

**APPROVED**  
STATE OF CONNECTICUT  
MUNICIPAL ACCOUNTABILITY REVIEW BOARD (MARB)

REGULAR MEETING MINUTES  
Hartford Subcommittee of the MARB

**Meeting Date and Time:** Thursday, June 23, 2022, 10:00 AM – 12:00 PM

**Meeting Location:** This was a virtual meeting. Meeting materials may be accessed at the following website:

<https://portal.ct.gov/OPM/Marb/Hartford-Committee-Meetings-and-Materials>

**Call-In Instructions:**

Telephone Number: (860) 840-2075

Meeting ID: 331 953 396

**Members in Attendance:** Kimberly Kennison (OPM Secretary designee), Christine Shaw (State Treasurer designee; joined after adoption of minutes), Stephen Falcigno, Matt Brokman, Mark Waxenberg

**City Officials in Attendance:** Leigh Ann Ralls, Melinda Kaufmann, Natasha Banks, Maureen Colman

**Staff in Attendance:** Julian Freund

I. Call to Order & Opening Remarks

The meeting was called to order at 10:04 AM.

II. Approval of Minutes:

a. May 26, 2022 regular meeting

A motion to approve the minutes was made by Mr. Falcigno with a second by Mr. Brokman. The motion passed 4-0-0.

III. Review, Discussion and Possible Action: Labor Contracts:

a. Hartford Federation of School Secretaries

Melinda Kaufmann provided an overview of this contract. The current contract expired June 30, 2018. The agreement is for a term of July 1, 2018 through June 30, 2024. The bargaining unit covers approximately 100 secretaries and clerical positions. The union and Board of Education ratified the agreement. The agreement is very similar to the agreement recently approved for the Paraprofessionals group.

The agreement provides for no general wage increases (GWIs) for the first three years of the agreement (FY 2019 – FY 2021). A wage increase of 2% is retroactive to July 1, 2021 (i.e. FY 2022), followed by GWIs of 2% in FY 2023 and 3% in FY 2024. Steps are provided in FY 2022 and FY 2023. There is no step advancement in FY 2024.

Beginning in FY 2024, all bargaining unit members transition to the high deductible/health savings account plan (some members remain on the PPO plan until FY 2024). The employee premium cost share for the high deductible plan increases from the current 14% to 14.5% upon MARB approval of the agreement, and to 15% effective July 1, 2023.

The BOE estimated the total cost of the agreement to be approximately \$855,000 over the life of the contract.

Mr. Waxenberg noted the steady vacancy rate and asked if any consideration was given to eliminating some steps to make the lower end of the salary schedule more competitive. Ms. Kaufmann noted that the contract is for a relatively short term. Some of the subjects for negotiation were put on hold, including discussion of the step schedule, until the next negotiating round.

Mr. Waxenberg made a motion to recommend approval of the contract by the full MARB, with a second by Mr. Brokman. The motion passed 5-0-0.

#### IV. Update: Budget Mitigation Measures

Ms. Ralls provided updates on its budget mitigation measures. The City reported that certain staffing vacancies are creating challenges in the implementation of some of the budget mitigation measures. The City is conducting a tax deed sale today. Of the 50 properties in the sale, forty of them have paid their taxes in advance of the sale. The remaining properties represent about \$500,000 in taxes. The target savings in the Golf enterprise have been achieved in the current year, mitigating any need for the City to make a budgeted transfer to the Golf enterprise fund.

Mr. Waxenberg noted that the 120-day past due for Police private duty is consistently around \$500,000. Ms. Ralls explained that, although the XL Center has made up for much of what it owes, it still carries a receivable of about \$300,000. About \$170,000 of the 120-day receivables was sent to the collection agency, resulting in collections of only about \$24,000. The City is reviewing the possibility of writing off a portion of the remaining receivables.

Ms. Ralls noted some of the key vacancies that are impacting the City's ability to implement mitigation measures. There are two vacancies in the Grants area. An interim Grants Director is in place. There are three vacancies in the procurement division. In total, there are about 8 vacancies in Finance.

#### V. Other Related Business

Mr. Freund reported that an agreement with the health insurance consulting firm has not been executed. An existing State contract was going to be used to establish a work order with the firm, but it was later determined that the contract does not extend to the specific office with which OPM anticipated working.

#### VI. Adjourn

Mr. Waxenberg made a motion to adjourn with a second by Mr. Brokman. The meeting adjourned at 10:28 AM.