

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

A. CALL MEETING TO ORDER

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF MINUTES

- November 21, 2023 (Vote)

D. OLD BUSINESS

- Continued Work on FY25 Classification & Compensation Plan (C & CP)
 - Draft #2 FY25 C & CCP – 5% Step Increase for 9/10 & 11/12 Steps (handout)
 - Estimated Step Increase Cost
- Education Assistance (Part X By-Laws) – Review of Draft Tuition Reimbursement Request Form (Discussion and Potential Vote)

E. NEW BUSINESS

- None

F. REPORTS TO COMMITTEE

- Town Administrator – Update on By-Laws vs Policy

G. COMMUNICATIONS

- Public Comment
- Individual Board Member Comments

H. FUTURE TOPICS

I. VOTE TO ADJOURN

December Meeting Dates: 12/13 (if needed)

Reminder; 12/18 Board of Selectmen Meeting

PERSONNEL BOARD WORK CALENDAR

Classification & Compensation Plan (C & CP)

Late Nov. – Early Dec. - Meet with Town Admin. & Fin. Director to Present 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