This meeting convened at 7:00 PM and was held in the City Council Chamber and open to the public. The meeting was televised on WMCT-TV (Comcast Channel 8 or Verizon/Fios Channel 34) and was available for viewing using the link under the Meeting Videos tab on the city’s website, home page ([www.marlborough-ma.gov](http://www.marlborough-ma.gov)).

Voting Members: Chair Irish, Councilors Dumais, Perlman, Oram and Brown.

Non-Voting Members: Councilors Navin, Wagner, Doucette, Landers. Councilors Ossing and Robey were absent. Mayor Vigeant and city managers were present to address the following Orders.

8-22-22 – Order No.22-1008662A: Communication from Mayor Vigeant with Proposed Salary Ordinance, Chapter 125, Personnel, §6 to increase the salary for the Head Electrician to a maximum of $81,283.77 consistent with the HVAC Technician’s salary, both being members of the MMEA. Commissioner Divoll stated a transfer would not be necessary as vacancies at the DPW offset funds required for this increase. He added that the increase will retain the employee currently in the position. **On a motion by Councilor Perlman, seconded by the Chair, the committee recommends approval of the increase in the salary for the Head Electrician as requested by the Mayor. Vote 5-0**

8-22-22 – Order No.22-1008662B: Communication from Mayor Vigeant with Proposed, amended Job description for the Head Electrician in the Marlborough Municipal Employees Association in accordance with City Code Chapter 125, Personnel, §5 Preparation of Classification Descriptions. **On a motion by Councilor Perlman, seconded by the Chair, the committee recommends approval of the Proposed Job Description as submitted. Vote 5-0**

9-12-22 – Order No.22-1008678: Communication from Mayor Vigeant with Proposed Salary Ordinance, Chapter 125, Personnel, §6 to create a new position entitled, Substance Use Prevention Coordinator and Intervention Specialist, within the Health Department, with 7-step salary table, minimum of $58,000.00 to maximum of $65,317.42, for a 35-hour work week, together with the required Job Description in accordance with the City Code Chapter 125, Personnel, §5 Preparation of Classification Descriptions. **On a motion by Councilor Dumais, seconded by Councilor Perlman, the committee recommends:**

**1) Approval of the new position with salary ordinance as submitted by the Mayor to maximum of $65,317.42 with the following language attached to the ordinance: That within two years after the start date of the Substance Abuse Prevention Coordinator and Intervention Specialist, the Board of Health and Board of Health Director shall undertake a review of the overall benefits and accomplishments of the newly created position to present to the City Council;**

**2) Approval of the Proposed Job Description with the following suggested changes: a) After ‘Visual Skills’ on pg. 3: Add ‘Language Skills: Bilingual language preferred;’ b) Add to Essential Job Functions: Actively pursue grant opportunities. Vote 5-0**

Motion made and seconded to adjourn; meeting adjourned at 8:22 PM.

***Submitted by: Chair John Irish***

For Agenda: October 3, 2022