

**Norwood Personnel Board
Regular Meeting Minutes
November 22, 2011**

The regular meeting of the Norwood Personnel Board (PB) was called to order at 7:10 PM on Wednesday, November 22, 2011 in the Finance Commission Conference Room located in Town Hall by David Hajjar, Chairman.

Present:

David Hajjar, Chairman
Willard (Will) Krasnow
Patterson (Pat) Riley
John Taylor (Jack)

Other Attendees:

Michelle Pizzi, HR Director

Absent:

Anne Haley, Vice-chair

1. Meeting Minutes

October 26, 2011

Chairman Hajjar indicated that there was one item under New Business that was not in the meeting minutes. This was information provided by Michelle Pizzi regarding a February 2012 hearing that may require a representative of the PB to outline for the Union our Reclassification Process. There were no additional changes proposed to the draft minutes.

On a motion by Jack Taylor and seconded by Pat Riley, the updated/corrected minutes for October 26, 2011 were unanimously accepted/approved.

2. Correspondence

A. The PB reviewed and discussed the letters and information traded between the PB and Town Counsel, specifically Michael Lehane. The PB is still concerned that the response from Town Counsel does not provide clarity to the essential issue at hand. That being whether the Town's Hiring Policy is applicable to the General Manager's office.

Pat Riley stated that it is the fairness of any individual who might have wanted to apply that could not apply since there was no posting, as required by Town Policy, that is of major concern to him.

The PB was in agreement that enough written correspondence has taken place and maybe a verbal discussion between Chairman Hajjar and Town Counsel is better at this time.

B. The PB reviewed 2 requests from Dorothy Vitale, Director of the Senior Center:

i. Dorothy submitted a written request to change the COA Outreach Worker position description. She requested that the sentence "In absence of the Director of the

