



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

Board	Personnel Board
Meeting Date	Tuesday, July 11, 2023
Time	5:30 PM
Place	Town Hall (Morse-Hilberg Room) 29 Middle Road, Boxborough

AGENDA

1. Call to order.
2. Chair comments and announcements
3. Approve minutes of the meeting of June 13, 2023.
4. Report from Assistant Town Administrator.
5. Report from FinCom Representative.
6. Discuss Fire Department positions.
7. Continue discussion of Employee Life Cycle.
8. Receive status report on Employee Engagement Survey.
9. Receive and discuss update on policies review.
10. Receive and discuss update on job descriptions.
11. Review 2023/2024 Board work plan.
12. Public Participation (on topics not otherwise indicated on the agenda).
13. New Business.
14. Confirm date for next meeting.
15. Adjourn.

Related Materials

Minutes of the meeting of June 13, 2023. (Posted for approval)
Job descriptions from Fire Department
Job description inventory
Personnel policies inventory and development plan
2023/2024 Personnel Board work plan