

**MEETING AGENDA** of the Personnel Board of the Town of Burrillville to be held Tuesday, June 14, 2016 at 1:30 p.m. at the Town Hall, Council Chambers, 105 Harrisville Main Street, Harrisville, RI 02830.

POSTED  
6-8-16  
JRP

**MEMBERS PRESENT:**

**OTHERS PRESENT:**

**CALL TO ORDER:**

**APPROVAL OF MINUTES:**

- 1) Discussion, consideration and action relative to the May 31, 2016 meeting minutes and dispense with the reading of said minutes.

**APPROVAL OF INVOICES / EXPENDITURES:**

- 2) Discussion, consideration and action relative to approving the invoice from The Bargain Buyer for advertisement of Finance Director

**CITIZEN COMMENT:**

**NEW BUSINESS to be considered and acted on:**

- 3) Discussion, consideration and action relative to new employment applications for seasonal employees.

**OLD BUSINESS to be considered and acted on:**

- 4) Discussion, consideration and action relative to the status of lists.
- 5) Discussion, consideration and action relative to the Executive Assistant position.

**CORRESPONDENCE:** None

**ADDITIONAL NEW BUSINESS TO BE CONSIDERED AND ACTED ON:**

- 6) Request for Executive Session from Paul MacDonald, Personnel Board Chairman, regarding his request for executive session pursuant to Rhode Island Open Meetings Law § 42-46 (a) (1) for discussions relating to the job performance, character or physical or mental health of two people (position of Finance Director)

**Note:** The affected parties were duly notified in advance in writing of this request for Executive Session; they were notified and advised that they could require that the discussion be held at an open meeting.

**GENERAL DISCUSSION:**

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).

7) Review and discuss items proposed for future agendas.

**ADJOURN:**

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