

**MEETING DATE:** March 2, 2015

**TIME:** 6:30 P.M.

*If Applicable please fill in Executive Session START TIME: state approx time:*

*END TIME:*

*Re-open to Public? If yes* ☒

*SUBJECT of Executive Session:* \_\_\_\_\_

**NAME of BOARD/COMMITTEE**

Personnel Board

207

**LOCATION**

**ROOM**

**Name:** Donald Jacobs

**DESIGNATED AUTHORITY OF BOARD/COMMITTEE CALLING THE MEETING**

RECEIVED  
TOWN CLERK OFFICE USE

ONLY

FEB 24 2015

TOWN OF STERLING  
TOWN CLERK

**AGENDA**

I. Chairman Calls meeting to order

II. Roll Call

III. Review and approve meeting minutes from February 2, 2015

IV. New Business:

1. Review and Approve Interim Compensation for Danielle Mattei, Assistant Library Director

2. Discuss HR Staffing

3. Review and Discuss the Status and next Steps Regarding the Proposed Employee Handbook

VI. Unforeseen Issues

VII. Announcements/Correspondence

VIII. Next Posted meeting Date

IX. Adjournment

FEB24 15 11:48AM