



# *Town Of Walpole*

## *Commonwealth of Massachusetts*

### **PERSONNEL BOARD**

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

Town Hall  
135 School Street  
Walpole, MA 02081  
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### **MINUTES OF JUNE 11, 2013**

A regular meeting of the Personnel Board was held on Tuesday, June 11, 2013, at 7:30 p.m. in room #126 of the Town Hall. John Sheppard was unable to attend. The following were present:

Mary Campbell, Co-Chair  
Phil Hinds, Co-Chair  
Albert DeNapoli  
William Ryan

Also: James Johnson, Asst. Town Administrator  
Valorie Donohue, Human Resource Administrator

### **MINUTES:**

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

The Minutes of April 2, 2013 be approved

Motion was voted 3-0-1; Mr. DeNapoli abstained due to not being a sworn member

### **JOB DESCRIPTION:**

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

The Board approve of the revised Sanitarian/Local Inspector job description.

Motion was voted 4-0, unanimous.

### **CORRESPONDENCE: Was noted and reviewed**

1. Employee on Month:  
January – Vince Hobson, PC Support Tech  
February – Carol Fellini, COA Van Driver  
March – Jodi Cuneo, Town Accountant

### **PERSONNEL ACTION REQUESTS: All were applied**

1. Clerical Union COL/step increases effective July 1, 2013 – SEE ATTACHED
2. DPW Union COL/step increases effective July 1, 2013 – SEE ATTACHED
3. Fire Union COL/step increases effective July 1, 2013 – SEE ATTACHED
4. Library Union/COL/step increases effective July 1, 2013 – SEE ATTACHED
5. Police Union/COL/step increases effective July 1, 2013 – SEE ATTACHED
6. Jeff Abate, Dispatcher, step incr from step 8, \$22.28/hr to step 9, \$22.73/hr, eff 4/4/13
7. Katherine Apgar, Disptacher, new hire, H10, step 3, \$20.18/hr, eff 5/21/13.
8. Ilanna Ball, Dispatcher, resignation eff 4/10/13.

9. Paul Belham, Jr., Firefighter, step incr from step 2, \$933.41/wk to step 3, \$990.36/wk, eff 6/27/13
10. Cindy Berube, Executive Asst, BOS/TAdm, step incr from step 12, \$78,397/yr to step 13, \$79,965/yr, eff 8/1/12
11. Brian Cherella, Fire Lt, step incr from step 2, \$1,167.95/wk to step 3, \$1,214.67/wk
12. Richard Cicchetti, Custodian, resignation eff 4/23/13.
13. Maureen Cobb, promotion from Pump Station Op, W3, step 2, \$22.29/hr to Wtr System Tech, W5A, step 1, \$23.94, eff 6/10/13.
14. Michael Cox, new hire, Seasonal Landscape staff, Parks, step 1, \$11.33/hr, eff 5/6/13.
15. Sean Coyne, new hire, Seasonal Landscape staff, Parks, step 1, \$11.33/hr, eff 5/15/13.
16. Thomas Coyne, new hire, Seasonal Landscape staff, Parks, step 1, \$11.33/hr, eff 5/20/13
17. Matthew Crown, Police Officer, step incr from step 1, \$878.01/wk to step 2, \$945.96/wk eff 6/25/13.
18. Thomas Demarias, new hire, Seasonal Landscape staff, Parks, step 1, \$11.33/hr, eff 6/3/13
19. Joseph Doyle, Dep Bldg Insp
20. Election Officers new hire,– Stephen Gunning, Cynthia Hoag, Shannon Sheppard, Simone Winslow \$9.00/hr, eff 6/1/13.
21. Paul Mansen, Hwy Foreman, step incr from step 5, \$27.50/hr to step 6, \$28.04/hr, eff 4/23/13
22. Michael Mansen, Hwy HMEO, step incr from step 6, \$24.14/hr to step 7, \$24.63/hr, eff 5/21/13.
23. Susan Manty, Police Princ Clk, step incr from step 3, \$20.18/hr to step 4, \$20.59/hr, eff 4/6/13.
24. Stephanie Mercandetti, Com/Econ Dev Dir, step incr from step 12, \$78,384/yr to step 13, \$79,951/yr, eff 7/28/13.
25. Suzanne Murphy, COA Sr. Clerk, terminated due of Grant end, eff 5/30/13.
26. Diane Piazza, new hire, Cust Serv Repr, S&W, C1, step 1, \$18.50/hr, eff 4/22/13
27. Kenneth Riley, Pump Station Operator, step incr from step 1, \$22.07/hr to step 2, \$22.29/hr, eff 4/2/13.
28. Kenneth Riley, promotion from Pump Station Op, \$22.29/hr to Wtr Syst Tech, W5A, Step 1, \$23.94/hr, eff 4/29/13.
29. Denise Sullivan, new hire, Sr. Library page, \$12.24/hr, eff 6/10/13
30. Michael Tempesta, new hire, Seasonal Landscape staff, Parks, step 1, \$11.33/hr, eff 5/14/13
31. Darren Vito, new hire, SwrSyst/Septage Fac Op, W4, step 1, \$22.70/hr, eff 5/28/13
32. John White, Police Sgt, step incr from step 4, \$1,289.57/wk to step 5, \$1,315.35/wk, eff 7/20/13
- 33.
34. Joseph Zanghetti, Police Lt, step incr from step 2, \$73,537/yr to step 3, \$75,007/yr, eff 5/25/13
35. Resignation eff 5/1/13 – Sr. Library Page - Kira Street
36. Resignation, eff 6/6/13 – Lifeguard – Rory Quinlan and Liam Flaherty.
37. Resignation eff 5/3/13 - Spec Instr – Stacy Bilodeau

**COL/step increases effective July 1, 2013 for the following:**

38. Jeffrey Abate, Dispatcher, COL incr from \$22.73/hr to \$23.18/hr
39. Clare Abril, Admin Bd Secr, FinCom, COL incr from \$27.62/hr to \$28.17/hr
40. Donald Anderson, Supt of Bldg Maint, Col incr from \$82,814/yr to \$84,471/yr
41. Timothy Bailey, Fire Chief, COL incr from \$119,815/yr to \$122,210/yr
42. Karen Beaton, Asst. T Acct, step/COL incr from step 11, \$61,004/yr to step 12, \$63,468/yr
43. Cindy Berube, Executive Assistant, BOS/T Adm, COL incr from \$76,860/yr to \$78,397/yr
44. Anita Bothwell, Dispatcher, Col incr from \$25.60/hr to \$26.11/hr
45. Michael Boynton, Town Administrator, contractual incr from \$140,500/yr to \$143,000/yr
46. John Carmichael, Dep Police Chief, Col incr from \$98,731/yr to \$100,705/yr
47. Norma Jean Cauldwell, Asst Libr Dir, COL incr from \$75,507/yr to \$77,017/yr
48. Robin Chapell, Health Director, COL incr from \$95,127/yr to \$97,030/yr
49. Susan Charette, Principal Clk, Recr, step/COL incr from step 13, \$24.60/hr, to step 14, \$25.60/hr
50. Jonathan Cogan, Veteran's Agent, COL incr from \$44,400/yr to \$45,288/yr
51. Josh Cole, Recreation Director, COL/step incr from \$93,200/yr to step 15, \$95,064/yr
52. Emily Conrad, Bd Secr, Perm Bldg, COL incr from \$25.60/hr to \$26.11/hr
53. Emily Conrad, Bd Secr, COA, COL incr from \$25.60/hr to \$26.11/hr
54. Michael Cox, , COL incr, Seasonal Landscape staff, \$11.33/hr to \$11.56/hr.
55. Sean Coyne, COL incr, Seasonal Landscape staff, \$11.33/hr to \$11.56/hr
56. Thomas Coyne, COL incr, Seasonal Landscape staff, \$11.33/hr to \$11.56/hr
57. Jodi Cuneo, Town Accountant, COL incr from \$82,814/yr to \$84,471/yr.
58. Kara Dean, Children's Librarian, COL incr from \$57,485/yr to \$58,635/yr
59. Kathleen Delaney, Admin Bd Secr, Planning Board, COL incr from \$27.62/hr to \$28.17/hr.
60. Judy Decker, Admin Asst, Police, COL/step incr from step 14, \$63,092/yr to step 15, \$65,641/yr

61. Thomas Demarias, , COL incr Seasonal Landscape staff, \$11.33/hr to \$11.56/hr
62. Donna Denehy, Admin Asst, DPW, Col/step incr from step 10, \$51,002/yr to step 11, \$53,062/yr
63. Lauren DiCalogero, Principal Clerk, Engineering, COL/step incr from step 8, \$22.28/hr to step 9, \$23.18/hr
64. Valorie Donohue, HR Admin, Reclassification from P28, step 13, \$76,860/yr to P8-step 11, \$81,3170/yr
65. Michael Donovan, IT Director, COL incr from \$81,190/yr to \$82,814/yr.
66. Joseph Doyle, Deputy Bldg Insp, reclassification from H14, step 1, \$27.12/hr to H1, step 6, \$28.02/hr.
67. Michael Eisenhouer, reclassify from Dep Plumbing/Gas Inspector, \$23.32 to Local Inspector, \$24.23/hr.
68. John Erickson, Deputy Bldg Insp, reclassification from H14, step 1, \$27.12/hr to H1, step 6, \$28.02/hr
69. Election Officer COL incr from \$9.00/hr to \$9.18/hr
70. Election Dep Warden/Clerks/Dep Clerks COL incr from \$11.10/hr to \$11.32/hr
71. Election Registrar/Warden COL incr from \$13.31/hr to \$13.58/hr
72. Carol Fellini, COA Van Driver, COL/step incr from step 13, \$21.07/hr to step 14, \$21.93/hr
73. Fire Call Firefighter, COL incr– Andrew Abate, \$15.55/hr to \$15.86/hr; Harley Bowden, \$18.72/hr to \$19.09/hr; Eric Lightbody, \$15.55/hr to \$15.86/hr; John Lightbody, \$16.99/hr to \$17.33/hr; Richard Mattson, \$16.91/hr to \$17.25/hr
74. Dennis Flis, Appraiser, COL incr from \$95,127/yr to \$97,030/yr
75. Sean Paul Ford-Withrow, Animal Control Off, COL incr from \$44,400/yr to \$45,288/yr
76. Ed Forsberg, reclassify from Dep Plumbing/Gas Inspector, \$23.32 to Local Inspector, \$24.23/hr, eff 7/1/13
77. Mary Frisbee, Admin Bd Sec, S&W Comm, COL incr from \$27.62/hr to \$28.17/hr
78. Ronald Fucile, Town Clerk, COL incr from \$55,920/yr to \$57,038/yr
79. Salvatore Genovese, Library Director, COL incr from \$82,814/yr to \$84,471/yr
80. Conchita Geyer, Outreach Worker, COL/step incr from step 13, \$26.54/hr to step 14, \$27.62/hr
81. Emily Gillon, Library Page, COL from \$9.75/hr to \$9.94/hr.
82. Warren Goodwin, Principal Clerk, Police, COL incr from \$25.10/hr to \$25.60/hr,
83. Scott Gustafson, Asst Supt, S&W, COL incr from \$81,550/yr to \$83,181/yr
84. Scott Guyette, reclassify from Dep Wiring Insp, \$23.32 to Local Inspector, \$24.23/hr
85. Andrew Hand, Asst Supt, Hwy, Parks, Cemeteries, COL incr from \$79,951/yr to \$81,550/yr
86. Landis Hershey, Conservation Agent, COL/step incr from step 13, \$53,913/yr to step 14, \$56,091/yr
87. Jack Hinds, COA Van Driver, COL incr from \$20.25/hr to \$20.66/hr.
88. Vincent Hobson, PC Support Tech, step/COL incr from step 9, \$57,485/yr to step 10, \$59,808/yr
89. Kathleen Hutchinson, Asst Treasurer/Collector, COL incr from \$62,130/yr to \$63,373/yr
90. Cindy Jackman, Dispatcher, COL incr from \$23.65/hr to \$24.12/hr
91. Dorothy Jennings, Principal Clerk, Accting, COL incr from \$25.60/hr to \$26.11/hr
92. James Johnson, Asst T Admin, COL/step incr from step 12, \$106,629/yr to step 13, \$110,938/yr
93. Kia Kaizer, Library Page, COL incr from \$9.56/hr to \$9.75/hr
94. Aicha Kelley, Recr Spec Instr, COL incr from \$21.12/hr to \$21.54/hr
95. Gerard Lane, Hearing Officer, COL incr from \$39.97/month to \$40.77/month
96. Michael Laracy, Deputy Fire Chief, Col incr from \$102,719/yr to \$104,773/yr
97. John Lee, Jr, reclassify from Dep Gas/Plumbing Insp, \$22.86/hr to Local Inspector, H2, step 3, \$24.23/hr.
98. Robert LeBlanc, Supt of Hwy, Pks, Cemeteries, COL/step incr from step 114, \$93,262/yr to step 15, \$97,030/yr.
99. Fred Leland, Police Lt, Col incr from \$95,127/yr to \$97,030/yr,
100. Leslie Loomis, Asst Children's Libr, COL incr from \$27.62/hr to \$28.17/hr
101. Lauren Macomber, Recr Program Dir, COL incr from \$14.79/hr to \$18.00/hr - Adjustment
102. Susan Manty, Principal Clerk, Police, COL incr from \$20.59/hr to \$21.00/hr
103. Ava Martin, Principal Clerk, BOS, COL incr from \$19.79/hr to \$20.18/hr
104. Richard Mattson, Supt of S&W, COL incr from \$95,127/yr to \$97,030/yr
105. John Mee, Bldg Comm, reclassification from P33, step , \$91,212/yr to P5, step 14, \$95,128/yr
106. Linda Menyo, Admin Asst, Fire, COL incr from \$55,206/yr to \$56,310/yr
107. Stephanie Mercandetti, Comm/Econ Dev Dir, Col incr from \$76,847/yr to \$78,384/yr
108. Kyle Meredith, Seasonal Laborer, COL incr from \$11.34/hr to \$11.56/hr
109. Carly Moriarty, Dispatcher, COL incr from \$20.59/hr to \$21.00/hr
110. Carmine Morganelli, reclassification from Dep Wiring Insp, \$23.32/hr to Local Inspector \$24.23/hr
111. John Naff, Deputy Bldg Insp, Reclassify from H14, step 5, \$29.36/hr to H1, step 10, \$30.33/hr.
112. Gail Nixon, Deputy Health Agent, reclassification from P28, step 15, \$63,972/yr to P8, step 13, \$63,972/yr
113. Michael Nolan, COA Van Driver, COL/step incr from step 2, \$16.62/hr to tep 3, \$17.29/hr
114. Chad Norton, Recreation Coord, reclassify from P27, \$57,485/yr to P11, step 15, \$57,485/yr.
115. Robert O'Brien, DPW Director, COL incr from \$119,815/yr to \$122,210/yr
116. Thomas Perciaccante, Supt of Vehicle Maint, COL incr from \$81,550/yr to \$83,181/yr

117. Police Crossing Guards, COL incr from \$15.67/hr to \$15.98/hr, Kelly Carmichael, Julianne Galonzka, Esther Jennings, Charles McLaughlin, Susan Portanova, Beth Pelick
118. Ron Preibis, Engineering Aide, COL/step incr from step 8, \$24.29/hr to step 9, \$25.48/hr
119. Charles Quigley, Asst T Engineer, COL incr from \$81,550/yr to \$83,181/yr
120. Ellen Ransow, Principal Clerk, Libr, COL/step incr from step 9, \$22.73/hr to step 10, \$23.65/hr
121. Courtney Riley, COA Director, COL incr from \$63,181/yr to \$64,445/yr
122. Barbara Rossi, Principal Clerk, Police, COL incr from \$20.18/hr to \$20.59/hr
123. Pamela Smith, Admin Bd Secr, ConCom, step/COL incr from Step 9, \$24.52/hr to step 10, \$25.51/hr
124. Warren Smith, Reference Libr, COL incr from \$64,738/yr to \$66,032/yr
125. Evelyn Splaine, Admin Bd Secr, ZBA, COL incr from \$27.62/hr to \$28.17/hr
126. Richard Stillman, Police Chief, contractual incr from \$122,670/yr to \$125,123/yr
127. Denise Sullivan, Sr. Library page, COL incr from \$12.24/hr to \$12.48/hr
128. Michael Tempesta, COL incr, Seasonal Landscape staff, \$11.33/hr to \$11.56/hr
129. Mary Timilty, Sr. Clerk, TClk/ACO, COL incr from \$17.29/hr to \$17.64/hr
130. Margaret Walker, T Engineer, Col incr from \$95,127/yr to \$97,030/yr
131. Jane Wulk, COA Van Driver, COL/step incr from step 13, \$21.07/hr to step 14, \$21.93/hr
132. Joseph Zanghetti, Police Lt, COL incr \$75,007/yr to \$76,508/yr

**RECREATION – SEASONAL:**

**POOLS – Eff 6/1-8/31/13**

**New hire/rehire, Water Safety Instructors:**

1. Suzanne Gallivan, rehire, and Rachel Williams, rehire \$11.50/hr
2. Courtney Pomer, rehire, and Meaghan Smith, rehire \$11.83/hr

**New hire/rehire, Lifeguards:**

3. Rehires - \$9.00/hr - Joseph Burke, Paul Ferra, Helen Hinton, Mary Hingson
4. Rehires - \$9.52/hr - Kristin Jankowski, Kimberly Keeman, Kristen O'Leary
5. Rehires - \$9.77/hr - Robert Gay, Christian Kelley, Samantha Pomer, Daniel Woods,
6. Rehire - \$10.80/hr - Colin McDonough
7. Rehire - \$10.03/hr - Kenneth Woods
8. Rehire - \$11.83/hr - Brad Bollino

**New hire/rehire, Gate Attendants:**

9. New hire - \$8.00/hr - Emily Luong, Caitlin Parlon,
10. Rehire - \$8.25/hr - Julie Hinton, Allison Morris
11. Rehire - \$8.49/hr - Gina Conti
12. Rehire - \$9.38/hr - Joy Wyman,

**REBEL HOOP CLINIC – EFF 6/25-8/1/12**

**New hire/Rehire, Specialized Instructors**

13. Rehire - \$15.00/hr - Tim Gallivan
14. Rehire - \$35.00/hr - David St.Martin

**New hire/Rehire, Program Instructors**

15. Rehire - \$10.50/hr - Lauren Bodin, Elizabeth Ryan, Nell Sandvos, rehire,
16. New hire - \$10.00/hr - Wm Walker,

**SUMMER ACADEMY – EFF 7/1-31/13**

**New hire/Rehire, Recreation Specialized Instructors, \$33.00/hr**

17. Donna Bourbeau, Patricia Connell, Jenifer Czaja, Laura Damata, Kylee Day, Kathy Deely, Diana Dent, Amy Farrell, Dina Flanagan, Lori Gover, Erika Green, Joanne Hirschfeld, Tammy Jarred, JoAnn Johnson, Alyssa Kirk, Jennifer Kuznezov, Shevon Kuznezov, Emily Loughlin, Julie MacKinnon, Cathy Madden, Susan Mandeville, Kim Oliveira, Myrza Rodriguez/Fearnley, Christine Sheedy, Alice Siegel, Catherine Skypeck, Amber Sleath-Crowley, Deborah Smalley, Kathleen Szymczyk, Lindsey Vetrino, Stephanie Weintraub

**New hire/Rehire, Recreation Program Instructors, \$10.00/hr**

18. Meaghan Connell, Rachel Kupferschmid,

**FIELD HOCKEY CLINIC – EFF 6/25-8/1/12**

19. New Hire - \$8.00/hr - Erica Jingoian, Program Aide,
20. Rehire - \$24.00/hr - Valerie Cook, Spec Instr
21. Rehire - \$35.00/hr - Marianne Murphy, Spec Instr
22. Rehire - \$31.00/hr - Jennifer Quinn, Spec Instr
23. Rehire - \$12.00/hr - Ashley Waldron, Program Supv
24. Rehire - \$30.00/hr - Susan Wick, Spec Instr

**YOUTH SPORTS STAFF – EFF 5/1-9/1/12**

**New hire, Program Aides, \$8.00/hr**

1. Timothy Hayes, Jake Hurley, Cameron Martin, Justin Walsh

**OTHER PROGRAMS:**

1. John King, new hire, Spec Instr, \$15.00/hr, eff 4/15/13 – Studio East
2. Bill O’Connell, rehire, Spec Instr, \$35.00/hr, eff 6/10/13 – Extra Bases Baseball Clinic
3. Kimberly Walsh, new hire, Program Instr, \$10.00/hr, eff 6/24/13 – summer rec

Minutes completed by Valorie Donohue, Human Resource Administrator