

## **PERSONNEL BOARD**

### **Minutes of Meeting**

May 11, 2005

Board members present: Acting Chairman, James Parker, Jr., Lynn Watts, and Kathy Wilfert. Also present: Jeff Keaveney, Domenic Annunziata and Selectman Susan Abladian.

7:00 p.m.: The Board congratulated Mrs. Abladian on her election as Selectman. Mr. Parker said the Personnel Board is now short two members and recommended that they have a full Board when they vote for a chairman. Mrs. Watts suggested that they set a time limit and the Board agreed on July.

#### **JEFF KEAVENEY – POLICE OFFICER**

Mr. Keaveney requested degree approval and educational reimbursement for two courses he took at Curry College. He said he has been employed by the town for three years as a police officer. He currently has 12 classes remaining to receive a Bachelor degree in criminal justice from Curry College. He said he has about 120 credits, but not all are in criminal justice. He needs three more classes for an Associate degree, which he plans to finish by July, and then will be eligible for the Quinn Bill. He said he will be starting three courses next week, of which, he will be requesting reimbursement for two.

MOTION: Mrs. Watts moved to approve Mr. Keaveney's degree program and reimbursements. Mrs. Wilfert seconded and was unanimously voted in favor. Mr. Keaveney needs to submit proof of payment to the Board before it can be reimbursed.

#### **DOMENIC ANNUNZIATA – POLICE OFFICER**

Mr. Annunziata requested degree approval for an Associate degree in criminal justice. He said he has been a patrolman in Westborough for almost two years. He plans to begin attending classes at Curry College in July and has not taken any college courses before. He plans to apply for the Quinn Bill after completing the requirements for an Associate degree.

MOTION: Mrs. Watts moved to approve Mr. Annunziata for his Associate degree program. Mrs. Wilfert seconded and was unanimously voted in favor.

The Board then discussed reimbursement for Mrs. Bilodeau's 4-credit course. Mrs. Watts suggested the Board discuss changing the Bylaws from the number of courses reimbursed per year to the number of credit hours. Mrs. Abladian suggested they compare the cost per credit hour to see which would be more economical.

MOTION: Mrs. Watts moved until clarified, that the Board reimburse 4-credits as long it does not go over the Clark University rate per credit. Mrs. Wilfert seconded and was unanimously voted in favor.

The Personnel Board approved the following:

Steps

Dennis Cote, Operations Manager	S-21 Step 6 to S-21 Step Max
Nancy Gage, Secretary to COA	H-10 Step 3 to H-10 Step 4

Approval to Take

Jeff Keaveney, Curry, 2 courses	\$1272.00
John Badenhausen, Fitchburg, 1 course	\$ 450.00

Approval to Pay

Maryanne Bilodeau, 3 courses	\$2000.00
Chris Knight, 1 course	\$ 880.00
Leah Talbot, 1 course	\$ 528.00
Jeff Keaveney, Curry, 2 courses	\$1017.60

NAGE Evaluation

Karen Keirstead, Asst. Assessor I	N-15 Max
Janet Crispen, Administrative Asst.	N-9 Step 6

Minutes Approved

April 13, 2005 (regular)

The Board adjourned at 7:45 p.m. to a work session.

Respectfully submitted,

Approved:

Joanne Morris  
Administrative Assistant

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James Parker, Jr., Acting  
Chairman