

**HARVARD PERSONNEL BOARD
MEETING MINUTES
January 19, 2023
Approved: May 18, 2023**

Chair Victor Normand called the meeting to order at 8:00 am, virtually, pursuant to Chapter 22 of the Acts of 2022, An Act Relative to Extending Certain COVID-19 Measures Adopted during the State of Emergency, and signed into law on July 14, 2022

Members Present: Victor Normand, Don Ludwig, Diana Harte, Liz Allard, and Ethan Pride

Others Present: Marie Sobalvarro, Nick Browse, Brittany Blaney

Approve Minutes

Don Ludwig made a motion to approve the minutes of November 28, 2022, as revised, Diana Harte seconded the motion. The vote was unanimously in favor of the motion.

Discussion and Vote on the request of HCTV

The stipend schedule rate for the entry level position is below the state minimum wage. HCTV request consideration to add a new flex rate to the bottom of the existing schedule.

Diana Harte made a motion seconded by Don Ludwig:

That a line be added to the Stipend Schedule as follows establishing a minimum wage equal to the state minimum of \$15 for FY 2023 if the position could not be filled with the Town minimum wage. That the stipend/rate be made to any named position upon the request of the Department Head and subject to approval of the Town Administrator.

The motion passed unanimously

Discussion and Vote on the Merit Increase for FY2024

Despite the strong argument made that merit pay should not be affected by the cost of living increase, a motion was made by Don Ludwig and seconded by Diana Harte that the merit increase be set at 1% for FY 2024. The motion passed by majority with Liz Allard voting no.

Public Comment

There was no public comment.

Adjournment

Don Ludwig made a motion to adjourn the meeting at 8:24 am. Diana Harte seconded the motion. The vote was unanimously in favor of the motion.

Respectfully submitted,

Victor Normand