

## Personnel Board Meeting minutes from April 9, 2015

The meeting was called to order at 7:50 PM

Members in attendance were: Jean O'Brien, Peter Georges, and Frank Antonelli. Members absent: Kelly Richardson. Also in attendance was Madonna McKenzie, the interim Town Administrator.

The Board started off by discussing and reviewing its minutes from the March 5, 2015 meeting. Frank Antonelli made a motion to approve the minutes as presented, which was seconded by Peter Georges. The motion passed unanimously.

The Board then reviewed the proposed Personnel By-Law drafted by Madonna McKenzie. The Board substantially agreed with the by-law in the scope of its purpose and intent. Peter Georges made a motion to approve the proposed by-law as written and Frank Antonelli seconded the motion. The motion carried without objection.

The Board then reviewed the property tax and personal income information that was provided by Madonna McKenzie, and decided that the following communities wages would be used for comparative purposes to help develop a Wage Classification chart for the town. These communities were: Essex, Groton, Harvard, Littleton, Merrimac, and Pepperell.

The Board did not discuss Compensatory Time as originally discussed at its last meeting, but determined to address the matter at a later meeting.

The meeting was adjourned at 8:50 PM and the next meeting was tentatively scheduled for April 16, 2015.

Respectfully submitted by Frank Antonelli