

MINUTES OF THE 5 OCTOBER 2021  
SCCOG EXECUTIVE COMMITTEE MEETING  
Ledyard Town Hall Annex

Present: Fred Allyn, III, Mark Nickerson, Keith Hedrick, Mike Urgo, Danielle Chesebrough, Jim Rivers  
Staff: James Butler

Chairman Allyn opened the meeting at 8:35 a.m.

1. Salary/Salary Range Study

A. Recommended Salary Ranges

The Executive Director said that the SCCOG had engaged Foster and Associates back in the early summer to make recommendations on staff position salary ranges which had last been updated in 2014, to recommend any adjustments to individual salaries based on the range analysis, and to make recommendations for any additional staff benefits. He then walked the Executive Committee through the study.

B. Recommended Salary Adjustments: Basis for Adjustments/Performance Review

The Executive Director outlined the salary adjustments recommended by Mr. Foster for four staff, and the reasons for these recommended adjustments.

Discussion ensued.

MOTION: To recommend to the SCCOG board the adoption of the salary ranges for inclusion in the SCCOG's Personnel Policies as recommended in the Salary/Salary Range Study for the SCCOG prepared by Foster Associates in September 2021 (Urigo, Hedrick). So voted unanimously.

MOTION: To recommend to the SCCOG board the adoption of salary adjustments totaling \$16,845 for four positions as recommended in the Salary/Salary Range Study for the SCCOG prepared by Foster Associates in September 2021 and to recommend an adjustment totaling \$5,000 for the remaining five full-time staff positions; these salary adjustments are to be retroactive to July 1, 2021 (Urigo, Hedrick). So voted unanimously.

2. Personnel Appointments

The Executive Director discussed with the Executive Committee future staff appointments.

The Executive Committee agreed that it was prepared to make a recommendation to the SCCOG board concerning future staff appointments.

### 3. SCCOG Projects Submittal to Statewide Recovery Task Force

The Executive Director reported on the State's request for project ideas that could be funded with ARPA funds. He provided a table containing information for 12 projects that have all been previously recommend is SCCOG plans and studies and asked the Executive Committee to endorse this submittal, due to the State on October 15<sup>th</sup>. By consensus the Executive Committee endorsed the list of projects to be submitted by staff on behalf of the SCCOG.

### 4. Update on SCCOG Municipal Dedication of ARPA Funds

The Executive Director said that approximately 10-12 SCCOG members have advised him that their municipality will agree to this voluntary assessment; SCCOG towns are all on different schedules in terms of seeking the local approval their financial procedures require.

### 5. Other

The Executive Director said that Bozrah First Selectman Glenn Pianka has suggested a regional discussion of short-term rentals. The Executive Committee asked staff to schedule such a session in the immediate future.

### 6. Adjournment

The meeting adjourned at 9:53 a.m.

Respectfully Submitted,

James S. Butler, Executive Director