

ARTICLE 4. Ratify Personnel Board Classification Actions

Mr. Mrachek moves that the Town take affirmative action on Article 4 as printed in the Warrant, with the addition of the following actions taken subsequent to the closing of the Warrant: Amend the title of “Geriatric Health Nurse” to “Council on Aging Wellness Nurse” under Grade 5; add “Utility Billing Coordinator” to Grade LP-6 effective February 11, 2026; add “Administrative Services Manager” to Grade 8 effective March 11, 2026.

Classification Actions

- An Amendment to a Compensation 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 Compensation 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 warrant and in the updated filing with the Town Clerk as presented at Town Meeting to amend the classification of specific roles, job titles or salary ranges.

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