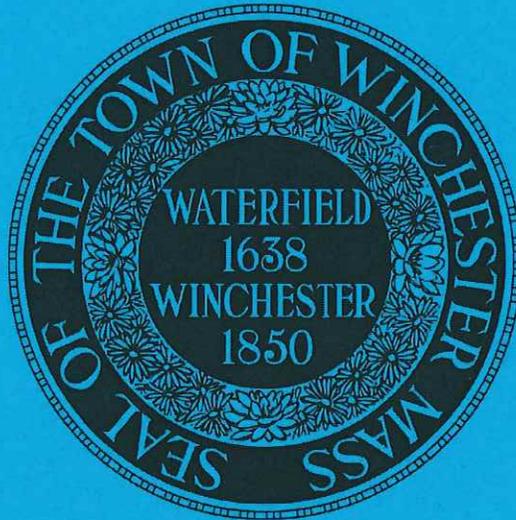


# Town of Winchester



## Personnel Board Report ARTICLE 40

2018 Spring Town Meeting



**TOWN OF WINCHESTER  
2018 Spring Annual Town Meeting**

**ARTICLE 40**

To see if the Town will vote to hear and act on the report of the Personnel Board and take any action in connection with recommendations as to wages and salaries, working conditions, new or revised rates of wages and salaries, changes, additions, adjustments or revisions of wages and salaries and in classifications and definitions, and in amending, revising and adding to the Personnel Policy Guide as well as in other matters thereto related; and to raise and appropriate money for any adjustments or revisions of wages and salaries of employees subject and not subject to collective bargaining agreements or in any job classifications, and to provide for salary or wage adjustments not otherwise provided for, said monies to be expended by the departments affected; determine in what manner the monies shall be raised by taxation or otherwise, or take any other action in relation thereto.

(Personnel Board)

**Summary:**

There are 8 motions that will be considered under this Article. This article involves approval of one motion for the reclassification of the Payroll/Benefits Coordinator position and an amendment to Schedule 5 – Miscellaneous Positions for the School Traffic Officer, four motions for the approval of one Municipal Collective Bargaining Agreement for the Winchester Clerical Workers, one motion for the approval of a correction to Schedule 11 – Custodial Union SC-10 Grade, Step III for FY18 and FY19, and two motions for approval of a cost-of-living increase in the amount of 2.0% for Municipal Non-Union employees effective July 1, 2018.

**MOTION 1: MOVED AND SECONDED** that the Town's Compensation Plan be amended effective July 1, 2018 as recommended by the Town Manager and the Personnel Board as set forth in **Appendix A – Reclassification of Schedule 3 – Payroll/Benefits Coordinator Position and Amendment to Schedule 5 – School Traffic Officer**

DELETE:  
PT-10

Payroll/Benefits Coordinator

ADD:  
PT-12

Payroll/Benefits Coordinator

DELETE:  
Schedule 5 – Miscellaneous Positions:  
School Traffic Officer

245/Week

ADD:  
Schedule 5 – Miscellaneous Positions:  
School Traffic Officer

\$16.33/Hour

**BACKGROUND:** The purpose of this motion is to ratify the recommendation of the Personnel Board with respect to the Reclassification of the Payroll/Benefits Coordinator resulting from a more detailed review of the job duties that have changed and become more complex with a higher level of responsibility. This motion also includes the approval of an amendment to Schedule 5 - Miscellaneous Positions of the Town's Compensation Schedules for the School Traffic Officer, changing the compensation from a weekly rate of pay (245/Week) to an hourly rate of pay (\$16.33/Hour).

**MOTION 2: MOVED AND SECONDED** that Schedule 1 of the Town's Compensation Plan be amended in accordance with the recommendation of the Personnel Board as set forth in **Appendix B – Clerical Workers Union FY17, July 1, 2016** and pursuant to a Memorandum of Understanding (MOU) reached between the Board of Selectmen and the SEIU Local 888 Winchester Clerical Workers dated April 17, 2018.

**BACKGROUND:** The purpose of this motion is to amend Schedule 1 in the Town's Compensation Plan for employees covered by the SEIU Local 888 Winchester Clerical Workers. A summary of the essential terms and conditions contained in the MOU are listed below:

Term: July 1, 2016 through June 30, 2017

Wages: Salary rates shall be increased as follows:  
 FY17 July 1, 2016 2.0% (retroactive)

**MOTION 3: MOVED AND SECONDED** that the Town appropriate the sum of \$41,465 to the following FY18 Municipal Personal Service Budgets as listed below; to fund retroactive increases in wages in FY17 and FY18 for employees of the SEIU Local 888 Winchester Clerical Workers; \$34,386 shall be raised, \$3,244 shall be funded by Water and Sewer Retained Earnings and \$3,835 shall be funded by Recreation Retained Earnings.

Department #1340	Assessing Department	\$ 3,843
Department #1350	Treasurer/Collector's Department	\$ 4,258
Department #1412	Engineering Department	\$ 2,163
Department #1413	Building and Zoning Department	\$ 3,051
Department #1610	Town Clerk's Department	\$ 4,002
Department #2100	Police Department	\$ 4,869
Department #2200	Fire Department	\$ 2,440
Department #4100	Department of Public Works	\$ 4,814
Department #5110	Board of Health	\$ 2,324
Department #5410	Council on Aging	\$ 2,622
Department #9000	Water and Sewer Enterprise	\$ 3,244
Department #9010	Recreation Enterprise	<u>\$ 3,835</u>

**Total Appropriation: \$41,465**

**BACKGROUND:** The purpose of this motion is to appropriate the sum of \$41,465, \$34,386 shall be raised, \$3,244 shall be funded by Water and Sewer Retained Earnings and \$3,835 shall be funded by Recreation Retained Earnings to supplement various FY17 and FY18 budgets necessary to fund retroactive wage increases for employees of the SEIU Local 888 Winchester Clerical Workers effective July 1, 2016.

**MOTION 4: MOVED AND SECONDED** that the Town appropriate the sum of \$21,845 to the following FY19 Municipal Personal Service Budgets as listed below; to fund retroactive increases in wages in FY19 for employees of the SEIU Local 888 Winchester Clerical Workers; \$17,931 shall be raised, \$1,987 shall be funded by Water and Sewer Retained Earnings and \$1,927 shall be funded by Recreation Retained Earnings.

Department #1340	Assessing Department	\$ 2,029
Department #1350	Treasurer/Collector's Department	\$ 2,116
Department #1412	Engineering Department	\$ 1,118
Department #1413	Building and Zoning Department	\$ 1,578
Department #1610	Town Clerk's Department	\$ 2,110
Department #2100	Police Department	\$ 2,517
Department #2200	Fire Department	\$ 1,218
Department #4100	Department of Public Works	\$ 2,530
Department #5110	Board of Health	\$ 1,172
Department #5410	Council on Aging	\$ 1,543
Department #9000	Water and Sewer Enterprise	\$ 1,987
Department #9010	Recreation Enterprise	\$ 1,927
<b>Total Appropriation:</b>		<b>\$ 21,845</b>

**BACKGROUND:** The purpose of this motion is to appropriate the sum of \$21,845 to the previously listed FY19 Municipal Personal Service Budgets; to fund retroactive increases in wages in FY19 for employees of the SEIU Local 888 Winchester Clerical Workers; \$17,931 shall be raised, \$1,987 shall be funded by Water and Sewer Retained Earnings and \$1,927 shall be funded by Recreation Retained Earnings.

**MOTION 5: MOVED AND SECONDED** that the Town raise and appropriate the sum of \$105,140 to provide for the unsettled FY18 and FY19 revisions and adjustments to FY19 salaries and wages and other benefits for employees of the SEIU Local 888 Winchester Clerical Workers to be held in the FY19 Unallocated Wage Account to be allocated in subsequent Town Meeting vote(s).

**BACKGROUND:** The purpose of this motion is to raise and appropriate the sum of \$105,140 to provide for the unsettled FY18 and FY19 revisions and adjustments in FY19 salaries and wages and other benefits for employees of the SEIU Local 888 Winchester Clerical Workers to be held in the FY19 Unallocated Wage Account to be allocated in subsequent Town Meeting vote(s).

**MOTION 6: MOVED AND SECONDED** that Schedule 11 of the Town's Compensation Plan be amended in accordance with the recommendation of the Personnel Board as set forth in **Appendix C – (Municipal) FY18 & FY19 Custodial Union Compensation Schedules** and pursuant to a Memorandum of Understanding (MOU) reached between the Board of Selectmen and the SEIU Local 888 Winchester Custodial Union dated June 19, 2017.

**BACKGROUND:** The purpose of this motion is to correct Schedule 11 in the Town's Compensation Plan for employees covered by the SEIU Local 888 Winchester Custodial Union that had been approved previously at the 2017 Fall Town Meeting (The 2017 Fall Town Meeting Personnel Board Article indicated a rate of \$23.18 for Grade SC-10, Step III; Grade SC-10, Step III should have read \$23.63).

**MOTION 7: MOVED AND SECONDED** that Schedules 2 (*CS-Clerical*), 3 (*Professional Technical*), 4 (*Management*), 5 (*Miscellaneous*) and 6 (*Recreation*) of the Town’s Compensation Plan be amended to reflect wage adjustments for the Municipal Non-Union employees of the Town as recommended by the Town Manager and the Personnel Board as set forth in **Appendix D - FY19 – Non-Union (Municipal) Compensation Schedules July 1, 2018**.

**BACKGROUND:** The purpose of this motion is to amend compensation schedules 2, 3, 4, 5 and 6 in the Town’s Compensation Plan for Municipal Non-Union employees for FY19. The proposed increase is 2.0% effective July 1, 2018.

**MOTION 8: MOVED AND SECONDED** that the Town appropriate the sum of \$143,688 to the following Municipal Personal Service Budgets as listed below: \$117,543 shall be raised, \$5,145 shall come from Water and Sewer Retained Earnings and \$21,000 shall come from Recreation Retained Earnings.

Department #1210	Town Manager’s Department	\$ 7,650
Department #1340	Assessing Department	\$ 2,012
Department #1350	Treasurer/Collector’s Department	\$ 4,089
Department #1412	Engineering Department	\$ 7,323
Department #1413	Building and Zoning Department	\$ 4,803
Department #1415	Conservation Department	\$ 1,100
Department #1420	Planning Board	\$ 1,824
Department #1520	Human Resources Department	\$ 3,716
Department #1530	Information Technology	\$ 2,193
Department #1610	Town Clerk’s Department	\$ 3,850
Department #2100	Police Department	\$17,800
Department #2200	Fire Department	\$ 2,899
Department #2420	Sealer of Weights and Measures	\$ 155
Department #4100	Department of Public Works	\$20,676
Department #5110	Board of Health	\$ 5,267
Department #5410	Council on Aging	\$ 3,900
Department #5420	Veteran’s	\$ 190
Department #6110	Library	\$28,096
Department #9000	Water and Sewer Enterprise	\$ 5,145
Department #9010	Recreation Enterprise	<u>\$21,000</u>
<b>Total Appropriation:</b>		<b>\$143,688</b>

**BACKGROUND:** The purpose of this motion is to appropriate the sum of \$143,688, \$117,543 shall be raised, \$5,145 shall come from Water and Sewer Retained Earnings and \$21,000 shall come from Recreation Retained Earnings to supplement various FY19 budgets necessary to fund wage increases for Municipal Non-Union employees effective July 1, 2018.

# TOWN OF WINCHESTER



## APPENDIX A (MUNICIPAL)

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RECLASSIFICATION OF SCHEDULE 3  
PAYROLL/BENEFITS COORDINATOR POSITION  
AND  
AMENDMENT TO SCHEDULE 5  
SCHOOL TRAFFIC OFFICER

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PROPOSED

## SCHEDULE 3

### PT Compensation Plan FY19 - July 1, 2018

Compensation Grade/Title	1	2	3	4	5	6	7	8	9	10
PT-6	19.04	19.69	20.36	21.09	21.82	22.60	23.38	24.20	25.03	25.91
PT-7 Civilian Dispatcher	20.72	21.48	22.20	22.98	23.80	24.63	25.49	26.39	27.31	28.24
PT-8 Finance Committee Secretary Chief Dispatcher	22.61	23.44	24.21	25.03	25.94	26.88	27.76	28.73	29.74	30.78
PT-9 Dog Officer Library Network Administrator	24.65	25.48	26.39	27.25	28.25	29.27	30.29	31.34	32.46	33.58
PT-10 Accounts Payable Supervisor Assistant Town Clerk <del>Payroll / Benefits Coordinator</del> ADA Coordinator	47,953	49,632	51,365	53,161	55,025	56,949	58,947	61,010	63,144	65,355
PT-11 Geriatric Social Worker Senior Aftercare Coordinator Professional Librarian Community Education Coordinator Community Health Program Manager Executive Coordinator Preschool/After School Director Youth Center Coordinator	50,350	52,113	53,940	55,818	57,779	59,796	61,892	64,060	66,298	68,619
PT-12 Engineering Inspector Administrative Coordinator Maintenance Specialist - Electrician Maintenance Specialist - Plumber HVAC Technician Recycling General Foreman * Payroll/Benefits Coordinator	52,868	54,719	56,628	58,614	60,665	62,787	64,816	67,082	69,432	71,863
PT-13 Plumbing/Gas Inspector Wiring Inspector Water Treatment Plant Operator Cemetery Coordinator Conservation Administrator Recreation Coordinator	55,509	57,450	59,462	61,544	63,703	65,930	68,149	70,536	73,003	75,559
PT-14 Junior Engineer Library Department Head Head of Circulation Facilities Coordinator Operations - Supervisor Building Maintenance Coordinator Public Health Nurse Building Inspector	58,286	60,327	62,443	64,620	66,880	69,226	71,647	74,155	76,749	79,435
PT-15 Water System Distribution Supervisor Fleet Coordinator	61,202	63,341	65,557	67,848	70,228	72,683	76,077	78,739	81,497	84,347

The preceding rates reflect a 2% adjustment over FY18 January rates

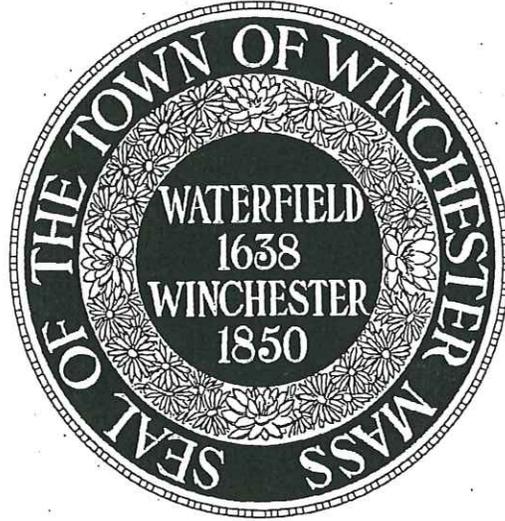
# SCHEDULE 5

## Miscellaneous Positions Compensation Schedule FY19 - July 1, 2018

Compensation Title	Compensation						
Emergency Management Coordinator	12,456 /Year						
Worker's Compensation Agent	9,907 /Year						
Veterans' Agent	7,925 /Year						
Records Administrator	9,907 /Year						
ADA Coordinator	6,151 /Year						
Animal Inspector	5,643 /Year						
Veteran's Graves Caretaker	1,663 /Year						
Planning Board Engineer	21,504 /Year						
Fair Housing Director	2,772 /Year						
Assistant Library Director	7,620	8,575	9,527 /Year				
Registrar of Voters	1,928 /Year						
Registrar of Voters (Town Clerk)	2,037 /Year						
Sealer of Weights and Measurers	7,894 /Year						
Radio Mechanic	3,589 /Year						
Custodian of Retirement Funds	2,526 /Year						
School Traffic Officer	16.33 /Hour						
Student Drafter	330	421 /Week					
Deputy Inspector	275 /Week						
School Messenger	12.62 /Hour						
Voting Machine Custodian	25.25 /Hour						
Recording Secretary - School Committee	11.35 /Hour						
Police Matron	16.39 /Hour						
Hearings Officer	16.39 /Hour						
Non-Classified Clerk	8.84 /Hour						
Non-Classified Laborer	8.84	14.90 /Hour					
Public Safety Building Custodian	22.08	22.82	23.61	/Hour			
Library Junior Page	9.64	10.05	10.46	10.87	11.26	11.66	12.08 /Hour
Library Senior Page	13.24	13.67	14.09	14.46	14.84	15.25	15.67 /Hour
Tennis Court Maintenance Supervisor	25.99	26.57	27.26	27.97	28.68	29.35	/Hour
Tennis Maintenance Assistant	20.49	20.92	21.45	21.98	22.49	23.01	/Hour
Each Election:							
Warden	231 /Election						
Deputy Warden/Clerk	193 /Election						
Inspector	153 /Election						
Town Census:							
Registrar of Voters/Supervisor	1,076 /Year						
Registrar of Voters/Temporary	0.42 /Name						
Town Meeting:							
Audio/Visual Operator (student)	38.46 /Session						
Audio/Visual Operator (faculty)	81.80 /Session						
Checker	7.57 /Hour (Minimum 2 Hours)						

The preceding rates reflect a 2% adjustment over FY18 January rates

# TOWN OF WINCHESTER



## APPENDIX B (MUNICIPAL)

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CLERICAL WORKERS UNION

FY 2017, JULY 1, 2016

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PROPOSED

# SCHEDULE 1

## Clerical Compensation Schedule (S Grades) -- SEIU, Local -- FY17 - July 1, 2016

Compensation Grade/Title	Minimum	II	III	IV	V	VI	VII	VIII	Maximum
S-24 Senior Clerk I	35,752	37,003	38,298	39,638	41,027	42,463	43,950	45,488	47,258
S-25 Secretary Senior Clerk II	37,896	39,226	40,598	42,018	43,487	45,012	46,587	48,216	50,092
S-26 Administrative Secretary I Principal Clerk I	40,170	41,575	43,032	44,539	46,097	47,716	49,384	51,112	53,101
S-27 Administrative Secretary II Principal Clerk II	42,581	44,072	45,612	47,210	48,864	50,571	52,341	54,172	56,281

FY17 is the 1st year of a 3 year agreement between the Town of Winchester and the SEIU, Local 888.

The preceding rates reflect a 2% adjustment over the FY16 January rates

**FY2018 & FY2019 Rates Currently under Negotiation**

# TOWN OF WINCHESTER



## APPENDIX C (MUNICIPAL)

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FY 2018 & FY 2019  
CUSTODIAL UNION  
COMPENSATION SCHEDULES

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# SCHEDULE 11

## School Custodian Compensation Schedule -- FY18 - July 1, 2017

Compensation Grade/Title	I	II	III
SC-1 Janitor B	12.53	13.23	13.77
SC-4 Janitor A	15.78	16.98	18.18
SC-7 Custodian 1	18.54	20.13	21.33
SC-8 Custodian 2	19.36	20.72	21.93
SC-9 Custodian 3	20.13	21.27	22.51
SC-10 Custodian 4	20.63	21.87	23.63 *
SC-11 Custodian 5	21.27	22.47	23.70
SC-12 Custodian 6	22.41	23.67	24.91
SC-13 Custodian 7	23.63	24.90	26.16
SC-14 Custodian 8	24.91	26.11	27.77
SC-15 Custodian 9	26.08	27.40	29.20

This schedule represents 2% increase adjustments to FY17 July rates.

FY18 is the 2nd year of a 3 year agreement between the Town of Winchester and the SEIU, Local 888.

The 2017 Fall Town Meeting Personnel Article indicated a Rate of \$23.18 for Grade SC10 Step III on above Schedule 11 for School Custodians; Grade SC 10 Step III should have read \$23.63.

# SCHEDULE 11

## School Custodian Compensation Schedule -- FY18 - January 1, 2018

Compensation Grade/Title		I	II	III
SC-1	Janitor B	12.59	13.30	13.84
SC-4	Janitor A	15.86	17.06	18.27
SC-7	Custodian 1	18.63	20.23	21.43
SC-8	Custodian 2	19.46	20.83	22.04
SC-9	Custodian 3	20.23	21.37	22.63
SC-10	Custodian 4	20.73	21.98	23.75 *
SC-11	Custodian 5	21.37	22.59	23.82
SC-12	Custodian 6	22.52	23.79	25.03
SC-13	Custodian 7	23.75	25.02	26.29
SC-14	Custodian 8	25.03	26.24	27.91
SC-15	Custodian 9	26.21	27.54	29.35

This schedule represents 0.5% increase adjustments to FY18 July rates.

FY18 is the 2nd year of a 3 year agreement between the Town of Winchester and the SEIU, Local 888.

\* The 2017 Fall Town Meeting Personnel Article indicated a Rate of \$23.24 for Grade SC10 Step III on above Schedule 11 for School Custodians; Grade SC 10 Step III should have read \$23.75.

# SCHEDULE 11

## School Custodian Compensation Schedule -- FY19 - July 1, 2018

Compensation Grade/Title		I	II	III
SC-1	Janitor B	12.84	13.57	14.12
SC-4	Janitor A	16.18	17.41	18.63
SC-7	Custodian 1	19.01	20.64	21.86
SC-8	Custodian 2	19.85	21.24	22.48
SC-9	Custodian 3	20.64	21.80	23.08
SC-10	Custodian 4	21.15	22.42	24.23 *
SC-11	Custodian 5	21.80	23.04	24.30
SC-12	Custodian 6	22.97	24.26	25.53
SC-13	Custodian 7	24.22	25.52	26.81
SC-14	Custodian 8	25.53	26.77	28.47
SC-15	Custodian 9	26.74	28.09	29.94

This schedule represents 2% increase adjustments to FY18 January rates.

FY19 is the 3rd year of a 3 year agreement between the Town of Winchester and the SEIU, Local 888.

\* The 2017 Fall Town Meeting Personnel Article indicated a Rate of \$23.71 for Grade SC10 Step III on above Schedule 11 for School Custodians; Grade SC 10 Step III should have read \$24.23.

# SCHEDULE 11

## School Custodian Compensation Schedule -- FY19 - January 1, 2019

Compensation Grade/Title		I	II	III
SC-1	Janitor B	12.94	13.67	14.23
SC-4	Janitor A	16.30	17.54	18.77
SC-7	Custodian 1	19.15	20.79	22.03
SC-8	Custodian 2	20.00	21.40	22.65
SC-9	Custodian 3	20.79	21.96	23.25
SC-10	Custodian 4	21.31	22.59	24.41 *
SC-11	Custodian 5	21.96	23.21	24.48
SC-12	Custodian 6	23.15	24.45	25.72
SC-13	Custodian 7	24.40	25.71	27.01
SC-14	Custodian 8	25.72	26.97	28.68
SC-15	Custodian 9	26.94	28.30	30.16

This schedule represents 0.75% increase adjustments to FY19 July rates.

FY19 is the 3rd year of a 3 year agreement between the Town of Winchester and the SEIU, Local 888.

\* The 2017 Fall Town Meeting Personnel Article indicated a Rate of \$23.89 for Grade SC10 Step III for Schedule 11 - School Custodians; Grade SC 10 Step III should have read \$24.41.

# TOWN OF WINCHESTER



## APPENDIX D

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FY 2019 – NON-UNION (MUNICIPAL)  
COMPENSATION SCHEDULES

JULY 1, 2018

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PROPOSED

## SCHEDULE 2

### CS Compensation Schedule FY19 - July 1, 2018

Compensation Grade/Title	1	2	3	4	5	6	7	8	9	10
CS-4 Crossing Guard	29,124	30,146	31,199	32,295	33,421	34,610	35,804	37,057	38,353	39,695
CS-5 Library Aide	31,746	32,858	34,030	35,192	36,412	37,704	39,021	40,387	41,801	43,264
CS-6 Technical Services Assistant II Technical Services Assistant	34,605	35,813	37,069	38,314	39,710	41,100	42,536	44,026	45,567	47,161
CS-7 Parking Warden Circulation Clerk	37,723	39,038	39,787	41,823	43,315	44,799	46,364	47,988	49,667	51,405
CS-8 Administrative Secretary I Senior Library Clerk, Technical Services	41,116	42,557	44,048	45,586	47,181	48,831	50,545	52,314	54,146	56,042
CS-9 Administrative Secretary II	44,818	46,382	48,003	49,684	51,426	53,211	55,093	57,020	59,016	61,081
CS-10 Administrative Secretary III	47,953	49,632	51,348	53,292	55,016	56,949	58,948	61,010	63,146	65,355

The preceding rates reflect a 2% adjustment over FY18 January rates

## SCHEDULE 3

### PT Compensation Plan FY19 - July 1, 2018

Compensation Grade/Title	1	2	3	4	5	6	7	8	9	10
PT-6	19.04	19.69	20.36	21.09	21.82	22.60	23.38	24.20	25.03	25.91
PT-7 Civilian Dispatcher	20.72	21.48	22.20	22.98	23.80	24.63	25.49	26.39	27.31	28.24
PT-8 Finance Committee Secretary Chief Dispatcher	22.61	23.44	24.21	25.03	25.94	26.88	27.76	28.73	29.74	30.78
PT-9 Dog Officer Library Network Administrator	24.65	25.48	26.39	27.25	28.25	29.27	30.29	31.34	32.46	33.58
PT-10 Accounts Payable Supervisor Assistant Town Clerk <del>Payroll / Benefits Coordinator</del> ADA Coordinator	47,953	49,632	51,365	53,161	55,025	56,949	58,947	61,010	63,144	65,355
PT-11 Geriatric Social Worker Senior Aftercare Coordinator Professional Librarian Community Education Coordinator Community Health Program Manager Executive Coordinator Preschool/After School Director Youth Center Coordinator	50,350	52,113	53,940	55,818	57,779	59,796	61,892	64,060	66,298	68,619
PT-12 Engineering Inspector Administrative Coordinator Maintenance Specialist - Electrician Maintenance Specialist - Plumber HVAC Technician Recycling General Foreman * Payroll/Benefits Coordinator	52,868	54,719	56,628	58,614	60,665	62,787	64,816	67,082	69,432	71,863
PT-13 Plumbing/Gas Inspector Wiring Inspector Water Treatment Plant Operator Cemetery Coordinator Conservation Administrator Recreation Coordinator	55,509	57,450	59,462	61,544	63,703	65,930	68,149	70,536	73,003	75,559
PT-14 Junior Engineer Library Department Head Head of Circulation Facilities Coordinator Operations - Supervisor Building Maintenance Coordinator Public Health Nurse Building Inspector	58,286	60,327	62,443	64,620	66,880	69,226	71,647	74,155	76,749	79,435
PT-15 Water System Distribution Supervisor Fleet Coordinator	61,202	63,341	65,557	67,848	70,228	72,683	76,077	78,739	81,497	84,347

The preceding rates reflect a 2% adjustment over FY18 January rates

# SCHEDULE 4

## Management Schedule FY19 - July 1, 2018

Compensation Grade/Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
D Health Inspector Network Administrator	58,036	59,500	61,007	62,550	64,131	65,750	67,416	69,115	70,863	72,655	74,493	76,376	78,282	80,240	82,246
E Director/C.O.A. Assistant Town Engineer Assistant Town Treasurer Business Manager/DPW Special Projects Engineer	63,261	64,857	66,499	68,179	69,903	71,668	73,482	75,338	77,246	79,196	81,199	83,243	85,323	87,458	89,645
F Town Clerk Assistant Comptroller Recreation Director Director Public Health Water & Sewer Manager Assistant Library Director Director of Assessments Facilities Manager Town Planner Human Resources Director	68,951	70,700	72,483	74,315	76,193	78,122	80,096	82,121	84,197	86,325	88,506	90,736	93,005	95,330	97,715
G Treasurer/Collector Library Director Town Engineer Building Commissioner Planning & Community Development Director DPW - Operations Manager Information Technology Director	75,160	77,061	79,007	81,004	83,051	85,149	87,306	89,509	91,773	94,092	96,473	98,906	101,377	103,911	106,511
H Assistant Town Manager	81,922	83,991	86,433	88,292	90,527	92,814	95,159	97,564	100,029	102,558	105,154	107,808	110,502	113,265	116,099
I Police Chief Fire Chief	89,296	91,555	93,867	96,240	98,671	101,167	103,723	106,350	109,232	111,792	114,620	119,643	122,633	125,701	128,842
J Public Works Director	97,334	99,793	102,319	104,906	107,553	110,275	113,060	115,919	118,847	121,857	124,932	128,084	131,285	134,567	137,933

The preceding rates reflect a 2% adjustment over FY18 January rates

## SCHEDULE 5

### Miscellaneous Positions Compensation Schedule FY19 - July 1, 2018

Compensation Title	Compensation								
Emergency Management Coordinator	12,456 /Year								
Worker's Compensation Agent	9,907 /Year								
Veterans' Agent	7,925 /Year								
Records Administrator	9,907 /Year								
ADA Coordinator	6,151 /Year								
Animal Inspector	5,643 /Year								
Veteran's Graves Caretaker	1,663 /Year								
Planning Board Engineer	21,504 /Year								
Fair Housing Director	2,772 /Year								
Assistant Library Director	7,620	8,575	9,527 /Year						
Registrar of Voters	1,928 /Year								
Registrar of Voters (Town Clerk)	2,037 /Year								
Sealer of Weights and Measurers	7,894 /Year								
Radio Mechanic	3,589 /Year								
Custodian of Retirement Funds	2,526 /Year								
School Traffic Officer	16.33 /Hour								
Student Drafter	330	421 /Week							
Deputy Inspector	275 /Week								
School Messenger	12.62 /Hour								
Voting Machine Custodian	25.25 /Hour								
Recording Secretary - School Committee	11.35 /Hour								
Police Matron	16.39 /Hour								
Hearings Officer	16.39 /Hour								
Non-Classified Clerk	8.84 /Hour								
Non-Classified Laborer	8.84	14.90 /Hour							
Public Safety Building Custodian	22.08	22.82	23.61	/Hour					
Library Junior Page	9.64	10.05	10.46	10.87	11.26	11.66	12.08	/Hour	
Library Senior Page	13.24	13.67	14.09	14.46	14.84	15.25	15.67	/Hour	
Tennis Court Maintenance Supervisor	25.99	26.57	27.26	27.97	28.68	29.35	/Hour		
Tennis Maintenance Assistant	20.49	20.92	21.45	21.98	22.49	23.01	/Hour		
Each Election:									
Warden	231 /Election								
Deputy Warden/Clerk	193 /Election								
Inspector	153 /Election								
Town Census:									
Registrar of Voters/Supervisor	1,076 /Year								
Registrar of Voters/Temporary	0.42 /Name								
Town Meeting:									
Audio/Visual Operator (student)	38.46 /Session								
Audio/Visual Operator (faculty)	81.80 /Session								
Checker	7.57 /Hour (Minimum 2 Hours)								

The preceding rates reflect a 2% adjustment over FY18 January rates

# SCHEDULE 6

## Recreation Compensation Schedule (R Grades) - FY19 - July 1, 2018

Compensation Grade/Title	Minimum	II	III	IV	V	Maximum
R-1 Junior Counselor	8.72	9.04	9.39	9.69	10.06	10.42
R-2 Assistant Leader Youth Assistant Peer Leader I	9.92	10.22	10.71	11.08	11.44	11.86
R-3* Peer Leader II Instructor Counselor Lifeguard	10.69	11.31	11.88	12.23	13.20	13.68
R-4* Coordinator Program Director Instructor WSI Head Guard	11.31	11.99	12.93	13.37	14.01	14.64
R-5* Seasonal Supervisor Head WSI	12.41	13.12	13.74	14.32	15.10	15.78
R-6* Supervisor I	13.37	14.01	14.61	15.36	16.08	16.73
R-7* Camp Specialist Tennis Supervisor	14.27	14.96	15.62	16.48	17.23	17.89
R-8* Assistant Camp Director Specialty Camp Director Assistant Beach Director Pre-School/After School Assistant Teacher	17.68	18.23	18.76	19.31	19.93	20.72
R-9 Pre-School/After School Lead Teacher Beach Director	20.51	21.12	21.77	22.42	23.08	23.79
R-10 Camp Director	22.98	23.66	24.36	25.03	25.70	26.41
R-11 Tennis Director	27.21	28.46	29.71	31.06	32.46	33.94

For R-3 through R-9 positions add: With CPR or First Aid - .41/hour

With CPR and First Aid - .89/hour

Lateral progression (step levels) will be made upon successful participation of part time

The preceding rates reflect a 2% adjustment over FY18 January rates