

Personnel Board Meeting – May 23, 2012

The meeting was called to order at 7:15 p.m.

Present were members Michael Cabral, Amy Marino and Terri Moreira.

Minutes were read and accepted on a motion made by Michael Cabral and seconded by Amy Marino. All in favor.

Old Business:

Chief of Police job description is finished, a motion to accept was made by Amy marino and seconded by Terri Moreira. A signed copy will be presented to the Town Council and a copy will be filed with the minutes at Town Hall.

New Business:

Dir. Of Parks & Recreation job description is finished and both Diane Medeiros and Walter Burke have seen it with no objections. A motion to accept the description was made by Michael Cabral and seconded by Amy Marino. A signed copy will be presented to the Town Council and a copy will be filed with the minutes at Town Hall.

Motion to adjourn made by Michael Cabral and seconded by Amy

Marino at 7:35 p.m. All in favor.

Respectfully submitted,

Terri Moreira