

Town of Lunenburg
Personnel Committee

Minutes: March 8, 2021 – Zoom Meeting

Attendees:

Eric Arnold, Dave MacDonald, Joanna Bilotta, Donna Fortune, Susan Andrews

Also Present:

Heather Lemieux, Town Manager; Julie Belliveau, Asst. Town Manager/HR Director

Casey Burlingame, Building Commissioner, Susan Doherty, COA Director, Barbara Lefebvre, Sewer Business Manager, Nancy Forest, Payroll & Benefits/Risk Manager, Myleen Mallari, Treasurer/Tax Collector, Rob Oliva, DPW Director

Meeting began at 5:04 pm with all attendees present, Eric Arnold Committee Chair presiding

Approval of Minutes:

Minutes of the February 24, 2021 meeting reviewed

Motion by J. Bilotta to accept and approve the minutes as presented

Second D. Fortune

Roll Call Vote: All in favor

Old Business

SAP Longevity Amendment

J. Belliveau prepared a spreadsheet that represented the impact this amendment would have on town employees. She explained the process and justification that supported the need of the amendment. She outlined the positions impacted over time in the spreadsheet, comparing the potential change with both the Police/Fire Longevity Benefit and the Clerical Longevity Benefit as outlined in their respective contracts. The proposed amendment would change the benefit from a percent of salary to a flat rate. The Personnel Committee previously recommended approval of the changes, but because they received a request by town employees to re-examine the change, they requested a review of the impact this change would have on employees.

A general discussion regarding all the elements of this potential change was reviewed. It was clarified that two contracts had changed the longevity benefit from a percentage to a flat dollar amount during their last contract negotiations and that no employees were grandfathered into the old benefit. Some employees in each of those groups may have experienced some decline in their annual longevity amount due to this change. It was unclear what, if anything might have been

traded off for this change during those negotiations. The SAP town employees are not represented under a contract, so they have no similar negotiation process.

Two disputed areas were reviewed (1) should the Clerical Longevity Benefit be the comparison to the SAP Longevity Benefit or should it be the Police/Fire Longevity Benefit (2) should current SAP employees be grandfathered in the current Longevity Benefit and only new employees would be placed in the amended benefit.

Several of the visiting attendees expressed their belief that the benefit should not be changed for current employees, and that the comparison to the Clerical Longevity Benefit was not a reasonable comparison, as some of the SAP jobs were a higher level of responsibility than clerical roles. The committee agreed that the department heads should be more closely compared to the Police/Fire longevity amounts which were approved at a higher benefit.

Motion by J. Bilotta to grandfather current employees in existing SAP Longevity Benefit, with any new employees participating in the amended benefit, and that the amended benefit utilize the Police/Fire Longevity Benefit for SAP Department Heads and all remaining SAP employees receive the Clerical Longevity Benefit.

Second: D. MacDonald

Roll Call Vote: Three in favor of motion; two not in favor of motion

Motion Passes

New Business

Town Meeting Article

The Article incorporates the addition, into the SAP, the following positions: Assistant to the Sewer Business Manager be added and assigned to Grade 8; the position of Intermittent Heavy Equipment Operator be added and assigned to Grade 9; Reserve Officer to be added and assigned to Grade 10; the position of Network Administrator be added and assigned to Grade 13; and to amend Chapter 70 Section 26, entitled "Longevity Pay". This Article will be presented at the May Town Meeting.

Motion by J. Bilotta to amend the article to reflect the Personnel Committees current recommendations as noted above.

Roll Call Vote: All in favor of motion

Motion by J. Bilotta to adjourn the meeting at 6:00pm

Second: D. Fortune

Roll Call Vote: All in favor