

*TOWN OF WESTFORD*  
**TOWN MANAGER'S OFFICE**  
**TOWN HALL**  
55 MAIN STREET  
WESTFORD, MA 018861

**MEETING POSTING**

**TO:** Personnel Advisory Committee  
**FROM:** Pam Hicks, Director of Human Resources  
**RE:** Meeting Agenda  
**DATE:** Monday, February 26, 2018 – 6:30 PM – Town Hall Conference Room A

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1. **Review proposed Director of Parks and Recreation job description to include Cemeteries and Pay Band placement on the Pay Classification Plan:**  
-Jodi Ross, Town Manager will present

Request: Approve Band 7 from Band 6 for change in duties