



# Town of Deerfield Meeting Notice

Deerfield Municipal Offices  
8 Conway Street  
South Deerfield, MA 01373  
Ph: 413-665-1400  
Fax: 413-665-1411

## Personnel Board Meeting

Date: June 12, 2023 Time: 6:00 pm

**Location: Remote**

Meetings normally held at the Municipal Offices are being held remotely, with adequate, alternative means of public access and, where required, public participation provided, in accordance with House Bill Number 58 of the 193<sup>rd</sup> General Court, which extended the Governor's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c.30A § 20, until March 31, 2025. Remote meeting details noted below.

Please click this URL to join:

<https://us06web.zoom.us/j/6200078930?pwd=Z2d6ZzNuMVhJMKJVT2VUYW9yaFhCQT09>

Meeting ID: 620 007 8930 Passcode: 627371

Dial In: 1 (301) 715 8592; 1 (309) 205 3325; Toll Free 1 (877) 853 5257

Meeting attendees should mute phones (**\* 6 for landlines**) unless asking question or commenting. All attendees should wait to speak until other participants are finished.

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### Agenda

1. Call to Order
2. Minutes
3. Appearances/Hearings
4. Discussion/decision items:
  - PD Administrative Assistant Hire rate
  - Job description(s) – RVSD Planner/Economic Development Coordinator, Accountant Administrative Assistant, Emergency Medical Services Director
  - Request from Selectboard – Human Rights Committee creation input
  - Staff vacancies, timelines, pay ranges and hiring rates
  - Personnel Board Vacancies
  - Town Administrator Updates
5. Public Comment
6. Other items not anticipated 48 hours prior to meeting.
7. Adjourn

*The listing of matters are those reasonably anticipated by the chair that may be discussed at the meeting. Not all listed items may in fact be discussed, and other items not listed may also be brought up for discussion to the extent permissible by law.*

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*The Town of Deerfield does not discriminate on the basis of disability in its programs, services, activities, and employment practices. If you need auxiliary aids and services for effective communication, contact the ADA Coordinator as soon as possible.*