Town Of Walpole
Commonwealth of Massachusetts

PERSONNEL BOARD

Mary Campbell, Co-Chair
Phil Hinds, Co-Chair
Brian Davis
William Ryan
John Sheppard

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MINUTES OF NOVEMBER 5, 2012

A regular meeting of the Personnel Board was held on Monday, November 5, 2012 at 7:30 p.m. in room #112 of the Town Hall. The following were present:

Mary Campbell, Co-Chair (arrived at 7:45)
Phil Hinds, Co-Chair
Brian Davis
William Ryan
John Sheppard

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

NEW MEMBER:
The Board welcomes new member Bill Ryan to the Personnel Board.

MINUTES:
Motion was made by Mr. Davis and seconded by Mr. Sheppard that:
The Minutes of October 1, 2012 be approved with the recommended changes
Motion was voted 3-0-1 (Mr. Ryan abstained due to not being a member at that time)

EOC STAFF – HURRICANE SANDY, October 29th:
Town Hall was closed on Monday, October 29th due to Hurricane Sandy. A number of department heads had worked Emergency Operations Command from morning to late into the evening.
Motion was made by Mr. Sheppard and seconded by Mr. Ryan that:
To demonstrate our appreciated the Board is in support of giving the department heads who worked on the EOC personal time based on Town Administration's recommendation. However, this will not occur on every time that the EOC has to meet again.
Motion was voted 4-0, unanimous.

REVISED EMPLOYMENT APPLICATION:
HR Administrator has drafted a revised employment application which request more detail from the applicant who is applying for a position.
Motion was made by Mr. Davis and seconded by Mr. Sheppard that:
The Board approves of the revised employment application as submitted.
Motion was voted 4-0, unanimous.

FY2014 COST OF LIVING INCREASE:
Members reviewed the New England and Boston CPI which reflects 1.7% COL for September. They also reviewed the chart that reflects the cost of living increases for the town and school unions. Based on that information
Motion was made by Mr. Davis and seconded by Mr. Ryan that:

The Board recommends 2% cost of living increase effective July 1, 2013.
Motion was voted 5-0, unanimous.

The Board members also discussed the benefits that are offered to town and school personnel. Mr. Davis and Mr. Hinds requested a pie chart that reflects current staffing of all town and school employees. Mr. Hinds also requested a list of positions that were eliminated over the past 10 years.

CORRESPONDENCE: was noted and reviewed

1. Letter from BOS – Charter Review

PERSONNEL ACTION REQUESTS: All were approved

1. Ryan Anderson, new hire, firefighter/Paramedic, step 1, $865.13/wk, eff 11/6/12.
2. Ken Barsomian, new hire, Laborer, S&W, W1, step 1, $19.23/hr, eff 11/5/12.
3. Michael Benner, police officer, step incr from step 1, $869.32/wk to step 2, $936.60/wk, eff 11/14/12
4. John Carmichael, Deputy Police Chief, step incr from step 12, $96,795/yr to step 13, $98,731/yr, eff 11/18/12.
5. Jodi Cuneo, new hire, Town Accountant, P32-step 8, $82,814/yr, eff 11/8/12.
6. Kyle Griffin, police officer, step incr from step 1, $869.32/wk to step 2, $936.60/wk, eff 11/14/12
7. Scott Guyette, promotion from deputy wiring inspector to wiring inspector, $23.32/hr, eff 10/24/12.
8. James Hinds, new hire, van driver, $20.25/hr, eff 10/9/12
9. Frank Jewell, new hire, Firefighter/Paramedic, step 1, $865.13/wk, eff 11/5/12.
10. Sherry Joyce, CSR, Collector's, step incr from step 3, $19.44/hr to step 4, $19.93/hr, eff 12/14/12.
11. Carmine Morganelli, new hire, deputy wiring inspector, $23.32/hr, eff 10/29/12.
12. Joyce McCormick, dispatcher, resignation eff 7/1/12.
13. Arti Mehta, Acting Town Accountant, termination 10/31/12.
14. John Naff, Deputy Bldg Inspector, resignation eff 11/16/12.
15. Michael Nolan, COA Van driver, resignation eff 7/1/12.
16. John Rego, new hire, SMEO, Parks, W4-step 1, $22.70/hr, eff 10/22/12
17. Anthony Ragusa, new hire, Sr. work off abatement, eff 10/4/12
18. Richard Smith, new hire, COA Sr. Work Off Abatement program, eff 10/29/12.
19. Edward Splaine, new hire, COA Sr. Work Off Abatement program, eff 10/1/12
20. Christopher Ellis, Recr program specialist, resignation eff 8/30/11
21. Madison Kelley, new hire, recr spec instructor, $15.00/hr, eff 10/22/12 – Sudio East Instructor
22. Colin Murray, new hire, recr program aide, $8.00/hr, eff 10/15/12 – Youth sports

NEXT SCHEDULED MEETING:
Monday, December 17th at 7:30 p.m.

Minutes prepared by Valorie Donohue, Human Resource Administrator