

'23 AUG 22 9:27AM
Jennifer Higgins
ORLEANS TOWN CLERK

PERSONNEL ADVISORY BOARD
MINUTES

April 19, 2023 at 2pm

Tonset Room, Town Hall, Orleans, MA

Approved:
8/21/23
[Signature]

Present were members Tom Genereux, Gail Meyers Lavin, Lorraine Normann (arrived at 2:02 pm), and Assistant Town Administrator Liana Surdut.

The meeting was called to order by Mr Genereux at 2 pm. Mr Genereux read out the Cape Cod Times Public Hearing Legal Ad of announcing the April 19, 2023 meeting to consider the proposed amendment to the Personnel Bylaw to be considered on May 8, 2023 at the Orleans Town Meeting. He convened the Public Hearing to discuss Article 52 of the Warrant and read it and its Summary into the record as follows:

"To see if the Town will vote to amend Chapter 40, Personnel, to approve a 3% cost of living wage increase for the period July 1, 2023 to June 30, 2024 (FY24) for those employees who are covered by the Personnel Bylaw Compensation Plans and those employees covered by individual contracts and employment agreements; and to amend sections of the bylaw to reflect existing policies and procedures of the town, as set forth in the amendment on file with the Town Clerk, or to take any action relative thereto (Select Board).

This article updates certain provisions of the Personnel Bylaw and approves a 3% cost of living wage increase for all non-union employees. Funding for the COLAs is included in the FY24 operating budget. A copy of the proposed changes is on file with the Town Clerk."

There were no public comments.

It was moved by Mr Genereux to close the public hearing, seconded by Ms Lavin, and voted 3-0-0 at 2:04 pm.

It was moved by Ms Lavin, seconded by Mr Genereux, and voted unanimously to approve Article 52 as printed in the Warrant 3-0-0.

It was moved by Mr Genereux, seconded by Ms Normann, and voted unanimously 3-0-0 to approve the Minutes of October 5, 2022.

There was a discussion of possible Future Agenda Items, including the Collins Center compensation and classification study, which Ms Surdut explained was being done in phases but had been delayed. She said that the first part, the comparative survey of other towns first part was almost complete, but no meeting had been set up to meet with the Select Board yet. She noted that the Town's plan is almost 30 years old and that in some places the pay scales are skewed and the separation between the grades is not always the same. She said that she will advise the PAB when more information is available.

Also mentioned was the appointment of the new Town Manager Kim Newman and if she might be asked to come to the next meeting to introduce herself.

It was moved by Mr Genereux, seconded by Ms Normann, and voted unanimously 3-0-0 to adjourn at 2:31 pm.

Respectfully submitted,

[Signature: Gail Meyers Lavin]

Gail Meyers Lavin, Clerk