

AGENDA of the Personnel Board of the Town of Burrillville to be held Monday, September 18, 2006 at 8:30 a. m. in the Town Hall, Council Chambers, 105 Harrisville Main Street, Harrisville, RI.

MEMBERS PRESENT: Chairman James Moran, Valerie Leduc, Paul MacDonald

MEMBERS ABSENT:

CALL TO ORDER:

APPROVAL OF MINUTES:

1. Approval of July 11, 2006 meeting minutes and dispense with reading of said minutes.

APPROVAL OF INVOICES / EXPENDITURES:

2. CCRI invoice number 94049839 in the amount of \$175.00 for testing of Field Clerk candidates in "Basic and Intermediate Word and Excel".
3. CPS Human Resource Services invoice number SOP18763 in the amount of \$458.28 to test for the Probationary Police Officer position.

CITIZEN COMMENT:

UNFINISHED BUSINESS to be considered and acted on:

4. Discussion, consideration and action relative to helping the Redevelopment Agency of Burrillville hire a Community Coordinator.
5. Discussion, consideration and action relative to a hardship clause being added to missed test dates.
6. Discussion, consideration and action relative to Probationary Police Officer position.
7. Discussion, consideration and action relative to the Field Clerk position.

NEW BUSINESS to be considered and acted on:

8. Discussion, consideration and action relative to as to whether adding "mechanic" as a requirement for the Driver/Laborer/Operator position in the future is necessary. And whether we should have questions for applicants to study for this exam.

9. Discussion, consideration and action relative to the Personnel Board Budget.
10. Discussion, consideration and action relative to employee utilization.
11. Discussion, consideration and action relative to the status of lists.
12. Discussion, consideration and action relative to the Town Council adopting the "Code of Conduct".

COMMUNICATIONS

GENERAL DISCUSSION

ADJOURN