



TOWN OF
FAIRHAVEN

MASSACHUSETTS

THE FRIENDLY TOWN

OFFICE OF
DIRECTOR OF FINANCE/
TREASURER

TOWN HALL
TELEPHONE (508) 979-4026

4/8/2014

Personnel Board Minutes
March 11, 2014

A meeting of the Personnel Board (PB) was held on March 11, 2014 in the Banquet Room at Town Hall. The meeting was called to order at 4:07 PM by Chairman Charles Murphy. Also in attendance were members Lyndsay Gordon and Wendy Graves.

For the first item of business, Police Chief Michael Myers discussed the issue of Juanna's retro. He feels that the retro should go back to the town meeting because as of that date, the 2 clerical girls were no longer in the union they were non-union. He said that he can cover the retro in this year's budget. Kris in the fire department should also calculate the retro. It was ok from Mr. Murphy and Mr. Haworth to pay the retro back to February 13, 2014.

The second item of business, Anne Kakley submitted an updated job description with a new title Selectmen's Administrative Assistant/Website Administrator. This new job description is more reflective of her actual duties and she requested to advance to a Level 15 step 1 of the non-union schedule. This will match the level of the BPW Administration position. Here current rate is \$23.78 (level 12 step 5), and the proposed rate will be \$23.99 (level 15 step 1).

A motion to send the request to the Selectmen by Ms. Gordon and seconded by Ms. Graves. Ms. Graves will draft a letter to the Selectmen for the next Selectmen's meeting.

The next meeting will be April 8, 2014 at 4:30.

A motion to adjourn was made by Ms. Gordon and seconded by Ms. Graves which was passed unanimously at 5:17 PM

Respectfully Submitted,
Wendy L Graves

Approved: 4/8/14 Wendy L. Graves