

Status of Open Salary & Personnel Issues

July 12, 2012

Salary & Wage Plan

The staff has begun the process of putting together a new/combined S/W plan for all the non union/exempt employees. This will include the establishment of new salary classifications and the appropriate salary ranges. In addition in some of the classifications there will be a more formalized step plan. It will be based on comparable salaries within the Princeton area as well as specific towns that are comparable to Princeton.

Salary Discrepancies

As part of this salary research staff will look to evaluate the need to adjust salaries for certain positions that may have significant discrepancies. After this review the staff will recommend to the two governing bodies and or the newly elected governing body a plan for harmonizing the salaries so as to address any of the major discrepancies. This is not to be construed with salary leveling. It is anticipated that salaries within a not yet defined percentage of difference and or discrepancy may not necessarily require any adjustments while those outside of that same percentage may be in need of a methodology that will provide equity. The first step to this process is to complete the review and establish what that acceptable % difference is.

Another issue that staff is reviewing is to establish any need to address significant levels of additional responsibility and whether there should be any salary considerations related to these increases. If these are found then the administration will come up with recommendations and or options to consider which will be presented to the governing body.

Job Descriptions

Staff is continuing to rewrite and standardize the job descriptions for the non union and exempt positions. In addition general statements of duties have been completed for all of the new department head positions.