



TOWN OF SHREWSBURY

Richard D. Carney Municipal Office Building
100 Maple Avenue
Shrewsbury, Massachusetts 01545-5398

Minutes Personnel Board Meeting April 17, 2020

Present: Theresa Flynn, Anthony Froio & Robert Cashman

Also Present Kevin Mizikar, Kristen Las, Kristina Anderson

Ms. Flynn called the meeting to order in Google Hangout at 8:35 AM using an agenda and meeting notice dated April 14, 2020.

On a motion by T. Flynn and a second by A. Froio, the Board voted 3-0 to accept the minutes of June 13, 2019, July 15, 2019, September 23, 2019 and March 2, 2020, as amended.

The Board discussed the work plan for FY 20 and FY 21. This will include continued implementation of the new classification and compensation system. The Board reviewed and approved of the compensation philosophy and recap memos to employees. The board discussed the timing of sharing the memos with employees, and stated that Town Meeting and the current COVID-19 Pandemic will determine the date. The memos will be dispersed a few days ahead of the Personnel Board's annual meeting with employees in advance of Town meeting.

The Board discussed a FY 21 cost of living adjustment, and did not vote. Mr. Mizikar will discuss with the School Department and various unions regarding a FY 21 cost of living adjustment to collect organization wide information and strategize before the board votes.

Ms. Anderson then explained that the purpose of the Personnel Bylaw amendments was to align definitions and practices with that of the result of the Classification and Compensation study. Mr. Mizikar explained that the compensation philosophy would be controlled by the Personnel Board and amended as needed. Mr. Mizikar then discussed the proposed timeline due to the delay of Town Meeting due COVID-19.

Mr. Mizikar then discussed the status of current collective bargaining negotiations. There was not a memorandum of agreement in place for the Custodian Union, but they had reached a verbal agreement. Mr. Mizikar discussed moving forward with the creation of the Lieutenant rank within the Fire Department. Mr. Mizikar also explained that the negotiations with public works were in the preliminary stage.

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Ms. Flynn inquired if there were any department heads expected to retire before the beginning of the next fiscal year. Mr. Mizikar responded stating that Michael Hale, SELCO General Manager, would be retiring as well as James Hester, Chief of Police.

Ms. Flynn made a motion to adjourn the meeting, the board voted to adjourn at 9:20 AM.

Respectfully Submitted,

Kristina B. Anderson
Assistant to the Town Manager
Human Resources Coordinator

Referenced Materials
Meeting notice April 14, 2020
Compensation Philosophy & Recap Memos to Employees