

**Personnel Board
Town of Shutesbury
Agenda
4/19/12
Shutesbury Town Hall
7:15 pm**



DATE POSTED: This box for Town Clerk's use.
4/19/12
TIME: 12:30 AM PM
Circle one

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

1. **Recurring Business**
 - a. **Minutes from 3/22/12**

2. **Personnel Tasks**
 - a. **Personnel Actions: PAFs for three new policemen and resignation letter from Justin Wall, Police Sergeant**

3. **Old Business**
 - a. **Updates on annual review and goal forms**
 - b. **Update on incorporating changes into Personnel Handbook (Kathy)**
 - c. **Status of contract negotiations; copies of current contracts for Fire Chief, Highway Director and Town Administrator**
 - d. **Job rating scale and review of job descriptions**

4. **New Business**
 - a. **Report for Town Meeting 5/5/12**

5. **Any and all unanticipated topics**