

Town of Hampton  
Board of Finance HR Committee  
Special Meeting  
Monday, January 28, 2013  
10:00am  
Hampton Town Hall

Agenda

1. Call to order
2. Review/approval of minutes of 1/14/13 meeting
3. Old Business
  - Further review of updated job descriptions
    - Building Official
    - Administrative Assistant
  - Review of job descriptions (put into standard format)
    - Tax Collector
    - Treasurer
  - Next job descriptions for consideration
    - Transfer station operator
    - Transfer station attendant
4. New Business
  - Next Steps
  - Determine next job description(s) to review
5. Set next meeting date
6. Adjournment

Please note: This is a Board of Finance Committee Meeting held in public, not a Public Meeting  
(e.g. Town Meeting or Public Hearing)