

Town of Upton Personnel Board

Meeting Minutes

Date: April 11, 2011
Time: 7:00 P.M.
Place: Fire Station E.O.C. Room

Present at the meeting were Personnel Board Chairperson Seema Kenney, John Sicurella and Tom Giblin.

The minutes of the March 28, 2011 meeting were accepted unanimously as written.

There was a brief discussion on the proposed policy on Cell Phones, Computers & Social Media. It was mentioned that Town Counsel had raised some questions relative to this proposal. The Board also discussed whether to keep this as one article or to break it down into three (3) separate ones in the event of any issues. A motion was made by John and seconded by Tom to break it down into three (3) separate sections:

- F. Cell Phones
- G. Computers
- H. Social Media

It was also agreed that Section G would include the prohibition of the use of town email for social networking and other non-work related activities.

Regarding the Class & Comp request of \$5,500 needed for F.Y. 2015, with a current balance of \$9,700 remaining, the group discussed whether to amend the request, having three (3) more years to obtain the additional \$10,000. John made a motion to amend Article 41 from \$5,500 to \$3,500, with the motion seconded by Tom.

Articles 33 through 41 were reviewed with the Consensus that no additional changes were needed.

The Board also needs to establish if there is a Town policy on written directives as well as a policy on the collection and preservation of information – i.e. employee background checks.

Seema mentioned that the Finance Committee will be meeting again on April 20, 2011 and will hold its budget hearing on April 27, 2011.

The meeting was adjourned at 8:30 P.M.

A meeting of the Personnel Board will be posted for the Annual Town Meeting date of May 5, 2011.

Respectfully Submitted ,

Diane Judd