

**Personnel Board Meeting Minutes**  
**Town Hall, First Floor Meeting Room**  
**March 10, 2009**  
**9:00 a.m. – 11:00 a.m.**

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

Guest: Guilford Mooring, Superintendent, Department of Public Works

The minutes were corrected and approved.

The process of the Executive Session was discussed.

A motion was made to move into Executive Session to discuss Personnel Issues and to reconvene in Open Session. The vote was unanimous.

Larry informed the Board he would be meeting with all Town employees to discuss the current financial situation of the Town. Larry also thinks that regionalization of the Health Department would be an appropriate action, in addition to the dispatch Unit.

Guilford Mooring, Superintendent of Public Works, made a presentation to the Board regarding the Environmental Scientist Position classification. There was a discussion and the position was classified at Level I and approved unanimously by the Board.

There was an agenda setting for the employee meeting, scheduled for March 25, 2009, 2:30 p.m.

The discussion of Universal Leave was tabled for the next meeting.

Respectfully submitted,

*Eunice Torres*