

**PROVINCETOWN PERSONNEL BOARD
MEETING OF FEBRUARY 23, 2012
MINUTES**

Present: Lisa Westervelt, Jane Harper, Christie Hardwick, Andrew Aull

Absent: Tina Trudel

Other: Town Mgr. Sharon Lynn

Called to order at 12:15; All Motions were unanimously approved unless otherwise noted.

MOTION, Jane/Second Andrew - to approve the minutes of the prior meetings 11/22/11 and January 23, 2012

Discussion - Changes to Schedule A, Non-union personnel:

- Change Tourism Director's grade from 9 to 11;
- Consolidate administrative staff from 2 positions to 1.5;
- Approve Schedule A for insertion into Town Meeting Warrant

**MOTION TO APPROVE SCHEDULE A for insertion into Town Meeting Warrant
Andrew/Second Jane**

Discussion - performance appraisals

**MOTION TO APPROVE SCHEDULE C for insertion into the Warrant,
Lisa/Second Jane**

Discussion - proposed changes to Schedule B

**MOTION TO APPROVE SCHEDULE B for insertion into the Warrant,
Christie/Andrew**

Discussion - Town Mgr wanted us to be aware that DPW request two fulltime custodians for the elementary school and that the TM recommends a police janitor/jailer move from the police union to AFSCME

Adjourned 2:00, MOTION Christie/Second Lisa