

23-31

Pg. 31

NO. _____



CITY CLERK'S OFFICE
CITY OF CHICOPEE
MASSACHUSETTS

MO-11

JUNE 27, 2023

BE IT ORDAINED THAT CHAPTER 7 OF THE ORDINANCES FOR THE CITY OF CHICOPEE AS AMENDED BE AND IS HEREBY FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNT AND INSERTING IN PLACE THEREOF THE FOLLOWING:

TO BE OPERATIVE JULY 1, 2023

PLANNING DEPARTMENT (GROUP 2)

a. DEVELOPMENT MANAGER

\$74,380.80 (GRADE 8)

Introduced by Councilor _____

Recommended by _____

Mayor

City Council Action: 6/27/23: Motion made by Councilor Lopez to receive, 1st reading and refer to the Ordinance Committee. Motion to refer passed by a unanimous roll call vote. Councilor Dobosz absent.

8/1/23: Motion made by Councilor Krampits to receive, 2nd and final reading, enrolled and ordained. Motion passed through all stages by a unanimous roll call vote. Councilors McAuliffe and Brooks absent.

Presented to the Mayor for approval _____
Date **AUG - 4 2023**

Approved **8-7-23** _____
Mayor

Returned to City Clerk _____
Date **AUG - 7 2023** Attest _____
City Clerk

City of Chicopee
Department of Planning & Development

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Tel (413) 594-1515 • Fax (413) 594-1514
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Lee M. Pouliot
Director, AICP, ASLA

Patrick E. Collins
Assistant Planner

Nick J.H. Kiser
Associate Planner



Michelle Santerre
GIS Coordinator

James J. Dawson
Development Manager

Kristen Pope
Senior Clerk

March 21, 2023

Mayor John L. Vieau
City of Chicopee Executive Office
17 Springfield Street
Chicopee, MA 01013

Re: Chapter 7 Ordinance Revision Request – Development Manager Position

Mayor Vieau,

Over the past few fiscal years, the Department of Planning & Development has worked to revise all full-time positions within the Department from 35 hour work weeks to 40 hour work weeks. Through Fiscal Year 2023 (FY 23), all Department positions included within the Chicopee Professional Municipal Employees Association (CPMEA) and the Administrative Union, have been successfully revised. The last remaining position to address is the Development Manager position which is established by City Ordinance (Chapter 7).

Through this letter, I am requesting that Chapter 7 be revised to reflect the Development Manager position moving from a 35 hour work week to a 40 hour work week as of July 1, 2023, the beginning of Fiscal Year 2024 (FY 24). This revision will be reflected in the Department's FY 24 Budget Request.

Should you have any questions regarding this request to revise the Development Manager position, please do not hesitate to contact me at any time.

With Regards,

Lee M. Pouliot, AICP, ASLA
Director

Cc: Sharyn Riley, City Auditor

Changes to the Chapter 7 Ordinance - to be effective 7/1/2023 (FY 2024)

				Effective 7/1/2023			
		was		FY 2024			
J	<u>Law Department</u>						
	a. City Solicitor	68,850.00		70,227.00			(effective 7/1/23)
	b. Assistant City Solicitor	62,220.00		63,464.40			(effective 7/1/23)
	c. Associate City Solicitor (2)	56,100.00	each	63,464.40	each		(effective 7/1/23)
	d. Council - Legal Counsel	56,100.00		63,464.40			(effective 7/1/23)
	e. Chief of Litigation/Labor Relations	65,280.00		66,585.60			(effective 7/1/23)
Group 2							
K	<u>Office of the City Council</u>						
	a. Administrative Assistant	53,841.69	Grade 6	55,801.20	Grade 6		
	b. Clerk	36,558.27	Grade 3	37,874.20	Grade 3		
L	<u>Office of the Mayor</u>						
	a. Chief of Staff	69,321.60	Grade 8	72,155.20	Grade 8		
	b. Staff Assistant	57,336.48	Grade 5	58,260.80	Grade 5		
	c. Special Project Manager	56,208.96	Grade 5	57,116.80	Grade 5		
	d. Part Time Community & Constituent Liaison	18,146.47	Grade 5	31,980.61	Grade 5		
M	<u>Auditing Department</u>						
	a. Senior Accountant	78,091.20	Grade 8	79,331.20	Grade 8		
	b. Budget Analyst	78,091.20	Grade 8	79,331.20	Grade 8		
N	<u>Office of the Treasurer</u>						
	a. Assistant Treasurer	74,646.00	Grade 8	78,915.20	Grade 8		
	b. Special Projects Manager	48,713.04	Grade 5	50,731.20	Grade 5		
O	<u>Law Department</u>						
	a. Paralegal (1)	64,018.08	Grade 6	65,041.60	Grade 6		
	b. Paralegal (1)	58,192.56	Grade 6	60,569.60	Grade 6		
P	<u>Human Resources</u>						
	a. Assistant Director	61,261.92	Grade 8	62,254.40	Grade 8		
	b. Benefits Coordinator	59,612.40	Grade 6	60,694.40	Grade 8	upgraded	
	c. Senior Generalist	55,666.08	Grade 7	56,555.20	Grade 7		
	d. Administrative Assistant	30,567.36	Grade 4	38,438.40	Grade 4		
	e. Generalist	46,038.24	Grade 6	46,886.40	Grade 6		
	ADD f. Occup. Safety Manager	0.00		57,064.80	Grade 8		
	ADD g. H.R. Business Partner	0.00		57,064.80	Grade 8		

						Effective 7/1/2023	
					was	FY 2024	
	Q	<u>Office of the City Clerk</u>					
		a. Compliance Officer	24,576.80	Grade 4		24,976.64	Grade 4
	R	<u>Planning Department</u>					
		a. Development Manager	62,501.67	Grade 8		74,380.80	Grade 8 40 hrs.
	Group 3						
	X	<u>Planning Department</u>					
		a. Environmental Stipend				0.00	deleted
	Y	<u>Council on Aging</u>					
		a. Sub. Transportation Coordinator	4,593.00	Grade 1		4,686.00	Grade 1
	Z	<u>DPW Administration</u>					
		a. City Safety Program Stipend	10,000.00			0.00	deleted
	AA	<u>City Hall Maintenance</u>					
		a. City Messenger Stipend	3,000.00			0.00	deleted
	ADD DD	<u>Human Resources</u>					
		a. Deputy Chief H.R. Stipend	0.00			4,000.00	

**CITY OF CHICOPEE
NON UNION POSITIONS
FY 2024 (effective July 1, 2023)**

		<u>FY 2024</u>					
		Plus					
		GRADE	STEP	0.20	hrly		YEARLY
<u>GRADE 1</u>							
2%	COA Sub. Transportation-Coord	1	11	0.00	15.62		4,686.00
<u>GRADE 3</u>							
Step inc. + 2%	City Council Clerk	3	14	0.20	20.81		37,874.20
<u>GRADE 4</u>							
2%	Compliance Officer (City Clerk)	4	15	0.00	25.28		24,976.64
2%	Admin. Asst. (H.R.)	4	2	0.00	18.48		38,438.40
<u>GRADE 5</u>							
2%	Special Projects Manager - Mayor	5	14	0.00	27.46		57,116.80
2%	Staff Asst. - Mayor	5	15	0.00	28.01		58,260.80
Step inc. + 2%	Special Projects Manager - Treasurers	5	9	0.00	24.39		50,731.20
Step inc. + 2%	Community & Constituents Liaison (Mayor) 7/9/23 6 month inc.	5	1	0.00	20.01	600.31	31,980.61
			2	0.00	20.51	31,380.30	
<u>GRADE 6</u>							
2% + step inc.	City Council Admin. Asst.	6	14	0.20	30.66		55,801.20
MOVE to GRADE 8	H.R. Benefits Coordinator MOVE to Grade 8						moved
2%	Law Paralegal	6	15	0.20	31.27		65,041.60
2% + step inc.	Law Paralegal	6	12	0.00	29.12		60,569.60
2% + step inc.	Generalist (H.R.) 11/30/23-6 month inc.	6	1	0.00	22.22	19,198.08	46,886.40
			2	0.00	22.77	27,688.32	
<u>GRADE 7</u>							
2%	Senior Generalist (new - added 2/20/18) H.R.	7	5	0.00	27.19		56,555.20
<u>GRADE 8</u>							
2%+ step inc.	Chief of Staff-Mayor	8	11	0.00	34.69		72,155.20
2%+ step inc. - goes to 40 hrs.	Development Manager - Planning	8	12	0.20	35.76		74,380.80
2%	Asst. Treasurer	8	15	0.00	37.94		78,915.20
2%	Senior Accountant - Auditing	8	15	0.20	38.14		79,331.20
2%	Budget Analyst - Auditing	8	15	0.20	38.14		79,331.20
2%	Asst. Human Resource Director	8	5	0.00	29.93		62,254.40
Moved -Step Inc. +2%	H.R. Benefits Coordinator	8	4	0.00	29.18		60,694.40
ADD Step Inc. +2%	Occup Safety Manager 1/1/24 - 6 month inc.	8	1	0.00	27.10	28,184.00	57,064.80
			2	0.00	27.77	28,880.80	
ADD Step Inc. +2%	H.R. Business Partner PENDING????? 1/1/24 - 6 month inc.	8	1	0.00	27.10	28,184.00	57,064.80
			2	0.00	27.77	28,880.80	

NON-UNION PAY SCALE

Effective July 1, 2023 (FY 2024) 2% increase

(NOTE - this is pending the Ch.7 Ordinance Approval effective July 1, 2023 for FY 2024)

GRADE	FY 2024 STEP 1	FY 2024 STEP 2	FY 2024 STEP 3	FY 2024 STEP 4	FY 2024 STEP 5	FY 2024 STEP 6	FY 2024 STEP 7	FY 2024 STEP 8	FY 2024 STEP 9	FY 2024 STEP 10	FY 2024 STEP 11	FY 2024 STEP 12	FY 2024 STEP 13	FY 2024 STEP 14	FY 2024 STEP 15
1	12.18	12.51	12.84	13.13	13.46	13.80	14.15	14.50	14.86	15.23	15.62	16.00	16.40	16.74	17.07
2	13.55	13.87	14.22	14.60	14.94	15.31	15.71	16.09	16.49	16.92	17.34	17.79	18.21	18.57	18.94
3	15.01	15.39	15.78	16.17	16.56	16.99	17.41	17.86	18.29	18.76	19.23	19.71	20.21	20.61	21.02
4	18.03	18.48	18.94	19.41	19.88	20.37	20.88	21.41	21.94	22.49	23.05	23.63	24.71	24.78	25.28
5	20.01	20.51	21.02	21.54	22.08	22.64	23.22	23.80	24.39	24.99	25.61	26.28	26.92	27.46	28.01
6	22.22	22.77	23.34	23.91	24.51	25.11	25.76	26.40	27.04	27.72	28.43	29.12	29.86	30.46	31.07
7	24.63	25.27	25.89	26.54	27.19	27.89	28.58	29.28	30.03	30.77	31.54	32.32	33.14	33.81	34.49
8	27.10	27.77	28.49	29.18	29.93	30.67	31.43	32.22	33.02	33.86	34.69	35.56	36.47	37.20	37.94



CITY OF CHICOPEE MASSACHUSETTS

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CITY CLERK'S OFFICE
OF THE CITY OF CHICOPEE

Referred to

Ordinance

Committee

6-27-2023

BE IT ORDAINED THAT CHAPTER 7 OF THE ORDINANCES FOR THE CITY OF CHICOPEE AS AMENDED BE AND IS HEREBY FURTHER AMENDED BY STRIKING OUT SALARIES AS THEY PERTAIN TO THE FOLLOWING NAMED ACCOUNTS AND INSERTING IN PLACE THEREOF THE FOLLOWING:

TO BE OPERATIVE JULY 1, 2023

PLANNING DEPARTMENT (GROUP 2)

a. DEVELOPMENT MANAGER

\$74,380.80 (GRADE 8)

MOTION TO APPROVE

The Committee reports as follows:

7/11/23

Favorable

Unfavorable

Seal Krampits
Jim Tillotson (Zoom)
Gary R. Schue

8/1/23: Motion made by Councilor Krampits to receive, 2nd and final reading, enrolled and ordained. Motion passed through all stages by a unanimous roll call vote. Councilors Brooks and McAuliffe absent.