

# City of Gardner, *Executive Department* RECEIVED

Michael J. Nicholson, Mayor



2022 MAY 27 AM 11:26  
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GARDNER, MA

May 26, 2022

Hon. Elizabeth J. Kazinskas, Council President  
And City Councilors  
Gardner City Hall, Rm 121  
95 Pleasant St  
Gardner, MA 01440

RE: FY2023 Compensation Ordinance Amendment

Dear Madam President and Councilors,

Attached, please find the annual Compensation Schedule Ordinance Amendment that coincides with the FY2023 Budget proposal.

The majority of positions received a two percent (2%) cost of living adjustment ("COLA"). Those that are seeing more than a 2% COLA are proposed in recognition of increasing the duties of that position and reorganizing what aspects their position covers.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

# AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 171, ENTITLED PERSONNEL

Be it ordained by the City Council of the City of Gardner as follows:

SECTION 1: Exhibit E, Section 68 of Chapter 171 of the Code of the City of Gardner, entitled "Personnel: Compensation Schedule- Non-Union Employees" be deleted in its entirety and replaced by the following:

A classification plan is hereby established for offices and positions in the service of the City, and establishing compensation grades thereof.

All appointive officers and all positions in the City of Gardner, except those filled by popular election and those under the direction and control of the School Committee, shall be classified into positions, groups, and grades according to their duties pertaining to each as herein provided.

## CLASSIFICATION CLASS TITLE

<u>Pay Grade</u>	<u>Class/Title</u>
S-4	Certified Pool Operator (Seasonal)
S-5	Head Lifeguard (Seasonal)
S-6	Lifeguard (Seasonal)
T-4	Temporary Seasonal Employees (Department of Public Works)
T-5	Temporary Seasonal Recreational Playground Supervisor
T-6	Temporary Seasonal Technical
GC-4	Golf Course Laborers/Pro-Shop Assistants - Temporary Seasonal Employment
GC-5	Golf Course Groundsman
GC-6	Golf Course Ranger
GC-8	Grounds Maintenance Man or Motor Equipment Repairman
GC-9	Working Foreman Grounds Maintenance Man or Working Foreman Motor Equipment Repairman

The officers, positions, and classifications are hereby allocated and fixed into salary grades in accordance with the following schedule:

## A. DEPARTMENT HEADS

		07/01/22		
Position	Grade			
		Annual		Weekly
Building Commissioner	G-10	\$83,341.65		\$1,602.72
		\$350.00		
		\$83,691.65		
Chief of Police	G-13	\$110,074.45		\$2,116.82
		Masters	Bachelors	Associates
		Article XIV §171-64 Education Incentive	\$13,759.31	\$11,007.45 \$5,503.72
		Article XI §171-45 Clothing	\$1,045.00	\$1,045.00 \$1,045.00
		Total	\$124,878.76	\$122,126.90 \$116,623.17
City Assessor	G-9	\$77,994.86		
City Auditor	G-10	\$89,651.12		\$1,499.90
		MGL c. 32, §20(6)	\$3,500.00	
		Total Compensation	\$93,151.12	\$1,791.37
City Clerk	G-10	\$85,008.48		
		MGL c. 41, §19F	\$3,500.00	
		MGL c. 41, §19G	\$550.00	
		Total Compensation	\$89,058.48	\$1,712.66
City Collector/Treasurer	G-10	\$89,651.12		
		MGL c. 32, §20	\$300.00	
		Total Compensation	\$89,951.12	\$1,729.83
City Engineer	G-11	\$90,831.94		\$1,746.77
City Solicitor	G-10	\$85,986.98		\$1,653.60
Council on Aging Director	G-6	\$61,412.07		\$1,181.00
Director of Community Development & Planning	G-10	City	\$72,659.49	
		GRA	\$26,223.87	
		Total Compensation	\$98,883.36	\$1,901.60
Director of Cable Operations	G-6	\$69,085.50		\$1,328.57
Director of Public Health	G-10	Step 1	\$75,030.57	\$1,442.90
		Article XI §171-45 Clothing	\$350.00	
		Total	\$75,380.57	

Fire Chief	G-12	Step 2		\$79,359.26	\$1,526.14
			Article XI §171-45 Clothing	\$350.00	
			Total	\$79,709.26	
		Step 3		\$83,687.95	\$1,609.38
			Article XI §171-45 Clothing	\$350.00	
			Total	\$84,037.95	
				\$105,595.50	\$2,030.68
			<i>Masters</i>		
			<i>Bachelors</i>		
			<i>Associates</i>		
Golf Course Driving Range/Superintendent	G-9		Article XIV §171-63 Education Incentive	\$6,000.00	\$4,000.00 \$2,000.00
			Article X §171-44 Holiday	\$10,717.94	\$10,717.94 \$10,717.94
			Article XI §171-45 Clothing	\$1,045.00	\$1,045.00 \$1,045.00
			Total	\$123,358.44	\$121,358.44 \$119,358.44
				\$81,657.12	\$1,570.33
			Article XI §171-45 Clothing	\$350.00	
			Total	\$82,007.12	
				\$102,000.00	\$1,961.54
				\$102,282.16	\$1,966.96
				\$80,419.27	\$1,546.52
Human Resources Director Information Technology Director Library Director Public Works Director	G-11 G-11 G-9 G-12			\$106,740.51	\$2,052.70
			Article XI §171-45 Clothing	\$350.00	
			Total	\$107,090.51	
				\$78,534.45	
				\$2,500.00	
				\$81,034.45	\$1,558.35
				\$61,860.97	\$1,189.63
Purchasing Agent/Civil Enforcement Director	G-10				
Veterans' Director	G-6				

**B. NON-UNION DIRECT AND SUPERVISORY STAFF POSITIONS**

Position		07/01/22			
Grade		Annual		Weekly	Hourly
Airport Manager		\$25,500.00		\$490.38	
Assistant City Clerk	G-3	\$45,605.68		\$877.03	\$23.70
	Step 2 (5 Yrs)	\$46,517.79		\$894.57	\$24.18
	Step 3 (10 Yrs)	\$47,448.16		\$912.46	\$24.66
Assistant City Auditor	G-4	\$51,897.60		\$998.03	\$26.97
Assistant City Engineer	G-8	\$71,559.54		\$1,376.15	
Assistant City Solicitor	G-3	\$65,000.00		\$1,250.00	
Assistant City Treasurer/Collector	G-5	\$56,915.22		\$1,094.52	
Assistant Director of Community Development**	G-7	\$3,564.81			
	City	\$67,731.22			
	CDBG	\$71,296.03		\$1,371.08	
	Total Compensation	\$56,915.20		\$1,094.52	
Assistant Director of Public Health	G-5	\$350.00			
	Article XI §171-45 Clothing	\$57,265.20			
Assistant Library Director	G-6	\$62,300.96		\$1,198.10	
Assistant Veteran's Service Agent		\$25,500.00		\$490.38	
Senior Civil Engineer	G-9	\$77,994.86		\$1,499.90	
	Article XI §171-45 Clothing	\$350.00			
	Total	\$78,344.86			
Conservation/Planning Agent	G-6	\$62,931.31		\$1,210.22	
Deputy Chief of Police	G-11	\$95,373.88		\$1,834.11	
		<i>Masters</i>	<i>Bachelors</i>	<i>Associates</i>	
	Article XIV §171-64 Education Incentive	\$11,921.74	\$9,537.39	\$4,768.69	
	Article XI §171-45 Clothing	\$1,045.00	\$1,045.00	\$1,045.00	
	Total	\$108,340.62	\$105,956.27	\$101,187.57	
Director of Public Safety Regional Dispatch Center	G-9	\$79,217.80	\$1,523.42		
	Article XI §171-45 Clothing	\$350.00			
	Total	\$79,567.80			
Economic Development Coordinator	G-7	\$62,131.61		\$1,194.84	
Executive Secretary	G-4	\$50,711.43		\$975.22	\$26.36
Executive Aide					\$28.86
GIS Coordinator	G-5	\$57,502.50		\$1,105.82	
Golf Professional	G-6	\$1,366.40	Weekly		
Golf Pro Manager	G-6	\$1,177.40	Weekly		
Local Inspector	G-6	\$64,335.66		\$1,237.22	
	Article XI §171-45 Clothing	\$350.00			

		Total	\$64,685.66		
Producer	G-2		\$56,850.00	\$1,093.27	
Systems Manager	G-6		\$68,046.95	\$1,308.60	
Electrical Inspector	G-6		\$64,329.11	\$1,237.10	\$33.44
		Article XI §171-45 Clothing	\$350.00		
		Total	\$64,679.11		
Plumbing Inspector	G-6		\$34,772.49	\$668.70	\$33.44
		Article XI §171-45 Clothing	\$350.00		
		Total	\$35,122.49		
Transfer Station Supervisor	G-3		\$49,178.69	\$945.74	\$23.64
		Article XI §171-45 Clothing	\$350.00		
		Total	\$49,528.69		

	Annual	Monthly
Civil Defense Director	\$9,780.99	\$815.08
Sealer of Weights & Measures	\$9,961.74	\$830.15

**C. NON-UNION STAFF POSITIONS**

	07/01/22		
Position	Annual	Weekly	Hourly
Business Manager - DPW	\$39,283.26	\$755.45	\$39.76
Prevention Coordinator	\$52,275.00	\$1,005.29	\$25.13

07/01/22 (Hourly)						01/01/23
Step 1	Step 2	Step 3	Step 4 (5 Yrs)	Step 5(10 Yrs)		
Administrative Assistant	\$18.05	\$21.76	\$22.20	\$22.63	\$23.09	\$15.00
Administrative Coordinator	\$17.39	\$20.01	\$20.41	\$20.81	\$21.12	
Administrative Clerk	\$16.62	\$18.93	\$19.31	\$19.69	\$20.08	
Animal Shelter Attendant	\$14.25					
Budget/Project Manager**	City	\$1.16				
	GRA	\$0.69				
	CDBG	\$24.37				
Total Compensation		\$26.22				
Building Maintenance Craftsman		\$19.29	\$21.77	\$24.25		
Building Maintenance Technician		\$17.64	\$20.04	\$22.43		
Council on Aging Coordinator		\$15.30	\$15.69			
Data Collector			\$15.69			
Financial Administrator		\$18.71	\$20.57	\$22.63		
Financial Clerk		\$16.95	\$18.65	\$20.27		
Parking Meter Clerk		\$17.75				
Production Assistant		\$15.76				
Transfer Station Monitor		\$15.30	\$16.32	\$17.34		
<b><u>Golf Course Positions</u></b>						
Golf Pro Shop Supervisor		\$15.01	\$15.59	\$16.17		
Grounds Maintenance Worker	GC-8	\$17.66	\$19.42	\$21.49		
Mechanic	GC-8	\$17.66	\$19.42	\$21.49		

**C. NON-UNION STAFF POSITIONS CONT.**

Position		07/01/22 (Hourly)					01/01/23
		Step 1	Step 2	Step 3	Step 4 (5 Yrs)	Step 5(10 Yrs)	
Working Foreman - Grounds							
Maintenance Worker	GC-9	\$21.71					
Working Foreman - Mechanic	GC-9	\$21.71					

**Library Department Positions**

Staff Librarian	\$23.31				
Senior Library Technician	\$21.24				
Library Technician	\$20.03				
Library Clerical Staff	\$15.00	\$15.50			

Alternate Animal Control Officer	\$14.25			\$15.00	
Certified Pool Operator S-4		\$23.57			
COVID Temporary Staff		\$15.00			
Election Warden	\$16.25			\$17.00	

Election Inspector		\$14.25			\$15.00
Election Clerk		\$15.25			\$16.00
Golf Course Laborer/Pro Shop					
Assistant	GC-4	\$14.25			\$15.00
Golf Course Groundsman	GC-5	\$15.25			\$16.00
Golf Course Ranger	GC-6	\$14.25			\$15.00
Head Life Guard			\$17.00	\$18.00	
Lifeguard	S-6	\$14.25	\$16.00		

D. NON-UNION STAFF: TEMPORARY, SEASONAL AND INTERMITTENT POSITIONS CONT.

Position	Grade	01/01/22	07/01/21 (Hourly)			01/01/23
		Step 1	Step 1	Step 2	Step 3	Step 1
Recreation Season Coach			\$750.00 Annual (per sport & season)			
Recreational Playground Supervisor (T-5)			\$16.25	\$17.75		
Recreational Support Staff		\$14.25				\$15.00
Special Detail Police Officer			\$51.00			
Temporary Seasonal Laborer	T-4		\$14.75	\$15.25	\$16.25	
Temporary Seasonal Technical	T-6		\$16.00			

SECTION 2: This ordinance shall take effect upon passage and publication as required by law.