

Resolution Adopting Updated Performance Review Form and Procedure

WHEREAS, the Town of Dryden has 13 full-time and 7 part-time non-elected, non-union employees; and

WHEREAS, the Personnel and Finance Committee is charged with reviewing policies and procedures related to the management of these employees; and

WHEREAS, best practices in personnel management state that providing meaningful feedback in a constructive manner on a regular basis will improve morale and job performance¹; and

WHEREAS, best practices in personnel management also state that relating salary increases to job performance increases motivation and productivity²; and

WHEREAS, the Town of Dryden seeks to create a standardized, fair, and respectful process of providing feedback and evaluating the job performance of its employees, now therefore be it

RESOLVED that Town Board of Dryden adopts the updated *Employee Performance Review Form* and procedure as outlined on the *Town of Dryden Employee Performance Review Cover Page* dated July 2017.

¹ Mone E. M. and London M., 2010, Taylor and Francis Group, Employee Engagement Through Effective Performance Management: A Practical Guide for Managers

² Bellé, N., December 2012, Public Administration Review, Vol. 73, Issue 1, Pages 143-145, *Experimental Evidence on the Relationship between Public Service Motivation and Job Performance*