

Town of Lunenburg



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**PERSONNEL COMMITTEE MEETING
TUESDAY, DECEMBER 12, 2023
5:00 P.M.
Ritter Building upstairs meeting room**

AGENDA

The agenda lists all the topics which may be discussed at the meeting and are those reasonably anticipated by the Chair. Votes may be taken as a result of these discussions. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by Open Meeting Law.

- **CALL TO ORDER**
- **PUBLIC COMMENT**
 - Committee
 - Public
- **APPROVAL OF MINUTES**
 - November 28, 2023
- **ONGOING BUSINESS:**
- **NEW BUSINESS:**
 - Sewer Business Manager job description revisions
 - Committee rating of positions: PACC Production Tech., Exec. Asst to TM and SB, PS Head Clerk Coord., PACC Mgr., Sewer Business Mgr., Seasonal Cemetery Laborer, Payroll and Benefits Coord./Risk Mgr., Treas/Tax Collector, Intermittent HEO, Asst. TM/HR Director, Network Admin., Principal Assessor, Call EMT, Call EMT-Advanced, Call FF, Beach Director
- **PUBLIC COMMENT**
 - Public
 - Committee
- **ADJOURNMENT**