



**TOWN OF CONCORD PERSONNEL BOARD  
AGENDA**

**Wednesday, March 22, 2023**

**5:15 p.m.**

**Select Board's Room, Town House & Zoom Video Conference**

<https://us02web.zoom.us/j/87635536103?pwd=Zk9FODViNjZlTmZCbHBjdHRpdmcvdz09>

Dial: 833 548 0282 US Toll-free

Meeting ID: 876 3553 6103

Passcode: 456330

- 1. Call to Order**
- 2. Approval of Minutes**
- 3. Classification & Compensation Study / ATM Articles 5 & 6**
  - GovHR: Presentation of Final Report with Class & Comp Recommendations
  - Town Manager: Recommendations to Personnel Board
    - New Class & Comp Structure
    - FY24 Range Adjustments

*Note: The Town Manager will be out of the country on GMT, but plans to log in on Zoom to present her recommendation*
  - Consideration of GovHR & Town Manager Recommendations
  - Public/Employee Comment
  - Determination of How to Proceed with Articles 5 & 6

**Timeline to Annual Town Meeting (ATM)**

Mar 27:	Public Hearing Presentation (continuation of Articles 5 & 6)
Mar 31:	Finance Committee Report Submittal Due
Apr 7:	Draft Town Meeting Motions Due
Apr 12:	Personnel Board Meeting – opportunity to consider Plan amendments/ATM motions
Apr 20:	Slides & Handouts for Town Meeting Due
Apr 26:	Personnel Board Meeting – last opportunity to consider amendments/ATM motions
Apr 30:	Annual Town Meeting

**4. Adjournment**

**Meeting materials will be available at: [www.concordma.gov/PersonnelBoard](http://www.concordma.gov/PersonnelBoard)**

Documents anticipated for review/discussion at meeting:

- Minutes (as available for review)
- GovHR Final Report of Classification & Compensation Recommendations
- Town Manager's Recommendation for Class & Comp Plan – 1) Based on FY23 data; 2) with FY24 recommended adjustment applied