



**Town of West Newbury
Select Board
Monday, November 14, 2022 @ 7:00pm**
381 Main Street, Town Office Building
www.wnewbury.org

Open Session Meeting Minutes

Open Session: Open Session was called to order at 7:00pm by Chairperson Archibald

Participation at the meeting:

David Archibald, Richard Parker, and Wendy Reed *Select Board Members*
Angus Jennings, *Town Manager*
James Blatchford, *Town Clerk*

Announcements:

- This meeting is being broadcast on local cable TV and recorded for rebroadcast on the local cable channels and on the internet. Meeting also accessible by remote participation; see agenda for details.
- Call for volunteers! Open positions on Boards/Commissions/Committees. See www.wnewbury.org/volunteer
- Reminder to subscribe for emailed Town agendas/news/announcements at www.wnewbury.org/subscribe

Regular Business

A. Review of draft work products from Wage/Classification Study; process/timeline to finalize study

Jennings updated the Select Board on the progress of the draft job descriptions and stated eight position descriptions remained to be reviewed. Jennings stated the draft job descriptions would be circulated to staff for comment and hoped to discuss finalization at the December 5th meeting. Jennings hoped any rate changes could be approved at the December 19th meeting in order for retroactive pay to be included in employee 2022 tax documentation. **No motion was made at this time.**

B. Follow up meeting assignment; placing items for future agendas

No items were noted to be placed on future agendas.

Archibald made a motion to adjourn open session and to return to executive session. Parker seconded. Motion unanimously passed (3 yes, 0 No, 0 Abstain). Open session adjourned at 7:07pm.