

TOWN OF WAYLAND - TOWN CLERK'S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS
Posted in accordance with the provisions of the Open Meeting Law
www.mass.gov/ago/openmeeting

NAME OF BOARD/COMM: Personnel Board
FILED BY: Katherine Ryan
DATE OF MEETING: Thursday, July 28, 2022
TIME OF MEETING: 4:00 p.m.
PLACE OF MEETING: Virtual via Zoom. Please see below.

**Note: Items may not be discussed in the order listed or at the specific time estimated. Times are approximate.*

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 20 of the Acts of 2021, this meeting will be conducted via remote participation. No in person attendance by members of the public will be permitted.

AGENDA

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| 4:00 pm | 1. Call to Order |
| 4:01 pm | 2. Announcement and Public Comment |
| 4:10 pm | 3. Discussion and possible vote to approve the reclassification of the Outreach Coordinator of the Council on Aging. |
| 4:25 pm | 4. Discussion and possible vote to approve the updates to the job description of the Department Assistant of the Council on Aging. |
| 4:40 pm | 5. Discussion and possible vote to approve the job description and reclassification of the Department Assistant of the Public Health Department. |
| 4:55 pm | 6. Discussion and possible vote to approve the combined School Nurse Leader/Community Health Nurse position. |
| 5:10 pm | 7. Discussion and possible vote to approve the step for the Town Clerk. |
| 5:25 pm | 8. Discussion and possible vote to approve the step of a new Police Officer. |
| 5:40 pm | 9. Discussion and possible vote to approve the consolidation of the job descriptions for the Bibliographic Services Librarian, Computer Specialist/Reference Librarian and Reference Librarian into one position titled Reference Librarian. |
| 6:10 pm | 10. Discussion and possible vote to approve the job description and stipend for the Finance Director position as a result of the reorganization of the Finance Department. |
| 6:20 pm | 11. Discussion and possible vote to approve the step for a new Public Health Nurse. |
| 6:35pm | 12. Discussion and approval of meeting minutes: June 2, 2022 and June 8, 2022. |
| 6:50 pm | 13. Discussion and update on the compensation study. |
| 7:05 pm | 14. Topics not reasonably anticipated 48 hours in advance, if any. |
| 7:15 pm | 15. Next meeting date |
| 7:20 pm | 16. Adjourn |

TOWN CLERK
WAYLAND TOWN
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