



## TOWN OF NORTHBOROUGH

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### PERSONNEL BOARD MEETING MINUTES – April 19, 2016 @ 6:15 PM

**MEMBERS PRESENT:** Virginia Simms George, Chair  
Charles Frankian  
Ann Levenson  
Lisa Studholme

**OTHERS PRESENT:** Kimberly Foster, Assistant Town Administrator

The meeting was called to order at 6:20 PM.

#### **Approval of Minutes**

C. Frankian moved the Board accept the minutes of the April 09, 2015 Personnel Board Meeting as presented; seconded by A. Levenson; approved 3-0-1 (new member L. Studholme abstained).

#### **Review of Personnel Bylaw Amendments for Annual Town Meeting**

The Assistant Town Administrator reviewed the proposed amendments to the Consolidated Personnel Bylaw 1-64 as proposed in Article 33 of the 2016 Annual Town Meeting Warrant. She informed the Board that there are no general wage increases before them this evening due to the fact that the five municipal union contracts expire on June 30, 2016 with no successor agreements yet negotiated for July 1, 2016. As per the Personnel Bylaw, the general wage increase for non-union staff is determined based on the average increase granted to the unions.

L.Studholme moved the Board accept the proposed changes to the Cable Access Studio Assistant job description; seconded by A. Levenson; approved unanimously.

C. Frankian moved the Board accept the Consolidated Personnel Bylaw amendments as presented; seconded by A. Levenson; approved unanimously.

Chair Virginia Simms George announced that Ann Levenson will not be seeking reappointment to the Board for a 3<sup>rd</sup> term and thanked her for her six years of service to the Town.

#### **Adjournment – 6:50 p.m.**

There being no further business before the Board, C. Frankian moved to adjourn; L. Studholme seconded the motion; approved unanimously.

Respectfully Submitted,

Kimberly A. Foster  
Assistant Town Administrator