

Town of Lunenburg

Personnel Committee

Minutes: October 17, 2018 meeting

Attendees:

Scott Chase (Chair)

Dave MacDonald

Erik Arnold (Vice Chair)

Heather Lemieux

Meeting began at 6:30pm with all attendee's present. Sue Andrews and Nancy Forest were not in attendance.

Old Business

Minutes were not available. No action.

New Business

- Reviewed amendments to the Salary Administration Plan (SAP) bylaws to be presented at the Special Town meeting on 11/13/18. Dave McDonald made a motion to accept the amendments to the SAP. Erik Arnold 2nd the motion. Approved unanimously.
- Town Manager, Heather Lemieux , shared that ClearGov will be conducting a free classification review of all town positions as they are looking for a few towns to pilot their system. We identified 10 comparable towns to Lunenburg that they would use as part of their analysis.
- Board of Selectmen Chair, Jamie Toale, requested that the Personnel Committee consider having a role in the recruitment and onboarding of new committee members. Erik Arnold made a motion that the Personnel Committee develops a process for the recruiting & onboarding of new committee & board members. Dave MacDonald 2nd it. The motion passed unanimously.
- The next meeting of the Personnel Committee is 11/5/18, 5:30pm at Town Hall.

Meeting Adjourned at 8:00pm