

Compensation Plan

The Human Resources Board shall develop a salary Compensation Plan to promote the recruitment of qualified applicants and to reward and retain employees based on a satisfactory job performance and evaluation. The Compensation Plan shall take into consideration the relative responsibilities of positions as set forth in the job descriptions, wage rates paid for comparable positions in comparable communities as well as in the private sector, wage rates paid under collective bargaining agreements, economic conditions in the general labor market and the Town's fiscal condition. The plan, after approval by the Appointing Authority, shall be reviewed, and revised as needed, ~~every five years from time to time in~~ order to maintain a fair and equitable compensation system for the Town.

Formatted: Strikethrough

Compensation

The hiring rate shall be at the minimum of the rate range for the job unless the Department Head requests compensation at a higher rate based upon exceptional qualifications or a lack of qualified applicants available at the minimum rate. Such request shall be made to the Human Resources Board in writing by the Department Head at the time of employment. The Board shall approve or disapprove the request and make a recommendation to the Appointing Authority accordingly.

Upon successful completion of the Initial Evaluation Period, the Department Head may request from the Human Resources Board a higher hiring rate based upon the employee's demonstrated abilities. The Human Resources Board shall make a recommendation to the Appointing Authority accordingly.

Overtime and Compensatory Time

An employee** who occupies a position that is not "exempt" pursuant to the Fair Labor Standards Act (FLSA) is eligible for overtime pay. "Overtime" means those hours in excess of forty (40) actually worked in a seven-day week. (This definition may be different for Police Officers or Firefighters). Hours "worked", as defined under the FLSA, do not include any time on the job that is devoted to uninterrupted lunch breaks. For example, in the case of an employee who was in the office for 42 hours in a week, but received a 30-minute daily-uninterrupted lunch break, the actual hours worked would not include the two and a half hours spent on lunch breaks.

Overtime is calculated only in respect of a work week as a whole. The Town of Chilmark defines a workweek as Sunday through Saturday. An employee who worked ten hours per day for four days in a week and was