



**TOWN OF HOLLISTON  
BOARD OF SELECTMEN**

**703 Washington Street  
Holliston, MA 01746**

**508-429-0608**

**PERSONNEL BOARD  
PROFILE/CHARGE**

***MISSION: The Holliston Personnel Board is to hear appeals from employees of decisions made by the Town Administrator. The Town Administrator may refer to the Board of Selectmen for a final determination any decision over turned by the Personnel Board.***

**Overview (Pursuant to Article XXXII of the Town's General Bylaws)**

Section 1. The Town shall have a Personnel Board, consisting of five members, appointed by the Board of Selectmen in May, for a term of three years each, and so appointed that the term of no more than two (2) shall expire in any one year; provided, however, that of the members originally appointed, two (2) shall be appointed for a term of one year, two (2) for a term of two years and one for a term of three (3) years, as designated by the Selectmen. Appointees hereunder shall continue to hold their offices until the appointment and qualification of their successors. At least one member of the Personnel Board shall by reason of his or her experience in personnel administration. No person shall serve on said Board who is at the same time an employee or elected official of the Town. Three (3) members shall constitute a quorum for the transaction of its business of the Board and the affirmative vote of a majority members present shall be necessary to any official act of the Board...

The Personnel Board is subject the Massachusetts Open Meeting Law and the Massachusetts Public Records Law.

Attention is drawn to the Special Act and the Town's General Bylaws.

**Terms:**

- 2 Members for two (2) years
- 2 Members for one (1) year
- 1 Member for three (3) years

**Reviewed and Approved by the Board of Selectmen: Monday, March 5, 2018**

**Posted: Wednesday, March 7, 2018**