



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

Board	Personnel Board
Meeting Date	Tuesday, June 13, 2023
Time	5:30 PM
Place	Town Hall (Morse-Hilberg Room) 29 Middle Road, Boxborough

AGENDA

1. Call to order.
2. Chair comments and announcements
3. Approve minutes of the meeting of meetings of March 6, 2023, and May 16, 2023.
4. Report from Assistant Town Administrator.
5. Report from FinCom Representative.
6. Discuss draft positions in Fire Department.
7. Continue discussion of HR Employee Life Cycle.
8. Discuss Board work plan going forward.
9. Public Participation (on topics not otherwise indicated on the agenda).
10. New Business.
11. Confirm date for next meeting.
12. Adjourn.

Related Materials

Minutes of the meetings of March 6, 2023, and May 16, 2023. (Posted for approval)
Annotated draft job descriptions from Fire Department