

Personnel Board Meeting  
Wayland Town Building – Selectmen’s Office  
Minutes  
December 18, 2017 7:00 pm

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

Also Present: J. Senchyshyn (JS)

MJ called the meeting to order at 7:01 pm.

Public Comment

None

Executive Session

MJ moved that the Personnel Board enter executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21 (a)(3) to review a Step 2 Police grievance regarding termination of employment; to discuss strategy with respect to collective bargaining for police and fire unions; and to review and potentially approve the executive session minutes of 11/13/17.

The Chair declared that a public discussion of these items will have a detrimental effect on the bargaining position of the Town.

PS seconded the motion.

MJ took a roll call vote:

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

MJ announced that the Board will reconvene in open session in approximately 20 minutes.

Review of Calendar Year 2017 Vacation Carryover Requests

JS reviewed the 2017 vacation carryover requests submitted by Town employees. He noted that 1 union member request and 4 non-union employee requests exceed the limits. Each request had extenuating circumstances for the additional carryover. After reviewing each request, the Board agreed to the additional carryover time. JS stated that he would contact the union to ensure that the additional carryover was non-precedent setting.

PS moved to approve the calendar year 2017 vacation carryover requests as submitted. MP seconded the motion. Four members having voted in the affirmative, the motion passed.

Starting Wage Rate – Local Building Inspector

JS presented the resume of Nate Maltinsky. He was hired as the new Local Building Inspector. JS requested a starting wage rate of G6, Step 5 on the AFSCME 1 wage scale.

MP moved to approve a starting wage rate for Local Building Inspector, Nate Maltinsky at grade G6, Step 5 on the AFSCME 1 scale at a rate of \$63,556. PS seconded the motion. Four members having voted in the affirmative, the motion passed.

#### Spring 2018 Warrant Articles

JS presented 2 potential articles to the Board. He noted that the warrant closes on January 16<sup>th</sup>.

The first article was the Wage & Classification Plan for non-union employees. The article requests a 2.25% across-the-board increase for non-union staff. That amount is consistent with the collective bargaining settlements for union affiliated employees.

PS moved to approve the Wage & Classification article for non-union employees as drafted. DC seconded the motion. Four members having voted in the affirmative, the motion passed.

The second article was to Fund the Initial Year of Collective Bargaining Agreements. JS stated that 2 contracts remain unsettled. Should either of those contracts settle, the article can be amended to include the specifics of the settlements. If neither contract settles, the article can be pulled.

PS moved to approve the article to Fund the Initial Year of Collective Bargaining Agreements as drafted. MP seconded the motion. Four members having voted in the affirmative, the motion passed.

#### Pay Equity Law

The Board discussed the Pay Equity Law which will become effective 7/1/18. JS reviewed a spreadsheet which identified wages by position. He noted that the vast majority of wages are governed by established collective bargaining agreements. The remaining positions fall under the Town's non-union Wage & Classification Plan. Members looked at various positions and discussed incumbents' wages. The Board's review served as a self-evaluation of the Town's compensation practices and wage placements.

#### HR Director Transition

JS reviewed the activity to date. Thus far, a successor candidate has not been identified. MP suggested advertising on NEHRA.

#### Next Meeting

The Board to scheduled its next meeting for 1/29/17.

#### Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting

None

DC moved to adjourn the meeting at 8:30 pm. PS seconded the motion. Four members having voted in the affirmative, the motion passed.

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John Senchyshyn  
ATA/HRD

Documents From Personnel Board Meeting						
Regular Session						
December 18, 2017						
<u>Document:</u>						
11-13-17 Draft Minutes						
11-20-17 Draft Minutes						
Article - CBA Funding						
Article - Wage & Classification Plan						
Warrant Articles - Revised Form						
Maltinsky Resume						
Pay Equity Act Summary						
Employee Roster by Title						
Vacation Carryover Requests						