

North Smithfield Personnel Board

Minutes of October 9, 2007

Meeting held at the Primrose Fire Station

1470 Providence Pike, North Smithfield, RI

1. Called to order at 7:01 PM.

Members:

Present: Chairperson Suzanne Bernier, Vice-Chairperson Thomas Furey, Secretary Renée Rapko, Michael Naylor

Absent: Gary Lapierre

2. A. Motion made by Mr. Furey to accept the minutes of September 10, 2007. Mr. Naylor seconded. Motion carried.

B. Motion made by Mrs. Rapko to certify an application for the Finance Clerk I position. Mr. Naylor seconded. Discussion followed. From now on, the letter to the interviewing Department Head will state that the Personnel Board certifies applicant(s) pending results of the Bureau of Criminal Investigation (BCI) check. The Board will also require the respective Department Head or the Director of Finance/Human Resources to notify the Board as to the results of the BCI check. Motion carried.

C. The 2008 meeting schedule is attached. Mr. Furey made a

**motion to change the meeting time to 7 PM. Mr. Naylor seconded.
Motion carried.**

3. Jill Gemma, Director of Finance/Human Resources responded to the progress on the creation of the town's new web site. The town will be hiring, possibly through a bidding process, a web development firm vs. having students or volunteers. One firm was met with and they stated that it would probably be a 3-4 month turnaround time from start to finish. The hopes are for January if all goes well. Department Heads, Board and Commission members will be asked for their input when the time comes. Mrs. Gemma will keep us posted.

4. Motion made by Mrs. Bernier to adjourn at 7:30 PM. Mr. Furey seconded. Motion carried.

Respectfully submitted,

**Renée Rapko
Secretary**

Attachment

NORTH SMITHFIELD PERSONNEL BOARD

2008 MEETING SCHEDULE

MONDAYS AT 7:00 PM

JANUARY 14

FEBRUARY 11

MARCH 10

APRIL 14

MAY 12

JUNE 9

JULY 14

***AUGUST 12 (Tuesday)**

SEPTEMBER 8

***OCTOBER 14 (Tuesday)**

NOVEMBER 10

DECEMBER 8

*** Day change due to Holiday on Monday**