BOARD OF SELECTMEN

P.O. Box 372
West Brookfield, Massachusetts 01585

BOARD OF SELECTMEN
MEETING MINUTES OF DECEMBER 30, 2021

PRESENT: Mr. David J. Pierce, Vice-Chairman, and Roland Sickenberger, Clerk
ABSENT: Mrs. Diane Vayda
ATTENDEES: Mr. Lester Paquette, Mr. Barry Nadon, Sr., and Mr. Robert Benson

Called meeting to Order at 5:10 PM

WATER DEPARTMENT – ADMINISTRATIVE ASSISTANT POSITION

The Board of Selectmen, acting as the Personnel Board asked to meet with the Water Commissioners regarding their anticipated vacancy of the Administrative Assistant position. Mrs. Wrobel has notified the Board and the Commissioners that she will be retiring April 30, 2022. The Water Department has recently advertised to fill the position. To that, subsequent interviews were held by the Commissioners with the individuals who submitted an application.

A member of the Personnel Board was expected to attend, however due to illness was unable to. Nonetheless, interviews proceeded and a finalist was chosen and was notified via telephone of the offer, which included a starting wage and probationary period which was not in keeping with the AFSCME Local AFL-CIO Union Agreement.

Tonight's meeting was to advise the Water Commissioners that the Board of Selectmen (acting as the Personnel Board) is the governing body to which does the hiring/appointing along with the administrative work prior to the hire. This includes a formal Offer Letter of Employment, a CORI check and pre-employment physical.

It was clear by the tone of the conversation that the Water Commissioners felt that the BOS/Personnel Board were impeding on their authority as they were an independent agency, separate and apart from the town. This would be true if they were an Enterprise Fund, however they are not. After an impassioned discussion, Mr. Nadon agreed that it would be better that the BOS/Personnel Board do the hiring/appointing in light of the fact that the candidate is one of the Commissioners' daughters.

Further, it was agreed that the starting compensation would be a Grade 5 – Step 4 which is $18.54 per hour for FY 22 at 25 hours per week. Mrs. Acerra will do the Offer Letter of Employment and copy all appropriate offices as required. The Board thanked the Commissioners

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for their time and understanding and stressed that this effort is only to provide consistency within the departments.

Motion to Adjourn made by Mr. Sickenberger; second: Mr. Pierce – unanimous at 6:00 PM.

Respectfully submitted,

Rebecca Acerra

Rebecca Acerra
Executive Secretary

Roland Sickenberger, Clerk

January 11, 2022
Date Approved