



MINUTES OF THE CITY OF NEW LONDON
PERSONNEL BOARD MEETING
HELD March 23, 2010

The meeting was called to order by Chairperson Bertha Willoughby at 4:39 p.m. with herself, Don Macrino, and Robert McCredie in attendance, as well as Personnel Coordinator Welch. Ms. Gillis was unable to attend.

The minutes of the Personnel Board Meeting held February 9, 2010 were reviewed. A motion was made by Mr. McCredie, seconded by Mr. Macrino that the minutes of the Personnel Board meeting of February 9, 2010 be approved as submitted, with one correction. Vote on the motion: Unanimous.

Citizen Participation: Councilor Sprecaze was in attendance; he informed the Board that he will attempt to attend as many meetings as possible in the future, since he is the Council liaison to the Personnel Board.

Communications:

New Job Openings:

Current there are no new job openings, but future openings were discussed.

Action Agenda:

Discussion of Firefighter Recruitment:

Ms. Welch presented information regarding a grant that would provide the City with several additional Firefighters. However, in order to take advantage of the funds, recruitment, testing and appointment must occur within 90 days of the grant approval. Therefore, in consideration that approval is now very likely, the Fire Chief has requested approval to conduct a recruitment of Certified Firefighters.

After discussion it was agreed by the Board that the Certified Firefighter recruitment made sense in this instance.

Public Works Recycling Maintainer Job Description:

A new job description for single-driver recycling collection was reviewed and the Classification level discussed.

A motion was made by Mr. McCredie, seconded by Mr. Macrino to approve the job description and appointment/promotion plan for the position of Public Works Recycling Maintainer and to establish the position as a Public Works Grade Level 11.

Discussion of Personnel Rule #3:

Upon final review of Rule 3, Mr. McCredie requested that a portion of the second line of Section 1 be underlined, to ensure understanding that budgetary approval must be verified prior to posting to fill any position.

A motion was then made by Mr. McCredie and seconded by Mr. Macrino to accept the final version of Rule 3 with the one change recommended. Vote on the motion: Unanimous

Discussion of Personnel Rules # 4 and 5:

Each rule was reviewed line by line, with several changes noted as well as grammatical corrections.

A motion was made by Mr. McCredie and seconded by Mr. Macrino to accept the revised versions of Rules 4 and 5 with recommended changes. Vote on the motion: Unanimous

New Business:

The next meeting of the Personnel Board will be held on **April 20th at 4:30 p.m.**

Adjournment:

There being no further new business to come before the Board, a motion was made by Mr. Macredie, seconded by Mr. Macrino, to adjourn the meeting at 5:45 p.m. Vote on the motion: Unanimous

Respectfully submitted,

Bernadette M. Welch
Personnel Coordinator