

Minutes of the Hingham Personnel Board

Wednesday June 30, 2021

The Personnel Board met remotely via Zoom, as an alternative means of public access pursuant to an Order issued by the Governor of Massachusetts dated March 12, 2020 suspending certain provisions of the Open Meeting Law. The Zoom meeting took place on Wednesday June 30, 2021. Present on the video/call were David Pace, Chairman, Russell Conn, Karen Johnson, Jack Manning and Courtney Orwig. Tom Mayo, Town Administrator, Kevin Ellis, Chair of the Planning Board and Gordon Carr, Member of the Planning Board were also present on the video/call.

1. Dave Pace, Chairman, called the meeting to order at 8:04 am.
2. The Board considered a new job description for the Community Planning Director position.

VOTED: To approve the Community Planning Director position description with modifications as presented at the meeting.

VOTED: To approve modification to the GovHR Job Evaluation Instrument Factor 5 Planning as presented at the meeting.

VOTED: To set the Community Planning Director position at Grade 12 in the Gov HR classification grading system.

There being no further business before the Board, the meeting adjourned at 8:43 a.m.

Respectfully submitted,

Courtney A. Orwig

Personnel Board Member