



**CITY OF DOVER**

## PERSONNEL ADVISORY BOARD - MINUTES

Meeting Type: Regular Meeting  
Meeting Location: City Manager's Office-288 Central Avenue, Dover, NH 03820  
Meeting Date: **Tuesday, February 13, 2007**  
Meeting Time: **5:30pm**

### 1. ATTENDANCE

In attendance: Tom Hardiman, Tom Parks, and Bob Weisner. Also in attendance, Human Resources Director, Sue Daudelin.

### 2. IDENTIFY BOARD'S ROLE

Sue Daudelin explained the role of Personnel Advisory Board; City Manager Joyal would like to have the Personnel Advisory Board as another set of eyes relating to various personnel related items. The first task to be addressed by the Personnel Advisory Board members will be to review the City of Dover's Merit Plan.

### 3. SELECT BOARD CHAIRPERSON

A motion was made by Tom Hardiman for Tom Parks to serve as the committee's chairperson; seconded by Bob Weisner. Unanimous. The committee members unanimously agreed they should change chairperson responsibilities quarterly.

### 4. NEW BUSINESS

Committee members took the opportunity to toss around ideas for other areas they may be able to have involvement. Some of the ideas mentioned related to Job Description and Department Head Contract reviews.

Next meeting scheduled for Tuesday, March 13, 2007, at 5:30 PM in the City Manager's Office.

### 5. ADJOURN

Bob Weisner made a motion to adjourn at 6:15 PM; seconded by Tom Hardiman; unanimous.