Town Of Walpole
Commonwealth of Massachusetts

PERSONNEL BOARD

Brian Davis, Chairperson
Mary Campbell, Vice Chair
Phil Hinds
John Sheppard

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MINUTES OF SEPTEMBER 11, 2012

A regular meeting of the Walpole Personnel Board was held on Tuesday, September 11, 2012 at 7:30 p.m. in Room 126 of the Town Hall. Mary Campbell was unable to attend. The following were present:

Brian Davis, Chairperson
Phil Hinds
John Sheppard

DEPARTING MEMBER:
Nancy McCabe's resignation from the Board was noted. Her contributions are appreciated.

MINUTES:
Motion was made by Mr. Hinds and seconded by Mr. Davis that:
The Board approves the Minutes of August 21, 2012.
Motion was voted 2 – 0 – 1 (Mr. Sheppard abstained due to not being present at that meeting)

CHAIR/VICE CHAIR:
Motion was made by Mr. Sheppard and seconded by Mr. Davis that:
Both Ms Campbell and Mr. Hinds be nominated as Co-Chairpersons.
Motion was voted 3-0, unanimous.

REVISED SALARY SCHEDULE:
Copy of the letter that is being sent to the Fall Town Meeting Representatives was given to the Department Heads to keep them informed of what changes to the schedule is being recommended.

COST OF RECLASSIFICATION OF POSITIONS:
Hold until next meeting

COST OF LIVING INCREASE FOR FY14:
Hold until next meeting.

PERSONNEL BY-LAW CHANGES FOR FY14:
The Salary Schedule for FY14 is being revised with a renumbering of grade levels for all positions. Article 18, Overtime & Compensatory Time by-laws reflects the grade levels of the current schedule. The following changes to the by- by law are:

Paragraph C – Compensatory time may be granted to all employees listed in Section A except those listed as Grade 33 (change to Grade 4) or higher on the Professional Salary Schedule
Definitions – Employees in Grades P-26 – P-32 will be changed to Grades P-5 – P-12 who regularly attend scheduled board or commission meetins shall add 2.5 hours to their regular workweek hours for compensatory hour calculations only.
Section 4 – Maximum accumulation of compensatory time will be 40 hours per year. (added per year)

Article 34 – Quinn Bill – delete current wording and replace with:

The Town will treat the non-union sworn personnel inpartiy to the union contract for the purpose of MGL 41, section 108 L.

REPORT FROM RECREATION DIRECTOR:

Mr. Cole, Recreation Director submitted a report reflecting the revenues and expenses for the programs that Aicha Kelley and Lauren Macomber oversees. The members reviewed - they are requesting that Town Administration reviews this prior to taking a vote and they would also like a report from the Town Accountant's office showing the numbers in the budgeted accounts of these programs.

PERSONNEL ACTION REQUESTS: All were Approved

1. Timothy Bailey, transfer Laborer, S&W to Laborer, Parks, $19.23/hr, eff 8/24/12
2. Thomas Childs, Deputy Bldg Inspector, resignation eff 8/24/12
3. Richard Ciccketti, promotion from Custodian, W1-step 3 to BM Craftsperson, W3-step 1, eff 9/12/12
4. Matthew Cox, new hire, HMEO, Highway, W3A-step 3, $22.92/hr, eff 9/10/12
5. Al Crosby, Wiring Inspector, retirement eff 10/2/12
6. Kara Dean, Children's Librarian, step incr from step 8, $56,358/yr to step 9, $57,485/yr, eff 9/24/12
7. Stephen Delano, Motor Equip Repair, step incr from step 2, $25.06/hr to step 3, $25.92/hr, eff 8/23/12
8. Arti Mehta, Town Accountant, resignation eff 8/24/12
9. Arti Mehta, Rehire, Acting Town Accountant, $52.067/hr, eff 8/27/12
10. Suzanne Murphy, Sr. Clerk, COA, grant funding $16.62/hr, eff 7/1/12-6/13/12
11. John Naff, Deputy Bldg Inspector, step incr from step 4, $28.78/hr to step 5, $29.36/hr, eff 9/2/12
12. Beth Pelick, new hire, Crossing Guard, $15.67/hr, eff 9/12/12
13. David Prendergast, Seasonal laborer, resignation eff 8/21/12
14. Lindsey Rockwood, new hire, Customer Service Rep, S&W, $18.50/hr, eff 8/20/12
15. Samuel Snyder, Firefighter, resignation eff 9/29/12
16. Mary Timilty, Sr. Clerk, T Clk, step incr from step 2, $16.95/hr to step 3, $17.29/hr, eff 8/24/12
17. New hire –Election officers, $9.00/hr, eff 9/6/12 – Ann Cuomo, Phyllis Nixon, Ronald Foster
18. New hire, COA Sr. Work Off Abatement - Joe Penza, eff 8/18/12, Eugene Hickey, eff 9/1/12, Helen Valja, eff 8/30/12

RECREATION – SEASONAL

Youth sports

19. Brendan Croak, Program Director, Recr, COL incr $17.85/hr, eff 7/1-9/1/12
20. Kyle Kilroy, new hire, program aide, $8.00/hr, eff 9/5/12
21. Emma Sewell, new hire, program instr $8.00/hr, eff 9/1-12/31/12

Girls Volleyball

22. Lisa Cyr, new hire, Spec Instr, $30.00/hr, eff 8/20-31/12
23. Alanna Doolan, new hire, program instr, $10.00/hr, eff 8/1-31/12
24. Julie Rooney, Spec Instr, $30.00/hr, eff 8/1-31/12
25. Emily Rothenberg, new hire, program instr, $9.00/hr, eff 8/1-31/12
26. Genna Swanson, new hire, program instr, $10.00/hr, eff 8/27-31/12

Little Rec'ers

27. David Lindh, rehire, program aide, $8.28/hr, eff 7/1-8/31/12
28. Leah Erwin, new hire, program aide, $8.00/hr, eff 8/1-31/12
29. Christina Tobin, rehire, program aide, $8.28/hr, eff 7/1-8/31/12

Girls Lacrosse

30. Bethany Welch, new hire, program instr, $10.00/hr, eff 8/14-31/12

Rebel Hoop

31. Ryan Fogarty, new hire, program instr, $9.00/hr, eff 8/20-31/12

NEXT SCHEDULED MEETING:

Monday, October 1st at 7:30

MINUTES prepared by Valorie Donohue, Human Resource Administrator