



OPEN SESSION MINUTES
PERSONNEL BOARD
Tuesday, April 13, 2021

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A meeting of the Personnel Board was held at 4:38 p.m. on Tuesday, April 13, 2021.

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

Members Absent:

Others Present: Jim Purcell, Interim Town Administrator

Ms. Ahern opened the meeting.

M/Sheedy, S/Foley, approve the minutes of the March 30, 2021 4:20 pm Personnel Board meeting. 4-0

Ms. Ahern stated the purpose of the meeting was to review nonunion personnel matters. The Committee discussed the COLA of 1.50% to 2.0%. Mr. Purcell indicated that the original discussion may have been had too early when the committee voted on either a 1.5% or 2%. He suggested next year to wait until the end of January. A discussion was had as to the effects of waiting and how it would impact Department Heads and the Finance Committee reviews. The date will be decided next year when the timing is closer. To that end a further discussion was had about the request and why some Department Heads did a 1.5% vs. 2% and what the cost to the Town would be. Mr. Purcell said he would support the motion if it were him.

Mr. Sheedy made a motion to accept the 2%. Mr. Foley seconded. The vote was 4-1 in favor.

Ms. Ahern stated they needed to revisit the raise request from Senior Clerk in the Board of Selectmen's Office, Ly Nguyen. There was a new letter of support from Rebecca Johnson sent to the Committee. Ly Nguyen also wrote a letter detailing some additional duties that she has been asked to perform. There was discussion among the Committee as to why the large jump in steps. Ly will be a Senior Clerk step 5 in FY22. She is asking to become a Principle Clerk step 2. The Committee feels this is quite a large jump. Ms. Hudson pulled the job description and asked if she met the qualifications. At this time, the Committee isn't sure. A request will need to be sent to Ms. Nguyen for a copy of her resume. The Committee then voted to table the decision on the raise until a comparison of the job description and qualifications are reviewed.


Ms. Hudson made a motion to table the decision pending the review. Mr. Foley seconded. The vote was in favor 5-0.

Mr. Sheedy made a motion to adjourn. Mr. Foley seconded. All were in favor. 5-0


Michele Ahern, Chairman


David Sheedy


Dave Foley


Crystal Hudson

