

## **Personnel Board**

### **Minutes of Meeting December 9, 2008**

**The meeting convened at 6:37 p.m. Members Liz Harvey and Terri Moreira were present.**

**Minutes from the November 18, 2008 meeting were read and accepted on a motion made by Liz Harvey and seconded by Terri Moreira.**

#### **Old Business:**

**The Sergeants Exam was held this past Saturday at Roger Williams University. All seven applicants showed up and the test went well. Copies of the answer sheets were made and the originals were mailed to the University of Maryland for scoring.**

**There is still no word of new members for the Personnel Board.**

#### **New Business:**

**Terri Moreira presented receipts for reimbursement for mailing the Sergeants Exam answer sheets and the used test booklets. These will be given to the Town Treasurer's office for reimbursement. An invoice was received for the Sergeants Exams; this will also be turned over to the Treasurer's office for payment.**

**A special meeting will be scheduled when we are notified that the test scores have arrived.**

**The Board will request the Town Solicitor, Mike Ursillo, to attend the next regularly scheduled meeting in January to approve the list of applicants and their results. The results will then be forwarded to Diane Medeiros and Chief Canario.**

**The next regularly scheduled meeting will be held January 13, 2008.**

**Meeting adjourned at 6:43 p.m. on a motion made by Liz Harvey and seconded by Terri Moreira.**

**Respectfully submitted,**

**Terri Moreira**

**Secretary/clerk**

**Personnel Board**