

**TOWN OF MANSFIELD
PERSONNEL COMMITTEE**

**Monday, November 8, 2010
Beck Municipal Building, Conference Room B
Minutes**

Members Present: Deputy Mayor Gregg Haddad (Chair), Chris Paulhus, Peter Kochenburger

Other Council Members Present: Denise Keane

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

The meeting was called to order at 6:05 p.m.

1. APPROVAL OF MINUTES

The meeting minutes of 9/13/10 and 9/27/10 were adopted unanimously without objections.

2. NON-UNION WAGES AND BENEFITS ADJUSTMENTS

The Committee reviewed recommendations submitted by the Town Manager regarding proposed changes to the wages and benefits for non-union employees. Discussion included a split 1.5%/1.5% wage increase (cumulative 2.25% impact), changes to health insurance plan design and employee shares of the premium, and savings generated from plan design changes and negotiated lower rates for life and disability insurances. Through consensus and without objection, the Committee concurred with the Town Manager's recommendations and will submit this to the Council for its November 22nd meeting.

3. RULES OF PROCEDURE

Pledge of Allegiance. By consensus, the Committee agreed to recommend that Rule 3c be moved to Rule 2 and the following language be added: *For select national holidays, more specifically, President's Day, Memorial Day, Independence Day, and Veteran's Day, the Council will schedule ceremonial meetings which may include traditional and appropriate activities such as a recitation of the pledge of allegiance. Council members shall participate on a voluntary basis in the planning and scheduling of such ceremonial meetings.*

Rule 9c, Council Committee Appointments. Discussion occurred but no changes are recommended at this time.

The Committee will submit recommended changes to the Rules of Procedure to the Council as a whole for review and consideration at its November 22nd or December 13th meeting.

4. OPEN AND TRANSPARENT GOVERNMENT POLICY

The Committee reviewed a draft policy and agreed to submit the draft policy to the Council as a whole for review and consideration at its November 22nd or December 13th meeting.

5. PERSONNEL RULES

The Committee continued its review and discussion of draft revisions to the personnel rules through chapter 13.

The meeting adjourned at 7:25 p.m.

Respectfully Submitted,
Maria E. Capriola, Assistant to Town Manager