

Town of Duxbury, Massachusetts

OFFICE OF THE BOARD OF SELECTMEN AND TOWN MANAGER



TO: Town Department Heads, Supervisors and Employees
FROM: Rene' J. Read, Town Manager
DATE: December 9, 2021
RE: Follow-up Regarding Draft Final Report of Classification and Compensation Study

On **Wednesday, December 15 at 3:00 p.m.** and **Thursday, December 16 at 2:00 p.m.**, Joellen Cademartori of GovHR will present the draft final report of the classification and compensation study to employees via Zoom. During these presentations, Ms. Cademartori will review the scope of work, job evaluations, salary surveys, recommendations, proposed classification and compensation plans, implementation and future administration. I encourage each of you to watch the replay or video on demand of the presentation from Monday, December 6, 2021, to the Board of Selectmen and Finance Committee at www.pactv.org/duxbury on your computer, smartphone or tablet.

The below Zoom details will allow you to participate from your computer, tablet or smartphone and are the same for both the December 15 and 16 meetings:

Link: <https://us02web.zoom.us/j/89798681859?pwd=QnhSTU5kbW41cnc1MzRUNFFiYmZJZz09>
Meeting ID: 897 9868 1859
Passcode: 972845
One tap mobile
+13017158592,,89798681859#,,,,*972845# US (Washington DC)
+13126266799,,89798681859#,,,,*972845# US (Chicago)

We are all partners in this work and our classification and compensation efforts are ongoing which is why these results are being presented in draft format. As we finalize the results, your continued participation is both welcome and valuable. If you have feedback you would like to share, please complete and return the attached appeal form to Jeannie Horne, Human Resources Director at horne@duxbury-ma.gov before 4:00 p.m. on Wednesday, December 22, 2021.

A copy of this memo and the Employee Appeal Form are available on the Town of Duxbury's Human Resources webpage under "News & Announcements, Employee Notices Archives".

Note: The Town has not examined the study's recommendations pertaining to union positions as those must be reviewed as part of the upcoming collective bargaining process.

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The mission of the Town of Duxbury is to deliver excellent services to the community in the most fiscally responsible and innovative manner while endeavoring to broaden our sense of community and preserve the unique character of our town.