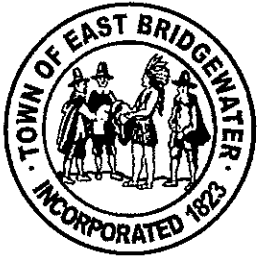


GOVT PRINT AREA  
NO. 270 (MAY 2018) 500 (2018)



OPEN SESSION MINUTES  
**PERSONNEL BOARD**  
Monday, February 10, 2020

*INCOPY*

A meeting of the Personnel Board was held at 5:30 p.m. on Monday, February 10, 2020

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

Members Absent: David Sheedy, Board of Selectmen Rep.

Others Present: Brian Noble, Town Administrator; Rebecca Johnson, Administrative Assistant

M/Hudson, s/Foley, approve the minutes of the January 27, 2020 Personnel Board meeting as printed, with minor corrections. 3-0

Mr. Noble updated the Board with a Departmental change. The Principal Clerk position in the Conservation Commission department changed to Administrative Assistant and the hours increased from 19 to 35.

There was a discussion regarding the Personnel by Law.

Mr. Noble stated he would like to see all Personnel issues come before the Board of Selectmen and the goal would be for the Personnel Board to be the Personnel Advisory Committee for all thing's personnel. The Board of Selectmen would become the finding Authority instead of the by-law. Mr. Noble stated, the Finance Committee would also have a role; everyone would work together to improve employment practices and building policies. He explained this change would have to go before Town meeting and would be a 2/3 vote.

Mr. Noble stated he would like to invite Town Council to the next Personnel Board meeting to discuss the Personnel by Law to change to an Advisory Board and Pay Equity Study.

Mr. Noble stated he is hoping to hire an intern this summer to write up Job Descriptions for all Town Hall employees and have them adopted. Also, edit the Employee Handbook.

M/Hudson, s/Foley, a unanimous vote, adjourn the meeting at 5:45 p.m.

*Approved via remote meeting 4/29/2020. 4-0*

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David Sheedy, Selectmen Representative

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Crystal Hudson, Finance Committee Representative

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Michele Ahern, Chairman

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David Foley, Member at Large