

**Meeting of Shutesbury, MA Personnel Board
Wednesday January 30, 2019 7 PM EST**

Town Hall

1 Cooleyville Rd. Shutesbury, MA 01072

1. Approve minutes
2. Review PAFs
3. Update board on Assistant Town Clerk position
4. Review/update the following job descriptions: Tax Collector,
Librarian, Accountant, Assessor
5. Discuss formation of working group for ratings chart
6. AOB
7. Discussion of factors to use in determining wage increase.