk, Human Resources Director  
Sally Ritchie, Director of Senior Services  
Ellen Fougere, Assistant Director of Senior Services  
Maryann Stevens, Finance Director  
Brian Flaherty, Recreation and Parks Director  
Kerry Sullivan  
Sheila Cash  
Chris Gigliotti  
Ryan McNamara  
Donna Payne  
Joyce Vlaun  
Norm Glidden  
Robert Scott  
Dani Gorman, Youth Services Director  
Michael Bekech, Assessor  
William Whelan  
Carol Sanders, Chair of Senior Services  
Jody Nazarchyk, Chair of Youth Services  
Advisory Board  
and Chair of the Board of Education

Chairman Wells called the November 21, 2016 Personnel Review Board Regular Meeting to order at 6:32 PM.

**1. Review and Approval of Minutes of the Regular Meeting September 19, 2016.**

Mr. Wells asked for additions, deletions and corrections to the Personnel Review Board Regular Meeting of September 19, 2016.

**MOTION:** Mr. Negri made a motion to approve the **September 19, 2016 Regular Meeting Minutes of the Personnel Review Board, as presented. Seconded by Ms. Shinault. Mr. Murphy abstained from voting. (4-0-1) Motion carried.**

**2. 2017 Personnel Review Board Meeting Dates.**

The Board reviewed a draft letter of 2017 Personnel Review Board meeting dates.

**MOTION:** Mr. Negri made a motion to approve the 2017 Personnel Review Board meeting dates, as presented. Seconded by Ms. Shinault. (5-0) Unanimous.

**MOTION:** Ms. Larder made a motion to add public comments as item 3 of the Agenda. Seconded by Mr. Negri. (5-0) Unanimous.

### 3. Public Comments.

Jody Nazarchyk, the Chair of Youth Services Advisory Board and Chair of the Board of Education, informed the Personnel Review Board at its November 16 Regular Meeting it discussed the proposed Human Services Director position. She stated 8,000 lives have been helped by Youth Services. She added there are differences between seniors and youth. The Town Ordinances defines the work of these departments.

Carol Sanders, Chairlady of the Senior Services Commission, believes this position will impact the services of Waterford seniors. Both the Director and her Assistant provide direct services to seniors in Waterford. She has had an opportunity to observe other towns and how their seniors are impacted. She feels Waterford Senior Services is an extra special agency in which they sit down with people who walk into their office. She felt other towns do not give the service that Ms. Ritchie and Ms. Fougere give to our community. She feels this new job description/position will impact our seniors and our youth.

Robert Whalen, a member of the Parks and Recreation Commission, stated if it isn't broken don't fix it.

First Selectman Daniel Steward stated he has met with Senior Services and Youth Services concerning this matter, and has requested Robert Avena, Town Attorney's input on the ordinances. He distributed his email dated November 18, 2016 to Board members. He felt over the years a lot of similarities of these two organizations have been noticed. The Parks and Recreation Department are not being considered. Youth Services and Senior Services both provide human services. Individuals come to each of these departments looking for help. There has been discussion on how many departments we have, and this is an attempt to do something different. The only change is changing the Senior Services Director title to Human Services Director. We know the current individuals we have are doing a great job. Their work load can be shared. This has been suggested since the Senior Services Director is retiring. Both of these departments are small, and do not have backup. Reorganization would share these duties. Both departments do counseling. He stated he did not receive a letter from the Youth Services Bureau. Ms. Sauchuk added she also did not receive a letter from the Youth Services Bureau.

Mr. Wells stated this is a very unusual situation. He has been on the Personnel Review Board for many years, and did not remember an item not supported by the organizations. He suggested tabling this matter and that Personnel Review Board members meet with Senior

Services and Youth Services to determine what they see as moving forward. Mr. Negri felt this Board doesn't determine the organization of the Town. It only approves job descriptions and setting salaries. Mr. Wells stated we are not approving the organization, but we do have to see whether or not it fits with the positions and levels they are graded at.

Ms. Larder stated this Board has changed the structure of the Utility Commission and did an audit. Mr. Negri felt we do not decide what is the proper thing to do. Mr. Wells felt if you are looking at functions of these positions, the First Selectman determines how they would be organized. Mr. Wells would like to hear from each of the organizations.

Ms. Shinault asked is this Human Services Director a new position? Mr. Steward replied this new position would replace the Senior Services Director.

Ms. Larder felt the Youth Services Advisory Board has a Director. She did not see a Human Services Director being able to have authority to deal with each department. She felt we need to support both departments. The Senior Services Director has been taking on more responsibilities.

Mr. Murphy stated when he reads the job description he asked if there is a need for a Youth Services Director? Mr. Steward replied the Director will continue to do what they normally do. The structure will change. Mr. Murphy felt these are two different organization and are servicing different humans that have different missions.

Ms. Vlaun stated we need to make a determination on whether or not the union can have the Senior Services Director included.

Mr. Murphy felt this change has far reaching implications. He would be in favor of tabling this issue in order to speak with each department. Mr. Steward added Recreation and Parks is not part of this discussion. Ms. Sauchuk suggested inviting Town Attorney Robert Avena to the next meeting of this Board.

**MOTION: Mr. Negri made a motion to table this matter to the next meeting of this Board. Seconded by Ms. Shinault. (5-0) Unanimous.**

Mr. Murphy felt Youth Services and Senior Services are special in this Town and the envy of others. Mr. Steward stated we recognize that and who we serve.

Ms. Larder stated we need to know how the ordinances read.

Ms. Sauchuk suggested determining when Town Attorney is available to come to a meeting of this Board.

Ms. Sanders felt Senior Services has had a great leader. Ms. Ritchie stated she plans to retire in mid-January. Ms. Larder stated this Board will next meet on December 19.

Ms. Nazarchyk reported we asked for a name change for Youth Services to Family Services. Parents also need help and we wanted to include them. She read from a letter.

This Board will have a Special Meeting on either December 5 or December 12 at 6:30 p.m.

Mr. McNamara felt our two boards have shown disagreement with the decision to have a Human Services Director to replace the Senior Services position. Kerry Sullivan asked how much money would the Town save by replacing the Senior Services Director position with a Human Services Director? Many years ago there was a social services position at Town Hall. She suggested bringing it back. Since Senior Services has moved into the Community Center, its fitness programs have grown.

**MOTION: Mr. Negri made a motion to adjourn the  
Personnel Review Board Meeting of  
November 21, 2016 at 7:20 p.m.  
Seconded by Ms. Larder. (5-0) Unanimous**

Respectfully submitted,

Frances Gheri, Recording Secretary