

**BOARD/COMMITTEE: Personnel Board**

**DATE: February 26, 2014**

**TIME: 6:45 AM**

**PLACE: Boxborough Town Hall, Town Administrator's Office**

**TOPICS EXPECTED TO BE DISCUSSED (AGENDA):**

1. Public participation
2. Approval of minutes from 2/19/14 meeting
3. Executive Session – to conduct strategy session in preparation for negotiations with non-union personnel (Roll Call Vote)
4. Exit Executive Session; enter Open Session
  - Discuss and vote job description for Summer Playground Director and job description for Youth Services Librarian
  - Date of Public Hearing for Schedule A and B
5. Date of next Personnel Board meeting
6. Adjournment