

Human Resources Board

Subject: Minutes of Meeting Held on Monday, March 28, 2022

Present: Mark Gleckman, Diane Doyle, Anthony Antico, Lynne Chadey, John Lucey, John Ferrara

Excused: None

Convened: 4:04 PM

1. **Call to Order:** The meeting was called to order by Mark Gleckman at 4:04 PM. Meeting notice requirements were communicated and complied with. A quorum was present.
2. **Minutes of Prior Meeting:** Motion was made to approve the minutes of the monthly meeting held on February 28, 2022. The motion was made by John Ferrara and seconded by Anthony Antico. Vote was unanimous.
3. **Employee Issues:** None
4. **Personnel Actions and Job Vacancies:** Diane Doyle reported that the Youth Services Librarian had resigned effective March 31, 2022. There are now two open positions to be filled at the library including the Assistant Library Director given the anticipated move of Erin Ouimet into the Director position. John Lucey discussed a question regarding compensation for a Patrolman who is active-duty National Guard. The Police CBA states that an Officer must be employed with the Town for a year before they can be compensated for National Guard duties requiring them to be out on leave. The Town will seek guidance from Town Counsel as to whether this in conflict with FLSA or other governing regulations.
5. **Workplace/Discrimination/Ethics Issues:** None
6. **Safety Issues:** None
7. **Other Business:**
 - a. Mark Gleckman reported that proposed changes to the Personnel Policy were adopted at the March 8, 2022 Select Board meeting. The final copy is being reviewed for page # insertion and correlation to the Table of Contents. Once complete, it will be distributed and posted to the HR page on the Town website.
 - b. A reminder to all Human Resources Board Members to complete the Ethics Training and Open Meeting Law requirements for the Town Clerk.
8. **Next Meeting:** The next monthly meeting of the Human Resource Board will be held on Monday, May 2, 2022 **at 4:00 pm** in person in the Hearing Room, 12 Kent Way, Suite 101, Byfield, MA 01922
9. A motion was made by John Ferrara and seconded by Anthony Antico to adjourn at 4:26 pm.

Adjourned: Approximately 4:26 PM

Scribe: Diane M. Doyle