



TOWN OF KINGSTON **NOTICE OF MEETING**

BOARD:	Wage and Personnel
DATE & TIME:	Monday, October 17, 2022 @ 6:00 PM
MEETING LOCATION:	Town House-26 Evergreen St. Room 101 & VIA ZOOM
AUTHORIZED SIGNATURE:	Jennifer Scavone, Executive Secretary

This meeting notice is being posted on the Official Town House Bulletin Board, pursuant to General Law Chapter 30A, Section 20. Said notice and agenda must be filed in the Office of the Town Clerk at least **48 HOURS** prior to such meeting. Such filing and posting shall be the responsibility of the officer calling such meeting.

AGENDA

6:00 PM – CALL TO ORDER

ANNOUNCEMENTS:

1. This meeting is being recorded by Zoom. Anyone intending to make an audio or video recording of this meeting should notify the Chair at this time.
2. The Wage and Personnel Board needs a third member to be appointed by the Finance Committee. If you are interested in joining the Board, please contact the Finance Committee or the Board of Selectmen's office.

HUMAN RESOURCES UPDATE:

1. Update from Tina Betti, Human Resources Manager

DISCUSSION/ACTION ITEMS:

1. Status of Compensation Study
2. Position title change from Assistant Assessor to Principal Assessor as requested by the Board of Assessors
3. Wording of Bylaw Section 16(d) regarding tuition reimbursement
4. Schedule changes due to minimum wage increase effective January 1, 2023
5. Grading of KTEU positions, Payroll Coordinator and Assistant to the Finance Director/Town Accountant
6. Review posting for Board vacancy for website News Flash section

MAIL:

MEETING MINUTES:

1. Approve minutes of September 19, 2022

NEXT MEETINGS:

1. Discuss date/agenda for November 21, 2022
2. Board of Selectmen Executive Session with GovHR on November 2, 2022

NEW BUSINESS:

1. Topics not reasonably anticipated to be discussed 48 hours in advance of the meeting

ADJOURN:**ZOOM**

<https://us02web.zoom.us/j/84539430748>

Meeting ID: 845 3943 0748

Or, dial by your location

+1 646 558 8656 US

This meeting of the Wage and Personnel Board will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in any specific item on this agenda should make plans for in-person vs. virtual attendance accordingly.

The Town of Kingston advises its employees and the public that it does not discriminate based on a person's disability in employment or in access to its programs, services, and activities. This meeting location is accessible to people with disabilities. The Town of Kingston has designated Paul Armstrong to coordinate efforts to comply with the requirements of Executive Order 526, the Americans with Disabilities Act, the federal Rehabilitation Act and various other federal and state laws protecting the rights of people with disabilities.

If you have a disability and require a reasonable accommodation to fully participate in this event, please contact the ADA Coordinator no later than forty-eight (48) hours prior to the event by phone at 781-585-0505 or email parmstrong@kingstonma.gov to discuss your accessibility needs. Requests for accommodations or modifications made within the forty-eight (48) hour window will be honored to the maximum extent feasible, but it may not be possible to fulfill them.