Town of Sherborn - Personnel Board

Minutes for March 7, 2018 Meeting

- In Attendance: Fred Abdelahad (Chair), Joe Carchidi, David Williams (TA)
- Meeting called to order at 8:35 AM by Chair.
- Signed off on Fire Department: OpAdmin Coordinator.

  - David feels they should be included for Salary Recommendation Reasons.
  - Nancy & Carole feel that elected Officials are scored, but should not be included.
  - No criteria for hiring - Voters Choose.
  - They are accountable to MA Secretary of State, not to Selectmen.
  - Should there be a separate category for Elected Officials?

- Brief discussion of Scoring System.
  - Carole may have an issue with where the positions in her department fit.
  - Actual scores will not be public, and can be considered an internal operating document.

- Next Meeting: April 3

Recorded by: J. Carchidi

Submitted by: F. Abdelahad, Chair
Minutes for December 15, 2017 Meeting

- In Attendance: Fred Abdelahad (Chair), Joe Carchidi, David Williams (TA)

- Meeting called to order at 8:35 AM by Chair.

- Discussed Job Description for new part time (20 hours) position: “Program Coordinator” to replace retiring Unpaid Volunteer (92 years young).
  
  - New position reports to: Director: Council on Aging.
  
  - Salary 9 - 15k (8900 - 9800).

  - To be partially funded from: Lifetime Learning Fees.

- David (Town Administrator) will send out Classifications that are completed. Department Heads that disagree may interact with Personnel Board, after first discussing with David.

- Fred suggested including Classifications with Manual.

Recorded by: J. Carchidi
Submitted by: F. Abdelahad, Chair

[Signature]