



**BOARD OF ALDERMEN  
AGENDA ITEM**

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**ISSUE:** Town Personnel Policy Amendment

**PRESENTED BY:** Caitlin Elliott, Finance Officer

**PRESENTATION:** Administration Department

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**Background:** The 2023 – 2024 fiscal year budget was approved on June 14<sup>th</sup>, 2023. Comprised in this budget was the addition of two floating holidays for Town employees. The attached Personnel Policy represents these two floating holidays as well as the addition of a title page.

**Attachments:** Amended Town Personnel Policy

**Recommendation:** Approve Amendment as recommended

**Action Needed:** Yes

**Suggested Motion:** *"I, \_\_\_\_\_ make a motion to approve the Amendment to the Town Personnel Policy as presented."*