

PERSONNEL BOARD
Meeting Minutes
November 22, 2013

Board Members Present: Anne Canfield, Chair, Susan Bak, Sheila Bauer, Pat Flanagan, Becky Neville

Also present: Selina Shaw, Town Administrator

The meeting was called to order at 6:50 am in the Town Administrator's office at Town Hall. The purpose of the meeting was to adjourn to executive session to review the final draft of the proposed new pay and internal classification plan.

1. A motion was made by Becky and seconded by Sheila to approve the minutes of the November 14, 2013 regular meeting and executive session. The motion was voted and passed unanimously.
2. A motion was made by Anne and seconded by Becky to adjourn to executive session to review the final report and to adjourn immediately thereafter. The motion was approved unanimously by roll call vote: Anne "aye," Susan "aye," Sheila "aye," Pat "aye," Becky "aye." The meeting adjourned to executive session at 6:55 am.

Submitted by Pat Flanagan