

PERSONNEL BOARD MINUTES

MEETING SEPTEMBER 29, 2015

2:00 PM 1ST FLOOR MEETING ROOM, TOWN HALL

Board Members Present: Bud Robertson, Chair

Mary Jennings, Vice-Chair

Dolores Alberghini, Member

Also Present:

Melisa Doig, HR Director

Mark Haddad, Town Manager

Michael Chiasson, IT Director

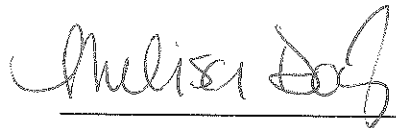
Dawn Dunbar, Executive Assistant to the Town Manager

1. Meeting called to order 2:00 PM
2. The board voted to approve the minutes from August 11, 2015. Ms. Jennings moved to approve the minutes and Ms. Alberghini seconded the motion. Unanimous vote to approve minutes.
3. The board discussed the Domestic Violence Policy with the Town Manager and HR Director. Ms. Jennings recommended the "notes" be remove and that the employee requesting leave see the HR Director. After edits have been made the board agreed to send to the Board of Selectmen for final approval.
4. The board discussed Memorandum of Agreements for the three by-law employees with the Town Manager. The Town Manager explained that these three positions have no protection. That all the other employees are protected by union contracts or personal services contracts. The board agreed that a Memorandum of Agreement should be in place. The board along with the Town Manager will meet with the Board of Selectmen to recommend that these employees have a Memorandum of Agreement with the town.
5. Ms. Jennings made a motion to adjourn, seconded by Ms. Alberghini, unanimous vote. Meeting adjourned at 2:42 PM



Bud Robertson, Chairman

09/29/2015



Respectfully submitted,

Melisa Doig, HR Director