



TOWN OF
FAIRHAVEN

MASSACHUSETTS

THE FRIENDLY TOWN

OFFICE OF
DIRECTOR OF FINANCE/
TREASURER

TOWN HALL
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11/26/2013

Personnel Board Minutes
September 17, 2013

A meeting of the Personnel Board (PB) was held on September 17, 2013 in the Banquet Room at Town Hall. The meeting was called to order at 4:03 PM by Chairman Charles Murphy. Also in attendance were members Lyndsay Gordon and Wendy Graves.

For the first item of business, Ms. Graves passed out copies of the Personnel Board minutes for August 20, 2013. Ms. Gordon made a motion to accept the August 20th minutes with Ms. Graves seconding.

For the second item of business, the board discussed the practice of part-time employees (15-19 hrs scheduled each week) receiving prorated sick, vacation, personal and holiday time. After discussions Ms. Gordon will send to Ms. Graves some sample policies so that Ms. Graves can develop a new policy. Motion by Ms. Graves to send to Selectman after the policy is developed, seconded by Ms. Gordon.

The third item of business was to discuss comp time. It has been recorded that the Board of Selectmen made a determination not to carry over more than 40 hours to the next fiscal year.

The next meeting will be October 29, 2013 at 4:00.

A motion to adjourn by Ms. Gordon and seconded by Ms. Graves was passed unanimously at 4:32 PM

Respectfully Submitted,
Wendy L. Graves

Approved: 11/26/13
Wendy L. Graves