

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
January 14, 2013 8:00 pm

Members Present:

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

Also in attendance: J. Senchyshyn (JS)

NM called the meeting to order at 8:00 pm.

Public Comment:

None

Review of December 10, 2012 meeting minutes:

The draft minutes were amended as follows:

~~October 15, 2012-meeting minutes~~ **November 26, 2012 meeting minutes**

... median wage would ~~make a significant difference~~ **be a more accurate number** rather ...

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

2012 Vacation Carryover Requests

JS distributed a revised vacation carryover request summary for CY ending 2012. He stated that all requests were within contractual and By-law guidelines and that he had tentatively approved requests, pending the Board’s ratification.

MP moved to approve the 2012 vacation carryover requests as submitted. NW seconded the motion. Five members having voted in the affirmative, the motion passed.

Executive Session:

NW made a motion to move into Executive Session under M.G.L. c. 30a, Sec. 21 for the purpose of collective bargaining strategy discussions regarding the AFSCME mid-term bargaining and to discuss the negotiations with a non-union employee, the Finance Director, as a discussion in an open meeting may have a detrimental effect on the Board’s position. MP seconded the motion.

NM took a roll call vote:

Member Green

Aye

Member Schneider	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 1 hour and 20 minutes for the stated purpose. The Board would be returning to Open Session.

The Board entered Executive Session at 8:15 pm.

The Board returned to Open Session at 9:35 pm.

Starting Wage Rate – Finance Director/Town Accountant

JS reviewed the tentative offer to the new Finance Director/Town Accountant, B. Keveny. Step 8 of N-13 in the amount of \$108,941 had been offered. Members discussed the offer and the candidate's background. JS stated that the probability of hiring a candidate in the middle of the salary range with the desired background, coupled with the required MUNIS experience, was unlikely.

MP moved to approve the starting rate for Finance Director/Town Accountant, B. Keveny at Grade N-13, Step 8 in the amount of \$108,941. NW seconded the motion. Five members having voted in the affirmative, the motion passed.

Spring 2013 Warrant Article

JS distributed the Personnel warrant article which proposes the non-union wage increase for FY 14 at 2.0%. No other By-law language changes are included. This amount is consistent with the 5 settled Town collective bargaining agreements. JS noted that at a previous meeting the Chair was authorized by the Board to submit the article, but since this meeting was prior to the submission deadline, he presented the article to the full Board.

PS moved to submit the Personnel warrant article to include a 2.0% wage increase for non-union employees with no additional language changes. NW seconded the motion. Five members having voted in the affirmative, the motion passed.

Board Questions and Concerns

NM inquired into the status of the Financial/Research Analyst position. JS responded that the position was included in the FY 14 budget request. Previously 2 candidates had turned down the position. However, hiring of the Finance Director/Town Accountant and the Accountant were given a higher priority. Once those 2 positions are filled, efforts will likely be refocused on the Financial/Research Analyst.

Topics not Anticipated 48 Hours in Advance of the Agenda

None

Next Meeting:

The Board scheduled its next regular meeting for 2/11/13 at 7:00 pm.

NW moved to adjourn the meeting. Five members having voted in the affirmative, the motion passed. The Board adjourned at 9:55 pm.

John Senchyshyn
ATA/HRD