

**MEETING MINUTES** of the Personnel Board of the Town of Burrillville held Tuesday, October 8, 2019, at 8:34 am, Town Hall, Council Chambers, 105 Harrisville Main Street, Harrisville, RI 02830.

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

**OTHERS PRESENT:**

**CALL TO ORDER:**

**APPROVAL OF MINUTES:**

- 1) Discussion, consideration and action relative to the Monday, September 9, 2019, meeting minutes and dispense with the reading of said minutes.

**Motion** to approve the September 9, 2019, meeting minutes was made by Robert Tetreault, seconded by Tony Wood. The vote was unanimous.

**APPROVAL OF INVOICES /EXPENDITURES:**

- 2) Discussion, consideration and action relative to the invoice from the Bargain Buyer for the Addiction Assistance Program Coordinator ad.

**Motion** to approve the invoice from the Bargain Buyer for the Addiction Assistance Program Coordinator ad was made by Robert Tetreault and seconded by Charlotte Gabrielson.

- 3) Discussion, consideration and action relative to the invoice from the Bargain Buyer for the Administrative Aide Part Time – Finance Department ad to be received and filed.

**Motion** to approve the invoice from the Bargain Buyer for the Administrative Aide Part Time – Finance Department ad was made by Charlotte Gabrielson and seconded by Robert Tetreault.

- 4) Discussion, consideration and action relative to the financial statements.

Financial statements were reviewed by the Board. Mr. Tetreault asked if the expenditures could be added to the Personal Board FY2020 Budget sheet for ease of viewing.

**NEW BUSINESS CONSIDERED AND ACTED ON:**

**OLD BUSINESS:**

- 5) Discussion, consideration and action relative to the Probationary Police Officer ad through PoliceApp.

Colonel Stephen Lynch and Sgt. Cahill agreed to be more specific with the requirements of what is expected of the candidates relative to the swim test.

- 6) Discussion, consideration and action relative to Financial Aide testing.

The next Financial Aide testing will be held on Tuesday, January 7, 2020 at 6:00 pm in the Municipal Court Room. The Personnel Board will meet at 5:00 pm.

**CORRESPONDENCE:**

**ADDITIONAL NEW BUSINESS:**

**GENERAL DISCUSSION:**

**ADJOURN:** Motion was made by Charlotte Gabrielson to adjourn at 9:10 am, seconded by Robert Tetreault.

Paul A. MacDonald  
Paul A. MacDonald, Chairman

11/5/19  
Date