

# TOWN OF SHARON

Office of the

## PERSONNEL BOARD

Sharon, MA 02067

Minutes of the Personnel Board Meeting June 15, 2023

Virtual Zoom Meeting in Session: 7:02 pm

Members present: Kathleen Kelley, Holly Lite, Lauren Brenner and Allan Motenko

1. Kathleen Kelley introduced new member, Allan Motenko. Each board member then introduced themselves and gave their background including their human resource experience/expertise.
2. Kathleen began discussion on the board Chair position and the history of the Personnel Board Chairs. After discussion all members added input to the discussion supporting rotating the Chair position. The board moved on to discuss the current By-laws. Kathleen shared with the board, many of whom are new members, that she and former member Paul Pietel had met with an attorney the town had brought on to update the By-laws. The board agreed to discuss the current By-laws at the next meeting. Kathleen stated she would reach out to Fred Turkington, Town Administrator to get an update on the status of the attorneys work on the By-laws. Kathleen also stated that she understood there to be new employment policies in the town. She stated she would also inquire with Fred about these. Kathleen also went over each member term dates and expiration and pointed out the importance of the terms being staggered.
3. Minutes - The minutes of May 18, 2023 were approved unanimously, Allan Motenko abstained.
4. Mail – The Library emailed a request that the Library Page position be re-rated. The job description would be emailed to the board for rating at the next meeting.
5. Kathleen gave more historical background on the Personnel Boards role in the town. The board discussed having a member attend or keep abreast of the Select Board meetings going forward, as well as becoming more familiar and up to date with the town's union contracts. Kathleen agreed to watch or attend the meetings currently and Holly Lite stated she would be the next member to do so.
6. Next meeting scheduled was for July 20, 2023 in person at 7:00pm
7. Meeting adjourned at 8:29pm

<b>Action Items/Pending:</b>
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