

RESOLUTION NO. 3377-17

**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 Memoranda 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, 2017; and

WHEREAS, the last authorized positions listing and full-time employee salary schedule was adopted by Council on April 19, 2017, with the Community Development and Parks and Recreation 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, 2017.

PASSED, APPROVED AND ADOPTED this 21st day of June 2017, by the following vote:

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



DEBORA FUDGE, MAYOR

ATTEST:



MARIA DE LA O, TOWN CLERK

Attachments:

1. Exhibit A – Position Authorization FY2017-18
2. Exhibit B – Non-Exempt Salary Schedule FY2017-18
3. Exhibit C – Exempt Salary Schedule FY2017-18

Department/Classification	Number Authorized	Group	Monthly Salary Range
Town Manager's Office			
Town Manager	1	Contract	\$ 17,149
Assistant Town Manager/Administrative Services Director	1	Executive Management	\$ 12,371 - \$ 15,451
Economic Development Manager	1	Executive Management	\$ 8,792 - \$ 10,980
Town Clerk	1	Executive Management	\$ 7,975 - \$ 9,960
Senior Management Analyst	1	Management Employees Group	\$ 7,233 - \$ 9,034
Deputy Town Clerk	1	Teamsters Local No. 856	\$ 4,897 - \$ 6,115
Senior Administrative Assistant	1	Teamsters Local No. 856	\$ 4,777 - \$ 5,966
Administrative Assistant	1	Teamsters Local No. 856	\$ 4,332 - \$ 5,410
Administrative Services			
Deputy Finance Director	1	Management Employees Group	\$ 9,232 - \$ 11,530
Information Systems Manager	1	Management Employees Group	\$ 7,595 - \$ 9,485
Administrative Operations Manager	1	Management Employees Group	\$ 7,595 - \$ 9,485
Accounting & Audit Manager	1	Management Employees Group	\$ 7,233 - \$ 9,034
Management Analyst	1	Management Employees Group	\$ 6,562 - \$ 8,194
Administrative Operations Supervisor	1	Supervisory Employees Group	\$ 5,951 - \$ 7,433
Accounting Specialist	1	Teamsters Local No. 856	\$ 4,548 - \$ 5,680
Accounting Technician	1	Teamsters Local No. 856	\$ 5,139 - \$ 6,420
Meter Specialist	1	Teamsters Local No. 856	\$ 4,332 - \$ 5,410
Administrative Operations Assistant I/II	2	Teamsters Local No. 856	\$ 4,228 - \$ 5,281
		Teamsters Local No. 856	\$ 4,125 - \$ 5,153
Community Development			
Community Development Director	1	Executive Management	\$ 10,948 - \$ 13,672
Building Official	1	Management Employees Group	\$ 8,170 - \$ 10,203
Planning Manager	1	Management Employees Group	\$ 8,170 - \$ 10,203
Senior Building Inspector	1	Teamsters Local No. 856	\$ 6,401 - \$ 7,994
Associate Planner	1	Teamsters Local No. 856	\$ 6,096 - \$ 7,613
Community Development Technician	2	Teamsters Local No. 856	\$ 5,139 - \$ 6,420
Senior Administrative Assistant	1	Teamsters Local No. 856	\$ 4,777 - \$ 5,966
Human Resources			
Human Resources Director	1	Executive Management	\$ 10,687 - \$ 13,347
Principal Human Resources Analyst	1	Confidential	\$ 7,233 - \$ 9,034
Human Resources Systems/Programs Analyst	1	Confidential	\$ 6,248 - \$ 7,804
Human Resource Specialist	2	Confidential	\$ 4,897 - \$ 6,115
Parks & Recreation			
Parks & Recreation Director	1	Executive Management	\$ 10,948 - \$ 13,672
Recreation Division Manager	1	Management Employees Group	\$ 7,595 - \$ 9,485
Parks & Facilities Superintendent	1	Management Employees Group	\$ 7,233 - \$ 9,034
Management Analyst	1	Management Employees Group	\$ 6,562 - \$ 8,194
Recreation Program Supervisor	2	Management Employees Group	\$ 6,248 - \$ 7,804
Parks Maintenance Supervisor	1	Supervisory Employees Group	\$ 5,951 - \$ 7,433
Senior Maintenance Worker	2	Teamsters Local No. 856	\$ 4,897 - \$ 6,115
Recreation Program Coordinator	3	Teamsters Local No. 856	\$ 4,777 - \$ 5,966
Senior Administrative Assistant	2	Teamsters Local No. 856	\$ 4,777 - \$ 5,966
Maintenance Worker I/II	7	Teamsters Local No. 856	\$ 4,441 - \$ 5,545
		Teamsters Local No. 856	\$ 4,027 - \$ 5,030
Administrative Assistant	1	Teamsters Local No. 856	\$ 4,332 - \$ 5,410

Department/Classification	Number Authorized	Group	Monthly Salary Range
Public Works			
Public Works Director	1	Executive Management	\$ 11,495 - \$ 14,356
Deputy Director of Engineering	1	Management Employees Group	\$ 9,457 - \$ 11,811
Deputy Director of Operations	1	Management Employees Group	\$ 9,232 - \$ 11,530
Deputy Director of Water and Environmental Management	1	Management Employees Group	\$ 8,792 - \$ 10,980
Senior Civil Engineer	2	Management Employees Group	\$ 7,975 - \$ 9,960
Utility Systems Superintendent	1	Management Employees Group	\$ 7,781 - \$ 9,717
Wastewater System Supervisor	1	Supervisory Employees Group	\$ 7,595 - \$ 9,485
Associate Civil Engineer	1	Management Employees Group	\$ 7,233 - \$ 9,034
Project Manager	1	Management Employees Group	\$ 7,233 - \$ 9,034
Environmental Program Manager	3	Management Employees Group	\$ 6,889 - \$ 8,604
Assistant Engineer	1	Management Employees Group	\$ 6,562 - \$ 8,194
Management Analyst	1	Management Employees Group	\$ 6,562 - \$ 8,194
Collection and Reclamation Systems Supervisor	1	Supervisory Employees Group	\$ 6,096 - \$ 7,613
Public Works Inspector	1	Teamsters Local No. 856	\$ 5,951 - \$ 7,433
Senior Wastewater System Operator	2	Teamsters Local No. 856	\$ 5,951 - \$ 7,433
Streets Maintenance Supervisor	1	Supervisory Employees Group	\$ 5,951 - \$ 7,433
Water Systems Supervisor	1	Supervisory Employees Group	\$ 5,951 - \$ 7,433
Senior Water System Operator	2	Teamsters Local No. 856	\$ 5,398 - \$ 6,741
Wastewater System Operator I/II	4	Teamsters Local No. 856	\$ 5,398 - \$ 6,741
		Teamsters Local No. 856	\$ 4,777 - \$ 5,966
		Teamsters Local No. 856	\$ 6,562 - \$ 8,193
Engineer I/II/III	1	Teamsters Local No. 856	\$ 5,951 - \$ 7,433
		Teamsters Local No. 856	\$ 5,398 - \$ 6,741
Engineering Technician	2	Teamsters Local No. 856	\$ 5,139 - \$ 6,420
Senior Utility Maintenance Worker	1	Teamsters Local No. 856	\$ 5,139 - \$ 6,420
Senior Maintenance Worker	1	Teamsters Local No. 856	\$ 4,897 - \$ 6,115
Water Systems Operator I/II	5	Teamsters Local No. 856	\$ 4,897 - \$ 6,115
		Teamsters Local No. 857	\$ 4,441 - \$ 5,545
Senior Administrative Assistant	1	Teamsters Local No. 856	\$ 4,777 - \$ 5,966
Utility Maintenance Worker I/II	4	Teamsters Local No. 856	\$ 4,663 - \$ 5,824
		Teamsters Local No. 856	\$ 4,228 - \$ 5,281
Maintenance Worker I/II	4	Teamsters Local No. 856	\$ 4,441 - \$ 5,545
		Teamsters Local No. 856	\$ 4,027 - \$ 5,030
Administrative Assistant	2	Teamsters Local No. 856	\$ 4,332 - \$ 5,410
Total Full-Time		102	

TOWN OF WINDSOR

Full Time Non-Exempt Salary Schedule Effective 7/1/17 to 6/30/18

CLASSIFICATIONS*
 (Within salary range to the right)

		Range 9	
	Step	Hourly	
Maintenance Worker I	1	23.23	
	2	23.82	
	3	24.42	
	4	25.03	
	5	25.64	
	6	26.29	
	7	26.95	
	8	27.62	
	9	28.31	
	10	29.02	
		Range 10	
	Step	Hourly	
Administrative Operations Assistant I	1	23.80	
	2	24.39	
	3	25.00	
	4	25.63	
	5	26.28	
	6	26.93	
	7	27.61	
	8	28.30	
	9	29.00	
	10	29.73	
		Range 11	
	Step	Hourly	
Utility Maintenance Worker I Administrative Operations Assistant II	1	24.39	
	2	25.00	
	3	25.63	
	4	26.28	
	5	26.93	
	6	27.61	
	7	28.30	
	8	29.00	
	9	29.73	
	10	30.47	
		Range 12	
	Step	Hourly	
Administrative Assistant Meter Specialist	1	24.99	
	2	25.62	
	3	26.26	
	4	26.92	
	5	27.58	
	6	28.27	
	7	28.99	
	8	29.71	
	9	30.45	
	10	31.21	

TOWN OF WINDSOR

Full Time Non-Exempt Salary Schedule Effective 7/1/17 to 6/30/18

		Range 13	
		Step	Hourly
Maintenance Worker II		1	25.62
	Water System Operator I	2	26.26
		3	26.92
		4	27.58
		5	28.27
		6	28.99
		7	29.71
		8	30.45
		9	31.21
		10	31.99

		Range 14	
		Step	Hourly
Accounting Specialist		1	26.24
		2	26.90
		3	27.57
		4	28.26
		5	28.96
		6	29.70
		7	30.44
		8	31.20
		9	31.97
		10	32.77

		Range 15	
		Step	Hourly
Utility Maintenance Worker II		1	26.90
		2	27.57
		3	28.26
		4	28.96
		5	29.70
		6	30.44
		7	31.20
		8	31.97
		9	32.77
		10	33.60

		Range 16	
		Step	Hourly
Recreation Program Coordinator		1	27.56
	Senior Administrative Assistant	2	28.25
	Wastewater System Operator I	3	28.95
		4	29.67
		5	30.42
		6	31.18
		7	31.96
		8	32.75
		9	33.58
		10	34.42

TOWN OF WINDSOR

Full Time Non-Exempt Salary Schedule Effective 7/1/17 to 6/30/18

Range 17		
Step	Hourly	
Human Resources Specialist	1	28.25
Senior Maintenance Worker	2	28.95
Water System Operator II	3	29.67
Deputy Town Clerk	4	30.42
	5	31.18
	6	31.96
	7	32.75
	8	33.58
	9	34.42
	10	35.28

Range 19		
Step	Hourly	
Engineering Technician	1	29.65
Senior Utility Maintenance Worker	2	30.40
Community Development Technician	3	31.16
Accounting Technician	4	31.95
	5	32.74
	6	33.55
	7	34.39
	8	35.25
	9	36.14
	10	37.04

Range 21		
Step	Hourly	
Senior Water System Operator	1	31.14
Wastewater System Operator II	2	31.92
Engineer I	3	32.72
	4	33.54
	5	34.37
	6	35.23
	7	36.11
	8	37.01
	9	37.94
	10	38.89

Range 25		
Step	Hourly	
Parks Maintenance Supervisor	1	34.33
Public Works Inspector	2	35.20
Senior Wastewater System Operator	3	36.08
Streets Maintenance Supervisor	4	36.98
Water Systems Supervisor	5	37.89
Engineer II	6	38.85
Administrative Operations Supervisor	7	39.81
	8	40.81
	9	41.83
	10	42.88

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Full Time Non-Exempt Salary Schedule Effective 7/1/17 to 6/30/18

		<u>Range 26</u>	
		<u>Step</u>	<u>Hourly</u>
Associate Planner		1	35.17
	Collection & Reclamation Systems Supervisor	2	36.05
3		36.95	
4		37.87	
5		38.82	
6		39.79	
7		40.79	
8		41.81	
9		42.85	
	10	43.92	

		<u>Range 28</u>	
		<u>Step</u>	<u>Hourly</u>
Senior Building Inspector		1	36.93
		2	37.86
		3	38.80
		4	39.76
		5	40.76
		6	41.78
		7	42.83
		8	43.90
		9	45.00
		10	46.12

		<u>Range 29</u>	
		<u>Step</u>	<u>Hourly</u>
Engineer III		1	37.86
		2	38.80
		3	39.76
		4	40.76
		5	41.78
		6	42.83
		7	43.90
		8	45.00
		9	46.12
		10	47.27

		<u>Range 35</u>	
		<u>Step</u>	<u>Hourly</u>
Wastewater System Supervisor		1	43.82
		2	44.92
		3	46.03
		4	47.19
		5	48.36
		6	49.58
		7	50.82
		8	52.09
		9	53.39
		10	54.72

* Unfunded positions do not appear on the salary schedule.

TOWN OF WINDSOR

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	6,248.22
	Human Resources Systems / Programs Analyst	2	6,404.34
		3	6,565.05
		4	6,729.21
		5	6,896.81
		6	7,070.15
		7	7,246.93
		8	7,427.16
		9	7,613.12
		10	7,803.68
		Range 29	
		Step	Monthly
Assistant Engineer		1	6,561.61
	Management Analyst	2	6,724.62
		3	6,893.37
		4	7,065.56
		5	7,242.34
		6	7,423.71
		7	7,608.53
		8	7,799.09
		9	7,994.24
		10	8,193.98
		Range 31	
		Step	Monthly
Environmental Program Manager		1	6,888.77
		2	7,060.96
		3	7,237.75
		4	7,419.12
		5	7,603.94
		6	7,794.50
		7	7,989.65
		8	8,189.39
		9	8,393.72
		10	8,603.79
		Range 33	
		Step	Monthly
Associate Civil Engineer		1	7,233.15
	Project Manager	2	7,414.53
Parks and Facilities Superintendent		3	7,599.35
Principal Human Resources Analyst		4	7,789.90
Senior Management Analyst		5	7,985.05
Accounting & Audit Manager		6	8,183.65
		7	8,389.13
		8	8,598.05
		9	8,813.86
		10	9,034.27

TOWN OF WINDSOR

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

		Range 35	
		Step	Monthly
Recreation Division Manager Information Systems Manager Administrative Operations Manager		1	7,594.75
		2	7,785.31
		3	7,979.31
		4	8,179.06
		5	8,383.39
		6	8,593.46
		7	8,808.12
		8	9,028.53
		9	9,253.52
		10	9,485.41
		Range 36	
		Step	Monthly
Utility Systems Superintendent		1	7,780.72
		2	7,974.72
		3	8,174.46
		4	8,378.80
		5	8,587.72
		6	8,802.39
		7	9,022.79
		8	9,248.93
		9	9,479.67
		10	9,717.29
		Range 37	
		Step	Monthly
Senior Civil Engineer Town Clerk		1	7,974.72
		2	8,174.46
		3	8,378.80
		4	8,587.72
		5	8,802.39
		6	9,022.79
		7	9,248.93
		8	9,479.67
		9	9,717.29
		10	9,959.51
		Range 38	
		Step	Monthly
Building Official Planning Manager		1	8,169.87
		2	8,374.20
		3	8,583.13
		4	8,797.79
		5	9,018.20
		6	9,243.19
		7	9,473.93
		8	9,711.55
		9	9,953.77
		10	10,202.87

TOWN OF WINDSOR

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

		Range 41	
		Step	Monthly
Economic Development Manager Deputy Director of Water and Environmental Management		1	8,792.05
		2	9,012.46
		3	9,237.45
		4	9,468.19
		5	9,704.66
		6	9,948.03
		7	10,197.13
		8	10,451.97
		9	10,712.55
		10	10,980.02
		Range 43	
		Step	Monthly
Deputy Director of Operations Deputy Finance Director		1	9,231.71
		2	9,462.45
		3	9,698.92
		4	9,942.29
		5	10,190.24
		6	10,445.08
		7	10,706.81
		8	10,974.28
		9	11,248.64
		10	11,529.88
		Range 44	
		Step	Monthly
Deputy Director of Engineering		1	9,456.71
		2	9,693.18
		3	9,936.55
		4	10,184.50
		5	10,439.34
		6	10,699.93
		7	10,967.40
		8	11,241.75
		9	11,523.00
		10	11,811.13
		Range 49	
		Step	Monthly
Human Resources Director		1	10,687.30
		2	10,954.77
		3	11,227.98
		4	11,509.22
		5	11,796.21
		6	12,091.23
		7	12,394.28
		8	12,704.23
		9	13,021.06
		10	13,347.07

TOWN OF WINDSOR

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

		Range 50	
		Step	Monthly
Community Development Director Parks & Recreation Director		1	10,947.88
		2	11,221.09
		3	11,502.33
		4	11,789.32
		5	12,084.34
		6	12,386.25
		7	12,696.19
		8	13,014.17
		9	13,339.03
		10	13,671.94
		Range 52	
		Step	Monthly
Public Works Director		1	11,495.45
		2	11,782.43
		3	12,077.45
		4	12,379.36
		5	12,688.15
		6	13,006.13
		7	13,331.00
		8	13,663.90
		9	14,005.99
		10	14,356.11
		Range 55	
		Step	Monthly
Assistant Town Manager/Administrative Services Director		1	12,371.32
		2	12,681.27
		3	12,998.10
		4	13,322.96
		5	13,655.87
		6	13,997.95
		7	14,348.07
		8	14,706.23
		9	15,073.57
		10	15,451.24
		TMG	
		Step	Monthly
Town Manager		1	17,149.01

* Unfunded positions do not appear on the salary schedule.