



TOWN OF BOXBOROUGH NOTICE OF PUBLIC MEETING

Board	Personnel Board
Meeting Date	Tuesday November 17, 2020
Time	8:00 AM
Place	Virtual Meeting via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/84614330269?pwd=ZWJiUldhMWMzL24yZlplpbw2NVcW1MUT09>

Meeting ID: 846 1433 0269 Passcode: 107123

One tap mobile

+19292056099,,84614330269# US (New York)

+13017158592,,84614330269# US (Germantown)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 846 1433 0269 Find your local number: <https://us02web.zoom.us/j/84614330269>

SUBJECTS TO BE DISCUSSED (AGENDA):

1. Public Participation
2. Vote the minutes of the prior meeting of October 20, 2020
3. Review revised Job Descriptions with possible votes to approve:
 - a. Treasurer/Collector
 - b. Town Clerk
 - c. Building Inspector
 - d. Town Accountant
 - e. DPW Foreman
 - f. Other job descriptions if completed prior to the meeting
4. Town Administrator update/report
5. Update Exit Interviews: Assessor and DPW Admin
6. Classification and Compensation Schedule FY2021: update

7. Date for next meeting: Tuesday December 15, 2020 at 8 AM
8. Any other business?
9. Adjourn