

**Town of Hanson –  
Wage & Personnel Board  
Selectmen's Meeting Room - Hanson Town Hall  
Tuesday, January 24, 2017  
6:30 p.m.**

**Members Present:** Donald Howard, James McGahan, Bruce Young, William Scott, Kenneth Mitchell  
**Members Absent:**  
**Others Present:** *Town Administrator Michael McCue  
Executive Assistant Meredith Marini*

**6:33 p.m.** Chairman Mitchell called the meeting to order.

**Item II New Business**

**Review and approve updated Library Director Job Description** – Mr. McCue informed the Board that the Board of Library Trustees made revisions to the Library Directors' job description which was last updated in 2004. The updated job description more clearly defines the duties of the Library Director with respect to budgeting and management of staff, attendance at workshops and training. Once approved, the Board of Library Trustees will post the position.

**MOTION** by Howard, second by McGahan to approve the updated job description. ***Voted 5 – 0 .***

**Set Annual Hearing Date**

By consensus the Board agreed to meet on **Tuesday, February 7<sup>th</sup> at 6:00 p.m.**

**Item III Approve Minutes**  
December 13, 2016

**MOTION** by Scott, second by Howard to approved the minutes of December 13, 2016 as printed. ***Voted 5 - 0***

**Item IV Adjournment**

**MOTION** by Young, second by McGahan to adjourn. ***Voted 5 – 0***

**Respectfully submitted,**

**Meredith Marini,  
Executive Assistant  
Approved and Voted 5 – 0  
February 7, 2017**