

# CITY COUNCIL WORK SESSION

## Overtime Audit

March 20, 2006 – 6:15 p.m.

Council Chambers

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City Council Present: Mayor Marchand, Assistant Mayor Ferrini, Councilors Grasso, Dwyer, Reynolds, Pantelakos, Whitehouse, Smith and Hynes

Officials Present: John P. Bohenko, City Manager; Robert Sullivan, City Attorney; Judie Belanger, Finance Director; Andrew Purgiel, Controller; Steve Parkinson, Public Works Director; Christopher LeClaire, Fire Chief; Michael Magnant, Police Chief; Bill Irving, Police Department; David Allen, Deputy Public Works Director; Peter Rice, City Engineer; Cindy Hayden, Deputy City Manager; David Holden, Planning Director; David Moore, Community Development Program Manager; Gail Cunningham, Controller; Dianna Fogarty, Human Resources Director; Steve Bartlett, School Business Administrator; Alan Brady, Communications Supervisor/Webmaster; and Kelli L. Barnaby, City Clerk

Mayor Marchand opened the meeting at 6:15 p.m. He advised the City Council that this is a status report on the Overtime Audit by Matrix Consulting.

City Manager Bohenko advised the City Council that this is an interim report of information gathered thus far from Matrix Consulting. He said it is anticipated that the final report would be presented to the City Council at the April 17, 2006 City Council meeting.

Susanah Leigh, Matrix Consulting outlined the elements for review in this report. She reported that they are examining what causes overtime in the City and how that compares with other communities. She spoke to the extensive interviews with staff as well as the review of contracts with the various bargaining units in the City and how they compare with other communities.

William Gay, Matrix Consulting addressed the data collection process that has taken place. He said they are focusing on three major departments, which are Police, Fire and Public Works. He reported on their review of overtime trends over the last three years, the service levels attained and time lost due to training of staff. He said that they are anticipating presenting their final report to the City Council at the April 17, 2006 City Council meeting.

Mayor Marchand thanked Matrix Consulting for their presentation. He advised the City Council that questions should be focused on the process-related issues with the study.

Assistant Mayor Ferrini asked if Matrix would be comparing the City with similar staffed communities in their reviews. Susanah advised Assistant Mayor Ferrini that the communities being used, as comparisons are those used during the City's reclassification study.

Councilor Whitehouse asked what other areas they are reviewing in the School Department other than overtime. Susanah advised Councilor Whitehouse that they are reviewing overtime only. Councilor Whitehouse asked if it is correct that substitute teachers are not being examined in this report. Susanah said that is correct however, they are reviewing part time personnel.

Councilor Pantelakos asked if they would provide a comparison between overtime and hiring more personnel. William responded affirmatively.

Councilor Dwyer asked if they are reviewing procedures for authorizing overtime. William reported that they are not looking at patterns for overtime but it is very much a lottery system. Councilor Dwyer said that she would like to see salary bans identified where the overtime is because if some are at a higher salary it would cost the City more.

Mayor Marchand said he would also like a review of seniority as well.

City Manager Bohenko thanked the department heads for their efforts and work on this study. He also advised the City Council that he would like to schedule a Work Session on March 27, 2006 to discuss water and sewer rates. He said that this would be a technical report with a great deal of data being reviewed. Councilor Whitehouse advised the City Council that he would not be available on March 27, 2006 and requested looking at another date.

Mayor Marchand suggested moving the Public Performance Work Session from April 3, 2006 to March 27, 2006. The City Council agreed to hold the Water and Sewer Rate Review Work Session on April 3, 2006 and the Public Performance Work Session on March 27, 2006 at 6:30 p.m.

At 6:35 p.m., Mayor Marchand closed the meeting.

Respectfully submitted by:

Kelli L. Barnaby, CMC  
City Clerk