



# City of Pittsfield

In the Year Two Thousand \_\_\_\_\_ AND TWENTY THREE

## AN ORDINANCE

*Be it ordained by the City Council of the City of Pittsfield, as follows:*

### AMENDING THE CODE OF THE CITY OF PITTSFIELD CHAPTER 16, HUMAN RESOURCES

#### SECTION I

That the Code of the City of Pittsfield, Chapter 16, Human Resources be amended by deleting “attachment 1, compensation schedules”, and replacing it in its entirety with the attached document.

#### SECTION II

Changes to ordinance shall be effective July 1, 2023.

Approved as to Form and Legality,

Stephen Pagnotta

*City Solicitor*

**In City Council**

Read and passed to be ordained  
December 12, 2023

6 Yeas - 4 Nays

/s/ Peter Marchetti, Council President

/s/ Michele M. Benjamin, City Clerk

**Approved by the Mayor**

December 14, 2023

/s/ Linda M. Tyer, Mayor

**A true copy, attest:**

City Clerk

Chapter 16, Attachment 1: Human Resources Classification & Compensation Schedules

**City of Pittsfield**

[Ord. No. 1072, 9-17-2013; Ord. No. 1080, § I, 6-10-2014;  
Ord. No. 1084, § 1, 8-12-2014; Ord. No. 1086, § I, 10-28-2014;  
Ord. No. 1087, § I, 10-28-2014; Ord. No. 1089, § I, 11-25-2014;  
Ord. No. 1170, § I, 6-28-2016; Ord. No. 1184, § I, 4-11-2017; Ord. No. 1185, § I, 4-25-2017;  
Ord. No. 1194, § 1, 9-12-2017; § 1, 9-12-2017; Ord. No. 1196, I, 9-12-2017;  
Ord. No. 1197, § I, 9-26-2017; Ord. No. 1200, § I, 2-13-2018; Ord. No. 1201, § I, 2-13-2018;  
Ord. No. 1205, § I, 6-12-2018; Ord. No. 1208, § I, 8-14-2018; Ord. No. 1213, § I, 2-26-2019;  
Ord. No. 1216, § I, 3-26-2019; Ord. No. 1218, § I, 6-11-2019; Ord. No. 1224, § I, 2-25-2020;  
Ord. No. 1227, § I, 8-11-2020; Ord. No. 1235, § I, 3-9-2021]

**Management/Department Head Classification:**

Police Chief	Grade M-12
Fire Chief	Grade M-11
Commissioner of Public Services and Public Utilities	Grade M-10
Director of Finance and Administration/Treasurer	Grade M-9
Director of Community Development	Grade M-9
City Solicitor	Grade M-9
Business Development Manager	Grade M-9
Director of Human Resources	Grade M-9
Special Projects Manager	Grade M-9
Assistant City Solicitor	Grade M-8
City Engineer	Grade M-8
Director of Building Maintenance	Grade M-8
DPSU Business Manager	Grade M-8
Chief Assessor	Grade M-8
Chief Diversity Officer	Grade M-7
City Clerk	Grade M-7
Library Director	Grade M-7
Director of Public Health	Grade M-7
Building Commissioner	Grade M-7
Chief Information Officer	Grade M-7
Social Worker	Grade M-6
IT Support Specialist II	Grade M-6
Tax Collector	Grade M-6
City Accountant	Grade M-6
Purchasing Agent	Grade M-6
City Planner	Grade M-6
Airport Manager	Grade M-6
Parks, Open Space and Natural Resources Program Manager	Grade M-6
Community Development and Housing Program Manager	Grade M-6
Assessor	Grade M-6
Public Health Nurse Manager	Grade M-6
Police Finance and Administration Manager	Grade M-6
IT Business Analyst I	Grade M-5
Director of Council on Aging	Grade M-5
Director of Cultural Development	Grade M-5
Director of Administration Services	Grade M-4
Veteran's Agent	Grade M-4
Director of RSVP	Grade M-4

Chapter 16, Attachment 1: Human Resources Classification & Compensation Schedules

**Management Salary Schedule (7-1-2023)**

<b>Grade</b>	<b>Minimum</b>		<b>Midpoint</b>		<b>Maximum</b>
M-1	\$44,418.38	\$47,749.76	\$51,081.15	\$54,412.52	\$57,743.90
M-2	\$48,860.33	\$52,524.86	\$56,189.39	\$59,853.92	\$63,518.44
M-3	\$53,746.13	\$57,777.10	\$61,808.06	\$65,839.02	\$69,869.97
M-4	\$59,122.30	\$63,556.47	\$67,990.65	\$72,424.82	\$76,858.99
M-5	\$65,035.37	\$69,913.01	\$74,790.67	\$79,668.33	\$84,545.97
M-6	\$71,542.60	\$76,908.30	\$82,273.99	\$87,639.68	\$93,005.39
M-7	\$78,694.11	\$84,596.18	\$90,498.23	\$96,400.30	\$102,302.35
M-8	\$86,563.88	\$93,056.19	\$99,548.47	\$106,040.76	\$112,533.06
M-9	\$95,219.91	\$102,361.41	\$109,502.90	\$116,644.41	\$123,785.90
M-10	\$104,736.18	\$112,591.41	\$120,446.61	\$128,301.83	\$136,157.04
M-11	\$115,214.10	\$123,855.15	\$132,496.20	\$141,137.27	\$149,778.33
M-12	\$133,500.00	\$143,512.50	\$153,525.00	\$163,537.50	\$173,500.00
	<b>Learning</b>		<b>Achieving</b>		<b>Exceeding</b>

**Non-Union/Non-Management Employee Classification:**

<b>Title</b>	<b>Salary Grade</b>
Seasonal/Interns	1
Matrons	1
Kitchen Coordinator	2
Van Driver	2
COA Custodian	2
Activity Leader	2
COA Administrative Assistant (I)	2
COA Administrative Assistant (II)	3
RSVP Administrative Assistant	3
RSVP Volunteer Coordinator	3
Buyer	4
Executive Assistant to Police Chief	4
Outreach Program Assistant	5
Senior Day Program Coordinator	5
Assistant Clerk of Registrations/Elections	6
Executive Administrative Assistant (Police)	7
Airport Inspector	8
Deputy Purchasing Agent	9
Legal Assistant	9
Executive Assistant to Mayor	10
Administrative Coordinator	10
Human Resources Specialist	11
Grant Administrator	11
Crime Analyst	12
Emergency Co-Responder	12
Assistant Airport Manager	13

**Chapter 16, Attachment 1: Human Resources Classification Compensation Schedules  
Non-Union/Non-Management Employee Salary Schedule 7.1.2023**

<b>Grade 1</b>	Hourly only								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$16.93	\$17.50	\$18.06	\$18.62	\$19.19	\$19.75	\$20.32	\$20.88	\$21.45	\$22.01

<b>Grade 2</b>	(37.5 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$18.06	\$18.60	\$19.16	\$19.73	\$20.33	\$20.94	\$21.56	\$22.21	\$22.88	\$23.56
\$35,217	\$36,274	\$37,362	\$38,483	\$39,637	\$40,826	\$42,051	\$43,312	\$44,612	\$45,950

<b>Grade 3</b>	(35 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$20.32	\$20.93	\$21.55	\$22.20	\$22.87	\$23.55	\$24.26	\$24.99	\$25.74	\$26.51
\$36,978	\$38,087	\$39,230	\$40,407	\$41,619	\$42,867	\$44,153	\$45,478	\$46,842	\$48,248

<b>Grade 4</b>	(35 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$21.45	\$22.09	\$22.75	\$23.43	\$24.14	\$24.86	\$25.61	\$26.38	\$27.17	\$27.98
\$39,032	\$40,203	\$41,409	\$42,652	\$43,931	\$45,249	\$46,606	\$48,005	\$49,445	\$50,928

<b>Grade 5</b>	(37.5 Hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$21.45	\$22.09	\$22.75	\$23.43	\$24.14	\$24.86	\$25.61	\$26.38	\$27.17	\$27.98
\$41,820	\$43,075	\$44,367	\$45,698	\$47,069	\$48,481	\$49,935	\$51,434	\$52,977	\$54,566

<b>Grade 6</b>	(35 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$23.70	\$24.41	\$25.15	\$25.90	\$26.68	\$27.48	\$28.30	\$29.15	\$30.03	\$30.93
\$43,141	\$44,435	\$45,768	\$47,141	\$48,555	\$50,012	\$51,512	\$53,058	\$54,650	\$56,289

<b>Grade 7</b>	(35 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$24.83	\$25.58	\$26.34	\$27.14	\$27.95	\$28.79	\$29.65	\$30.54	\$31.46	\$32.40
\$45,195	\$46,551	\$47,948	\$49,386	\$50,868	\$52,394	\$53,965	\$55,584	\$57,252	\$58,969

<b>Grade 8</b>	(40 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$22.58	\$23.25	\$23.95	\$24.67	\$25.41	\$26.17	\$26.96	\$27.76	\$28.60	\$29.46
\$46,956	\$48,365	\$49,816	\$51,310	\$52,849	\$54,435	\$56,068	\$57,750	\$59,482	\$61,267

<b>Grade 9</b>	(35 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$25.96	\$26.74	\$27.54	\$28.37	\$29.22	\$30.10	\$31.00	\$31.93	\$32.89	\$33.87
\$47,249	\$48,667	\$50,127	\$51,631	\$53,180	\$54,775	\$56,418	\$58,111	\$59,854	\$61,650

<b>Grade 10</b>	(35 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$27.09	\$27.90	\$28.74	\$29.60	\$30.49	\$31.40	\$32.35	\$33.32	\$34.32	\$35.35
\$49,304	\$50,783	\$52,306	\$53,876	\$55,492	\$57,157	\$58,871	\$60,637	\$62,457	\$64,330

**Chapter 16, Attachment 1: Human Resources Classification Compensation Schedules  
Non-Union/Non-Management Employee Salary Schedule 7.1.2023**

<b>Grade 11</b>	(35 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$28.22	\$29.07	\$29.94	\$30.84	\$31.76	\$32.71	\$33.69	\$34.71	\$35.75	\$36.82
\$51,358	\$52,899	\$54,486	\$56,120	\$57,804	\$59,538	\$61,324	\$63,164	\$65,059	\$67,011

<b>Grade 12</b>	(35 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$30.48	\$31.39	\$32.33	\$33.30	\$34.30	\$35.33	\$36.39	\$37.48	\$38.61	\$39.76
\$55,467	\$57,131	\$58,845	\$60,610	\$62,428	\$64,301	\$66,230	\$68,217	\$70,264	\$72,372

<b>Grade 13</b>	(40 hours)								
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$27.09	\$27.90	\$28.74	\$29.60	\$30.49	\$31.40	\$32.35	\$33.32	\$34.32	\$35.35
\$56,347	\$58,038	\$59,779	\$61,572	\$63,419	\$65,322	\$67,282	\$69,300	\$71,379	\$73,520

Chapter 16, Attachment 1: Human Resources Classification & Compensation Schedules

**Miscellaneous Rates**

Assessors Board Chairman	\$2,000/yr.
City Council, each member	\$8,000/yr.
City Council, President	\$10,000/yr.
City Physician	\$12,000/yr.
Clerk of the Board of Health	\$1,500/yr.
Clerk of the City Council	\$4,000/yr.
Clerk of Committees	\$2,880/yr.
Management Agency (part-time)	
Election Inspectors	
• City election	\$130
• State/federal election	\$140
Election Clerks	
• City election	\$143
• State/federal election	\$154
Election Wardens	
• City election	\$156
• State/federal election	\$168
Fence Viewer	\$400/yr.
Inspector of Animals	\$4,500/yr.
Mayor	\$95,000/yr.
<i>(Annual increases shall be adjusted in July of each year and shall be based upon the annual change in the Consumer Price Index for All Urban Consumers for the prior January.)</i>	
School Committee	\$4,000/yr.
<i>(No benefits. Mayor shall not receive compensation for their membership on the School Committee)</i>	