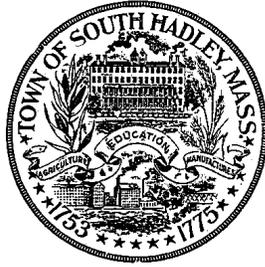


TOWN OF SOUTH HADLEY



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Personnel Report

July 21, 2014

To: Selectboard
From: Jennifer L. Wolowicz, Assistant Town Administrator

Julie Gentile, Payroll & Benefits Coordinator & I attended the New England Consortium of State Labor Relations Agencies annual conference on July 11th. Some of the program highlights were the current and future impact of the Affordable Care Act (ACA) on the public sector, negotiations and a focus on workplace bullying.

Our Professional Development Day was held July 18 with a walking tour of South Hadley Falls. We began the afternoon with lunch at The Roost as Mike Sullivan updated us on various matters. We headed to the Old Firehouse Museum after that and also had a wonderful tour of the new Library. We ended the day with a tour of the Gaylord Street complex and viewed the area that will be the marijuana cultivation site.

We have completed the transition to the Commonwealth SMART Plan for our deferred compensation program. Several informational sessions are being held for all employees who were enrolled with Nationwide to the transition so that they would have all questions answered ahead of time. We are also hosting sessions for employees who are not yet enrolled.

In the world of facilities management we have utilized Facility Dude for a full year now and in FY14 we logged in seventy-six (76) work orders ranging from "we have ants" to clogged roof drains. We had work orders at the COA, Police Department and Town Hall and the total costs were \$6,765.80, \$1,296.00 and \$31,413.34 respectively. In addition to the work orders submitted and completed we also completed some major & minor renovations to the office of the Clerk, Treasurer/Collector, Payroll, Human Resources and the Selectboard Meeting Room. We also had the auditorium windows tinted and made long overdue upgrades to the electrical in some offices (more to come).

Respectfully,

Jennifer L. Wolowicz
Assistant Town Administrator, South Hadley