

Ayer Personnel Board

October 6, 2010

Ayer Town Hall

In attendance: Kathleen O'Connor, Chair, Lisa E. White, Clerk; Andrew Crowley, Member; Dennis Curran, Member

Call to Order: 7:00 p.m.

Lisa distributed copies of the Personnel By-Law obtained from the Town Clerk's office.

Dennis moves to accept the minutes of the 9/22/10 meeting, Andrew seconds, vote is unanimous in the affirmative.

Reviewed submitted suggestions for update/change to the revised Policies Manual. Lisa will contact two of the Town employees for clarification on suggestions.

Kathleen will compile all suggestions into a single document.

Public hearing is scheduled and posted for October 12, 2010. Next meeting is October 20 to review and vote changes.

Motion to adjourn at 8:30, vote is unanimous in the affirmative.