

**TOWN OF BOXBOROUGH
NOTICE OF PUBLIC MEETING**



Board	Personnel Board
Meeting Date	Tuesday June 15, 2021
Time	7:30 AM
Place	Town Hall 29 Middle Road, Boxborough Morse-Hilberg Room

SUBJECTS TO BE DISCUSSED (AGENDA):

1. Public Participation (on topics not otherwise indicated on the agenda)
2. Vote minutes of the prior meeting: May 18, 2021
3. ATM Post mortem review of Article 4. What worked? What didn't work?
4. Review revised Job Descriptions with possible vote to approve:
 - a. Police Lieutenant
 - b. Town Planner
 - c. Library Director (Personnel Board review, no vote)
5. Review, discuss and possible vote of recommended changes to the Personnel Plan for the next Town Meeting
6. Other Possible Topics for discussion – time permitting:
 - a. Open Door Policy
 - b. Progressive Corrective Action Process
7. Town Administrator update/report
8. Date for next meeting: Do we want to do a meeting in July and/or August 2021
9. Any other business?
10. Adjourn