

TOWN OF PLYMPTON

Wage and Personnel Board

November 4, 2019

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I. Call to order

Alan Wheelock called to order Town of Plympton's Wage and Personnel Board at 6:30 P.M. on November 4, 2019 at the Plympton Town House, Committee Meeting Room.

II. Roll call

The following persons from the Wage and Personnel Board were present: Alan Wheelock and Elyse Lyons. In addition, also present: Jeffrey Montelo, resident.

Open Business

- a) Minutes of July 15, 2019 were approved unanimously. Minutes of October 7, 2019 were also approved unanimously.

New business

- b) The Board was unable to review the data collected by the summer intern, Gavaskar Lewis and was tabled for the next scheduled meeting. Alan Wheelock and Elyse Lyons committed to reviewing the data prior to next meeting.
- c) Discussed the goal to revise the *Wage and Personnel Wage Recommendations* and the following steps were determined as needed prior to changes:
 - 1. Request a meeting with Town Administrator to get up-dates on the implementation of a performance evaluation process and the role, if any, Wage and Personnel will be expected to adhere to. To ask and understand the timetable for the performance evaluation so Wage and Personnel can be prepared for the Annual Town Meeting,
 - 2. Ask the Town Administrator the expectations for the Wage and Personnel Board for the remaining fiscal year so to be aligned with Selectmen, Finance Committee and all departments.
 - 3. Discuss options for the future revisions of the *Wage and Personnel By-Law* and tools, such as General Code, to

assist Wage and Personnel to create the most comprehensive revision.

- d) Elyse Lyons to extend and invite to Fire Chief, Stephen Silvia to a future meeting to revisit the positions listed on the *Wage and Personnel Wage Recommendation*.
- e) Wage and Personnel will begin reading, reviewing and provide edit recommendations of the *Wage and Personnel By-Laws* to be presented at the Annual Town Meeting.
- f) Asked for any other new business and discussed next meeting's agenda.

III. Adjournment

Alan Wheelock adjourned the meeting at 7:00 P.M.

Minutes submitted by: Elyse Lyons

Minutes approved by Wage and Personnel Board on December 2, 2019