



# TOWN COMMISSION MEETING

April 23, 2024 at 6:30 PM

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<b>AGENDA ITEM TITLE:</b>	DISCUSSION POTENTIAL CHANGES TO THE EMPLOYEE HANDBOOK
<b>SUBJECT:</b>	Town Commission will discuss suggested updates to the employee handbook.
<b>STAFF ANALYSIS:</b>	Staff has requested review of the following items by the commission: <ol style="list-style-type: none"><li>1. Review of Town Cell Phone and usage policy</li><li>2. Review of Town Relatives Employment</li><li>3. Review of Town Tobacco and Smoking Policy</li></ol>
<b>FISCAL IMPACT:</b>	None
<b>STAFF RECOMMENDATION:</b>	Discussion Item only
<b>ATTACHMENTS:</b>	Example policies Town's current policy