



PUBLIC NOTICE POSTING REQUEST TO OFFICE OF THE WESTWOOD TOWN CLERK

2014 SEP 15 A 9:13
TIME STAMP

ORGANIZATION: **PERSONNEL BOARD** TOWN CLERK
TOWN OF WESTWOOD

MEETING

PUBLIC HEARING (Please circle appropriately)

DATE: **September 24, 2014** TIME: **7:30 p.m.**

LOCATION: **Library Conference Room**

PURPOSE: **Monthly Meeting – Public Hearing**

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)

- Filling the Human Resources Director position
- Meeting minutes from August 13, 2014
- Draft job descriptions for Director of Community Economic Development and Town Planner
- Review updated job description for Library position
- Review Recreation PTSO Salary Schedule with respect to proposed increase in minimum wage law
- FY14 vacation carryover request

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.