

Minutes of Meeting
May 13, 2009

Board members present: Chairman Kathy Wilfert, Vice Chairman Bob Titus, Sue Abladian, Christine Gundling and Jim Parker.

7:20 p.m. The Chairman called the meeting to order and apologized for being late.

7:20 p.m. Ms. Wilfert opened the public hearing and read the articles. Sue, Bob moved to accept as printed in the warrant, unanimous. Mr. Titus' motion to close the public hearing was seconded by Ms. Abladian and unanimously voted.

At 7:27 p.m. the Board reviewed the Government Study Committee's (GSC) report to the BOS regarding the four charges to the Committee that are not related to the Town Human Resources function. The Board briefly discussed the recommendations for the four charges. This will not be discussed at Town Meeting. The second part of the report was the GSC's recommendation that when the funds are available in the future the position of the Assistant Town Manager and HR Director should be split into two separate positions. The Board discussed the recommendation and what some of the options for the position might be and that input from the new Town Manager would be beneficial. The Board's consensus was that they are pleased with its representation at the GSC's meetings. The Board also discussed setting up a meeting with the Town Manager through Mr. Harrington or inviting him to a regular monthly meeting once the Board of Selectmen present the recommendations to him; how other towns operate whether with or without a Personnel Board; and reviewing with Mr. Mallory, what changes, if any, should be made to the bylaws. Ms. Wilfert will e-mail Mr. Harrington informing him that Mr. Titus and Ms. Abladian will present the articles at Town Meeting. Ms. Wilfert is going to meet with him to report what the Personnel Board has done in regard to the bylaws, that they agree with the recommendation for a HR Generalist and that they would like to schedule a joint meeting with him and Mr. Malloy. The Board reviewed the job positions and how many are in each category should questions arise at Town Meeting regarding the increase.

The Board agreed at 8:40 p.m. that due to the late hour they would work on the re-grade project and job descriptions as a group next month at a work session. Mr. Titus will scan the job descriptions and e-mail them to the Board. The Board agreed to hold a work session on Wednesday, June 17, 2009 at 7:00 p.m. Paula will post the meeting and reserve the meeting room.

At 8:45 p.m. the Board approved the following:

New Hires:

Anna Degtyareva, Library Page

M-2, Min

Steps/Evaluations:

Mary Donna Corcoran, Outreach C.M.	S-12, Step 3 to S-12, Step 4
Judy Masters, Library Assistant	H-8, Max
Doreen Rebh, Administrative Asst.	H-10, Step 2 to H-10, Step 3

Approval to Take:

Daniel Hehir, Anna Maria, 1 course	\$1,400.00
Carl Roche, Anna Maria, 1 course	\$1,400.00
Christopher Weinwurm, 2 courses	\$2,800.00

Approval to Pay:

Community Newspaper, Legal Ad	\$ 18.89
Carl Roche, Anna Maria, 1 course	\$ 528.00

Nage Evaluations/Steps:

Nancy Engberg, Library Assistant	N-9, Max
Nancy Odell, Reference Librarian	N-17, Step 20
Judy Rollinson, Library Assistant	N-9, Max
Jen Schwartz, Library Assistant	N-19, Step 15

Mr. Parker's motion to approve all the items listed above was seconded by Mr. Titus and unanimously voted.

Minutes: April 8, 2009 (Regular)

Mr. Titus' motion to approve the minutes of April 8, 2009 was seconded by Mr. Parker and unanimously voted.

Ms. Gundling's motion to adjourn at 8:55 p.m. was seconded by Ms. Abladian and unanimously voted.

Respectfully submitted,

Approved:

Paula Covino
Administrative Assistant

Kathy Wilfert, Chairman