



# Gloucester City Council

## CERTIFICATE OF VOTE

### Certificate Number: 2019-216

The Gloucester City Council, at a meeting held on **Tuesday, December 10, 2019** at 7:00 p.m. in the Kyrouz Auditorium, City Hall, voted to approve the following:

**IN CITY COUNCIL:**

**MOTION:** On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 8 in favor, 0 opposed, 1 (Cox) absent, to Amend GCO, Appendix C, Personnel Ordinance, Appendix A-Classification Plan as follows:

**DELETE THE FOLLOWING:**

Alphabetical Listing of Fulltime and Parttime Position Classes and Allocation to Compensation Grade and/or Schedule		
Position	Schedule	Compensation Grade
<del>Account Clerk</del>	<del>AFSCME</del>	<del>V</del>
<del>Account Specialist</del>		<del>XIII-A</del>
<del>Archivist/Records Clerk</del>	<del>AFSCME</del>	<del>VII</del>
<del>Art Coordinator, Council on Aging, PT</del>		IV
Asphalt Raker	AFSCME	V
Asst. to Animal Control, Police		VI
<del>Asst. Buyer</del>	<del>AFSCME</del>	<del>V</del>
Asst. Department of Public Works Director		
Asst. Fire Chief		
Asst. Harbormaster	AFSCME	VI
<del>Asst. Registrar of Voters</del>	<del>AFSCME</del>	<del>VII</del>
<del>Asst. Sanitary Inspector</del>		

Asst. Skating Rink Manager		
Asst. Supt. Fire Alarm and Police Signal System		
Asst. Traffic Sign Erector	AFSCME	V
<del>Asst. Water Registrar</del>	<del>AFSCME</del>	<del>V</del>
<del>Attendant</del>		
<del>Audio-Visual Librarian</del>	<del>AFSCME</del>	<del>VI</del>
Backflow Prevention Device Tester	AFSCME	VIII
Board Secretary		
<del>Bookkeeper, Community Development</del>		<del>VII</del>
<del>Bookkeeper, DPW</del>		<del>VII</del>
<del>Bookkeeper, Treasurer/Collector</del>		<del>VII</del>
Building Custodian (Junior)	AFSCME	VI
<del>Buyer</del>	<del>AFSCME</del>	<del>VIA</del>
Cafeteria Helper		
Cafeteria Manager		
Carpenter	AFSCME	VI
<del>Cataloguer</del>	<del>AFSCME</del>	<del>VI</del>
<del>Children's Librarian</del>	<del>AFSCME</del>	<del>VI</del>
<del>Circulation Librarian, Library</del>		<del>VI</del>
Civil Service Director		
<del>Clerk of Committees</del>		<del>VIIIA</del>
<del>Clerk—Personnel</del>	<del>AFSCME</del>	<del>IV</del>

Clerk-Typist	AFSCME	IV
Collection Specialist		VII
Code Enforcement Inspector	AFSCME	VIII
Commissioner of Public Safety		
Confidential Secretary (OPW)	Mgt.	VIIIA
Confidential Secretary (Police Dept.)	AFSCME	V
Custodian (Junior)	AFSCME	VI
Data Control Clerk		
Deputy Collector	AFSCME	VII
Deputy Fire Chief	Fire	IV
Deputy Sealer Wts. and Measures		
Director of Communications and Constituent Services		
Drillman	AFSCME	V
Electrician		
Electrician Helper	AFSCME	V
Executive Secretary		
Executive Secretary to Mayor	AFSCME	VIIIA
Executive/Confidential Secretary		VIIIA
Facilities Manager (Department of Public Works)		
Financial Secretary		
Fire Captain	Fire	III
Firefighter	Fire	I

Firefighter and Asst. Mechanic	Fire	II
Fire Inspector		
Fiscal Analyst		
Forestry Maintenance Man		
<del>Grants Accounting Specialist</del>	<del>AFSCME</del>	<del>VIII</del>
Grounds Maintenance Man		
Head Lifeguard		
Head Pumping Station Operator	AFSCME	VII
Head Treatment Plant Operator	AFSCME	VII
Heavy Motor Equipment Operator	AFSCME	VI
House Worker		
<del>Junior Clerk Typist</del>	<del>AFSCME</del>	<del>IV</del>
Junior Draftsman	AFSCME	VI
<del>Junior Engineering Aid</del>	<del>AFSCME</del>	<del>VIA</del>
<del>Junior Library Assistant</del>	<del>AFSCME</del>	<del>V</del>
<del>Junior Planner</del>	<del>AFSCME</del>	<del>VIII</del>
Laborer	AFSCME	V
Laundry Worker		
<del>Legal Secretary (Mayor's Office)</del>	<del>Mgt.</del>	<del>VIIIA</del>
<del>Library Administrative Aid</del>	<del>AFSCME</del>	<del>V</del>
Lifeguard		
Lineman	AFSCME	VI

Mason	AFSCME	VI
Master Mechanic		
Master Mechanic, Fire Department	Fire	III
Medical Worker		
Meter Installers	AFSCME	VI
Meter Reader	AFSCME	VI
Milk Inspector		
Motor Equipment Maintenance Man	AFSCME	V
Motor Equipment Operator	AFSCME	V
Motor Equipment Repair Foreman	AFSCME	VII
Motor Equipment Repairman	AFSCME	VIA
<del>Office Manager</del>		
Oil Burner Maintenance Man		
Operations Manager: Public Properties		XII
Painter		
Park Maintenance Man	AFSCME	V
Park Police Officer		
Parking Control Officer	AFSCME	V
Parking Meter Repairman	AFSCME	VI
<del>Pensions Clerk</del>	<del>AFSCME</del>	<del>VI</del>
<del>Personnel Assistant, Personnel</del>		<del>VI</del>
Pipelayer, Engineering		VI

Plumbing and Gas Fitting Inspector	AFSCME	VIII B
Police Captain	Police	
Police Lieutenant	Police	III
Police Matron		
Police Officer	Police	I
Police Sergeant	Police	II
<del>Principal Account Clerk, Auditors</del>		<del>VII</del>
<del>Principal Clerk</del>	<del>AFSCME</del>	<del>VI</del>
<del>Principal Clerk and Secretary</del>		
<del>Principal Clerk and Typist</del>		
Public Works Foreman	AFSCME	VII
Public Works Maintenance Man	AFSCME	V
Pumping Station Operator	AFSCME	VI
Recreation Leader, PT		V
<del>Reference Librarian</del>	<del>AFSCME</del>	<del>VI</del>
Revenue Manager, Engineering	Mgt.	XII
Sanitary Inspector	AFSCME	VIII
<del>Secretary (Mayor's Office)</del>	<del>Mgt.</del>	<del>VI-A</del>
<del>Secretary (City Clerk's Office)</del>	<del>AFSCME</del>	<del>VI-A</del>
<del>Secretary to Community Dev. Director</del>	<del>AFSCME</del>	<del>VI</del>
<del>Senior Account Clerk</del>		<del>VII</del>
<del>Senior Bookkeeper</del>		

Senior Building Custodian		
Senior Building Maintenance Craftsman	AFSCME	VIA
<del>Senior Clerk</del>	<del>AFSCME</del>	<del>V</del>
<del>Senior Clerk Stenographer</del>	<del>AFSCME</del>	<del>V</del>
<del>Senior Clerk Typist</del>	<del>AFSCME</del>	<del>V</del>
<del>Senior Engineering Aide</del>		
<del>Senior Library Asst.</del>		
Senior Meter Reader	AFSCME	VIA
<del>Senior Planning Aide</del>	<del>AFSCME</del>	<del>VII</del>
Sewer Foreman	AFSCME	VII
Sewer System Maintenance Craftsman	AFSCME	VIA
Shellfish Warden	AFSCME	VII
Sign Painter	AFSCME	VI
Signal Maintainer	AFSCME	VIII
Signal Maintainer Helper		
Skating Rink Equipment Operator		
Skating Rink Maintenance Man		
<del>Social Worker, Council on Aging</del>	<del>AFSCME</del>	<del>VIII</del>
Special Motor Equipment Operator	AFSCME	VI
Storekeeper	AFSCME	VI
Stores Delivery Man		
Supervisor of Payroll Systems	Mgt.	IX

Telecommunications Technician		VIII
<del>Telephone Operator</del>		
Tree Warden		VIII
Traffic Sign Erector	AFSCME	VI
Traffic Supervisor		
Treatment Plant	AFSCME	VIA
Tree Climber		
Tree Surgeon		
Tourism Coordinator, Community Development	Mgt.	IX
Wastewater Engineering/Financial Coordinator		XII
Watchman	AFSCME	V
Water Meter Foreman	AFSCME	VII
Water Meter Repairman	AFSCME	VI
Water System Foreman	AFSCME	VII
Water System Maintenance Man		
Working Foreman Craftsman	AFSCME	VII
Working Foreman Forestry Maintenance Man	AFSCME	VIA
Working Foreman Heavy Motor Equipment Operator	AFSCME	VIA
Working Foreman Laborer	AFSCME	VIA
Working Foreman Motor Equipment Operator	AFSCME	VIA
Working Foreman Motor Equipment Repairman	AFSCME	VIA
Working Foreman Public Works Maintenance Man	AFSCME	VIA

Working Foreman Sewer Craftsman		VII
Working Foreman Skating Rink Maintenance Man	AFSCME	VIA
Working Foreman Signal Maintainer	AFSCME	VIA
Working Foreman Special Motor Equipment Operator	AFSCME	VIA
Working Foreman Tree Surgeon	AFSCME	VIA
Working Foreman Water Meter Repairman	AFSCME	VIA
Working Foreman Water System Maintenance Man	AFSCME	VIA
<del>Workman's Compensation/Benefits Agent</del>	<del>AFSCME</del>	<del>VII</del>
<del>Young Adult Librarian Assistant</del>	<del>AFSCME</del>	<del>V</del>
Youth Services Coordinator	Mgt	X

New Grade	Position Title	Current Grade
M-12	Chief Financial Officer	M-9
M-12	Director of Public Works	M-10
M-12	Fire Chief	M-10
M-12	Police Chief	M-10
M-11	Asst. Fire Chief	
M-11	Chief Administrative Officer	M-9
M-11	General Counsel	M-10
M-10	Community Development Director	M-9
M-9	Admin. Assistant to the Mayor	M-14
M-9	Asst. Department of Public Works Director	

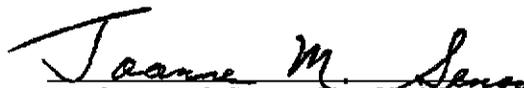
M-9	Building Inspector	M-8
M-9	City Engineer	M-14
M-9	Economic Development Director	
M-9	Principal Assessor	M-8
M-9	Public Health Director	M-8
M-8	Assistant CFO/Treasurer/Collector	
M-8	Assistant General Counsel	M-7
M-8	Auditor	M-13
M-8	City Clerk, Management	M-7
M-8	City Planner	M-12
M-8	Director of Information Services	
M-8	Facilities Manager (Department of Public Works)	
M-8	Grant Development Manager	
M-8	Library Director	M-12
M-8	Personnel Director	M-12
M-8	Purchasing Agent	M-12
M-8	Treasurer/Collector	M-13
M-7	Administrator	M-12
M-7	Assistant Auditor	M-5
M-7	Assistant City Engineer	M-13
M-7	Computer Network	
M-7	Environmental Engineer	M-13

M-7	Grants Administrator	M-12
M-7	Grants Compliance Manager	
M-7	Harbormaster	M-11
M-6	Assessor	M-12
M-6	Computer Technician City/School	
M-6	Council on Aging Director	M-11
M-6	Fiscal Analyst, confidential	
M-6	General Ledger Accountant	M-4
M-6	Master Mechanic	
M-6	Operations Mgr. - Central Services	M-12
M-6	Operations Mgr. - Public Property	M-12
M-6	Operations Manager, Water, Sewer & Highway	
M-6	Public Health Sanitarian - Supervisor	M-10
M-5	Asst. Library Director	M-10
M-5	Civil Engineer	
M-5	Computer Technician	
M-5	Fisheries Director	
M-5	Information Support Specialist	
M-5	Jr. Civil Engineer	M-10
M-5	Marketing and Event Project Manager	
M-5	Pretreatment Coordinator	M-10
M-5	Public Health Nurse	M-4

M-5	Senior Planner	
M-5	Technical Support Specialist	
M-5	Youth & Recreation Director	
M-4	Conservation Agent	
M-4	Electrical Inspector	M-11
M-4	Financial Coordinator, Police	
M-4	Inspector of Engineering	M-9
M-4	Local Building Inspector	M-9
M-4	Payroll Supervisor	M-3
M-4	Sanitarian	M-10
M-4	Sr. Project Manager	M-10
M-4	Veterans Agent	M-3
M-3	Assistant Purchasing Agent	M-10
M-3	Assistant City Planner	M-9
M-3	Assistant City Clerk	M-9
M-3	Housing Rehab. Specialist	M-10
M-3	Recycling Coordinator	M-9
M-3	Sealer of Weights & Measures	M-9
M-3	Supervisor of Payroll	M-9
M-3	Tourism Coordinator	M-2
M-2	Assistant Assessor	M-9
M-1	None	

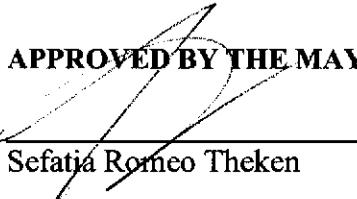
**AND ADD TO GCO APPENDIX C, PERSONNEL ORDINANCE, APPENDIX A – CLASSIFICATION PLAN AS FOLLOWS:**

Administrative Assistant 1	AFSCME B	B
Administrative Assistant 2	AFSCME B	D
Administrative Assistant 3	AFSCME B	E
Administrative Assistant 4	AFSCME B	H
Financial Specialist 1	AFSCME B	C
Financial Specialist 2	AFSCME B	D
Financial Specialist 3	AFSCME B	F
Financial Specialist 4	AFSCME B	J
Library Assistant 1	AFSCME B	B
Library Assistant 2	AFSCME B	D
Library Supervisor	AFSCME B	G
Librarian	AFSCME B	L
LS1 – Art Instructor	AFSCME B	E
LS2 – Elections Specialist	AFSCME B	F
LS3 – Outreach Coordinator	AFSCME B	G
LS3 – Veterans Benefits Administrator	AFSCME B	G
LS4 – Clerk of Committees	AFSCME B	H
LS4 – Human Resources Analyst	AFSCME B	H
LS5 – Health Inspector	AFSCME B	J
LS5 – Food Inspector	AFSCME B	J
LS6 – Assistant Human Resources Director	AFSCME B	K
LS6 – Confidential Secretary DPW	AFSCME B	K
LS6 – Paralegal	AFSCME B	K
LS7 – Plumbing & Gas Inspector	AFSCME B	N

  
 Joanne M. Senos, City Clerk

Date: December 12, 2019

**APPROVED BY THE MAYOR**

  
 Sefatia Romeo Theken

**VETOED BY THE MAYOR**

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 Sefatia Romeo Theken

SIGNED THIS 12<sup>th</sup> DAY OF DECEMBER, 2019

All Ordinances shall become effective 31 days after passage except  
 Emergency Orders and Zoning Amendments shall become effective the next day