

No.11,883

An ordinance amending Chapter 2, Section 2-27 of the Revised Ordinances, Schedule A, Classification Plan FY'2021.

IN CITY COUNCIL
June 9, 2020

VOTED: to pass to a second reading and post as a municipal bulletin as required by law.

Attest, Paul J. Hopkins
President

Deborah M. Pedercini
Clerk

A True Copy
Attest, _____
Clerk

IN CITY COUNCIL
June 23, 2020

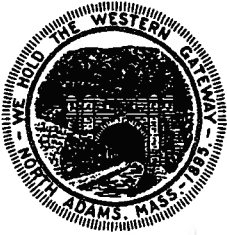
The Ordinance was adopted by yea and nay vote, eight yeas, no nays.

Attest, Paul J. Hopkins
President

Deborah M. Pedercini
Clerk

Approved, June 24, 2020

Thomas W. Bernard
Mayor



City of North Adams

In City Council

June 9, 2020

BE IT ORDAINED by the City Council of the City of North Adams as follows:

That Chapter 2, Section 2-27 of the Revised Ordinances of the City of North Adams, be and is hereby amended by striking out the reference to Schedule A presently on file in the Office of the City Clerk and substituting and incorporating in said Section by reference the following Schedule A:

SCHEDULE A THE CLASSIFICATION PLAN

BOARD OR DEPARTMENT	GRADE NUMBER
AIRPORT COMMISSION	
<i>Airport Manager</i>	<i>PT-35</i>
<i>Clerk</i>	<i>PT-25</i>
<i>Airport Maintenance Laborer</i>	<i>W-2</i>
ASSESSOR, BOARD OF	
<i>Full Time Member</i>	<i>S-22A</i>
<i>Part Time Member</i>	<i>PT-30</i>
<i>Office Manager</i>	<i>S-12</i>
<i>Assessor</i>	<i>S-22E</i>
<i>Acting Full Time Member</i>	<i>S-22B</i>
<i>Principal Clerk/Office Manager</i>	<i>S-11</i>
<i>Principal Clerk</i>	<i>S-9</i>
<i>Senior Clerk</i>	<i>S-6</i>
<i>Office Clerk</i>	<i>S-4C</i>
<i>Junior Clerk</i>	<i>S-3</i>
<i>Clerical Part Time</i>	<i>PT-2C</i>
AUDITOR	
<i>City Auditor</i>	<i>S-22A</i>
<i>Assistant City Auditor</i>	<i>S-17A</i>
<i>Business Manager</i>	<i>S-26B</i>
<i>Office Clerk</i>	<i>S-4C</i>
<i>Junior Clerk</i>	<i>S-3</i>

CITY CLERK

<i>City Clerk</i>	S-22A
<i>Assistant City Clerk</i>	S-17A
<i>Office Clerk</i>	S-4C
Senior Clerk	S-6
Junior Clerk	S-3
Clerical - Part Time	PT-2C

COMMUNITY DEVELOPMENT OFFICE

<i>Director</i>	S-27
<i>Project Coordinator</i>	S-33A
<i>Fiscal Compliance Officer & Procurement</i>	S-32
Administrative Assistant	S-11
Office Clerk	S-4C
Junior Clerk	S-3
Housing Coordinator	S-31
Planning Coordinator	S-28
Technical Specialist	S-32
Assistant Director	S-34A

ELECTION & REGISTRATION

<i>Registrar of Voters</i>	PT-24
Census Workers - Part Time (In Office)	PT-3

FINANCE

<i>Chief Administrative Officer</i>	S-34B
<i>Director of Purchasing</i>	S-32
<i>MIS Director</i>	S-26A
<i>Assistant MIS Director</i>	S-25
Budget Control Officer	S-26B
Technology Assistant	PT-14A
Berkshire Group Purchasing Agent	PT-32

HEALTH DEPARTMENT

<i>Board Members</i>	PT-19
<i>Clerk</i>	PT-25
<i>Director of Health/Sanitation</i>	S-22A
<i>Transfer Station - HMEO-SHMEO Loader</i>	S-36A
<i>Transfer Station Laborer - Part Time</i>	PT-4
Principal Clerk/Office Manager	S-11
Office Manager	S-10
Office Manager - Part Time	PT-10
Principal Clerk	S-9
Senior Clerk	S-6
Office Clerk	S-4C
Food Inspector	PT-36

HEALTH DEPARTMENT (continued)	
Inspector of Animals	PT-28
Water Analyst Technician - Part Time	PT-33
Transfer Station Supervisor	S-36
Transfer Station Laborer	Z-2
Transfer Station Scale Operator	Z-2A
HOOSAC WATER QUALITY DISTRICT	
Commissioners	PT-18A
LAW DEPARTMENT	
<i>Secretarial/Clerical - Part Time</i>	<i>PT-27</i>
LICENSE BOARD	
<i>Chairman</i>	<i>PT-27</i>
<i>Clerk</i>	<i>PT-25</i>
<i>Member</i>	<i>PT-23</i>
MAYOR'S OFFICE	
<i>Administrative Assistant to Mayor</i>	<i>S-20A</i>
Secretary	S-20
Office Clerk	S-4C
Junior Clerk	S-3
Clerical - Part Time	PT-2C
OFFICE OF TOURISM & CULTURAL DEVELOPMENT	
<i>Director of Tourism & Community Events</i>	<i>S-35</i>
Clerical - Part Time	PT-2C
Trolley Driver (Seasonal)	PT-6A
PLANNING BOARD	
<i>Clerk</i>	<i>PT-25</i>
DEPARTMENT OF PUBLIC SAFETY	
<i>Senior Clerk & Stenographer</i>	<i>S-10</i>
<i>Fire Chief</i>	<i>S-33B</i>
<i>Police Chief</i>	<i>S-38</i>
<i>Police Lieutenant</i>	<i>S-37</i>
Commissioner of Public Safety	S-26
Senior Clerk	S-6
Office Clerk	S-4C
Junior Clerk	S-3
Civil Defense Division	
Director - Part Time	PT-34

Fire Division	
<i>Fire Lieutenant</i>	F-4
<i>Firefighter</i>	F-1
Fire Captain	F-5
Master Mechanic	F-2
Volunteer Fire Division	
Volunteer Fire Coordinator	PT-36
Inspection Division	
<i>Sealer of Weights & Measures/Code Enforcement Officer</i>	S-17
Sealer of Weights & Measures	S-1
Inspector of Plumbing & Gas Fittings	S-17
Code Enforcement Officer	S-17
Police Division	
<i>Police Sergeant</i>	P-4
<i>Patrolman/Investigator</i>	P-3
<i>Patrolman</i>	P-1
<i>Reserve Patrolman</i>	PT-1B
<i>Court Officer</i>	P-3A
<i>Dispatcher</i>	X-A
<i>Animal Control Officer</i>	S29-A
Police Captain	P-5
Patrolman/Mechanic	P-2A
Patrolman/Mechanic	P-2B
School Traffic Supervisor	PT-9
Dog Officer	S-29
Meter Mechanic - Part Time	PT-16
Head Dispatcher	X
Dispatcher - Part Time	PT-4
Public Buildings Division	
<i>Director of Inspection Services</i>	S-24A
<i>Assistant Inspector of Buildings/Superintendent of Buildings</i>	S-21
<i>Maintenance Supervisor</i>	S-22B
<i>Principal Clerk</i>	S-22B
<i>Building Maintenance</i>	Z-2A
Building Inspector	S-24
Senior Clerk	S-6
Office Clerk	S-4C
Junior Clerk	S-3
Building Maintenance Specialist	S-21B
Junior Building Custodian - Part Time	PT-2A
Spitzer Center Building Custodian	PT-7C
Building Custodian - Part Time	PT-2D
HSP Building Maintenance 1	Z-3B
HSP Building Maintenance 2	Z-3A

Wire & Alarm Division	
<i>Inspector of Wires</i>	S-9A
Assistant Inspector of Wires	S-17
Wire & Alarm Helper	Z-3
Wire & Alarm Helper - Part-Time	PT-2B

DEPARTMENT OF PUBLIC SERVICES

<i>Commissioner of Public Services</i>	S-27B
<i>Assistant Commissioner of Public Services</i>	S-34
<i>Principal Clerk/Office Manager</i>	S-12
Special Projects Coordinator	S-33A
Office Manager	S-10
Principal Clerk	S-9
Senior Clerk	S-6
Office Clerk	S-4C
Junior Clerk	S-3
Clerical - Part Time	PT-2D

Council on Aging	
<i>Council on Aging Director</i>	S-22B
<i>Office Clerk</i>	S-4C
<i>COA Aide - Part Time</i>	PT-6
<i>Van Driver</i>	Z-1
Office Assistant	Z-4
COA Jr. Aide	PT-2A
Van Driver - Sub	PT-16

Engineering Division	
Director of Engineering	S-34A
Director of Engineering - Part Time	PT-37
Junior Civil Engineer	E-3
Chief Engineering Aide	E-2A
Senior Engineering Aide	E-2
Junior Engineering Aide	E-1

Library Division	
<i>Librarian</i>	S-23
<i>Library Assistant</i>	S-11A
<i>Children's Librarian</i>	S-13
<i>Head Cataloguer</i>	S-13
<i>Professional Grade Assistant</i>	S-11
<i>Sub - Professional Assistant - Grade II</i>	S-6
<i>Assistant Library Director</i>	S-33A
Professional Grade Assistant-Half Time	S-9
Sub - Professional Assistant - Grade I	S-6
Office Clerk	S-4C
Library Assistant - Part Time	PT-7A

Library Division (Continued)	
Library Page - Part Time	PT-7A
Library Ref. Aide	PT-2A
Children's Assistant	PT-7B
Library Aide - Part Time	PT-7B
Library Helper	PT-2B
Streets & Facilities Division	
<i>Working General Foreman/Laborer</i>	<i>W-6</i>
<i>Mechanic Laborer</i>	<i>W-6M</i>
<i>Working Foreman/Laborer</i>	<i>W-5A</i>
<i>CDL Truck Driver/Equipment Operator/Laborer</i>	<i>W-5</i>
<i>Equipment Operator (No CDL)/Laborer</i>	<i>W-4</i>
<i>CDL Truck Driver (No Hoisting License)/Laborer</i>	<i>W-4</i>
<i>Non CDL Truck Driver/Laborer</i>	<i>W-3</i>
Working Foreman - Cemetery Laborer	W-5
Working Foreman - Master Mechanic	W-6M
Working Foreman - Yardman	W-5A
Laborer HMEO-SHMEO - Loader	W-3A
Laborer HMEO-SHMEO - Group A Equipment	W-3B
Laborer HMEO-SHMEO	W-3
Laborer Motor Equipment Operator	W-2
Laborer	W-1
Public Services (Seasonal)	PT-3A
Hillside Cemetery Crew Chief (Seasonal)	PT-3B
Highway Foreman	S-19A
Assistant Highway Foreman	W-5A
Motor Equipment Repairman & Shovel Operator	W-6
Working Foreman Laborer - Carpenter	W-5A
Blacksmith/Welder	W-5A
Working Foreman Motor Equipment Repairman	W-5A
Laborer SHMEO-HMEO - Grader	W-5A
Yardman	W-5
Motor Equipment Repairman	W-5A
Laborer SHMEO & Shovel Operator	W-4
Laborer - Assistant Carpenter	W-3
Laborer - Motor Equipment Repairman	W-2

Water Division	
<i>Water Working Foreman/Laborer</i>	W-6
<i>Water Assistant Foreman/Laborer</i>	W-5A
<i>Water System Maintenance/Laborer</i>	W-4
<i>Water Meter Reader/Laborer</i>	W-4
Working Foreman Water System Laborer	W-5B
Water Meter Reader & Repairman - Cross Connection	W-4A
Operator 1	Y-1
Operator 2	Y-2
General Water System Foreman	S-19A
Water System Maintenance Man-SHEMO - Loader	W-3A
Water System Maintenance Man-HMEO-SHMEO	W-3
Water System Maintenance Man	W-2
Parks & Recreation Division	
<i>Park Maintenance Man</i>	W-2R
<i>Working Foreman - Park Maintenance Man</i>	W-5
<i>Rink Manager</i>	S-9A
<i>Head Lifeguard</i>	PT-6
<i>Lifeguard</i>	PT-14
<i>Rink Assistant - Part Time</i>	PT-17
<i>Campground Manager - Part Time</i>	PT-39
Parks & Recreation Director	S-14CO
Working Foreman	S-21A
Park Maintenance Craftsman	W-3B
Park Laborer (Seasonal)	PT-3A
Secretary	PT-26
Park Policeman	PT-4
Senior Rink Assistant - Part Time	PT-8
Campground Assistant - Part Time	PT-3D
Veterans' Division	
<i>Veterans' Benefits Agent</i>	S-19
<i>Office Clerk</i>	S-4C
<i>Part Time Clerk</i>	PT-2D
Veterans' Benefits Agent - Part Time	PT-38
Veterans' Benefits Investigator	S-13
Junior Clerk	S-3
TRAFFIC & PARKING CONTROL DEPARTMENT	
<i>Traffic Control Officer</i>	S-3
<i>Hearings Officer</i>	PT-29
Parking Clerk	S-4C
Junior Clerk	S-3

TREASURER

Chief Financial Officer/Treasurer/Tax Collector

S-22C

Assistant City Treasurer/Tax Collector

S-17A

Principal Clerk

S-13

Clerk - Computer Operator

S-10

Clerk - Bookkeeper

S-7

Senior Clerk

S-6

Office Clerk

S-4C

Junior Clerk

S-3

Treasurer's Clerk - Part Time

PT-6A

Health Administrator

PT-27

