

Personnel Board

Town of Harvard, Massachusetts

Tuesday, January 31, 2017

8:00 a.m.

Volunteers Room, Harvard Town Hall

Minutes

Review and grade Assistant DPW Superintendent job description

Review and grade Firefighter/EMT job description

Discussion of proposed warrant article (assessment of wage/classification/job descriptions) for Annual Town Meeting

Other Items

Present: Victor Normand, Don Ludwig, Diana Harte, Stu Sklar, Liz Allard

Others Present: Marie Sobalvarro, Assistant Town Administrator/Human Resource Director

Review and grade Assistant DPW Superintendent job description

Motion to Grade at Grade IX, based on composite committee score (5-0)

Review and grade Firefighter/EMT job description

Motion to Grade at Grade VIII, based on composite committee score (5-0)

Generalized support of warrant article, no votes taken.

Moved to adjourn at 9:00 a.m. (5-0)