



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

Personnel Board	February 16, 2017
Board/Committee Name	Date of Notice
Town of West Boylston Offices	#127
Meeting Place	Conference Rm. No.
February 22, 2017/6:00PM	<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

6:00 PM Call to Order

- I. Approval of Minutes Reports
 - a. Review/Approve 1/30/17 Meeting Minutes Report

- II. Cemetery Superintendent Position
 - a. Discuss/Vote on recommendation for Exempt/Non-Exempt status
 - b. Review/Discuss content of Job Description Responsibilities

- III. Misc. Business & Adjournment