

WEST TISBURY PERSONNEL BOARD
MINUTES
March 11, 2019

Present: Leon Brathwaite, Ben Retmier, Rachel Rooney Norm Perry and Dianne Powers
Absent: Also present for all or part of the meeting: Kathy Logue and Skip Manter

The meeting was called to order at 5:06 PM.

The first order of business was to select a new chair. Norm nominated Ben Retmier. A motion was made and seconded to appoint Ben Retmier to serve a 2 year term as Chair. The vote on the motion was unanimous.

Minutes: The minutes of the February 11 meeting were approved as revised. Dianne abstained.

New Business:

Minimum wage for seasonal wage scale: Members reviewed a minimum wage opinion letter dated 2-13-02 regarding applicability of M.G.L. L. c 151 to Town Employees. Municipalities are not required to pay employees at or above minimum wage.

Maria reported that minimum wage is now \$12 per hour. The only position impacted by this increase is the Library Page at Grade 1 on the seasonal wage scale. The current FY 2019 seasonal wage range for Grade 1 is \$11.27-\$13.04. Effective July 1 the wage range for Grade 1 will be \$11.53-13.26.

The seasonal wage scale will be reviewed and recalibrated as a result of the Classification and Compensation Study.

After discussion, a motion was made and seconded that any time the Year Round or Seasonal Wage Scales drops below the [Commonwealth of Massachusetts] minimum wage, any employee on a grade and step below said minimum wage shall be moved to the appropriate step so that all employees are paid at or above minimum wage. [This will apply to any new hires as well.] All in favor.

A motion was made and seconded to approve a step increase for the current library page to Grade 1 Step 3 (\$12.42) retroactive to January 1, 2019. All in favor.

Revisions to Sick Bank Committee Rules and Regulations: Under Section 12-11b of the Personnel Bylaw the committee is empowered to make rules and regulations consistent with the intent of the Bylaw.

Kathy Logue was present to explain changes that the Sick Bank Committee is making to the rules and regulations. Members reviewed a redlined version of the document. Kathy said the rules and regs were not in line with the bylaw and past practice with respect to the number of days to be initially contributed to the bank. The language was tweaked to reflect that the days

will be taken once the employee has successfully completed their probationary period. There will no longer be a cap of 250 days in the Sick Bank because contributions have been ongoing.

Leon asked why employees are required to pay the Sick Bank back half of the time used and why any balance is deducted from their separation benefits if the employee leaves town employment before the days borrowed are returned. Skip asked if people can resign from the sick bank. Yes, an employee can opt out but they don't get their time back.

Maria will do some research to see how other towns that have a Sick Bank handle repayment of sick days used so that the board can make a recommendation to the Sick Bank Committee. No action was taken.

Old Business:

Library Grievance Policy: Maria said that Caroline Flanders has been on vacation so she hasn't gotten answer. No action was taken.

Harassment Prevention Policy: Maria was instructed to work on a draft of a revised policy.

There being no further business to discuss, the meeting was adjourned at 5: 33PM.

Respectfully submitted,

Maria McFarland
Board Administrator
APPROVED