

**Norwood Personnel Board
Regular Meeting - Minutes
May 23, 2012**

The Regular Meeting of the Norwood Personnel Board (PB) was called to order at 7:15 PM on Wednesday, May 23, 2012 in the FinCom Conference Room, located on the 1st floor of Town Hall, by David Hajjar, Chairman.

Present:

David Hajjar, Chairman
Anne Haley, Vice-chair
Willard (Will) Krasnow
Patterson (Pat) Riley
John Taylor (Jack)

Other Attendees:

Michelle Pizzi, HR Director

Absent:

NONE

1. Meeting Minutes

a. April 25, 2012

There were no changes/updates.

On a motion by Anne Haley and seconded by Pat Riley, the April 25, 2012 Regular Meeting minutes were approved as submitted.

b. May 9, 2012

There were no changes/updates.

On a motion by Anne Haley and seconded by Pat Riley, the May 9, 2012 Special Meeting minutes were approved as submitted.

2. Board Elections

The annual election of the PB Chairman and Vice-chair is scheduled during a regular PB during the month of May:

a. Chairman – on a motion by Anne Haley and seconded by Jack Taylor, David Hajjar was nominated for Chairman. There being no other submissions, the PB voted unanimously to elect David Hajjar as Chairman for the upcoming year.

b. Vice-chair - on a motion by Pat Riley and seconded by Will Krasnow, Anne Haley was nominated for Vice-chair. There being no other submissions, the PB voted unanimously to elect Anne Haley as Vice-chair for the upcoming year.

3. Policy Work

a. Vacation Policy [#P-302] – the latest and final draft was submitted after further discussions with Town Counsel. In addition the following changes were made:

i. Section 3.2 – use “-” instead of “:” to be consistent with other Sections;

