

Town of Hampton
Board of Finance HR Committee
Special Meeting Minutes
Thursday, March 28, 2013
Hampton Town Hall
10:00 am

Call to order

The meeting was called to order at 10:00am.

Members present: Margaret Haraghey, Penny Newbury.

Members absent: Dan Meade.

Review/approval of minutes

Penny moved and Margaret seconded to approve the minutes of the 2/14/13 meeting amended by removing the entire "New Business" section; motion passed unanimously.

Penny moved and Margaret seconded to approve the minutes of the 3/14/13 meeting; motion passed unanimously.

Old Business

Further review of updated job descriptions

- Public Works Supervisor. The revised job description was slightly amended and consolidated. Further work needs to take place.

New Business

Next Steps

- Discussion revolved around the position of Librarian and what steps the Library Board can take to resolve the issues of the Librarian position.

Determine next job descriptions to review

- Public Works Laborer
- Public Works Operator

Set next meeting date

The next meeting will take place on Tuesday, April 2nd at 10am.

Adjournment

The meeting was adjourned at 11:46am.

Respectfully submitted,

Kathi Newcombe, Board of Finance Recording Clerk