

WAGE AND PERSONNEL BOARD MEETING MINUTES

WEDNESDAY, MARCH 16, 2011

Chairman Richard Gardner opened a meeting of the Wage and Personnel Board at 7:30 p.m. on Wednesday, March 16, 2011 in room 201 of the Kingston Town House. Other members present were Peter Boncek and Elizabeth White.

The Board discussed an e-mail received from Maureen Thomas dated March 11, 2011 regarding her public documents request (a copy of which is attached to and made a part of these Minutes). The executive secretary will provide her with the remaining documents after the meeting.

The Board reviewed the minutes. Motioned by Elizabeth White and seconded by Richard Gardner, the Board unanimously voted to accept the minutes of March 2, 2011 as submitted.

The Board reviewed the letter written by the executive secretary to Debra Mueller dated March 16, 2011. Motioned by Richard Gardner and seconded by Elizabeth White, the Board unanimously voted to accept the draft letter as written regarding the classification of the Animal Control positions.

The Board discussed the Annual Town Meeting and the postponement of its article.

The Board discussed the Position Evaluation Manual (a copy of which is attached to and made a part of these Minutes) and the differences between the old and new manuals.

The Board will have its next meeting on Wednesday, April 13, 2011.

The meeting was adjourned at 8:49 p.m.

Respectfully submitted,

Jennifer B. Scavone
Executive Secretary

/jbs