

Minutes of Meeting
February 13, 2008

Board members present: Vice-Chairman Bob Titus, Lynn Watts, James Parker Jr., and Christine Gundling.

7:04 p.m. The Vice-Chairman called the meeting to order. There was no business to be discussed in Open Forum.

The Board discussed the Council on Aging's substitute Bus Driver position. It is believed that the COA is still reviewing the need for a substitute Bus Driver. In the meantime, the Board voted on the step level for this position.

MOTION: Ms. Watts moved to approve the COA's substitute Bus Driver at H-7, Step 1. It was noted that anything additional would need to go through the Town Counsel. Ms. Gundling seconded and was so voted by a unanimous vote.

Ms. Watts discussed the need to clarify the minutes from the 11-14-07 meeting. Ms. Watts proposed that the one sentence be added to the minutes to clarify the DPW positions that were approved at the 11-14-07 meeting.

MOTION: Ms. Gundling moved to clarify the intent of the 11-14-07 minutes, specifically the third paragraph under the 7:01 pm section. The following sentence will be added to the minutes: "In doing so, the DPW would replace one of the previously approved positions with five seasonal employees, the cost being approximately equal". Mr. Parker seconded and was so voted by a unanimous vote.

Mr. Titus reviewed the approved budget. All Board members agreed that it looked correct.

The Board also reviewed a memo from the Town Coordinator regarding Articles. The Board will submit the Salary and Wage Schedule as well as the DPW's adjusted positions (Maintenance Persons W-3 40 decrease from 8 to 7 and Seasonal Help Senior M-6 40 increase to M-7 and increase from 4 to 5)

7:25 p.m. The Personnel Board approved the following:

Steps:

Mario Rodrigues, Maint. Craft. II	W-4, Step 5 to W-4, Step 5
Sue Speckman, Admin. Asst., Historical Comm.	S-11, Step 6 to S-11, Step 7

A discussion ensued regarding Ms. Speckman's paperwork. The Board inquired if this step increase is retroactive to the July 1, 2007 effective date? Also, was the increase budgeted for in FY '08? Lastly, there were questions regarding the Development Action Plan. The Board agreed to approve the step increase pending clarification, and also that the increase has been adequately budgeted. Mr. Titus will follow-up with the co-chair of this commission.

Approval To Take:

Patrick Purcell, 2 courses, Anna Maria	\$2,544.00
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Approval To Pay:

Domenic Annunziata, 2 courses, Curry College	\$1,248.00
Kathy Brault, 1 course, URI	\$1,387.20
Michael Daniels, 1 course, Curry College	\$624.00
Dan Hehir, 2 courses, Anna Maria	\$968.00
Patrick Purcell, 2 courses, Anna Maria	\$2,035.20
Carl Roche, 2 courses, Anna Maria	\$968.00
Christopher Weinwurm, 1 course, Anna Maria	\$1,017.60

NAGE Evaluations/Steps:

Linda Castellani, Admin. Asst.	N-10, Step 2
Dorothy Hurley, Children's Librarian	N-17 MAX
Michelle Ma, Accounting Assistant	N-10, Step 4 to N-10, Step 5
Michael Matley, Custodian	N-8 MAX
Christine Muller, Technical Services Librarian	N-17 MAX

Minutes:

January 9, 2008 (Regular)
January 9, 2008 (Work Session)

Mr. Titus reviewed the new Ethics Commission Regulations. He noted that anyone who would like to further review this document can do so at Town Hall.

Lastly, the work session to discuss contracts was postponed until the March 12th meeting.

The Board adjourned at 7:52 p.m.

Respectfully submitted,

Approved:

Susan Smith
Administrative Assistant

Kathy Wilfert, Chairman