

Board of Selectmen Meeting

January 18, 2022

Discussion of Town Administrator Position

Discussion Review

- ***During BOS meetings, we have discussed:***
 - The need for the Town Administrator position.
 - Town Administrator or similar positions in other communities.
 - A Town Administrator position description.
- ***During the 1/11/22 BOF meeting, we discussed the position:***
 - Generally, the members expressed support.
- ***Good Morning Wilton published four articles before or after the above meetings and the Wilton Bulletin published at least one.***

Discussion Review

- ***Few residents have engaged on the topic:***

- One resident attended our meeting, expressed support and inquired about requiring 4 out of 5 votes to appoint a candidate. *Town Counsel indicated the BOS can't bind future boards of selectmen to that requirement.*
- Another resident attended our meeting and asked questions. Open unanswered question: *Will the first selectperson's compensation be reduced?*
- Another resident attended our meeting and expressed support, but thought it was rushed and expressed concern as to whether it would change residents engagement with town employees. *It won't.*
- Another resident posted on Facebook wondering if other BOS members could assume WestCOG related positions. *They can't.*
- Another resident posted on a GMW article questioning whether small towns can afford and retain quality personnel. *Weston's current administrator has been in the position for 5 years and the previous town administrator was in the position for more than 10 years. It appears possible. Although Weston pays a lower salary, they offer the extremely generous state retirement plan.*
- Another resident wrote to the BOF 1-expressed opposition to posting the position without determining how much the current first selectwoman's compensation would be cut, 2-noted Ridgefield manages without a Town Administrator and suggested Wilton should explore how that is possible and 3-suggested the position should be subject to a town meeting vote.

- **Next Steps**

- Discussion of Compensation

The CFO, whether Town only or Town and WPS has historically had the highest salary among town employees

	Salary	Defined Benefit Pension	Additional Annuity Contribution	Defined Contribution	Car allowance	Medical
As FY2016						
WPS CFO	\$ 157,373	\$28,600** subject to COL incr.	\$ 11,500	n/a	\$ 2,900	yes
Town CFO	\$ 140,000	no	\$ -	9%, \$12,600	\$ -	yes
As of Promotion-9/17						
Combined CFO	\$177,040*	no	no	9%, \$15,934	no	yes
As of FY2023						
Had Anne stayed as Combined CFO	\$ 201,400	no	no	9%, \$18,126	no	yes
As of FY2023						
New Hire	TDB*	no	no	5%	no	yes
*Because the combined position is a Town of Wilton employee, Anne was not eligible for an additional annuity or a car allowance as those benefits are not provided to employees. Anne CFO spent 60% to 65% of her time on town business and 35% to 40% on school business.						
**Actual based on approx. 14 years of service, with spousal benefit.						

Fairfield County Town Administrator and First Selectperson Compensation

	Darien	Greenwich	Weston	Wilton Proposed	Ridgefield	New Canaan	Westport
TOWN ADMINISTRATOR-estimated FY2022-23							
Salary	\$191,000*	\$217,000*	\$159,000*	\$185,000 - \$205,000			
Retirement	pension	5% Def'd Comp	State Pension 2% of salary for ea yr of employment. Retire at 55, transferable	5% Def'd Comp			
<i>*FY2022 plus 2.5% for FY23</i>							
FIRST SELECTPERSONS-FY2021-22							
Salary	\$ 142,500	\$ 149,953	\$ 52,000	\$ 142,999	\$157,424**	\$ 155,000	\$ 150,000
Retirement	yes. Details not known	yes. Details not known		no	9% def'd contribution, \$13,100	6% Defined Contribution, \$9,300	5% Defined Contribution , \$7,500
Full time Admin Officer	yes	yes	yes	no	no	yes	yes
<i>***Includes \$12,000 longevity bonus</i>							
CT Governor's Salary:	\$ 150,000						
Legislators' Salary:	\$ 28,000						

Compensation Recommendations

- ***Proposed salary range for Town Administrator:***
 - \$185,000 to \$205,000.
 - 5% Defined Contribution Plan
 - See CCM Salary Survey data as of FY2021-22 for Chief Appointed Officers, as reported by municipalities.
- ***Thoughts on First Selectperson compensation:***
 - Across all layers of government, elected officials are not compensated based on scope of responsibilities, required time commitment or experience, knowledge or skills.
 - Wilton has consistently had residents wanting to run for the position of first selectman. In 2015, four residents sought the Republican nomination.
 - The lack of retirement benefits, not the salary, has been raised as a concern for interested candidates. Note, the town's defined contribution plan has a 5-year vesting period.
 - The Town Administrator position ensures the Town is run professionally regardless of the capabilities of the elected First Selectperson and reduces the responsibilities and time commitment of the first selectperson position.
 - Upon the hiring of a Town Administrator, the first selectperson's compensation should be reduced to reflect the reduced responsibilities and time commitment. Even if the first selectperson's focus changes, the responsibilities and day-to-day commitment will have been reduced.
 - *Current salary: \$142,999*
 - *Health benefits: Required if a 30 hour or more position. Cost: \$12,300 for one person (current), \$26,282 for two, \$32,064 for a family. Plus other medical and insurance related benefits.*

CCM SURVEY FY2021-22-First Selectperson Salary

Survey Reports :: CT Municipal Salary Survey. WestCOG Communities				
Municipality	Mill Rate	Population	Land Area	FY21-22 First Selectman
Greenwich	11.682	62855	47.9	\$ 149,953
Ridgefield	28.12	25187	34.4	\$ 145,424
Darien	16.47	21887	12.9	\$ 142,500
Redding	32.84	9233	31.5	\$ 126,417
Guilford	32.03	22283	47.2	\$ 116,435
Brookfield	29.14	17133	19.8	\$ 115,287
Newtown	34.77	27965	57.8	\$ 110,852
Waterford	27.98	19007	32.8	\$ 110,837
Southbury	29.10	19571	39.1	\$ 110,710
Suffield	28.72	15698	42.2	\$ 109,519
Branford	29.07	28111	22	\$ 105,788
Bethel	33.41	19802	16.8	\$ 105,000
Windsor Locks	25.83	12554	9	\$ 101,868
Ellington	32.60	16195	34.1	\$ 96,226
Essex	21.65	6588	10.4	\$ 95,000
Somers	27.37	11106	28.3	\$ 93,280
Durham	35.89	7240	23.6	\$ 92,921
Monroe	35.58	19635	26.1	\$ 90,998
Old Saybrook	19.75	10132	15	\$ 90,974
Portland	33.81	9360	23.4	\$ 90,736
Burlington	33.00	9640	29.8	\$ 89,137
East Windsor	34.25	11395	26.3	\$ 88,740
East Haddam	30.44	9036	54.3	\$ 87,750
East Granby	32.80	5166	17.5	\$ 84,000
Washington	14.25	3453	38.2	\$ 83,161
Killingworth	27.47	6401	35.3	\$ 79,010
Chester	28.79	4254	16	\$ 77,307
Westbrook	24.67	6956	15.7	\$ 76,891
Goshen	19.60	2888	43.7	\$ 75,361
Harwinton	28.00	5452	30.8	\$ 72,158
Sharon	14.40	2718	58.7	\$ 71,815
Barkhamsted	30.97	3651	36.2	\$ 69,989
Stafford	34.93	11949	58	\$ 69,796
Bozrah	27.50	2563	20	\$ 60,944
Morris	26.54	2277	17.2	\$ 56,238
Pomfret	26.40	4167	40.3	\$ 53,567
North Stonington	29.00	5270	54.3	\$ 50,000
Eastford	25.61	1756	28.9	\$ 45,000
Sprague	34.75	2914	13.2	\$ 40,804
Hampton	25.82	1844	25	\$ 37,359
Canterbury	26.40	5075	39.9	\$ 33,000
Union	30.93	839	28.7	\$ 22,624
Bolton	39.00	4916	14.4	\$ 15,980

CCM SURVEY FY2021-22-Chief Appointed Official Salary

2021-22 Survey Reports :: CT Municipal Salary Survey. Chief Appointed Official					
Municipality	Mill Rate	Population	Land Area	Government Type	FY21 -22
Greenwich	11.682	62855	47.9	Representative town meeting	\$ 211,837
Darien	16.47	21887	12.9	Representative town meeting	\$ 186,639
Farmington	27.97	25572	28.1	Council-Manager	\$ 182,881
Enfield	34.23	44585	33.4	Council-Manager	\$ 180,300
Groton (T)	24.17	39075	31.3	Council-Manager	\$ 180,224
Cheshire	33.22	29330	32.9	Council-Manager	\$ 171,775
Norwich	40.28	39470	28.3	Council-Manager	\$ 166,832
Granby	39.61	11357	40.7	Council-Manager	\$ 162,500
Meriden	40.86	59927	23.7	Council-Manager	\$ 162,400
Plainville	34.62	17705	9.7	Council-Manager	\$ 161,921
Coventry	32.20	12439	37.7	Council-Manager	\$ 159,285
Windsor	32.38	28898	29.6	Council-Manager	\$ 153,031
Cromwell	30.33	13956	12.4	Council-Manager	\$ 153,000
Killingly	24.96	17172	48.5	Council-Manager	\$ 153,000
Newington	39.45	30404	13.2	Council-Manager	\$ 147,000
East Hampton	33.14	12901	35.6	Council-Manager	\$ 144,200
Tolland	36.05	14722	39.7	Council-Manager	\$ 140,250
Hebron	37.05	9507	36.9	Selectman-Town Meeting	\$ 140,022
Putnam	22.06	9357	20.3	Selectman-Town Meeting	\$ 135,500
Stratford	39.87	52345	17.6	Mayor-Council	\$ 131,211
New Haven	42.98	131014	18.9	Mayor-Council	\$ 125,000
Winchester	33.54	10739	32.3	Council-Manager	\$ 120,000
Bolton	39.00	4916	14.4	Selectman-Town Meeting	\$ 113,000
New London	39.90	27072	5.5	Mayor-Council	\$ 99,329
New Britain	50.5	72710	13.3	Mayor-Council	\$ 78,269
Derby	41.87	12581	5	Mayor-Council	\$ 78,221
North Stonington	29.00	5270	54.3	Selectman-Town Meeting	\$ 78,000
Danbury	27.60	85246	42.1	Mayor-Council	\$ 48,179