

**PERSONNEL BOARD
AGENDA**

Wednesday, December 19, 2018

5:15 p.m.

Select Board's Room, Town House

1. Call to Order

2. Classification Actions

Light Plant

- 1) Civil Engineer, remove from MP-3
- 2) Associate Financial Manager, add to MP-3
- 3) Utility Software Coordinator, change to Customer Service Supervisor and move to MP-3

Town Clerk's Office

- 4) Municipal Archivist, add to MP Schedule (grade to be recommended @ mtg)

Facilities

- 1) Facilities Manager, change to Facilities Director and move to MP-6
- 2) HVAC Technician, add to TCL-7

Senior Services

- 3) Senior Services Director, move to MP-5
- 4) Senior Services Programs Supervisor, change to Assistant Senior Services Director and move to MP-3

Town Manager's Office

- 5) Tourism & Visitor Services Manager, add to MP-1
- 6) Station Manager, add to MP-1
- 7) Public Information Officer, change to Public Information & Communications Manager and move to MP-3
- 8) Deputy Town Manager, add to MP-9

Public Works

- 9) Public Works & Engineering Director, add to MP-9 (retro to 7/1/18)

3. Miscellaneous Compensation Schedules

- a) Amendments to Schedule #7-1, General
- b) Amendments to Schedule #7-2, Recreation
- c) Amendments to Schedule #7-3, Human Services

4. Town Meeting Warrant Articles

- a) Ratification of Classification Actions
- b) Classification & Compensation Plan
- c) Personnel Bylaw or Charter Amendments

5. Approval of Minutes

- a) May 30, 2018

6. Future Meeting Schedule

7. Adjournment