

**Town of Shutesbury
Personnel Board Preliminary Agenda
May 19, 2011**

1. Recurring Business:

- Minutes April 28, 2011 and revised Minutes March 17, 2011
- Personnel Actions
- Personnel Board Tasks

2. Old Business:

- Library Director and Police Chief job descriptions-feedback from employees?
- Contract talks with employees with 3 year contracts
- Wage and Salary Plan
- By law change approved by Town Meeting 5/7/11-further actions
- Update on website

3. New Business:

- Employee complaints/grievances: procedure review
- Process/role of PB, Selectboard and Fin Com
- End of FY tasks
- New member recruitment

Any and All other Tasks

**FY '11 Meeting Schedule; June 16, 2011
Third Thursday of the month @7:15 pm**