

Minutes of Personnel Board meeting of November 5, 2015

The meeting was held at the Town Hall and called to order at 7:15 PM by Chairperson Jean O'Brien.

The following members were in attendance: Patrick Murphy, Jean O'Brien, Peter Georges and Frank Antonelli. Also in attendance was Madonna McKenzie, consultant and Town Manager Tracey Hutton.

Motion to accept prior meeting notes from October 15, 2015 by Peter Georges, 2nd by Patrick Murphy. All in favor.

The committee continued to review and discuss the salary and wage draft chart. There was again extensive conversation on the revised chart. The discussion focused on the Minimum and Maximum ranges as well as the Grades and Steps that town employees fall into. It was also recommended by committee member Frank Atonelli that an additional column be added to the Salary Chart showing the employees current salary and recommended increases. A separate chart will be developed illustrating a five year funding proposal. The committee also discussed the possibility of moving employees in and out of different grades and steps.

The original Salary chart and the updated chart will be forwarded to committee members for review prior to the November 24th meeting. The committee also received an updated draft copy of the Towns Personnel Policy for review and discussion at the next scheduled meeting. Recent changes included adding numbered pages and stamping it as a DRAFT document. Meeting adjourned at 8:15 pm.