

RESOLUTION NO. 3546-19

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

WHEREAS, on June 19, 2019, the Town Council last adopted a revised listing of authorized positions and salary schedule; and

WHEREAS, on June 19, 2019, the Town Council approved the Fiscal Years 2019-21 budget; and

WHEREAS, a review of the current staffing needs Town-wide was recently conducted; and

WHEREAS, new positions and additional funds for staffing were included with the approved budget; and

WHEREAS, a list of authorized positions, a Non-Exempt Salary Schedule, and an Exempt Salary Schedule are attached hereto as Exhibits A, B and C, respectively, and are incorporated herein by reference.

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.

PASSED, APPROVED AND ADOPTED this 4th day of September 2019, by the following vote:

AYES: COUNCILMEMBERS LEMUS, OKREPKE, SALMON,
VICE MAYOR FUDGE AND MAYOR FOPPOLI
NOES: NONE
ABSTAIN: NONE
ABSENT: NONE


DOMINIC FOPPOLI, MAYOR

ATTEST:


MARIA DE LA O, TOWN CLERK

Attachments:

- **Exhibit A** – Position Authorization FY 2019-20
- **Exhibit B** – Non-Exempt Salary Schedule FY 2019-20
- **Exhibit C** – Exempt Salary Schedule FY 2019-20

EXHIBIT A

Department/Classification	Number Authorized	Group	Monthly Salary Range	
Town Manager's Office				
Town Manager	1	Contract		\$ 15,500
Assistant Town Manager	1	Executive Management	\$ 13,061	\$ 16,313
Economic Development Manager	1	Management Employees Group	\$ 9,282	\$ 11,592
Town Clerk	1	Executive Management	\$ 8,419	\$ 10,515
Senior Management Analyst	1	Management Employees Group	\$ 7,636	\$ 9,538
Deputy Town Clerk	1	Teamsters Local No. 856	\$ 5,170	\$ 6,456
Senior Administrative Assistant	1	Teamsters Local No. 856	\$ 5,043	\$ 6,299
Administrative Assistant	1	Teamsters Local No. 856	\$ 4,573	\$ 5,711
Administrative Services				
Administrative Services Director	1	Executive Management	\$ 11,283	\$ 14,091
Deputy Director of Finance	1	Management Employees Group	\$ 9,746	\$ 12,173
Information Systems Manager	1	Management Employees Group	\$ 8,018	\$ 10,014
Administrative Operations Manager	1	Management Employees Group	\$ 8,018	\$ 10,014
Risk Manager	1	Management Employees Group	\$ 7,636	\$ 9,538
Accounting & Audit Manager	1	Management Employees Group	\$ 7,636	\$ 9,538
Management Analyst	1	Management Employees Group	\$ 6,927	\$ 8,651
Administrative Operations Supervisor	1	Supervisory Employees Group	\$ 6,282	\$ 7,847
Accounting Technician	1	Teamsters Local No. 856	\$ 5,426	\$ 6,778
Senior Administrative Assistant	2	Teamsters Local No. 856	\$ 5,043	\$ 6,299
Accounting Specialist	1	Teamsters Local No. 856	\$ 4,802	\$ 5,997
Administrative Assistant	1	Teamsters Local No. 856	\$ 4,573	\$ 5,711
Community Development				
Community Development Director	1	Executive Management	\$ 11,558	\$ 14,434
Building Official	1	Management Employees Group	\$ 8,625	\$ 10,772
Planning Manager	1	Management Employees Group	\$ 8,625	\$ 10,772
Senior Building Inspector	1	Teamsters Local No. 856	\$ 6,758	\$ 8,441
		Management Employees Group	\$ 7,451	\$ 9,305
Planner I/II/III	3	Teamsters Local No. 856	\$ 6,436	\$ 8,037
		Teamsters Local No. 856	\$ 5,559	\$ 6,943
Community Development Technician	1	Teamsters Local No. 856	\$ 5,426	\$ 6,778
Senior Administrative Assistant	1	Teamsters Local No. 856	\$ 5,043	\$ 6,299
Human Resources				
Human Resources Director	1	Executive Management	\$ 11,283	\$ 14,091
Principal Human Resources Analyst	1	Confidential	\$ 7,636	\$ 9,538
Human Resource Specialist	3	Confidential	\$ 5,170	\$ 6,456
Parks & Recreation				
Parks & Recreation Director	1	Executive Management	\$ 11,558	\$ 14,434
Recreation Division Manager	1	Management Employees Group	\$ 8,018	\$ 10,014
Parks & Facilities Manager	1	Management Employees Group	\$ 8,018	\$ 10,014
Management Analyst	1	Management Employees Group	\$ 6,927	\$ 8,651
Recreation Program Supervisor	2	Management Employees Group	\$ 6,597	\$ 8,239
Parks & Facilities Maintenance Supervisor	1	Supervisory Employees Group	\$ 6,597	\$ 8,239
Senior Maintenance Worker	2	Teamsters Local No. 856	\$ 5,170	\$ 6,456
Recreation Program Coordinator	3	Teamsters Local No. 856	\$ 5,043	\$ 6,299
Senior Administrative Assistant	3	Teamsters Local No. 856	\$ 5,043	\$ 6,299
		Teamsters Local No. 856	\$ 4,688	\$ 5,854
Maintenance Worker I/II	8	Teamsters Local No. 856	\$ 4,251	\$ 5,311

TOWN OF WINDSOR
 Full Time Non-Exempt Salary Schedule Effective to 6/30/20

CLASSIFICATIONS* (within salary range to the right)

	<u>Range 9</u>	
	<u>Step</u>	<u>Hourly</u>
Maintenance Worker I	1	24.53
	2	25.15
	3	25.78
	4	26.42
	5	27.07
	6	27.75
	7	28.46
	8	29.16
	9	29.89
	10	30.64

	<u>Range 11</u>	
	<u>Step</u>	<u>Hourly</u>
Utility Maintenance Worker I	1	25.75
	2	26.40
	3	27.06
	4	27.74
	5	28.43
	6	29.15
	7	29.87
	8	30.61
	9	31.39
	10	32.16

	<u>Range 12</u>	
	<u>Step</u>	<u>Hourly</u>
Administrative Assistant	1	26.38
	2	27.05
	3	27.73
	4	28.42
	5	29.12
	6	29.85
	7	30.60
	8	31.37
	9	32.15
	10	32.95

	<u>Range 13</u>	
	<u>Step</u>	<u>Hourly</u>
Maintenance Worker II Water System Operator I	1	27.05
	2	27.73
	3	28.42
	4	29.12
	5	29.85
	6	30.60
	7	31.37
	8	32.15
	9	32.95
	10	33.78

Range 14		
Step	Hourly	
Accounting Specialist	1	27.71
	2	28.40
	3	29.11
	4	29.84
	5	30.58
	6	31.35
	7	32.14
	8	32.94
	9	33.75
	10	34.60

Range 15		
Step	Hourly	
Utility Maintenance Worker II	1	28.40
	2	29.11
	3	29.84
	4	30.58
	5	31.35
	6	32.14
	7	32.94
	8	33.75
	9	34.60
	10	35.47

Range 16		
Step	Hourly	
Recreation Program Coordinator	1	29.10
Senior Administrative Assistant	2	29.83
Wastewater System Operator I	3	30.57
Laboratory Analyst I	4	31.33
	5	32.12
	6	32.92
	7	33.74
	8	34.58
	9	35.45
	10	36.33

Range 17		
Step	Hourly	
Human Resources Specialist	1	29.83
Senior Maintenance Worker	2	30.57
Water System Operator II	3	31.33
Deputy Town Clerk	4	32.12
	5	32.92
	6	33.74
	7	34.58
	8	35.45
	9	36.33
	10	37.24

Range 19

	Step	Hourly
Engineering Technician	1	31.30
Senior Utility Maintenance Worker	2	32.09
Community Development Technician	3	32.89
Accounting Technician	4	33.73
	5	34.56
	6	35.43
	7	36.31
	8	37.22
	9	38.15
	10	39.11

Range 20

	Step	Hourly
Planner I	1	32.07
Environmental Analyst I	2	32.88
	3	33.70
	4	34.54
	5	35.41
	6	36.29
	7	37.19
	8	38.13
	9	39.07
	10	40.05

Range 21

	Step	Hourly
Senior Water System Operator	1	32.88
Wastewater System Operator II	2	33.70
Engineer I	3	34.54
Laboratory Analyst II	4	35.41
Utility Maintenance Mechanic	5	36.29
	6	37.19
	7	38.13
	8	39.07
	9	40.05
	10	41.06

Range 25

	Step	Hourly
Public Works Inspector	1	36.25
Wastewater System Operator III	2	37.16
Streets Maintenance Supervisor	3	38.09
Engineer II	4	39.04
Administrative Operations Supervisor	5	40.01
Environmental Analyst II	6	41.01
	7	42.03
	8	43.08
	9	44.16
	10	45.27

		Range 26	
	Step	Hourly	
Planner II	1	37.13	
	2	38.05	
	3	39.01	
	4	39.98	
	5	40.99	
	6	42.01	
	7	43.06	
	8	44.14	
	9	45.24	
	10	46.37	

		Range 27	
	Step	Hourly	
Parks & Facilities Maintenance Supervisor	1	38.05	
	2	39.01	
	3	39.98	
	4	40.99	
	5	42.01	
	6	43.06	
	7	44.14	
	8	45.24	
	9	46.37	
	10	47.53	

		Range 28	
	Step	Hourly	
Senior Building Inspector Senior Public Works Inspector	1	38.99	
	2	39.97	
	3	40.96	
	4	41.98	
	5	43.04	
	6	44.11	
	7	45.22	
	8	46.34	
	9	47.51	
	10	48.70	

		Range 29	
	Step	Hourly	
Engineer III Collection & Reclamation Systems Supervisor Water Systems Supervisor	1	39.97	
	2	40.96	
	3	41.98	
	4	43.04	
	5	44.11	
	6	45.22	
	7	46.34	
	8	47.51	
	9	48.70	
	10	49.91	

* Unfunded positions do not appear on the salary schedule.

TOWN OF WINDSOR

Full Time Exempt Salary Schedule Effective to 6/30/20

CLASSIFICATIONS* (within salary range to the right)

		Range 27	
		Step	Monthly
Recreation Program Supervisor		1	6,596.60
		2	6,761.43
		3	6,931.10
		4	7,104.41
		5	7,281.35
		6	7,464.35
		7	7,650.99
		8	7,841.27
		9	8,037.60
		10	8,238.78

		Range 29	
		Step	Monthly
Assistant Engineer Management Analyst		1	6,927.46
		2	7,099.56
		3	7,277.71
		4	7,459.50
		5	7,646.14
		6	7,837.63
		7	8,032.75
		8	8,233.94
		9	8,439.97
		10	8,650.84

		Range 31	
		Step	Monthly
Environmental Program Manager		1	7,272.87
		2	7,454.66
		3	7,641.30
		4	7,832.78
		5	8,027.91
		6	8,229.09
		7	8,435.12
		8	8,646.00
		9	8,861.72
		10	9,083.51

		Range 32	
		Step	Monthly
Planner III		1	7,451.02
		2	7,636.45
		3	7,827.94
		4	8,023.06
		5	8,224.24
		6	8,430.27
		7	8,639.94
		8	8,856.87
		9	9,077.45
		10	9,305.29

Range 33

	Step	Monthly
Associate Civil Engineer	1	7,636.45
Project Manager	2	7,827.94
Principal Human Resources Analyst	3	8,023.06
Senior Management Analyst	4	8,224.24
Accounting & Audit Manager	5	8,430.27
Risk Manager	6	8,639.94
	7	8,856.87
	8	9,077.45
	9	9,305.29
	10	9,537.99

Range 35

	Step	Monthly
Recreation Division Manager	1	8,018.21
Information Systems Manager	2	8,219.39
Administrative Operations Manager	3	8,424.21
Parks & Facilities Manager	4	8,635.09
	5	8,850.81
	6	9,072.60
	7	9,299.23
	8	9,531.93
	9	9,769.47
	10	10,014.28

Range 36

	Step	Monthly
Wastewater Treatment Superintendent	1	8,214.54
	2	8,419.36
	3	8,630.24
	4	8,845.97
	5	9,066.54
	6	9,293.17
	7	9,525.87
	8	9,764.62
	9	10,008.22
	10	10,259.09

Range 37

	Step	Monthly
Senior Civil Engineer	1	8,419.36
Town Clerk	2	8,630.24
	3	8,845.97
	4	9,066.54
	5	9,293.17
	6	9,525.87
	7	9,764.62
	8	10,008.22
	9	10,259.09
	10	10,514.81

Range 38	
Step	Monthly
1	8,625.39
2	8,841.12
3	9,061.69
4	9,288.33
5	9,521.02
6	9,758.56
7	10,002.16
8	10,253.03
9	10,508.75
10	10,771.74

Range 41	
Step	Monthly
1	9,282.27
2	9,514.96
3	9,752.50
4	9,996.10
5	10,245.76
6	10,502.69
7	10,765.68
8	11,034.73
9	11,309.85
10	11,592.23

Range 43	
Step	Monthly
1	9,746.44
2	9,990.04
3	10,239.70
4	10,496.63
5	10,758.41
6	11,027.46
7	11,303.79
8	11,586.17
9	11,875.82
10	12,172.75

Range 44	
Step	Monthly
1	9,983.98
2	10,233.64
3	10,490.57
4	10,752.35
5	11,021.40
6	11,296.51
7	11,578.90
8	11,868.55
9	12,165.48
10	12,469.67

Administrative Services Director
Human Resources Director

Range 49	
Step	Monthly
1	11,283.18
2	11,565.56
3	11,854.01
4	12,150.93
5	12,453.92
6	12,765.39
7	13,085.34
8	13,412.56
9	13,747.06
10	14,091.25

Community Development Director
Parks & Recreation Director

Range 50	
Step	Monthly
1	11,558.29
2	11,846.74
3	12,143.66
4	12,446.65
5	12,758.12
6	13,076.86
7	13,404.08
8	13,739.79
9	14,082.77
10	14,434.23

Public Works Director

Range 52	
Step	Monthly
1	12,136.39
2	12,439.38
3	12,750.84
4	13,069.59
5	13,395.60
6	13,731.31
7	14,074.29
8	14,425.75
9	14,786.91
10	15,156.55

Town Manager

TMG	
Step	Monthly
1	15,500.00

* Unfunded positions do not appear on the salary schedule.