

**DRAFT MINUTES  
GENERAL COUNSEL COMMISSION  
REGULAR MEETING FEBRUARY 13, 2020**

Present: Chairwoman and Councilwoman Carta, Councilman Nocera, Councilwoman Salafia and Councilwoman Blackwell (arrived during discussion on 4A.). Staff: Deputy General Counsel Kori Wisneski

Also Present: Laura Runte, Heidi Otero, Ann Gregg and Cathy Lechowicz.

**Call to Order:**

Meeting was called to order at 6:00 p.m.

**Public Comment:**

Ann Gregg – Spoke in favor of 4C for her subordinates. She indicated that the additional hours are needed based on the needs of the department. Oftentimes, senior citizens are waiting in line at 8:30 a.m. to enter the Senior Center and employees have to come in before their shift to set up and get ready for the day.

The other employees present indicated their names for the record and their support for approval of item 4C.

**Approval of Minutes:**

**A. Review of minutes of January 9, 2020 Regular Meeting**

Councilwoman Salafia made a MOTION to approve the minutes. The Motion was seconded by Councilman Nocera. The Motion passed unanimously.

**New Business:**

**A. Ordinance – Youth Services (14-15 & 14-16)**

Attorney Wisneski introduced the ordinance. She received notification of the proposed changes through Director Justin Carbonella and the Youth Services division. Youth Services is having difficulties finding qualified people and meeting the minority representation statute, which requires a certain percentage from each political party. Justin Carbonella spoke more on the changes of the ordinance and why he is seeking to broaden the requirements to fill the membership. He also spoke about the age requirement and how an emerging adult is classified from ages 18 to 26. The proposed ordinance sought to change the age limitation for one of the members from 18 years of age to 24 years of age. The Commission discussed whether the age should be extended to 26 years of age given the emerging adult category highlighted by Director Carbonella.

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Councilman Nocera made a MOTION to accept the age change to 26 and to fix the typo in subsection 7. The Motion was seconded by Councilwoman Salafia. The Motion passed with 3 ayes and 1 abstention.

Councilman Nocera made a MOTION to approve the ordinance with the changes cited in the previous motion. The Motion was seconded by Councilwoman Salafia. The Motion passed with 3 in favor and 1 abstention by Councilwoman Blackwell.

**B. Job Description – Recreation and Aquatics Program Supervisor**

**C. Memorandum of Understanding between the City of Middletown and Local #466 of Council #4, AFSCME, AFL-CIO – Senior Services to 40 hours paid and worked**

Councilwoman Salafia made a MOTION to hear item 4B and 4C together. The Motion was seconded by Councilman Nocera. The Motion passed unanimously.

Attorney Wisneski introduced the job description. She explained that this job description is part of Recreation and Community Services Department. This job description was originally titled the Lead Recreation Supervisor, which is being amended to the Recreation and Aquatics Program Supervisory with no salary grade change.

Attorney Wisneski introduced the MOU. She explained that this MOU is only in front of the Council because it has a financial impact on a current or future budget and those MOUs with a financial impact must be approved by the Common Council. She explained that this MOU is intended to bring parity amongst the employees within the Recreation and Community Services Department because some employees work 40 hours and some work 35.

Cathy Lechowicz who is director of Recreation and Community Services Department discussed more about the department's dynamics and how she will proceed with the vacant positions in her office. She feels that it is very important to have a permanent employee with an aquatics background. She also says that the differing job schedules and pay schedules is difficult for the department, both in terms of morale and in terms of managing the needs of the department. Councilman Nocera asked whether the Mayor was in favor of the MOU and whether the Union was supporting it. Attorney Wisneski explained that that Mayor was in support and that the Union had already signed off on the MOU. The only thing left was for the Council to authorize the Mayor to sign it.

Discussion ensued that the changes made to the qualifications section of the job description were somewhat confusing. Attorney Wisneski proposed breaking the first sentence into two sentences. Councilman Nocera made a MOTION to amend the job description in the way discussed. The Motion was seconded by Councilwoman Salafia. The Motion passed unanimously.

Councilman Nocera made a MOTION to approve the job description with the proposed changes. The Motion was seconded by Councilwoman Salafia. The Motion passed

unanimously.

Councilwoman Salafia made a MOTION to approve the MOU and forward it on to council. The Motion was seconded by Councilman Nocera. The Motion passed unanimously.

**Adjournment:**

MOTION to Adjourn by Councilwoman Salafia. The Motion was seconded by Councilman Nocera. The Motion passed unanimously.