



# TOWN OF UPTON, MASSACHUSETTS

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## PERSONNEL BOARD

### Meeting Posting & Agenda

#### Details:

Board – Committee – Commission: Personnel Board  
Meeting Day, Date, Time: Tuesday, November 5, 2013, 6:00 P.M.  
Location: EOC Room, 1<sup>st</sup> Floor, Fire Station

#### Agenda:

1. Call Meeting to Order / Review the Meeting Agenda
2. Approve Meeting Minutes of October 23, 2013
3. Qualify candidates for the COA Director Position
4. Review Animal Control Officer Job Description
5. Approve Vouchers (payroll, longevity)
6. Update from Town Manager/Personnel Coordinator
7. Future Meeting Date(s)
8. Other topics not reasonably anticipated by the Chairman 48 hours in advance
9. Adjournment

**RECEIVED**

*By Kelly A. McElreath at 10:12 am, Oct 28, 2013*

#### PERSONNEL BOARD

Michael Goodwin, Chairman  
Debra Amorelli  
Robert Carnegie  
Thomas J. Giblin III  
David Scribner

#### TOWN MANAGER

Blythe C. Robinson  
One Main Street • Suite 1  
Upton, MA 01568  
T: 508.529.6901  
F: 508.529.1010