

## **PERSONNEL BOARD, TOWN OF STERLING**

### **MINUTES OF EXECUTIVE SESSION**

BUTTERICK MUNICIPAL BUILDING

September 16, 2013

The Executive Session was called to order by Chairman Jed Lindholm at 7:39 PM.

Roll call was held. Present were Board members Jed Lindholm, Bruce Baker, Karen Gaylord, Weymouth Whitney, and HR Administrator Don Jacobs.

The Board reviewed a preliminary draft of a classification plan revision that would update the existing plan and its grouping of positions based on the application of a position rating system consisting of thirteen (13) rating criteria.

The Board reviewed results of a position salary survey of municipalities comparable to Sterling in terms of population and service/operational programs that was conducted by Don, and discussed Sterling wages compared to survey results.

The meeting adjourned at 8:18 pm.

Respectfully submitted,

Bruce Baker,  
Clerk