

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
June 24, 2013 7:30 pm

Members Present:

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

Also in attendance: J. Senchyshyn (JS)

NM called the meeting to order at 7:30 pm.

Public Comment:

None

JS stated that he would receive notice when the BOS was ready to conduct NM’s reappointment interview. JS also stated that he would need to take a short break to participate in a SC vote with respect to collective bargaining.

NM inquired about the dependent eligibility audit and how many individuals lost coverage. JS responded that 8 dependents were removed resulting in a reduction of 2 family plans and an increase in 2 individual plans. JS noted there was not a reduction of 8 plans because some of the dependents were removed from family plans, but the remaining enrollees still constituted a family plan with the remaining dependents enrolled.

Review of May 20, 2013 meeting minutes:

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

Review of May 20, 2013 Executive Session meeting minutes:

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

Asst. Rec Program Coordinator – Title and Job Description

JS reviewed the new inter-municipal agreement (IMA) with Sudbury under which Wayland provides Sudbury with recreation services. The original 2009 agreement provided only services of the Recreation Director. An updated 2011 agreement extended the services to include Wayland’s Asst. Rec Program Coordinator and Sudbury’s Rec Program Coordinator. Unfortunately the 2011 arrangement did not work as planned, and the towns have returned to the 2009 arrangement. The revised IMA has been approved by the Selectmen in each community. In order to comply with the revised agreement, JS recommended revising the title of the Asst. Rec Program Coordinator to Recreation

Assistant reporting to the Recreation Director. In addition, all references to Sudbury and the shared positions should be deleted from the job description. The position's grade should not change. Members reviewed the job description. MP inquired about staffing given the overall reduction in hours. JS noted that an intern was brought on board for the summer months. MP asked the compensation paid for the position. JS was not sure of the amount and would have to report back to the board.

MP moved to approve the title, N1 grade and job description for the Recreation Assistant as presented. PS seconded the motion. Four members having voted in the affirmative, the motion passed.

Executive Session:

PS made a motion to move into Executive Session under M.G.L. c. 30a, Sec. 21(3) for the purpose of collective bargaining strategy discussions regarding successor collective bargaining strategy for Fire negotiations 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
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 40 minutes for the stated purpose. The Board would be returning to Open Session.

The Board entered Executive Session at 7:45 pm.

The Board returned to Open Session at 8:10 pm.

The Board took a brief recess and reconvened at 8:20. JS announced that he completed his vote with the SC and that NM was reappointed by the BOS without the need for an interview.

Police Lt Reclassification Request

JS stated that Chief Irving was planning to join the discussion, but he was delayed at a liquor license violation hearing. JS began by reviewing data gathered by the Town of Weston for their Police negotiations. The data was adjusted for comparative purposes by reporting all wages based upon a 40 hour workweek and an educational incentive based upon a Bachelor's Degree. Data also included health insurance contributions, assuming a family plan. JS indicated that he added staffing counts to indicate the number of officers in each department, although the latter information was somewhat dated. With respect to a

total compensation package, Wayland ranked 6 out of 12. Comparative towns were primarily selected on location and not all of them may be comparable comparisons.

Chief Irving (RI) joined the meeting at 8:30.

RI spoke to the command structure in Wayland, noting the Lt as a definitive second in command. This may not be the structure in all communities. He reviewed the history of the position and noted the removal of overtime earnings with the selection of the current incumbent. He also raised concerns of internal equity. JS reviewed total CY 2012 earnings for the Police Lt, the Administrative Sgt and the Deputy Chief of Fire, noting that the last 2 positions are affiliated with a bargaining unit and overtime eligible. When asked how many hours the Lt normally works per week, RI responded 45 to 50. The board discussed the information presented. Additional data was requested for the next meeting: 1) identify the second in command in the identified communities, 2) define the difference in positions in communities having 2 Lts, 3) determine if other Lts are members of bargaining units, and 4) determine if other Lts are overtime eligible.

RI left the meeting.

Topics not Anticipated 48 Hours in Advance of the Agenda

Firefighter Injury/Sick Leave Transfer – JS reported that Firefighter Colin Richardson was hospitalized following an off-duty accident. His FMLA paperwork indicated that he would be recuperating until mid-September. Given his limited seniority, he has only accumulated approximately 1 month of sick and vacation leave credits. The Fire Union requested the approval to transfer already accrued time. JS noted a similar situation occurred in 2003 and transfers were approved. The Board discussed the request.

JG moved to approve the transfer of accrued sick and vacation shifts to Colin Richardson from fellow firefighters for a period not to exceed September 19, 2013. MP seconded the motion. Four members having voted in the affirmative, the motion passed.

Police Officer/Firefighter Interviews – JS updated the Board on the status of the interviews. Five individuals were interviewed for 2 anticipated firefighter/paramedic vacancies. All candidates were well suited for the position. Background checks were conducted and 2 offers of employment have been made.

Seven candidates were interviewed for 1 Police Officer vacancy. Background checks are being conducted on 2 of the candidates, but the preliminary results are not promising. Should these candidates be eliminated, there is no apparent reason for by-pass which would allow for additional interviews, deeper into the list.

Members asked why the differences in fire candidates vs the police candidates. JS responded that Wayland is a Civil Service community for police, but not for fire, or for any other discipline. Hiring police officers has been problematic for several years because of the limitations of hiring from established Civil Service lists. PS asked if there was a potential resolution. JS responded that the Town could withdraw from Civil Service. JS stated that he would have further information for the next meeting.

Next Meeting:

The Board scheduled its next regular meeting for 7/15/13 at 7:00 pm.

JG moved to adjourn the meeting. Four members having voted in the affirmative, the motion passed. The Board adjourned at 9:40 pm.

John Senchyshyn
ATA/HRD