

December 10, 2015

MEMORANDUM

TO: Personnel Committee

FROM: Kelly L. Chalfant

**SUBJECT: Agenda for the December 14th, 5:00 p.m. meeting in Council Chambers,
Municipal Building**

Regular Meeting: Note New Date and Time for this month

Review proposed salary ranges for non-bargaining positions.
Review various proposed changes to the Personnel Policy

Respectfully submitted

Kelly L. Chalfant