

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
May 24, 2010 7:00 pm

Members Present: N. McCarthy (NM), J. Evans (JE), P. Schneider (PS),

Also in attendance: J. Senchyshyn (JS)

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

Public Comment: None

Review of April 28, 2010 Meeting Minutes:

JE moved to approve the minutes of the meeting. PS seconded the motion. Three members having voted in the affirmative, the motion passed.

Review of April 28, 2010 Executive Session Minutes:

PS moved to approve the minutes of the meeting. JE seconded the motion. Three members having voted in the affirmative, the motion passed.

M. Peabody (MP) arrived at 7:15 pm.

New Wayland Website

JS reviewed the progress on the new website. He noted that all board chairs had been forwarded a survey by Virtual Town Hall. NM acknowledged receipt of the survey and asked members several questions. JS reviewed the existing template for the Personnel Board page. The deadline to respond and submit information is 6/11.

Firefighter Vacation Carryover

JS reviewed the vacation carryover requests from the firefighters. The requests were consistent with the contractual provisions.

New Business

New OML Effective 7/1/10 - JS spoke to the release of old executive session minutes. He planned to have a motion for the Board at the June meeting.

Old Business

None

Accountant – Reclassification Request

M. DiPietro (MD), Finance Director joined the meeting. He spoke to his request to have the Accountant position reclassified. MD believed that the incumbent had taken on additional responsibilities; he cited several examples. PS inquired if this request pertained more to the person rather than the job. JE inquired into supervision. MD noted that there is frequently (in other municipal finance departments) an intermediate level of supervision. JS noted that departments vary widely from town to town. It is difficult to identify similar organizational structures amongst communities. JE asked about the reference to the Town Accountant function. Discussion followed on statutory obligations and how that function has been historically handled in Wayland, and how it is currently part of the Finance Director's job description. The Board completed its questions regarding the position, and MD left the meeting.

JS noted that an Executive Session item might be of interest to the Board before it deliberated the reclassification request.

MP made a motion to move into Executive Session for the purpose of discussing collective bargaining strategy as conducting the business in Open Session will have a detrimental effect on the Board's negotiating position. PS seconded the motion.

NM took a roll call vote:

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

The Board members having voted 4-0 to move into Executive Session, the motion carried. NM announced that the Board would be going into Executive Session for approximately 20 minutes for the stated purpose. The Board would be returning to Open Session.

The Board entered Executive Session at 7:50 pm.

The Board returned to Open Session at 8:15 pm.

Teamster Water MOA

PS moved to approve the MOA with the Teamsters regarding weekend coverage at the Water Treatment Plant. JE seconded the motion. Four members having voted in the affirmative, the motion passed.

Accountant – Reclassification Request

The Board reviewed the information pertaining to the reclassification request. Members questioned if the justification presented by MD was a substantial change to the job description as written. Members did not share MD's belief that another level of supervision was necessary given the size Wayland's Finance Department. As has been experienced in previous reclassification requests, this request appears to focus more on an employee who is seeking to take on additional responsibilities, rather than the need for a change in a job description. In the final analysis, the consensus of the Board was that there is not a sufficient basis to warrant a reclassification of the Accountant position.

Next Meeting

The Board scheduled its next meeting for June 21, 2010 at 7:00 pm.

JE moved to adjourn the meeting. PS seconded the motion. Four members having voted in the affirmative, the motion passed. The Board adjourned at 8:35 pm.

John Senchyshyn
ATA/HRD