

**Minutes of the Personnel Board Meeting
September 1, 2009
Town Hall, First Floor Meeting Room**

Present: Flo Stern, Chair, Anthony Butterfield, Patricia Holland, Patrick Brock,
Kay Zlogar, Larry Schaffer, and Eunice Torres
Absent: Jacquelyn Smith-Crooks
Guest: Gerry Weiss, Select Board Liaison

The minutes of September 1, 2009 were amended. Mr. Brock moved to approve the minutes as amended. Mr. Butterfield seconded the motion. VOTED unanimously.

New Business

Mr. Weiss was a guest at the meeting to bring attention to the Personnel Board of his concerns regarding the Grievance Process. There was a lengthy discussion, and suggestions were made. Mr. Weiss thought that there were problems with the process, and employees not having an official representative. Mr. Weiss thinks that someone should be elected by employees or HR to represent the employees during the grievous process. Mr. Butterfield suggested that there be representatives from the library to represent Town Hall employees and Town Hall employee should represent the Library. It was discussed that the Board should set up a meeting to meet with the Employees to discuss the Grievance Process.

Mr. Brock suggested that the Grievance Form, PAF's, and the Sexual Harassment Policy be sent to the Personnel Board.

The Board was given revisions of the first ten pages of the Personnel Procedures Manual. Mr. Brock requested that the Board be sent electronically page revisions.

The regular scheduled meeting time was change to Wednesday, October 7, 2009 at 10:30 in Town Hall.

Motion to adjourn: 10:55

Respectfully Submitted,

Eunice Torres, Staff Liaison

