

**MINUTES OF MEETING
DECEMBER 14, 2005**

Board members present: Chairman James Parker, Jr., Lynn Watts, Kathy Wilfert, Robert Titus, and Christine Gundling. Also present: John Walden.

7:05 p.m.: **JOHN WALDEN – DPW MANAGER**

Mr. Walden requested to hire David Grasso as a Maintenance Craftsperson at W-3, Step 3 (\$14.87/hr) effective his date of hire, November 28, 2005. He explained that he did the necessary postings for the job. He further stated that he felt Step 3 was a reasonable rate as Mr. Grasso is fully licensed, and has previous DPW experience. Mr. Walden discussed that Mr. Grasso knows the snow plows and other functions and is a good fit who would require minimal training.

Mrs. Watts asked how they determine the starting rate. Mr. Walden responded that it is based on experience, ability and previous salary. He added that someone with no license and no experience would start at a Step 1. Mr. Titus inquired if Mr. Grasso was previously earning a similar wage. Mrs. Watts inquired if he would have the first of the year cost of living raise, then another raise on his 6 month anniversary, and then the next fiscal year raise. Mr. Walden answered that he had factored that in. If the Board approves the request, he will start at \$14.87 effective his date of hire, November 28, 2005. On January 1, 2006, he will go to \$15.09 (union negotiated), then at his six month anniversary of May 28, 2006, he will go up one step to \$16.02 pending a good review. In addition, there is the fact that the union has signed a new agreement. After that, it will be an annual step increase.

Mrs. Gundling asked if this will get his salary to where it was before, and Mr. Walden confirmed that it would. Mr. Parker asked if this hire would fill Mr. Walden's staffing level. Mr. Walden responded that it will help to fill it, but he has one employee on disability. He added that scheduling is difficult when vacation time is factored in.

MOTION: Mrs. Watts moved that Mr. Grasso be hired at W-3, Step 3 (\$14.87/hr), effective his date of hire, November 28, 2005. Mr. Titus seconded and was so voted.

The Personnel Board approved the following:

New Hires:

David Grasso, Maintenance Craftsperson	W3, Step 3
Susan Smith, Personnel Board Admin. Asst.	H-10, Step 1

Steps:

Tim Charland, Dispatcher	P-1 Step 1 (min) to P-1 Step 2
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Approval To Take:

Daniel Hehir, Anna Maria (Boxboro), 1 course	\$530.00
Carl Roche, Anna Maria (Boxboro), 1 course	\$530.00
Leah Talbot, Nichols College, 1 course	\$690.00

Approval To Pay:

Curry College for Domenic Annunziata	\$ 540.00
Maryanne Bilodeau, 1 course, Becker College	\$ 576.00
Leah Talbot, 2 courses, Nichols College	\$1,104.00
Umass Memorial for Farrar	\$ 65.00
Umass Memorial for Lavoie	\$ 65.00
Umass Memorial for Lenihan	\$ 133.00

Minutes:

October 24 th	(Work Session)
November 9 th	(Regular and Work Session)
November 30 th	(Special)

Lastly, the Board briefly discussed a memo from Joan Provost regarding a “Longevity Clause for Non-Union Employees”. MOTION: Mrs. Wilfert moved that further discussion of this memo be postponed until the next meeting in January, after they have had time to review her materials. Mr. Titus seconded and was so voted.

The meeting adjourned at 7:44 p.m.

Respectfully submitted,

Approved:

Susan Smith
Administrative Assistant

James Parker, Jr., Chairman