



Article 4: Amend the Personnel Plan, Including the Classification & Compensation Schedule

VOTE 1: Administrative change to the plan

Article VI: The Pay Plan

Section 2. Promotion **or Reclassifications**

Subsection b. ***to be deleted in its entirety and replaced with*** “When an employee is promoted or the position they hold is reclassified, to a position in a higher class, the employee’s salary shall be increased to the minimum rate for the higher class. In the case of overlapping ranges, the promoted or reclassified employee shall be increased to the step immediately above the employee’s present salary step.

Article VI :The Pay Plan

Section 7 Salary Step Adjustments

Proposed new language:

~~“If after such review it is determined that step advancements will be granted for a given year, then employees with one (1) or more years of service who have achieved an overall performance rating of proficient or better will be advanced to the next step within their job classification on the following July 1.~~ **This employee step advancement occurs annually, provided that annual reviews have been submitted pursuant to the Employee Handbook by June 1..** ~~New employees who were hired, etc....~~

Continued...

Article VI: The Pay Plan, section 11

Temporary Out of Grade Work

Whenever at the direction of the Town Administrator, or at the direction of the Department Head with the consent of the Town Administrator, an employee is assigned tasks and responsibilities for a period of more than ten (10) business days which are normally and ordinarily performed by another employee in a higher grade and which are not among those tasks and responsibilities that the employee would normally and ordinarily be expected to perform under the terms and conditions of the job description for their position, the employee shall be paid an additional five (5) percent of their base pay for the period of time beyond ten (10) business days that they perform the “out of grade” tasks and responsibilities provided, however, that in no case shall they be paid more than the top step of the higher grade position which would normally and ordinarily carry out such tasks and responsibilities.

Article XI Leaves of Absence

Section 1. Sick Leave

Proposed new language

a. Each regular full-time, regular reduced-hours (defined as at least 32 hours per week), and part-time employee (defined as at least 19 hours per week) shall be entitled to one day of the same number of hours as regularly worked,...etc....

Vote 2: Classification and Compensation Schedule: Positions

Add the position of Associate Town Planner

Remove the following positions from the Temporary, Per Diem and Intermittent Schedule: Junior Library Page, Library Page, Fire Department Chaplain, Gym Director, and Call Fire Chief. The Gym Director is now combined with the Winter Sports Director.

Vote 3: Classification and Compensation Schedule: Wage Increase

- The Personnel Board voted a step increase and a wage adjustment of 1.9% effective July 1, 2022 (FY2023) to the Regular Full-Time, Reduced Hours and Part-Time Employee Classification and Compensation Schedule with the following exceptions: DPW Foreman, DPW Worker Skilled, Building and Grounds Maintenance Worker, DPW Worker Semi-Skilled, The 1.9% wage adjustment is based on a fiscal 3-year average of the CPI-U (Consumer Price Index - Urban).
- Employees on the Temporary, Per Diem and Intermittent Schedule will receive a 1.9% wage adjustment with the exceptions of CIT, Counselor, Assistant Animal Control Officer, Winter Sports Director, Specialty Instructor Level I and Level II, Snowplow Operator, and Summer Recreation Director.
- Employees receiving a stipend will not receive the 1.9% increase, except for the Meeting Secretary position which will receive a 1.9% increase.