

**Personnel Board Meeting
December 15, 2009
Town Hall, First Floor Meeting Room
4:30-5:15 p.m.**

Present: Flo Stern, Chair, Tony Butterfield, Patricia Holland, Patrick Brock, Larry Shaffer, Town Manager, Eunice Torres and Diana Stein, Select Board Member

Absent: Jacquelyn Smith-Crooks, and Kay Zlogar

The minutes were accepted and approved.

The Town Manager, Larry Shaffer updated the Personnel Board regarding the departure of the Health Director. He informed them that he hired an interim that will come on board, January 4, 2010. He also told the board about the re-organization and the move of the Health department to the first floor of the Bangs Center, and the new focus. Ms Zlogar will over-see the re organization of the Bangs. There is a possibility that the Senior Center and the Health Department will share clerical staff. LSSE might move to the first floor. The Center for Human Development will take over the Cambodian outreach. Big Brother and Big Sisters may leave by July 1, leaving the second floor available to rent out for market rent.

The Town Manager briefly discussed the regionalization of the veteran's office, and informed the board that the veteran officer worked mostly in Northampton and is part-time in a small office in the Bangs.

There was mention that Roy Rosenblatt, Director of Community Service and the Community Block Grant will be retiring in July and the plan is to have staff from Conservation and Planning to take over the CDBG Grant.

We are looking at, approximately, the elimination of 14 positions. Mr. Shaffer will recommend to the Personnel Board no COLA increase for the non-union employees.

Mr. Brock explained the Retirement process.

The date for the next meeting was confirmed.

The meeting was adjourned 5:25p.m.

The next meeting is scheduled for Wednesday, January 6, 2010 at 9:00a.m.

Respectfully submitted,

Eunice Torres, Staff Liaison