

Personnel Committee

April 11, 2017

7 pm

Town Offices

Members present: Keith Bardwell, Susan Baron, Tom Mahar, and Town Administrator, Brian Domina

The meeting was called to order at 7:09 pm.

Motion was made, and seconded, to approve the March 27, 2017 minutes. Vote was unanimous.

Discuss and vote on changes to current policies and additional ones.

Probationary Period – Motion was made, and seconded, to adopt this policy as amended. Vote was unanimous.

Standards of Conduct – Motion made, and seconded, to adopt this policy as amended. Vote was unanimous.

Disciplinary Policy – Motion was made, and seconded, to table this policy. Vote was unanimous.

Termination – Motion was made, and seconded, to amend this policy by saying the Town requires 2 weeks written notice unless supervisory position in which case a month's notice is required. Section B stays the same. Vote was unanimous.

Anti-Harassment – Motion was made, and seconded, to adopt the Collins Center language for this policy. Vote was unanimous.

Sexual Harassment – Motion was made, and seconded, to adopt this policy as amended. Vote was unanimous.

Personnel Records – Motion was made, and seconded, to adopt this policy as amended. Vote was unanimous.

Future meeting dates – May 3 at 6 pm. May 10 (6 pm).

The meeting was adjourned at 8:30 pm.

Respectfully submitted,

Maryellen Cranston
Recording Secretary

Document List

Current Whately Policies

Collins Center Policies