

Personnel Committee Meeting Minutes

Town Hall, 1st Floor Conference Room, 7/27/04, 7:00 PM

Members Present: Elaine Cinelli, Ezat Parnia and Lesley Ficarri

Others Present: Amy Downing and Deb Metcalf

First Issue: FY05 Goals and Objectives

The Committee reviewed and made suggestions regarding the goals and objectives of the Human Resources Department. Innovative training programs and communication tools were discussed. Newsletters and the use of the Town's website were some of the ideas presented.

Second Issue: FY05 Personnel Committee Meeting with Employees

To be discussed at the August 31st meeting.

Third Issue: Other Business

Invite Ron Clark to the next PC meeting to discuss the Selectmen's goals and objectives.

Fourth Issue: Interviews for Firefighter Opening

The HR Director and a member of the Personnel Committee will be present at the 8/3 interviews for the firefighter opening. The committee discussed the challenges of having family members in a reporting/supervisory relationship with the Town. Follow-up discussion with the BOS was recommended.

Fifth Issue: Adjourn Meeting

Motion to adjourn the meeting Elaine Cinelli, 2nd Ezat Parnia - **Unanimous**

Respectfully submitted by Amy Downing, Human Resources Director

Date approved: _____

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