

A RESOLUTION SETTING THE TOWN CLERK'S COMPENSATION

WHEREAS, the salary of the Town Clerk is set by the Town Council; and

WHEREAS, under Connecticut statutes, the Town Clerk's salary can only be altered at the beginning of the term or the midpoint in the four year term of office for that position; and

WHEREAS, the Town Clerk's salary is well below that provided Town Clerks in town's with similar responsibilities and similar size; and

WHEREAS, The Town Clerk position was paid \$74,308 prior to the incumbent taking office in 2008 at an initial salary of \$69,000; and

WHEREAS, the Town Clerk's salary has been increased twice in the past eight years; and

WHEREAS, in West Hartford the Town Clerk is also the Council Clerk, whereas in other towns it may be two positions; and

WHEREAS, the Town Clerk's present salary is now below that of the Deputy Town Clerk, her direct report and will be well below that of the Deputy on July 1, 2016; and

WHEREAS, the Town Clerk's salary is presently only slightly above that of the top of the range for the Assistant Town Clerk; and

WHEREAS, the Town Clerk has received the designation as a Certified Municipal Clerk from the International Institute of Municipal Clerks Association in April, 2015. In order to achieve this, a municipal clerk must complete a minimum of 180 hours of classroom/workshop training in the areas of General Management, Records Management, Elections, Meeting Administration, Human Resources and Financial Management; and

WHEREAS, the Town Clerk was elected as the Connecticut Representative to the New England Association of City and Town Clerks, an organization of Municipal Clerks from the 6 New England States and is currently serving as the Legislative & Elections Chair for the State CT Town Clerks Association that monitors new legislation affecting towns and the office of the Town Clerk

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL THAT the salary of the Town Clerk should be adjusted to reflect her staff and office responsibilities and experience is hereby increased by 4.2% to be effective at the commencement of the term of office scheduled to begin on January 2, 2016, and

AND BE IT FURTHER RESOLVED THAT the salary of the Town Clerk shall increase by 3% on January 2, 2017.

VanWinkle(2)

12-10-15

Town Clerk Salary Comparisons - Fiscal Year 2014-2015

Town Clerk		Average: \$ 98,935
Hartford	\$ 121,481	
Stamford	\$ 112,451	
Westport	\$ 100,376	
Farmington	\$ 96,618	
Greenwich	\$ 94,197	
New Canaan	\$ 93,503	
Simsbury	\$ 93,261	
Fairfield	\$ 92,597	
Bristol	\$ 92,468	
Manchester	\$ 92,400	
West Hartford	\$ 78,494	

Additional Community Data

Population	Municipality	Compensation
34,768	Glastonbury	\$ 91,650
9,456	Portland	\$ 90,044
44,748	Enfield	\$ 88,596
25,774	Mansfield	\$ 88,445
47,333	Middletown	\$ 85,322
30,756	Newington	\$ 85,001
52,112	Stratford	\$ 85,000
19,505	Waterford	\$ 82,581
25,164	Ridgefield	\$ 82,537
60,456	Meriden	\$ 80,318

**NOTE: Average reflects ten (10) highest salaries reported within designated classification
All salaries reported are actual salaries, not top of wage range**

CCM Municipal Salary Survey, 2015 Edition, Connecticut Conference of Municipalities
900 Chapel Street, 9th Floor, New Haven, CT 06510-2807

Comparison of 2015 Town/City Clerk Salaries to 2011 Report

Municipality	2011 Salary	2015 Salary	2015 Average:
Hartford	\$ 105,000	\$ 121,481	\$ 98,117
Stamford	\$ 104,194	\$ 112,451	
Middletown	\$ 94,640	\$ 85,322	
Westport	\$ 90,331	\$ 100,376	
Farmington	\$ 89,940	\$ 96,618	
Fairfield	\$ 89,900	\$ 92,597	
Bristol	\$ 89,755	\$ 92,468	
Greenwich	\$ 87,230	\$ 94,197	
Simsbury	\$ 86,159	\$ 93,261	
Manchester	\$ 84,487	\$ 92,400	
West Hartford	\$ 69,000	\$ 78,494	

Comparison of Town/City Clerk Salaries by Population Size

Municipality	2013 CT Health Dep. Pop. Est.	Town/City Clerk	Average for communities with populations between 50,000 - 90,000:
Bridgeport	147,216	\$ 32,960	Average for communities with populations between 50,000 - 90,000:
New Haven	130,660	\$ 46,597	
Stamford	126,456	\$ 112,451	
Hartford	125,017	\$ 121,481	
Waterbury	109,676	\$ 62,851	
Danbury	83,684	\$ 58,743	
West Hartford	63,371	\$ 78,494	
Greenwich	62,396	\$ 94,197	

Hamden	61,607	\$	75,000
Fairfield	60,855	\$	92,597
Bristol	60,568	\$	92,468
Meriden	60,456	\$	80,318
Manchester	58,211	\$	92,400
Milford	53,137	\$	73,881
Stratford	52,112	\$	85,000
East Hartford	51,199	\$	66,665