

Town of Lunenburg
Personnel Committee

Minutes: March 23, 2021 – Zoom Meeting

Attendees:

Eric Arnold, Dave MacDonald, Joanna Bilotta, Susan Andrews

Missing Member:

Donna Fortune

Also Present:

Julie Belliveau, Asst. Town Manager/HR Director

Barbara Lefebvre, Sewer Business Manager, Nancy Forest, Payroll & Benefits/Risk Manager,
Myleen Mallari, Treasurer/Tax Collector

Meeting began at 5:04 pm with all attendees present, Eric Arnold Committee Chair presiding

Approval of Minutes:

Minutes of the March 8, 2021 meeting reviewed

Motion by J. Bilotta to accept and approve the minutes as presented

Second: D. MacDonald

Roll Call Vote: All in favor

Old Business

SAP Longevity Amendment

E. Arnold opened the meeting by informing the Committee that he attended the Select Board meeting on Tuesday, March 16, 2021 for the submission of the Personnel Committees Town Meeting Article. The Select Board suggested that the longevity amendment be put on hold until the Fall Town Meeting. The language of the amendment was “confusing”. The Article was written so that department heads would receive the amounts that mirror the Police and Fire Union amounts and any position that is not a department head position would receive longevity amounts mirroring the Clerical Union amounts. The question was asked what qualifies as a department head. There are positions that are management positions, but not necessarily department heads.

E. Arnold suggested modifying the Article, rather than using the department head method to assign longevity amounts, go by grade level. For example, all employees in XX grade level and up will

receive the Police and Fire longevity rates, those below that grade level will receive the Clerical longevity rates. Employees hired under the current longevity language of the SAP will remain grandfathered for longevity. S. Andrews pointed out that the Personnel Committee may modify the SAP grid by reducing the number of pay grades and if the number of pay grades were reduced, this would affect the longevity rates if we were to use a grade level based longevity system. E. Arnold agreed that this process would take precedence. J. Belliveau also indicated that was a good point and supported the Select Boards request for the Committee to hold off until the Fall Town Meeting and continuing working on it, and that this meeting is to grant authority to a Personnel Committee member or herself to ask the Select Board to remove the longevity amendment of the Article.

Motion by D. MacDonald to grant J. Belliveau the authority to request that the Select Board remove the longevity amendment from the Town Meeting Article.

Second: J. Bilotta

Roll Call Vote: All in favor

Motion by J. Bilotta to adjourn the meeting at 5:18pm

Second: S. Andrews

Roll Call Vote: All in favor