

Personnel Board Meeting
Livestreamed via Zoom
December 19, 2023
Open Session Meeting Minutes

Note: Pursuant to Chapter 2 of Acts of 2023, this meeting of the Personnel Board was conducted via remote participation. No in-person attendance of members or the public was permitted. Public comment was available by Zoom.

Members present: Deborah Cohen (DC), Mary Ellen Castagno (MC), Paul Morenberg (PM). Maryanne Peabody (MP) was present at the beginning of the meeting, she left the meeting due to technical difficulties, and returned to open session at 6:40 pm

Also present: Human Resources Manager Katherine Ryan (KR). Michael McCall (MM) Town Manager. Robbie Bullard, IT, monitored Zoom for public comment during the meeting.

The meeting was called to order at 4:11 p.m. The meeting is being recorded.

Announcements and Public Comment

None.

Executive Session

DC moved to go into Executive Session pursuant to Massachusetts General Laws, Chapter 30A, Section 21(a)(3) to discuss a grievance with Wayland Fire IAFF Local 1978, and Massachusetts General Laws, Chapter 30A Section 21(a)(3) to review and consider for potential release the following Personnel Board executive session minutes: 10/11/23. MC seconded the motion. The Personnel Board anticipated returning to open session at approximately 5:10 p.m.

Roll call vote:

- Member Cohen: Yes
- Member Castagno: Yes
- Member Morenberg: Yes

The motion carried, 3 in favor, 0 against.

The Personnel Board left open session at 4:13 pm.

The Personnel Board returned to open session at 6:40 pm.

Discussion and Possible Vote to Approve Vacation Carry Over for DPW Employees Covered by the Teamsters Local 170 Collective Bargaining Agreement.

The Personnel Board discussed the vacation carryover requests of three days, which aligns with the collective bargaining agreement's language.

DC moved to approve three additional days for the DPW employees who requested carryovers. PM seconded.

MP took a roll call vote:

- Member Cohen: Yes
- Member Castagno: Yes
- Member Morenberg: Yes
- Chair Peabody: Yes

The motion carried, 4 in favor, 0 against.

Discussion of Possible Changes to the Chapter 43 Personnel Bylaw.

MP said she would call the Select Board chair regarding the process for proceeding with revisions to the Personnel Bylaw since it's the Select Board's article. The Personnel Board would like to let the Select Board know what it thinks is important for Chapter 43 revisions and how the Town might utilize the Personnel Board in the future. MP and DC will form a subcommittee to compile the information collected by the PB and provide input to the Select Board.

General Discussion on Executive Session Minutes and Update from Chair on Discussion with the Attorney General's Division of Open Government.

MP told the Personnel Board that she spoke to the Attorney General's office about the Personnel Board's executive session minutes questions. MP said there is not much information about when executive session minutes must be approved. MP suggested the Personnel Board review executive session within three regular meetings, not three executive session meetings. MP said that we could approve executive session minutes in open session if there is no sensitive information involved and the Personnel Board is merely releasing minutes, and the Personnel Board would not be waiving its right to call an executive session in the future should it determine it needs one to discuss the executive session minutes.

Discussion and Approval of Meeting Minutes: November 6, 2023.

Personnel Board members made changes to the minutes.

MC made a motion to approve the open session meeting minutes for November 6, 2023 as amended. PM seconded the motion.

MP took a roll call vote:

- Member Cohen: Yes
- Member Castagno: Yes
- Member Morenberg: Yes
- Chair Peabody: Yes

The motion carried, 4 in favor, 0 against.

Next Meeting Date

Next meeting is scheduled for January 17, 2024, at 4:00 p.m. It will be recorded if possible.

MC moved to adjourn the meeting. PM seconded the motion.

MP took a roll call vote:

- Member Cohen: Yes
- Member Castagno: Yes
- Member Morenberg: Yes
- Chair Peabody: Yes

The motion carried, 4 in favor, 0 against.

The meeting adjourned at 6:57 p.m.

Respectfully Submitted,

Deb Cohen

Members, Wayland Personnel Board

Documents

- Collective Bargaining Agreement Wayland DPW, Teamsters Local 170, Article 18, Annual Leave
- Chart of DPW additional carryover day requests
- Documents from Personnel Board members relating to work on Personnel Bylaws Chapter 43