RESOLUTION NO. 4034-25

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR RATIFYING THE LIST OF AUTHORIZED POSITIONS AND SALARY SCHEDULES, ABOLISHING PREVIOUSLY ADOPTED SALARY SCHEDULES

WHEREAS, on November 6, 2024, the Council adopted resolutions approving Side Letters to the Memorandums of Understanding (MOUs) between the Town of Windsor and the Town of Windsor Employees Association/Teamsters Local No. 856, the Town of Windsor Teamsters Professional & Supervisory Unit, and the Town of Windsor Management Employees Group; and

WHEREAS, each of the Side Letters grant employees a general wage increase in July 2025, July 2026, and July 2027; and

WHEREAS, on January 15, 2025, the Town Council last adopted a revised listing of authorized positions and salary schedule; and

WHEREAS, the next Council approved general wage increase of 6.0% is effective July 1, 2025; and

WHEREAS, a list of authorized positions, a Non-Exempt Salary Schedule, and an Exempt Salary Schedule are attached hereto as Exhibits A, B and C, respectively, and are incorporated herein by reference.

NOW, THEREFORE BE IT RESOLVED that the Town Council of the Town of Windsor does hereby:

1. Ratify the listing of authorized positions as depicted in the attached Exhibit A.

2. Ratify the Non-Exempt Salary Schedule as depicted in the attached Exhibit B.

3. Ratify the Exempt Salary Schedule as depicted in the attached Exhibit C.

4. Abolish all previously adopted employee salary schedules upon this resolution's effective date.

5. Allow the change to be effective July 1, 2025.

PASSED, APPROVED AND ADOPTED this 18th day of June 2025, by the following vote:

AYES:	**COUNCILMEMBERS LEEP, SALMON, WALL, VICE MAYOR POTTER AND MAYOR REYNOZA**
NOES:	**NONE**
ABSTAIN:	**NONE**
ABSENT:	**NONE**

ROSA REYNOZA, MAYOR

ATTEST:

IRENE CAMACHO-WERBY, TOWN CLERK

Attachment(s):

- **Exhibit A** – Position Authorization FY2025-26
- **Exhibit B** – Non-Exempt Salary Schedule FY2025-26
- **Exhibit C** – Exempt Salary Schedule FY2025-26

Exhibit A

Department/Classification	Number Authorized	Group	Monthly Salary Range
Town Manager's Office			
Town Manager	1	Contract	$ 19,080 - $ 23,850
Economic Development Manager	1	Management Employees Group	$ 11,230 - $ 14,025
Town Clerk/Public Information Officer	1	Executive Management	$ 11,230 - $ 14,025
Government Operations Manager	1	Management Employees Group	$ 10,186 - $ 12,721
Senior Management Analyst	1	Management Employees Group	$ 9,239 - $ 11,540
Deputy Town Clerk	1	Professionals & Supervisory	$ 7,063 - $ 8,822
Senior Administrative Assistant	1	Teamsters Local No. 856	$ 6,101 - $ 7,619
Administrative Services			
Administrative Services Director	1	Executive Management	$ 13,651 - $ 17,048
Finance Manager	1	Management Employees Group	$ 9,701 - $ 12,116
Revenue Manager	1	Management Employees Group	$ 9,701 - $ 12,116
Accounting Manager	1	Management Employees Group	$ 9,701 - $ 12,116
Senior Management Analyst	1	Management Employees Group	$ 9,239 - $ 11,540
Accountant	2	Professionals & Supervisory	$ 7,602 - $ 9,492
Senior Accounting Technician	1	Teamsters Local No. 856	$ 7,063 - $ 8,822
Accounting Technician I/II	3	Teamsters Local No. 856	$ 6,101 - $ 7,619
		Teamsters Local No. 856	$ 6,566 - $ 8,201
Accounting Assistant	2	Teamsters Local No. 856	$ 5,533 - $ 6,910
Community Development			
Community Development Director	1	Executive Management	$ 13,984 - $ 17,463
Building Official	1	Management Employees Group	$ 10,436 - $ 13,032
Senior Building Inspector	1	Teamsters Local No. 856	$ 8,585 - $ 10,720
		Management Employees Group	$ 9,015 - $ 11,258
Planner I/II/III	4	Teamsters Local No. 856	$ 7,788 - $ 9,725
		Teamsters Local No. 856	$ 6,724 - $ 8,399
Permit Supervisor	1	Professionals & Supervisory	$ 7,602 - $ 9,492
Permit Technician I/II	1	Teamsters Local No. 856	$ 6,566 $ 8,201
		Teamsters Local No. 856	$ 6,102 $ 7,620
Senior Administrative Assistant	1	Teamsters Local No. 856	$ 6,101 - $ 7,619
Human Resources			
Human Resources Director	1	Executive Management	$ 13,651 - $ 17,048
Human Resources Manager	1	Confidential	$ 9,701 - $ 12,116
Human Resources Systems/Programs Analyst	1	Confidential	$ 7,981 - $ 9,968
Human Resource Specialist	2	Confidential	$ 6,254 - $ 7,809
Parks & Recreation			
Parks & Recreation Director	1	Executive Management	$ 13,984 - $ 17,463
Recreation Division Manager	1	Management Employees Group	$ 9,701 - $ 12,116
Parks & Facilities Superintendent	1	Management Employees Group	$ 9,239 - $ 11,540
Management Analyst	1	Management Employees Group	$ 8,381 - $ 10,466
Recreation Program Supervisor	3	Management Employees Group	$ 7,981 - $ 9,968
Parks Maintenance Supervisor	1	Professionals & Supervisory	$ 7,602 - $ 9,492
Senior Maintenance Worker	2	Teamsters Local No. 856	$ 6,254 - $ 7,809
Recreation Program Coordinator	3	Teamsters Local No. 856	$ 6,101 - $ 7,619
Senior Administrative Assistant	2	Teamsters Local No. 856	$ 6,101 - $ 7,619
Maintenance Worker I/II	10	Teamsters Local No. 856	$ 5,672 - $ 7,083
		Teamsters Local No. 856	$ 5,144 - $ 6,425

Public Works

Public Works Director	1	Executive Management	$	14,683	- $	18,337
Deputy Director of Engineering	1	Management Employees Group	$	12,079	- $	15,087
Deputy Director of Operations	1	Management Employees Group	$	11,792	- $	14,727
Deputy Director of Water & Environmental Management	1	Management Employees Group	$	11,230	- $	14,025
Senior Civil Engineer	3	Management Employees Group	$	10,186	- $	12,721
Wastewater Treatment Superintendent	1	Management Employees Group	$	9,938	- $	12,412
Associate Civil Engineer	1	Management Employees Group	$	9,239	- $	11,540
Project Manager	1	Management Employees Group	$	9,239	- $	11,540
Environmental Program Manager	3	Management Employees Group	$	8,799	- $	10,990
Sustainability Coordinator	1	Management Employees Group	$	8,799	- $	10,990
		Teamsters Local No. 856	$	8,381	- $	10,465
Engineer I/II/III	3	Teamsters Local No. 856	$	7,602	- $	9,492
		Teamsters Local No. 856	$	6,895	- $	8,610
Collection and Reclamation Systems Supervisor	1	Professionals & Supervisory	$	8,381	- $	10,465
Water Systems Supervisor	1	Professionals & Supervisory	$	8,381	- $	10,465
Laboratory Supervisor	1	Professionals & Supervisory	$	8,176	- $	10,213
Senior/Public Works Inspector	1	Teamsters Local No. 856	$	8,176	- $	10,213
		Teamsters Local No. 856	$	7,602	- $	9,492
Streets Maintenance Supervisor	1	Professionals & Supervisory	$	7,602	- $	9,492
		Teamsters Local No. 856	$	7,602	- $	9,492
Wastewater System Operator I/II/III	6	Teamsters Local No. 856	$	6,895	- $	8,610
		Teamsters Local No. 856	$	6,101	- $	7,619
Environmental Analyst I/II	1	Teamsters Local No. 856	$	7,602	- $	9,492
		Teamsters Local No. 856	$	6,724	- $	8,399
Senior Water System Operator	2	Teamsters Local No. 856	$	6,895	- $	8,610
Laboratory Analyst I/II	1	Teamsters Local No. 856	$	6,895	- $	8,610
		Teamsters Local No. 856	$	6,101	- $	7,619
Utility Maintenance Mechanic	1	Teamsters Local No. 856	$	6,895	- $	8,610
Public Works Analyst	1	Teamsters Local No. 856	$	6,895	- $	8,610
Engineering Technician	2	Teamsters Local No. 856	$	6,566	- $	8,201
Engineering Technician (Limited Term)	1	Teamsters Local No. 856	$	6,566	- $	8,201
Senior Utility Maintenance Worker	2	Teamsters Local No. 856	$	6,566	- $	8,201
Senior Maintenance Worker	1	Teamsters Local No. 856	$	6,254	- $	7,809
Water Systems Operator I/II	5	Teamsters Local No. 856	$	6,254	- $	7,809
		Teamsters Local No. 856	$	5,672	- $	7,083
Utility Maintenance Worker I/II	5	Teamsters Local No. 856	$	5,954	- $	7,439
		Teamsters Local No. 856	$	5,400	- $	6,746
Maintenance Worker I/II	5	Teamsters Local No. 856	$	5,672	- $	7,083
		Teamsters Local No. 856	$	5,144	- $	6,425
Administrative Assistant	2	Teamsters Local No. 856	$	5,533	- $	6,910

Total Full-Time 117

TOWN OF WINDSOR

Full Time Non-Exempt Salary Schedule Effective 7/1/25

CLASSIFICATIONS* (within salary range to the right)

	Range 9	
	Step	Hourly
Maintenance Worker I	1	29.68
	2	30.43
	3	31.19
	4	31.96
	5	32.76
	6	33.58
	7	34.43
	8	35.28
	9	36.16
	10	37.07

	Range 11	
	Step	Hourly
Utility Maintenance Worker I	1	31.16
	2	31.94
	3	32.74
	4	33.56
	5	34.40
	6	35.26
	7	36.14
	8	37.04
	9	37.98
	10	38.92

	Range 12	
	Step	Hourly
Administrative Assistant	1	31.92
Accounting Assistant	2	32.73
	3	33.55
	4	34.38
	5	35.23
	6	36.11
	7	37.02
	8	37.95
	9	38.90
	10	39.87

	Range 13	
	Step	Hourly
Maintenance Worker II	1	32.73
Water System Operator I	2	33.55
	3	34.38
	4	35.23
	5	36.11
	6	37.02
	7	37.95
	8	38.90
	9	39.87
	10	40.87

	Range 15	
	Step	Hourly
Utility Maintenance Worker II	1	34.35
	2	35.22
	3	36.10
	4	36.99
	5	37.93
	6	38.89
	7	39.85
	8	40.84
	9	41.86
	10	42.92

	Range 16	
	Step	Hourly
Recreation Program Coordinator	1	35.21
Senior Administrative Assistant	2	36.09
Wastewater System Operator I	3	36.98
Laboratory Analyst I	4	37.90
Accounting Technician I	5	38.86
Permit Technician I	6	39.82
	7	40.82
	8	41.83
	9	42.89
	10	43.96

	Range 17	
	Step	Hourly
Human Resources Specialist	1	36.09
Senior Maintenance Worker	2	36.98
Water System Operator II	3	37.90
	4	38.86
	5	39.82
	6	40.82
	7	41.83
	8	42.89
	9	43.96
	10	45.06

	Range 19	
	Step	Hourly
Engineering Technician	1	37.87
Senior Utility Maintenance Worker	2	38.83
Accounting Technician II	3	39.79
Permit Technician II	4	40.81
Engineering Technician (Limited Term)	5	41.82
	6	42.86
	7	43.93
	8	45.03
	9	46.16
	10	47.32

	Range 20	
	Step	Hourly
Planner I	1	38.80
Environmental Analyst I	2	39.78
	3	40.78
	4	41.79
	5	42.84
	6	43.90
	7	45.00
	8	46.13
	9	47.27
	10	48.46

	Range 21	
	Step	Hourly
Senior Water System Operator	1	39.78
Wastewater System Operator II	2	40.78
Engineer I	3	41.79
Laboratory Analyst II	4	42.84
Utility Maintenance Mechanic	5	43.90
Public Works Analyst	6	45.00
	7	46.13
	8	47.27
	9	48.46
	10	49.68

	Range 22	
	Step	Hourly
Senior Accounting Technician	1	40.75
Deputy Town Clerk	2	41.76
	3	42.82
	4	43.89
	5	44.99
	6	46.10
	7	47.26
	8	48.43
	9	49.65
	10	50.89

	Range 25	
	Step	Hourly
Public Works Inspector	1	43.86
Wastewater System Operator III	2	44.96
Streets Maintenance Supervisor	3	46.09
Engineer II	4	47.23
Environmental Analyst II	5	48.40
Accountant	6	49.62
Parks Maintenance Supervisor	7	50.85
Permit Supervisor	8	52.13
	9	53.43
	10	54.77

	Range 26	
	Step	Hourly
Planner II	1	44.93
	2	46.04
	3	47.20
	4	48.37
	5	49.59
	6	50.82
	7	52.10
	8	53.40
	9	54.74
	10	56.10

	Range 28	
	Step	Hourly
Senior Public Works Inspector	1	47.17
Laboratory Supervisor	2	48.36
	3	49.56
	4	50.79
	5	52.07
	6	53.37
	7	54.71
	8	56.07
	9	57.48
	10	58.92

	Range 29	
	Step	Hourly
Engineer III	1	48.36
Collection & Reclamation Systems Supervisor	2	49.56
Water Systems Supervisor	3	50.79
	4	52.07
	5	53.37
	6	54.71
	7	56.07
	8	57.48
	9	58.92
	10	60.38

	Range 30	
	Step	Hourly
Senior Building Inspector	1	49.53
	2	50.76
	3	52.04
	4	53.34
	5	54.68
	6	56.04
	7	57.43
	8	58.87
	9	60.35
	10	61.85

* Unfunded positions do not appear on the salary schedule.

TOWN OF WINDSOR

Full Time Exempt Salary Schedule Effective 7/1/25

CLASSIFICATIONS* (within salary range to the right)

Recreation Program Supervisor
Human Resources Systems/Programs Analyst

Range 27	
Step	Monthly
1	7,980.97
2	8,180.39
3	8,385.67
4	8,595.34
5	8,809.42
6	9,030.83
7	9,256.64
8	9,486.84
9	9,724.38
10	9,967.78

Management Analyst

Range 29	
Step	Monthly
1	8,381.27
2	8,589.48
3	8,805.02
4	9,024.96
5	9,250.77
6	9,482.44
7	9,718.52
8	9,961.92
9	10,211.19
10	10,466.32

Environmental Program Manager
Sustainability Coordinator

Range 31	
Step	Monthly
1	8,799.16
2	9,019.10
3	9,244.91
4	9,476.58
5	9,712.65
6	9,956.05
7	10,205.32
8	10,460.45
9	10,721.45
10	10,989.78

Planner III

Range 32	
Step	Monthly
1	9,014.70
2	9,239.04
3	9,470.71
4	9,706.79
5	9,950.19
6	10,199.46
7	10,453.12
8	10,715.59
9	10,982.45
10	11,258.11

	Range 33	
	Step	Monthly
Associate Civil Engineer	1	9,239.04
Project Manager	2	9,470.71
Senior Management Analyst	3	9,706.79
Parks & Facilities Superintendent	4	9,950.19
	5	10,199.46
	6	10,453.12
	7	10,715.59
	8	10,982.45
	9	11,258.11
	10	11,539.64

	Range 35	
	Step	Monthly
Recreation Division Manager	1	9,700.92
Finance Manager	2	9,944.32
Revenue Manager	3	10,192.13
Accounting Manager	4	10,447.26
Human Resources Manager	5	10,708.26
	6	10,976.59
	7	11,250.78
	8	11,532.31
	9	11,819.70
	10	12,115.89

	Range 36	
	Step	Monthly
Wastewater Treatment Superintendent	1	9,938.46
	2	10,186.26
	3	10,441.39
	4	10,702.39
	5	10,969.25
	6	11,243.45
	7	11,524.98
	8	11,813.83
	9	12,108.56
	10	12,412.08

	Range 37	
	Step	Monthly
Senior Civil Engineer	1	10,186.26
Government Operations Manager	2	10,441.39
	3	10,702.39
	4	10,969.25
	5	11,243.45
	6	11,524.98
	7	11,813.83
	8	12,108.56
	9	12,412.08
	10	12,721.46

Range 38

	Step	Monthly
Building Official	1	10,435.53
	2	10,696.53
	3	10,963.39
	4	11,237.58
	5	11,519.11
	6	11,806.50
	7	12,101.22
	8	12,404.74
	9	12,714.13
	10	13,032.31

Range 41

	Step	Monthly
Economic Development Manager	1	11,230.25
Deputy Director of Water and Environmental Management	2	11,511.78
Town Clerk/Public Information Officer	3	11,799.17
	4	12,093.89
	5	12,395.95
	6	12,706.80
	7	13,024.98
	8	13,350.50
	9	13,683.34
	10	14,024.99

Range 43

	Step	Monthly
Deputy Director of Operations	1	11,791.84
	2	12,086.56
	3	12,388.62
	4	12,699.47
	5	13,016.18
	6	13,341.70
	7	13,676.01
	8	14,017.65
	9	14,368.10
	10	14,727.34

Range 44

	Step	Monthly
Deputy Director of Engineering	1	12,079.23
	2	12,381.28
	3	12,692.14
	4	13,008.85
	5	13,334.37
	6	13,667.21
	7	14,008.86
	8	14,359.30
	9	14,718.54
	10	15,086.57

	Range 49	
	Step	Monthly
Administrative Services Director Human Resources Director	1	13,651.08
	2	13,992.73
	3	14,341.70
	4	14,700.94
	5	15,067.51
	6	15,444.35
	7	15,831.45
	8	16,227.34
	9	16,632.04
	10	17,048.46

	Range 50	
	Step	Monthly
Community Development Director Parks & Recreation Director	1	13,983.93
	2	14,332.91
	3	14,692.14
	4	15,058.71
	5	15,435.55
	6	15,821.18
	7	16,217.08
	8	16,623.24
	9	17,038.20
	10	17,463.42

	Range 52	
	Step	Monthly
Public Works Director	1	14,683.35
	2	15,049.92
	3	15,426.75
	4	15,812.38
	5	16,206.81
	6	16,612.97
	7	17,027.93
	8	17,453.15
	9	17,890.11
	10	18,337.32

	TMG	
	Step	Monthly
Town Manager	Min	19,080.00
	Max	23,850.00

* Unfunded positions do not appear on the salary schedule.