

MEETING MINUTES of the Personnel Board of the Town of Burrillville held Tuesday, May 11, 2021, at 8:30 am, Municipal Court Room, 1477 Victory Hwy., Burrillville, RI 02830.

This meeting will be held in accordance with the provisions of the Governor's Executive Orders 20-46 and 21-40. All members of the Personnel Board will be participating in person or remotely via Zoom. Members of the public can listen and/or participate in the meeting, as required, by the means listed below:

Please click the link below to join the webinar:

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Passcode: 016125

Telephone: (Toll Free) or 877 853 5247 (Toll Free) or 888 788 0099

Webinar ID: 880 9263 8255

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MEMBERS PRESENT: Paul A. MacDonald, Chairman, Robert Tetreault, Charlotte Gabrielson and Tony Wood

OTHERS PRESENT:

CALL TO ORDER: The meeting was called to order at 8:32 am by Paul A. MacDonald, Chairman.

APPROVAL OF MINUTES:

- 1) Discussion, consideration and action relative to the Tuesday, April 13, 2021 meeting minutes and dispense with the reading of said minutes.

Motion to approve the April 13, 2021, meeting minutes was made by Robert Tetreault, seconded by Charlotte Gabrielson. The vote was unanimous.

APPROVAL OF INVOICES /EXPENDITURES: None.

NEW BUSINESS CONSIDERED AND ACTED ON:

- 2) Discussion, consideration and action relative to reviewing and updating the Town's Classification Plan.

Personnel Board would like to meet with Mike Wood, Town Manager to discuss this agenda item in more detail.

OLD BUSINESS:

- 3) Discussion, consideration and action relative to testing for Financial Aide through CPS HR.

Letters notifying applicants of testing on Thursday, June 10 at 6:00 pm in the Municipal Court Room have been mailed out (or emailed). They have also been called to remind them of the \$20 fee for the testing which needs to be collected prior to the test date.

- 4) Discussion, consideration and action relative to testing for Administrative Aide through CPS HR.

Letters notifying applicants of testing on Tuesday, June 8 at 6:00 pm in the Municipal Court Room have been mailed out (or emailed). They have also been called to remind them of the \$20 fee for the testing which needs to be collected prior to the test date.

5) Discussion, consideration and action relative to virtual testing.

This agenda item will be taken off the Personnel Board agenda until further notice due to security issues.

CORRESPONDENCE: None.

ADDITIONAL NEW BUSINESS:

Discussed offering a deferred compensation plan (457/401K) for non-union supervisors possibly being matched by the Town Council. No votes or decisions were made at this discussion.

GENERAL DISCUSSION:

ADJOURN:

Motion was made by Charlotte Gabrielson to adjourn at 9:07 am, seconded by Robert Tetreault.

Paul A. MacDonald
Paul A. MacDonald, Chairman

6/8/21
Date