

**MEETING MINUTES** of the Personnel Board of the Town of Burrillville held Tuesday, November 13, 2018, 8:30 am, Town Hall, Council Chambers, 105 Harrisville Main Street, Harrisville, RI 02830.

**MEMBERS PRESENT:** Paul A. MacDonald, Chairman, Charlotte Gabrielson, Robert Tetreault

**MEMBERS EXCUSED:** Tony Wood

**Motion** was made by Charlotte Gabrielson to excuse Tony Wood, Robert Tetreault seconded the motion and the vote in favor was unanimous.

**OTHERS PRESENT:**

**CALL TO ORDER:** The meeting was called to order at 9:21 am by Paul A. MacDonald, Chairman.

**APPROVAL OF MINUTES:**

- 1) Discussion, consideration and action relative to the October 9, 2018, meeting minutes and dispense with the reading of said minutes.

**Motion** to approve the October 9, 2018, meeting minutes was made by Robert Tetreault, seconded by Charlotte Gabrielson. The vote was unanimous.

**APPROVAL OF INVOICES /EXPENDITURES:**

- 2) Discussion, consideration and action relative to financial report.

Financial report was not reviewed at this meeting. Will carry forward at the next Personnel Board meeting in December.

**NEW BUSINESS CONSIDERED AND ACTED ON:**

- 3) Discussion, consideration and action relative to the approved Classification Plan for January 1, 2019.

Personnel Board reviewed the approved Classification Plan.

**OLD BUSINESS:**

**CORRESPONDENCE:** None.

**ADDITIONAL NEW BUSINESS:**

**GENERAL DISCUSSION:**

- Paul A. MacDonald, Chairman noted that he will be going to lunch with the Town Manager on Thursday, November 15, 2018.
- Next Personnel Board Meeting is scheduled for December 11, 2018, 8:30 am, Council Chambers.

**ADJOURN:** Motion was made by Charlotte Gabrielson to adjourn at 9:37 am, seconded by Robert Tetreault.

Paul A. MacDonald  
Paul A. MacDonald, Chairman

12-11-18  
Date