

PERSONNEL BOARD, TOWN OF STERLING

MINUTES OF MEETING

January 22, 2015

BUTTERICK MUNICIPAL BUILDING, Room 205

1. **CALL TO ORDER:** The meeting was called to order by Chairman Jed Lindholm at 7:00 PM.
2. **ROLL CALL:** Present were Board members Weymouth Whitney, Karen Gaylord, Bruce Baker and Jed Lindholm and HR Administrator Don Jacobs.
3. **OFFICIALS ATTENDING:** Dave Favreau, Board of Health; John Dwyer, Board of Library Trustees; Mike Rivers, Board of Assessors; Barbara Foster, Council on Aging; Mike Szlosek, Interim Town Administrator.
4. **PUBLIC ATTENDING**
5. **APPROVAL OF MINUTES:** No minutes to approve.
6. **AGENDA ITEMS: EMPLOYEE HANDBOOK REVIEW.** The latest draft of the Handbook was reviewed in detail and comments recorded.
7. **NEXT BOARD MEETING:** Next regular meeting is February 2.
8. **ADJOURNMENT:** The meeting adjourned at 8:20 PM

Respectfully submitted

Bruce Baker, Clerk