

**TOWN OF PLATTSBURGH  
TOWN BOARD MONTHLY MEETING  
February 3, 2022**

**Resolution No. 022-044**

**Updated Wage and Salary Administration  
Program to reflect part time employees**

**WHEREAS**, Public Sector HR Consultants, LLC was retained in 2019 to conduct a comprehensive study and produce a Wage and Salary Administration Program for non-represented positions in the Town of Plattsburgh, and

**WHEREAS**, Town of Plattsburgh chose to updated this program for part time non represented positions and has received the updated Wage and Salary Administration Manual from Public Sector HR Consultants, LLC and;

**WHEREAS**, the information contained in the manual has been prepared to describe the Town of Plattsburgh Wage and Salary Administration Program. Statements contained in the manual are meant are guidelines to be utilized by the Town Board in making wage and salary decisions. Policies contained herein may be modified at any time, by the Town Board in its sole discretion, and

**RESOLVED**, The Town Board does hereby adopt the Wage and Salary Administration Manual with particular focus on the Wage and Salary Structure fully described in Section 6 to serve as a guide for wage and salary decisions. Which provides one of the basic controls of the Program. The manual will assist management in making equitable pay decisions. The number of grade levels and pay ranges within each level have been developed to fit the Town of Plattsburgh's specific needs.

**Motion: Charles A. Kostyk**

**Seconded by: Barbara E. Hebert**

**Discussion: none**

**Roll Call:**

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Carried</u>	<u>Tabled</u>
				x	
<b>Thomas E. Wood</b>	x				
<b>Barbara E. Hebert</b>	x				
<b>Charles A. Kostyk</b>	x				
<b>Dana M. Isabella</b>	x				
<b>Michael S. Cashman</b>	x				