

**SELECT BOARD AS PERSONNEL BOARD  
OPEN SESSION MINUTES OF WEDNESDAY, MARCH 23, 2022**

In attendance: Chair Lindsay Vayda, Vice Chair Pamela Campanella, Clerk William Watkins, Associate David Reilly, Town Administrator Gregory Hanley Absent: Associate Daniel Lee

1. Call to Order – Chair Lindsay Vayda called the meeting to order in the Noel C. King Conference Room and via Zoom.
2. Confirm Future Meeting Dates – The Board confirmed the following dates: March 30, 2022, April 13, 2022 and April 27, 2022.
3. Citizens' Forum – Patty Conway addressed the Board about the Open Space Committee and volunteer applications. There was a discussion amongst the Board about the DEI Committee and culture of the town. PJ Duggan from the Finance Committee spoke about past practices for committee budgets. The Board agreed that if any resident has an issue or concern, they should put it in writing and submit it to the Town Administrator.
4. Town Administrator's Report – Town Administrator Gregory Hanley had nothing to report out. There was a brief conversation about the Blue Drop station at Stanney's and PFAS remediation.
5. Human Resources Presentation – Andrea Terkelsen from Eric Kinsherf's firm presented on current HR operations and the open enrollment process. This included a Q&A session. There was a lengthy discussion about the need to hire two individuals for temporary HR consulting until July 1<sup>st</sup>. Town Administrator Gregory Hanley explained that Mary Beth Bernard would work directly with the Select Board, specifically William Watkins and David Reilly to create policies and build out the HR Department as they see fit. Angela Siciliano would serve as the Interim HR Director to help with day-to-day operations and the open enrollment process. William Watkins and David Reilly provided the Board with their work product on HR. Chair Vayda recommended that they give their report to the consultant for review.
6. Temporary HR Consulting Contracts – MOTION to approve the contract between the Town of Holbrook and Mary Beth Bernard for temporary HR consulting, by Pamela Campanella, 2<sup>nd</sup> by David Reilly. Roll call vote: 3-1. Watkins voting no, Reilly voting yes, Campanella voting yes, and Vayda voting yes.

MOTION to approve the contract between the Town of Holbrook and Angela Siciliano as Interim HR Director, by Pamela Campanella, 2<sup>nd</sup> by David Reilly. Roll call vote: 4-0. Watkins voting yes, Reilly voting yes, Campanella voting yes, and Vayda voting yes

7. Adjourn – MOTION to adjourn, by William Watkins, 2<sup>nd</sup> by David Reilly. Roll call vote: 4-0. Campanella voting yes, Reilly voting yes, Watkins voting yes, and Vayda voting yes.