

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
September 21, 2009 7:00 pm

Members Present: N. McCarthy (NM), M. Peabody (MP), J. Evans (JE), P. Schneider (PS)
N. Willard (NW)

NM called the meeting to order at 7:05 pm.

Public Comment: None

Review of August 31, 2009 Meeting Minutes: MP moved to approve the minutes of the meeting. PS seconded the motion. Five members having voted in the affirmative, the motion passed.

Review of August 31, 2009 Executive Session Minutes: JE moved to approve the minutes of the meeting. MP seconded the motion. Five members having voted in the affirmative, the motion passed.

Water Treatment Plant Positions: J. Senchyshyn (JS) distributed copies of draft job descriptions for the proposed positions for the new water treatment plant. D. Ouellette, DPW Director is researching pay rates at comparable water treatment plants. A final proposal will be made at the Board’s next meeting.

Teamsters Uniform MOA: JS reviewed an MOA with the Teamsters regarding a change in the uniforms provided to DPW employees. JS requested the Board’s approval of the MOA.

NW moved to approve the MOA with the Teamsters regarding changes to the uniforms provided to DPW employees. PS seconded the motion. Five members having voted in the affirmative, the motion passed.

Teamsters Water On-Call Weekday Pay: JS reviewed a letter to S. George, Teamsters Business Agent regarding a proposed change to the on-call weekday pay of water workers. D. Ouellette proposed changing the payment from a weekly basis to a daily basis. Holiday and weekend on-call pay is not affected. S. George was in agreement provided that 1.) there was no change to the rate of on-call weekday pay and 2.) the water workers have no objection to the change. JS reported that both provisions would be met. JS requested the Board’s approval of the change in on-call weekday pay.

NW moved to approve the method of payment of weekday on-call pay for water workers provided that the Teamsters provisions were addressed. PS seconded the motion. Five members having voted in the affirmative, the motion passed.

Next Meeting: The Board scheduled its next meeting for 9/21/09.

Board of Assessors (BOA) – Restructuring Duties: At the last meeting JS informed the Board that the BOA inquired into restructuring duties amongst the office staff. The BOA was not prepared yet to discuss its plan, but would do so in the near future.

State of the Town Meeting: The Board reviewed and discussed the proposed agenda for the State of the Town Meeting. Members inquired if any specific topics might arise at the meeting that would be in the jurisdiction of the Board, and discussed their availability to attend the meeting.

Open Meeting Law Changes: The legislature recently enacted legislation that restructures the Open Meeting Law effective on July 1, 2010. JS distributed an information sheet from Deutsch Williams which highlighted the changes. The Board discussed the effect of the revisions to the law and the effect on conducting business.

H1N1 Discussion: R. Mori, Public Health Nurse and the BOH were making a presentation at tonight's BOS meeting. JS and R. Mori have been discussing a joint communication to employees regarding the H1N1 flu. The intent is to draft a brief, but direct flyer which focuses on the key aspects of the flu. One of the items that would be highlighted is employees' absences from work if they believed the flu was contracted. JS discussed with the Board a potential for a spike in sick leave usage. Nonetheless, an increase in sick leave usage was preferential to infected employees spreading the virus among the workforce.

NW made a motion to move into Executive Session for the purpose of discussing collective bargaining negotiations. PS seconded the motion.

NM took a roll call vote:

Member Willard	Aye
Member Schneider	Aye
Member Evans	Aye
Vice-Chair Peabody	Aye
Chair McCarthy	Aye

The Board members having voted 5-0 to move into Executive Session, the motion carried. NM announced that the Board would be going into Executive Session for approximately 50 minutes for the stated purpose. The Board would then be joining the

BOS for a joint discussion on collective bargaining for approximately another 45 minutes. NM announced that the Board would be adjourning from Executive Session and not returning to Open Session.

The Board entered Executive Session at 8:10 pm.

John Senchyshyn
ATA/HRD