



OPEN SESSION MINUTES  
**PERSONNEL BOARD**  
Friday, February 12, 2021

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A meeting of the Personnel Board was held remotely via GOTO meeting at 12:00 p.m. on Friday, February 12, 2021.

Members Present: Michele Ahern, Chairman, David Foley, Member at Large, Crystal Hudson, Finance Committee Rep., David Sheedy, Board of Selectmen Rep., Brian Noble, Town Administrator

Members Absent:

Others Present: Rebecca Johnson, Assistant to the Town Administrator / BOS

Ms. Ahern opened the meeting. She stated the purpose of the meeting was to review nonunion personnel matters. She stated the Recreation Commission has submitted a job description for the Temporary Part Time Recreation Assistant position and gave a brief overview.

Mr. Noble stated the position will report to the Chairman of the Recreation Commission. They will submit a sign in sheet which will include the progress made. He stated Selectmen, Peter Spagone Jr. and Town Administrator, Brian Noble will overlook the position.

M/Foley, s/Hudson, approve the Temporary Recreation job description as written and to post position. 4-0

M/Foley, s/Hudson, approve the minutes of the September 16, 2020 5:00 pm Personnel Board meeting. 4-0

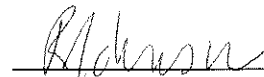
M/Foley, s/Hudson, approve the minutes of the December 18, 2020 11:30 am Personnel Board meeting. 4-0

There was a discussion on posting the next meeting to discuss a DPW request and to review the Library and FY22 Wage grids. The next meeting will be scheduled for March 3, 2021 at 4:00 pm.

Mr. Noble stated he sent a copy of the Human Resources Review to Ms. Ahern. Ms. Ahern stated she would send to the other Personnel Board members for review. The HR Review will be discussed at a future meeting. Ms. Ahern stated she would like to discuss the HR Review soon due to the Personnel becoming an advisory committee as of 7/1/2021. Mr. Sheedy stated a meeting to discuss the HR Review will be determined at the 3/3/2021 meeting.

Mr. Sheedy made a motion to adjourn. Ms. Hudson seconded. All were in favor. 4-0

  
Michele Ahern, Chairman

  
Rebecca Johnson, Assistant to the TA / BOS