

MINUTES OF WAGE AND PERSONNEL BOARD MEETING

MONDAY, MAY 2, 2022

Chairman Lorraine Burgio called to order a meeting of the Wage and Personnel Board at 6:00 p.m. on Monday, May 2, 2022, in Room 101 at the Kingston Town House. Present was member James Soule. Tina Betti, Human Resources Manager, was also present. The meeting was recorded and available to the public by Zoom.

The public was asked to inform the Chair if anyone was recording the meeting. No response was received.

Tina Betti provided the following Human Resources update:

- The position of Archivist is still open.
- The Adult Reference Librarian has resigned and the position will be posted.
- The open enrollment period for medical and life insurance is underway.
- A benefits comparison study is being done with a benefits consultant.
- The Compensation Study is ongoing with employee interviews scheduled to start May 16. Elected officials and contracted employees are included in the study. A few employees have decided not to participate. Information from comparable towns will be collected by Ms. Betti.

The Board prepared for Annual Town Meeting. There were no questions on the presentation prepared by Lorraine Burgio for Annual Town Meeting. James Soule explained the Board's recommendations at a meeting of the Finance Committee, which were approved.

The Board reviewed the mail.

The draft meeting minutes were reviewed. Motioned by Lorraine Burgio and seconded by James Soule, the Board unanimously voted to approve the minutes of Monday, April 11, 2022.

The Board will be posted for Annual Town Meeting.

The executive secretary will prepare a draft of the FY2023 Bylaw with changes voted at Annual Town Meeting.

The Board will have its next regular meeting on Monday, June 13, 2022, at 6:00 p.m. in Room 101 at the Kingston Town House.

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The meeting was adjourned at 6:19 p.m.

Respectfully submitted,

Jennifer B. Scavone
Executive Secretary

/jbs

Meeting Documents: (1) presentation for Annual Town Meeting prepared by Lorraine Burgio and (2) draft meeting minutes for April 11, 2022

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