

TOWN COUNCIL MEETING
November 9, 2005

Council President Donna S. Turner convened this meeting at 11:47 a.m. in the Council Chambers of the Town Hall. The following members and staff were present: Donna Turner, Mary McCarthy, Norman Pinder, Royden Powell, Town Manager, Steve Kehoe, Town Attorney, and Jane Saulsbury, Administrative Aide.

Business

Reading of Resolution Regarding Amended Personnel Policy - Mr. Powell reviewed the proposed update to personnel leave policies, a copy of which is attached to the Resolution as Exhibit "A." He explained that the update is needed as some of the existing policies are inequitable and, in the case of annual leave, employee work schedules may prevent use of annual leave. The modified policies shall be retroactively effective on January 1, 2005 with the exception of Section V., C., 1, of the "Proposed Personnel Policy Changes – November 7, 2005" which shall be effective January 1, 2006. There is a new section, Section "F. Donated Leave" that gives an employee the opportunity to donate unused annual, sick or personal leave to another employee in certain circumstances of need. In the future, leave records will be centralized in the Town office with department heads monitoring leave balances for their departments.

After discussion, it was moved and seconded by Mrs. McCarthy and Mr. Pinder, respectively, to approve the Resolution by the Town Council of the personnel policy with amendments, effective retroactively except for the amended personnel leave policy. All being in favor, the motion passed.

Motion to Adjourn

There being no further business to discuss, the meeting adjourned by motion and second of Mrs. McCarthy, and Mr. Pinder, respectively. All being in favor, the meeting adjourned at 11:59 a.m.

Respectfully submitted,

Jane Saulsbury
Administrative Aide