

Article 36
Consolidated Personnel Bylaw Amendments
2024 Annual Town Meeting

The proposed amendments to the Consolidated Personnel Bylaw 1-64 consists of the following:

1. Classification of the following positions under Section 1-64-340, Schedule A (Classification of Positions by Occupational Groups and Assignment to Compensation Grades) under the new Health & Human Services Department as proposed in Article 37 of the 2024 Annual Town Meeting Warrant: Health & Human Services Director, Shared Services Coordinator, Community Outreach Worker, Regional Epidemiologist, Regional Public Health Nurse, Social Worker, Sanitarian and Amended Administrative Assistant.
2. Classification of a new Assistant Library Director Position under Section 1-64-340, Schedule A (Classification of Positions by Occupational Groups and Assignment to Compensation Grades).
3. Adoption of the General Compensation scale in 1-64-350 Schedule B of the Personnel Bylaw. The proposed change is a 2% increase in compensation rates for non-union municipal employee positions effective July 1, 2024. The proposed increase is consistent with the average increase of the Town's collective bargaining units for FY2025 as required by the Personnel Bylaw.
4. Adoption of the Miscellaneous Compensation scale in 1-64-360 Schedule D (Non Merit Based) of the Personnel Bylaw. The proposed amendment will simplify the scale for Seasonal Staff and bridge the gap in compensation between C & D as it currently exists.

1-64-340

Schedule A.

**Classification of Positions by Occupational Groups
and Assignment to Compensation Grades**

Grade	Position Title
1	Board Secretary Cable Access Television Assistant Custodian Food Service Coordinator Library Assistant
2	Department Assistant Hazardous Materials Assistant Light Equipment Operator
3	Assistant Tax Collector Assistant Town Clerk Administrative Assistant (various departments) Circulation Desk Supervisor Program Coordinator Production Coordinator Assessor's Assistant Assistant Town Accountant
4	Data Collector Outreach Coordinator Heavy Equipment Operator Water & Sewer Maintenance Worker Counselor Librarian Recreation Program Supervisor Animal Control Officer Community Outreach Worker
5	Veteran's Agent Assistant Treasurer/Collector Executive Assistant Conservation Agent Health Agent Highway Supervisor Mechanic Cable Access Director Local Inspector Inspector Assistant MIS/GIS Director

Shared Services Coordinator
Epidemiologist
Regional Public Health Nurse
Social Worker
Sanitarian
Assistant Library Director

- 6 Town Clerk
Recreation Director
Family & Youth Services Director
Water/Sewer Operations Manager
Senior Center Director
- 7 Treasurer/Collector
Police Lieutenant
Planning Director
MIS/GIS Director
Library Director
Human Resources Director
Health Director
Health & Human Services Director
Town Engineer
Water/Sewer Superintendent
Facilities Manager
Highway Superintendent
Building Inspector/Zoning Enforcement Officer
Principal Assessor
Town Accountant
- 8 Assistant Town Administrator
Deputy Fire Chief
Assistant DPW Director
- 9 Finance Director
Director of Public Works
Fire Chief
Police Chief

1-64-350 Schedule B – Revised

General Compensation Effective July 1, 2024 (FY2025)

Effective July 1, 2024—June 30, 2025

GRADE	Hourly MINIMUM	Hourly MAXIMUM	Annual MINIMUM	Annual MAXIMUM
1	\$22.58	\$29.36	\$46,975.01	\$61,067.51
2	\$25.29	\$32.87	\$52,603.14	\$68,379.66
3	\$28.33	\$36.83	\$58,918.19	\$76,600.29
4	\$31.72	\$41.24	\$65,986.59	\$85,773.71
5	\$37.43	\$48.66	\$77,863.30	\$101,217.85
6	\$41.93	\$54.51	\$87,213.98	\$113,382.61
7	\$46.96	\$61.04	\$97,672.57	\$126,965.48
8	\$49.77	\$64.71	\$103,522.29	\$134,587.83
9	\$55.75	\$72.47	\$115,952.94	\$150,741.03

1-64-360 Schedule D

Miscellaneous Compensation

Merit-Based¹ - Eligible for General Salary/Wage Adjustment

Substitute Librarian	Minimum: \$26.84	Maximum: \$34.87/hour
Substitute Library Assistant	Minimum: \$21.88	Maximum: \$28.46/hour
Call Inspector	Minimum: \$29.69	Maximum: \$38.58/hour
Call Firefighter Trainee	Minimum: \$20.19	Maximum: \$26.28/hour
Call Firefighter	Minimum: \$22.37	Maximum: \$29.09/hour
Call Firefighter/EMT or Paramedic	Minimum: \$24.77	Maximum: \$32.19/hour
Special Police Officer	Minimum: \$19.70	Maximum: \$33.17/hour

Non Merit-Based – Pay rates/ranges adjusted as market conditions warrant

Assistant Dog Officer	Per call: \$4/phone call, \$20/call-out; \$30/kennel call	
Part-time Dispatcher	Rates per Union Contract	
Library Page	Minimum: \$15.00	Maximum: \$17.25/hour
Seasonal Staff A	Minimum: \$15.00	Maximum: \$17.25/hour
Seasonal Staff B	Minimum: \$15.00	Maximum: \$17.25/hour
Seasonal Staff C	Minimum: \$16.75	Maximum: \$20.25/hour
Seasonal Staff D	Minimum: \$25.00	Maximum: \$60.00/hour
Seasonal Staff A	Minimum: \$15.00	Maximum: \$25.00/hour
Seasonal Staff B	Minimum: \$25.00	Maximum: \$60.00/hour
Senior Center Van Driver	Minimum: \$17.00	Maximum: \$25.00/hour

Stipends:

Inspector of Animals	\$5,000 - \$6,000 per year
Emergency Preparedness Director	\$5,000 - \$6,000 per year
Sealer of Weights/Inspector of Measures	\$3,000 - \$4,000 per year
Assistant to the Emergency Preparedness Director	\$500 per year
Emergency Shelter Coordinator	\$500 per year

¹ Assuming satisfactory performance and minimum level of pay achieved.