



# TOWN OF CHILMARK, MASSACHUSETTS

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## M E M O

To: The Honorable Chilmark Board of Selectmen  
From: Human Resources Board  
Date: November 7, 2013  
Re: Municipal Position Evaluation Manual (MPEM)

Approximately four years ago this Board determined that the manual used to determine pay grades of Town employees was dated. It had been created by a consultant approximately twenty years ago, at a time when technology played a minor role in most positions. Although the most expedient course would have been to recommend the hiring of a consultant at a projected cost in excess of twenty thousand dollars, the Board decided to undertake the task itself, at no cost to the Town. The attached document is the culmination of our efforts. Countless hours of thought, revision and testing have occurred. This Board has unanimously recommended that you adopt it. "

Respectfully,

Stephen Lewenberg  
Chair, Human Resources Board of Chilmark