

Personnel Board Meeting
Tuesday, March 23, 2017, 6:30am
Town Hall – Great Plain Conference Room

Minutes

Attendance

Personnel Board

Vivian Hsu, Chairperson
Patricia Forde, Vice Chair
Joseph Herlihy, Member

Staff

Christopher Coleman, Assistant Town Manager/Director of Operations
Rachel Glisper, Director of Human Resources
Chuck Murphy-Romboletti, Assistant Director of Human Resources

Call to Order – 6:35 PM

Ms. Hsu called for a motion to open the Personnel Board meeting. Ms. Forde made a motion to approve and Mr. Herlihy seconded.

Elected Official Salaries

Mr. Christopher Coleman explained that the only elected official salaries proposed for increase, as usual, was the Town Clerk. The Board of Selectmen stipends were not proposed to be increased.

Ms. Hsu called for a motion to approve the Elected Official Salaries. Mr. Rick Lunetta made a motion to approve and Mr. Herlihy seconded. The agreement was approved unanimously.

Other Business

Mr. Coleman updated the Board that the Town had submit a Town Meeting Warrant Article for a Town-wide Classification and Compensation study. The price was still being decided upon but would likely be more than \$80,000. And this request was being put in as a Warrant Article because the project would likely last longer than 1 fiscal year. If it were part of the operating budget, the funds would have to be spent within the fiscal year. The project would be advertised as a Request for Proposals, and the Town would look to include new position descriptions for all positions, a market study of comparable salaries, and a completely new classification and grading plan.

Adjournment – 6:52 P.M.

Ms. Hsu called for a motion to adjourn the Personnel Board Meeting. Mr. Herlihy made a motion to approve and Ms. Forde seconded. The amended policy was approved unanimously.