



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

January 10, 2018 Meeting Minutes

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

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

OTHERS PRESENT: Charlie Seelig, Sandy Nolan; Gerry Elliott; Barbara Brenton; Barbara Gaynor; John Campbell, Burt Gaynor; Bob Hodge; Jean Gallant; Jean Pitts

The regular meeting was opened at 6:45 pm.

The Board met with Gerry Elliott to discuss the hiring of a new Director of Building Maintenance. Mr. Elliott would like the candidate to be permanently hired at a Grade 10, Step 5. He will be hired during a training period as a Grade 10, step 1. That Change of Status was approved at the January 3rd meeting however the candidate will then move to the higher grade on February 1, 2018 when Mr. Elliott permanently retires. Mr. Elliott provided the Board with the candidate's resume for their review. The qualifications were discussed and Mr. Millias added that he knows the candidate and feels he will be a great asset to the Town. Mr. Elliot added that the candidate holds an electrician's license at his own expense and will be equipped to perform minor electrical repairs needed in Town buildings which will save the Town money not having to hire an outside electrical contractor. Ms. Rossini believes the candidate should be hired at a Grade 10 Step 1 as that is why the Grade and Step scale is in the By-law. She questioned what would prevent every new employee from being hired at a higher rate? Ms. Ruxton and Mr. Millias feel that because this is a management position the candidate should be eligible to receive a higher step as a starting salary. They also believe he is a qualified candidate based on his experience and qualifications. After discussion the following vote was taken.

MOTION: by Ms. Ruxton to approved the Director of Building and Maintenance be hired at a Grade 10, Step 5

SECOND: by Mr. Millias

VOTED 2-YES (Ms. Ruxton, Mr. Millias), 1 NO (Ms. Rossini)

Mr. Elliott and members of the Municipal and School Building Committee thanked the Board for their time.

The following Change of Status forms were received:

Lynette Toohey – Library – Length of Service increase

Items for the next agenda:

Classification Study – Working meeting

Executive Session (none at this time)

It was unanimously voted to adjourn the meeting at 7:04 pm. The next meeting is scheduled for January 17, 2018 in the Selectmen's Meeting Room.

Respectfully submitted,

Susan Vogt
Board Secretary