

# PERSONNEL BOARD, TOWN OF STERLING

## MEETING MINUTES

APRIL 30, 6PM, ROOM 205, BUTTERICK BUILDING

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### Roll Call

Annamarie Belair, Tim Hanrahan, Amrith Kumar were present.

Bruce Baker and Jed Lindholm were not present.

Mr. James Kelley, HR Administrator was present by invitation.

1. To review and accept past meeting minutes.

No past meeting minutes were reviewed.

2. To discuss and take appropriate action in the matter of drafting a letter from the Personnel Board to all town employees.

As Mr. Lindholm was not present, no action was taken in this matter.

3. To discuss and take appropriate action on matters related to Annual Town Meeting including but not restricted to Articles 13, 14, 15 and the Town Operating Budget Article (formerly number 2).

A brief discussion of the various articles ensued. No actions were taken in this matter. Mr. Kelley informed the Board that should any actions be required he would notify us.

4. Update and to discuss and take appropriate action in the matter of the project to get all CBA's and Job Descriptions on the web page.

No action was taken on this matter. Amrith has to update some descriptions and return to Mr. Kelley.

5. Update from HR Administrator

Mr. Kelley provided a brief update on his recent activities.

6. Update from Board Members

No updates were provided.

7. Any other business that may come before the Board

8. Public session

Mr. Forance, had questions regarding a document listing salaries that had been posted on the Town's we page. The Board was not involved in the preparation of that document or its posting and Mr. Forance was asked to get clarification from the Board of Selectmen.

A brief discussion ensued on the salary/compensation paid to the Building Inspector. It was pointed out that he is not a Town employee but rather that there is an inter-governmental agreement with West Boylston in this regard.

The meeting adjourned at 6:46 pm.

Minutes prepared by Amrith Kumar.