



HUMAN RESOURCES BOARD  
Brookline Town Hall  
333 Washington Street  
Brookline, MA 02445

Edward DeAngelo, Chair  
Lori Cawthorne  
Gerald Raphael  
Dana Teague  
Elizabeth Venti

**Town of Brookline  
Human Resources Board  
Tuesday, April 12, 2016  
7:00 PM  
Town Hall – Room 214**

**Present:** Edward DeAngelo, Elizabeth Venti, Dana Teague, Lori Cawthorne,  
Gerald Raphael

**Also Present:** Sandra DeBow, Director of Human Resources, Marjie Lalli, Human  
Resources; Alison Steinfeld, Director of Planning and Community Development

**Senior Housing Planner, GN-13, Planning and Community Development**

Alison Steinfeld, the Director of the Planning Department, explained the changing functions in her office, creating the need for new positions. These positions will be rolled out during Fiscal Year 2017. The Town has completed bargaining with the union on the duties and grades of the following positions, with the understanding that the positions still had to be approved by the Human Resources Board.

The Senior Housing Planning position is consistent with qualifications that are required for an existing Senior Planner position. This position will assume some of the duties that were formerly performed by the now-vacant,-not-to-be-filled Housing Development Manager position. The functions will be more appropriate under a Senior Housing Planner. There are currently two full-time Housing Planners. One position will be eliminated when the senior Housing position is filled.

**Upon motion duly made and seconded, the Human Resources Board to classify the Senior Housing Planner as a grade GN-13 effective July 1, 2016.**

**Community Planner, GN-11, Planning and Community Development**

The former part-time Community Development Planner, referenced above, will be eliminated and the department will hire a full-time Community Planner. This position will support the Senior Housing Planner, performing duties of a Housing Planner, but will also support the Community Development Administrator, as the part-time CD Planner did. Again, the Department is creating flexibility in the planner functions across the Community Development Division, which will now be staffed with a Senior Housing Planner, a Housing Planner, a Community Planner and the CD Administrator whose job duties are primarily fiscal/administrative with less planning responsibilities.

**Upon motion duly made and seconded, the Human Resources Board to classify the Community Planner as a Grade GN-11 effective July 1, 2016.**

**There being no further business, Edward DeAngelo moved to adjourn the meeting which was unanimously approved.**