

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
January 23, 2012 7:00 pm

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

Also in attendance: J. Senchyshyn (JS)

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

JS announced that JE would be participating in the meeting remotely.

Public Comment:

None.

Review of December 12, 2011 Meeting Minutes:

The minutes were amended as follows:

... serviced by the ~~DPA~~ DPW. Members ...

... the already ~~erowed~~ crowded DPW garage ...

... employees. Consistent **with** several union ...

PS moved to approve the minutes of the meeting as amended. NW seconded the motion. Four members having voted in the affirmative, the motion passed. MP abstained.

Review of December 12, 2011 Executive Session Meeting Minutes:

PS moved to approve the minutes of the meeting. NW seconded the motion. Four members having voted in the affirmative, the motion passed. MP abstained.

Executive Session:

NM declared that the Board should move into executive session to hear a grievance under a collective bargaining agreement, as a discussion in an open meeting may have a detrimental effect on the Board’s position.

NW made a motion to move into Executive Session under M.G.L. c. 30a, Sec. 21 for the purpose of hearing a grievance under a collective bargaining agreement, as a discussion in an open meeting may have a detrimental effect on the Board’s position. PS seconded the motion.

NM took a roll call vote:

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

NM asked JE if anyone could hear the Executive Session from JE's remote location. JE stated that no one would be able to hear the discussion at her location.

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 90 minutes for the stated purposes. The Board would be returning to Open Session. NM invited M. Foster, D. Gorham and P. White to join the Executive Session,

The Board entered Executive Session at 7:10 pm.

The Board returned to Open Session at 8:55 pm.

Executive Session Minutes

PS moved to release Executive Session minutes from 4/7/11, 4/25/11, 5/16/11 and 5/31/11 in accordance with the Open Meeting Law provisions. MP seconded the motion. Five members having voted in the affirmative, the motion passed.

Vacation Carryover Requests

JS provided a list of vacation carryover requests that he had approved. All requests were within contractual or by-law limitations. Members discussed employees' use of vacation time and the number of carryover days.

PS moved to approve the vacation carryover requests per the memo dated 12/12/11. NW seconded the motion. Five members having voted in the affirmative, the motion passed.

Children's Librarian – Starting Wage Rate

JS presented the resume of Pamela McCuen, who has been selected to be the new Children's Librarian. JS recommended a starting wage rate of L-5, Step 6 based on the candidate's background and experience. The members discussed the candidate.

MP moved to approve a starting wage rate for Pamela McCuen at L-5, Step 6 of the Library Association wage schedule. NW seconded the motion. Five members having voted in the affirmative, the motion passed.

FY 13 Wage Charts

JS stated that he would present wage charts for ATM at the February meeting. The consensus of the members was to use the actual 12 month salary for the Town Administrator. With respect to the 27th pay period, JS stated that his research showed

that there was a 27th pay period in FY 05, and then again in FY 11. The next 27th pay period will occur in FY 21.

DPW Questions

The Board discussed recent questions raised at FinCom meetings by residents regarding the DPW. Statements have been made that the DPW is costing the Town more than the old structure. JS stated that he has tracked FTEs, and the total count has continued to remain lower since the advent of DPW. In addition, it has been reported that vehicles and equipment have dramatically increased. The DPW Assessment Committee report has been referenced for Highway vehicles. JS reported that he researched the vehicle count with the Highway Superintendent. It appears that the original DPW Assessment report did not account for all vehicles and equipment. The only vehicles listed in the report were those that were assigned to an employee on a regular basis. In fact, the total count has only risen by 2 pieces of equipment.

Next Meeting:

The Board scheduled its next regular meeting for 2/27/12 at 7:00 pm.

NW moved to adjourn the meeting. PS seconded the motion. Five members having voted in the affirmative, the motion passed. The Board adjourned at 9:25 pm.

John Senchyshyn
ATA/HRD