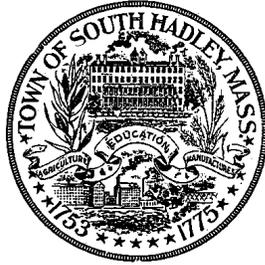


TOWN OF SOUTH HADLEY



JENNIFER L. WOLOWICZ
Assistant Town Administrator
Telephone (413) 538-5017
Fax (413) 534-1041

116 Main Street, Suite 103, South Hadley, Massachusetts 01075-2896
jwolowicz@southhadleyma.gov

Personnel Report

May 2, 2014

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

Our Professional Development Day was held on April 11 with a session titled *Time Management: The Training I Don't Have Time For* presented by Adam Mintz from All One Health, our EAP through MIIA. This session was well received and we have had several comments from staff regarding the Professional Development days and how much they are enjoying them.

We are actively recruiting for the Building Commissioner position and have started to receive resumes from potential candidates. Charlene Baiardi is doing a fine job in her role as Acting Building Commissioner. We have had the resources of our State Building Inspector David Holmes over the last week and he will continue to assist Charlene to ensure that all projects are in compliance.

Our first ever Employee/Retiree Benefits Fair was held on May 2 for our employees and retirees to have an opportunity to learn more about the benefits that are available to them. Representatives from BCBS, Dental Dental, Guardian Dental, Aflac, Boston Mutual, Hampshire County Insurance Trust & Hampshire County Retirement, Great-West Financial representing the Smart Plan & CanaRx were all in attendance. This was a successful event with approximately 85 employees/retirees attending. I would like to thank Julie Gentile, Payroll & Benefits Coordinator and Gloria Congram, Benefits Consultant for planning this important event. We heard many positive comments from the attendees and had representation from all departments. Some employees even came in on their vacation days to attend the Benefits Fair and with it being the first nice day of the week that certainly speaks to how important this information is to everyone!

Respectfully,

Jennifer L. Wolowicz
Assistant Town Administrator, South Hadley