



**Position Classification Plan  
and Salary Schedule  
Fiscal Year 2019-2020**

**FY2020 Position Classification Plan**

<u>Position</u>	<u>Grade</u>	<u>Annualized Range</u>			<u>Hourly Rate</u>			<u>FLSA</u>
		<u>Lower</u>	<u>Midpoint</u>	<u>Upper</u>	<u>Lower</u>	<u>Midpoint</u>	<u>Upper</u>	<u>Overtime Status</u>
Accounting Technician II	5	\$36,188.36	47,751.08	62,047.70	17.3983	22.9573	29.8306	N
Accounting Technician II/Administrative Tech	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Administrative Assistant	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Administrative Assistant to the Town Manager	13	\$57,953.48	78,671.32	99,365.50	27.8622	37.8227	47.7719	N
Aquatics Services Manager	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	N
Assistant Communications Supervisor	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Assistant Crew Supervisor	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Assistant Golf Course Superintendent	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Assistant Town Attorney	19	\$74,276.28	97,755.58	127,351.90	35.7098	46.9979	61.2269	E
Associate Administrative Planner	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Budget Manager & Special Projects	16	\$66,114.36	87,240.92	113,359.48	31.7858	41.9427	54.4998	E
Building Inspector I	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Building Inspector II	11	\$52,512.98	69,290.78	90,037.48	25.2466	33.3129	43.2873	N
Building Maintenance Coordinator	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Building Official	18	\$71,555.12	94,360.76	122,689.32	34.4015	45.3657	58.9852	E
Capital Projects Planner	15	\$63,393.72	83,650.32	108,693.26	30.4778	40.2165	52.2564	N
Cemetery Manager	17	\$68,834.22	90,828.92	118,020.76	33.0934	43.6678	56.7407	E
Chief Communications Officer	19	\$74,276.28	97,755.58	127,351.90	35.7098	46.9979	61.2269	E
Chief, Program & Project Manager	18	\$71,555.12	94,360.76	122,689.32	34.4015	45.3657	58.9852	E
Civil Engineer I	15	\$63,393.72	83,650.32	108,693.26	30.4778	40.2165	52.2564	E
Civil Engineer II	16	\$66,114.36	87,240.92	113,359.48	31.7858	41.9427	54.4998	E
Clerk of Boards and Commissions	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Communications Assistant	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Communications Technician I	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Communications Technician II	8	\$44,350.80	58,521.32	76,043.24	21.3225	28.1352	36.5592	N
Community Center Manager	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	N
Community Center Supervisor I	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Community Center Supervisor II	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Community Forester	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	E
Community Inspector	11	\$52,512.98	69,290.78	90,037.48	25.2466	33.3129	43.2873	N
Custodian I	2	\$29,778.58	40,276.08	51,056.98	14.3166	19.3635	24.5466	N
Custodian II	4	\$33,468.76	44,162.04	57,384.34	16.0908	21.2318	27.5886	N
Deputy Director of Community Development	18	\$71,555.12	94,360.76	122,689.32	34.4015	45.3657	58.9852	E
Deputy Director of Finance	20	\$76,995.62	101,787.40	132,191.28	37.0171	48.9362	63.5535	E
Deputy Director of Parks and Recreation	19	\$74,276.28	97,755.58	127,351.90	35.7098	46.9979	61.2269	E
Deputy Director of Public Works	21	\$83,702.32	113,208.68	143,514.28	40.2415	54.4273	68.9973	E
Deputy Town Clerk	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Development Planner/Community Design	15	\$63,393.72	83,650.32	108,693.26	30.4778	40.2165	52.2564	E
Development Program Planner	17	\$68,834.22	90,828.92	118,020.76	33.0934	43.6678	56.7407	E
Director of Community Development	24	\$94,908.32	128,886.16	162,802.64	45.6290	61.9645	78.2705	E
Director of Finance	25	\$97,845.80	132,876.38	167,841.70	47.0412	63.8829	80.6931	E
Director of Golf	21	\$83,702.32	113,208.68	143,514.28	40.2415	54.4273	68.9973	E
Director of Human Resources	23	\$89,416.86	116,240.80	147,356.82	42.9889	55.8850	70.8446	E
Director of Information Technology	23	\$89,416.86	116,240.80	147,356.82	42.9889	55.8850	70.8446	E
Director of Parks & Recreation	24	\$94,908.32	128,886.16	162,802.64	45.6290	61.9645	78.2705	E
Director of Public Works	25	\$97,845.80	132,876.38	167,841.70	47.0412	63.8829	80.6931	E
Economic Development Manager	16	\$66,114.36	87,240.92	113,359.48	31.7858	41.9427	54.4998	E
Engineering Inspector	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Equipment Operator	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Equipment Operator/Greensworker	4	\$33,468.76	44,162.04	57,384.34	16.0908	21.2318	27.5886	N
Facility Maintenance Mechanic II	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Facility Maintenance Mechanic III	8	\$44,350.80	58,521.32	76,043.24	21.3225	28.1352	36.5592	N
Facility Maintenance Supervisor	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Financial Management Analyst	13	\$57,953.48	78,671.32	99,365.50	27.8622	37.8227	47.7719	E
Fitness Supervisor	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Fleet Manager	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
General Services Administrator	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	E
Golf Course Superintendent	15	\$63,393.72	83,650.32	108,693.26	30.4778	40.2165	52.2564	E
Golf Operations Assistant II	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Golf Professional	11	\$52,512.98	69,290.78	90,037.48	25.2466	33.3129	43.2873	N

**FY2020 Position Classification Plan**

<u>Position</u>	<u>Grade</u>	<u>Annualized Range</u>			<u>Hourly Rate</u>			<u>FLSA</u>
		<u>Lower</u>	<u>Midpoint</u>	<u>Upper</u>	<u>Lower</u>	<u>Midpoint</u>	<u>Upper</u>	<u>Overtime Status</u>
Head Fitness Trainer	6	\$38,909.52	51,341.42	66,711.84	18.7065	24.6834	32.0730	N
Head Lifeguard	4	\$33,468.76	44,162.04	57,384.34	16.0908	21.2318	27.5886	N
Housing/Neighborhood Improvement Coordinator	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Human Resources Analyst	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Human Resources Technician	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Irrigation Technician	2	\$29,778.58	40,276.08	51,056.98	14.3166	19.3635	24.5466	N
Laborer	3	\$30,747.60	40,570.92	52,719.68	14.7825	19.5052	25.3460	N
Lead Network Engineer	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	N
Legal Assistant	11	\$52,512.98	69,290.78	90,037.48	25.2466	33.3129	43.2873	N
Maintenance/Meter Mechanic	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Marketing Specialist	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Mechanic I	8	\$44,350.80	58,521.32	76,043.24	21.3225	28.1352	36.5592	N
Mechanic II	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Mechanic/Equipment Operator	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Network Administrator	11	\$52,512.98	69,290.78	90,037.48	25.2466	33.3129	43.2873	N
Network Security Engineer	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	N
Office Assistant I	3	\$30,747.60	40,570.92	52,719.68	14.7825	19.5052	25.3460	N
Office Assistant II	4	\$33,468.76	44,162.04	57,384.34	16.0908	21.2318	27.5886	N
Office Assistant III	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Office Assistant III/Administrative Clerk	8	\$44,350.80	58,521.32	76,043.24	21.3225	28.1352	36.5592	N
Operations Coordinator	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Operations Engineer	15	\$63,393.72	83,650.32	108,693.26	30.4778	40.2165	52.2564	E
Paralegal	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Parking Enforcement Official	5	\$36,188.36	47,751.08	62,047.70	17.3983	22.9573	29.8306	N
Personal Trainer	5	\$36,188.36	47,751.08	62,047.70	17.3983	22.9573	29.8306	N
Planner I	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Planning Operations Manager	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Pool Operations Manager	10	\$49,790.52	65,700.44	85,369.70	23.9378	31.5867	41.0431	N
Preschool Teacher	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Program Manager	13	\$57,953.48	78,671.32	99,365.50	27.8622	37.8227	47.7719	E
Project Engineer I	15	\$63,393.72	83,650.32	108,693.26	30.4778	40.2165	52.2564	N
Project Engineer II	16	\$66,114.36	87,240.92	113,359.48	31.7858	41.9427	54.4998	E
Public Information Specialist	11	\$52,512.98	69,290.78	90,037.48	25.2466	33.3129	43.2873	N
Public Safety Operations Manager	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	N
Public Works Superintendent	18	\$71,555.12	94,360.76	122,689.32	34.4015	45.3657	58.9852	E
Purchasing Agent	13	\$57,953.48	78,671.32	99,365.50	27.8622	37.8227	47.7719	E
Records Technician	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Recreation Assistant I	5	\$36,188.36	47,751.08	62,047.70	17.3983	22.9573	29.8306	N
Recreation Assistant II	6	\$38,909.52	51,341.42	66,711.84	18.7065	24.6834	32.0730	N
Recreation Program Assistant	6	\$38,909.52	51,341.42	66,711.84	18.7065	24.6834	32.0730	N
Recreation Program Coordinator	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	E
Recreation Services Supervisor I	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Recreation Services Supervisor II	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Residential Building Inspector	11	\$52,512.98	69,290.78	90,037.48	25.2466	33.3129	43.2873	N
Revenue Supervisor	13	\$57,953.48	78,671.32	99,365.50	27.8622	37.8227	47.7719	E
Right-of-Way Inspection Supervisor	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Right-of-Way Inspector/Utility Marker	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Senior Accounting Technician	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Senior Civil Engineer	18	\$71,555.12	94,360.76	122,689.32	34.4015	45.3657	58.9852	E
Senior General Ledger Accountant	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Senior Planner	17	\$68,834.22	90,828.92	118,020.76	33.0934	43.6678	56.7407	E
System Technician	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Systems Manager	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	E
Technical Support Specialist	11	\$52,512.98	69,290.78	90,037.48	25.2466	33.3129	43.2873	N
Tennis Center Manager	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Town Clerk	19	\$74,276.28	97,755.58	127,351.90	35.7098	46.9979	61.2269	E
Traffic Control Supervisor/Coordinator	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Traffic Signal Technician	9	\$47,070.92	62,110.36	80,706.60	22.6303	29.8608	38.8013	N
Transportation Program Manager	17	\$68,834.22	90,828.92	118,020.76	33.0934	43.6678	56.7407	E
Utility Equipment Operator I	5	\$36,188.36	47,751.08	62,047.70	17.3983	22.9573	29.8306	N

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<b><u>Position</u></b>	<b><u>Grade</u></b>	<b>Annualized Range</b>			<b>Hourly Rate</b>			<b>FLSA</b>
		<b><u>Lower</u></b>	<b><u>Midpoint</u></b>	<b><u>Upper</u></b>	<b><u>Lower</u></b>	<b><u>Midpoint</u></b>	<b><u>Upper</u></b>	<b><u>Overtime Status</u></b>
Utility Equipment Operator II	6	\$38,909.52	51,341.42	66,711.84	18.7065	24.6834	32.0730	N
Utility Equipment Operator II/Truck Driver	6	\$38,909.52	51,341.42	66,711.84	18.7065	24.6834	32.0730	N
Utility Maintenance Worker I	4	\$33,468.76	44,162.04	57,384.34	16.0908	21.2318	27.5886	N
Utility Maintenance Worker II	6	\$38,909.52	51,341.42	66,711.84	18.7065	24.6834	32.0730	N
Utility Manager	14	\$60,672.56	80,059.20	104,028.34	29.1695	38.4900	50.0136	E
Utility Technician	7	\$41,630.42	54,932.02	71,378.32	20.0146	26.4096	34.3165	N
Utility Work Crew Supervisor	12	\$55,232.06	72,880.08	94,700.84	26.5539	35.0385	45.5293	N
Water Meter Reader	5	\$36,188.36	47,751.08	62,047.70	17.3983	22.9573	29.8306	N
Zoning Administrator	17	\$68,834.22	90,828.92	118,020.76	33.0934	43.6678	56.7407	E
<b><u>Protective Services</u></b>								
Chief of Police	P12	\$97,845.80	132,876.38	167,841.70	47.0412	63.8829	80.6931	E
Police Captain	P10	\$84,272.76	111,789.08	147,101.24	40.5158	53.7447	70.7218	E
Police Corporal	P04	\$62,848.24	83,368.48	109,707.52	30.2155	40.0810	52.7440	N
Police Lieutenant	P08	\$76,940.76	102,062.48	134,305.08	36.9907	49.0685	64.5697	N
Police Officer First Class	P02	\$57,129.80	75,783.24	99,725.34	27.4663	36.4343	47.9449	N
Police Officer I	P01	\$54,633.02	72,470.58	95,365.40	26.2659	34.8416	45.8488	N
Police Sergeant	P05	\$65,989.04	87,535.50	115,188.58	31.7255	42.0844	55.3791	N
Senior Police Officer	P03	\$59,855.12	79,398.28	104,483.60	28.7765	38.1723	50.2325	N
Senior Police Sergeant	P06	\$69,288.96	91,912.34	120,948.10	33.3120	44.1886	58.1481	N

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<u>Position</u>	<u>Grade</u>	<u>Annualized Range</u>			<u>Hourly Rate</u>			<u>FLSA Overtime Status</u>
		<u>Lower</u>	<u>Midpoint</u>	<u>Upper</u>	<u>Lower</u>	<u>Midpoint</u>	<u>Upper</u>	

**Non-Regular Status Positions**

*Temporary employment* means status of persons hired to perform a seasonal or temporary job.

*Part time flexible* means status of persons hired to perform part-time work on a limited and variable schedule.

Hourly rates for positions with a non-regular status are determined by comparable market rates as well as individual qualifications and certifications. All non-regular status positions are non-exempt under the Fair Labor Standards Act and do not receive town sponsored benefits.

<u>Position</u>	<u>Status</u>
Camp Staff	Temporary
Community Center Supervisor	Part time flexible
Custodian	Part time flexible
Equipment Operator	Temporary
Event Staff	Part time flexible
Fitness Instructor	Part time flexible
Golf Cart Attendant	Temporary
Golf Recreation Clerk	Temporary
Golf Shop Assistant	Temporary
Groundswoker	Part time flexible
Gymnastics Instructor	Part time flexible
Hac Administrator	Part time flexible
Hac Assistant Coach	Part time flexible
Head Lifeguard	Part time flexible
Intern	Part time flexible
Kid Care Attendant	Part time flexible
Laborer	Part time flexible
Life Interest Instructor	Part time flexible
Lifeguard	Part time flexible
Marketing Staff	Part time flexible
Martial Arts Instructor	Part time flexible
Nature Programs	Part time flexible
Office Assistant	Part time flexible
Performing Arts Instructor	Part time flexible
Personal Trainer	Part time flexible
Pool Operator/Lifeguard	Part time flexible
Preschool	Part time flexible
Recreation Assistant	Part time flexible
Recreation Services Supervisor	Part time flexible
Special Projects	Part time flexible
Sports Instructor	Part time flexible
Swim Instructor	Part time flexible
Teen Camp Staff	Temporary
Tennis Center Attendant	Part time flexible
Tennis Instructor Indoor	Part time flexible
Tennis Instructor Outdoor	Part time flexible
Water Aerobics	Part time flexible
Wellness Instructor	Part time flexible

**Non-Classified Positions**

(salaries determined by Town Council)

Town Attorney	\$173,131.14
Town Manager	\$186,907.50

**Council, Boards & Commissions**

Mayor	\$6,000/year
Town Council	\$4,000/year
Planning Commission	\$2,100/year
Architectural Review Board	\$1,200/year
Heritage Preservation Review Board	\$1,200/year
Board of Zoning Appeals	\$600/year