

ARTICLE 4: RATIFY PERSONNEL BOARD CLASSIFICATION ACTIONS

Ms. Cobbs moves that the Town take affirmative action on Article 4 as printed in the handout.

Classification Actions

- An Amendment to a plan which:
 - Adds or deletes a job title
 - Assigns a title to a salary range
 - Reassigns a title from one salary range to another

*Note: Existence of a title on the Plan does **not** approve funding; funding is subject to town meeting approved General Fund and Enterprise Fund budgets.*

Actions are Necessary When...

- The Town Manager creates a new position
- The duties of an existing position change in a significant manner
- A position title needs to be updated

Results of Actions

- Maintain appropriate job titles and salary ranges
- Allows the Town to attract and retain competent employees
- Comply with pay equity laws

Recommendation

The Personnel Board recommends affirmative action on Article 4 as printed in the handout.

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