



**TOWN OF LUDLOW**  
**PERSONNEL ADVISORY BOARD**  
**488 CHAPIN STREET**  
**LUDLOW, MA 01056**

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TOWN OF LUDLOW

**Minutes of October 16, 2017**

PRESENT: John Auclair, Lisa Asta-Ferrero, David Bedore, William Dzierwinski, Evette Rodrigues.

Carrie Ribeiro Human Resource

Meeting began at 5:30 p.m. Adjourned at 6:04 p.m.

Mail reviewed.

MOVED by William Dzierwinski, second by Lisa Asta-Ferrero to approve minutes of June 5, 2017. 5-0 favor

Carrie Ribeiro discussed with the board about harassment by elected officials. How do we handle it?

John Auclair asked if they signed for the receipt of the Personnel Policy Manual.

Carrie Ribeiro answered yes they do.

A discussion was held on the manual states coverage all employees. The board agreed a letter should go out to all boards re: Code of Ethics and the Personnel Policy Manual. This should be a yearly practice at election time by the Board of Selectmen since they hold the authority to administer the Personnel Policy Manual.

MOVED by William Dzierwinski, second by Evette Rodrigues voted to adjourn at 6:04 pm. 5-0 favor

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