

Personnel Board Meeting Minutes
May 20, 2015
First Floor Meeting Room, Town Hall

The meeting was convened at 09:07am.

Present: Tony Butterfield, Chris Hoffmann, Charles Scherpa, Ron Bell and Rebecca Woodland.

Others: Deborah Radway, Director of Human Resources, Kay Zlogar, Trust Administrator, John Musante, Town Manager, Sarah McKee & Jim Oldham, residents.

Agenda Review/Additions - none

Old Business:

- Minutes of April 2015 meeting were reviewed and approved.

New Business:

- Recap of Town Meeting action on Earned Sick Leave for part-time workers: Chairman Butterfield stated that Article 26 was referred back to the Personnel Board for further consideration, and suggested that the Board might come back in the fall with a recommendation for any adjustments. Mr. Musante said that the Select Board has an expectation that the Personnel Board will review its plan and come back to the Select Board with any recommended revisions when it can. Further discussion of what the Town of Amherst really wants. Who is eligible seems to be more important than any threshold of hours worked. Mr. Oldham stated up to 60 hour sick and personal leave benefit should be extended to all eligible workers after 6 months unless there is a specific articulated reason to exclude them, such as not working a regular schedule.
- Mr. Scherpa indicated that the Board needed to change the personal leave component as it represents 1/3 of the total leave time allowed and is a greater benefit than that given to full time employees. He suggested a cap of 8 hours of personal leave per year without changing the total amount of SPL an employee could accrue.
- The impact of any changes to be made should be reviewed by the School administration and Board before anything is adopted.
- Mr. Butterfield, with the Board's assent, asked the Town Manager and staff to take another look at eligibility and accrual methodologies and rough out a sensible solution, hopefully for the June meeting. Mr. Musante said we might look at a 6 month eligibility threshold rather than a one year look back.
- Mr. Oldham was asked to provide to Mr. Butterfield a copy of his town meeting slide and agreed. Mr. Oldham and Ms. McKee asked for distribution of any proposed changes in advance of the next meeting if possible.
- New Hires and Exits Report. (Ms. Radway). The year to date report was reviewed. There were no new hires and 3 exits, including 2 retirements since the last report. There have been 19 exits and 25 new hires to date in FY 15.

Next meetings: June 17, July 15, August 19 (tentative). Meeting adjourned at 10:05am

Deborah Radway
Notetaker