

TOWN OF DOVER, MA

Personnel Board Meeting Minutes

Aug. 11, 2021

Location/Time: Zoom Meeting 12 noon.

Personnel Board Present: Mary Carrigan, Chairman, Juris Alksnītis, Mary Hornsby, Sue Geremia, Chris Dwelley, Town Administrator, *ex officio*, and Katelyn O'Brien, Assistant Town Administrator

- 1. Dover's compensation position to market.** C. Dwelley noted that the Board may also want to consider whether the positions with major under-market differentials might be outliers. In the event this issue is raised, it would be good to know the extent to which there is any impact on the position to market calculation. The Board will rely on C. Dwelley to calculate the position to market without these positions and advise the Board.
- 2. Upcoming reclassification requests.** C. Dwelley anticipates requests will be submitted to the Board in mid-September pertaining to reclassification of the Supervisor of Streets and IT/Web positions.
- 3. Annual COLA recommendation presentation to the Warrant Committee and Board of Selectmen.** The Board reviewed the draft power point presentation and noted some corrections and refinements. Juris compiled a follow-up list of changes which will be addressed by e-mail and sent to M. Carrigan. K. O'Brien will update slide #8.
- 4. Next Zoom meeting:** Tuesday, Aug. 18, 2021, 11am.

Meeting adjourned at 1:20pm.

Respectfully submitted,

Mary Carrigan, Chair