TOWN OF MARLINTON

Personnel Committee
May 15, 2024
Committee Meeting Minutes

Location: Municipal Building Auditorium with Zoom and call-in options.

Mayor Sam Felton called the meeting to order at 1:30 p.m.

Committee members present were Sam Felton, Roger Trusler and Mary Clendenen. Star Barlow also attended the portion of the meeting concerning the Employee Manual updates.

1. **Discuss and/or Act on Pay Raises/Recommendations to Present to Town Council for the Fiscal Year 2025:** The Committee reviewed the current wages for each employee and prepared a list of suggested increases for the coming fiscal year. This will be presented to the Council at their June meeting.

2. **Discuss and/or Act on Personnel Manual Updates:** The Committee members reviewed additional proposed changes to the Personnel Manual concerning the weapons policy, appropriate times to wear Town uniforms, and the addition of Good Friday to the list of approved holidays. A proposed job description for the Police Clerk was also reviewed. These will be recommended to the Town Council at an upcoming meeting.

Adjournment: As there was no further business, the Mayor adjourned the meeting at 2:38 p.m.

Sam Felton
Sam Felton, Mayor

Mary K. Clendenen
Mary K. Clendenen, Recorder