

**Town of Mansfield  
Personnel Committee Meeting**

**Monday, June 15, 2020  
GoToMeeting  
Virtual Meeting  
3:00 P.M.**

**Minutes**

Members Present: Terry Berthelot (Chair), Ronald Schurin & David Freudmann  
Other Council Members Present: Mayor Toni Moran (arrived at 3:05pm)  
Staff Present: John Carrington, Holly Schaefer, Audrey Conrad, Noelle Shepard

Terry Berthelot called the meeting to order at 3:00 p.m.

**1. PUBLIC COMMENT**

Terry Berthelot closed public comment as no members of the public were in attendance.

**2. APPROVAL OF MINUTES**

Terry Berthelot asked for a motion to approve minutes of the February 24, 2020 Personnel Committee meeting. Ron Schurin so moved, and David Freudmann seconded. All in favor, motion passed unanimously.

**3. FY 2020-2021 NON-UNION COMPENSATION**

Interim Town Manager John Carrington introduced the agenda item and provided an overview on COLA's, payment-in-lieu, and tuition reimbursement. He explained his recommendation to adjust non-union employees' COLA, payment-in-lieu, and tuition reimbursement amounts to match those that the members of the Professional & Technical Union receive. Terry Berthelot asked for a motion. Ron Schurin motioned effective July 1, 2020 to endorse a 2.0% general wage increase applied to the Town Administrator's Pay Plan thus affecting compensation for nonunion regular staff for FY 2020/2021, to endorse an increase to the Payment in Lieu program for nonunion employees be retroactive to January 1, 2020, to endorse an increase to the Tuition Reimbursement Program in the amount of \$1,800 annually and to recommend approval to the Town Council. David Freudmann seconded the motion. All in favor, motion passed.

**4. ADJOURNMENT**

Terry Berthelot asks for a motion to adjourn meeting. Ron Schurin motioned, and David Freudmann seconded. Meeting adjourned at 3:12pm.

Respectfully submitted,  
Noelle Shepard, Human Resources