

Town of Lunenburg
Personnel Committee

Minutes: September 20, 2021 – Zoom Meeting

Attendees:

Dave MacDonald, Joanna Bilotta, Donna Fortune, Susan Andrews, Eric Arnold

Also Present:

Julie Belliveau, Asst. Town Manager/HR Director; Heather Lemieux, Town Manager
Robert Oliva, DPW Director, Jo McLaughlin, PACC Director, Barbara Lefebvre, Sewer Business
Manager, Nancy Forest, Payroll/Benefits Coordinator

Meeting began at 5:05 pm with all attendees present, E. Arnold Committee Chair presiding

Approval of Minutes:

Minutes of the August 31, 2021 meeting reviewed

Motion by D. MacDonald to accept and approve the minutes as presented

Second: D. Fortune

Roll Call Vote: S. Andrews abstained as she had not been present at that meeting, all other members voted in favor of acceptance.

No Old Business

New Business

New Hire Form

J. Belliveau and J. McLaughlin presented a new hire recommendation that would bring the candidate in at Grade 3, step 6 as the candidate has extensive experience in the field. This would not adversely impact any other employee and would greatly expand the skills needed in the group.

Motion by S. Andrews to accept recommendation from the HR Director to hire at Grade 3, step 6.

Second: J. Bilotta

Roll Call Vote: All in Favor

Special Town Meeting Article

J. Belliveau presented the outline of the article to be presented at the Town's special meeting November 16, 2021, that covers additions to the SAP previously approved by the Personnel Committee, which now will be presented at the town meeting for formal approval.

Motion by D. MacDonald to accept the Article as presented

Second: D. Fortune

Roll Call Vote: All in favor

D. MacDonald made a motion to adjourn the meeting at 5:19

Second: J. Bilotta

Roll Call Vote: All in Favor