



TOWN OF UPTON, MASSACHUSETTS

PERSONNEL BOARD

Meeting Minutes: March 23, 2015

Location: G07 Conference Room, Town Hall, 1 Main Street

Members Present: Chairman Mike Goodwin, Debbie Amorelli, Bob Carnegie, Dave Scribner, Jane Gienger

Others Present: Town Manager Blythe Robinson

1. The meeting was called to order by Chairman Goodwin at 4:43 P.M.
2. Upon motion by Bob Carnegie, the Board unanimously approved the meeting minutes of February 25, 2015.
3. The board screened/reviewed fifteen applications for two part-time Communications Officer positions. Eight candidates were qualified to proceed to the next step in the hiring process.
4. The Board reviewed non-union wages/salaries for FY 2016 as per pdf dated March 23, 2015. Upon motion by Bob Carnegie, the Board unanimously moved to accept the pdf in its current form.
5. The Board further discussed FY 2016 COLA. This will likely be revisited after the annual town meeting.
6. Upon motion by Bob Carnegie, the Board unanimously voted to accept the final version of the Domestic Violence Policy. If Town Counsel concurs with this version, it will be distributed to employees after town meeting vote.
7. Upon motion by Debbie Amorelli, the Board unanimously voted to extend the longevity matrix beyond 30 years. This applies to Henry Porier III and Mike Marchand for FY 2015.
8. The Town Manager then updated the Board on the following items:
 - The Board of Selectmen voted unanimously to hire Vincent Roy as Department of Public Works Director. He is tentatively scheduled to begin May 4, 2015.
 - On Friday, March 27th after the posting of the meeting agenda, she learned Ron San Souci, Water & Wastewater Supervisor, planned on retiring on May 1, 2015. She expressed the immediate need to begin the search for his replacement. As such, a requisition for his position was submitted.
9. Upon motion by Debbie Amorelli, the requisition for Water & Wastewater Supervisor was unanimously approved.
10. The meeting adjourned at 5:42 PM upon motion by Bob Carnegie.

Respectfully Submitted,
Deborah Teta
Personnel Board Assistant

Documents Referenced: Applications for P/T Communications Dispatchers, FY16 Budget, Wage/Salary PDF dated 3/23/15, Requisition for Water & Wastewater Supervisor, Domestic Violence Policy

PERSONNEL BOARD

Michael Goodwin, Chairman
Debra Amorelli
Robert Carnegie
Jane Gienger
David Scribner

TOWN MANAGER

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