



**Town of Halifax
Wage and Personnel Board
499 Plymouth Street,
Halifax, Massachusetts 02338**

April 19, 2017 Meeting Minutes

The regularly scheduled meeting of the Halifax Wage and Personnel Board was held at the Halifax Town Hall, in the Kitchen, 499 Plymouth Street, Halifax, Massachusetts.

PRESENT FROM THE BOARD: Diane Ruxton, Chair; Tom Millias, BOS Rep; Susan Vogt, Board Secretary

OTHERS PRESENT: Sandy Nolan; Charlie Seelig;

The regular meeting was opened at 6:30 p.m.

The Board discussed their Article and how it will be addressed at Town Meeting. Ms. Vogt will draft an explanation of the proposed amendments for Ms. Ruxton to read at Town Meeting. Mr. Millias will explain the Human Resources Manager position on Town Meeting Floor. Ms. Nolan offered to provide the figures to Mr. Millias and also wished to clarify that if the Human Resource position is approved and the position is not awarded to the Assistant Treasurer, she will not lose her job as stated previously. She would remain a Town employee and the Treasurer would restructure the work responsibilities in her department accordingly. Ms. Ruxton is requesting a copy of the longevity research from Ms. Vogt, complete with benchmark town longevity amounts.

The Board addressed Ms. Ballerini's resignation email. Ms. Vogt will send her a thank you letter for her time served on the Board.

Approval of Minutes:

The Minutes of March 30, 2017 were approved.

MOTION: by Mr. Millias

SECOND: by Ms. Ruxton (Ms. Ballerini was not present to approve the minutes but approved them via email).

VOTED

The Board will be meeting with Don Jacobs on March 26th at 6:00pm to discuss the reclassification study results.

Items for the next agenda:

Classification Study Data

Executive Session (none at this time)

It was unanimously voted to adjourn the meeting at 6:55pm. The next regular meeting is scheduled for April 26, 2017 at 6:00 pm in the Kitchen.

Respectfully submitted,

Susan Vogt
Board Secretary