

**PERSONNEL BOARD, TOWN OF STERLING**

**MINUTES OF MEETING**

**April 28, 2015**

**BUTTERICK MUNICIPAL BUILDING, Room 205**

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1. **CALL TO ORDER:** The meeting was called to order at 6:30 by Chairman Jed Lindholm.
  2. **ROLL CALL:** Present were Board members Karen Gaylord, Weymouth Whitney, David Shapiro, Jed Lindholm and Bruce Baker, and HR Administrator Don Jacobs.
  3. **OFFICIALS ATTENDING:** DPW Superintendent Bill Tuttle.
  4. **PUBLIC ATTENDING:** Richard Maki
  5. **APPROVAL OF MINUTES:** Upon a motion by Weymouth Whitney seconded by Karen Gaylord, minutes of the April 6 and April 13 meetings were approved unanimously.
  6. **AGENDA ITEMS:** A motion was made by David Shapiro seconded by Bruce Baker to add an agenda item for discussion of topics raised at the April 13 meeting.
    - i. **Discussion of Warrant Articles and Issues Discussed at April 13 Meeting.** DPW Superintendent Bill Tuttle expressed concern that warrant article 8 concerning transfer of DPW workers to status as Town employees covered by the Personnel Bylaw did not reflect what the Board of Selectmen voted at their meeting on April 18. Their vote was to prepare an article providing DPW employees with the same benefits they received as members of the DPW union. He noted that he employees had recently voted to withdraw from the union and become regular Town employees. As the article appeared in the warrant, however, it did not provide for continuing the benefits. It is believed this was not done by mistake.

The Board discussed this and other issues related to the Annual Town Meeting Warrant and how to address them at the Town Meeting.

A slide presentation prepared by Jed for the meeting was reviewed and discussed.
    - ii. **Request for Reclassification of a Position:** Jed advised the Board that a library employee has requested that her position be reclassified to a higher level. The Board will address this at its next meeting.
  7. **Adjournment:** A motion made by David Shapiro seconded by Weymouth Whitney to adjourn was approved unanimously. The meeting adjourned at 7:40 PM

Respectfully submitted

Bruce Baker, Clerk