



**PUBLIC NOTICE POSTING REQUEST  
TO OFFICE OF THE WESTWOOD TOWN CLERK**

TIME STAMP

**ORGANIZATION:** **PERSONNEL BOARD** 2012 APR 20 P 2: 014

**MEETING**

**PUBLIC HEARING** (Please circle appropriately)  
TOWN CLERK  
TOWN OF WESTWOOD

**DATE:** **April 25, 2012**

**TIME:** **7:30 p.m.**

**LOCATION:** **Selectmen Meeting Room**

**PURPOSE:** **Monthly Meeting**

**REQUESTED BY:** **Mary Beth Bernard, Human Resources Director**

*NOTE: Notices and agendas are to be posted at least 48 hours in advance of the meetings excluding Saturday, Sundays, and legal holidays. Please keep in mind the Town Clerk's business hours of operation and make the necessary arrangements to be sure this notice is received and stamped in the adequate amount of time.*

**LIST OF TOPICS TO BE DISCUSSED**

*(For updates to this notice, please see [www.townhall.westwood.ma.us](http://www.townhall.westwood.ma.us))*

**AGENDA  
PERSONNEL BOARD MEETING  
WEDNESDAY, APRIL 25, 2012 – 7:30 P.M.  
SELECTMEN MEETING ROOM**

TOWN CLERK  
TOWN OF WESTWOOD

2012 APR 20 P 2: 014

**CALL TO ORDER**

**ACTION ITEMS**

- Approve minutes from March 28, 2012, Personnel Board meeting
- Request to move position classification of Head Pumping Station Operator to Grade D-5 on the DPW Compensation Plan
- Request to approve benefit eligibility for Anne Marie McIntyre, Temporary Support Staff, Selectmen's Office
- Request for salary placement of Head of Technology Services from Level 4 to Level 5 on the Library ATP Compensation Plan
- Request to approve revised ATP Performance Evaluation Form, implementation and schedule

*NOTE: Per changes to Open Meeting Law, effective July 1, 2010, notice of any meeting of public body shall include "A listing of topics that the chair reasonably anticipates will be discussed at the meeting". Topics must give enough specificity so that the public understands what will be discussed, but not necessarily all items that may come up. Please list those topics above.*