

Human Resources Board

Subject: Minutes of Subcommittee Meeting held on Thursday, October 6, 2022

Present: Mark Gleckman, Diane Doyle, John Ferrara, Anthony Antico, Lynne Chadey
Patty Fisher, Hiring Manager

Excused: None

Convened: 5:01 pm

1. **Call to Order:** The subcommittee meeting was called to order by Mark Gleckman at 5:01 pm. Meeting notice requirements were communicated and complied with. A quorum was present.
2. **Minutes of Prior Meeting:** None
3. The purpose of the Subcommittee Meeting was to review a new Job Descriptions under the Police Department:

Patty Fisher, as Deputy Police Chief, presented a newly created Job Description, Director of Animal and Natural Resources. The role combines the Animal Control function with the Shellfish Constable, and oversees the Harbormaster Department. With the recent retirement and resignation respectively in these roles, it was an opportunity to combine these responsibilities. This will be a multi role function under the Police Department. There may times when there is overlap or when the Director would be needed simultaneously for two different calls. The Director will oversee the Harbormasters and other Police Personnel will be used in to the day to day operation. The Classification was completed and a rating of 18.2 was assigned to the Job Description.
4. **Next Meeting:** No future meetings are scheduled for the Classification Subcommittee at this time.
5. A motion was made by Diane Doyle and seconded by Lynne Peabody to adjourn at 6:23 pm.

Adjourned: Approximately 6:23 PM

Scribe: Diane M. Doyle