

**TOWN OF BOXBOROUGH
NOTICE OF PUBLIC MEETING
Revised 9/15/2021**



Board	Personnel Board
Meeting Date	Tuesday September 21, 2021
Time	7:30 AM
Place	Town Hall 29 Middle Road, Boxborough Morse-Hilberg Room

SUBJECTS TO BE DISCUSSED (AGENDA):

1. Vote minutes of the prior meeting: August 24, 2021
2. Motion: Pursuant to the Select Board policy on “Membership and Activities of Appointed Town Boards Policy”, move to appoint Maureen Masciola and Maria Neyland as Associate Members of the Personnel Board each for a term of xx year(s).
3. **Preliminary discussion re: wage adjustment and step increase for regular FT and PT employees. (New to the agenda.)**
4. Review and possible vote of “Open Door Policy”
5. Rating positions. What model do we want to use?
 - a. GovHR
 - b. HRS, Inc
6. Temp, Per Diem and Intermittent schedule – changes and next steps
7. Town Administrator update/report
8. FinCom report
9. Select Board report
10. Status of OML complaint
11. Employee Participation (on topics not otherwise indicated on the agenda)
12. Demographic changes in Boxborough 2010 - 2020
13. Date for next meeting: October 19, 2021 at 7:30 AM
14. Any other business?
15. Adjourn