

**PROVINCETOWN PERSONNEL BOARD  
MEETING OF MAY 6, 2013  
MINUTES**

Present: Tina Trudel, Lisa Westervelt, and Ann Maguire.

Other: Town Manager Sharon Lynn, who joined the group at 4:10

Absent: Andrew Aull.

Called to order at 4:00 p.m. All Motions were unanimously approved unless otherwise noted, with initials of the person who so moved, and who seconded.

1. Minutes of 10/10/12; motion to approve as amended, LW/TMT.
2. Public comments: None
3. Consideration of support to Board of Selectmen proposed ad hoc committee regarding Harbormaster personnel matters.

Background: Town Manager is currently supervisor of Harbormaster/Pier Master, who is appointed by the Pier Corp and approved by the Town Manager. Directors of the Pier Corporation gave the Harbormaster a performance review a few months ago.

Question: from TMT, was there a corrective action plan for any problems identified in the performance review?

Discussion: we are available for consultation on personnel-related matters such as reviewing job descriptions, performance reviews, etc.

Motion to send message to Board of Selectmen that we are available on a consultative basis to the Ad Hoc Committee to participate as needed.

4. Future meeting schedule - discussion to meet more frequently and help facilitate things like free training, webinars, etc.
6. Motion to Adjourn 4:55 TMT/LW