

Personnel Board
Proposed Agenda
Town Building
41 Cochituate Road, Wayland, MA
November 12, 2019, 8:45 AM

- 8:45 am 1. Call to order by Chair
 Review of agenda for the public
- 8:50 am 2. Announcements and Public Comment
- 8:55 am 3. Discuss and possible vote on Health Department School Nurse request and job description.
- 9:15 am 4. Discuss and possible vote on Facilities Business Manager request and job description.
- 9:30 am 5. Discuss and possible vote on Youth and Family Services Outreach Coordinator position request and job description, and increase in hours for Youth and Family Services Clinician.
- 10:00 am 6. Discuss and possible vote an increase in hours for the Conservation Department Land Manager.
- 10:20 am 7. Discuss and possible vote for Council on Aging request and job description to add a full-time Communications Coordinator and Community Relations position.
- 10:45 am 8. Discuss and possible vote on draft response to Open Meeting Law Complaints dated July 9, 2019 and June 24, 2019
- 11:00 am 9. Discuss and possible approve minutes from 10/7/19 and 10/11/19.
- 11:15 am 10. Topics not reasonable anticipated by the Chair 48 hours in advance of the meeting, if any.
- 11:30 am 11. Adjourn