

Personnel Committee Meeting

May 20, 2025

Members Present: Rick Shew, Chairman, Larry Chapman and Mayor Janet Winkler

Members Absent: Barry Mitchell

Others Present: Shana Guy and Tammy Swanson

Call to Order:

Chairman Rick Shew called the Personnel Committee Meeting to order.

Employee Evaluation – Town Manager:

Rick stated that it is time to do the evaluations for the Town Manager, Jonathan Greer. He suggested that the evaluation process be changed from being done annually to every 2 years. Rick commented that since Jonathan's contract was changed to a 4-year contract, having the evaluations done every 2 years would be in the middle of the contract period, which would work good. Rick suggested that this process begin next year, with no evaluations this year.

It was the consensus of the Committee to recommend changing the evaluation process for the Town Manager from being done annually to every 2 years, with the process beginning next year and no evaluations this year.

Discussion of Salary – Town Manager:

The Committee discussed Jonathan's current salary, and agreed that the salary increase should be the same as the 3% Town Staff COLA as proposed for next year's budget. In applying the 3% calculation to Jonathan's current salary, the amount was just under \$95,000. So, the Committee decided to round his salary up to an even \$95,000. Rick commented that Jonathan will also be getting the \$1,000 bonus and longevity as proposed in the budget.

Motion: (Larry Chapman/Rick Shew) to approve Town Manager, Jonathan Greer's salary for FY 2025/2026 at \$95,000, plus the \$1,000 bonus and longevity as proposed for staff in the budget, with the motion being presented to the full Board for approval. Unanimously approved.

Discussion of "Work from Home" Policy:

Rick commented that he would like to see the Town implement a policy that would allow employees to work from home during an extended illness so that they would not have to use all of their sick/vacation time.

Shana stated that she would do some research, and see what types of "work from home" policies other Town have in place for illness, etc.

Adjournment:

Motion: (Larry Chapman/Rick Shew) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk