



# TOWN OF MILLIS

Robert Cantoreggi, *Chairman*  
George Yered, *Clerk*  
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## OFFICE OF THE PLANNING BOARD

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April 11, 2017

**To:** Board of Selectmen  
Finance Committee

**From:** Robert Cantoreggi, Chair  
Planning Board

*RC*

**Re:** FY18 Budget – Requested Increase in Hours for Department Assistant II

The Planning Board recommends the increase in hours from 14 to 16 hours per week for Camille Standley, Department Assistant II. There has been a consistent deficit in the Salaries Clerical Account for at least the past four years.

With expanding responsibilities due, in part, to Open Meeting Law regulations, maintenance of web pages, adoption of new bylaws and subsequent increases in applications/filings, we recommend approval of the increase to maintain efficient operations for the office of the Planning Board.

Thank you.