

Memorandum



To: Mayor and Town Council

From: Ryan Spitzer

Date: 4/9/2021

Re: Personnel Handbook – Longevity and Employer Sponsored Benefits

Overview:

Based on the discussion from the Closed Session Council may need to change the language in these two sections for clarification purposes. Council may need to better define employment status for both sections as well as what continuous means.

Attachments:

Longevity Pay Policy

Employer Sponsored Benefits for Retired Employees with 25 or more Years of Service Policy

Definitions