

Human Resources Board

Subject: Minutes of Meeting held on Monday, February 26, 2024

Present: Mark Gleckman, John Ferrara, Diane Doyle, Lynne Peabody, Patty Fisher, Anthony Antico

Excused: None

Convened: 4:02 PM

1. **Call to Order:** The meeting was called to order by Mark Gleckman at 4:02 PM. A quorum was present.
2. **Minutes of Prior Meeting:** Motion was made to approve the minutes of the monthly meeting held on January 22, 2024. The motion was made by John Ferrara and seconded by Patty Fisher. Vote was unanimous.
3. **Employee Issues:** None
4. **Personnel Actions and Job Vacancies:** Diane Doyle provided the following updates: Sean Young has been selected as the new Conservation Agent. He started on February 20, 2024. The Assistant Town Administrator has been selected. David Fields will start on March 20, 2024. The Board of Library Trustees has selected Haley Hart as the new Library Director. She will start on March 5, 2024. Darren Sanborn, DPW Working Forman has retired on February 2, 2024 after 30 years with the Town of Newbury. Justin Crosby has been hired to fill an open Truck Driver/Equipment Operator with the DPW. He started on February 22, 2024 and joins us from the City of Newburyport DPW. Lindsay Turner, Assistant Treasurer Collector has tendered her resignation and will be leaving on February 29, 2024. Patty Fisher reported that a full time Dispatcher will be moving to part time duty and a full time Patrolman has tendered her resignation both effective March 2, 2024. The Police Department currently has openings for Emergency Communications Dispatchers and part time reserve patrolman.
5. **Workplace/Discrimination/Ethics Issues:** None
6. **Safety Issues:** None – None
7. **Other Business:** Jon Temple, IT Director presented a Multifactor Authentication (MFA) Policy for review. The policy requires all employees and board members who access town owned technology to agree to use Multifactor Authentication to ensure the highest level of security on these devices. A motion was made by Patty Fisher and seconded by John Ferrara to make the requirement and adopt MFA for email and any IT applications.
8. **Next Meeting:** The next regular monthly meeting of the Human Resources Board will be held on March 25, 2024 at 4:00 pm in person in the 2nd Floor Hearing Room, 12 Kent Way, Byfield, MA 01922
9. A motion was made by Anthony Antico and seconded by John Ferrara to adjourn at 4:34 pm.

Adjourned: Approximately 4:34 PM

Scribe: Diane M. Doyle