

Town of Wilbraham

Meeting Notice

Committee Name: <u>Personnel Advisory Board</u>

Date of Meeting: <u>Tuesday, March 8, 2016</u>

Time of Meeting: 7:00 p.m.

Location of Meeting: Conference Room 1

Town Office Building,

240 Springfield St, Wilbraham, MA 01095

Posted by: <u>Herta Dane</u>, HR Coordinator

Date of posting: March 4, 2016

Posted as required by MGL Chapter 30A, Sections 18-25. Please note that Saturday, Sunday or holidays do not count in the 48 hour requirement

AGENDA -

- 1. Meeting Minutes of January 12, 2016
- 2. Old Business
- 3. New Business
 - Meals and Travel Reimbursement Policy
 - Drug Free Workplace Policy
- 4. Adjournment