Minutes from FHD Personnel Subcommittee meeting January 7, 2022

Present: Tom Martin, Robby Armenti, Fran Fortino, Mike Kurland, Mark Bushee, Alex White, Donna Gibson.

Meeting Opened at 10:02 AM.

Work on Personnel Policy was put on hold to address more pressing issues.

Alex handed in his office keys yesterday saying that he felt that ongoing communication difficulties were preventing him from working effectively until his original end date of January 20, 2022. However, Alex expressed his desire to continue to be a resource to the board and its members. MK motioned to accept Alex’s resignation; FF seconded it. Amended motion to pay Alex through today, Jan. 7, 2022 plus the 2 weeks of vacation time owed him. Unanimous agreement ensued. Committee will pass this vote on to the full board meeting on Friday, Jan. 14, 2022.

Mike Kurland was asked to be on the Personnel Committee and he agreed. Will pass this recommendation on to the next full board meeting for approval.

Tom Martin voiced his sense of the stresses all have been under with the pandemic and opened the meeting to others’ perspectives of communication problems. Other members voiced their perspectives.

Members voiced individual concerns of SNAFUS that have happened in recent weeks and the need to decide on how best to move forward and to be more communicative and decide on priorities.

Priority list as follows:

* Importance of returning phone call messages as quickly as possible;

* Work on getting each town’s websites up-to-date with FHD contact information to alert stakeholders and residents to follow best channels. (Calling office number rather than individual staff at 413-268-8404) and Mark checking calls on Monday and Fridays when Janet is not in office.

* Sending out to businesses in each town (Mark) an email that outlines clearly the process of online permitting and the concessions Mark will make to assist them when they have difficulty. Spreading out this process over coming months to lessen the burden of this extra work for Mark.

* Get out advertising for a part-time inspector position to appropriate newspapers and organizations with the salary range of $22 to $30/hr. Then reviewing applications, doing interviews and recommending subcommittee’s choices to full board.

* Best ways to reach Mark is to telephone and email him.

Next FHD Personnel Committee meeting: Friday, January 21, 2022 at 10:00 AM.

Respectfully submitted by Donna Gibson