

## **PERSONNEL BOARD AGENDA**

**MEETING** of the Personnel Board of the Town of Burrillville to be held Wednesday, November 12, 2025, at 8:30 am, Town Hall, Council Chambers, 105 Harrisville Main Street, Harrisville, RI 02830.

**MEMBERS PRESENT:**

**OTHERS PRESENT:**

**CALL TO ORDER:**

**APPROVAL OF MINUTES:**

- 1) Discussion, consideration and action relative to the October 28, 2025 meeting minutes and dispense with the reading of said minutes.

**APPROVAL OF INVOICES /EXPENDITURES:** None

**NEW BUSINESS TO BE CONSIDERED AND ACTED ON:**

- 2) Discussion, consideration and action relative to the Executive Assistant/Staff Accountant position in the Finance Office.
- 3) Discussion, consideration and action relative to the Personnel Board's role in hiring part-time employees.

**OLD BUSINESS:** None

**CORRESPONDENCE:** None

**ADDITIONAL NEW BUSINESS:** None

**GENERAL DISCUSSION:** None

**ADJOURNMENT**

The Town of Burrillville will provide accommodations needed to ensure equal participation. Please contact the Burrillville Town Clerk at least three (3) business days prior to the meeting so arrangements can be made to provide such assistance at no cost to the person requesting it. A request for this service can be made in writing or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY). Such assistance at no cost to the person requesting it. A request for this service can be made in writing, or by calling (401) 568-4300 (voice) or "via RI Relay 1-800-745-5555" (TTY).