

## **Advisory Committee September 7, 2011**

Virginia Ferko called the meeting to order at 7:30 p.m. Those present also included Robert Capozzi, Rebecca Epstein, Marjorie Freiman, Ann Marie Gross, Jack Haley, Laura Hockett, Catherine Johnson, Philip Licari, David Murphy, Maura Murphy, Richard Page, Derek Redgate, Deborah Robi and Richard Woerner.

### **Citizens Speak**

No one spoke at Citizens Speak.

Ms Ferko asked the members to introduce themselves and she introduced Tanya Williams, the Advisory Committee's new administrative assistant.

### Election of Vice-Chairs and Secretary

Upon a motion made by Richard Page and seconded by Catherine Johnson, the Advisory Committee voted 14-0 to elect Laura Hockett and David Murphy to the position of Vice-Chair and Maura Murphy to the position of Secretary for the 2011-2012 year.

### Advisory Committee Roles and Responsibilities

Town Moderator Peg Metzger reviewed the roles and responsibilities of the Advisory Committee. She noted that the Advisory Committee serves as staff to Town Meeting, reviewing articles with due diligence on behalf of Town Meeting. Ms Metzger suggested some guidelines for Advisory Committee members' behavior and reviewed some of the specific tasks that Advisory Committee members should perform in their roles as liaisons to Town boards and committees.

### Human Resources Overview

Susan Hurwitz, Chair of the Human Resources Board; Phil Laughlin Vice-Chair of the Human Resources Board and Susan Adler, Director of Human Resources for the Town presented an overview of Human Resources to the committee. Ms. Hurwitz reviewed the role of the Human Resources Board, and explained the classification and salary structure for 40 and 50 series Town employees. Ms. Hurwitz said that merit-based salary increases for 50 series employees will need to be further discussed this year. She said that absent merit based increases, there is no way to adequately reward exceptional performance. Ms. Hurwitz described the Town's human resources benchmarking procedures and collective bargaining process. Advisory Committee members asked Ms. Hurwitz for clarification of the Advisory Committee's role in reviewing and recommending action to Town Meeting on collective bargaining agreements. Ms. Hurwitz suggested that Advisory Committee compile a list of elements they would like information on when a collective bargaining agreement is presented for its recommendation. She said that Town Meeting is only asked to support funding for collective bargaining agreements, not the specific terms of the contract. Ms Hurwitz provided a slide outlining current contract status and recent settlements and noted that the firefighters and Library contracts have not yet settled for FY 12.

### Calendar and Special Town Meeting Articles

Ms. Ferko reviewed the proposed Advisory Committee fall calendar and potential articles for Special Town Meeting (STM), which may include collective bargaining agreements, funding for a Fuller Brook Park project, some action by Town Meeting proposed by the Ad Hoc Committee on Facilities Maintenance. David Murphy described an expected STM article proposing special legislation to decrease from 100 to 50 the minimum number of seats required for restaurants to seek a permit to serve alcoholic beverages

Upon a motion made by Ms. Johnson and seconded by Ms. Hockett, the Advisory Committee voted 14-0 to adjourn the meeting.

The meeting adjourned at 9:40 p.m.

Documents Distributed: Agenda for the September 7, 2011 Advisory Committee Meeting, Town of Wellesley Human Resources: A Brief Overview for the Wellesley Advisory Committee September 2011; Proposed Fall Advisory Committee Calendar dated 9/6/2011