



PROPOSED MEETING AGENDA

140 Worcester Street, West Boylston, Massachusetts 01583

In accordance with the provisions of MGL 30A §§ 18-25

Personnel Board Board / Committee Name	December 5, 2023 Date of Notice
Town of West Boylston Offices Meeting Place	#120 Conference Room Number or Location
December 14, 2023, 5:00PM Date / Time of Meeting	Cheryl A. Kristant//ss// Clerk or Board Member Signature
Meeting CANCELLED or POSTPONED to:	Date of Cancellation or 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 operation at the Town Clerk's Office to ensure that this posting will satisfy this requirement.

Agenda

1. Approval of Previous Minutes from October 23, 2023.
2. Review Town Clerk Assistant position description.
3. Address any other items presented to the board.
4. Meeting Adjourned.

If you need reasonable accommodations to participate in the public meeting, contact the Town Administrator, Jennifer Warren Dymont at ada@westboylston-ma.gov or (774) 261-4088 in advance of the meeting. While the municipality will do its best to accommodate you, certain accommodations require the hiring of outside contractors who may not be readily available if requested immediately before the meeting.