

AGENDA of the Personnel Board of the Town of Burrillville to be held Tuesday, October 13, 2009 at 8:30 a.m. at the Town Hall 105 Harrisville Main Street, Harrisville, RI 02830.

MEMBERS PRESENT: Chairman James Moran, Valerie Leduc, Paul MacDonald and Charlotte Gabrielson – Alternate Member

MEMBERS ABSENT:

CALL TO ORDER:

APPROVAL OF MINUTES:

- 1) Approval of September 8, 2009 meeting minutes and dispense with reading of said minutes.

APPROVAL OF INVOICES / EXPENDITURES:

- 2) Discussion, consideration and action relative to approving the Woonsocket Call invoice in the amount of \$177.08 for advertising the Town Engineer/Recycle Coordinator position.

CITIZEN COMMENT:

UNFINISHED BUSINESS to be considered and acted on:

- 3) Discussion, consideration and action relative to the Town Engineer/Recycle Coordinator.
- 4) Discussion, consideration and action relative to School Department's Superintendent search.

NEW BUSINESS

- 5) Discussion, consideration and action relative to filling the part-time, fill-in dispatcher position.
- 6) Discussion, consideration and action relative to Lt. Guglietta's request that we take driver's licenses at the time of application as a form of identification.
- 7) Discussion, consideration and action relative to filling the Driver/Laborer/Operator position.
- 8) Discussion, consideration and action relative to the status of lists.
- 9) Discussion, consideration and action relative to the resignation of the Director of Public Works.
- 10) Discussion, consideration and action relative to how the library payroll is set up and paid.
- 11) Discussion, consideration and action relative to the Assistant Director position at the library.

COMMUNICATIONS

- 12) Discussion, consideration and action relative to a part-time, temporary Administrative Assistant being chosen for the Charter Review Commission.
- 13) Discussion, consideration and action relative to the memorandum from the Town Manager dated September 15, 2009 regarding budgets and personnel.

GENERAL DISCUSSION

ADJOURN

The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY).