

MINUTES  
TOWN OF BELMONT  
NEW HIRE ADVISORY COMMITTEE  
THURSDAY APRIL 23, 2020 AT 8:30AM  
REMOTE PARTICIPATION

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

DATE: April 29, 2020  
TIME: 9:07 AM

**CALL TO ORDER**

A meeting of the New Hire Advisory Committee was called to order by Geoffrey Lubien at 8:32am. Geoffrey Lubien, Ralph Jones, Sami Baghdady, Jon Marshall and Shawna Healey were present.

**Discussion of Open Positions**

**Review and Recommendations**

Mr. Lubien started the meeting confirming members received the draft memo he sent out late last night for review, everyone had received it.

Mr. Jones thinks it looked good.

Mr. Baghdady noted the minutes were very detailed and wants to be sure the name of the committee is accurate on all minutes New Hire Advisory Committee.

Ms. Healey noted she will make the change.

Ms. Healey recommended including the potential savings in the memo to the board.

Mr. Lubien noted he will review and edit the chart to get it on the memo.

Mr. Lubien noted he will get the memo to Patrice to provide to the Select Board prior to Monday's meeting and asked the committee members their thoughts on providing the memo to the department heads that participated in the meeting prior to the Select Board meeting.

Mr. Jones agreed it would be good for the departments to receive it prior to the Select Board meeting.

Mr. Baghdady thinks the department heads should receive it but not until after the Select Board received their copy.

Mr. Marshall recommended providing the memo to the department heads on Monday during the day prior to the Select Board meeting that way we know the Select Board members have received it.

The committee agreed with Mr. Marshall.

Mr. Baghdady suggested including the committee member names on the memo to the Select Board.

Mr. Lubien noted he would make that edit.

Mr. Baghdady made a motion to approve the memo to the Select Board with the suggested edits from today's meeting. Seconded by Mr. Jones. Roll Call Vote 5-0-0. Sami Baghdady Aye, Ralph Jones Aye, Jon Marshall Aye, Geoffrey Lubien Aye, Shawna Healey Aye

### **Review Minutes**

Mr. Jones made a motion to approve minutes from the meetings on Tuesday April 21, 2020 and Wednesday April 22, 2020 with suggested edits. Seconded by Mr. Baghdady. Roll Call Vote 5-0-0. Sami Baghdady Aye, Ralph Jones Aye, Jon Marshall Aye, Geoffrey Lubien Aye, Shawna Healey Aye

Ms. Healey made motion to approve today's minutes with review of the Chair, Geoffrey Lubien. Seconded by Mr. Lubien. Roll Call vote 5-0-0. Sami Baghdady Aye, Ralph Jones Aye, Jon Marshall Aye, Geoffrey Lubien Aye, Shawna Healey Aye

### **Adjournment**

Mr. Lubien made a motion to adjourn at 8:47am. Seconded by Mr. Baghdady. Roll Call Vote 5-0-0. Sami Baghdady Aye, Ralph Jones Aye, Jon Marshall Aye, Geoffrey Lubien Aye, Shawna Healey Aye

Respectfully Submitted,

Shawna Healey

Assistant Human Resources Director