

**Personnel Board
Town of Shutesbury
April 4, 2022 (Virtual Zoom Meeting)**

Members present: Peg Ross, April Stein and George Arvanitis, also present: Becky Torres (Town Administrator) Absent: Melissa Makepeace-O'Neil and Melody Chartier

Meeting came to order at 6:32

1. Approved the minutes of March 10, 2022
2. Market Alignment analysis
 - a. April and Becky reported the results of the classification analysis for the professional (grade 8) positions. This analysis revealed that the new Librarian pay rate is far below all other grade 8 positions in town.
 - b. The Librarian's final (classification) score was higher than most other grade 8 positions
 - c. Becky also discovered that we had an incorrect pay rate for Equipment Operator #2
 - d. Approved new rates for the Librarian and Equipment Operator #2 totaling \$6,190.
 - e. These new rates will be presented to, and approval requested from, the Finance Committee and the Selectboard
 - f. The updated Market Alignment Analysis with these changes are in the attached Exhibit I
3. Next meetings:
 - April 28, 2022, 6:30
 - May 12, 2022, 6:30
 - June 16, 2022, 6:30

Meeting adjourned at 7:59