

**Old Lyme Salary Committee  
Tuesday, 18 December 2012**

The Salary Committee held a meeting at 6:00 PM on Tuesday, 18 December 2012 in the Meeting Hall of the Old Lyme Memorial Town Hall. First Selectwoman Bonnie Reemsnyder, Board of Finance Chair Andy Russell, BOF member Dave Woolley and Finance Director Nicole Stajduhar were present. BOF member Wayne Devoe was excused absent.

**1. Approval of Minutes:** A motion was made by Andy Russell to approve the minutes of the Aug. 27, 2012 meeting and the Oct. 16, 2012 meeting. So voted.

**2. Employee Handbook;**

The updated draft of the revised Employee Handbook was reviewed, specifically the sections regarding sick benefits and vacation benefits. After discussion, the main change was to the section regarding payment of accrued vacation at the time of departure of an employee. It will be sent back to attorney for final changes and the Board of Selectmen will review for approval. No votes were taken.

**3. Salary Discussion:** A salary spread sheet was distributed by Nicole Stajduhar, showing a suggested increase to salaries, as well as some changes in staffing due to attrition and/or changes in hours. There was discussion about how various percentages might bring the overall increase down for FY 2014. Nicole will make some changes and distribute a new spread sheet for further discussion at the next meeting. No votes were taken.

Respectfully submitted,

Bonnie A. Reemsnyder