



**Personnel Board**  
345 Main St., Norwell, MA 02061  
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**MEETING AGENDA**

**WEDNESDAY, JANUARY 18, 2017**

**Start Time: 6:15p.m.**  
**Location: Town Hall, 345 Main St., Norwell – Room 3**

1. Open
2. Discussion of Warrant Timeline & Personnel Board
  - a. Welcome Advisory Board Liaison
  - b. Discussion of Proposed Warrant items
  - c. 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

