

Town of Lunenburg

Personnel Committee:

, Chairman
Scott Chase, Vice-Chairman
Lin Vickery, Secretary
Deb Christen, Member
Nancy Forest, Member



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PERSONNEL COMMITTEE MEETING AGENDA

Date: Thursday, February 4, 2016

Time: 6:30 p.m.

Location: Lunenburg Public Library

AGENDA

Call to Order

Ongoing Business

1. Personnel Action Forms
2. Public Comment
3. Review/Approval of Previous Meeting Minutes from December meeting
4. Discussion of SAP grid (COLA)

Current Business

1. Discuss policies, employee handbook and sexual harassment training with Kerry
2. Scott will present findings regarding his review of talent bank forms and explore performance review form templates
3. Discuss DPW Director grade in comparison with market analysis data, compensation analysis and job descriptions (Nancy prepared) with Kerry

Other Business

Adjourn