



OPEN SESSION MINUTES
PERSONNEL BOARD
Wednesday, March 3, 2021

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A meeting of the Personnel Board was held at 4:00 p.m. on Wednesday March 3, 2021.

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

Members Absent:

Others Present: Rebecca Johnson, Assistant to the TA / BOS

Ms. Hudson opened the meeting.

M/Noble, S/Foley, approve the minutes of the February 12, 2021 12:00 pm Personnel Board meeting. 4-0

Ms. Ahern stated the purpose of the meeting was to review nonunion personnel matters. She stated the DPW Director has submitted requests for three employees, Operations Manager, Water Superintendent and Facilities Director.

Mr. Haines was present to discuss the proposed recommendation for the positions, Operations Manager, Water Superintendent and Facilities Director.

Mr. Haines gave a brief overview, recognizing the individual positions and extended tasks from year to year. Mr. Haines proposed the Operations Manager and Water Superintendent receive a 2% COLA instead of the 1.5% COLA which the Board of Selectmen voted on January 4, 2021.

Mr. Foley requested a salary survey from like Towns on each position.

Ms. Hudson, representative from the Finance Committee gave feedback regarding the DPW budget.

There was a discussion regarding the Facilities Director. Mr. Haines recognized the position as well as the person in the position.

Ms. Ahern stated the proposed increase for the Facilities Director was high. She stated the Personnel Committee will need to review each request and follow up at the next meeting.

There was a brief discussion regarding the HR Review policy manual. Ms. Ahern stated all members have been given a copy and will be discussed at a future meeting.

There was a brief discussion regarding the Library wage grid. Mr. Noble stated the Board of Library Trustees voted on a 1.0% COLA for staff. Mr. Noble stated the COLA should be in like with other nonunion personnel at 1.5%. Mr. Noble stated he would discuss this with the Board of Library Trustees and report back to the Personnel Board.

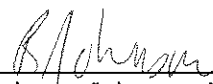
M/Hudson, s/Foley, to adopt a 1.0% COLA and 1.5% COLA depending on the Board of Library Trustees approval. 4-0

Ms. Ahern stated the next Personnel Board meeting will be scheduled for 3/16/2020 at 5:00pm to discuss the DPW request.

Mr. Haines stated he would like for the Operations Manager, Water Superintendent and Facilities Director to have the opportunity to come before the board.

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


Michele Ahern, Chairman


Rebecca Johnson, Assistant to the TA / BOS