

BOARD OF FINANCE

THE TOWN OF WINDSOR LOCKS

50 Church Street, Windsor Locks, Connecticut 06095

Minutes of the March 11, 2026, Regular Meeting

<https://us02web.zoom.us/j/82811337100?pwd=kfT75BOUFW3dh53zttN2G4SnbfhbYB.1>

Meeting ID: 828 1133 7100

Passcode: 348346

The Board of Finance Meeting of Wednesday, March 11th, 2026, was called to order at 6:30pm by Chairwoman Patty Murphy and was followed by the Pledge of Allegiance.

BOARD OF FINANCE MEMBERS PRESENT:

Chairwoman Patty Murphy, Michael Ciarcia, Norm Weigert, Con O’Leary, Roy Zettlemyer, Sean Twitchell and Judy Chapman.

ABSENT:

Dan Flanagan

ALSO PRESENT:

Yana Abramovich, Finance Director

Steve Brown, Assistant Finance Director

PUBLIC INPUT – BOARD OF FINANCE MATTERS ONLY:

In person:

None.

Via Zoom:

None.

CORRESPONDENCE:

Chairwoman Murphy provided an update to the public input made by Linda Palmer during last night’s meeting. She stated that she spoke with the First Selectman and was made aware that all requests directed to him have been answered. At this time, the only outstanding requests are with the Police Commission and deferred to them for further input.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS, MARCH 10th, IF AVAILABLE:

Meeting minutes are not available at this time. They will be emailed to board members and will be presented for approval at the Wednesday, March 18th meeting.

ADDED AGENDA ITEMS:

None.

TRANSFERS:

None.

BUDGET PRESENTATIONS

Board of Selectman:

First Selectman John Savino and Selectman Mark Whitten presented the proposed Board of Selectman FY26-27 budget.

ORG	OBJ	COMB	DEPT	DESC	FY 2025 BUDGET	FY 2025 YTD Expended	FY 2025 YTD Balance	FY 2026 BUDGET	FY 2026 YTD Expended	FY 26 IF Adjustment	FY 2027 Request	FY 2027 DEPARTMENT
			4111	Selectman								
1041170	51610	1041170	4111	S&W REGULAR	\$182,936.00	\$187,156.68	-\$4,220.68		\$79,758.42		190,353	John and Cathy
1041170	51620	1041170	4111	S&W PART TIME	\$1,155.00	\$0.00	\$1,155.00	\$0.00	0		-	-
1041170	51621	1041170	4111	S&W TEMP/REPLACE	\$343.62	\$0.00	\$343.62	\$0.00	0		-	-
1041170	51623	1041170	4111	S&W PART TIME CHARTER RE	\$0.00	\$0.00	\$0.00	\$0.00	0		-	-
1041170	51625	1041170	4111	S&W STIPEND	\$5,854.00	\$5,950.92	-\$96.92	\$6,145.66	\$1,931.56		6,087	2 selectmtn stjp
1041170	53200	1041170	4111	EDU TRAINING & PROF DEV	\$492.00	\$208.40	\$283.60	\$500.00	\$85.00		500	-
1041170	54420	1041170	4111	EQUIPMENT CONTRACTS	\$3,000.00	\$1,064.55	\$1,935.45	\$1,080.00	\$522.94		1,080	-
1041170	55400	1041170	4111	ADVERTISING	\$2,455.44	\$2,455.44	\$0.00	\$2,500.00	\$4,234.06		4,300	-
1041170	56100	1041170	4111	GENERAL SUPPLIES	\$1,100.00	\$1,044.30	\$55.70	\$1,100.00	\$892.67		1,100	-
1041170	56101	1041170	4111	GENERAL SUPPLIES - CAC	\$500.00	\$436.72	\$63.28	\$500.00	\$174.87		500	-
1041170	56103	1041170	4111	GENERAL SUPPLIES-MEETIN	\$2,200.94	\$838.65	\$1,362.29	\$2,201.00	\$0.00		2,201	-
				S&W Part Time	\$552.00	\$0.00	\$552.00		0		-	-
1041170	58000	1041170	4111	MISCELLANEOUS	\$0.00	\$525.00	-\$525.00	\$0.00	0		-	-
					200,589	199,681	908	14,027	87,800	-	206,121	-
			4117	Finance Department								
				S&W REGULAR	\$215,799.13	\$224,116.98	-\$8,317.85	\$221,565.04	\$93,192.91		380,258	380257.5
				S&W TEMP/REPLACE	\$0.00	\$0.00	\$0.00	\$0.00	0		-	-
				S&W STIPEND IT	\$3,000.00	\$3,069.11	-\$69.11	\$0.00	\$392.29		-	-
				EDU TRAINING & PROF DEV	\$600.00	\$565.80	\$34.20	\$1,500.00	\$810.00		3,000	-
				Prof & Tech Serv- Banking	\$3,120.00	\$2,812.41	\$307.59	\$287,040.00	\$203,551.98		160,000	-
				Consulting (included above)	\$0.00	\$0.00	\$0.00				1,092	-
				EQUIPMENT CONTRACTS	\$1,092.00	\$1,064.56	\$27.44	\$1,092.00	\$514.51		1,092	-
					223,611	231,629	(8,018)	511,197	298,462	-	544,350	6.49%
			4131	Assessor								
				S&W REGULAR	\$209,351.00	\$217,491.64	-\$8,140.64	\$221,665.60	\$83,855.48		234,311	-
				S&W Part Time	\$0.00	\$0.00	\$0.00	\$0.00	0		-	-
				EDU TRAINING & PROF DEV	\$4,020.00	\$3,244.41	\$775.59	\$5,520.00	\$210.00		4,160	-
				Prof & Tech Serv-Consultant	\$0.00	\$0.00	\$0.00	\$5,000.00	0		10,000	-
				Prof & Tech Serv-Software	\$30,856.00	\$28,378.44	\$2,477.56	\$29,545.00	\$27,041.00		31,900	-
				EQUIPMENT CONTRACTS	\$1,092.00	\$1,064.56	\$27.44	\$1,092.00	\$535.25		1,092	-
				Tele & Communications	\$360.00	\$352.80	\$7.20	\$360.00	\$147.00		360	-
				Postage	\$1,769.00	\$1,554.22	\$214.78	\$1,900.00	\$116.45		2,000	-
				Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		-	-
				Printing and Binding	\$4,668.00	\$4,541.06	\$126.94	\$4,835.00	\$0.00		5,070	-
				General Supplies- Office	\$0.00	\$0.00	\$0.00	\$1,500.00	0		-	-
				Books and Periodicals	\$2,600.00	\$2,255.00	\$345.00	\$0.00	0		-	-
					\$254,716.00	\$258,882.13	-\$4,166.13	\$271,417.60	\$111,905.18	\$0.00	\$288,892.94	
			4139	Legal								
				Prof & Tech Serv-Legal	\$8,600.00	\$7,073.00	\$1,527.00	\$4,000.00	\$200.00		4,000	-
				Prof & Tech Serv-Consult	\$0.00	\$0.00	\$0.00	\$2,500.00	0		2,500	-
				Prof & Tech-Serv-Legal	\$41,000.00	\$36,840.00	\$4,160.00	\$45,000.00	\$22,380.00		50,000	-
				Prof & Tech Serv-Legal	\$18,291.00	\$8,306.50	\$9,984.50	\$4,000.00	0		20,000	-
					\$67,891.00	\$52,219.50	\$15,671.50	\$55,500.00	\$22,580.00		76,500	-
			4141	PERSONNEL								
				S&W Regular	\$72,343.00	\$61,180.38	\$11,162.62	\$0.00			110,000	-
				Edu Training & Prof Dev dept	\$250.00	\$249.00	\$1.00	\$0.00	0		1,500	-
				Advertising	\$1,075.00	\$1,052.11	\$22.89	\$0.00	\$150.00		2,000	-
				Edu Training & Prof Dev Group	\$900.00	\$859.97	\$40.03	\$0.00	0		2,000	-
					\$74,568.00	\$63,341.46	\$11,226.54	\$0.00	\$150.00	\$0.00	115,500	-
			4143	Information Technology								
				Prof & Tech Serv-IT Services	\$94,041.00	\$76,093.92	\$17,947.08	\$96,502.00	\$44,419.40		103,801	-
				Prof & Tech Serv-Software	\$76,674.00	\$69,847.63	\$6,826.37	\$74,000.00	\$69,264.38		77,174	-
				General Supplies-Tech Equipm	\$12,575.00	\$9,376.50	\$3,198.50	\$3,198.50	\$13,075.00		23,000	-
				Supplies-IT Licensing	\$20,758.00	\$20,301.69	\$456.31	\$22,000.00	\$0.00		67,000	-
					\$204,048.00	\$175,619.74	\$28,428.26	\$205,577.00	\$115,595.93	\$0.00	\$270,975.08	Munis cost, FD, WPCA Added
			4157	Building Dept								
10415770	51610	10415770	4157	S&W REGULAR	\$240,348.00	\$249,650.15	-\$9,302.15	\$288,610.00	\$124,424.08		292,713	-
10415770	51620	10415770	4157	S&W PART TIME	\$27,735.00	\$16,984.48	\$10,750.52				-	-
10415770	51623	10415770	4157	S&W TEMP/REPLACE	\$1,320.00	\$0.00	\$1,320.00	\$1,574.00			-	-
10415770	53200	10415770	4157	EDU TRAINING & PROF DEV	\$1,493.00	\$1,335.00	\$158.00	\$5,403.00	\$1,199.00		5,403	-
10415770	53300	10415770	4157	PROF & TECH SERV-CONSUL	\$100,825.00	\$86,120.00	\$14,705.00	\$144,772.00	\$59,740.00		144,772	-
10415770	53507	10415770	4157	PROF & TECH SERV-SOFTWA	\$7,780.00	\$6,280.00	\$1,500.00	\$0.00	0		-	-
10415770	54420	10415770	4157	EQUIPMENT CONTRACTS	\$1,092.00	\$1,064.56	\$27.44	\$1,092.00	\$495.23		1,092	-
10415770	54425	10415770	4157	REPAIR & MAINTENANCE-VEH	\$2,000.00	\$582.51	\$1,417.49	\$2,000.00	\$538.66		2,000	-
10415770	55300	10415770	4157	TELE & COMMUNICATIONS	\$546.00	\$538.44	\$7.56	\$546.00	\$224.17		546	-
10415770	55500	10415770	4157	PRINTING & BINDING	\$950.00	\$375.32	\$574.68	\$950.00	\$264.28		950	-
10415770	55800	10415770	4157	TRAVEL/MILEAGE	\$100.00	\$0.00	\$100.00	\$0.00	0		-	-
10415770	56100	10415770	4157	GENERAL SUPPLIES-MEETING	\$100.00	\$0.00	\$100.00	\$0.00	0		-	-
10415770	56103	10415770	4157	GENERAL SUPPLIES-BLIGHT	\$10,750.00	\$9,699.62	\$1,050.38	\$10,000.00	\$1,721.70		10,000	-
10415770	56109	10415770	4157	GENERAL SUPPLIES-EQUIPM	\$1,100.00	\$198.38	\$901.62	\$1,100.00	0		1,875	-
10415770	56280	10415770	4157	GASOLINE	\$1,500.00	\$1,187.91	\$312.09	\$1,500.00	\$465.58		1,500	-
10415770	56400	10415770	4157	BOOKS AND PERIODICALS	\$1,600.00	\$1,588.00	\$12.00	\$800.00	0		1,600	-
10415770	56411	10415770	4157	SUPPLIES- MAPS	\$745.00	\$0.00	\$745.00	\$900.00	0		900	-
					\$399,984.00	\$375,504.37	\$24,479.63	\$459,247.00	\$189,072.70	\$0.00	\$463,351.40	\$0.00

Board of Selectmen Operating Budget – Highlights

Board of Selectmen: Discussion focused on the advertising line item, which funds legal notices for elections, referendums, and town meetings. The requested \$4,300 was based on prior year spending, though members noted the current year included additional referendums that increased costs.

Finance Department: The Finance Director position is now included under regular salary lines instead of the consultant line, approximately \$140,000 in consulting funds are budgeted to assist with: MUNIS system implementation issues, closing prior fiscal years and financial system support and training.

Assessor's Office: Discussion focused on: the future need for a third staff position in the office, whether the office should continue operating with two staff members or restore the third position previously budgeted and the increase previously granted to the Assistant Assessor based on certification and market salary comparisons. Board members emphasized the need to balance staffing needs with overall budget constraints.

Legal: Discussion focused on anticipated costs for labor attorney services, the upcoming retirement of the current Town Attorney and seeking a single law firm capable of handling multiple legal specialties to reduce the need for separate outside firms.

Personnel/Human Resources: Discussion focused on funding for a full-time Human Resources position, whether the position should be 30 hours or 40 hours per week and proposed salary estimates ranging between \$80,000 and \$110,000. The First Selectman explained that HR responsibilities had previously been redistributed among departments after the prior administration eliminated the position, but recent experience demonstrated the need for a dedicated HR professional.

Information Technology: Discussion focused on the increase due to MUNIS system licensing costs, expanding IT service coverage for Fire Department and WPCA and continued use of Novus IT services.

Building Department: Discussion focused on the increase due to contractual union adjustments to wages.

Engineering: Board members questioned whether engineering costs were being duplicated in both the Selectmen's budget and the Public Works budget. Staff clarified that this line is intended for smaller engineering tasks, while Public Works engineering funds support larger infrastructure and grant-related projects.

Emergency Management: Discussion focused on the maintenance and repairs of town emergency sirens, the continued use of the Everbridge emergency notification system and the potential reinstatement of an Everbridge coordinator position. The Emergency Management Director emphasized the importance of maintaining both systems for redundancy, noting that sirens remain the primary alert method until Everbridge enrollment

increases significantly. Board members discussed the long-term goal of transitioning primarily to Everbridge.

Watermain and Street Lighting: Discussion focused on increase due to contractual increases in utilities.

Landfill/Refuse: Discussion focused on the increase due to the annual contractual increase in the Town's waste collection agreement with All American Waste.

All Buildings: Discussion focused on the view that Town buildings have historically been under-maintained, with some repairs deferred due to limited budgets.

Town Hall: Discussion focused on the current year overages being attributed largely to unplanned/unapproved renovations to the Finance Office and well as higher utility costs.

Senior Center: Discussion focused on the increase due to higher electricity and natural gas costs.

Police Department Building: Discussion focused on the increase due to facility maintenance staffing, including responsibilities split with the Historic Train Station and higher electricity and natural gas costs.

Safety Complex: Discussion focused on the increase due to increased utilities, specifically water usage. The DPW director attributed this to temporary cooling equipment installed after an HVAC failure, which significantly increased water usage for several weeks.

Historic Train Station: Discussion focused on the first year of operating budget including maintenance and utility estimates. The selectman noted that anticipated costs may need adjustment due to the lack of historical operating data for the building.

Public Works Garage: Discussion focused on increase due to the contracted alarm system services.

Youth Services: Discussion focused on the increase due to the loss of DCFS grant funding and rising program supply costs. The Youth Services Director noted the budget line had not increased in approximately ten years.

Veterans Services: Discussion focused on the increase due to the loss of ARPA funding for the Veterans Banner Program, which recognizes local veterans with banners displayed throughout town. The office also provides referral services assisting veterans with VA benefits, housing assistance, and other support services. The program operates primarily through volunteer efforts.

Social Services: Discussion focused on the increase related to eviction-related storage costs and the increased demand for emergency assistance services. The Social Services Director reported 12 pending evictions and ongoing efforts to reduce costs through alternative storage and disposal methods. Board members also discussed ensuring the

Town secures liens for expenses related to the hotel (The Bradley Inn) that was recently condemned.

Outside Services: Discussion focused on the increase related to the increase in cost for the CMED emergency dispatch support.

Ambulance: Funding for the Town’s ambulance contract remains \$35,000. It was noted that the current contract is nearing its end and will require review in the upcoming fiscal year.

The Finance Director, Yana, explained that the proposed \$110,000 salary for the Human Resources position was based on research and salary comparisons. Statewide data shows that HR positions in smaller municipalities typically range from about \$98,000 to \$145,000, while larger cities pay more due to having more employees. Since Windsor Locks is a smaller town, the proposed salary was set toward the lower end of that range. She also clarified that the previously discussed \$80,000 salary was based on a 30-hour position and was adjusted to a 40-hour full-time position.

***HR Salary Research attached as Schedule A*

Salary and Wages Non-Union:

The Board reviewed information outlining potential non-union salary increases starting at 4%, though the Board suggested adding a 3% option for comparison, as had been done in previous years. It was noted that the information only included full-time non-union employees, while many part-time non-union employees across departments were not included and would need to be added before final decisions could be made. During the discussion, concerns were raised about the overall budget impact, noting that department budget requests already total roughly \$5.1 million in new spending, not including additional Board of Selectmen requests, salary adjustments, or upcoming insurance and benefits costs. Board members agreed that salary discussions should continue once complete budget and revenue projections are available.

Employee Benefits:

Finance Director Yana Abramovich presented the proposed Employee Benefits and Insurance FY26-27 budget.

ORG	OBI	DEPT	Description	FY 2025 Budget	FY 2025 YTD Expended	FY 2025 YTD Balance	FY 2026 Budget	FY 2026 YTD Expended	FY 26 TIF Adjustment	FY 2027 Request	BOF TEMP APPROVE	TIF ADJUST	BOF REDUCE	MU SAL ADJUST	BOF REVISED	\$ CHANGE	% CHANGE
		4610	End Of Service Benefit	\$75,000.00	\$86,683.27	-\$11,683.27	\$75,000.00	\$75,000.00	\$0.00	85,000	-	-	-	-	-	-	-
			Wage Adjustment Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	-	-	-	-	-	-	-
			Emp Benefits- Life Insurance	\$11,400.00	\$9,907.86	\$1,492.14	\$12,531.00	\$7,674.26	-	18,000	-	-	-	-	-	-	-
			Employee Assistance Program	\$1,800.00	\$2,261.39	-\$461.39	\$2,488.00	\$2,305.83	-	2,500	-	-	-	-	-	-	-
			Emp Benefits-FICA	\$564,151.80	\$547,961.29	\$36,190.51	\$621,898.00	\$316,727.38	-	690,000	-	-	-	-	-	-	-
			Emp Benefits-Pension	\$1,480,657.93	\$1,460,096.40	\$20,561.53	\$1,679,480.00	\$676,337.02	-	1,800,000	-	-	-	-	-	-	-
			Emp Benefits-Unemployment	\$2,000.00	\$0.00	\$2,000.00	\$18,746.00	\$0.00	-	19,000	-	-	-	-	-	-	-
			Emp Benefits- Medical Insurance	\$4,204,814.36	\$1,427,726.71	\$2,777,087.65	\$5,299,932.00	\$6,245,201.20	-	7,534,000	-	-	-	-	-	-	-
		4620	Heart And Hypertension	\$25,000.00	\$9,146.33	\$15,853.67	\$36,000.00	\$21,603.90	-	-	-	-	-	-	-	-	-
			Prof & Tech Serv-Consultant	\$1,425.00	\$750.00	\$675.00	\$7,300.00	\$0.00	-	8,000	-	-	-	-	-	-	-
			Transfer Out- OPEB	\$150,212.00	\$153,447.00	-\$3,235.00	\$153,447.00	\$0.00	-	175,000	-	-	-	-	-	-	-
		4630	Insur Other Than Emp Benefits	\$496,079.00	\$484,796.94	\$11,282.06	\$441,268.00	\$380,515.00	-	525,228	-	-	-	-	-	-	-
				\$7,032,540.09	\$4,182,757.19	\$2,849,782.90	\$8,348,190.00	\$7,725,364.59	\$0.00	\$10,856,727.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

The Board reviewed the employee benefits budget, including health insurance, end-of-service benefits, pension contributions, and OPEB funding. Yana noted that the medical

insurance line item may change as enrollment and employee contribution information is finalized. She noted that other benefit lines, including pension contributions and OPEB funding, are preliminary estimates that will be adjusted once final salary calculations are completed.

TIF:

Account Number	Account Title	FY 2025	FY2026	FY 2026	FY 26	FY 2027	BOF TEMP	TIF	BOF	NU SAL	BOF
		Budget	Budget	Expended	Adjustment	Request	APPROVE	ADJUST	REDUCE	ADJUST	REVISED
417710 Downtown TIF District											
REVENUES											
2880.600000.4177.0000.417710.41100	Current Year Tax	181,196	469,693			-		-			
	less CEA rebate (control Rev)	(64,117)	(69,851)								
		117,079	469,693	-	-						
EXPENDITURES											
2880.600000.4177.0000.417710.51620	S&W Part Time	316	35,434					-			
2880.420000.4201.0000.420110.51610	S&W Allocated - Police	-						-			
2880.410000.4111.0000.411100.51610	S&W Allocated Selectman	-	122,587					-			
2880.430000.4301.0000.430100.51610	S&W Allocated Public Works	-	56,965					-			
28417770-51627	S&W Program Spec		37,992					-			
2880.600000.4177.0000.417710.51623	S&W Seasonal	9,520	9,520					-			
2880.600000.4177.0000.417710.53025	Prof & Tech Serv-Legal	10,000	20,000					-			
2880.600000.4177.0000.417710.53300	Prof & Tech Serv-Consultant	91,709	75,000					-			
2880.600000.4177.0000.417710.53401	Prof & Tech Serv-Engineering	18,291	15,000					-			
2880.600000.4177.0000.417710.54305	Grounds Maintenance	30,000	16,450					-			
2880.600000.4177.0000.417710.56100	General Supplies	1,000						-			
2880.600000.4177.0000.417710.56103	General Supply-Arts Council	10,000	9,500			9,500		-			
2880.600000.4177.0000.417710.56105	General Supplies-Grounds	-						-			
	Equipment.Maintenance From							-			
2880.600000.4177.0000.417710.57300	General Fund	-			-			-			
2880.600000.4177.0000.417710.58250	Loan Assistance	-						-			
2880.600000.4177.0000.417710.58330	Loans Expense	2,000	2,000					-			
2880.600000.4177.0000.417710.59021	Transfer Out-Capitals	-						-			
2880.600000.4177.0000.417710.59600	Contingency	1,660						-			
	<<type new line items, if any>>							-			
	<<type new line items, if any>>							-			
	<<type new line items, if any>>							-			
		174,496	400,448	-	-	9,500	-	-			
417720 Champions Landing EAST											
REVENUES											
2880.600000.4177.0000.417720.41100	Current Year Tax										0.0%
		-	-	-	-						-
EXPENDITURES											
	<<type new line items, if any>>										0.0%
		-	-	-	-						-
417730 Champions Landing WEST											
REVENUES											
2880.600000.4177.0000.417730.41100	Current Year Tax										0.0%
		-	-	-	-						-
EXPENDITURES											
	<<type new line items, if any>>										0.0%
		-	-	-	-						-
											0.0%
		174,496	400,448	-	-	9,500	-	-	-	-	

The Board discussed the TIF budget, noting that no figures had been included yet because the calculations depend on the Town’s mill rate, which has not been finalized. Historically, the current year mill rate has been used as a starting point for estimating the TIF budget. However, the Board noted that due to the recent revaluation, the mill rate may decrease. As a result, the Board discussed using an estimated 21 mill rate as a temporary starting point to allow Town management to calculate the projected TIF revenue and develop a proposed budget.

Board of Selectman Capital Requests:

First Selectman John Savino and the DPW Director, Devin Cowperthwaite reviewed the BoS 5-year capital requests plan to include the DPW garage gutter replacement (*approx. \$33,000*), DPW garage office HVAC replacement, Town Hall HVAC replacement (*approx. \$4,100,000, however per Devin, this number requires investigation*), Town Hall Flat Roof replacement (*approx. \$288,000*), ongoing Town Hall renovation (*approx. \$25,000*), infrastructure security upgrades (*approx. \$75,000*), safety complex office renovation

(approx. \$50,000), Town Hall BMS upgrade (approx. \$50,000) and the fuel tank replacement at the safety complex.

REVIEW, DISCUSS AND APPROVE ANY PREVIOUS BUDGETS PRESENTED, AS NEEDED:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

FINANCE OFFICE UPDATE:

No new updates available since the March 10th meeting.

PUBLIC INPUT – BOARD OF FINANCE MATTERS ONLY:

In Person:

None.

Via Zoom:

None.

BOARD MEMBER INPUT:

None.

ADJOURNMENT:

Sean Twitchell made a motion to adjourn at 9:57pm. Judy Chapman seconded the motion. Motion passed unanimously.

Respectfully submitted,

Amelia Griskewicz

Recording Secretary

Schedule A

Human Resources Director

Salary Research

February 2026

Typical Salary Ranges in Connecticut

1. Statewide Average (All Sectors)

- Around **\$119,000–\$185,000 per year** is a common range for a Director of Human Resources in Connecticut according to large job-site data.
- Some private-sector HR director data sources show medians closer to **\$185,000**, with top earners above **\$200,000**— but that includes private companies too.

2. Municipal Government Examples

- **City of Hartford (HR Director & Labor Relations): \$108,000 – \$167,000 annually** (official city salary range for a municipal HR director role).
- **Other CT towns (e.g., Waterbury):** public job postings show municipal HR roles with salary ranges around **\$130,000 – \$175,000+**.
- Historical and local government salary data also similarly show mid-to-upper six-figure pay for HR director positions in larger towns.

3. Smaller Municipalities

- Smaller towns often pay on the lower end of the municipal scale — sometimes **\$90,000 – \$130,000** depending on budget and scope — though specific published ranges vary. (State salary surveys like GovSalaries show averages around **\$98,000 – \$145,000** for HR director titles across employers, including local government).

★ What Affects the Pay?

Municipal HR director salaries in Connecticut depend on things like:

- **Community size and budget** (larger cities = higher pay range usually)
- **Scope of duties** (some handle labor relations, benefits, recruitment, civil service, etc.)
- **Experience and education level**

Official Town Budgeted Salary

- In the **Enfield adopted town budget (FY 2025)**, the *Director of Human Resources* position is listed with a **salary line item of \$111,435 per year**. This is the *budgeted salary* for that position in the town's salary detail.

Reported/Estimated Salaries

Online salary sites provide broader salary estimates for *HR directors* around Enfield (not necessarily municipal government specific):

- **Indeed estimates** that HR Directors in Enfield average around **\$91,901/year** — but that reflects all industries and roles labeled “Director of Human Resources” in the area.
- **Glassdoor reports** wider estimates of roughly **\$85 K – \$150 K**, with an average around **\$112,000/year** for HR Director roles in Enfield, though data is limited and may include private-sector positions as well.