

Town of Lunenburg
Personnel Committee

Minutes: May 2, 2022 – Zoom Meeting 5:00pm

Attendees:

Joanna Bilotta, Eric Arnold, Wendy Bertrand, Donna Fortune

Also Present:

Julie Belliveau, Asst. Town Manager/HR Director, Barbara Lefebvre Sewer Business Manager,
Nancy Forest, Payroll and Benefits Coordinator/Risk Manager

Absent:

Susan Andrews

Call to Order:

E. Arnold called the meeting to order at 5:03 pm

Public Comment:

There was no public comment from the committee or the public

Approval of Minutes:

Minutes of the April 6, 2022 meeting were reviewed and approved as submitted.

Motion by W. Bertrand to accept and approve the minutes of the April 6, 2022 meeting

Second: E. Arnold

Roll Call Vote: All in Favor

New Business:

Assistant Library Director – Passed over

New Hire Form - Julie Belliveau presented a request to hire a new DPW Director at a step 5 in Grade 16. The recommended applicant has over 30 years of years of experience in civil engineering of which 28 years included snow and ice operations with MassDOT.

Motion by E. Arnold to accept the recommendation of the HR Director and hire this candidate as the next Director of Public Works at Grade 16 step 5.

Second J. Bilotta

Roll Call Vote: All in Favor

Ongoing Business:

Discuss Salary Administration Plan compensation review – The Committee discussed options on how to proceed with revising the compensation plan. E. Arnold asked J. Belliveau to share all of the SAP job descriptions so the Committee can begin reviewing them.

Public Comment

The Committee briefly reviewed the SAP items for the upcoming Town Meeting.

Adjournment

W. Bertrand motioned to adjourn meeting at 6:52 pm. D. Fortune seconds. Roll Call Vote: All in Favor