

TOWN OF WAYLAND - TOWN CLERK'S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

Posted in accordance with the provisions of the Open Meeting Law
PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Personnel Board
FILED BY: John Senchyshyn, Interim Town Administrator/HR Director
DATE OF MEETING: Thursday, September 5, 2013
TIME OF MEETING: 7:00 p.m.
PLACE OF MEETING: Wayland Town Building

NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please keep in mind the Town Clerk's business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in an adequate amount of time.

Proposed Agenda

*Note: Items may not be discussed in the order listed or at the specific time estimated.
Times are approximate.*

7:00 pm	Public Comment
7:05	Discussion of Town Administrator Dismissal
7:50	Annual Report
8:00	Starting Wage Rate – Administrative Coordinator - DPW
8:05	Department Heads – Succession Planning
8:15	OPEB Committee Update
8:25	Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, if any
8:30	Adjourn

NOTE: Per changes to the Open Meeting Law, notice of any meeting of a public body shall include "A listing of topics that the chair reasonably anticipates will be discussed at the meeting". AG's Office guidelines state that the list of topics shall have sufficient specificity to reasonably advise the public of the issue to be discussed. Please list those topics on the above agenda. Revised Meeting Notice/June 23, 2010