



**MEETING POSTING
IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§ 18-25**

Personnel Board	September 29, 2016
Board/Committee Name	Date of Notice
Town of West Boylston Offices	Room #210
Meeting Place	Conference Rm. No.
October 4, 2016/7:00 PM	<i>Larry L. Chism</i>
Date/Time of Meeting	Clerk of Board or Bd. Member Signature
Meeting canceled/Postponed to: _____	
Date of cancelation/Postponement _____	

Notices and agendas are to be posted 48 hours in advance of the meetings excluding Saturdays, Sundays, and legal holidays. Please note the hours of the Town Clerk's Office to ensure that your posting has satisfied this requirement.

List of the topics that the chair reasonably anticipates will be discussed at the meeting below and submit to the Town Clerk. Use additional sheets if required.

Agenda

7:00 PM Call to Order

- I. Approval of Minutes Reports
 - a. Review Minutes Report for 9/7
 - b. Review Minutes Report for 9/26

- II. Wage Schedule/Scale Review – PEG TV
 - a. Discuss/Recommend Employment Status for Access Coordinator & Assistant
 - b. Discuss/Recommend Compensation Plan, Grade & Step Status for Access Coordinator & Assistant

- III. Review & Discussion on Volunteer Compensation
 - a. Review of FLSA – 2008 (PDF)
 - b. Review of FLSA – 2005 (PDF)

- IV. Brief Review of Cemetery Superintendent Position
 - a. Discussion on Exempt vs. Non-Exempt Reclassification

- V. New/Misc. Business & Adjourn