

# 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: Add the title of “Human Services Generalist” to Grade 6, effective March 12, 2025.

# Classification Actions

- An Amendment to a 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 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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