

PERSONNEL BOARD AGENDA

AGENDA of the Personnel Board of the Town of Burrillville to be held Tuesday, April 21, 2026, at 5:00 pm, The Jesse M. Smith Memorial Library, Community Room, 100 Tinkham Lane, Harrisville, RI 02830.

MEMBERS PRESENT:

OTHERS PRESENT:

CALL TO ORDER:

APPROVAL OF MINUTES:

- 1) Discussion, consideration and action relative to the March 10, 2025, meeting minutes and dispense with the reading of said minutes.

APPROVAL OF INVOICES /EXPENDITURES:

- 2) Approve Invoice Number TR-Inv007447 from CPS-HR Consulting for Dispatch Testing on 4/21/2026 in the amount of \$473.20.
- 3) Approve, and receive and file invoice from The Bargain Buyer for Police Dispatcher ad in the amount of \$340.
- 4) Approve, and receive and file invoice from The Bargain Buyer for Staff Account and Administrative Aide Test ads in the amount of \$1,020.
- 5) Approve, and receive and file Invoice from the Bargain Buye for Emergency Mgmt. Director, Mechanic Exam and Staff Accountant ads in the amount of \$1,420.
- 6) Approve, and receive and file Invoice No. TR-INV006948 for the Mechanic Test from CPS-HR in the amount of \$439.30.
- 7) Approve, and receive and file Invoice #648 from Hall Media for Police Dispatch in the amount of \$50.
- 8) Approve, and receive and file Invoice #633 from NRI Now for the Admin Aide Test in the amount of \$75.

NEW BUSINESS TO BE CONSIDERED AND ACTED ON:

- 9) Discussion, consideration and action relative to the JMS Library job descriptions, or take any other action thereon.
- 10) Discussion, consideration and action relative to the Police Dispatcher job description, or take any other action thereon.

OLD BUSINESS:

- 11) Discussion, consideration and action relative to conducting a Police Dispatcher Test or take any other action thereon.

CORRESPONDENCE:

ADDITIONAL NEW BUSINESS:

GENERAL DISCUSSION: None

ADJOURN:

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).