

AGENDA of the Personnel Board of the Town of Burrillville to be held Tuesday, January 12, 2010 at 5:00 p.m. at the Jesse M. Smith Library, 100 Tinkham Lane, Harrisville, RI.

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 December 8, 2009 meeting minutes and dispense with reading of said minutes.

APPROVAL OF INVOICES / EXPENDITURES:

CITIZEN COMMENT:

UNFINISHED BUSINESS to be considered and acted on:

- 2) Discussion, consideration and action relative to the Assistant Director position at the library. The job description last updated in July 2008 will be reviewed.
- 3) Discussion, consideration and action relative to the Jesse M. Smith Library Personnel Policies.

NEW BUSINESS:

- 4) Discussion, consideration and action relative to the hiring freeze that affects the Financial Aide hiring process.
- 5) Discussion, consideration and action relative to the FY2011 Personnel Board budget.
- 6) Discussion, consideration and action relative to the annual meeting schedule.
- 7) Discussion, consideration and action relative to the Deputy Tax Collector interviews.

COMMUNICATIONS:

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).