

Town of Lunenburg



**17 Main Street, P.O. Box 135
Lunenburg, MA 01462-0135
P: 978.582.4130
F: 978.582.4148**

**PERSONNEL COMMITTEE MEETING
WEDNESDAY, JANUARY 31, 2024
5:00 P.M.
Zoom and Ritter upper meeting room**

AGENDA

In accordance with the requirements of the Open Meeting Law, please be advised that this meeting is being recorded and will be able to be found on the LunenburgAccess YouTube channel after the meeting.

The following information is also provided for members of the public that would like to view the meeting remotely:

To View Remotely: From a computer, please use the link below to join the public meeting webinar:

<https://us02web.zoom.us/j/83079507589> or From a telephone, dial the toll free number (888) 475-4499 and enter Meeting ID: 830 7950 7589. If you have not registered with Zoom you will be asked for your name and an e-mail address. Note: No participant ID is needed, just press # when asked.

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**
 - January 17, 2024
- **ONGOING BUSINESS:**
- **NEW BUSINESS:**
 - Public Safety Coordinator job description revisions and position rating
 - Committee rating of positions: Payroll and Benefits Coordinator/Risk Manager, Assistant Town Manager/HR Director, DPW Director
 - Review SAP salary survey results
 - Next steps
- **PUBLIC COMMENT**
 - Public
 - Committee
- **ADJOURNMENT**