

Town of Boxborough  
Notice of Public Meeting – Agenda

**\*\*AMENDED\*\***

Board: Personnel Board

Date: Friday, March 6th

Time: 7:30 AM

Place: Boxborough Town Hall, 29 Middle Road. Boxborough, Morse/Hilberg Room

Topics expected to be discussed:

- Public Participation
- Approval of Minutes from meeting of February 14, 2020
- Approval of Minutes from meeting of March 2, 2020
- Re-vote of Per-Diem/Intermittent Schedule
- Recommendation from Personnel Board regarding Administrative Assistant and Department Assistant positions.
- Vote on Town Clerk being an elected or appointed position
- Technical Service Librarian and Information Systems Librarian: Vote on updated job descriptions
- Review of current Per Diem job descriptions