

**Town of Hanson –  
Wage & Personnel Board  
Meeting Minutes  
Hanson Town Hall  
Tuesday, April 4, 2017  
6:30 p.m.**

**6:30 p.m.** Chairman Mitchell called the meeting to order.

**Item II          New Business**

**Review and approve Reference Librarian Job Description** – Mr. McCue indicated that the Board of Library Trustees created a new job description for the reference librarian. He has reviewed and approved the job description.

**MOTION** by Howard, second by McGahan to approve the Reference Librarian Job description as presented. ***Voted 5 – 0***

**Review and Approve Health Agent Job Description** – Mrs. Marini noted that the job description of 2012 was eight pages long. The current Board of Health revised the job description deleting duplication. The revised job description is 4 pages long.

**MOTION** by Howard, second by McGahan to approve the job description of the Health Agent as amended. ***Vote 5 – 0***

**Amend Wage & Personnel By-law Section 12B Eligibility for Benefits** – Mr. McCue indicated that the revision has been made as a result of a question posed by Mr. Young relative to pro rata benefits.

**Amended language:** Employees classified as permanent part-time and working a regular schedule of 20 hours or more per week are eligible to participate in the Town's health insurance and life insurance programs on the same terms as full time employees and, on a pro-rata basis, other benefits provided in this section of the By-Law.

Mr. Young suggested adding the word "other" before the word "benefits".

Mr. Young questioned the percentage of health insurance paid by the Town. He suggested pro-rating the percentage paid on new hires. Example as of July 1 the town will pay 60/40 of health and life benefits.

Mr. McCue does not believe that the Town can differentiate between the full time and part time employees regarding the health insurance. The reduced percentage would have to apply to all new employees regarding of full or part-time status.

Mr. Young recommended gradually easing into the rate differential. Mr. McCue will review the law relative to the insurance benefit.

**MOTION** by Howard, second by McGahan to amend Section 12B as amended by Mr. Young. ***Voted 5 – 0***

**Item III      Approve Minutes**  
February 7, 2017

**MOTION** by Howard, second by McGahan to approve the minutes as presented.  
***Voted 5 – 0***

**Item IV      Adjournment**

**MOTION** by Howard, second by McGahan to adjourn. ***Voted 5 – 0***

**6:49 p.m. Meeting Adjourned.**

Respectfully submitted,

Meredith Marini,  
*Executive Assistant*  
***Voted & Approved 5 – 0***  
***April 11, 2017***