

Personnel Board Meeting Minutes
March 14, 2012
Town Hall, First Floor Meeting Room 9-11:00am

The meeting was convened On Wednesday, March 14, 2012 at 9:05am.

Present: Flo Stern, Tony Butterfield, Charles Scherpa, Ron Bell, and Sarah McKee

Others: Diana Stein, John Musante, and Kay Zlogar

Ms. Stern informed the Board that this would be Ms. McKee's last meeting as a member of the Board and extended the Board's thanks for Ms. McKee's work on the Board. Ms. McKee informed the Board that they hoped to have as her replacement from the Library, a member of the Library Board of Trustees Personnel Planning Policy Committee.

Minutes

The minutes of the February 8, 2012 meeting were approved as amended.

Personnel Changes

Mr. Musante announced that Eunice Torres had decided to retire and it was effective March 30, 2012. Mr. Musante informed the Board that he had appointed Kay Zlogar as Interim Human Resources Director and indicated he anticipated recruitment to begin immediately for a new Human Resources Director.

Mr. Butterfield asked about a review and possible adjustment of the position description and Mr. Musante indicated that would most likely take place and one area to be addressed was whether to continue to have Human Rights linked to the Human Resources Director.

Mr. Scherpa asked if it would be unprecedented to have a member of the Personnel Board on the screening committee; Mr. Musante indicated he was very open to that. Mr. Scherpa and Ms. Stern indicated interested in participating.

The Board VOTED to thank Eunice Torres for her service and to wish her well in her retirement.

Ms. Zlogar indicated that other personnel changes included the retirement of Police Officer Michael Johnson; the hiring of the Building & Code Enforcement Officer (SEIU position) Jon Thompson who has started on a part time basis but will be going full time later this year; and Rob Morra has been appointed as the new Building Commissioner and will start working on April 9.

COLA

Ms. Stern talked about wanting to give the non-union employees a little more this year as they were lagging behind. Mr. Musante indicated he was not persuaded to give more than the 2% this year and talked about the health care having no increase; the restraints at the bargaining table; and indicated that at the time of making his initial 2% recommendation, he had presented a balanced budget. The Governor's budget put his recommended budget out of balance and he was working on making the necessary adjustments. Mr. Musante indicated that they have worked hard to have a no drama budget and he believes it would be a mistake, both financially and politically, to do something different for the non-union employees at this time.

Ms. McKee indicated that the hourly rates of pay for the Library are the lowest in the State; she hopes that her successor will work to make non-union salaries equitable with other employees. Ms. Zlogar indicated that the Personnel Board had not adjusted the Part-Time scale in a number of years so they may want to put that on an agenda to discuss in the near future.

Mr. Scherpa reiterated his feelings that the non-union employees get “the bottom of the barrel” and stated that health care doesn’t really come into play because everyone gets the same whether they are union or non-union. He went on to say that we are looking at the core of the organization in the non-union employees.

Mr. Butterfield indicated that Mr. Musante, as the Board had asked him to do at the last meeting, had taken another look at the adjustment and although he would guess Mr. Musante and all of us would like to do more, he was prepared to support Mr. Musante’s recommendation.

Mr. Scherpa stated that he didn’t remember non-union employees ever getting more than union employees. Although he understood and respected Mr. Musante’s recommendation, he felt the Board needed to do more.

Mr. Butterfield made a motion, seconded by Ms. McKee that the Personnel Board supports the Town Manager’s recommendation of a 2% raise for non-union employees. Mr. Butterfield and Ms. McKee voted for the motion; Mr. Bell and Mr. Scherpa voted against the motion; and Ms. Stern abstained.

Employee Meeting

The employee meeting will be scheduled for 3 p.m. on March 28, 2012 in the Town Room of Town Hall. Ms. Zlogar will reserve the room and notify the non-union employees.

Personnel Procedures Manual

Ms. Zlogar provided Board members with the latest updates in a document indicating March 2012. The agreed upon wording for the definition of the Library Board of Trustees is as follows:

“Various laws vest the Library Board of Trustees with the authority to appoint and remove all Library employees. Where the Library Board of Trustees may delegate all or part of this authority to the Library Director, the Manual uses ‘Library Board/Director.’”

The Board requested that Ms. Stein seek to have both the acceptance of the Manual and the COLA recommendation placed on the Select Board agenda for the April 9, 2012 meeting.

Next Meeting

The next meeting was scheduled for 9 a.m. April 18, 2012.

Adjournment

The meeting was adjourned at 10:37 a.m.

Respectfully submitted,
Kay Zlogar