

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
July 13, 2012 8:30 am

Members Present:

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

Also in attendance: J. Senchyshyn (JS)

Public Comment:

None

Job Description – Budget/Research Analyst

The Board continued its discussion of the proposed position. NM indicated that the Board acknowledged the need for the position, but was not in agreement on the placement within the organization for reporting purposes. MP supported locating the position in the Finance Office under the supervision of the Finance Director. JS stated that, given the broad scope of work that is foreseen, the Town Administrator would be better positioned as the immediate supervisor having a better understanding of the overall town priorities. MP asked if the Board should discuss the position with the BOS since they oversee the budget. JS noted that other positions under the BOS have not been brought forward for discussion, the most comparable example being the Accountant.

Members discussed the two potential reporting relationships at length. A majority consensus was reached to place the position under the supervision of the Town Administrator. Edits were made to the job description. The title for the position was changed to Financial/Research Analyst.

PS moved to approve the job description for Financial/Research Analyst as amended at a grade N-6. NW seconded the Motion. Members NM, PS and NW having voted in the affirmative, the motion passed. Members MP and JE voted in the negative.

Executive Session:

NM declared that the Board should move into executive session to discuss collective bargaining strategy for impact bargaining negotiations on working conditions with the Police union and to review an AFSCME MOA as a discussion in an open meeting may have a detrimental effect on the Board’s position.

MPS made a motion to move into Executive Session under M.G.L. c. 30a, Sec. 21 for the purpose of discussing collective bargaining strategy for impact bargaining negotiations on working conditions with the Police union and to review an AFSCME MOA as a discussion in an open meeting may have a detrimental effect on the Board’s position. JE seconded the motion.

NM took a roll call vote:

Member Schneider	Aye
Member Evans	Aye
Member Willard	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 30 minutes for the stated purpose. The Board would be returning to Open Session.

The Board entered Executive Session at 9:20 am.

The Board returned to Open Session at 9:55 am.

Topics not Anticipated 48 Hours in Advance of the Agenda

None

Next Meeting:

The Board scheduled its next regular meeting for 8/13/12 at 7:00 pm.

NM stated that the Board would like to receive copies of employment contracts and discuss performance evaluations at the August meeting. JS distributed an email from resident George Harris regarding performance evaluations.

NW moved to adjourn the meeting. PS seconded the motion. Five members having voted in the affirmative, the motion passed. The Board adjourned at 10:05 am.

John Senchyshyn
ATA/HRD