



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

Posted
12/21/17
9:05 am

Town of Shutesbury
Personnel Board Agenda
12/28/17
Shutesbury Town Hall
7:15 pm

sm 12/28/17 9:02 am
Meeting
postponed to sm
1/4/18

Thursday

1. Review/approve Minutes from 11/16/17 Meeting
2. Personnel Action Forms for Signature/Review
3. Prepare for January 23, 2018 Meeting with Selectboard to approve/review Employee Job Performance Forms and Process
4. Discuss possibility of adding supervisory responsibilities to the current TA job description
5. Goals/Tasks for the board: ie. Review/re-write of employee handbook; Review Personnel Board By-laws, etc.
6. Any unanticipated business.