

**ROCHESTER PERSONNEL BOARD
MEETING AGENDA
OCTOBER 11, 2023 6:00 PM
LOCATION: TOWN HALL
1 CONSTITUTION WAY, ROCHESTER MA 02770**

RECEIVED

OCT 06 2023

8:35am
[Signature]

ROCHESTER TOWN CLERK

A. CALL MEETING TO ORDER

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF MINUTES

- September 27, 2023 (Vote)

D. OLD BUSINESS

- Changing By – Laws to Policy Discussion
 - Evaluating Some of the Pros and Cons
 - Taking a Position? (Potential Vote)
- Board of Selectmen- Invitation to Attend October 23rd Meeting (6 PM) for Continuance of By-Laws vs Policy Discussion

E. NEW BUSINESS

- Developing FY25 Classification & Compensation Plan
 - Step 1 A. Classifying Seventeen (17) Positions into Like Groups (Sample Handout)
 - Step I B. Determining Grading Range for Groupings

F. REPORTS TO COMMITTEE

- Town Administrator
 - Update on Status of Final Job Descriptions
 - Timeline on Attorney Review of Personnel By-Laws & Meeting with Personnel Board

G. COMMUNICATIONS

- Public Comment
- Individual Board Member Comments

H. FUTURE TOPICS

I.VOTE TO ADJOURN

NEXT MEETNG DATE: October 25, 2023 @ 6 PM

PERSONNEL BOARD WORK CALENDAR

By – Laws Calendar

By End of Oct. –1. Meeting with Legal to Review By-Law Edits; 2. Decision on Changing By-Laws to Policy;

Classification & Compensation Plan (C & CP)

Oct. – Mid Nov. - Work on Development of FY25 C &CP

Late Nov. – Early Dec. - Meet with Town Admin. & Fin. Director to Present Proposal; Set up Meeting for Employees to Discuss Proposal; Make Any Edits

Dec. – Attend BoS meeting on 12/18 to Present Plan; Make Any Edits

Jan./Feb. – Attend Fin Com Meeting to Present Plan; Make Any Edits; Vote on Adopting new FY25 C & CP