

Personnel Board Meeting
April 14, 2009
Town Hall First Floor Meeting Room

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

The minutes were reviewed, and we decided to table the minutes until next meeting as the minutes for the Personnel Board, and the Executive Session had been combined, and an amendment needed to be made to the regular minutes. There was a discussion regarding the minutes of the executive session.

Larry began the meeting with an update of the employee meeting, comments from the non-union employees, who feel their voices are not heard. The time of the meeting should give the employees' time to meet without using their personal time, and that the agenda is not explicit enough.

Patrick, the employee representative on the Personnel Board, received a call from a non-union employee. The perception of the non-union employees is that the Personnel Board is not uniform in how best to support them. He is under the impression that the non-union management employees are considering forming their own union. It was noted that non-union employees are not satisfied with last year's flat rate COLA increase.

There was a discussion regarding the Board reviewing and discussing the personnel by-law. It was decided that it would be an agenda item for next meeting.

It was suggested that an email go out to all non-union employees before an employee meeting asking that they send their suggestions and comments for the meeting.

Flo explained that until 4 years ago the Board did not meet on a regular basis. She also stated that she had received a note from a non-union employee suggesting that employees could take time off in lieu of receiving a COLA increase.

Larry reviewed the meetings with Union and non-union employees and felt they had gone well, and that he would be meeting again with them in six or eight weeks. There was very little discussion from the police department, a lot of questions and suggestions from the fire department. The library staff discussed furloughs. The

question arose regarding employees foregoing their COLA increase, and whether that would prevent layoffs. Larry stated that it might not be possible to avoid layoffs. But, he viewed it as a last alternative. He stated that the town would follow the lead from the schools regarding the COLA increase. If the Schools decide not to take a COLA increase, the Town will do likewise. He stated that the Town of Amherst had already taken some steps: LSSE, cut back in staff, tax support, closing of the pools, and possibly cutting more programs, as well as eliminating the entire Senior Center, or at least, going half time.

Job descriptions were reviewed for the Police Chief, and Fire chief. The Police job description was approved and amended. The Fire Chief Job description was tabled until next meeting.

Respectfully submitted,

Eunice Torres