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TOWN OF CHELMSFORD
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Personnel Board Minutes, Meeting 6/22/21

Attendees: John Roark, Employee Rep., Jessica Porter, Chair, Patrick Lawlor, Member, Anneke Wade, Member, Patricia Wojtas, Select Board Liaison, Paul Cohen, Town Manager, and Jeanne Parziale, Human Resources Director.

Absent: One (1) appointed member position remains unfilled.

Meeting opened at 6:06 pm

Jessica Porter called the meeting to order and attendance was taken.

The first item for discussion was to have the Personnel Board consider adding Juneteenth-June 19 as a State recognized legal holiday to the Chelmsford Personnel Rules and Regulations. After some discussion of how the Town handles State recognized versus Federal holidays, a motion to recommend adding Juneteenth-June 19 as a State recognized legal holiday to the Chelmsford Personnel Rules and Regulations was made by Patrick Lawlor, seconded by Anneke Wade. Motion passed 4-0.

John Roark requested the Personnel Board review a discrepancy in the EMT Certification stipend paid to Non-Union Police Lieutenants currently at \$1,500 as compared to Patrol Officers who receive 6% of their salary, equal to \$4,500 and Sergeants equal to \$5,100. The Town Manager noted that this stipend is not even mentioned within the Non-Union Personnel Rules and Regulations but a carryover benefit to newly promoted Police Lieutenants. The Town Manager informed the Personnel Board that with the Sergeants collective bargaining agreement still not settled, now was not a good time to consider adjusting the stipend. Lt. Roark asked that the record reflect the request was made.

A review of Sections 1 thru 5 of the Personnel Rules & Regulations occurred. Final recommended changes will be presented after the entire document is reviewed.

The next meeting will be scheduled in the Fall.

Motion to adjourn. Seconded. Unan.

Respectfully Submitted,



Jeanne Parziale
Human Resources Director