



# TOWN OF SHARON

## MEETING NOTICE

POSTED IN ACCORDANCE WITH THE OPEN MEETING LAW AS AMENDED

Town Clerk

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### Personnel Board

**DATE:** August 29, 2023  
**TIME:** 7:00pm  
**LOCATION:** Adult Center Conference Room  
Sharon Community Center

### AGENDA

1. Approve the Minutes of July 20, 2023
2. Review Mail
3. Review and rate the newly established Communication Specialist job description
4. Review and rate the Deputy Superintendent of Public Works job description
5. Discuss proposed DEI position.
6. Discuss current Personnel By-Law
7. Discuss Vice Chair position and succession planning for both the Chair and Vice Chair position on the board.
8. Topics not anticipated within 48 hours of posting.
9. Schedule next meeting