

Minutes of the Hingham Personnel Board

January 9, 2020

The Personnel Board met on Thursday January 9, 2020 at Hingham Town Hall. Present at the meeting were: David Pace, Chairman, Jack Manning, and Smaiyra Million. Tom Mayo, Town Administrator, Michelle Monsegur, Assistant Town Administrator, and Lisa Campbell, Human Resources Director were also present.

1. David Pace, Chairman called the meeting to order at 6:30 pm.
2. The Minutes from the Personnel Board meetings held on December 2 and December 10, 2019 were reviewed and upon motion duly made and seconded, it was:

VOTED: To approve the Minutes from the Personnel Board meetings held on December 2 and December 10, 2019 with modifications discussed at the meeting.

3. The Board then considered a request by the Town Administrator to hire a Deputy Building Inspector at Grade 11, Step 6. After discussion and a review of the materials provided and upon motion duly made and seconded it was:

VOTED: To approve the hiring of Thomas McGrath as the Deputy Building Inspector at Grade 11, Step 6.

4. The Board then considered a request by the Town Administrator to review proposed changes to the Personnel Bylaw. It was decided to postpone further discussion on this point until the full Personnel Board is present.

5. The Board then considered a request to adjust the salary schedule, in order to align with Massachusetts minimum wage standards, for the Library staff covered under the Hingham Library Association Local 888 contract. After discussion and a review of the materials provided and upon motion duly made and seconded it was:

VOTED: To authorize the Town to submit a proposal to the Hingham Library Staff Association Local 888 to increase the hourly wage to \$12.75 for the L-2 Page Grade A position, retroactively to January 1, 2020.

6. The Board then considered a request to adjust the Town salary schedule, for alignment with the Massachusetts minimum wage standards. After discussion and a review of the materials provided and upon motion duly made and seconded it was:

VOTED: To increase the hourly rate to \$12.75 the First Year compensation for the following positions: Child Care Staff, Fitness Room Staff, Counselor, Lifeguard, Pro Shop Staff, Ranger/Starter, Custodian, and Ranger/Car Attendant. Second Year and Third Year compensation for these same positions will be adjusted to maintain the existing ratio year over year.

VOTED: To increase the hourly rate for the First Year Grounds Keeper to \$12.75 and the hourly rate for the First Year Grounds Keeper – Level 2 to \$13.20 in order to maintain the ratio between those two positions. Second Year, Third Year, and Fourth Year compensation for these same positions will also be adjusted to maintain the existing increases year over year.

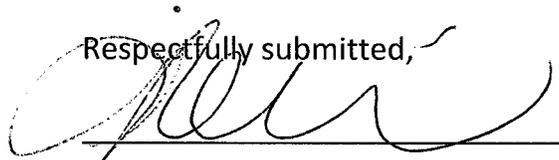
A new detailed Town Salary Schedule reflecting such increases will be attached to these minutes.

7. Lisa Campbell provided an update on Human Resources activities.

8. No Collective Bargaining Updates

There being no further business before the Board, the meeting was adjourned at 7:30 pm. The next meeting of the Personnel Board will be held on Thursday, February 13, 2020 at 6:30 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Smaiya Million', written over a horizontal line.

Smaiya Million

Personnel Board Member