



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

<b>Personnel Board</b>	<b>July 19, 2017</b>
Board/Committee Name	Date of Notice
<b>Town of West Boylston Offices</b>	<b>#120</b>
Meeting Place	Conference Rm. No.
<b>July 25, 2017/6:00PM</b>	<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 & New Business
  - a. Review/Approve 6/27/17 Meeting Minutes Report
  
- II. Job Description Changes/Updates
  - a. Review/Approve – Cable Access Coordinator Position
  - b. Review/Approve – Cable Production Asst. Position
  - c. Review/Approve – Board of Health Administrative Asst.
  - d. Review/Approve – Asst. Cemetery Superintendent Position
  
- III. Begin Discussion & Review
  - a. Community Compensation/Wage Study

#### IV. Misc. Business & Adjournment