

PERSONNEL BOARD

Minutes of Meeting

November 9, 2005

Board members present: Chairman James Parker, Jr., Kathy Wilfert and Christine Gundling. Also present: Henry Danis.

7:15 p.m.: HENRY DANIS – TOWN COORDINATOR

Mr. Danis requested to hire David Lavoie as a Custodian/Maintenance at N-7, Step 4 (\$14.58/hr). He felt that Step 4 was a reasonable rate and said that it is where they have been normally hiring new custodians. He said that Mr. Lavoie has a lot of experience and good references. He then confirmed that his budget was adequate for this rate.

MOTION: Mrs. Wilfert moved to hire Mr. Lavoie at N-7, Step 4 (\$14.58/hr). Mrs. Gundling seconded and was so voted.

The Board then discussed the non-union wage adjustment for FY'07. They reviewed the notice sent by the Town Accountant which shows that all unions had split percentages in FY'06. They discussed if they should consider actual earnings (2.06%) or the increase to future rate (2.77%). Mrs. Gundling commented that very few companies now even give cost of living increases. Mrs. Wilfert explained that most of the town's salaried employees are at the top of their grade, so if there is no COLA, they do not receive a raise. Mrs. Wilfert believed that the Board has always based COLA on the unions' prior year increases. Mr. Parker thought that they may need to base this COLA on the future rate because FY'07 union percentages will be based upon that rate.

MOTION: Mrs. Wilfert moved to table the decision for the FY'07 COLA until either November 30th or December 7th, when the full board would be available for the decision. Mrs. Gundling seconded and was so voted.

The Personnel Board approved the following:

New Hires

Mary Donna Corcoran, Outreach Case Manager	S-12 Step 1
David Lavoie, Custodian/Maintenance	N-7 Step 4

Steps

Dan Armstrong, Maint. Craftsperson	W-4 Step 2 to W-4 Step 3
Paula Covino, Admin. Asst. School Bld.	H-10 Step 5 to H-10 Step 6
Gerald Rivard, Maint. Craftsperson	W-3 Step 4 to W-3 Step 5
Ed Bishop, Maint. Craftsperson	W-3 Step 6 to W-3 Step Max
Brian Kane, Maint. Craftsperson II	W-5 Step 6 to W-5 Step Max
Natalie Bruce, Exe. Secretary	S-14 Step 5 to S-14 Step 6

Approval to Take

Domenic Annunziata, Curry, 1 course	\$ 636.00
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Approval to Pay

Umass Memorial for Cornine/Marquedant	\$ 263.00
Umass Memorial for Wagner	\$ 65.00

NAGE Evaluation

Kathy Brault, Library Asst.	N-9 Step 4
Susan Bush, Admin. Asst.	N-10 Step 5 to N-10 Step 6
Dorothy Hurley, Children's Librarian	N-17 Max
Kristin Robinson, Admin. Asst.	N-10 Step 4

Minutes Approved

September 14th (regular)
October 12th (regular and work)
October 18th (special and work)

The meeting ended at 8:20 p.m. and the Board began a work session.

Respectfully submitted,

Approved:

Joanne Morris
Administrative Assistant

James Parker, Jr., Chairman