

# Personnel Board Meeting

Wednesday, October 19, 2022, 4:00 P.M.  
Great Plain Room, Lower Level, Town Hall  
1471 Highland Avenue, Needham, MA

## Minutes

### **Attendance**

#### Personnel Board

Vivian Hsu, Chair  
Joseph Herlihy, Member  
Rick Lunetta, Member  
Mark P. Fachetti, Member  
John Burns, Member

#### Staff

Chuck Murphy-Romboletti, Director of Human Resources  
Kate Fitzpatrick, Town Manager  
Justine Hunt, Benefits Administrator

#### Call to Order – 4:09 P.M

Ms. Vivian Hsu called for a motion to open the Personnel Board meeting. Mr. Rick Lunetta made a motion and Mr. Herlihy seconded.

#### Welcome new Board Members-

Ms. Vivian Hsu welcomed Mr. Mark Fachetti and Mr. Joe Burns to the Board. Mr. Rick Lunetta and Ms. Hsu gave a brief overview on the history of the Personnel Board.

#### Policy Adoption: Recruitment & Selection of Sworn Police Officers

Mr. Chuck Murphy-Romboletti, Director, stated that as discussed and reviewed at the April 11, 2022, meeting, the drafted Policy outlines the intended Recruitment and Selection process for sworn entry-level Needham Police Officers, pending the Department's removal from the Civil Service System. The draft policy has been publicly available on the Town website since the Spring and have been reviewed and supported by the Needham Police Union. Ms. Kate Fitzpatrick, Town Manager, briefly discussed the basic selection criteria of the Policy. The Board had a brief discussion.

Ms. Hsu asked for a motion to approve. Mr. Herlihy made a motion to approve the Recruitment & Selection of Sworn Officers Personnel Policy as presented. Mr. Fachetti seconded. The motion carried unanimously.

#### Memorandum of Agreement between the Town and the DPW Custodian and Trades Independent Association (BCTIA) for FY2023 and FY2024 -FY2026

Mr. Murphy-Romboletti asked for the Boards consideration to support the Memorandum of Agreement between the Town and the DPW Building Custodian and Trades Independent Association for a one year, FY2023 Agreement and a three year, FY2024-FY2026 Agreement. Mr. Murphy-Romboletti stated the MOA was approved by the Select Board at their meeting on October 11, 2022, and is listed as Article 1 on the October 24, 2022, Town Meeting Warrant. Mr. Murphy-Romboletti gave a brief overview of some changes such as the addition of the Juneteenth Holiday, Implementation of FMLA – Approved (use of accrued time towards Family Sick Leave), flexibility of start times, and an Increase of Paid Military Leave Days. The Board had a brief discussion.

Ms. Hsu asked for a motion to approve. Mr. Herlihy motioned to support Article 1 on the October 24, 2022, Town Meeting Warrant, funding the collective bargaining agreement between the Town and the DPW Building Custodian and Trades Independent Association (BCTIA) for FY2023 and FY2024 -FY2026. Mr. Fachetti seconded. The motion carried unanimously.

Memorandum of Agreement between the Town and the Needham Independent Public Employees Association (NIPEA) for the period FY2023 and FY2024

Mr. Murphy-Romboletti asked for the Boards consideration to support the Memorandum of Agreement between the Town and the Needham Independent Public Employees Association (NIPEA) for the period FY2023 and FY2024. Mr. Murphy-Romboletti stated that the agreement was approved and signed by the Select Board at their meeting on October 11, 2022, and is listed as Article 2 on the October 24, 2022, Town Meeting Warrant. Mr. Murphy-Romboletti gave a brief overview of the additions to the agreement such as the increase to the Snow Pay Stipend and changes to the Light Duty contract language. The Board had a brief discussion.

Ms. Hsu asked for a motion to approve. Mr. Lunetta motioned to support Article 2 on the October 24, 2022, Town Meeting Warrant, funding the collective bargaining agreement between the Town and the Needham Independent Public Employees Association (NIPEA) for the period FY2023 and FY2024. Mr. Burns seconded. The motion carried unanimously.

Thank you to resigning Board Member, Rick Lunetta

Mr. Murphy-Romboletti thanked Mr. Lunetta on his many years of service to the Personnel Board. Ms. Hsu recounted some great memories throughout the years while working together.

Other Business

Ms. Hsu made a motion to elect Mr. Joseph Herlihy as Vice-Chair. Mr. Burns seconded. The motion carried unanimously.

Adjournment – 5:12 P.M.

Ms. Hsu called for a motion to adjourn the Personnel Board Meeting. Mr. Herlihy made a motion to approve, and Mr. Fachetti seconded. Passed unanimously. The meeting adjourned.