

**MINUTES** of the Personnel Board of the Town of Burrillville held Tuesday, April 10, 2012 at 8:30 a.m. at the Town Hall, 105 Harrisville Main Street, Harrisville, RI.

**MEMBERS PRESENT:** Chairman James Moran, Valerie Leduc, Paul MacDonald and Charlotte Gabrielson  
– Alternate Member

**MEMBERS ABSENT:** None

**CALL TO ORDER:** The meeting was called to order at 8:30 a.m.

**APPROVAL OF MINUTES:**

- 1) Discussion, consideration and action relative to the approval of the February 13, 2012 meeting minutes and dispense with the reading of said minutes.

**Motion** to approve the minutes of the February 13, 2012 meeting minutes and dispense with the reading of said minutes was made by Paul MacDonald and seconded by Valerie Leduc. Voting was unanimous. Voting in favor were Chairman James Moran, Paul MacDonald, Valerie Leduc and Charlotte Gabrielson.

- 2) Discussion, consideration and action relative to the approval of the March 20, 2012 meeting minutes and dispense with the reading of said minutes.

**Motion** to approve the minutes of the March 20, 2012 meeting minutes and dispense with the reading of said minutes was made by Paul MacDonald and seconded by Charlotte Gabrielson. Voting was unanimous. Voting in favor were Chairman James Moran, Paul MacDonald, Valerie Leduc and Charlotte Gabrielson.

**APPROVAL OF INVOICES / EXPENDITURES:** None

**CITIZEN COMMENT:** None

**UNFINISHED BUSINESS to be considered and acted on:**

- 3) Discussion, consideration and action relative to the Jesse M. Smith Library Personnel Policies.

**Tabled**

- 4) Discussion, consideration and action relative to the Municipal Salary Survey.

**Tabled**

- 5) Discussion, consideration and action relative to the Rhode Island Municipal Police Academy in reference to their recruitment and testing changes.

Look through the charter to ensure broad advertising terms that will accommodate the Academy's testing and recruitment changes.

**NEW BUSINESS:**

Update all written advertisement for testing and recruitment to ensure broad advertising terms.

**COMMUNICATIONS:**

**GENERAL DISCUSSION:**

The Personnel board meeting for May will be moved forward one week to accommodate member schedules (to be held May 15<sup>th</sup> at 8:30 a.m.)

**ADJOURN:**

**Motion** to adjourn the meeting at 8:45 a.m. was made by Valerie Leduc and seconded by Paul MacDonald. Voting was unanimous. Voting in favor were Chairman James Moran, Paul MacDonald, Valerie Leduc and Charlotte Gabrielson.

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Date

The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY).