



Town of Halifax

Wage and Personnel Board

499 Plymouth Street, Halifax, Massachusetts 02338

The requests listed below were received at the Wage and Personnel Annual Public Hearing on January 11, 2017, however the Board voted not to include them in the FY 18 Wage and Personnel Article 2.

1. A memo from John Campbell, Chairman Municipal and School Building Committee dated November 18, 2016 re requesting an annual stipend of \$1,200 for the Director of Building Maintenance Hydraulic License.
2. A memo from Fire Chief Jason Viveiros dated December 28, 2016 requesting:
 - A. The modification of Chapter 35 Section 17B of the By-law to read. Any employee who has been at the maximum step on his/her schedule for five years may, upon recommendation of their department head, be considered for a merit increase to be acted upon at the Annual Town Meeting. Said merit increase to be no more than 5% of the employee's base salary.
 - B. A 5% merit increase for Patricia Forrstrom.
 - C. Classify the position of Administrative Assistant to the Fire Chief at a Grade 7.
3. A memo from the Board of Water Commissioners dated December 22, 2016 requesting the Water Superintendent position be reclassified to a Grade 12.
4. A memo from the Board of Water Commissioners dated December 22, 2016 requesting the establishment of an on-call system for outside Water Department employees.
5. A memo from The Town Accountant, Town Clerk and Treasurer/Collector dated December 28, 2016 requesting the reclassification of the Assistant Town Accountant, Assistant Town Clerk, Assistant Treasurer and Assistant Collector to a Grade 8.
6. A memo from the Board of Selectmen dated December 27, 2016 requesting the reclassification of the Building Commissioner to a Grade 11.
7. A memo from the Building Commissioner dated December 27, 2016 requesting the two Secretary 2 Grade 4 positions of the Regulatory Board be upgraded to Administrative Assistants.
8. A memo from Police Chief Broderick dated December 27, 2016 requesting the Police Chief Administrative Assistant be reclassified to a Grade 7.
9. A memo from John Delano Board of Health Chairman dated December 27, 2016 requesting the reclassification of the Health Inspector to a Grade 11.