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**Town of West Newbury**  
**Personnel Advisory Committee**  
Thursday, December 13, 2018 @ 7:30pm  
381 Main Street, Town Office Building  
2nd Floor Hearing Room  
[www.wnewbury.org](http://www.wnewbury.org)

### AGENDA

1. Review and approval of meeting minutes – November 29, 2018
2. Update regarding Board of Selectmen appointment of two new Committee members
3. Discussion of Committee organization, including designation of Chair
4. Summary recap of Nov. 29 discussion
5. Presentation of Town org chart, current job descriptions, and April 2018 Town of Boxford non-union compensation study
6. Committee priorities regarding initial work plan and focus areas
7. Review of next steps, Committee member and staff tasks for next meeting
8. Set next meeting date
9. Adjourn

*Posted Agenda on 12/11/2018 at the Town Offices and the Town's Official Website [www.wnewbury.org](http://www.wnewbury.org)*