

**Town of Sturbridge
Personnel Committee Meeting**

**Tuesday, December 14, 2021
5:30 P.M.**

**Minute Man Room
Sturbridge Town Hall
308 Main Street
Sturbridge, MA**

1. Call to order
2. Approval of minutes of prior meetings
3. Review and consideration of the revisions to the job description for the Deputy Fire Chief's position in the Sturbridge Fire Department.
4. Other business
5. Adjourn

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted in person and via remote means, in accordance with applicable law. This means that members of the public body as well as members of the public may access this meeting in person, or via virtual means. Specific information and the general guidelines for remote participation can be found on the Town's website at <https://www.sturbridge.gov/town-administrator/pages/how-access-virtual-meeting>. For this meeting, members of the public who wish to listen dial into the meeting at 774-304-1455, enter 1428# for the meeting number and 12345 for the access code. (This phone number is only active for the public during public meetings). Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.