

MINUTES of the Personnel Board of the Town of Burrillville held Tuesday, July 9, 2013 at 8:30 a.m. at the Town Hall, 105 Harrisville Main Street, Harrisville, RI.

MEMBERS PRESENT: Valerie Leduc, Paul MacDonald and Charlotte Gabrielson – Alternate Member

MEMBERS ABSENT: None

CALL TO ORDER: The meeting was called to order at 8:50 a.m.

APPROVAL OF MINUTES:

- 1) Discussion, consideration and action relative to the approval of the June 11, 2013 meeting minutes and dispense with the reading of said minutes.

Motion was made by Valerie Leduc to approve the minutes of the June 11, 2013 meeting and seconded by Charlotte Gabrielson. The vote was unanimous.

APPROVAL OF INVOICES / EXPENDITURES:

- 2) Discussion, consideration and action relative to the CPS HR Consulting invoice dated June 11, 2013 for the Police Officer Sergeant promotional testing.

Motion was made by Valerie Leduc to pay the CPS invoice subject to discussions with CPS regarding a credit for the postage. The motion was seconded by Charlotte Gabrielson. The vote was unanimous.

- 3) Discussion, consideration and action relative to the CPS HR Consulting invoice dated June 11, 2013 for the Police Officer Lieutenant promotional testing.

Motion was made by Valerie Leduc to pay the CPS invoice subject to discussions with CPS regarding a credit for the postage. The motion was seconded by Charlotte Gabrielson. The vote was unanimous.

- 4) Discussion, consideration and action relative to the CPS HR Consulting invoice dated June 11, 2013 for the Police Officer Major promotional testing

Motion was made by Valerie Leduc to pay the CPS invoice subject to discussions with CPS regarding a credit for the postage. The motion was seconded by Charlotte Gabrielson. The vote was unanimous.

CITIZEN COMMENT: None

UNFINISHED BUSINESS to be considered and acted on:

- 5) Discussion, consideration and action relative to the Status of Lists.

The Board scheduled the dispatcher eligibility test for September 9th at 6 p.m. as that list has expired. The regular September Personnel Board meeting will be held at 5 p.m. on that date at the testing location.

6) Discussion, consideration and action relative to posting for dispatcher.

A posting is up for internal, union employees for a part-time union position as a Police Dispatcher.

7) Discussion, consideration and action relative to an event to mark the retirement of Chairman James Moran and to recognize his years of devoted service.

Chairman Paul MacDonald reminded the Board that the retirement dinner will be tonight at 6:00 p.m. at Bella.

NEW BUSINESS: None

COMMUNICATIONS: None

REQUEST FOR EXECUTIVE SESSION: None

GENERAL DISCUSSION:

Please include memorandums from the Director of Public Works regarding the Driver/Laborer/Operator hiring process on the next agenda.

ADJOURN:

Motion was made by Valerie Leduc to adjourn the meeting at 9:36 a.m. Charlotte Gabrielson seconded the motion. The motion to adjourn was unanimous.

Chairman, Paul MacDonald

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).