

**Town of Rehoboth  
Personnel Board**

**Minutes of Meeting on November 29, 2016 at Gladys L. Hurrell Rehoboth Senior Center**

**Present: Sandy Marquis, Dave Scanlon, Sue Withers, and Craig Chapman (non-voting member), Richard Panofsky (non-voting member).**

**Call to order: 7:00 p.m.**

**1) Approval of Minutes of October 25, 2016.** Dave motioned to approve the minutes, Sue seconded, motion passed.

**2) New Business**

- Dave will discuss the new Federal Overtime Final Rule with Helen. She stated that it would probably only affect one or two people and the Town would choose to pay compensation time instead of overtime. The Courts filed an injunction to delay implementation on the Overtime Rule.
- Richard Panofsky's and Craig Chapman's appointment to the Personnel Board has been put on hold by the Board of Selectmen. Helen will try to get the appointment on the Selectmen's agenda as soon as she can.
- Mike Costello has been appointed the new Highway Superintendent.
- Helen will ask the Board of Selectmen to discuss the Personnel Policy changes submitted by the Board on December 12<sup>th</sup> or the next available meeting to make their suggestions.

**3) Job descriptions:**


- **Input from Board of Selectmen** - Dave asked Helen to have the Selectmen review the job descriptions on December 12<sup>th</sup> or the next available meeting.
- **Animal Control Department Job Descriptions:**
  - Animal Control Officer -
  - Assistant Animal Control Officer
  - Animal Inspection Officer –
  - Assistant Animal Inspection Officer
- The Animal Advisory Committee reviewed the job descriptions listed above as amended by the Personnel Board and voted to accept the descriptions as amended.

**4) Dress Code Policy** – Board discussed Sandy's 2<sup>nd</sup> draft. The Board reviewed the policy and made several changes. Sue made a motion to accept the policy with the changes. Dave seconded. The motion passed.

**6) Adjournment**

- Next meeting will be on January 17, 2016
- Meeting adjourned at 7:55 p.m.

  
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**Dave Scanlon, Chairman**

  
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**Sandra Marquis, Clerk**