



## **TOWN OF KINGSTON** **NOTICE OF MEETING**

|                              |                                                 |
|------------------------------|-------------------------------------------------|
| <b>BOARD:</b>                | Wage and Personnel                              |
| <b>DATE &amp; TIME:</b>      | Monday, August 21, 2023 @ 6:00 PM               |
| <b>MEETING LOCATION:</b>     | Town House-26 Evergreen St. Room 101 & VIA ZOOM |
| <b>AUTHORIZED SIGNATURE:</b> | 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. Items may be taken out of order at the discretion of the Chair.

##### **APPOINTMENTS:**

1. Paul Gallagher, Town Clerk, to discuss the hourly rates of election workers and clerical positions in Schedule C-1
2. Tina Betti, Human Resources Manager, and Joyce Krystofolski, Health Agent, to discuss the salary of a new Public Health Nurse hire at Step 10 of Grade 6

##### **HUMAN RESOURCES UPDATE:**

1. Update from Tina Betti, Human Resources Manager

##### **DISCUSSION/ACTION ITEMS:**

1. Clarification from Town Counsel on the Senior Tax Write-off Program and when it can be used
2. Discuss negotiated KTEU benefit changes regarding bereavement, vacation and longevity
3. Discuss proposing changes to the FY2024 Wage and Personnel Bylaw at the fall town meeting

##### **MAIL:**

##### **MEETING MINUTES:**

1. Review and approve minutes for April 24, 2023, June 12, 2023 and July 27, 2023

##### **NEXT REGULAR MEETING:**

1. Discuss date/agenda for September 18, 2023

##### **NEW BUSINESS:**

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

**RECESS TO EXECUTIVE SESSION, TO NOT RETURN TO OPEN SESSION, FOR THE PURPOSE OF:**

1. Review and approve executive session minutes for March 13, 2023, March 20, 2023 and April 10, 2023
2. Discuss release of executive session meeting minutes for November 8, 2022, December 12, 2022, December 19, 2022, January 17, 2023, January 30, 2023, February 6, 2023, February 27, 2023, March 13, 2023, March 20, 2023 and April 10, 2023

**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 or remotely. All Town Board and Commission meetings are required to provide remote participation. If there is a technical problem and remote participation cannot be provided, the meeting will end and be rescheduled.

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](mailto: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.