

**PERSONNEL BOARD MEETING MINUTES
MARCH 27, 2023**

The Personnel Board meeting of March 27, 2023, was conducted via remote participation.

ATTENDANCE AND CALL TO ORDER

Molly Kean, Assistant Town Administrator/Human Resources Director called the meeting to order at 5:07 p.m. Roll call:

Celeste Goldkamp	Present
Douglas Hyde	Present
Lamars Hughes	Present
Joan Courtney Murray	Present
Rachel Lipton	Absent

ACTION ITEMS:

- The Fiscal Year 2024 (FY24) compensation plans were presented to the Board for approval. Molly Kean stated that a cost of living adjustment (COLA) is based on the Town’s budget and, in part, on what other communities are doing. She also made the following comments with respect to each of the compensation plans:
 - The Select Board approved a 2.5% COLA for all non-union ATP and Library ATP positions which was factored into the FY24 salaries in the respective compensation plans.
 - The Police Lieutenant position was removed from the ATP Compensation Plan (Grade 14) and a separate Police Superiors Compensation Plan was created by agreement between the Town of Westwood and the Westwood Police Superior Officers Association. Westwood currently has two Police Superiors.
 - Positions on the Part-Time Seasonal and Other (PTSO) Compensation Plan were adjusted to remain competitive with neighboring communities. DPW Seasonal Laborer positions were added to this compensation plan.
 - The Recreation Part-Time Seasonal and Other (PTSO) Compensation Plan reflects a 2023 calendar year change in Massachusetts Minimum Wage and incorporates competitive rates for seasonal positions based on other communities.
 - As of the date of the Personnel Board meeting, the Fire, Police, Public Works and Clerical Unions had not settled their FY24 contracts, therefore, rates for FY24 remain consistent with FY23 rates.

In consideration of the comments provided, the Personnel Board took the following actions:

- Celeste Goldkamp motioned to approve the FY24 ATP Compensation Plan; Joan Courtney Murray seconded. Roll Call:

C. Goldkamp	Aye
L. Hughes	Aye
J. Courtney Murray	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- J. Courtney Murray motioned to approve the FY24 Library ATP Compensation Plan; L. Hughes seconded. Roll Call:

C. Goldkamp	Aye
L. Hughes	Aye
J. Courtney Murray	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- J. Courtney Murray motioned to approve the FY24 Police Superiors Compensation Plan; L. Hughes seconded. Roll Call:

C. Goldkamp	Aye
J. Courtney Murray	Aye
L. Hughes	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- C. Goldkamp motioned to approve the FY24 Part-time, Seasonal and Other (PTSO) Compensation Plan; J. Courtney Murray seconded. Roll Call:

J. Courtney Murray	Aye
L. Hughes	Aye
C. Goldkamp	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- J. Courtney Murray motioned to approve the FY24 Recreation PTSO Compensation Plan; C. Goldkamp seconded. Roll Call:

L. Hughes	Aye
C. Goldkamp	Aye
J. Courtney Murray	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- J. Courtney Murray motioned to approve the FY24 Department of Public Works Compensation Plan; L. Hughes seconded. Roll Call:

C. Goldkamp	Aye
L. Hughes	Aye
J. Courtney Murray	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- C. Goldkamp motioned to approve the FY24 Police Compensation Plan; J. Courtney Murray seconded. Roll Call:

L. Hughes	Aye
C. Goldkamp	Aye
J. Courtney Murray	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- J. Courtney Murray motioned to approve the FY24 Fire Compensation Plan; L. Hughes seconded. Roll Call:

C. Goldkamp	Aye
J. Courtney Murray	Aye
L. Hughes	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- C. Goldkamp motioned to approve the FY24 SEIU (Clerical) Compensation Plan; J. Courtney Murray seconded. Roll Call:

L. Hughes	Aye
J. Courtney Murray	Aye
C. Goldkamp	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

- Meeting minutes from October 19, 2022 were reviewed and the following action was taken:

- J. Courtney Murray motioned to approve the October 19, 2022, minutes as written; C. Goldkamp seconded. Roll call:

C Goldkamp	Aye
L. Hughes	Aye
J. Courtney Murray	Aye
D. Hyde	Aye

Vote: 4- 0 Approved

NEXT MEETING: TBD

ADJOURNMENT

- J. Courtney Murray motioned to adjourn the meeting; L. Hughes seconded. Roll call:

J. Courtney Murray	Aye
L. Hughes	Aye
C. Goldkamp	Aye
D. Hyde	Aye

The meeting adjourned at 5:33 p.m.