

COMMITTEE ON HUMAN RESOURCES/INSURANCE

February 5, 2007

5:45 PM

Chairman Gatsas called the meeting to order.

The Clerk called the roll.

Present: Aldermen Gatsas, Shea, Garrity, Pinard, Duval

Messrs.: Virginia Lamberton, Chief Joseph Kane

On motion of Alderman Duval, duly seconded by Alderman Garrity, it was voted to enter non-public session under the provisions of RSA 91-A:3 II (e) to consider pending claims against the City.

A roll call vote was taken on the motion. There being none opposed, the motion carried.

On motion of Alderman Duval, duly seconded by Alderman Garrity, it was voted to re-enter public session.

Chairman Gatsas called the meeting back to order and advised that discussion in non-public session was related only to the purpose intended and requested any motions so related.

Chairman Gatsas addressed item 6 of the agenda:

6. Communication from Virginia Lamberton, Human Resources Director, recommending that the proposed class specification for License Enforcement Inspector be approved at a salary grade 15 and also that the Administration Assistant III position be reclassified to the proposed License Enforcement Inspector at salary grade 15. (cost for balance of FY2007 would be \$569.10 assuming position filled on March 19, 2007.)

On motion of Alderman Shea, duly seconded by Alderman Duval, it was voted to discuss this item.

Virginia Lamberton, Human Resources Director, stated this request came from the City Clerk's office, specifically Matt Normand, because Matt is the Deputy for Licensing and Facilities. Over the years the support position to this Deputy position has been an Administrative Assistant, and typically, an Administrative Assistant's job is secretarial in nature, providing typing and whatever. And so this last time the Department recruited for it, people came in applying for the position thinking that that's what it's going to be: Monday to Friday, 8 to 5, providing clerical support to the Deputy for Licensing and Facilities. But in fact, the position requires the incumbent to go out into the field to different companies, different stores – whatever the right words are – to check on licenses and to follow up on issues that the City Clerk's office may have with them. So what's happened is people withdraw their application. So that means that the position is improperly classified and it probably should have been corrected several years ago. It wasn't, so we're correcting it now, to make that prospect representative of what the duties of the position are, which also makes it easier to hold the incumbent accountable once you hire somebody.

Chairman Gatsas asked is the current position filled?

Ms. Lamberton responded no, it's currently vacant.

On motion of Alderman Garrity, duly seconded by Alderman Duval, it was voted to approve this item.

Chairman Gatsas addressed item 7 of the agenda:

7. Communication from Virginia Lamberton, Human Resources Director, recommending the establishment of a new class specification of Business Administrator at salary grade 20 and the reclassification of the Business Service Officer position at the Fire Department.

On motion of Alderman Duval, duly seconded by Alderman Pinard, it was voted to discuss this item.

Alderman Duval asked could the Chief come up, please, Mr. Chairman? Just a quick question. Was this position eliminated in the '07 budget, the last go around?

Joseph Kane, Fire Chief, stated the BSO position, yes. What basically happened in the budget was that the Mayor tried to move that position over to be the Fleet Manager.

Alderman Duval asked have you consulted with the Mayor's office on this specific change?

Chief Kane responded yes, I have. We had discussions with the Mayor's office with regards to that. His goal was, you know, he wanted to see the BSO position eliminated. We had a study done. Virginia came in and did a desk audit of the positions and came up with this other position, and a reduction in pay grade, and the Mayor's office went along with this.

Chairman Gatsas asked, Ginny, can you give us a little bit more in depth of what you did.

Ms. Lamberton responded certainly. In small departments, meaning like my department and the City Solicitor's office and Assessors, etc. most of us have a position that is called Administrative Service Manager. That position is responsible for inputting the budget and paying bills and providing support to whoever the department head is. When you get to large departments like Fire and Police and Parks and Airport and Highway, there's a much higher level of accounting and financial analysis that goes on. Consequently when Yarger Decker was in here studying the differences between jobs and developing class specs, the class spec of Business Service Officer was established for those larger departments because they were doing a much more sophisticated level of accounting. When there was discussion about the BSO from the Fire Department being made the Fleet Manager, and being eliminated, I had discussed with Chief Kane that perhaps it would be helpful if I did a desk audit to determine precisely what that job is, and if it's consistent with what a BSO is supposed to be and what the other BSO's around the City are doing. So I did. I did a desk audit of the Police Department and Parks Department. I had just done one at the Airport. I did a comparison, and they certainly did more than an Administrative Service Manager, which is a sixteen. But the type of accounting that's done there is not at the labor grade 22 level. So I developed something in the middle, basically, at a labor grade 20 called the Business Administrator for the Fire Department. And I think that describes what it is. It does a little bit of everything. It does some HR work, it does budget work, it does payroll work, but at a higher level than somebody who works in HR or the Solicitor's office. So that's what I'm proposing, is something in the middle, basically.

Chairman Gatsas stated so currently there's no position.

Ms. Lamberton stated well there is. The Mayor's budget didn't abolish the position. I believe it just unfunded it, because it never showed up in another department. It got left hanging out there. The whole concept of Fleet Manager

really never...I mean it was in the Mayor's speech, is my recollection, but Brent Lemire was still in the position after July first.

Chairman Gatsas stated but I guess my question, Ginny, is that right now there's nobody in that position.

Ms. Lamberton stated I'm sorry. Yes, it's vacant right now.

Chairman Gatsas stated and it doesn't show up on your vacancy chart.

Ms. Lamberton stated it should.

Chairman Gatsas asked does it or doesn't it?

Ms. Lamberton responded I can't answer that off the top of my head.

Alderman Duval asked Chief, who has been functioning since the preceding person retired from the position? How have you been doing that?

Chief Kane responded some of the functions we just haven't been doing, and we've been falling behind. All the functions have been dispersed to a number of different people. We have one person who has basically taken the lead role in most of that, but we're not getting everything done the way it should be done. We are going to be coming into budget season. I do really need someone in that position to do that.

Ms. Lamberton stated I think the confusion is that, when you receive this report from us monthly, this cover sheet is just stuff that's new. So anything that happened...Brent did retire sometime in July, and if you go to the Departmental listing, it is listed as a position and it is listed as vacant. But your cover sheet, which is what you'd requested of us, is just what activities happened since the last time you received this report.

Alderman Shea asked Chief Kane, the important aspect of this position would be when?

Chief Kane responded now. I mean, we've been trying to develop our budget for quite a while. We're working with the Mayor's office so the important work is immediate.

Alderman Shea stated the important work for this particular individual is now, because of the budget?

Chief Kane stated it is. It's ongoing, but it's crunch time right now.

Alderman Shea stated so that if, for instance, you did not receive any verification for this position, what would be the option you would have, if any? What would you do? How would you cope with the budget without this person?

Chief Kane stated well obviously I would do the best I can, but I wouldn't have all the information available that I would normally have.

Alderman Shea asked so in your judgement this is an important position?

Chief Kane responded absolutely.

Chairman Gatsas asked Chief, if this position was so important, why did you wait eight months to come to us?

Chief Kane responded the first request was through the Mayor's office and I had to work with the Mayor's office to get approval to fill the position first. It's not that I came to the Committee, I went to the Mayor's office first.

Chairman Gatsas asked how many months ago?

Chief Kane stated then I had to go to HR and it's taken that long...

Chairman Gatsas asked how many months ago did you go to the Mayor's office?

Chief Kane responded I requested it right away.

Alderman Garrity stated this isn't the first time this has been...this was in front of this Committee two or three months ago, was it not?

Alderman Shea stated November 28th I know we had a meeting. It was there.

Chairman Gatsas asked and what did we do then?

Chief Kane responded at that point in time, my recollection is you tabled it. I don't understand how it ended up on your regular agenda, but it should maybe have come back as a tabled item. You had some questions and wanted to clear up some issues with whether the Mayor did accept this or not, and there may be some other issues that you wanted to clear up.

Chairman Gatsas asked so it should be still on the table? How did it leave the table, is my question.

Chief Kane responded I have no idea.

Alderman Garrity stated that's a question for the Clerk's office.

Mr. Leo Bernier, City Clerk stated Paula does the agenda and her error rate is probably zero, so I'm not really sure. I'll have to get back to you as to why this is off the agenda.

Chairman Gatsas asked what is the cost?

Ms. Lamberton responded it's actually a savings.

Chairman Gatsas said it's not a savings because it's an unfilled position. What is the cost?

Ms. Lamberton stated we don't know who the incumbent is going to be because we haven't posted it yet. It's a vacancy. So, it was a 22 and it's going to be a 20 now.

Chairman Gatsas asked what is the range in a twenty?

Ms. Lamberton responded the range for a 20 starts at \$45,318 and after many years it goes to \$64,613. A 22 starts at \$51,885 and after many years it's \$73,976.

Chairman Gatsas asked Chief, do you have anything from the Mayor that he's in favor of this?

Chief Kane responded in writing? No.

Chairman Gatsas stated it's not that I question you verbally, but I would certainly like to see something in writing. Ginny, do you have anything in writing from his office?

Ms. Lamberton stated no. I do know that the Mayor authorized Chief Kane to fill it when it becomes reclassified. That I do know, because I believe I got a copy of an email. Just so that you know, in reclassifications it's a policy and a practice that we have here and we try to do what's right so we have a request, do the audit, do the analysis. I send it to this Committee and wait for this Committee and the full Board to approve or disapprove the request. In this instance, it got tied up in the hiring freeze. If you look at...my letter's dated November 7th, to the HR Committee, but actually I was doing the desk audits in September because I had received the questionnaires and so my memory says that...I don't know if you'd

already gotten permission to fill it if it was downgraded in September or August. I'm not sure. But, I was moving forward with it, based on the fact that I presumed it was going to be able to be filled, once we confirmed what kind of a job it was.

Chairman Gatsas stated help me out. When does the Mayor bring forward his budget to the Aldermen?

Mr. Bernier stated the end of March. I think he's going to come in the last...I think it's scheduled for Thursday.

Chairman Gatsas stated so we're filling a position with about seven weeks left before budget comes before us. I would think that if the Mayor wants it, he should put it in his budget if we're only six weeks away.

Chief Kane stated Alderman, in order to do that, we have to get the reclassification through the Board. I think what we're looking for here is a reclassification and that has to go through this Committee and then through the full Board, and then the Mayor would fill the position. I think what we're looking for the Committee to do is to approve the reclassification.

Chairman Gatsas stated right, but as soon as we do that...we've done that a few times, and that means that position can be filled. Isn't that correct?

Ms. Lamberton stated it's up to the Mayor. The Mayor has already said, you can fill it, once it's reclassified, because what you're doing is, or I'm asking you to do is to establish a new class specification of Business Administrator, and once you do that, I'm asking you to reclassify the Business Service Operator to this new title of Business Administrator, at a lower grade. And then, whether or not the Chief gets to fill it, he has to deal with the Mayor as far as whether or not he has funds available in his budget to fill it, because it's still a position that's on the complement.

Chairman Gatsas asked can you give us an idea, Chief, of some of the things that the Department has not been able to do because of the lack of this position?

Chief Kane responded sure. Specifically, there are some reports that are due to the State, HR type of reports and financial reports that are due to the State for the Retirement System, and they are not being completed at this time. Some of our normal reporting that is done on fire calls is not necessarily being accomplished. The financial reports that I would normally be getting to manage the Department, I don't get on a timely basis. Those are just a couple of the things.

On motion of Alderman Shea, duly seconded by Alderman Duval, it was voted to approve the reclassification, with the provision that the Chief obtain approval for filling the position from the Mayor.

Chairman Gatsas asked Chief, do you have somebody ready for this position?

Chief Kane responded this position would have to be posted.

Chairman Gatsas stated let's try the question again. Is there somebody looking to fill that position if it's posted?

Chief Kane stated I believe we have candidates for that position, yes.

Alderman Shea stated if you have candidates for that position would then someone have to be replaced if that person who is a candidate were to assume this position?

Chief Kane stated yes.

Alderman Shea stated in other words, you would have to create a new position, assuming that someone who is presently employed would then become the SRO, whatever the title might be. Business Service Operator. You would have to then hire someone else or could that person become the SRO and you would not necessarily have to have...

Chief Kane stated if someone steps out of one position and goes to this other position, we'll probably be looking to fill that later position also. But at that point in time, we would probably look at all of the positions and see how they're structured.

Chairman Gatsas asked Chief, is the person that is looking to move in doing some of the work of this position now?

Chief Kane responded yes.

Chairman Gatsas asked and what's their salary grade?

Chief Kane responded 16.

Chairman Gatsas asked which is how much?

Ms. Lambertson responded the salary range is \$34,573 to \$49,293.

Chairman Gatsas stated so Ginny, if somebody is making, let's say \$49,000 in that 16, they aren't coming in at \$45,000.

Ms. Lamberton stated no. It's a promotion.

Chairman Gatsas stated so it's ten percent.

Ms. Lamberton stated correct.

Chairman Gatsas stated so if that person is making \$49,000, he goes to \$54,000.

Ms. Lamberton stated yes. He'd probably go to Step Two – Step Six, excuse me. Five or six. I'm not as good as you are at math.

Chairman Gatsas stated well I just did a quick \$5,000 and from \$49,000 it goes to \$54,000. So if somebody's already in the position doing the work, then basically what we're doing is looking to give him a raise to continue doing the work.

Ms. Lamberton stated you have to remember that we have to talk about fairness here. If you have somebody who's been willing to pitch in and do this extra work and also maintain a certain amount of the work that they were required to do before to keep things afloat, I don't think it's fair to not take that into consideration. And plus we're talking about a reclassification here. We're not talking about selection or any of that other stuff, so if somebody is willing to do that to make the Department run, they also can be unwilling to do that and then, what happens from there? They can say, if you're not going to pay me for the work, then I'm not going to do the work. So I think in a way we should be very happy that we have employees that are willing to step up to the plate and help out.

Chairman Gatsas stated and I don't disagree with what you're saying, Ginny. But I would say that when you're doing the work at \$49,000 and probably doing all the work at \$49,000 and not just pitching in, because you're probably doing it, and I don't have a problem that that person get that Step. But I have a problem if we turn around the next day and give them a \$10,000 raise for the same work they're doing.

Ms. Lamberton stated but they're doing different work than they were doing before, is the point.

Chairman Gatsas stated but you're not sure of that.

Ms. Lamberton stated I did the desk audit.

Chairman Gatsas stated then maybe you should share the desk audit with us.

Alderman Shea stated I just want to mention what he indicated though. We're coming into a more intense time, and I would think that more time would have to be devoted to budgetary concerns and financial situations and so forth and so on. I guess that person was able to do whatever they were doing because the workload wasn't as pronounced as it will be between now and when the budget is adopted. But you speak for yourself.

Chief Kane stated and that's correct, and I understand what Alderman Gatsas is saying. But again, I kind of agree with Virginia that we've had a person we've asked to step up and put a lot of additional work, a lot of pressure on that person, and that person has done that. To sit here and say, well, she's doing it, or he's doing it, why should we give him the job because they're already doing it. I think that if you look at other people across the City, they're being paid to do the work. This person is not in their job description to do this work. I think we should be grateful that these people step up to get the work done, instead of saying, well you're doing the work but we're not going to recognize that. I think that we should recognize that person and be thankful for them and be grateful that they've been helping the City out and working outside their job description and job title for this amount of time.

Alderman Shea stated Mr. Chairman, I want to mention, too, that we just added a new position in the City Clerk's office because of the workload that Matt Normand has assumed. It would probably be somewhat inconsistent to say, on the one hand, we can add a new person to the City Clerk's office because of the license and performing inspections, but in this case we probably reasoned that this person that is doing the work has not been overburdened. So that's where my reasoning comes from. We should be consistent in how we tend to value the employees and I tend to feel...

Chairman Gatsas stated Alderman, I don't disagree with you. I agree with you one hundred percent. There's only one problem: If this position is not filled until March that we just did in the Clerk's office, it's \$569. There is only a classification of name change. It's not on a salary grade, Ginny, is it?

Ms. Lamberton asked which one? The City Clerk's office? The City Clerk's office is an increase in one grade. The BSO to a Business Administrator is a decrease in two grades. Plus you're talking about new classifications here, which is different than new positions. The bottom line is you still have the same number of positions that we had before we started this discussion. The other thing is that, and I've only hinted at this, perhaps would be the fairest way to put it, to Chief Kane is that, assuming that the individual who has been filling in and trying to do

this job and the old job, when that other job is vacated I'm not sure that's an Administrative Service Manager anymore either. I think we talked about that a little bit, and so we'll do an audit of that and my guess is it's probably going to go down from a 16 to a lower level because of the way we're separating out the duties here. We're making a change.

Chairman Gatsas stated I understand, but every time you...even though you decrease the grade, as soon as you increase somebody's position...let's say you go from the grade that you were just talking about to a 16. As soon as somebody takes that increase it's a ten percent increase in their wage.

Ms. Lamberton stated for that individual. However, the incumbent, for example the former incumbent of this position was making considerably more than the presumed future incumbent.

Chairman Gatsas stated well that's because of years of service.

Ms. Lamberton stated so there's still a savings because we've moved it downward.

Alderman Pinard stated Chief Kane, I look at this as a promotion for that individual in your department. Would that be correct?

Chief Kane stated you could use that word. Sometimes promotions is used in the more military aspect of our work, but yes, you could say that.

Alderman Pinard stated and I know we talked a lot to work within our department to create better behavior and better workmanship, and I think we have a case right here. I'd like to move the question, Mr. Chair.

Chairman Gatsas stated sure.

The motion to move the question was seconded by Alderman Duval. There being no opposition, the motion carried.

Chairman Gatsas addressed item 8 of the agenda:

8. Communication from Virginia Lamberton, Human Resources Director, informing the Committee of a request to reclassify the Assistant Fire Chief position to a third Deputy Fire Chief position and noting that in her opinion the reclassification is not advisable.

On motion of Alderman Duval, duly seconded by Alderman Shea, it was voted to discuss this item.

Chairman Gatsas stated this is a little different than the last one we had, Chief, isn't it?

Chief Kane stated I'm not sure what...

Chairman Gatsas stated this is quite different from the last one because obviously the one we're talking about now, that the Human Resource Director said in her opinion we shouldn't be doing it, in retrospect is the opposite of the one we just voted on that she said we should be doing.

Chief Kane stated that's correct.

Chairman Gatsas stated it's amazing how just a number changes things, from seven to eight.

Alderman Garrity stated Chief, the current structure of the Department now, do you still go by 01, 02, 03, 04 and can you tell me what that means?

Chief Kane stated well basically the 01, 02, 03, 04, they're radio call numbers that we use. It does one through nine. The "0" means chief officer and the position that he's in. So for the most cases, the 01 is the Chief of the Department, 02 has been the Administrative Chief, 03 has been Training Chief, 04 has been Fire Prevention Chief.

Alderman Garrity asked but is there any meaning to the, I guess seniority or chain of command type thing?

Chief Kane responded they represent the chain of command and the Department in regards to how we operate in a military organization.

Alderman Garrity stated so you're really, I guess if you go 01, 02, 03, 04, the title Assistant Fire Chief probably doesn't mean much because the 02 is the Assistant Fire Chief. Is that right?

Chief Kane stated it could be that way, yes. Some organizations have the 02 as a senior person in that position. In other words, if you've got three Deputies the 02 could be the senior Deputy in that position.

Alderman Garrity stated so there is a chain of command.

Chief Kane stated there's always a chain of command.

Alderman Shea stated could you explain to me why you think it is important to have an Assistant Chief?

Chief Kane stated are you talking about the position or the title?

Alderman Shea stated I'm talking about the position and/or the title. Why up until now there was an Assistant Chief and now the Mayor has indicated, I guess, in this letter, that there should be no Assistant Chief but Deputies and you can bring in the morale of the Fire Department, etc. Why has it been important to have an Assistant Chief, in your judgement?

Chief Kane stated let me try to give you the history of the position and what that position does and what it carries.

Alderman Shea stated and what your thinking is too, your opinion.

Chief Kane stated the history of the position. For the last...back as far as I can remember, the Department always had three Deputy Chiefs. In 1994 a position of Assistant Chief was created, taking one of the Deputy Chief positions and recreating this Assistant Chief. At that time we were following what also was occurring in the Police Department because that occurred in the Police Department. So the Assistant Chiefs in the Police Department and the Fire Department were created together in 1994. But that Assistant Chief position had indicated that that person was specifically in charge of the Department in the absence of the Chief of Department. So there was no, Who's in charge? Which Deputy is in charge? It was specifically the Assistant Chief in charge of the Department at that time. And that's a theory of operation so that people clearly understood the person in that position and what his authority was. In my conversations with the Mayor, and this goes way back, the Mayor was of the opinion that there should not be an Assistant Chief there, that the Department should resemble the Police Department and carry three Deputy Chiefs there. That discussion has gone back and forth. The Mayor is pretty well steadfast with that. He thinks that he likes the way the Department operates in that fashion a little bit better than the Assistant Chief structure and it seems that different people have different opinions but I worked under both structures and it worked...in some cases when you've got an Assistant Chief the line of command is clearer because of the title change. But, in my discussions with the Mayor, he was comfortable with freeing up that position and allowing me to fill that position as long as we call it a Deputy Chief, and I said I didn't have any problem with doing that.

Alderman Shea stated so in other words, it's more the Mayor that would like the restructuring rather than the head of the Department yourself? Is that correct?

Chief Kane stated the idea was brought forward by the Mayor.

Alderman Shea asked do you approve of that idea or do you disapprove of it, or do you have any concerns about it?

Chief Kane responded my concern is that I've got to get the work done, and I've got to get someone in there, in that position to accomplish those jobs because at this time we're kind of floundering a little bit here and there, and we don't have all the controls that we'd like to see. So if it's Deputy Chief, it's Deputy Chief. I need the position filled.

Alderman Shea stated well my point is that you had an Assistant Chief, and what you're saying now is that the persons that come into the Department on the higher level will be Deputy Chiefs, but one of the Deputy Chiefs will assume the role that the Assistant Chief used to do.

Chief Kane stated that's correct.

Alderman Shea stated and you're saying that there would be no differentiation in that particular person's compensation? They would have to assume more responsibilities than the other Deputies if that person is assuming the responsibilities that an Assistant Chief did. I would assume. And then, organization-wise, does the Fire Department organizational procedurally follow the same kind of procedure that the Police Department...In other words, the Police Department operates out of one particular area. They have one place. How many fire stations do you have?

Chief Kane stated organization-wise, we're not really the same, and I really don't want to speak for the Police Department in how they set up their organization and how they work, but you're correct. The Police Department, they work out of one building. We work out of ten in ten different locations. We are different structurally and we have are a little bit different in command than the Police Department is.

Alderman Shea stated you see I find probably a little bit of a conflict here, morale-wise. Maybe I'm wrong but I'm kind of using the analogy of a principal of a school and then there's no assistant principal designated, so I leave the building as a principal, Well Mr. Murphy, you've got the most

time in place so you take charge today. And then Mrs. Durning says, well wait a minute. I've got about the same amount of time. Why should I listen... You know, I'm a little bit concerned that if you don't have someone who's designated in charge, it could... I'm not saying it would, but it could result in a little bit of a morale problem if someone says, well you do this and the fellow says, hey wait a minute now. I'm the same rank as you, and even though you may have a couple of months more than me, I'm still kind of not on a ... You know, you really have to break that particular element down in terms of how it will be a difficult problem from what I see. But again, you know, I'm just kind of looking at some of the aspects of this. Maybe other members of the Committee have other thoughts too.

Chairman Gatsas asked Chief, do you have somebody that's in the role of Assistant Chief now?

Chief Kane responded I have one Deputy and that Deputy is assuming all the roles. We kind of split it up to work.

Chairman Gatsas asked, that additional work, do you think he should be compensated for?

Chief Kane responded the additional work, do I think he should be compensated for it. Sure.

Chairman Gatsas stated so if we reduce that person to a Deputy and eliminate the Assistant Deputy, then we're really not compensating that person for the additional duties that he's taking up, as we did with the position of Business Service Officer.

Chief Kane stated correct.

Chairman Gatsas stated okay. I just want to make sure that when we take our votes that we all understand where we are. Ms. Lamberton, your recommendation is that we don't do it.

Ms. Lamberton stated that's correct.

Chairman Gatsas asked and can you tell me why your recommendation is that we don't do it?

Ms. Lamberton responded I don't think it's appropriate because I think you've already heard that no matter what you do, there's going to be one of those positions that's going to fill in as the Assistant Chief. That's the

reality of it all. We have a system here. We need to follow our system. And then we talk about fairness. Is it fair that one person is expected to carry the ball in the absence of the Fire Chief, and the liabilities that go with that and the consequences if you screw up, for no additional compensation. I don't think it's right. I just think it's wrong, and radio numbers or not, I mean, that doesn't make any sense to me. It means that if I know in Chief Kane's absence Harry Smith is in charge, and I know that I have to do what Harry Smith tells me to do, that's a lot clearer than guessing that there's...actually it's a good opportunity to manipulate things. Let's see, who can I get this from if there's three Deputy Chiefs rather than one person that's designated to be in charge.

Chairman Gatsas stated well I think the different classifications where Police is and where Fire is is obviously there's officers, there's detectives. And I think that each one of those Deputies reigns over a certain portion of the Police Station.

Ms. Lamberton stated they each have divisions. However, I did not work here when that happened, but based on the information I have, that was done for all the wrong reasons. That was done for inappropriate reasons. In the absence of Chief Jaskolka, email him if you know he's going on vacation and see which one of those Deputies, whose name is always there. I am out of the office. Please contact Deputy Simmons in my absence. And so Deputy Simmons is, by the Chief's own whatever you call it, email, is put in charge in his absence. How does he get paid? He actually makes less than some of the other Deputies just because of his years of service. And so I'm talking about you either have a system of fairness or you don't. You have a classification system. If we have a hierarchy, let's respect the heirarchy.

Alderman Garrity stated Chief, to put it in simple terms, you could probably send a letter out to the Fire Department and say, in my absence, such and such is the Assistant Chief. Right?

Chief Kane stated right.

Alderman Garrity stated Ginnie, that's basically what you just said, when Chief Jaskolka's out...

Ms. Lamberton stated but I'm saying that one person is assuming all of that responsibility and that is all built into your classification system. That's why we have Deputies get paid more, or Assistants to the departments, whatever the right word is here, they get a grade more than the other

persons because they're accountable and held responsible for that, in the absence of the Chief.

Alderman Garrity stated but the structure of the Fire Department is much different than the Police Department. I mean, we have the Chief, we have the Deputies, we have District Chiefs, we have the Captains and Lieutenants. In the Police Department you have the Deputies, Captains, Lieutenants and Sergeants. We have more than just an Assistant Fire Chief. We have two Deputies after that, then you have five District Chief's don't you?

Chief Kane stated yes. It's tough to compare apples with apples, because if you're going to try to do that, you've got a Sergeant. The Sergeant is the same as our Lieutenant. Our Captain is the same as their Lieutenant. Their Captains are the same as our District Chiefs, kind of thing. The way we call things are different.

Alderman Garrity asked when we went to Assistant Fire Chief and Assistant Police Chief, was that during Yarger Decker?

Chief Kane responded no. I was the first Assistant Chief of the Department in 1994.

Alderman Garrity asked when was Yarger Decker?

Ms. Lamberton responded it was implemented in 1999.

Alderman Duval stated Chief, just so I understand this, there are three Deputies in your Department?

Chief Kane stated yes, ideally, when they're filled.

Alderman Duval continued and they equally share the responsibility until such time that you would be out. I mean, under the change. So in the event the Chief, whether it be you or someone else, in their absence, it would go by what? Seniority? Is that the idea?

Chief Kane stated it would go in the way I'd set it. We would set up a structure. If I left this person was going to be in charge, or this person's going to be in charge or that person's going to be in charge.

Alderman Duval stated but the responsibilities could fall squarely on any one of the three Deputies, in fact, because you could have a Deputy that's tied up with another job and someone else is calling the shots.

Chief Kane stated I think it would fall within their realms of expertise. If something happens at the Police Department in the Detectives, I'm sure they're going to go to their Deputy and get that resolved there. If something happens on the patrol, you're going to go to their Deputy. So it would be the same thing. If something happened in that person's realm, it would fall under their command.

Alderman Duval stated and the Deputy presumably would know what the responsibilities are of the position, or what the position entails.

Chief Kane stated yes, it is definitely laid out. I'll just make one comment here. You know, the reason why we're here is because I'm looking to get the position filled and the Mayor said that I could fill the position if we re-titled the position. And I'm trying to get the position filled. That's why we're here. If we don't do that, I'm not sure where we're going to end up.

Alderman Shea stated I kind of want to take you back to when, God rest his soul, Mr. Monnelly was the Assistant Chief. What you indicated is that someone serving now, if they were not classified as an Assistant Chief but a Deputy, they would assume the responsibilities that an Assistant Chief formerly performed. So what confuses me is either why we paid the Assistant Chief and why it was so necessary to have an Assistant Chief up until the first of November, or whenever he retired. And now it isn't that important to have an Assistant Chief because the duties that would be assumed by Deputies – and I don't know if you have any Deputies now – you probably don't have any because you lost Mr. Martel and Mr. Monnelly, so that leaves you with two particular openings there which haven't been filled. So, you're going to move the Assistant Chief into an office formerly held by the Assistant Chief, but that person is going to assume the responsibilities of the former Chief, unless you delegate certain duties, I guess, to the other Deputies. I just don't see how the structure of the Department would stay the same. As Mr. Gatsas said, it seems like you've been pushing the work toward a Deputy now and now...I just don't understand this. It just confuses me. Could you clarify this for me if you could. Do you think that you need an Assistant Chief?

Chief Kane responded I certainly know I need someone to fill that position.

Alderman Shea asked but do you need that person to be entitled to a title of an Assistant Chief? Yes or no?

Chief Kane responded it would be Assistant Chief; it could be Deputy Chief.

Alderman Shea asked so you don't really have a judgement on it? Is it because the Mayor wants that or is it because you as the department head...Who are you speaking for, the Mayor or yourself? I'm very honest...

Chief Kane stated I understand that. If I had my, you know...

Alderman Shea exclaimed but Chief, you are the Chief! You have to make a decision whether you want an Assistant Chief or you want a Deputy.

Chief Kane stated I want the position filled, and if it is by saying I want a Deputy Chief, then I want a Deputy Chief.

Alderman Shea asked rather than an Assistant Chief?

Chief Kane responded yes.

Chairman Gatsas stated so you're saying that Deputy Chief would have the same duties as the Assistant Chief.

Chief Kane responded that's correct.

Chairman Gatsas stated Chief, you're not being consistent. That's not what you said when we were here, basing it on a person. What you clearly said is if they're doing the work of that person, they should be paid accordingly. And if somebody's going to do the work...

Chief Kane stated but in that position, we were also changing the title.

Chairman Gatsas stated well you're changing his title from Assistant Chief to a Deputy Chief. You're changing his title. Someone is going to do the work of an Assistant Chief...

Chief Kane stated someone is going to go in...

Chairman Gatsas stated the duties of the Assistant Chief that you had in place now have to be different than what a Deputy Chief does. They can't be the same.

Chief Kane stated you can call him an Assistant Chief, you can call him a Deputy Chief, you can call him a Battalion Chief, you can call him a District Chief. Each city in the United States calls that person a different thing. So, what we're talking about here is, in a larger sense, terminology.

Chairman Gatsas stated I understand. But right now you have two Deputy Chiefs. They have duties. Are those duties different than the Assistant Chief?

Chief Kane responded yes, they are.

Chairman Gatsas asked is there more responsibility with the Assistant Chief?

Chief Kane responded one could say yes.

Chairman Gatsas stated so I guess my question would be: Why would somebody want to take that Deputy Chief's position if there's more responsibilities, and not the same pay? Why would somebody want to take that Deputy Chief's position?

Chief Kane stated I can't answer that question.

Chairman Gatsas stated just so you could fill it, is why you want it.

Alderman Shea asked well, your budget is how much?

Chief Kane responded \$22 million.

Alderman Shea asked and what would be the difference between an Assistant Chief's pay and a Deputy Chief's pay, depending...

Chief Kane responded I'm going to estimate around \$4,000. Virginia?

Ms. Lamberton stated \$4,000 to \$4,500.

Alderman Shea stated \$4,000 difference.

Ms. Lamberton stated well, again, it all depends on who gets picked and whatever, but if I just look at the mid-range of salary grade 26, it's \$81,209. If I look at the mid-range for 27, which is what the Assistant Chief is, it's \$86,893.

Alderman Shea asked do you have money in your budget to pay an Assistant Chief?

Chief Kane responded yes.

On motion of Alderman Shea, duly seconded by Alderman Pinard, it was voted to have an Assistant Chief in the Fire Department.

Chairman Gatsas addressed item 9 of the agenda:

9. Communication from Virginia Lamberton, Human Resources Director, recommending the establishment of a full-time temporary Administrative Assistant I position to provide support services for the domestic violence projects located in the Manchester District Court.
(Note: annual salary is \$26,376 funded 100% through a NH Department of Justice STOP block grant.)

On motion of Alderman Shea, duly seconded by Alderman Garrity, it was voted to approve this item.

Ms. Lamberton asked may I just request something here? I'm not sure if this has to go to B2R or not, but if it does, could you, Alderman Duval, waive that if it does? Because this is a position that had been funded through the Department of Corrections in our District Court. And they stopped funding it through Corrections so there hasn't been anybody there to help the victims. And so the Police Department would really appreciate it if we could get this through the full Board tomorrow night, so we can hire somebody right away to go and take care of the victims.

Chairman Gatsas stated I think that once it goes to the full Board tomorrow night, at that point the Board can suspend the rules.

Alderman Duval stated Ms. Lamberton, if the Clerk's office is keeping notes here they can remind us of this tomorrow evening.

City Clerk Leo Bernier stated we will do that, Mr. Chairman.

Chairman Gatsas addressed item 10 of the agenda:

10. Communication from Virginia Lamberton, Human Resources Director, recommending the establishment of a Parking Shift Supervisor class specification at grade 15, salary range \$32,311 to \$46,068 and approve updated Cashier, Custodian and Security class specifications.

Ms. Lamberton stated first of all I'd like you to know that Brandy Stanley called me just before I came down here. I don't know if she communicated with you otherwise. She's gotten that horrible virus and she apologizes that she couldn't make it tonight.

On motion of Alderman Garrity, duly seconded by Alderman Duval, it was voted to table this item.

TABLED ITEM

A motion is in order to remove the following item from the table for discussion.

11. Communication from Virginia Lamberton, Human Resources Director, requesting that the Grants Coordinator position be reclassified to a new title of VISTA Project Administrator, salary grade 20.
(Tabled 10/03/2006)

There being no further business to come before the Committee, on motion of Alderman Shea, duly seconded by Alderman Pinard, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee