

**Watertown Industrial Center Local Development Corporation
Personnel Committee Meeting
June 18, 2021
Minutes**

The Watertown Industrial Center Local Development Corporation Personnel Committee held a meeting on Friday, June 18, 2021, at 9:15 a.m. both in person and via the Zoom Online Meeting platform.

Present: Don Rutherford, Michelle Capone, Robert Cantwell III.

Excused: None

Staff: Billy Soluri

Others Present: None

I. Call to Order: The meeting was called to order at 9:15 AM.

II. Meeting Minutes:

III. Financial Report:

IV. Correspondence:

V. Committee Reports

VI. Unfinished Business:

VII. New Business: B. Soluri presented employee job descriptions and staff evaluation reports. D. Rutherford asked when staff received their last merit increase. B. Soluri stated the last merit increases occurred in January of 2020, and only G. Santamarina received a bonus in January of 2021.

B. Soluri noted that the WIC Facilities Technician G. Santamarina has continued to demonstrate a great work ethic and commitment to the facility and its tenants B. Soluri stated that Mr. Santamarina comes in as needed both after hours or on weekends when weather or other facility emergencies have occurred, or in anticipation of such events. B. Soluri stated he is concerned with keeping Mr. Santamarina employed with the WIC as the market is pushing for a \$15.00 minimum wage and many local stores/restaurants are already offering or surpassing that wage. D. Rutherford stated finding good employees that want to work as well as stay with a company is hard to find and he feels the WIC should acknowledge his work ethic with a merit increase more in line with the market. M. Capone and R. Cantwell agreed, and M. Capone suggested a merit increase of \$14.00/hour should be considered.

The committee excused Mr. Soluri so they could discuss his evaluation. After discussion Mr. Soluri was called back into the meeting. D. Rutherford stated the committee is pleased with his overall performance and ability to do handle multiply job functions for the WIC. D. Rutherford stated the committee would be recommending a 4% salary increase because the last increase occurred in January of 2020.

The Committee will make their recommendation at the next Board Meeting.

VIII. Adjournment: the meeting was adjourned at 9:40 AM.