

TOWN OF FOXBOROUGH
SELECTMEN'S MEETING
EXECUTIVE SESSION MINUTES
August 28, 2012

Members Present: James DeVellis, Chairman
Mark Sullivan, Vice Chairman
Lorraine Brue, Clerk
Lynda Walsh
Ginny Coppola

Others Present: Town Manager Kevin Paicos
Finance Director Randy Scollins
Intern Tyler Barberi
Police Chief Ed O'Leary

The meeting was brought to order at 6:10 p.m. by James DeVellis, Chairman.

A motion to enter into Executive Session to discuss Union and non-Union personnel was approved by role call vote, L. Walsh – yes, G. Coppola – yes, L. Brue – yes. M. Sullivan – yes, J. DeVellis - yes.

Town Manager Kevin Paicos stated that the first topic of this meeting is to discuss Collective Bargaining of the Police Contract. They are looking for a two year contract for the period from July 1, 2012 to June 30, 2014.

Mr. Paicos distributed a pay survey to the Board members. This was a survey that was originally done a few years ago by Randy Scollins and Leo Peloquin with an update to the contract amounts by Intern Tyler Barberi.

Mr. Paicos reviewed the survey items with the Board. One of the items, Days off Comparison, notes that Foxboro is below average compared to the other towns. On the Table of Benefits page, it was noted that Foxboro has more vacation days. The average daily rate for police in surrounding towns is \$321; Foxboro is at \$313, which is \$9 below average for base pay.

The officers do get the opportunity to work at stadium events for extra pay, but so do the officers for surrounding towns. Chief O'Leary stated that he has 600 officers listed for stadium duty.

Mr. Sullivan would like to see the insurance contribution included on the list.

Mr. Paicos explained that when hiring new officers for town, they usually would look for both new cadets and lateral personnel to balance the department. It is hard to attract lateral personnel because of the lower pay scale.

Mr. Paicos is not looking for a big COLA adjustment; instead he suggests a one time wage adjustment.

The Board needs to design a pay plan for the department that would be incorporated over the next two to three years.

Foxboro is unique in that it has Gillette Stadium and Patriot Place, this results in extra incidents and injuries to the existing force.

The current sick leave system also needs to be updated, this was developed in the 1970's and currently if an officer does not have a sick day for six weeks, the entire balance of sick days reloads which results in huge sick leave banks. There is no sick leave buy back program.

Ms. Brue agreed that a market adjustment is needed to bring the force up to the 50th or 60th percentile in the comparison; this would amount to about \$4,000 per year. There are 28 positions in the police union.

The next meeting with the union is on September 12th.

A COLA amount is needed for the contract, the average has been 1 ½ % for the past three years. The Board agreed on 2% for June 30, 2013 to July 1, 2014.

Mr. Paicos noted other town issues: the repeal of the Civil Service requirement, switching to by-weekly pay and establishing an impact shift from 6 p.m. to 2 a.m.

The survey will be released to the Police Union.

Mr. Sullivan would like to see a three year contract.

Mr. Scollins and Chief O'Leary left the meeting.

The second topic for this meeting is the Finance Director's yearly review. Mr. Scollins has agreed that he does not need to be present as long as the discussion is only about the topics in Mr. Paicos memo in regards to his performance review.

The Board has a contract with Mr. Scollins and currently does not have a merit review system. The Board also has contracts with the Fire Chief and the Town Manager.

The review was based on Goals and Objectives that were set by the Town Manager for the Finance Director. The Board did not have access to Mr. Scollins contract.

The contract calls for an annual review and Mr. Paicos is recommending a one time merit increase of \$5,000.

Mr. DeVellis does not agree with Mr. Scollins giving himself a review. The memo is a report of the Goals and Objectives and Mr. Scollins role in achieving them. There are no areas of improvement discussed in the memo.

Mr. Paicos stated that a review system is being developed and will be ready in the next two to three months. There will be no other merit reviews until July 1, 2013.

The Board would like to see an addendum to the memo which includes Goals and Objectives for the next year as well as areas of improvement that are needed. Items such as Mr. Scollins actions as a Department Head and dealing with staff need to be included in the review.

Mr. Paicos will write a narrative memo and send the Board a copy of Mr. Scollins contract.

The Board of Selectmen is Mr. Scollins employer and the Town Manager is his supervisor.

This procedure will also need to be done with other Boards and employees.

The meeting was adjourned at 7:50 p.m. by role call vote, L. Walsh – yes, G. Coppola – yes, L. Brue – yes. M. Sullivan – yes, J. DeVellis - yes.

Respectfully Submitted,

Diana Gray