

4D



**Town of Plymouth
Human Resources Dept.**

Memo

To: Board of Selectmen and Advisory and Finance Committee

From: Cindy M. DePina, Director of Human Resources

Date: 08/25/2015

Re: Article 4

ARTICLE 4: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sum of money for the construction and/or repair and/or purchase and/or lease and/or replacement of departmental buildings and/or equipment and/or capital facilities and/or for feasibility studies and other types of studies for the various departments of the Town substantially as follows:

D. Study of Personnel Salaries Town Wide

We are proposing a comprehensive study to evaluate salaries for all positions within the Town for both internal equity as well as comparisons externally to similar communities to ensure salaries are at the proper level. We would like to ensure we can offer competitive salary packages that attract and retain talent.

In a constantly changing economic climate, keeping the Town thriving requires staying in tune with the climate. Salary survey analysis identifies incumbents who are paid significantly less than the market, providing an opportunity to make adjustments over time to bring those salaries up to a competitive level. It can also identify any areas where a position may be getting overpaid and allow to control costs and make any adjustments. There may also be positions that are being paid at the proper level and there would not be a need to make any changes.

The survey will be conducted by a third party, with no association to the Town. When the project is completed a comprehensive report will be available to review. The cost to complete this study will be approximately \$42,000.