



Town Of Walpole

Commonwealth of Massachusetts

PERSONNEL BOARD

Albert DeNapoli, Chair
William Ryan, Vice-Chair
Mary Campbell
Phil Hinds
John Sheppard

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MINUTES OF JANUARY 20, 2015

A meeting of the Personnel Board was held on Tuesday, January 20, 2015 at 7:30 p.m. in Room #112 of the Town Hall. Albert DeNapoli was unable to attend. The following members were present:

William Ryan, Vice Chair
Mary Campbell
Phil Hinds
John Sheppard

Also: James Johnson, Interim Town Administrator – arrived at 7:50

MINUTES:

Motion was made by Mr. Hinds and seconded by Mr. Sheppard that:

The Minutes of December 15, 2014 be approved

Motion was voted 4-0-0

ELDER SERVICE ADVOCATE:

Courtney Riley, Council on Aging Director is requesting that the Board adjust the salary schedule for the Elder Service Advocate position. This was a new position in 2014 with a flat rate of \$15.50. Ms. Riley is requesting that the Board replace the flat rate with a range of \$15.50 - \$20.50. The position has increased in duties since it was created and feel the salary being offered is now too low for the position itself which is paid entirely out of the state Formula Grant.

Motion was made by Ms. Campbell and seconded by Mr. Hinds that:

The Board recommends a change in rate to the Elder Service Advocate position, change from a flat rate of \$15.50 per hour to a range of \$15.50 - \$20.50 per hour.

Motion was voted 4-0-0, unanimous.

SEASONAL LABORER POSITION:

After completing a survey of the Seasonal Laborer position with surrounding towns the Board will rescind their vote on October 21st making it a flat rate and moving to the seasonal schedule. The survey showed that the position should remain on the hourly schedule grade H-7.

Motion was made by Mr. Ryan and seconded by Mr. Sheppard that:

The Board to rescind their vote at a prior meeting and leave the position at grade H-7.

Motion was voted 4-0-0, unanimous.

FRINGE BENEFITS:

A memo was received by Jack Wiley, Conservation Commission to request that the Board recognize hours paid out of the Wetlands Filing Fee Account for the Conservation Agent to be included in calculating accrued time. Ms. Landis is budgeted to work 26 hours per week from the Conservation Commission budget. Over 2014 calendar year she was paid for 109.35 hours from the Wetlands Filing Fee Account averaging 2.1 hrs per week. The hours worked are not consistent - (weekly). The members feel that it could be an administrative burden for one person, it is not being done for any other employee. Jim Johnson, Interim Town Administrator stated that he is requesting an increase in Ms. Landis hours from 26 to 27 hrs/wk for FY2016. The Board stated that we only recognize budgeted hours towards accruals. They don't want to start a practice of recognizing hours that could be paid from other funds ie. Fire and Police depts, Engineering, Board of Health, COA, Planning Board.

CORRESPONDENCE: was noted and reviewed

1. Memo sent to BOS regarding Articles for 2015 STM