

**Minutes, Personnel Board Meeting
First Floor Meeting Room
Town Hall
November 24, 2008**

Present: Flo Stern, Tony Butterfield, Jacquelyn Smith-Crooks, Patrick Brock, Larry Shaffer, Kay Zlogar, and Eunice Torres

Absent: Patricia Holland, Library Representative

The minutes were reviewed and approved.

The Personnel Board made a motion to approve the cola increase recommendation for non-union employees. It was unanimously approved. There was a discussion as to whether or not to discuss the issues of the cola increase with non-union employees.

Tony and Flo offered to do childcare on the extended days of work during the Holiday week. I will follow-up with employees for the need of childcare.

The exit interview with Julie Federman is scheduled for December 2, 2008.

Health Insurance update- there more than likely will be a small increase of 3-6% although the fund is healthy; an increase will support its continuation.

Life Insurance-the benefits coordinator is investigating an increase from the present policy of \$2,000.

There was a discussion regarding employee concerns and the personnel grievance procedures.