

Town of Mansfield

Personnel Committee

May 5, 2009

Audrey Beck Municipal Building, Conference Room B

Members Present: Deputy Mayor Gregg Haddad, Councilor Helen Koehn

Staff Present: Assistant to Town Manager Maria Capriola, Town Manager Matt Hart

I. CALL TO ORDER

The meeting came to order at 6:15p.m.

II. MINUTES of 3/26/09

The minutes of 3/26/09 were adopted by the Committee.

III. RESOLUTION ON OPEN AND TRANSPARENT GOVERNMENT

The Committee will send a referral to the Communications Advisory Committee (CAC) regarding the open and transparent government resolution passed by Town Council in April, 2009; Ms. Capriola agreed to send the referral to CAC on behalf of the Committee.

IV. PERSONNEL POLICIES

Ms. Koehn inquired about the Town's vehicle use/fleet use policies and procedures. Discussion occurred regarding the Town's policies and practices regarding employee use of the Town fleet (motor pool and assigned vehicles). No action was taken but the Committee will continue to discuss.

Ms. Koehn inquired about the \$10,000 annuity benefit granted to the Town Manager through his employment contract. Discussion occurred; staff informed the Committee that if they are interested in this topic, staff should invite the Finance Director to a future meeting since he has knowledge of payroll procedures and regulations governing annuity benefits. No action was taken but the Committee will continue to discuss.

V. ADJOURNMENT

The meeting concluded at 7:05 p.m.

Respectfully Submitted,

Maria E. Capriola

Assistant to Town Manager