



TOWN OF PEPPERELL

Board of Assessors

February 13, 2018

Dear Select Board,

I am writing to formally file a grievance/harassment report against the Town Administrator Mark Andrews.

On Monday, February 12 at approximately 11:00 A.M., I asked to speak with Mr. Andrews. I wanted to know if my request to extend my assistant's hours had been included/approved in the budget. He told me that it had not been approved and was not in the budget which was to be presented to the Select Board that evening. I felt that it was my right as the department head to know why it hadn't been approved and I asked this of Mr. Andrews. He replied that there was no money for it. I suggested to Mr. Andrews that if 5 of the department heads were to get paid for the hours that they actually worked instead of full time aka 40 hours, there would more than enough money in the budget.

Mr. Andrews replied that he didn't understand what I meant. I explained to him that I had spoken to him before, a year ago last November at the Leadership Team Meeting, about a number of the department heads that put in for 40 hours per week of work, yet would leave on Fridays at Noon and actually not work a full 40 hours. I was reprimanded for outwardly mentioning this (what I term) dirty little secret and was threatened by Mr. Andrews into having to give him a written apology.

In reply, Mr. Andrews told me that he had been very lax with me about my hours and how I pick up my daughter in the afternoon and medical issues my family has been having. I felt threatened and bullied, that if I keep bringing up the inequality of the hours that he would reprimand me for taking time off.

I reminded Mr. Andrews that my 34 hours are always accounted for. I either use my sick, personal or vacation time or I make up the missing hours. My office has coverage Tuesday, Wednesday and Thursday in the afternoons when I leave early. I have a significant amount of hours accrued for vacation and sick time showing that I take very little time off. Furthermore, Mr. Andrews, when he restored hours on Friday morning, said that I had to have coverage in my office. As a result, I work 3 to 4 hours on Fridays. These hours need to be taken off during the week because I cannot earn overtime. I leave early on Tuesday and Thursday usually at 3:30. I pick my daughter up at 2:45 on Mondays and Wednesdays and come back to work. I am usually gone for 1 hour on these days. I use my lunch and 2 legal 15 minute breaks. On most

occasions, I arrive at the office between and 7:15 and 7:30. My hours are definitely accounted for. I stressed that my work was always done on-time and when requested and done well.

Mr. Andrews continued by telling me that the quality of my work was for "management" to decide. I find this amusing since the last review in 2016 that I received from Mr. Andrews was straight 8's across all areas. At no time since 2016 has he complained to me about my work. Interestingly, a copy of this review does not appear in my personnel file. I do have a copy signed by Mr. Andrews and my board. To me, this is just plain harassment.

In conclusion, I feel threatened that I may lose my job if I complain about the unfairness and inequality given to the employees at the Town Hall. This is the second time he has done this, the first was after the Leadership Team meeting. Instead of bullying me by bringing up my family, he should be working to correct his problem. I believe he is committing fraud every time he knowingly signs a time card that says a person worked 40 hours when they leave outwardly do not.

I hope that you take this grievance seriously and look into this matter as well as the inequalities that exist in our workplace.

Sincerely,
Maureen Bolger
Assistant Assessor