



Town of Simsbury

933 HOPMEADOW STREET

SIMSBURY, CONNECTICUT 06070

Personnel Sub-Committee

Regular Meeting

Thursday, September 12, 2019

Main Meeting Room, Town Hall, 933 Hopmeadow Street

DRAFT - ADOPTED

Members Present: Sean Askham, Chris Kelly, Eric Wellman

Staff Present: Maria Capriola, Rachel Gravel, Lisa Karim

The meeting was called to order at 7:32am.

1) Library Job Descriptions

Ms. Gravel provided an overview of the proposed job description changes for two positions within borrowing and technical services: Library Technical Assistant and Library Technician. The changes are largely housekeeping to reflect modern library terminology and practices. Mr. Askham made the motion, seconded by Mr. Kelly to approve the job descriptions as presented. Motion passed unanimously. The job descriptions will be submitted to the union for review. Final adoption of the descriptions would be required by the Board of Selectmen.

2) Approval of Minutes

By consensus, the Committee reversed the order of items #2 and #3 on the agenda, and approval of minutes became item #2. By consensus, the minutes of August 5, 2019 and August 9, 2019 were approved as presented.

3) First Selectman's Stipend Evaluation

Only Sub-Committee members Askham and Kelly remained for the discussion on this topic. Through discussion, they believe the stipend should remain as is for the time being and that town expenses not political in nature should be paid for by the town separate from the stipend.

Adjourn

The meeting adjourned at 7:55am.

Respectfully Submitted,
Maria Capriola
Town Manager