



**TOWN OF NORTHBOROUGH
63 MAIN STREET
NORTHBOROUGH, MA 01532**

STAFFING COMMITTEE

MEETING MINUTES

March 13, 2015

8:00 a.m.

**Selectmen's Meeting Room
Northborough Town Offices**

Members Present: Dawn Rand, Selectman
Bill Pantazis, Selectman
Elaine Kelly, Appropriations
Richard Smith, Financial Planning Committee
John Coderre, Town Administrator

Absent: Sue Ladue, Personnel Board
Kimberly Foster, Assistant Town Administrator

The meeting was called to order at 8:00 a.m.

Approval of Minutes of September 10, 2014

E. Kelly moved to approve minutes from the September 10th meeting. B. Pantazis seconded. Motion approved unanimously.

Update Public Safety Consultant Review Process

The consultants have completed their data collection and preliminary data analysis which has been shared with the Police Chief and Fire Chief for review and comment. Because the data analysis is the foundation for the conclusions and recommendations, the consultants have spent considerable time working with the Chiefs to ensure data accuracy. We anticipate this review will be completed in the near future, at which point the consultants will begin work on developing the conclusions and recommendations.

Next Meeting Date

To be determined.

Other Business

The Town Administrator provided an update on the development of the Fiscal 2016 budget, specifically, the proposed return of two positions to the DPW Budget in the coming fiscal year. The Committee previously heard from the DPW Director, and given the significant number of projects currently underway, it is clear that the restoration of the Assistant DPW Director and Light Equipment Operator positions which were lost to budget cuts is necessary.

Adjournment

E. Kelly moved to adjourn; seconded by D. Rand. Meeting adjourned at 9:15 a.m.

Respectfully submitted,

John Coderre
Town Administrator

Documents used during meeting:

1. March 13, 2015 Agenda
2. September 10, 2014 Meeting Minutes
3. DPW Project Update Memo dated March 4, 2015