

**Town of Rehoboth  
Personnel Board**

**Minutes of Meeting on April 26, 2017 at Gladys L. Hurrell Rehoboth Senior Center**

**Present:** Sandy Marquis, Dave Scanlon, Sue Withers, Craig Chapman and Richard Panofsky.

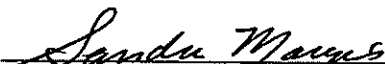
**Absent:** None

**Call to order:** 7:03p.m.

- 1) **Approval of Minutes of March 28, 2017.** Sue made a motion to accept the minutes, Dave seconded. The motion passed.
- 2) **New Business:**
  - IT Committee gave the Personnel Board a copy of their Social Media Policy for our review.
  - Craig and Richard will collaborate to review the IT's Social Policy and make suggestions for changes.
  - The Personnel Board will review the suggestions at the next meeting.
  - Dave will forward the policy#30 Social Media Policy and the IT Committee's Social Media Policy to all the Personnel Board Members.
- 3) **Job Descriptions:**
  - **Truck Driver/Laborer and Heavy Equipment Operator** – Michael Costello has scheduled a meeting with Dave for Friday, April 28<sup>th</sup> to discuss the job descriptions.
  - **Highway Department Clerk** - this position has been put on hold. The Personnel Board will review this job description when the Town decides to fill the position.
- 4) **Policy 32: Request for Accommodation** – The Board of Selectmen received the latest version of the policy. The BOS will send the policy to Town Counsel for review.
- 5) **Policy #15: Classification Plan and Policy #16: Compensation Plan**
  - The Board of Selectmen discussed these policies at their meeting on Monday, April 24<sup>th</sup>. They decided not to take any action that night. They will discuss the policy after the Annual Town Meeting. They will get back to the Personnel Board with questions, comments and recommendations after they have reviewed the policy.
- 6) **Independent Contractors**
  - The Board will look for sample contracts or business agreement the Town can use for Independent Contractors
  - Craig passed out copies of the City of Attleboro and the Town of North Attleboro independent contractor contracts for snow plowing for us to review.
  - The Personnel Board will forward the two snow plow contracts to the BOS for their review and comment.
  - Craig noted that in N. Attleboro part time inspectors work only in set times/days and they must identify the vehicle they will be using. Dave will talk to Kathy Amaral about how Rehoboth manages inspectors.
- 7) **Adjournment**
  - Next meeting will be on May 17, 2017
  - Meeting adjourned at 8:25 p.m.



**Dave Scanlon, Chairman**



**Sandra Marquis, Clerk**