

PROPOSED AMENDMENTS TO THE FY24 SALARY ADMINISTRATION PLAN

SAP Section	Proposed Change	Reason
Title/First Paragraph	Update revision date and add effective date.	To clarify that changes do not take effect until start of next fiscal year
Second Paragraph, pg. 1	Add “statutory exemption”.	To cover certain classes of employees whose compensation is subject to Select Board approval per state statute (see below)
Section 1; Section 6(c); Section 7(b); Section 9(c); Section 20	Re-lettering of Schedules.	To reflect elimination of certain schedules (see below)
Section 1-Definitions	Change “required” to “available” under “On-Call Compensation”.	To more accurately reflect the reason for the payments
Section 6(f)	Limits on-call compensation to Facilities Department employees; increases maximum weekly stipend from \$200 to \$300; adds provision for substitute coverage at \$45/day.	To adjust on-call compensation to reflect current market rates
Section 7(a)	Delete excess verbiage.	For clarification
Section 11(b)(1)	Three weeks’ vacation earned after year two instead of year five; Four weeks’ vacation earned after year seven instead of year ten.	To maintain ability to attract and retain qualified employees
Section 11(b)(3)	Restricts vacation carryover for new hires.	To align with comparable communities and to limit Town financial liability to departing employees
Section 11(b)(5)	Delete “other than for cause”.	To comply with legal requirements
Section 11(c)(2)	Eliminates payout of accumulated sick leave at retirement (or death) for new hires.	To align with comparable communities and to limit Town financial liability to departing employees
Section 15(a)	Delete “Election Workers and Wardens” reference.	Compensation of Election Workers is subject to Select Board approval per state statute (see below)
Section 20, Schedule A	Revised list of Graded Positions and substituted updated pay rate schedule.	To reflect recommendations of salary consultant as part of mandated quadrennial salary study
Section 20, Schedule B	Eliminated.	Not needed

SAP Section	Proposed Change	Reason
Section 20, Schedule A	Add new Grade 5 title: Clinician	Newly graded position funded through ARPA monies.
Section 20, Schedule C	Combined with Schedule A.	To reflect recommendation of salary consultant that part-time employees should be paid the same as full-time employees for performing the same or similar work
Section 20, Schedule C [new]	Substitute updated pay rate schedule	To maintain ability to attract qualified employees
Section 20, Schedule D	Eliminated	Covered employees' compensation subject to Select Board, not Personnel Board, approval per state statute