

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Meeting Minutes
April 26, 2016 7:00 pm

Members Present:

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

Also Present: J. Senchyshyn (JS)

JG called the meeting to order at 7:00 pm.

Public Comment

None

Review of the Amended 2/29/16 Minutes

JS stated he found that the votes of the minutes of 12/15/15, 1/11/16 and 2/11/16 had not been included in the 2/29/16 minutes. The omission came to light when the meeting documents were being assembled.

MP moved to approve the amended minutes of 2/29/16. PS seconded the motion. Four members having voted in the affirmative, the motion passed. DC abstained as she did not attend the meeting.

Review of the Amended 3/21/16 Minutes

The minutes were approved as amended:

J. Green (JG) ~~M. Peabody (MP)~~

2/29/16 ~~2/29/15~~

MJ moved to approve the amended minutes of 3/21/16 as amended. PS seconded the motion. Four members having voted in the affirmative, the motion passed. MP abstained as she did not attend the meeting.

In-House Review of AFSCME 2 Positions

JS reminded the Board that the recently settled AFSCME 2 contract includes a provision for the Town to conduct an in-house classification review prior to the expiration of the contract, which is 6/30/17. He is ready to begin the review starting with updates of the job descriptions. Employees and supervisors will be asked for their input regarding any significant changes to the job description. If there are any changes proposed, the job descriptions would be presented to the Board. No Board action is required at this time.

Review and Approval of Starting Wage Rates

JS reviewed several new hires and requested starting wage rates be approved for the following:

- Lillian DePasquale – PT Department Assistant, Treasurer/Collectors’ Office
C-14, Step 5 - \$23.46 / hr
- Kristen Peters – Department Assistant, DPW
C-14, Step 4 - \$41,139 / yr

- Jorge Pazos – IT Director
N-13, Step 10 - \$119,843 / yr

MJ moved to approve a starting wage rate of Grade C-14, Step 5 - \$23.46 per hour for Lillian DePasquale – PT Department Assistant, Treasurer/Collectors’ Office. PS seconded the motion. Five members having voted in the affirmative, the motion passed.

MJ moved to approve a starting wage rate of Grade C-14, Step 4 - \$41,139 per year for Kristen Peters – Department Assistant, DPW. PS seconded the motion. Five members having voted in the affirmative, the motion passed.

MJ moved to approve a starting wage rate of Grade N-13, Step 10 - \$119,843 per year for Jorge Pazos – IT Director. PS seconded the motion. Five members having voted in the affirmative, the motion passed.

Executive Session

JG moved the Personnel Board enter executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(3) to Discuss Collective Bargaining Request from Fire Union to Discuss Job Descriptions; Discuss AFSCME 2 and Teamsters Negotiations Regarding the Installation of Security Cameras at the DPW Facility; Discuss Collective Bargaining Negotiations with AFSCME 2 Regarding a Potential Position Elimination; Review and Potential Vote to Approve Executive Session Minutes of 3/21/16; Review and Potential Vote to Release Executive Session Minutes of 10/19/15, 9/28/15, 8/3/15, 6/22/15, 3/2/15, 2/23/15, 9/15/14, 6/2/14, 5/5/14, 2/24/14, 2/10/14, 1/15/14, 8/5/13, 2/11/13, 10/15/12, 9/10/12, 8/13/12, 7/13/12, 1/23/12 as an open discussion might have a detrimental effect on the Town’s position.

MP seconded the motion.

JG took a roll call vote:

Member Schneider	Aye
Member Jones	Aye
Member Cohen	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 1 hour for the stated purposes. The Board would be returning to Open Session.

The Board Entered Executive Session at approximately 7:25 pm.

The Board returned to Open Session at approximately 8:40 pm.

Next Meeting

The Board scheduled its next meeting for 5/23/16.

PS moved to adjourn at 8:45 pm. MJ seconded the motion. Five members having voted in the affirmative, the motion passed.

John Senchyshyn
ATA/HRD

Documents From Personnel Board Meeting

Regular Session

April 26, 2016

Document:

2016-02-29 Amended Draft Minutes

2016-03-21 Draft Minutes

Article 10-6 from AFSCME 2 CBA

Policy Listing

Resumes - DePasquale, Kelly, Pazos