

**TOWN OF GROTON FINANCE COMMITTEE**

**Minutes of Meeting Held April 24, 2012**

**EXECUTIVE SESSION**

**1<sup>st</sup> Floor Conference Room, Groton, MA 9:00 p.m.**

**Present:** G. Green (Acting Chairman), R. Hargraves, J. Crowley, P. DiFranco, M. Flynn, V. Jenkins (Accountant), P. DuFresne (Accountant in Training, Recording)

**Absent:** J. Prager (Chairman), Steve Webber **Guests:** Mark Haddad (Town Manager)

**Documents available at the meeting: Estimates of Contract Costs**

**On a motion made by Mr. Green, seconded by Mr. DiFranco, the Finance Committee voted unanimously to enter executive session at 9:00 pm for the purpose of discussing strategy with respect to collective bargaining as holding this discussion in open meeting may have a detrimental effect on the Town's bargaining position. The Finance Committee will not reconvene in open session afterwards. The Vote: Mr. Hargraves – Aye, Mr. DiFranco – Aye, Mr. Green – Aye, Mr. Crowley – Aye and Mr. Flynn – Aye (5-0-0)**

**Summary of Recent Union Negotiations-** Mr. Haddad reminded the Finance Committee that his charge had been to remove step increases from the wage and salary scales for all newly executed labor union contracts. As of this afternoon, the last 2 contracts have been tentatively agreed upon (SEIU DPW/Water and SEIU Town Hall/Library), and all 5 unions have agreed to eliminate automatic step increases in favor of wage and salary ranges. He summarized the negotiation process for the past year, and described the new Performance Incentive Plan that shall be replacing step increases. Merit-based increases will be awarded to those employees who exceed expectations as determined by an annual or semi-annual performance evaluation process. These increases will be capped at 2% of salary; those employees who are already at the top of their salary range will be offered one-time cash bonuses instead of wage or salary adjustments. Performance evaluations must be completed by November of each year in order to have accurate wage and salary information during the annual budget process. Mr. Haddad distributed a document detailing the estimated costs for the new DPW and Town Hall contracts. Assuming the union members ratify the contracts by Thursday afternoon, the Board of Selectmen will also ratify on Thursday night. The Finance Committee will be asked to vote their position on Monday before Town Meeting. Ms. Jenkins verified that a quorum of Finance Committee members would be available to meet on Monday, 4/30/12 in the Middle School cafeteria to address this and other last minute issues.

**On a motion made by Mr. Green and seconded by Mr. DiFranco, the Finance Committee voted unanimously to adjourn this Executive Session at 9:15 pm and not reconvene in regular session. The Vote: Mr. Hargraves – Aye, Mr. DiFranco – Aye, Mr. Green – Aye, Mr. Crowley – Aye and Mr. Flynn – Aye (5-0-0)**

Respectfully submitted,

Patricia Dufresne, Recording Secretary