

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
November 1, 2013 8:00 am

Members Present:

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

Also in attendance: J. Senchyshyn (JS)

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

Public Comment:

None

Town Administrator RFP Review

Five RFPs were received. Members discussed how to best approach reviewing the RFPs. JS suggested taking each item independently, reviewing each bidder’s proposal for that item and then ranking that item. JS noted that a scoring sheet was available to record the Board’s ranking. Members decided to assign a total Board ranking, rather than keep individual rankings. JS noted that following the review and ranking of the technical proposals, the Board would open the price proposals. The goal is have recommendations to interview bidders for the Selectmen’s 11/6 meeting.

J. Green (JG) arrived at 8:20 am.

The Board reviewed and ranked the proposals from Colin Baezinger, MMA Consulting, Municipal Resources, Inc., The Novack Group and Waters Consulting. In that References were provided but not checked, a ranking was not assigned to this item. Rankings were assigned based on Highly Advantageous, Advantageous, Not Advantageous and Unacceptable. Based on Highly Advantageous and Advantageous scores, Colin Baezinger, MMA Consulting and Municipal Resources, Inc. were identified as the potential field of candidates for interview. The Novack Group and Waters Consulting were eliminated from interview consideration.

The Board then opened price proposals. MMA Consulting and Municipal Resources, Inc. were highly competitive. Colin Baezinger was cost prohibitive by comparison.

MP moved to recommend MMA Consulting and Municipal Resources, Inc. to the Board of Selectmen for interview to consult on the Town Administrator search. NW seconded the motion. Five members having voted in the affirmative, the motion passed.

Collins Center Interview

Members discussed the interview with the Collins Center on 10/28. The consensus was that the interview was average. The presentation was short on specifics and did not present many ideas or suggestions on the search. The approach was “whatever the town wants”.

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 discussions regarding mid-term bargaining with AFSCME regarding emergency storm coverage 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 10 minutes for the stated purpose. The Board would be returning to Open Session.

The Board entered Executive Session at 10:30 am.

The Board returned to Open Session at 10:35 am.

AFSCME MOA

MP made a motion to authorize J. Senchyshyn to finalize and sign the MOA as presented with AFSCME regarding emergency storm coverage and compensation for DPW Superintendents. PS seconded the motion. Five members having voted in the affirmative, the motion passed.

JS asked if the Board would like to return to executive session for an additional collective bargaining review.

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 discussions regarding successor collective bargaining strategy for Fire negotiations and mid-term bargaining with the Police related to Dash Cams 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 10 minutes for the stated purpose. The Board would be returning to Open Session.

The Board entered Executive Session at 10:40 am.

The Board returned to Open Session at 10:50 am.

Topics not Anticipated 48 Hours in Advance of the Agenda

JG asked if future discussion would be scheduled regarding Civil Service. JS responded that he and Chief Irving suggest tabling further actions pending the appointment of a new Town Administrator and a full Board of Selectmen. Following a brief discussion the Board concurred.

Next Meeting:

The Board scheduled its next 2 regular meetings for 11/6/13 at 7:00 pm and 11/13/13 for 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 10:55 am.

John Senchyshyn
ATA/HRD