

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

**REGULAR MEETING MINUTES**  
West Haven Subcommittee of the MARB

**Meeting Date and Time:** Tuesday, September 20, 2022, 10:00 AM – 12:00 PM

**Meeting Location:** West Haven City Hall  
Harriet North Courtroom  
355 Main Street  
West Haven, CT

**Call-In Instructions:** Meeting participants may use the following telephone number and access code

Telephone Number: (860) 840-2075

Meeting ID: 367 328 098

**Members in Attendance:** Kimberly Kennison (OPM Secretary designee), Christine Shaw (State Treasurer designee), Patrick Egan, Stephen Falcigno, Thomas Hamilton, Robert White

**City Officials in Attendance:** Scott Jackson, David Taylor, Chief Terenzio, Matt Cavallaro, Floyd Dugas (labor attorney)

**OPM Staff in Attendance:** Julian Freund, Simon Jiang

I. Call to Order & Opening Remarks

The meeting was called to order at 10:08 AM.

II. Approval of minutes:

a. July 26, 2022 Regular Meeting

A motion to approve the minutes was made by Mr. Egan with a second by Mr. Falcigno. The motion passed unanimously.

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

a. BOE West Haven Administrators' Association

Mr. Dugas, labor attorney from Bercham Moses, provided a summary explanation of the contract. This contract covers about 23 Board of Education principals and other administrators. The current contract for this group expires August 31, 2023. The BOE and the union reached a tentative agreement for a contract with a term of September 1, 2023 through August 31, 2026. The salaries for this group are nearly 20% below the average market salaries for comparable positions, largely due to having accepted salary freezes for several years in the prior contract. The contract provides general

wage increases of 2% each year and also phases out lower salary steps over the contract term while phasing in new steps at the upper end of the salary range. The contract also increases the employee health insurance premium cost share by ½% each year.

Mr. Falcigno made a motion to recommend approval of the contract by the MARB with a second by Ms. Shaw. The motion passed unanimously.

IV. Update: FY 2021 Audit

Mr. Taylor reported that audit is still expected to be completed in November. The remaining open items requested by the auditor are expected to be provided by the end of the week.

V. Update: Development of Budget Mitigation Measures (5-Year Plan)

Mr. Taylor described the City's process of developing budget mitigation measures which will become part of the 5-Year Plan. Members discussed some of the areas of opportunity for budget mitigation including energy efficiency, solar power, solid waste management and parking fees. The issue of how consolidation efforts among the fire districts, including consolidating pension advisement and management services, was raised. Fire district consolidation efforts was singled out as an item for which a unique plan of action should be developed. The 5-Year Plan should also address how the City will work toward reducing the combined mill rate over time. Members also discussed how development opportunities may impact the 5-Year Plan. The City was asked to provide a copy of the existing development agreement for the Havens project. The City was also asked to provide a copy of its Plan of Conservation and Development and a copy of its Economic Development Plan.

VI. Update: Firefighter Agreements

Chief Terenzio spoke to questions raised by the MARB at its September meeting regarding the language in the contract increasing minimum manpower from five to six if the City is awarded a SAFER grant. Chief Terenzio explained that the Allingtown District attempts to meet a standard of responding with four personnel per operating unit. With the current minimum manpower of five, the district is often unable to respond with four personnel, because two personnel are frequently occupied by EMS calls.

Mr. Hamilton asked about whether the district would be required to maintain the higher manpower of six after the SAFER grant period. Chief Terenzio replied that the grant agreement would require the higher manpower in perpetuity. Members suggested that if the grant will dictate the level of manpower, the related language need not be in the union contract. Chief Terenzio indicated he would look further into what the federal government requires regarding staffing level beyond the grant period. Members also advised that the City should ensure that the 5-Year Plan sufficiently funds staffing and equipment of the required level of staffing both during and after the grant period.

Regarding the City's proposed hazard pay stipend, members advised the City to research examples of hazard payments made by other municipal public safety agencies. Members also questioned whether the proposed payment creates concerns that other bargaining units may make claims for premium payments. Mr. Egan further raised a question as to whether the availability of ARPA funds would be factored into ability-to-pay considerations.

VII. Update: Brewery Development Agreement

Mr. Jackson reported that the development agreement would be available for the MARB to review at its next meeting.

VIII. Update: MOA Action Plans

Written updates were provided in the meeting materials. Ms. Shaw asked about the status of the City responding to the board's request for a list of which City officials and employees had completed disclosure forms. Mr. Jackson said he would look into the matter.

IX. Other Business

Mr. Jackson noted that the City was in the process of selling bond anticipation notes today.

X. Adjourn

Mr. Falcigno made a motion to adjourn with a second by Ms. Shaw. The meeting adjourned at 12:15 PM.