

**MEETING AGENDA** of the Personnel Board of the Town of Burrillville to be held Thursday, June 8, 2017, 8:00 am, Town Hall, Council Chambers, 105 Harrisville Main Street, Harrisville, RI 02830.

**MEMBERS PRESENT:**

**OTHERS PRESENT:**

**CALL TO ORDER:**

**APPROVAL OF MINUTES:**

- 1) Discussion, consideration and action relative to the Monday, May 8, 2017 meeting minutes and dispense with the reading of said minutes.

**APPROVAL OF INVOICES / EXPENDITURES:**

- 2) Discussion, consideration and action relative to the Roger Williams University Invoice for the Administration and Preparation of Sergeant, Lieutenant and Major promotional exams in the amount of \$4,500.

**NEW BUSINESS CONSIDERED AND ACTED ON:** None.

**OLD BUSINESS CONSIDERED AND ACTED ON:**

- 3) Discussion, consideration and action relative to applications for the Assistant Tax Assessor.
- 4) Discussion, consideration and action relative to Mechanic Testing.
- 5) Discussion, consideration and action relative to the Planning Director/Economic Development Coordinator position.
- 6) Discussion, consideration and action relative to retesting for the Sergeant's or Major's positions.
- 7) Discussion, consideration and action relative to updating an reformatting municipal job descriptions.

**CORRESPONDENCE CONSIDERED AND ACTED ON:** None.

**ADDITIONAL NEW BUSINESS TO BE CONSIDERED AND ACTED ON:** None.

**GENERAL DISCUSSION:****ADJOURN:**

The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY). Such assistance at no cost to the person requesting it. A request for this service can be made in writing, or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY).