

# TOWN OF DOVER, MA

## Personnel Board Meeting Minutes

June 13, 2022

Location/Time: Zoom Meeting, 1pm

Personnel Board present: Mary Carrigan, Chairman, Juris Alksnītis, and Mary Hornsby

Guest present: Ruth Townsend.

- 1. Acceptance of Minutes.** The Board reviewed and approved its May 26 and June 6, 2022 minutes.
- 2. Review of classification & compensation process next steps.** Postponed as Assistant Town Administrator K. O'Brien was unexpectedly unavailable due to an emergency.
- 3. Potential candidate for Personnel Board.** The Town By-Law, Sec. 44-5.A. provides for an appointed 5-member Board. One Board member position has been open for a long time. The Board of Selectmen appoint 3 members, the Town Moderator 1 member, and the Warrant Committee 1 member. Ruth Townsend has a history of serving on several Town boards and committees over a number of years, and is interested in serving on the Personnel Board due to her background in human resources. She is contacting the Board on her own initiative, and not as a result of a nomination. Her meeting with the Board was a good mutual discussion. Board members explained their backgrounds, perspectives, and upcoming personnel matters. R. Townsend shared about serving on other Town boards and her human resources background. The Board was pleased with Ruth's interest, and will be looking into the process and timeline by which we can fill the vacancy.
- 4. Next Board Meeting:** June 20, 2022, 2PM via Zoom.

Respectfully submitted,

Juris Alksnītis