

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

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PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Personnel Board

FILED BY: John Senchyshyn

DATE OF MEETING: February 8, 2016

TIME OF MEETING: 7:10 pm

PLACE OF MEETING: 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.

PERSONNEL BOARD

Proposed Agenda

February 8, 2016

7:10 pm Public Comment

7:15 Review and Potential Vote to Approve Asst. Fire Chief Job Description

7:25 Discuss Spring 2016 Civil Service Withdrawal Article with Chief Irving

7:45 Review and Potential Vote on WWMDC Request to Increase the Work Hours and Grade of the WWMDC Account Specialist

8:05 Review and Potential Vote to Approve Bylaw Language Changes, FTE Counts and Wage Scales for the Spring 2016 Personnel Board Warrant Article; Review and Potential Vote on Draft Response to the FinCom's Request for Warrant Preparation Information

8:35 Review and Potential Vote to Approve Starting Wage Rate for Community Health Nurse

8:40 Review and Potential Vote to Approve Teamsters Performance Evaluation Form

8:55 Review and Potential Vote to Approve CY 2015 Vacation Carryover Requests

9:00 Review and Potential Vote to Amend FMLA Policy

9:15 Discuss New FY 17 Budgeted Positions Approved by the Finance Committee

9:30 Review and Potential Vote to Approve Request from Police Union for Employee to Employee Transfer of Sick Leave

9:40 Review and Potential Vote to Approve Minutes of 12/15/15 and 1/11/16

9:45 Executive Session – Review and Potential Vote to Approve Executive Session Minutes of 12/15/15 and 1/11/16; Discuss Collective Bargaining Negotiations with Police Union

9:55 Topics Not Reasonably Anticipated by the Chair 48 Hours in Advance of the Meeting, if any

10:00 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.