

**AGENDA** of the Personnel Board of the Town of Burrillville to be held Tuesday, September 11, 2012 at 8:30 a.m. at the Town Hall, 105 Harrisville Main Street, 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) Discussion, consideration and action relative to the approval of the August 14, 2012 meeting minutes and dispense with the reading of said minutes.

**APPROVAL OF INVOICES / EXPENDITURES:**

None

**CITIZEN COMMENT:**

**UNFINISHED BUSINESS to be considered and acted on:**

- 2) Discussion, consideration and action relative to the making sure our written advertisement reflects current policies and procedures.
- 3) Discussion, consideration and action relative to the recent process of filling positions – status of lists.
- 4) Discussion, consideration and action relative to consideration for Veterans.

**NEW BUSINESS:**

**COMMUNICATIONS:**

- 5) Discussion, consideration and action relative to Farmer's Market Municipal Day.

**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).