

Resolution 60

A RESOLUTION TO AMEND THE COMPREHENSIVE TOWN EMPLOYEES PERSONNEL MANUAL AS ADOPTED BY RESOLUTION NUMBER 57 ON MAY 11, 1996.

1. Section 1 (A) (2) General Provisions - Policy - Definitions.
Add subsection (Q) Exempt Salaried Positions.

" Exempt salaried positions means a position that is exempt from receiving overtime pay for those hours worked in excess of forty (40) hours per work week."

2. Section 2-2 (B) (6) Pay Plan - Procedure - Compensatory Time Off.
Add subsection (6) Compensatory Time Off

" Exempt salaried positions shall be granted time off for those hours worked in excess of forty (40) hours per work week. The time off must be scheduled so as not to interfere with the work needs of the department and shall be subject to the approval of the Town Manager. Upon termination of employment all accumulated compensatory time is forfeited."

3. Section 4-8 (A) Outside Employment - Policy.
Delete the First sentence of the first paragraph and substitute in lieu thereof the following:

" The work of the Town will take precedence over outside employment interests of employees."

4. Section 5-4 (A) Holidays - Eligibility.
Delete (4) Good Friday and substitute in lieu thereof the following:

" (4) The Friday preceding Easter."

5. Section 5-5 (B) (2) Maternity Leave - Terms - Duration.
Delete the First sentence and substitute in lieu thereof the following:

" The employee shall be allowed to remain absent from work for a maximum of twelve (12) weeks after birth, unless her physician verifies that she is still incapacitated."

6. Section 5-7 (B) (5) Sick Leave - Terms - Termination/Retirement for Accumulated Sick Leave.

Delete the First sentence and substitute in lieu thereof the following:

" Upon termination or retirement an employee shall be paid in full for the maximum of one half (1/2) of the employees maximum sick leave allowed to be accruable (90 days)."


7. Section 6-2 (B) (1) Grievance - Procedure - Filing a Grievance. Delete the paragraph and substitute in lieu thereof the following:

" In the event a problem cannot be settled informally through oral discussions with an employee's supervisor, a grievance may be filed if an employee adversely affected alleged:"

ENACTED THIS 10TH DAY OF AUGUST 9 1996



Robert G Frederick, Mayor



Bill Rutherford, Town Manager

ATTEST: