



Meeting Posting & Agenda

Details:

Board – Committee – Commission: Personnel Board

Meeting Day, Date, Time: Thursday, January 31, 2013, 6:30 P.M.

Location: Emergency Operations Center, 1st Floor, Fire Station

Agenda:

- Open Meeting/Review Agenda
- Approve Meeting Minutes
- Approve Vouchers
- Position Description reviews: 1) Library Circulation Clerk, 2) Library Circulation Specialist
- Continued discussions: 1) Library Page position, 2) Classification & Compensation survey
- Action: Meritorious Bonus Program submissions
- Review/Qualify applications: 1&2) PT/FT dispatchers, 3) PEG TV access assistant
- Discuss/review COA Facilities Maintenance/Transportation Coordinator position
- Annual Report submission
- Future Meeting Date(s)

- Other topics not reasonably anticipated by the Chairman 48 hours in advance

- Adjournment

48 Hour notice for meetings of Boards and Committees –

Town Clerk must receive your meeting posting, including agenda, by at least 48 hours prior to the meeting.

The 48 hours notice cannot include Saturdays, Sundays or holidays.

Chairman's note: this meeting will be held if either of two conditions exists from the January 29 meeting: unfinished items or a lack of quorum. Otherwise, this meeting will be cancelled.

RECEIVED

By Kelly A. McElreath at 6:06 pm, Jan 24, 2013