

**PERSONNEL BOARD  
TOWN OF BOXBOROUGH  
DRAFT MEETING MINUTES**

**March 15, 2021**

**Joint Meeting and Public Hearing with the Select Board conducted via Zoon**

**Meeting called to order:** 7:30 PM

**Members in attendance:** Susan Bak (Chair), Anne McNeece, Abby Reip

**Members absent:** Nancy Settle-Murphy, Sheila Bauer

**Other Attendees:**

**Select Board members:** Wes Fowlks, Maria Neyland, Bob Stemple, Les Fox, John Markiewicz

**FinCom members:** Gary Kushner, Becky Neville, Dianna Lipari, Ling Chen

**Others:** John Fallon, Town Moderator, Ryan Ferrara, Town Administrator, Paul Fillebrown (part of meeting), Rajon Hudson, Assistant Town Administrator, Jennifer Barrett, Town Accountant, Bentley Herget, Building Inspector, Cheryl Mahoney, Admin. Assistant, Nora Michnovez, DEI committee, Jennifer Campbell, Library Trustee.

**Attachments/handouts:**

- Personnel Board agenda
- Legal notice of Public Hearing of Personnel Plan FY2022
- PowerPoint Personnel Plan FY2022
- Classification and Compensation Schedule FY2022
- Personnel Plan Proposed FY2022

**Subjects discussed:**

The purpose of the meeting was to present changes to the Personnel Plan including the Classification and Compensation schedule FY2022.

Susan Bak presented and explained the proposed changes to the Personnel Plan. She responded to questions about the Personnel Board's recommendation not to provide a step increase due to the current state of the economy.

**Meeting adjourned at 7:55 PM**

Susan adjourned the Personnel Board meeting at 7:55 PM. Abby seconded the motion. Roll call vote: Anne McNeece aye, Abby Reip aye, and Susan Bak aye. Approved unanimously.

Respectfully submitted,  
Susan Bak