

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
April 22, 2013 6:30 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 6:35 pm.

Executive Session:

PS made a motion to move into Executive Session under M.G.L. c. 30A, Sec. 21(a)(2) for the purpose of negotiating an employment contract for non-union personnel, the Police Chief, as a discussion in an open meeting may have a detrimental effect on the Board’s position. NW 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 45 minutes for the stated purpose. The Board would be returning to Open Session.

The Board entered Executive Session at 6:35 pm.

The Board returned to Open Session at 7:25 pm.

The Board moved to the Large Hearing Room to join the Board of Selectmen (BOS).

Joint Meeting with the BOS – AFSCME/Teamsters DPW Facility Presentation

The Personnel Board joined the BOS to hear presentations from AFSCME and the Teamsters in regard to working conditions at the current DPW garage at 195 Main Street. NM advised that all the members of the Board of Selectmen and the Personnel Board have toured the current DPW facility. Shannon George, business agent for the Teamsters, introduced Joe Doucette, Senior Working Foreman, who read the grievance into the record. He described the difficult working environment, and noted hazardous fumes, exposed insulation, and unsanitary conditions. He thanked the board members, staff and residents

who supported the new building. Michael Downey, Staff Representative for AFSCME Council 93, said the conditions at the current facility are unacceptable, and the safety and health of the staff should be the first priority of the Town.

Discussion with Members of Permanent Municipal Building Committee, Finance Committee, Board of Public Works, and Personnel Board on How to Address Current Conditions and Move the DPW Facility Project Forward

The Personnel Board and BOS were joined by the Permanent Municipal Building Committee, Finance Committee, and Board of Public Works to discuss the current conditions of the DPW facility and the plans for moving forward. J. Moynihan (JM), Public Buildings Director, said that the current facility had been cleared of debris and safe egress had been restored over the weekend. F. Turkington (FT) reviewed options for mitigating the current conditions and minimizing costs. T. Boschetto (TB) thanked the union representatives for presenting their issues. He acknowledged the need for a DPW facility, but noted the objections to the current plan, and suggested that the Permanent Municipal Building Committee review the objections in preparation for the presentation to the next Town Meeting. J. Nolan noted that 64% of Town Meeting supported the proposal. He said the town needs to allocate additional funding to address the outstanding issues. The boards discussed available funding sources, the estimated costs of repairing the current facility, and the timeline for building a new facility. JM estimated that, given approval for the construction at a fall Town Meeting, the new building could be ready for use by June of 2015. He stated moving the facility to the Route 20 location would add approximately 8-9 months to the timeline for site review. He also noted that due to the vote at Town Meeting, all the current bids must be rejected and a new bid process must be started. TB asked the Permanent Municipal Building Committee if they could bring certainty to the current access issues. M. Kaufman, Permanent Municipal Building Committee, said \$95,000 in additional funding is needed to complete the necessary applications. M. Lowery, Chair, Board of Public Works, said the land swap was already in place due to a vote of Town Meeting, and all components need to be funded. He said methane mitigation will be required in any case, due to the closure of the landfill. B. Steinberg, Chair, Finance Committee, said a significant portion of the reserve fund of \$250,000 could be used, and there is the potential to use a portion of the DPW funds as well. TB asked if the projected cost included the use of the current facility until the new one is completed. JM said it was assumed the staff would use the current facility until the new one is ready, and he reviewed the funds spent on repairs to date. The Board discussed the advantages and drawbacks of moving the site to Route 20. JM noted the additional time involved, the demolition costs, and the site plan approval costs. R. Stanizzi, Chair, Economic Development Committee, said if the property is used for senior housing, there is still enough property remaining for a cell tower. She also noted the nearby cell tower in Sudbury. D. Ouellette, Director of Highway Operations, said the Route 20 site has less acreage, more environmental and wetlands issues, more visibility to the street, and is not accessible to the saltshed. K. George, 15 Indian Dawn, asked for confirmation that the Conservation Commission was amenable to the plan, and expressed concern that they were not present. He said the commission should have provided approval before Town Meeting. JM described his meeting with the Conservation Commission, and FT said they indicated it was possible to develop a plan to meet their requirements. E. Collins asked why the application to the Conservation Commission had been withdrawn; JM said the funds were not available for the required design plan. FT suggested that the BOS

request funding to evaluate the Route 20 site. D. Leard asked for an opinion from the Attorney General regarding the wireless overlay district. TB asked that the Conservation Commission be invited to the next meeting for further discussion.

The Board left the joint meeting to continue its own meeting. The Board discussed the joint meeting and the viability of moving the DPW project forward.

Public Comment:

JS distributed a series of emails he had with A. Lewis (AL) earlier in the day. Ms. Lewis had made several inquiries regarding the Administrative Coordinator position. AL and JS spoke later in the day. JS told AL that he would relay their conversation to the Board during public comment in that she had another commitment and could not attend.

AL expressed concern that there was not a public discussion regarding the new position. She believed the position should have been included in the warrant at Town Meeting to be voted and approved or denied by the residents. JS noted that this is a union position and not included in the wage and classification plan voted by Town Meeting.

JS said he told AL that this is a union affiliated position; the preliminary plan to create the position was discussed with the Personnel Board in executive session. Upon receiving approval from the Board to proceed, JS negotiated with the union. Negotiations were not completed until after Town Meeting. Since union negotiations are not public, the position could not have been added to SEIU's roster.

JS told AL that the position could likely be filled at a lower rate than the previous DPW employee in that she was top at step. While AL acknowledged that this year's budget might not be increased, she noted that future years' budgets could be at the higher top step.

It is AL's belief that any changes to positions which increase long-term exposure should be brought to Town Meeting for approval. JS said that the Board generally makes recommendations to the Finance Committee regarding new positions when staffing changes are presented in advance of the budget process, however, when changes to positions or new positions occur following the budget process the Board does not bring those changes to the Finance Committee. Positions are included in the next Annual Town Meeting. AL indicated that she believed all positions should come before Town Meeting before being filled.

Administrative Coordinator Job Description

JS reported that negotiations on the position were completed with SEIU. The only change was the removal of the word "assigns" from the second essential function.

PS moved to approve the Administrative Coordinator job description as a C-15 within the SEIU bargaining unit as revised. NW seconded the motion. Five members having voted in the affirmative, the motion passed.

Topics not Anticipated 48 Hours in Advance of the Agenda

JS shared with the Board a recent staffing development. An employee had just requested to return to a previously held position in the Water Division of DPW. Given the change, JS suggested to the Town Administrator and the DPW Director that the DPW consider increasing the Water Worker 3s by one position and decreasing the Water Worker 2s by one position. The change would provide additional support for the Water Treatment Plant and help solve an on-going weekend/holiday coverage issue. Water Worker 3s could regularly rotate through the plant and focus on wells. Coverage would still be available for construction season and main breaks through the rotation. The Board concurred with the recommendation.

Next Meeting:

The Board will tentatively schedule its next regular meeting for 5/20/13 at 7:00 pm pending the confirmation on the DPW facility grievance hearing.

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