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[www.framinghamma.gov/CityCouncil](http://www.framinghamma.gov/CityCouncil)

## FRAMINGHAM CITY COUNCIL

ORDER NO. 2018-061

REQUEST OF THE FINANCE SUBCOMMITTEE

UPON THE REQUEST OF THE CHAIR OF THE FINANCE SUBCOMMITTEE, THE CITY OF FRAMINGHAM, THROUGH THE FRAMINGHAM CITY COUNCIL, IT IS SO ORDERED:

That, after diligent review, the City Council adopt FY19 Classification Plan for Senior Non-Union, Senior Management, and Division Head positions and associated salary schedules as presented with the following amendments:

Deletion of the Positions:

|      |                                 |
|------|---------------------------------|
| DH-2 | Assistant Town Manager          |
| DH-1 | Diversity and Inclusion Officer |
| S-2  | Director of Communications      |

The Mayor will choose by June 30, 2018 which one of the two Senior Advisor positions (M-8) she would like to retain by notifying the Chairman of the Council in writing. The position not retained will be deemed removed. If the Mayor does not notify the Chairman in writing by June 30, 2018, the Chairman will determine which position is to be removed after consultation with the Mayor.

The list of FY19 authorized positions is attached to this Order for reference.

| FRAMINGHAM SENIOR MANAGEMENT<br>CLASSIFICATION PLAN<br>GRADE/POSITIONS |  |
|--|--|
| <b>S1</b>  |  |
| Assistant Director of Development                                      |  |
| Assistant Director of Highway & Sanitation                             |  |
| Assistant Director of Water and Sewer                                  |  |
| Assistant Director of Public Health                                    |  |
| Assistant Director of Support  |  |
| Assistant Director of Water and Wastewater-Engineering                 |  |
| Assistant to the Police Chief  |  |
| Director of Administration   |  |
| Director of Capital Project Management                                 |  |
| Director of Elder Services   |  |
| Director of Fleet Services   |  |
| Fire Alarm Superintendent  |  |
| Network Services Manager   |  |
| Director of Administration & Finance/DPW                               |  |
| Director of Project Development & Right of Way                         |  |
| Director Capital Constr. Management                                    |  |
| Senior Development & Project Engineer                                  |  |
| <b>S2</b>  |  |
| Assistant Director of Comm and Econ Development                        |  |
| Assistant Director of Planning and Land Use                            |  |
| Deputy Director of Administration -DPW                                 |  |
| Deputy Director/Parks and Recreation                                   |  |
|  |  |
| Director of Engineering  |  |
| Director of Highway & Sanitation                                       |  |
| Director of Library  |  |
| Director of Transportation Engineering                                 |  |
| Director of Water & Sewer  |  |
| Planning Board Administrator   |  |
| <b>S3</b>  |  |
| Chief Assessor   |  |
| Assistant Chief Financial Officer/Chief Procurement Officer            |  |
| Deputy Director/Chief Engineer   |  |
| Town Accountant  |  |
| Deputy Police Chief  |  |
| Treasurer/Collector  |  |

| FRAMINGHAM SENIOR MANAGEMENT<br>CLASSIFICATION PLAN<br>GRADE/POSITIONS |  |
|--|--|
| <b>DH1</b>   |  |
| Assistant Fire Chief   |  |
| Deputy Director DPW  |  |
| Assistant/Deputy Police Chief  |  |
| Director of Capital Projects & Facilities                              |  |
| Director of Inspectional Services                                      |  |
| Director of Public Health  |  |
|  |  |
| <b>DH2</b>   |  |
| Director of Community & Economic Development                           |  |
| Director of Library  |  |
| Director of Parks and Recreation                                       |  |
| Director of Technology Services  |  |
| Human Resources Director   |  |
| <b>DH3</b>   |  |
| Chief Financial Officer/Dir of Finance and Administration              |  |
| Chief Operating Officer  |  |
| Director of DPW  |  |
| Fire Chief   |  |
| Police Chief   |  |

| <b>FRAMINGHAM NON-UNION</b>                    |
|--|
| <b>CLASSIFICATION PLAN</b>                     |
| <b>GRADE/POSITIONS</b>                         |
| <b>M1</b>                                      |
| Administrative Assistant 1                     |
| Clerical Assistant                             |
| Media Services Assistant/Intern                |
| Outreach Worker/COA                            |
| <b>M2</b>                                      |
| Administrative Assistant 2                     |
| Assistant Animal Control Officer               |
| Customer Service Representative 1              |
| Parking Enforcement Officer                    |
| <b>M3</b>                                      |
| Accounts Payable Service Representative        |
| Administrative Assistant 3                     |
| Benefits Assistant/HR                          |
| Crime Analyst                                  |
| Customer Service Representative 2              |
| Lead Records Clerk/Police                      |
| Payroll/Payables Specialist                    |
| Production Technician                          |
| <b>M4</b>                                      |
| Accounts Payable Specialist                    |
| Administrative Assistant Conservation          |
| Billing Coordinator                            |
| Building Maintenance Worker                    |
| Code Enforcement Official                      |
| Community Outreach Coordinator                 |
| Grant Writer                                   |
| Library Building Facilities Manager            |
| Office Coordinator/Tax Collector               |
| Office Manager 1                               |
| Permit Coordinator/Engineering                 |
| Recycling Coordinator                          |
| Senior Custodian                               |
| <b>M5</b>                                      |
| Activities Manager                             |
| Administrative Assistant 4                     |
| Assistant Conservation Administrator           |
| Carpenter/Painter                              |
| Code Enforcement Task Coordinator              |
| Communications/Connections Coordinator         |
| GIS Database Administrator                     |
| Election Services Coordinator                  |
| Engineering Administrator Capital Program      |
| Executive Assistant                            |
| Fiscal Supervisor/Cash Collections             |
| Fiscal Supervisor                              |
| HR Generalist/Analyst                          |
| Fiscal Manager                                 |
| Maintenance Supervisor                         |
| Office Manager 2                               |
| Recreation Supervisor                          |
| Records Access Officer                         |
| System Network Manager 1/Financial Coordinator |

| <b>FRAMINGHAM NON-UNION</b>                  |
|--|
| <b>CLASSIFICATION PLAN</b>                   |
| <b>GRADE/POSITIONS</b>                       |
| <b>M6</b>                                    |
| Associate Planner                            |
| Administrator                                |
| Benefits Manager/HR                          |
| Capital Procurement Administrator            |
| Code Enforcement Office Manager              |
| Conservation Administrator                   |
| Financial Analyst                            |
| Office Manager 3                             |
| Operations Manager/Building Facilities       |
| Payroll Coordinator                          |
| Program Coordinator - Health                 |
| Records Manager                              |
| Workers Comp and Safety Coordinator          |
| <b>M7</b>                                    |
| Conservation Administrator                   |
| Animal Control Officer                       |
| Assistant Commercial Assessor                |
| Assistant Director Elder Affairs             |
| Assistant Treasurer/Collector                |
| Business Mgr 1/Asst Dir. of Admin/Operations |
| Chief of Community Health                    |
| Chief of Environmental Health                |
| Citizen Participation Officer                |
| Community Development Administrator          |
| Deputy Director of Public Health             |
| Director of Veterans Services                |
| Licensing Coordinator                        |
| Operations Manager                           |
| Payroll Administrator                        |
| Maintenance/Electrician                      |
| Maintenance/Plumber                          |
| Project Engineer                             |
| Senior Financial Analyst                     |
| <b>M8</b>                                    |
| Assistant Library Director                   |
| Assistant Town Accountant                    |
| Assistant Town Clerk                         |
| Assistant Treasurer/Collector                |
| Business Manager                             |
| City Council Auditor                         |
| Deputy Building Commissioner                 |
| Deputy Director/Working Foreman              |
| Director of Media Services                   |
| Division Finance Coordinator                 |
| Economic Development Coordinator/Planner     |
| Environmental Health Manager                 |
| Finance Manager/Parks and Recreation         |
| Fire Protection Engineer                     |
| GIS Manager                                  |
| Library Media Services Director              |
| Procurement Administrator                    |
| Program Manager                              |
| Project Manager                              |
| Senior Advisor for Policy                    |
| Senior Advisor for External Affairs          |
| Senior Project Manager/Transportation        |
| Senior Project Manager/Utilities             |
| Senior Stormwater/Environmental Engineer     |
| Senior Traffic & Transportation Engineer     |
| Webmaster/Public Information Officer         |

**Municipal Nonbargaining**  
**July 1, 2018 - June 30, 2019**

Effective COLA 1%

| Grade   | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 | Step 9 | Step 10 | Step 11 | Step 12 | Step 13 | Step 14 |
|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|---------|---------|---------|---------|
| M1 37.5 | 36,994 | 37,734 | 38,488 | 39,258 | 40,044 | 40,844 | 41,661 | 42,494 | 43,344 | 44,211  | 45,095  | 45,997  | 46,917  | 47,856  |
| M2 37.5 | 40,693 | 41,508 | 42,337 | 43,184 | 44,048 | 44,929 | 45,828 | 46,743 | 47,679 | 48,632  | 49,605  | 50,598  | 51,608  | 52,641  |
| M3 37.5 | 44,762 | 45,658 | 46,571 | 47,503 | 48,453 | 49,422 | 50,410 | 51,419 | 52,447 | 53,495  | 54,566  | 55,656  | 56,769  | 57,905  |
| M4 37.5 | 49,238 | 50,224 | 51,228 | 52,253 | 53,297 | 54,364 | 55,452 | 56,560 | 57,691 | 58,846  | 60,023  | 61,222  | 62,447  | 63,696  |
| M5 37.5 | 54,163 | 55,246 | 56,351 | 57,478 | 58,628 | 59,799 | 60,996 | 62,216 | 63,460 | 64,730  | 66,024  | 67,344  | 68,691  | 70,065  |
| M6 37.5 | 59,579 | 60,770 | 61,986 | 63,226 | 64,490 | 65,781 | 67,096 | 68,438 | 69,806 | 71,203  | 72,627  | 74,079  | 75,561  | 77,072  |
| M7 37.5 | 65,537 | 66,848 | 68,185 | 69,548 | 70,939 | 72,359 | 73,806 | 75,281 | 76,787 | 78,322  | 79,890  | 81,487  | 83,117  | 84,779  |
| M8 37.5 | 72,091 | 73,532 | 75,003 | 76,503 | 78,033 | 79,594 | 81,186 | 82,809 | 84,466 | 86,156  | 87,878  | 89,636  | 91,428  | 93,257  |
| M1 40   | 36,994 | 37,734 | 38,488 | 39,258 | 40,044 | 40,844 | 41,661 | 42,494 | 43,344 | 44,211  | 45,095  | 45,997  | 46,917  | 47,856  |
| M2 40   | 40,693 | 41,508 | 42,337 | 43,184 | 44,048 | 44,929 | 45,828 | 46,743 | 47,679 | 48,632  | 49,605  | 50,598  | 51,608  | 52,641  |
| M3 40   | 44,762 | 45,658 | 46,571 | 47,503 | 48,453 | 49,422 | 50,410 | 51,419 | 52,447 | 53,495  | 54,566  | 55,656  | 56,769  | 57,905  |
| M4 40   | 49,238 | 50,224 | 51,228 | 52,253 | 53,297 | 54,364 | 55,452 | 56,560 | 57,691 | 58,846  | 60,023  | 61,222  | 62,447  | 63,696  |
| M5 40   | 54,163 | 55,246 | 56,351 | 57,478 | 58,628 | 59,799 | 60,996 | 62,216 | 63,460 | 64,730  | 66,024  | 67,344  | 68,691  | 70,065  |
| M6 40   | 59,579 | 60,770 | 61,986 | 63,226 | 64,490 | 65,781 | 67,096 | 68,438 | 69,806 | 71,203  | 72,627  | 74,079  | 75,561  | 77,072  |
| M7 40   | 65,537 | 66,848 | 68,185 | 69,548 | 70,939 | 72,359 | 73,806 | 75,281 | 76,787 | 78,322  | 79,890  | 81,487  | 83,117  | 84,779  |
| M8 40   | 72,091 | 73,532 | 75,003 | 76,503 | 78,033 | 79,594 | 81,186 | 82,809 | 84,466 | 86,156  | 87,878  | 89,636  | 91,428  | 93,257  |

**Senior Managers/Division Heads**  
**Effective 1% COLA**  
**July 1, 2018 - June 30, 2019**

**Salary Range**

|      |         |         |
|------|---------|---------|
| S1   | 90,085  | 109,003 |
| S2   | 92,788  | 112,273 |
| S3   | 95,571  | 115,641 |
| DH-1 | 98,439  | 131,474 |
| DH-2 | 106,372 | 140,676 |
| DH-3 | 127,646 | 168,812 |

YEAS: Cannon, Giombetti, Grove, King, Rossi, Shepard, Sisitsky, Steiner, Tully Stoll

NAYS: Torres

ABSTAIN: None

ABSENT: Richardson

PASSED IN COUNCIL: JUNE 5, 2018

A True Record, Attest:

  
 Valerie Mulvey, City Clerk

8/30/18  
 \_\_\_\_\_  
 Date Approved  
  
 Yvonne M. Spicer, Mayor