

RESOLUTION NO. 3290-16

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR
RATIFYING THE LIST OF AUTHORIZED POSITIONS AND SALARY SCHEDULE,
AND ABOLISHING PREVIOUSLY ADOPTED SALARY SCHEDULES**

WHEREAS, on June 17, 2015, the Council adopted resolutions approving Memorandums of Understanding (MOUs) between the Town of Windsor and the Town of Windsor Management Employees Group, Town of Windsor Supervisory Employees Group, and the Town of Windsor Employees Association/Teamsters Local No. 856; and

WHEREAS, the MOUs provided that each member shall receive a 3.5% annual wage increase effective July 1, 2016; and

WHEREAS, the last authorized positions listing and full-time employee salary schedule was adopted by Council on April 6, 2016, with the Community Development, Administrative Services, Parks and Recreation, Public Works, Human Resources, and Town Manager's Office reorganizations.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Windsor does hereby:

1. Ratify the listing of authorized positions as depicted in the attached Exhibit A.
2. Ratify the Non-Exempt Salary Schedule as depicted in the attached Exhibit B.
3. Ratify the Exempt Salary Schedule as depicted in the attached Exhibit C.
4. Abolish all previously adopted employee salary schedules upon this resolution's effective date.
5. Declare that the effective date of this Resolution shall be July 1, 2016.

PASSED, APPROVED AND ADOPTED this 15th day of June 2016, by the following vote:

**AYES: COUNCILMEMBERS OKREPKIE, SALMON,
VICE MAYOR FUDGE, AND MAYOR MILLAN**
NOES: NONE
ABSTAIN: NONE
ABSENT: COUNCILMEMBER FOPPOLI



MARK MILLAN, MAYOR

ATTEST:



MARIA DE LA O, TOWN CLERK

Attachments:

1. Exhibit A – Position Authorization FY2016-17
2. Exhibit B – Non-Exempt Salary Schedule FY2016-17
3. Exhibit C – Exempt Salary Schedule FY2016-17

Department/Classification	Number Authorized	Group	Monthly Salary Range
Town Manager's Office			
Town Manager	1	Contract	\$ 16,009
Assistant Town Manager	1	Executive Management	\$ 11,383 - \$ 14,217
Human Resources Director	1	Executive Management	\$ 10,325 - \$ 12,895
Economic Development Manager	1	Executive Management	\$ 8,494 - \$ 10,608
Town Clerk	1	Executive Management	\$ 7,705 - \$ 9,622
Principal Human Resources Analyst	1	Confidential	\$ 6,988 - \$ 8,728
Human Resources Systems/Programs Analyst	1	Confidential	\$ 6,036 - \$ 7,539
Human Resource Specialist	2	Confidential	\$ 4,732 - \$ 5,907
Deputy Town Clerk	1	Teamsters Local No. 856	\$ 4,732 - \$ 5,907
Senior Administrative Assistant	1	Teamsters Local No. 856	\$ 4,615 - \$ 5,763
Administrative Assistant	1	Teamsters Local No. 856	\$ 4,186 - \$ 5,227
Administrative Services			
Administrative Services Director	1	Executive Management	\$ 10,325 - \$ 12,895
Finance Manager	1	Management Employees Group	\$ 7,705 - \$ 9,622
Information Systems Manager	1	Management Employees Group	\$ 7,337 - \$ 9,164
Administrative Operations Manager	1	Management Employees Group	\$ 7,337 - \$ 9,164
Management Analyst	1	Management Employees Group	\$ 6,339 - \$ 7,916
Accounting Specialist	1	Teamsters Local No. 856	\$ 4,394 - \$ 5,489
Administrative Operations Supervisor	1	Supervisory Employees Group	\$ 5,749 - \$ 7,181
Meter Specialist	1	Teamsters Local No. 856	\$ 4,186 - \$ 5,227
Accounting Assistant	1	Teamsters Local No. 856	\$ 3,984 - \$ 4,979
Administrative Operations Assistant I/II	2	Teamsters Local No. 856	\$ 3,984 - \$ 4,979
		Teamsters Local No. 856	\$ 4,085 - \$ 5,102
Community Development			
Community Development Director	1	Executive Management	\$ 10,577 - \$ 13,209
Building Official	1	Management Employees Group	\$ 7,893 - \$ 9,857
Principal Planner	1	Management Employees Group	\$ 6,988 - \$ 8,728
Senior Building Inspector	1	Teamsters Local No. 856	\$ 6,184 - \$ 7,723
Associate Planner	1	Teamsters Local No. 856	\$ 5,889 - \$ 7,354
Community Development Technician	2	Teamsters Local No. 856	\$ 4,966 - \$ 6,203
Senior Administrative Assistant	1	Teamsters Local No. 856	\$ 4,615 - \$ 5,763
Parks & Recreation			
Parks & Recreation Director	1	Executive Management	\$ 10,577 - \$ 13,209
Recreation Division Manager	1	Management Employees Group	\$ 7,337 - \$ 9,164
Parks & Facilities Superintendent	1	Management Employees Group	\$ 6,988 - \$ 8,728
Management Analyst	1	Management Employees Group	\$ 6,339 - \$ 7,916
Recreation Program Supervisor	2	Management Employees Group	\$ 6,036 - \$ 7,539
Parks Maintenance Supervisor	1	Supervisory Employees Group	\$ 5,749 - \$ 7,181
Senior Maintenance Worker	2	Teamsters Local No. 856	\$ 4,732 - \$ 5,907
Recreation Program Coordinator	3	Teamsters Local No. 856	\$ 4,615 - \$ 5,763
Senior Administrative Assistant	2	Teamsters Local No. 856	\$ 4,615 - \$ 5,763
Maintenance Worker I/II	7	Teamsters Local No. 856	\$ 4,291 - \$ 5,357
		Teamsters Local No. 856	\$ 3,891 - \$ 4,860
Administrative Assistant	1	Teamsters Local No. 856	\$ 4,186 - \$ 5,227

Department/Classification	Number Authorized	Group	Monthly Salary Range
Public Works			
Public Works Director	1	Executive Management	\$ 10,577 - \$ 13,209
Deputy Director of Engineering	1	Management Employees Group	\$ 9,136 - \$ 11,411
Deputy Director of Operations	1	Management Employees Group	\$ 8,919 - \$ 11,139
Senior Civil Engineer	3	Management Employees Group	\$ 7,705 - \$ 9,622
Utility Systems Superintendent	1	Management Employees Group	\$ 7,517 - \$ 9,388
Wastewater System Supervisor	1	Supervisory Employees Group	\$ 7,338 - \$ 9,164
Associate Civil Engineer	1	Management Employees Group	\$ 6,988 - \$ 8,728
Project Manager	1	Management Employees Group	\$ 6,988 - \$ 8,728
Environmental Program Manager	3	Management Employees Group	\$ 6,655 - \$ 8,312
Assistant Engineer	1	Management Employees Group	\$ 6,339 - \$ 7,916
Management Analyst	1	Management Employees Group	\$ 6,339 - \$ 7,916
Collection and Reclamation Systems Supervisor	1	Supervisory Employees Group	\$ 5,889 - \$ 7,354
Public Works Inspector	1	Teamsters Local No. 856	\$ 5,749 - \$ 7,181
Senior Wastewater System Operator	2	Teamsters Local No. 856	\$ 5,749 - \$ 7,181
Streets Maintenance Supervisor	1	Supervisory Employees Group	\$ 5,749 - \$ 7,181
Water Systems Supervisor	1	Supervisory Employees Group	\$ 5,749 - \$ 7,181
Senior Water System Operator	2	Teamsters Local No. 856	\$ 5,215 - \$ 6,513
Wastewater System Operator I/II	4	Teamsters Local No. 856	\$ 5,215 - \$ 6,513
		Teamsters Local No. 856	\$ 4,615 - \$ 5,763
		Teamsters Local No. 856	\$ 5,215 - \$ 6,513
Engineer I/II/III	1	Teamsters Local No. 856	\$ 5,749 - \$ 7,181
		Teamsters Local No. 856	\$ 6,340 - \$ 7,917
Engineering Technician	2	Teamsters Local No. 856	\$ 4,966 - \$ 6,203
Senior Maintenance Worker	1	Teamsters Local No. 856	\$ 4,732 - \$ 5,907
Water Systems Operator II	5	Teamsters Local No. 856	\$ 4,732 - \$ 5,907
Senior Administrative Assistant	1	Teamsters Local No. 856	\$ 4,615 - \$ 5,763
Senior Utility Maintenance Worker	1	Teamsters Local No. 856	\$ 4,966 - \$ 6,203
		Teamsters Local No. 856	\$ 4,085 - \$ 5,102
Utility Maintenance Worker I/II	4	Teamsters Local No. 856	\$ 4,504 - \$ 5,626
		Teamsters Local No. 856	\$ 3,891 - \$ 4,860
Maintenance Worker I/II	4	Teamsters Local No. 856	\$ 4,291 - \$ 5,357
		Teamsters Local No. 856	\$ 4,186 - \$ 5,227
Administrative Assistant	2	Teamsters Local No. 856	\$ 4,186 - \$ 5,227
Total Full-Time	101		

TOWN OF WINDSOR

Full Time Non-Exempt Salary Schedule Effective 7/1/16 to 6/30/17

CLASSIFICATIONS*
 (Within salary range to the right)

		Range 9	
	Step	Hourly	
Maintenance Worker I	1	22.45	
	2	23.01	
	3	23.59	
	4	24.18	
	5	24.78	
	6	25.40	
	7	26.04	
	8	26.69	
	9	27.35	
	10	28.04	
		Range 10	
	Step	Hourly	
Accounting Assistant Administrative Operations Assistant I	1	22.99	
	2	23.57	
	3	24.16	
	4	24.77	
	5	25.39	
	6	26.02	
	7	26.67	
	8	27.34	
	9	28.02	
	10	28.73	
		Range 11	
	Step	Hourly	
Utility Maintenance Worker I Administrative Operations Assistant II	1	23.57	
	2	24.16	
	3	24.77	
	4	25.39	
	5	26.02	
	6	26.67	
	7	27.34	
	8	28.02	
	9	28.73	
	10	29.44	
		Range 12	
	Step	Hourly	
Administrative Assistant Meter Specialist	1	24.15	
	2	24.76	
	3	25.38	
	4	26.01	
	5	26.65	
	6	27.32	
	7	28.01	
	8	28.70	
	9	29.42	
	10	30.16	

TOWN OF WINDSOR

Full Time Non-Exempt Salary Schedule Effective 7/1/16 to 6/30/17

		Range 13	
		Step	Hourly
Maintenance Worker II		1	24.76
	Water System Operator I	2	25.38
		3	26.01
		4	26.65
		5	27.32
		6	28.01
		7	28.70
		8	29.42
		9	30.16
		10	30.91
		Range 14	
		Step	Hourly
Accounting Specialist		1	25.35
		2	25.99
		3	26.64
		4	27.31
		5	27.98
		6	28.69
		7	29.41
		8	30.15
		9	30.89
		10	31.67
		Range 15	
		Step	Hourly
Utility Maintenance Worker II		1	25.99
		2	26.64
		3	27.31
		4	27.98
		5	28.69
		6	29.41
		7	30.15
		8	30.89
		9	31.67
		10	32.46
		Range 16	
		Step	Hourly
Recreation Program Coordinator		1	26.63
	Senior Administrative Assistant	2	27.30
		3	27.97
	Wastewater System Operator I	4	28.67
		5	29.39
		6	30.12
		7	30.88
		8	31.64
		9	32.44
		10	33.25

TOWN OF WINDSOR

Full Time Non-Exempt Salary Schedule Effective 7/1/16 to 6/30/17

		<u>Range 17</u>	
		<u>Step</u>	<u>Hourly</u>
Human Resources Specialist		1	27.30
Senior Maintenance Worker		2	27.97
Water System Operator II		3	28.67
Deputy Town Clerk		4	29.39
		5	30.12
		6	30.88
		7	31.64
		8	32.44
		9	33.25
		10	34.08

		<u>Range 19</u>	
		<u>Step</u>	<u>Hourly</u>
Engineering Technician		1	28.65
Senior Utility Maintenance Worker		2	29.37
Community Development Technician		3	30.10
		4	30.87
		5	31.63
		6	32.42
		7	33.23
		8	34.06
		9	34.92
		10	35.79

		<u>Range 21</u>	
		<u>Step</u>	<u>Hourly</u>
Senior Water System Operator		1	30.09
Wastewater System Operator II		2	30.84
Engineer I		3	31.61
		4	32.41
		5	33.21
		6	34.04
		7	34.89
		8	35.76
		9	36.66
		10	37.58

		<u>Range 25</u>	
		<u>Step</u>	<u>Hourly</u>
Parks Maintenance Supervisor		1	33.17
Public Works Inspector		2	34.01
Senior Wastewater System Operator		3	34.86
Streets Maintenance Supervisor		4	35.72
Water Systems Supervisor		5	36.61
Engineer II		6	37.53
Administrative Operations Supervisor		7	38.46
		8	39.43
		9	40.42
		10	41.43

TOWN OF WINDSOR

Full Time Non-Exempt Salary Schedule Effective 7/1/16 to 6/30/17

		Range 26	
	Step	Hourly	
Associate Planner	1	33.98	
	2	34.83	
Collection & Reclamation Systems Supervisor	3	35.70	
	4	36.59	
	5	37.51	
	6	38.44	
	7	39.41	
	8	40.39	
	9	41.40	
	10	42.43	
		Range 28	
	Step	Hourly	
Senior Building Inspector	1	35.68	
	2	36.58	
	3	37.49	
	4	38.42	
	5	39.38	
	6	40.37	
	7	41.38	
	8	42.41	
	9	43.48	
	10	44.56	
		Range 29	
	Step	Hourly	
Engineer III	1	36.58	
	2	37.49	
	3	38.42	
	4	39.38	
	5	40.37	
	6	41.38	
	7	42.41	
	8	43.48	
	9	44.56	
	10	45.67	
		Range 35	
	Step	Hourly	
Wastewater System Supervisor	1	42.34	
	2	43.40	
	3	44.48	
	4	45.60	
	5	46.73	
	6	47.90	
	7	49.10	
	8	50.33	
	9	51.59	
	10	52.87	

* Unfunded positions do not appear on the salary schedule.

Full Time Exempt Salary Schedule Effective 7/1/16 to 6/30/17

CLASSIFICATIONS*
(within salary range to the right)

		Range 27	
	Step	Monthly	
Recreation Program Supervisor	1	6,036.93	
	2	6,187.77	
Human Resources Systems / Programs Analyst	3	6,343.05	
	4	6,501.65	
	5	6,663.58	
	6	6,831.06	
	7	7,001.86	
	8	7,176.00	
	9	7,355.67	
	10	7,539.79	
		Range 29	
	Step	Monthly	
Assistant Engineer	1	6,339.72	
	2	6,497.22	
Management Analyst	3	6,660.26	
	4	6,826.62	
	5	6,997.43	
	6	7,172.67	
	7	7,351.24	
	8	7,535.35	
	9	7,723.90	
	10	7,916.89	
		Range 31	
	Step	Monthly	
Environmental Program Manager	1	6,655.82	
	2	6,822.19	
	3	6,992.99	
	4	7,168.23	
	5	7,346.80	
	6	7,530.91	
	7	7,719.46	
	8	7,912.45	
	9	8,109.87	
	10	8,312.84	
		Range 33	
	Step	Monthly	
Associate Civil Engineer	1	6,988.56	
	2	7,163.80	
Principal Planner	3	7,342.36	
	4	7,526.48	
Project Manager	5	7,715.03	
	6	7,906.91	
Parks and Facilities Superintendent	7	8,105.44	
	8	8,307.30	
Principal Human Resources Analyst	9	8,515.81	
	10	8,728.76	

Full Time Exempt Salary Schedule Effective 7/1/16 to 6/30/17

CLASSIFICATIONS*

		Range 35	
		Step	Monthly
Recreation Division Manager		1	7,337.93
	Information Systems Manager	2	7,522.04
		3	7,709.48
		4	7,902.47
		5	8,099.89
		6	8,302.86
		7	8,510.27
		8	8,723.22
		9	8,940.60
		10	9,164.65
		Range 36	
		Step	Monthly
Utility Systems Superintendent		1	7,517.60
		2	7,705.05
		3	7,898.03
		4	8,095.46
		5	8,297.31
		6	8,504.72
		7	8,717.67
		8	8,936.17
		9	9,159.10
		10	9,388.69
		Range 37	
		Step	Monthly
Finance Manager		1	7,705.05
	Senior Civil Engineer	2	7,898.03
		3	8,095.46
		4	8,297.31
		5	8,504.72
		6	8,717.67
		7	8,936.17
		8	9,159.10
		9	9,388.69
		10	9,622.71
		Range 38	
		Step	Monthly
Building Official		1	7,893.60
		2	8,091.02
		3	8,292.88
		4	8,500.28
		5	8,713.23
		6	8,930.62
		7	9,153.55
		8	9,383.14
		9	9,617.17
		10	9,857.84

Full Time Exempt Salary Schedule Effective 7/1/16 to 6/30/17

CLASSIFICATIONS*

		Range 41	
		Step	Monthly
Economic Development Manager		1	8,494.74
		2	8,707.69
		3	8,925.08
		4	9,148.01
		5	9,376.49
		6	9,611.62
		7	9,852.30
		8	10,098.52
		9	10,350.29
		10	10,608.72
		Range 43	
		Step	Monthly
Deputy Director of Operations		1	8,919.53
		2	9,142.46
		3	9,370.94
		4	9,606.07
		5	9,845.64
		6	10,091.87
		7	10,344.75
		8	10,603.17
		9	10,868.25
		10	11,139.99
		Range 44	
		Step	Monthly
Deputy Director of Engineering		1	9,136.92
		2	9,365.40
		3	9,600.53
		4	9,840.10
		5	10,086.32
		6	10,338.09
		7	10,596.52
		8	10,861.60
		9	11,133.33
		10	11,411.72
		Range 49	
		Step	Monthly
Administrative Services Director Human Resources Director		1	10,325.89
		2	10,584.32
		3	10,848.29
		4	11,120.02
		5	11,397.30
		6	11,682.34
		7	11,975.15
		8	12,274.61
		9	12,580.73
		10	12,895.72

Full Time Exempt Salary Schedule Effective 7/1/16 to 6/30/17

CLASSIFICATIONS*

		Range 50	
		Step	Monthly
Public Works Director		1	10,577.66
Community Development Director		2	10,841.63
Parks & Recreation Director		3	11,113.37
		4	11,390.65
		5	11,675.69
		6	11,967.39
		7	12,266.85
		8	12,574.08
		9	12,887.96
		10	13,209.60
		Range 53	
		Step	Monthly
Assistant Town Manager		1	11,383.99
		2	11,669.03
		3	11,960.73
		4	12,259.09
		5	12,566.31
		6	12,880.19
		7	13,201.84
		8	13,532.35
		9	13,870.63
		10	14,217.79

* Unfunded positions do not appear on the salary schedule.