

Personnel Board Meeting
Wayland Town Building - Selectmen's Office
Meeting Minutes
October 20, 2014 7:15 pm

Members Present: J. Green (JG); M. Peabody (MP) P. Schneider (PS), D. Cohen (DC), M. Jones (MJ)

Also present: J. Senchyshyn (JS)

JG called the meeting to order at 7:15 pm

Public Comment

None

Discussion with George Harris Open Meeting Law (OML) Complaint of 8/28/14

George Harris thanked the Board for the agenda time. He wished to address transparency with respect to collective bargaining and the release of minutes. He noted some boards are not releasing minutes. For example, the School Committee had not released executive session minutes back to 1995. Harris noted that neither the OML nor the AG's Office provided good direction on releasing executive session minutes. He inquired if the Personnel Board was considering establishing any type of guidelines. JG stated that the Board would be discussing executive session minutes later in the meeting, but it was likely that many of the minutes would become case-by-case situations with respect to release. Further discussion ensued. The general consensus of the Board was that developing a policy pertaining to the release of minutes would be difficult to implement as bargaining positions can carry forward to successor negotiations. Harris thanked the Board for their time and their efforts in addressing the executive session minutes.

FY 16 Budget Discussion and Potential Vote on FY 16 Personnel Board Budget

JS spoke briefly to the FY 16 budget guidelines. He presented a draft budget which identified historic spending. Based upon recent utilization, JS recommended reducing the Adjustment Fund from \$6,750 to \$5,000.

MJ moved to approve the draft budget as presented for a total FY 16 request of \$15,000. MP seconded the motion. Five members having voted in the affirmative, the motion passed.

Starting Wage Rate – Public Buildings Director

JS requested a starting wage rate for Ben Keefe, the new Public Buildings Director at Step 9 of Grade N11. JS noted that it was unusual to start a new employee at Step 9, but this had been a very difficult position to fill. JS noted that another candidate with strong municipal experience had declined the position due to the salary and overall benefits package. JS discussed the background to the recruitment. He stated that Keefe is planning to begin work on 11/3/14.

PS moved to approve the starting wage rate for Ben Keefe, Public Buildings Director at Step 9 of Grade N11. DC seconded the motion. Five members having voted in the affirmative, the motion passed.

Review of September 15, 2014 Meeting Minutes

The draft minutes were amended as follows:

... Board discussed the proposed ~~the~~ edits ...

... had a **non-job related** ~~home~~ accident ...

PS moved to approve the draft minutes. MJ seconded the motion. Five members having voted in the affirmative, the motion passed.

Director's Comments

JS noted that there was an email in the packet pertaining to a newly legislative domestic violence law. He stated that a Town policy should be developed to comply with the law. Both DC and JG stated that they may have draft policies available on this topic.

Executive Session

JG made a motion to move into Executive Session pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(2) to Discuss Contract Negotiations and Employment Agreements for the DPW Director, Police Chief, Asst. Town Administrator and Town Administrator; and pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(3) to Discuss Collective Bargaining Negotiations with Library SEIU, Police, Fire, Teamsters, AFSCME, Teachers, WESA, Custodian and Food Service Unions; Discuss SEIU, Teamster and AFSCME Grievances; Discuss an SEIU Wage Settlement; Discuss MOAs with SEIU, Teamsters; AFSCME, Police and Fire; Review and Potential Vote to Approve Executive Session Minutes of 8/6/14 and 8/11/14, and Review and Potentially Vote to Release the Following Executive Session Minutes:

1/26/09	1/23/12	5/20/13
3/9/09	2/27/12	6/24/13
4/27/09	3/19/12	8/5/13
5/18/09	5/7/12	11/1/13 (1)
6/8/09	5/29/12	11/1/13 (2)
6/22/09	7/9/12	12/16/13
9/21/09	7/13/12	1/15/14
1/10/11	8/13/12	1/27/14
2/28/11	9/10/12	2/10/14
3/21/11	10/15/12	2/24/14
8/1/11	1/14/13	3/31/14
9/19/11	2/11/13	5/5/14
10/17/11	3/18/13	6/2/14
11/21/11	4/19/13	8/6/14
12/12/11	4/22/13	8/11/14
9/15/14		

JG took a roll call vote:

Member Jones	Aye
Member Cohen	Aye
Member Schneider	Aye
Vice Chair Peabody	Aye
Chair Green	Aye

The Board having voted 5-0 to move into Executive Session, the motion carried. JG announced that the Board would be going into Executive Session for approximately 2 hours and 15 minutes for the stated purpose. The Board would be returning to Open Session.

The Board Entered Executive Session at approximately 7:55.

The Board returned to Open Session at approximately 10:15.

Next Meeting:

JS stated that he would be on vacation beginning 11/3 and returning on 11/17. The most likely date for the next meeting would be 11/24/14. At that meeting the Board should expect to review Department requests for staffing changes for the FY 16 budget. The Board scheduled its next regular meeting for 11/24/14 at 7:00 pm.

DC moved to adjourn the meeting. MJ seconded the motion. Five members having voted in the affirmative, the motion passed. The Board adjourned at 10:20 pm.

John Senchyshyn
ATA/HRD

