

70-16-11



City of Methuen, Massachusetts

OFFICE OF THE CITY COUNCIL

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Methuen, Massachusetts 01844
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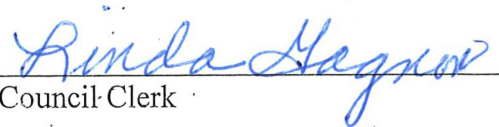
EMERGENCY PREAMBLE:

WHEREAS: It is in the public interest and to the furtherance of the public welfare of the citizens of the City Methuen that the attached ordinance be passed forthwith;

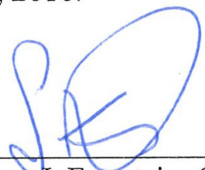
BE IT ORDERED: That Order #909 and is hereby declared an Emergency Measure, as provided in Article 2, Section 2-9(b) of the Methuen Home Rule Charter

First Read: July 11, 2016
Adopted: July 11, 2016 (as an emergency)
Effective: Immediately

I do hereby certify that at a meeting of which a quorum was present, the foregoing emergency preamble was adopted by a unanimous vote on July 11, 2016.



Council Clerk



Sean J. Fountain, Council Chairman

Approved under MHRC Sec. 3-6
Date: 8/11/16

Approved: 

Stephen N. Zanni, Mayor

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METHUEN, MA

7076-10



City of Methuen, Massachusetts

City Auditor's Office

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Thomas J. Kelly
City Auditor

909

An Ordinance Amending the Wage and Salary Classification Plan, Schedule A-3 Middle Management and AFSCME

BE IT ORDAINED: That the Wage and Salary schedule of Chapter 6, Section 6-5 of the Methuen Municipal Code is amended by increasing the title of the Administrative Assistant – Council on Aging Schedule A-3, Middle Management, with the following salary schedule;

Administrative Assistant ~ Council on Aging

<u>Minimum</u>	<u>Step I</u>	<u>Step II</u>	<u>Step III</u>	<u>Maximum</u>
\$797.55	\$830.08	\$862.47	\$894.78	\$927.42
\$41,473	\$43,164	\$44,848	\$46,529	\$48,226

The Wage and Salary schedule of Chapter 6, Section 6-5 of the Methuen Municipal Code is amended by inserting the titles Superintendent of Recreation and Administrator Aide/Grant Administrator with the titles of Network Administrator ~ Chemist/Assistant Supervisor ~ Conservation Office ~ Assistant City Auditor and Purchasing Director on Schedule A-3, Middle Management, with the following salary; schedule; and deleting the title of Superintendent of Recreation from its current group.

<u>Minimum</u>	<u>Step I</u>	<u>Step II</u>	<u>Step III</u>	<u>Maximum</u>
\$1,395.32	\$1,438.47	\$1482.97	\$1,528.84	\$1,576.12
\$72,557	\$74,801	\$77,114	\$79,500	\$81,598

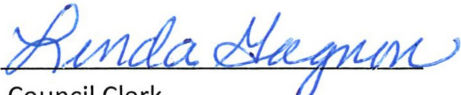
BE IT FURTHER ORDAINED: That the Wage and Salary schedule of Chapter 6, Section 6-5 of the Methuen Municipal Code is amended by inserting the title of Activities Coordinator, Senior Center with the Civil Engineer II and Senior Engineering Aide on the AFSCME Schedule, with the following salary;

<u>Minimum</u>	<u>Step I</u>	<u>Step II</u>	<u>Step III</u>	<u>Maximum</u>
\$836.50	\$872.33	\$907.91	\$943.81	\$979.52
\$43,498	\$45,361	\$47,211	\$49,078	\$50,935

Order #909

First Read: July 11, 2016
Adopted: July 11, 2016
Effective: Immediately

I do hereby certify that at a meeting of which a quorum was present, the foregoing ordinance was adopted by the Methuen City Council by a unanimous vote on July 11, 2016.



Council Clerk



Sean J. Fountain, Council Chair

Approved under MHRC Sec. 3-6

Date: 8/1/16

Approved:



Stephen N. Zanni, Mayor

MIDDLE MANAGEMENT
FY 2017

TITLE	EFFECTIVE	MINIMUM	STEP I	STEP II	STEP III	MAXIMUM	SIDE LETTER
CHIEF ENGINEER	07/01/16	\$ 1,636.68	\$ 1,694.31	\$ 1,751.93	\$ 1,844.19	\$ 1,936.38	
DEPUTY DIRECTOR/OPERATIONS		\$ 85,107	\$ 88,104	\$ 91,101	\$ 95,898	\$ 100,692	
ASSISTANT DIRECTOR OF PLANNING	07/01/16	\$ 1,412.92	\$ 1,455.30	\$ 1,498.97	\$ 1,543.94	\$ 1,695.49	
		\$ 73,472	\$ 75,676	\$ 77,946	\$ 80,285	\$ 88,166	
NETWORK ADMINISTRATOR	07/01/16	\$ 1,395.32	\$ 1,438.47	\$ 1,482.97	\$ 1,528.84	\$ 1,576.12	
CHEMIST/ASSISTANT SUPERVISOR		\$ 72,557	\$ 74,801	\$ 77,114	\$ 79,500	\$ 81,958	
CONSERVATION OFFICER							
ASSISTANT CITY AUDITOR							
PURCHASING DIRECTOR							
SUPERINTENDENT OF RECREATION (add)							
ADMINISTRATOR AIDE/GRANT ADMINISTRATOR (add)							
BUILDING COMMISSIONER	07/01/16	\$ 1,215.92	\$ 1,255.12	\$ 1,295.50	\$ 1,337.21	\$ 1,427.80	
SUPERINTENDENT OF RECREATION (delete)		\$ 63,228	\$ 65,266	\$ 67,366	\$ 69,535	\$ 74,246	
ASSISTANT CIVIL ENGINEER							
ASSISTANT DIRECTOR OF COMMUNITY DEVELOPMENT	07/01/16	\$ 1,161.97	\$ 1,201.93	\$ 1,241.80	\$ 1,281.60	\$ 1,366.37	
		\$ 60,423	\$ 62,501	\$ 64,574	\$ 66,643	\$ 71,051	
DIRECTOR OF HEALTH	07/01/16	\$ 1,159.48	\$ 1,199.38	\$ 1,239.21	\$ 1,278.85	\$ 1,478.19	
		\$ 60,293	\$ 62,368	\$ 64,439	\$ 66,500	\$ 76,866	
ASSISTANT TREASURER	07/01/16	\$ 1,096.42	\$ 1,141.11	\$ 1,186.15	\$ 1,231.29	\$ 1,276.55	
ASSISTANT TAX COLLECTOR		\$ 57,014	\$ 59,338	\$ 61,680	\$ 64,027	\$ 66,381	
DIRECTOR OF VETERANS SERVICES							
WATER REGISTRAR	07/01/16	\$ 1,061.89	\$ 1,103.36	\$ 1,144.72	\$ 1,186.03	\$ 1,234.36	
ASSISTANT ASSESSOR/DATA ANALYST		\$ 55,218	\$ 57,375	\$ 59,526	\$ 61,673	\$ 64,187	
EMPLOYEE BENEFITS MANAGER	07/01/16	\$ 1,020.75	\$ 1,062.40	\$ 1,103.80	\$ 1,145.36	\$ 1,231.54	\$ 1,321.19
		\$ 53,079	\$ 55,245	\$ 57,398	\$ 59,559	\$ 64,040	\$ 68,702
LEGAL SECRETARY	07/01/16	\$ 1,015.99	\$ 1,057.45	\$ 1,098.60	\$ 1,139.96	\$ 1,181.27	
		\$ 52,832	\$ 54,988	\$ 57,127	\$ 59,278	\$ 61,426	
ASSISTANT CITY CLERK	07/01/16	\$ 981.62	\$ 1,021.71	\$ 1,061.51	\$ 1,101.31	\$ 1,141.50	
		\$ 51,044	\$ 53,129	\$ 55,199	\$ 57,268	\$ 59,358	
ADMINISTRATIVE ASSISTANT TO THE MAYOR/ PERSONNEL	07/01/16	\$ 930.48	\$ 968.43	\$ 1,006.22	\$ 1,043.91	\$ 1,081.99	
PROCUREMENT OFFICER		\$ 48,385	\$ 50,358	\$ 52,323	\$ 54,283	\$ 56,263	
CONSERVATION INSPECTOR	07/01/16	\$ 978.49	\$ 1,016.44	\$ 1,054.23	\$ 1,091.92	\$ 1,234.90	
		\$ 50,881	\$ 52,855	\$ 54,820	\$ 56,780	\$ 64,215	
ADMINISTRATIVE ASSISTANT TO THE MAYOR/AA/CCO PLANNER	07/01/16	\$ 878.54	\$ 920.16	\$ 961.59	\$ 1,003.18	\$ 1,044.64	
		\$ 45,684	\$ 47,848	\$ 50,003	\$ 52,165	\$ 54,321	
ADMINISTRATIVE ASSISTANT - COUNCIL ON AGING (30 Hours)	07/01/16	\$ 797.55	\$ 830.08	\$ 862.47	\$ 894.78	\$ 927.42	
		\$ 41,473	\$ 43,164	\$ 44,848	\$ 46,529	\$ 48,226	
						\$ 30.91	

Hourly

TITLE	EFFECTIVE	MINIMUM	STEP I	STEP II	STEP III	MAXIMUM
JUNIOR ACCOUNTANT	07/01/16	\$ 1,095.23	\$ 1,133.78	\$ 1,172.03	\$ 1,210.28	\$ 1,249.06
	Annual	\$ 56,952	\$ 58,957	\$ 60,946	\$ 62,935	\$ 64,951
	Hourly	\$ 31.29	\$ 32.39	\$ 33.49	\$ 34.58	\$ 35.69
COMMUNITY DEVELOPMENT CONFIDENTIAL SECRETARY	07/01/16	\$ 1,016.00	\$ 1,057.46	\$ 1,098.58	\$ 1,139.96	\$ 1,181.26
	Annual	\$ 52,832	\$ 54,988	\$ 57,126	\$ 59,278	\$ 61,425
	Hourly	\$ 29.03	\$ 30.21	\$ 31.39	\$ 32.57	\$ 33.75
POLICE CHIEF'S (CONFIDENTIAL) SECRETARY	07/01/16	\$ 1,016.00	\$ 1,057.46	\$ 1,098.58	\$ 1,139.96	\$ 1,181.26
	Annual	\$ 52,832	\$ 54,988	\$ 57,126	\$ 59,278	\$ 61,425
	Hourly	\$ 29.03	\$ 30.21	\$ 31.39	\$ 32.57	\$ 33.75
PUBLIC WORKS SECRETARY	07/01/16	\$ 842.71	\$ 878.50	\$ 914.15	\$ 949.94	\$ 985.64
COMMUNITY DEVELOPMENT SECRETARY	Annual	\$ 43,821	\$ 45,682	\$ 47,536	\$ 49,397	\$ 51,253
HEAD CLERK	Hourly	\$ 24.08	\$ 25.10	\$ 26.12	\$ 27.14	\$ 28.16
INSURANCE ANALYST						
RECORDS INFORMATION TECHNOLOGY CLERK						
CIVIL ENGINEER II	07/01/16	\$ 836.50	\$ 872.33	\$ 907.91	\$ 943.81	\$ 979.52
SENIOR ENGINEERING AIDE	Annual	\$ 43,498	\$ 45,361	\$ 47,211	\$ 49,078	\$ 50,935
ACTIVITIES COORDINATOR, SENIOR CENTER (add)	Hourly	\$ 23.90	\$ 24.92	\$ 25.94	\$ 26.97	\$ 27.99
SENIOR BUILDING CUSTODIAN	07/01/16	\$ 848.69	\$ 876.11	\$ 903.23	\$ 930.59	\$ 962.92
	Annual	\$ 44,132	\$ 45,558	\$ 46,968	\$ 48,391	\$ 50,072
	Hourly	\$ 21.22	\$ 21.90	\$ 22.58	\$ 23.26	\$ 24.07
INFORMATION SYSTEM TECHNICIAN I	07/01/16	\$ 825.29	\$ 856.27	\$ 893.28	\$ 930.48	\$ 967.54
	Annual	\$ 42,915	\$ 44,526	\$ 46,451	\$ 48,385	\$ 50,312
	Hourly	\$ 23.58	\$ 24.46	\$ 25.52	\$ 26.59	\$ 27.64
INFORMATION SYSTEM TECHNICIAN II	07/01/16	\$ 1,059.68	\$ 1,091.47	\$ 1,124.21	\$ 1,157.94	\$ 1,192.68
	Annual	\$ 55,103	\$ 56,756	\$ 58,459	\$ 60,213	\$ 62,019
	Hourly	\$ 30.28	\$ 31.18	\$ 32.12	\$ 33.08	\$ 34.08
CIVIL ENGINEER	07/01/16	\$ 786.46	\$ 815.14	\$ 843.68	\$ 872.33	\$ 900.85
	Annual	\$ 40,896	\$ 42,387	\$ 43,871	\$ 45,361	\$ 46,844
	Hourly	\$ 22.47	\$ 23.29	\$ 24.11	\$ 24.92	\$ 25.74

TITLE	EFFECTIVE	MINIMUM	STEP I	STEP II	STEP III	MAXIMUM
PUBLIC HEALTH NURSE	07/01/16	\$ 978.49	\$ 1,016.42	\$ 1,054.22	\$ 1,091.91	\$ 1,174.71
Annual		\$ 50,882	\$ 52,854	\$ 54,819	\$ 56,779	\$ 61,085
Hourly		\$ 27.96	\$ 29.04	\$ 30.12	\$ 31.20	\$ 33.56
JUNIOR BUILDING CUSTODIAN	07/01/16	\$ 797.51	\$ 824.71	\$ 852.25	\$ 879.62	\$ 907.09
Annual		\$ 41,471	\$ 42,885	\$ 44,317	\$ 45,740	\$ 47,169
Hourly		\$ 19.94	\$ 20.62	\$ 21.31	\$ 21.99	\$ 22.68
PLANNING AIDE	07/01/16	\$ 707.93	\$ 731.14	\$ 754.36	\$ 777.67	\$ 800.86
ENGINEER AIDE	Annual	\$ 36,812	\$ 38,019	\$ 39,227	\$ 40,439	\$ 41,645
DRAFTSMAN	Hourly	\$ 20.23	\$ 20.89	\$ 21.55	\$ 22.22	\$ 22.88
PRINCIPAL CLERK/STENO & TYPIST (ACCT)		\$ 662.62				
PRINCIPAL CLERK/STENO & TYPIST (ZONING)						
BOARD & CONSERVATION COMMISSION						
SENIOR CLERK/STENO & TYPIST	07/01/16	\$ 657.76	\$ 681.12	\$ 704.32	\$ 727.60	\$ 750.94
JR BUDGET ANALYST	Annual	\$ 34,203	\$ 35,418	\$ 36,624	\$ 37,835	\$ 39,049
ASSESSORS CLERK	Hourly	\$ 18.79	\$ 19.46	\$ 20.12	\$ 20.79	\$ 21.46
ASSISTANT SUPERVISOR OF PAYROLLS						
ACCOUNT CLERK						
DATA ANALYST						
CLERK-STENOGRAPH	07/01/16	\$ 614.99	\$ 638.15	\$ 661.51	\$ 684.63	\$ 707.93
RECEPTIONIST	Annual	\$ 31,980	\$ 33,184	\$ 34,398	\$ 35,601	\$ 36,812
	Hourly	\$ 17.57	\$ 18.23	\$ 18.90	\$ 19.56	\$ 20.23
CLERK-TYPIST	07/01/16	\$ 586.34	\$ 609.56	\$ 632.76	\$ 656.07	\$ 679.31
	Annual	\$ 30,490	\$ 31,697	\$ 32,904	\$ 34,115	\$ 35,324
	Hourly	\$ 16.75	\$ 17.42	\$ 18.08	\$ 18.74	\$ 19.41
ACTIVITIES COORDINATOR, SENIOR CENTER (delete)	07/01/16	\$ 586.34	\$ 609.56	\$ 632.76	\$ 656.07	\$ 784.50
	Annual	\$ 30,490	\$ 31,697	\$ 32,904	\$ 34,115	\$ 40,794
	Hourly	\$ 16.75	\$ 17.42	\$ 18.08	\$ 18.74	\$ 22.41
ANIMAL CONTROL OFFICERS (40 Hours)	07/01/16	\$ 964.61	\$ 997.71	\$ 1,030.81	\$ 1,064.38	\$ 1,106.81
Annual		\$ 50,160	\$ 51,881	\$ 53,602	\$ 55,348	\$ 57,554
Hourly (2)		\$ 24.12	\$ 24.94	\$ 25.77	\$ 26.61	\$ 27.67