BOARD OF SELECTMEN

P.O. Box 372
West Brookfield, Massachusetts 01585

BOARD OF SELECTMEN
MEETING MINUTES OF MARCH 29, 2022

PRESENT: Mrs. Diane Vayda; Chairman, Mr. David J. Pierce; Vice-Chair and Mr. Roland Sickenberger
ATTENDEES: Kevin Dorman and William Mansfield

Called meeting to Order at 5:15 PM

BOARD OF ASSESSORS – ADMINISTRATIVE ASSISTANT POSITION

The Board of Assessors provided a Letter of Recommendation on behalf of Renee Adams-White to fill the position of the Administrative Assistant to the Board of Assessors, which is vacant due to the Ms. DiMaio's retirement. Ms. Adams-White was the only applicant. The Personnel Board went out for advertisement twice. Due to her longevity and the fact that she has received her Assessor 101 training, it was decided to offer her the position at a starting rate of $20.64 (Grade 7/Step 4). This position is within the AFSCME bargaining unit. Beginning July 1, 2022, the salary will be increased by 2% ($21.06 – FY 23) as per the CBA.

Both Mr. Dorman and Mr. Mansfield feel that she will accept the position with that rate. The Assessors will address the vacancy of the Assistant Assessor in the weeks to come. With no further discussion and all parties agreeable, the following motion was made:

Motion to offer Renee Adams-White the position of Administrative Assistant to the Board of Assessors with a starting hourly rate of $20.64 (30 hours per week) made by Mr. Pierce; second: Ms. Vayda – unanimous.

ASSISTANT TOWN CLERK

Ms. Heather Gough applied for the position of Asst. Town Clerk. Although she does not have any municipal experience, her qualifications allow her to start at a Grade 6/Step 1 - $17.15/hr. With no further discussion the following motion was made:

Motion to appoint Ms. Heather Gough to the position of Asst. Town Clerk at a Grade 6/Step 1 - &17.15 per hour (12 hours/wk.) made by Mr. Pierce; second: Mr. Sickenberger – unanimous.

Motion to Adjourn made by Mr. Pierce; second: Mr. Sickenberger – unanimous at 5:55 PM.

Respectfully submitted,

Rebecca Acerra
Executive Secretary

Roland Sickenberger, Clerk

5/17/22
Date Approved