

BOARD OF SELECTMEN

BRANFORD, CONNECTICUT



JAMES B. COSGROVE
First Selectman

ANGELA M. HIGGINS
RAYMOND E. DUNBAR, JR.

1019 MAIN STREET
POST OFFICE BOX 150
BRANFORD, CT 06405
(203) 488-8394
FAX: 481-5561
www.branford-ct.gov

Date: March 24, 2023
To: Joseph Mooney
Board of Finance
From: James B. Cosgrove
First Selectman
Re: Salary adjustment for Director of Animal Shelter

RECEIVED
2023 MAR 26 P 4 32
JAMES B. COSGROVE
FIRST SELECTMAN

Chairman Mooney,

I respectfully ask the Board of Finance to consider and approve a salary adjustment for the Director of Animal Shelter position. The requested annual salary is \$82,898, effective March 3, 2023. For the Board members review, I have attached correspondence between the Director of Human Resources and the representatives of Town Supervisors Union, and the current salary chart for the bargaining unit. However, I look forward to addressing the Board at the next meeting to provide the merits of the adjustment.

Thanks in advance for your consideration.

Sincerely,

James B. Cosgrove

HUMAN RESOURCES DEPARTMENT

BRANFORD, CONNECTICUT



MARGARET LUBERDA
Director of Human Resources

RECEIVED

2023 MAR 26 P 9 32

Jamie Cosgrove
BRANFORD TOWN CLERK

1019 MAIN STREET
POST OFFICE BOX 150
BRANFORD, CT 06405
(203) 315-0629
FAX: (203) 889-3316
www.branford-ct.gov

To: Christopher Sugar, AFSME Staff Attorney
Anthony Cinicola, President Local AFSME Local 818-60, Council 4
From: Jamie Cosgrove, First Selectman
Margaret Luberda, Director of Human Resources
Date: February 13, 2023

Re: Director of Animal Shelter Salary Adjustment

As we discussed at our meeting on Monday, February 7, the First Selectman, Jamie Cosgrove and I have reviewed and analyzed the Director of Animal Shelter job description and determined that this position is not being paid equitable when compared with all positions in the AFSME Branford Supervisors union and with other Director level positions outside this union. We have determined that this grossly underpaid position should be adjusted effective February 1, 2023 to a salary of \$85,000 from \$68,898. The following analysis supports this recommendation:


1. The current position has a licensed professional as a Department Director with over 14 years' experience working for the Town of Branford as the Director of Animal Shelter;
2. Is the lowest paid position in your union;
3. Is the second most experienced Town of Branford Director level employee in your union working and the lowest paid;
4. Is the only Director or Assistant Director level position that is required to work 24 by 7;
5. Is the only Director level position or Assistant Director level position, and the only position in your union required to provide services to two Towns; North Branford and the Town of Branford;
6. Is \$32,675 below the average union salary paid in your union; and
7. Currently manages a staff of 11 employees (full and part time) plus a seasonal staff of seven and a volunteer group that supports the day-to-day operations of the staff.

In summary, this analysis leads us to know that there is currently a salary gap, which warrants immediate correction. Even with our recommendation to \$85,000 effective February 1, 2023, this position is still the lowest paid Director level position with a large number of staff and volunteers to manage, the requirement to provide services and programs to two Towns, the 14 plus years licensed professional experience working as a Director for the Town of Branford, and the management of a new facility with anticipated increased operational and program growth.

We look forward to resolving this warranted salary change.

RECEIVED

2023 MAR 26 P 9:32


BRANFORD TOWN CLERK

March 3, 2023

Town of Branford

Director of Human Resources

Margaret Luberda

Re: Director of Animal Shelter Salary Adjustment

Margaret,

Thank you for providing us the Town of Branford's request to adjust the salary of the position known as the "Director of Animal Shelter." Although we as a group disagree with items 3 and 4 within your analysis we do appreciate your recognition of the position being grossly underpaid.

After our membership meeting held on March 3, 2023 the general membership within our group has unanimously accepted the following proposal.

Effective March 2, 2023 the membership of 818-60 Supervisors Union proposes the "Director of the Animal Shelter" salary shall be adjusted from \$68,898 to \$82,898 an increase of approximately 20.31%

If acceptable, please notify me of the Town of Branford's position.

Sincerely,

Anthony Cinicola

President Local AFSME Local 818-60, Council 4

HUMAN RESOURCES DEPARTMENT

BRANFORD, CONNECTICUT



MARGARET LUBERDA
Director of Human Resources

2023 MAR 26 P 9:32
MARGARET LUBERDA
DIRECTOR OF HUMAN RESOURCES

1019 MAIN STREET
POST OFFICE BOX 150
BRANFORD, CT 06405
(203) 315-0629
FAX: (203) 889-3316
www.branford-ct.gov

March 9, 2023

Anthony Cinicola
Branford Building Official
President, AFSME, Local 818-60, Council 4

Dear Tony,

As a follow up to your letter dated March 3, 2023 and in consultation with Jamie Cosgrove, First Selectman, we will present the union's recommendation for a salary increase for the Director of Animal Shelter position from \$68,898 to \$82,898 (which is \$2,102 less than management's recommendation), to the Board of Finance and the Representative Town Meeting. Both groups must agree to your salary recommendation for the action to be final and effective March 3, 2023. I will inform you about the meetings results.

Sincerely,

Margaret M. Luberda

Copy: Jamie Cosgrove, First Selectman

**APPENDIX A
WAGES**

Dept #	Position	Hours	2.00%					2.25%					2.25%				
			2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
4104	Assistant Finance Director	40	\$ 95,447.80	\$ 97,356.76	\$ 99,547.29	\$ 101,787.10	\$ 104,077.31	\$ 95,447.80	\$ 97,356.76	\$ 99,547.29	\$ 101,787.10	\$ 104,077.31	\$ 95,447.80	\$ 97,356.76	\$ 99,547.29	\$ 101,787.10	\$ 104,077.31
4105	Assessor	40	\$ 94,633.19	\$ 96,525.85	\$ 98,697.68	\$ 100,918.38	\$ 103,189.04	\$ 94,633.19	\$ 96,525.85	\$ 98,697.68	\$ 100,918.38	\$ 103,189.04	\$ 94,633.19	\$ 96,525.85	\$ 98,697.68	\$ 100,918.38	\$ 103,189.04
4113	Town Planner	40	\$ 114,763.43	\$ 117,058.70	\$ 119,692.52	\$ 122,385.60	\$ 125,139.28	\$ 114,763.43	\$ 117,058.70	\$ 119,692.52	\$ 122,385.60	\$ 125,139.28	\$ 114,763.43	\$ 117,058.70	\$ 119,692.52	\$ 122,385.60	\$ 125,139.28
4116	Inlands Wetlands Environmental Director	40	\$ 75,898.17	\$ 77,416.13	\$ 79,157.99	\$ 80,939.04	\$ 82,760.17	\$ 75,898.17	\$ 77,416.13	\$ 79,157.99	\$ 80,939.04	\$ 82,760.17	\$ 75,898.17	\$ 77,416.13	\$ 79,157.99	\$ 80,939.04	\$ 82,760.17
4205	Building Official	40	\$ 91,874.76	\$ 93,712.26	\$ 95,820.79	\$ 97,976.76	\$ 100,181.24	\$ 91,874.76	\$ 93,712.26	\$ 95,820.79	\$ 97,976.76	\$ 100,181.24	\$ 91,874.76	\$ 93,712.26	\$ 95,820.79	\$ 97,976.76	\$ 100,181.24
4206	Director of Animal Shelter	40	\$ 66,060.99	\$ 67,382.21	\$ 68,898.31	\$ 70,448.52	\$ 72,033.61	\$ 66,060.99	\$ 67,382.21	\$ 68,898.31	\$ 70,448.52	\$ 72,033.61	\$ 66,060.99	\$ 67,382.21	\$ 68,898.31	\$ 70,448.52	\$ 72,033.61
4301	Highway Supervisor	40	\$ 72,252.28	\$ 73,697.33	\$ 75,355.52	\$ 77,051.02	\$ 78,784.67	\$ 72,252.28	\$ 73,697.33	\$ 75,355.52	\$ 77,051.02	\$ 78,784.67	\$ 72,252.28	\$ 73,697.33	\$ 75,355.52	\$ 77,051.02	\$ 78,784.67
4304	Sustainability & Compliance Manager	40	\$ 69,256.53	\$ 70,641.66	\$ 72,231.10	\$ 73,856.30	\$ 75,518.07	\$ 69,256.53	\$ 70,641.66	\$ 72,231.10	\$ 73,856.30	\$ 75,518.07	\$ 69,256.53	\$ 70,641.66	\$ 72,231.10	\$ 73,856.30	\$ 75,518.07
4305	Town Engineer	40	\$ 119,179.78	\$ 121,563.38	\$ 124,298.56	\$ 127,095.28	\$ 129,954.92	\$ 119,179.78	\$ 121,563.38	\$ 124,298.56	\$ 127,095.28	\$ 129,954.92	\$ 119,179.78	\$ 121,563.38	\$ 124,298.56	\$ 127,095.28	\$ 129,954.92
4402	Director of Senior Center	40	\$ 96,439.03	\$ 98,367.81	\$ 100,581.09	\$ 102,844.16	\$ 105,158.15	\$ 96,439.03	\$ 98,367.81	\$ 100,581.09	\$ 102,844.16	\$ 105,158.15	\$ 96,439.03	\$ 98,367.81	\$ 100,581.09	\$ 102,844.16	\$ 105,158.15
4501	Assistant Director of Parks & Recreation	40	\$ 71,721.35	\$ 73,155.78	\$ 74,801.79	\$ 76,484.83	\$ 78,205.74	\$ 71,721.35	\$ 73,155.78	\$ 74,801.79	\$ 76,484.83	\$ 78,205.74	\$ 71,721.35	\$ 73,155.78	\$ 74,801.79	\$ 76,484.83	\$ 78,205.74
4602	Library Director	40	\$ 90,895.68	\$ 92,713.59	\$ 94,799.65	\$ 96,932.64	\$ 99,133.62	\$ 90,895.68	\$ 92,713.59	\$ 94,799.65	\$ 96,932.64	\$ 99,133.62	\$ 90,895.68	\$ 92,713.59	\$ 94,799.65	\$ 96,932.64	\$ 99,133.62

*New Hires employee will receive a minimum of 80% of the applicable job rate upon entering the position; 85% of the job rate after one (1) year in the position; 90% of the job rate after two (2) years in the position; and 100% of the job rate after three (3) years in the position. However, the First Selectman, in his discretion, can deviate from the minimum progression by providing an employee with a greater percentage of the job rate prior to being in the position for three (3) years.

2023 MAR 26 P 9:33

[Signature]
TOWN CLERK