

Norwood Personnel Board
August 14, 2019 Meeting Minutes

Open Meeting: A Regular Meeting of the Norwood Personnel Board (the Board) was called to order at 6:43 p.m. on Wednesday, August 14, 2019 in the Finance Commission Room of Town Hall by Chairman, Patterson Riley seconded by Ms. McQuaid.

Present:

Patterson Riley, Chairman
Willard Krasnow, Vice-Chair
Jack Taylor
Kristen McQuaid

Other Attendees:

Molly Kean, Director of Human Resources
Tony Mazzuco, General Manager

1. Discussion on the Classification Request by General Manager, Tony Mazzuco

Energy Manager:

- Mr. Mazzuco gave a brief overview of what the Energy Manager would be responsible for.
- There was a conversation about the variation in salaries the HR Department had compiled for similar positions in Massachusetts. The Energy Manager position in many towns is a part-time position or the town chooses to contract the work out. That is why the salaries are so variable. When towns hire professionals to work part-time jobs, they often see a higher level of turnover. The idea of making the position full time is to make sure the incumbent stays for a longer period of time. Mr. Mazzuco is recommending the position be ranked at an N10 in order to attract a professional in the field. He also pointed out that he had grant funding for the next few years to fund the position.
- Mr. Mazzuco also pointed out that this position will be shared with the Town of Sharon for now. The salary and benefits of the position will be split. There is a thought that in two to three years, once the incumbent has set up the energy programs in Sharon and Norwood, the incumbent will be able to add more communities to their portfolio.

Ms. McQuaid compiled the numbers the Board members had rated. There was a brief conversation regarding the “Accountability” requirements of the position. Ultimately, the position was ranked with 379 points or an N10.

On a motion by Mr. Taylor, and seconded by Mr. Krasnow, the Board voted unanimously to rate the position as a N10 and add it to the Town’s compensation plan.

With no further business before the Board, on a motion by Ms. MQuaid and seconded by Mr. Taylor, the Personnel Board unanimously voted to adjourn at 7:05 p.m.