

PERSONNEL BOARD MINUTES

MEETING MARCH 23, 2016

11:15 PM 1<sup>ST</sup> FLOOR MEETING ROOM, TOWN HALL

Board Members Present: Bud Robertson, Chair

Mary Jennings, Vice-Chair

Dolores Alberghini, Member

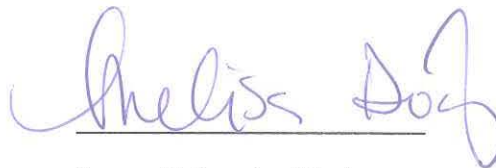
Also Present: Melisa Doig, HR Director

Mark Haddad, Town Manger

1. Meeting called to order 11:12 PM
2. The board voted to approve the minutes from January 12, 2016 Ms. Alberghini moved to approve the minutes and Ms. Jennings seconded the motion. Unanimous vote to approve all minutes.
3. Mr. Haddad updated the members on the letter of recommendation that the board submitted to the Board of Selectmen (BOS) in regards to a town wide survey. He told the members that the BOS will review and discuss the letter at their next meeting on March 28, 2016.
4. Mr. Haddad informed the board the Police Chief's contract is up for renewal. He told the board that the BOS would like them to review the salary information that the HR Director had collected. The HR Director reviewed all the spreadsheets with the board and answered any questions. Mr. Haddad asked the board if they could meet in a week to discuss and make a recommendation to the BOS. The Board agreed that they would meet. The next meeting will be March 30, 2016 at 10:00 AM.
5. Ms. Alberghini made a motion to adjourn, seconded by Ms. Jennings, unanimous vote. Meeting adjourned at 12:00PM



Bud Robertson, Chairman



Respectfully submitted,

Melisa Doig, HR Director

Approved 3/30/16

PERSONNEL BOARD MINUTES

MEETING MARCH 28, 2016

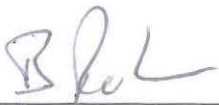
6:00 PM SELECTMEN'S MEETING AT COA, 163 WEST MAIN STREET

Board Members Present: Bud Robertson, Chair

Mary Jennings, Vice-Chair

Also Present: Melisa Doig, HR Director

1. Meeting called to order 6:00 pm
2. The Board of Selectmen (BOS) asked the Personnel Board to explain their letter of recommendation regarding a town wide survey. Ms. Jennings explained that it would be useful if the town did this survey like this to compare itself to other towns that had the same demographics as the Town of Groton. She explained that this data would be very useful to see how we compare to other towns and would help with future budgeting and bargaining. The BOS had some discussion and thought it was a good idea. Ms. Jennings suggested that the Sustainable Budget Committee do the work, but the BOS thought that the Personnel Board could work with the HR Director to do this project.
3. Meeting adjourned at 7:05 PM



Bud Robertson, Chairman



Respectfully submitted,

Melisa Doig, HR Director

Date Approved: March 23, 2016

Approved 3/30/16