

**Personnel Board**

Town of Harvard, Massachusetts

Wednesday, November 16, 2016

Volunteers Room, Harvard Town Hall

**Agenda**

Public Communications

Hiring at step >3 for prospective employee(s); Personnel Board policy

Present: Victor Normand, Liz Allard, Don Ludwig

Others Present: Marie Sobalvarro, Assistant Town Administrator/Human Resource Director

Called to Order 3:03 p.m.

Motion made by Liz Allard and seconded by Don Ludwig moves that the Town Clerk prospective employee be hired at Step IV. (3-0)

Motion to adjourn: 3:30 p.m.