

**MEETING NOTICE**  
**TOWN OF WAYLAND**

*(As required by MGL Chapter 30A, sections 18-25)*

*Please email all meeting notices to [townclerk@wayland.ma.us](mailto:townclerk@wayland.ma.us)*

**Town Clerk Date Stamp**

**Board/Committee Name:** Personnel Board  
**Day/Date:** Wednesday, March 13, 2024  
**Time of Meeting:** 4:00pm  
**Location:** virtual via Zoom

One may watch or may participate remotely with the meeting link that can be found at <https://www.wayland.ma.us/public-body-meeting-information-virtual-inperson-and-hybrid>

Pursuant to Chapter 2 of the Acts of 2023, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted. This meeting may be recorded which will be made available to the public on WayCAM as soon after the meeting as is practicable.

**AGENDA**

4:00 pm	1. Call to Order
4:01 pm	2. Announcement and Public Comment
4:10 pm	3. Discussion and possible vote on proposed Warrant Article S. Revise Town Code Chapter 43 Personnel.
5:10 pm	4. Discussion and possible vote on the proposed Warrant Article U. Fire Department Staffing Study.
5:20 pm	5. Discussion of and possible vote on the proposed Warrant Article H. Update Personnel Bylaws and Wage & Classification Plan.
5:40 pm	6. Discussion and approval of meeting minutes: February 7, 2024 and February 26, 2024 if available.
5:50 pm	7. Personnel Board Member's reports and concerns
5:55 pm	8. Topics not reasonably anticipated 48 hours in advance, if any.
6:00 pm	9. Next meeting date
6:05 pm	10. Adjourn