

TOWN OF BOXBOROUGH
NOTICE OF PUBLIC MEETING
Agenda – Revised 2/10/2021



Board	Personnel Board
Meeting Date	Tuesday February 16, 2021
Time	8:00 AM
Place	Virtual Meeting via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/81875205224?pwd=RDlKTytLM040YWg0d1dhWnljZnRvUT09>

Meeting ID: 818 7520 5224

Passcode: 025147

One tap mobile

+13126266799,,81875205224# US (Chicago)

+19292056099,,81875205224# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

SUBJECTS TO BE DISCUSSED (AGENDA):

1. Public Participation
2. Vote the minutes of the prior meeting of February 2 2021
3. Review revised Job Description with possible vote to approve:
 - a. Building Inspector
4. Further discussion (if needed) re: Classification and Compensation Schedule FY22
5. Updates to the Personnel Plan discussion and vote
- 6. Review & edit PowerPoint presentation for March 1, 2021 Public Hearing (new to agenda)**
- 7. Personnel Board Annual Report calendar year 2020 (new to the agenda)**
8. Discussion (if time permits): Progressive Corrective Action Process
9. Town Administrator update/report
10. Date for next meeting: Public Hearing Monday March 1st time TBD, regular meeting Tuesday March 16, 2021 at 8 AM
11. Any other business?
12. Adjourn