

TOWN OF WEBSTER

Personnel Advisory Board

350 Main Street

Webster, MA 01570

Board of Selectmen Appointments

Patricia Nectow

Candace Shivers

Finance Committee Appointments

Sarah Sansom

Joshua Sterczala

Town Moderator Appointments

Elaine Davies, Chair

Vacant

Town Administrator

Doug Willardson

PERSONNEL ADVISORY BOARD MEETING

Wednesday, October 13, 2021

VIA ZOOM

AGENDA

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Webster Personnel Advisory Board will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town's website, at www.webster-ma.gov. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. For this meeting, members of the public who wish to watch the meeting may do so via Zoom. To join, residents should login into Zoom at this site <https://us02web.zoom.us/join> and enter Meeting ID 997 1143 4695. Those who would like to participate in or watch the meeting, must pre-register by 3:00 PM on Tuesday, October 12, 2021 by emailing selectmen@webster-ma.gov and request access to the meeting. A password will then be emailed to registrants. This is necessary to avoid any interruptions by "Zoom bombers." A comprehensive record of proceedings will be posted as soon as possible after the meeting.

1. MEETING CALLED TO ORDER AT 9 AM

2. Approval of PAB Minutes: October 1, 2021

3. Position Reclassification: Pursuant to Sections 3.1 and 3.2 of the Personnel Policies, Review of Assistant Town Administrator Position Description

4. Interim Town Administrator Report

5. Updates on Work Underway

6. Town Administrator Search Update

7. Other issues relating to Town of Webster personnel matters, unknown at the time of posting, raised for future consideration by advisory board members.

8. NEXT MEETING AND ADJOURNMENT