

AGENDA of the Personnel Board of the Town of Burrillville to be held Tuesday, January 13, 2015 at 8:30 a.m. at the Town Hall, 105 Harrisville Main Street, Harrisville, RI.

MEMBERS PRESENT: Paul MacDonald, Charlotte Gabrielson, Robert Tetreault and Tony Wood

MEMBERS ABSENT:

OTHERS PRESENT:

CALL TO ORDER:

APPROVAL OF MINUTES:

- 1) Discussion, consideration and action relative to amending the December 1, 2014 meeting minutes and dispense with the reading of said minutes.
- 2) Discussion, consideration and action relative to the approval of the December 9, 2014 meeting minutes and dispense with the reading of said minutes.

APPROVAL OF INVOICES / EXPENDITURES:

- 3) Discussion, consideration and action relative to the approval of the CPS Agency invoice for materials used at the Administrative Aide testing held on December 9, 2014 in the amount of \$630.30.

CITIZEN COMMENT:

OLD BUSINESS:

- 4) Review and discuss Status of Lists.
- 5) Discussion, consideration and action relative to the letter from the Chairman of the Library Board of Trustees regarding the upcoming retirement of the Library Director.
- 6) Annual Schedule of Meetings for 2015 to be received and filed.

NEW BUSINESS:

- 7) Discussion, consideration and action relative to the Personnel board Budget for FYE2016.

CORRESPONDENCE:

- 8) Jesse M. Smith Library Director, Sandra Mundy's official letter of retirement for April 30, 2015.
- 9) Legal opinion from Timothy F. Kane dated September 26, 2014 regarding who has the legal authority to hire, supervise, discipline and terminate librarians and other employees at the Jesse M. Smith Memorial Library.

GENERAL DISCUSSION:

- 10) Review and discuss items proposed for future agendas.

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).