

MINUTES of the Personnel Board of the Town of Burrillville held Tuesday, February 8, 2011 at 8:30 a.m. at the Town Hall, 105 Harrisville Main Street, Harrisville, RI.

MEMBERS PRESENT: Chairman James Moran, Paul MacDonald and Charlotte Gabrielson – Alternate Member

MEMBERS ABSENT: Valerie Leduc joined by phone

CALL TO ORDER: 8:42 a.m.

APPROVAL OF MINUTES:

1) Approval of January 11, 2011 meeting minutes and dispense with reading of said minutes.

Motion to approve the January 11, 2011 minutes and dispense with reading of said minutes was made by Paul MacDonald and seconded by Charlotte Gabrielson. Voting was unanimous. Voting in favor were Chairman James Moran, Charlotte Gabrielson and Paul MacDonald.

APPROVAL OF INVOICES / EXPENDITURES:

2) Discussion, consideration and action relative to the Valley Breeze invoice in the amount of \$191.00 for advertising the Probationary Police eligibility test on January 27, 2011.

Motion to approve the Valley Breeze invoice in the amount of \$191.00 was made by Charlotte Gabrielson and seconded by Paul MacDonald. Voting was unanimous. Voting in favor were Chairman James Moran, Charlotte Gabrielson and Paul MacDonald.

CITIZEN COMMENT:

None

UNFINISHED BUSINESS to be considered and acted on:

3) Discussion, consideration and action relative to the Jesse M. Smith Library Personnel Policies.

Chairman James Moran discussed the need unify the Town Personnel Policies and the Jesse M. Smith Library Personnel Policies. Chairman Moran and Town Manager, Michael C. Wood have a meeting set up for later today. A subsequent meeting is also intended with the Library. Chairman Moran will report the results at the March meeting.

4) Discussion, consideration and action relative to the Probationary Police process.

- a) Advertising
- b) CCRI track, pool and classroom rental
- c) Applicants thus far
- d) Miscellaneous

Advertising – We have advertised in the Bargain Buyer; Valley Breeze/Observer/Neighbors; with the Department of Labor and Training which will put us on Channel 10 & 12, their website *NetworkRI*, in their directories and our ad will possibly be put on Projo; and we have advertised on our website's bulletin board and subscriber service. Discussion regarding not making changes to the ad at this time, but will research a few issues first. Chairman Moran asked that we find out if the town reimburses officers for education per the FOP contract.

CCRI track, pool and classroom rental – The CCRI Lincoln facility is reserved for Sunday, March 20, 2011.

Applicants thus far – We only have three (3) applicants at this time. If we don't get enough response from our advertisement, we may have to cancel the test.

Miscellaneous – Discussion regarding the standards for hiring State Police – Do they require a Bachelor's Degree? What are the requirements for other communities? This will be discussion will continue at the March meeting.

5) Discussion, consideration and action relative to the Promotional Police process.

We have seven (7) patrol officers wishing to be tested for the Sergeant's position, one (1) Sergeant signed up to be tested for Lieutenant and one (1) sergeant retaining his score from a previous exam.

NEW BUSINESS:

None

COMMUNICATIONS:

None

GENERAL DISCUSSION:

None

ADJOURN:

Motion to adjourn at 9:03 a.m. was made by Charlotte Gabrielson and seconded by Paul MacDonald. Voting was unanimous. Voting in favor were Chairman James Moran, Paul MacDonald and Charlotte Gabrielson.

Chairman James H. Moran

Date

The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY).