



Personnel Board Meeting Minutes for November 16th, 2017

Meeting Opened: 12:45 pm

Members Present: Bill McConnell, Jack Rollins

Members Absent: Barbara Fortes

Others Present: Jay Grande Town Administrator/Personnel Director, Pam Bennett
Administrative Secretary, Jon Snyder, Suzanne Kennedy, Marilyn Wortman

Bill McConnell Chaired the meeting.

1. Approval of October 19th meeting minutes. Accepted by J. Rollins and Seconded by B. McConnell

2. COLA of 2.3 % approved the recommendation for Management and Professionals. The Board decided not to apply the percentage to the seasonal/ part time pay scale. J. Grande suggested we do a survey to see with is a competitive wage with other towns. S. Kennedy said that we did a Comp and Class last year that was implemented. It was decided to revisit the pay scale for Seasonal Part time on next Agenda if after a brief survey we find we are not at a competitive rate.

3. Sick Leave Bank Policy- Board decided the Town Administrator/Personnel Director shall administer the Sick Leave Bank in consultation with the Town Accountant and Personnel Board Chair or designee. The policy will be reviewed in its entirety next meeting.

Meeting Adjourned 1:06 pm.