

Minutes of the Personnel Board of the Town of Burrillville held Tuesday, February 10, 2015 at 8:30 a.m. at the Town Hall, 105 Harrisville Main Street, Harrisville, RI.

MEMBERS PRESENT: Paul MacDonald, Robert Tetreault and Tony Wood

MEMBERS ABSENT: Charlotte Gabrielson, excused

OTHERS PRESENT: Chairman of the Library Board, Aaron J. Coutu

CALL TO ORDER: The meeting was called to order at 8:40 a.m.

APPROVAL OF MINUTES:

- 1) Discussion, consideration and action relative to the January 28, 2015 meeting minutes and dispense with the reading of said minutes.

Motion to approve the minutes of the January 28, 2015 meeting was made by Robert Tetreault and seconded by Tony Wood. The motion was severally seconded.

APPROVAL OF INVOICES / EXPENDITURES:

None

CITIZEN COMMENT:

OLD BUSINESS:

- 2) Discussion, consideration and action relative to the Library Director's job description.

The job description was reviewed. A few grammatical edits were made. This topic will be continued.

NEW BUSINESS:

- 3) Discussion, consideration and action regarding the Promotional Police test posting and process.

The eligibility list for the Promotional Police testing was posted per the FOP contract. The tests will be chosen later today and study materials will be posted by Friday, February 13, 2015.

The Testing is scheduled for April 14, 2015 at 1:00 p.m.

CORRESPONDENCE:

- 4) Copy of the memo from the Personnel Board to the Town Manager regarding the recommended Classification Plan changes to receive and file.

Received and filed.

- 5) Copy of the memo from the Town Manager to the Town Council agreeing with the Personnel Board's recommended changes to the Classification Plan to receive and file.

Received and filed.

GENERAL DISCUSSION:

- 6) Review and discuss items proposed for future agendas.

The Personnel Board members would like to see an official vote or memo from the Library Board of Trustees regarding the salary acceptance for the position of Library Director.

Next meeting scheduled for March 10, 2015 at 8:30 a.m.

ADJOURN:

Motion was made to adjourn the meeting at 9:35 a.m. by Robert Tetreault and seconded by Tony Wood. The vote was unanimous.

Chairman, Paul MacDonald

Date