

PERSONNEL BOARD MINUTES

MEETING JULY 1, 2015

2:30 PM 1ST FLOOR MEETING ROOM, TOWN HALL

Board Members Present: Bud Robertson, Chair

Mary Jennings, Vice-Chair - Absent

Dolores Alberghini, Member

Also Present: Melisa Doig, HR Director

Mark Haddad, Town Manager

1. Meeting called to order 2:30PM
2. The board unanimously voted to approve the minutes from November 4, 2014.
3. The board discussed the proposed Standard of Conduct policy from the HR Director.
 - A. It was agreed to change a line in bullying section
 - B. It was agreed to consider a change to the order of the Harassment sections. Town Manger sent MCAD website to the chair for review. The Town Manger pointed out that the policies were already approved to form from town council.
 - C. The board decided to meet on July 14, 2015 to finalize their suggestions to the policy.
4. Ms. Alberghini made a motion to adjourn, seconded by Mr. Robertson, unanimous vote.
Meeting adjourned at 3:00 PM



Bud Robertson, Chairman



Respectfully submitted,

Melisa Doig, HR Director

Date Approved: July 14, 2015