



Town Of Walpole *Commonwealth of Massachusetts*

PERSONNEL BOARD

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AGENDA FOR JUNE 16, 2008

APPOINTMENT:

7:20 - Robert O'Brien, DPW Director in regards to classification request of Administrative Asst to DPW Director.

New Business:

1. Approval of April 28, 2008 Minutes.
2. Copy of May 19th letter sent to Mr. O'Brien regarding the reclassification
3. June 10th letter from DPW Director regarding the reclassification request.
4. June 11th letter from Town Administrator regarding the new hire of Economic Dev & Grant Officer
5. Approval of job description – Principal Clerk – add in ex of work-police dept

CORRESPONDENCE:

1. Employee of the month –
Mary Frisbee, Administrative Board Secretary to S&W Comm - April

PERSONNEL ACTION REQUESTS:

See Attached