



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

BOARD OF SELECTMEN

Personnel Sub-Committee Special Meeting

Monday, August 8, 2016

4:45 P.M. – Simsbury Town Offices – Conference Room 103

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Audience
4. Review of Minutes
 - a) Regular Meeting – April 7, 2016
 - b) Special Meeting – May 26, 2016
 - c) Special Meeting – July 14, 2016
 - d) Special Meeting – July 21, 2016
 - e) Special Meeting – August 2, 2016
5. Approval of UConn MPA Internship & Professional Practicum (IPP) Job Profile
6. Approval of Updated Job Descriptions
 - a) Deputy Director of Administrative Services
 - b) Employee Benefits Coordinator
 - c) Executive Secretary to the First Selectman/Selectwoman
7. Review Town of Simsbury Unaffiliated Employee Compensation Plan
8. Recommend Appointment of two Unaffiliated Members to the Board of Ethics
9. Adjourn

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8:30 - 7:00 Monday
8:30 - 4:30 Tuesday through Thursday
8:30 - 1:00 Friday