

Town of Franklin

Town Administrator
Tel: (508) 520-4949



Fax: (508) 520-4903

355 East Central Street
Franklin, Massachusetts 02038-1352

TO: Town Council
FROM: Jeff Nutting, Town Administrator
Jamie Hellen, Deputy Town Administrator
Karen Bratt, Director of Human Resources
DATE: May 17, 2019
SUBJECT: Recommended Modifications to the Classification Plan for non-Union employees

We have updated the Town of Franklin's Compensation Plan to include a 1.5% increase on the minimum and maximum salaries for all grades.

By offering the 1.5% increase, we can ensure that our compensation is competitive in the municipal marketplace so that we may attract and retain qualified candidates for our positions.



TOWN OF FRANKLIN

RESOLUTION 19-35

Compensation Plan – FY 2020

WHEREAS, The Human Resources Director, pursuant to Chapter 25 of the Code of the Town of Franklin, has reviewed the Compensation Plan which establishes minimum and maximum salaries for pay ranges;

WHEREAS, This compensation plan has been submitted to the Town Council on April 22, 2019 for approval prior to implementation.

NOW, THEREFORE, BE IT enacted by the Town Council of the Town of Franklin that the Compensation Plan is hereby amended as attached.

This Resolution shall become effective according to the rules and regulations of the Town of Franklin Home Rule Charter.

DATED: _____, 2019

VOTED:

UNANIMOUS _____

YES _____ NO _____

ABSTAIN _____

ABSENT _____

RECUSED _____

A True Record Attest:

Teresa M. Burr
Town Clerk

Glenn Jones, Clerk
Franklin Town Council

Town of Franklin

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FISCAL YEAR 2020 COMPENSATION PLAN AND CLASSIFICATION PLAN

CLASSIFICATION PLAN			COMPENSATION PLAN		
GRADE	TITLE		MINIMUM SALARY	MIDPOINT SALARY	MAXIMUM SALARY
GRADE 1	Gate Guard	Hourly:	\$10.15	\$12.22	\$14.29
	Library Page	35 Hours:	\$18,473.00	\$22,241.58	\$26,010.17
	Poll Worker Program Aide Referee	40 Hours:	\$21,112.00	\$25,418.95	\$29,725.91
GRADE 2	Arts & Crafts Instructor	Hourly:	\$11.48	\$24,640.21	\$28,388.57
	Camp/Program Counselor	35 Hours:	\$20,891.85	\$23,876.41	\$28,160.24
	Cook Seasonal Labor Supportive Day Program Assistant Substitute Library Assistant	40 Hours:	\$23,876.41	\$28,160.24	\$32,444.08
GRADE 3	No titles currently	Hourly:	\$12.55	\$14.79	\$17.04
		35 Hours:	\$22,832.63	\$26,923.47	\$31,014.32
		40 Hours:	\$26,094.43	\$30,769.68	\$35,444.94
GRADE 4	No titles currently	Hourly:	\$13.62	\$15.33	\$17.04
		35 Hours:	\$24,792.43	\$27,903.37	\$31,014.32
		40 Hours:	\$28,334.20	\$31,889.57	\$35,444.94

GRADE 5	Matron Office Assistant I Parking Control Officer Senior Camp/Program Counselor	Hourly:	\$14.91	\$17.62	\$20.33
		35 Hours:	\$27,132.77	\$32,070.33	\$37,007.88
		40 Hours:	\$31,008.88	\$36,651.80	\$42,294.73
GRADE 6	Camp/Program Director Custodian - Part-Time Dispatcher - Part-Time Managing Cook Office Assistant II Program Supervisor Recycling Center Laborer Substitute Custodian Van/Bus Driver	Hourly:	\$16.26	\$19.22	\$22.18
		35 Hours:	\$29,587.28	\$34,981.49	\$40,375.70
		40 Hours:	\$33,814.03	\$39,978.84	\$46,143.65
GRADE 7	Engineering Aide Instructor Program Coordinator, Recreation	Hourly:	\$17.78	\$21.01	\$24.23
		35 Hours:	\$32,365.25	\$38,235.14	\$44,105.03
		40 Hours:	\$36,988.86	\$43,697.30	\$50,405.74
GRADE 8	Outreach Coordinator Painter Recycling Center Supervisor Secretary	Hourly:	\$19.43	\$22.95	\$26.47
		35 Hours:	\$35,371.55	\$41,774.20	\$48,176.85
		40 Hours:	\$40,424.62	\$47,741.94	\$55,059.25
GRADE 9	Executive Secretary Program Coordinator, Senior Center	Hourly:	\$21.04	\$24.85	\$28.90
		35 Hours:	\$38,301.73	\$45,222.57	\$52,591.15
		40 Hours:	\$43,773.41	\$51,682.94	\$60,104.18

GRADE 10	Licensing Administrator Supportive Day Program Coordinator Veteran's Services Officer	Hourly:	\$23.17	\$27.37	\$31.57
		35 Hours:	\$42,164.25	\$49,813.18	\$57,462.11
		40 Hours:	\$48,187.72	\$56,929.35	\$65,670.99
GRADE 11	Archivist DPW Inspector	Hourly:	\$25.30	\$29.89	\$34.48
		35 Hours:	\$46,045.80	\$54,398.74	\$62,751.67
		40 Hours:	\$52,623.77	\$62,169.98	\$71,716.20
GRADE 12	Administrative Assistant Administrative Assistant & Marketing Coordinator Assistant Town Clerk Deputy Director, Recreation Facilities Administrator Health Agent Human Resources Administrator Payroll Administrator Permit Inspector	Hourly:	\$27.56	\$32.61	\$37.66
		35 Hours:	\$50,155.67	\$59,345.81	\$68,535.94
		40 Hours:	\$57,320.77	\$67,823.78	\$78,326.79
GRADE 13	Appraiser Assistant to the Director of Planning & Community Development & Passport Agent Assistant Library Director Nurse Office Manager Planner I Solid Waste Coordinator	Hourly:	\$30.16	\$35.64	\$41.13
		35 Hours:	\$54,893.44	\$64,873.20	\$74,852.97
		40 Hours:	\$62,735.36	\$74,140.80	\$85,546.25
GRADE 14	Assistant to the Town Administrator Assistant Treasurer/Collector Conservation Agent Engineering Assistant Environmental Affairs Specialist Planner II Admin & Budget Manager Senior Appraiser Senior Inspector	Hourly:	\$32.93	\$38.92	\$44.91
		35 Hours:	\$59,935.65	\$70,838.23	\$81,740.81
		40 Hours:	\$68,497.88	\$80,957.98	\$93,418.07

GRADE 15	Assistant Comptroller	Hourly:	\$36.39	\$42.81	\$49.23
	Asst. Highway/Grounds Superintendent	35 Hours:	\$66,233.65	\$77,916.34	\$89,599.04
	Assistant Town Engineer	40 Hours:	\$75,695.60	\$89,047.25	\$102,398.90
	Asst. Water/Sewer Superintendent				
	Construction Inspector				
	GIS Administrator				
	Human Resources Manager				
	Purchasing Agent				
GRADE 16	Director, Council on Aging	Hourly:	\$40.03	\$47.10	\$54.16
	Manager of Public Facilities	35 Hours:	\$72,855.11	\$85,717.49	\$98,579.87
	Recreation Director	40 Hours:	\$83,262.98	\$97,962.85	\$112,662.71
GRADE 17	Building Commissioner	Hourly:	\$44.03	\$51.37	\$58.70
	Deputy Director of Ops, Public Facilities	35 Hours:	\$80,142.52	\$93,490.10	\$106,837.67
	Director of Assessing	40 Hours:	\$91,591.46	\$106,845.83	\$122,100.20
	Health Director				
	Highway/Grounds Superintendent				
	Library Director				
	Planning & Community Development				
	Director				
	Water/Sewer Superintendent				
GRADE 18	Comptroller	Hourly:	\$48.44	\$56.99	\$65.54
	Director of Human Resources	35 Hours:	\$88,152.97	\$103,717.21	\$119,281.45
	Police Lieutenant	40 Hours:	\$100,746.25	\$118,533.96	\$136,321.66
	Treasurer/Collector				
GRADE 19	Deputy Director of Operations, DPW	Hourly:	\$53.29	\$62.69	\$72.08
	Deputy Fire Chief	35 Hours:	\$96,981.59	\$114,087.03	\$131,192.48
	Deputy Police Chief	40 Hours:	\$110,836.10	\$130,385.18	\$149,934.26
	Deputy Town Administrator				
	Director of Public Facilities				
	Town Engineer				

GRADE 20	DPW Director Finance Director	Hourly:	\$58.61	\$68.95	\$79.30
		35 Hours:	\$106,666.43	\$125,493.83	\$144,321.24
		40 Hours:	\$121,904.49	\$143,421.52	\$164,938.56
GRADE 21	Fire Chief Police Chief Town Solicitor	Hourly:	Discretion of Town Administrator		
		35 Hours:			
		40 Hours:			