



**Personnel Board**  
345 Main St., Norwell, MA 02061  
PH: 781-659-8060 FAX: 781-659-7795

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**MEETING AGENDA**

**WEDNESDAY, February 1, 2017**

**Start Time:** 6:30p.m.  
**Location:** Town Hall, 345 Main St., Norwell – Room 3

1. Open
2. Proposed Warrant Items
  - a. Discussion
  - b. Any scheduled visits from departments/individuals wishing to discuss proposed changes to Personnel Plan
3. Old Business
  - Continue review of SEIU 888 current job descriptions and employee/department intake forms SEIU 888 positions (Grade 8 & below); recommend any changes to job descriptions.
4. Confirm next meeting & time
5. Adjourn

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