

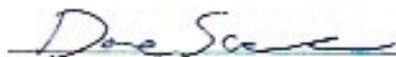
Town of Rehoboth
Personnel Board



Minutes of Meeting on January 23, 2019 at Gladys L. Hurrell Rehoboth Senior Center

Present: Dave Scanlon, Craig Chapman, Richard Panofsky, Lori Caron-Silveira, Sandy Marquis
Call to order: 7:07 p.m.

- 1) **Public Hearing Open** – Policies 1,8,21,22,30,32, 36 – Veterans Agent Jake Kramer, Sgt. Norman Todd Rehoboth Police, Karl Drown Health Agent in attendance with input on policy #36 Dress Code. There were no comments on any of the other policies. Public Hearing Closed.
- 2) Sandy made motion to accept policies 1,8,21,22,30,and 32. Craig seconded. **Motion passed 5-0.** Dave made motion to put policy #36 into further study. Sandy seconded. **Motion passed 5-0.**
- 3) **Approval of Minutes of December 12, 2018** - Sandy made a motion to approve the minutes. Dave seconded. **Motion passed 5-0.**
- 4) **New Business:**
 - BOS looking to move forward with interviews for P/T Facilities Manager
 - Conservation/Town Planner Job filled.
 - Discussion on BOS draft Performance Appraisal Form. Dave will sit with Gerry Schwall with input from board.
 - Discussion on Open Meeting Law Compliance Training 2-13-19 1500 Town Hall or 1900 COA-Senior Center.
- 5) **Job Descriptions:**
 - **Town Planner/Conservation Agent** – Several small changes previously approved by the Planning Board and the Conservation Commission were reviewed. Motion made by Sandy to accept with new edits. Richard Seconded. **Motion passed 5-0**
- 6) **New Policy: Volunteers** - Richard presented a draft basic policy to the board for discussion. Recommended edits, references to Workman's Comp Insurance Lori will research, unpaid employee's vs volunteers? Talent Bank Form Boards and Committees volunteers? Sandy is going to look for a current volunteer policy in the private sector to reference. Richard will redraft and discuss with Gerry Schwall.
- 7) **Adjournment:**
 - The next meeting will be held March 6, 2019 @ 7:00pm.
 - The meeting was adjourned 8:53p.m.


Dave Scanlon, Chairman


Craig Chapman, Clerk