

**TOWN OF CONCORD PERSONNEL BOARD
AGENDA**

Monday, December 15, 2025

12:00 p.m.

Zoom Video Conference

Join Zoom Meeting

<https://us02web.zoom.us/j/86493691221?pwd=YuN5Z2HyhUR4187UeF4gac0X4wUfeS.1>

Meeting ID: 864 9369 1221

Passcode: 345162

1. Call to Order

2. Classification Actions

- Miscellaneous Compensation Schedule for Temporary and Limited-Status Classifications
 - Update to Public Safety Dispatcher (Non-Union) Pay Rate
 - Update to Seasonal Snow Plow Driver Pay Rate
 - Update to Seasonal Snow Plow Driver w/CDL Pay Rate
 - Update to Library Classification Pay Rates
 - Addition of Library Maintenance Custodian to Classification

7. Adjournment

TOWN OF CONCORD
Personnel Policy and Procedure #7-1

Miscellaneous Compensation Schedule
for Temporary and Limited-Status Classifications
Date Effective: 8/15/2024 12/15/2025

<u>JOB TITLE BY DEPARTMENT</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
General		
Intern	\$15.00	\$25.00
Office Clerk	\$15.00	\$32.00
Office Assistant	\$15.75	\$37.00
Recording Secretary	\$15.75	\$35.00
Clerk of Works	\$15.75	\$50.00
Management Specialist/Consultant	\$50.00	\$100.00
Professional Project Specialist	\$20.00	\$75.00
Project Archivist	\$15.75	\$30.00
Project Specialist	\$15.00	\$25.00
IT Program Manager	\$50.00	\$100.00
IT Project Manager	\$30.00	\$75.00
IT Project Specialist	\$30.00	\$75.00
Senior Worker	————	\$15.00
Custodian	\$15.00	\$30.00
Maintenance Custodian	\$20.00	\$35.00
Laborer	\$15.00	\$35.00
Skilled Laborer	\$20.00	\$40.00
Seasonal Snow Plow Driver	\$15.00 <u>\$30.00</u>	\$35.00 <u>\$50.00</u>
Seasonal Snow Plow Driver w/CDL	\$20.00 <u>\$35.00</u>	\$40.00 <u>\$75.00</u>
Project Painter	\$25.00	\$40.00
Project Electrician	\$30.00	\$50.00
Project Plumber	\$30.00	\$50.00
Construction Specialist	\$30.00	\$60.00
Town Manager's Office		
Veterans' Agent	\$20.00	\$39.00
Senior Services		
Van Driver	\$17.00	\$25.00
Volunteer & Public Relations Coordinator	\$17.00	\$25.00
Finance Department		
Data Lister	\$25.00	\$40.00
Election Officer	\$15.00	\$17.00
Parking Hearing Officer	\$20.00	\$25.00

JOB TITLE BY DEPARTMENT**MINIMUM****MAXIMUM****Fire Department**

Call Firefighter

\$15.00*

* = plus \$400 per year stipend and
\$100 per year stipend for EMT, FF1, FF2 Certifs.**Library**

Librarian

~~\$22.00~~23.77~~\$32.00~~43.88

Library Assistant

~~\$19.75~~22.69~~\$28.89~~33.39

Library Page

~~\$15.00~~60~~\$46.25~~18.10

Library Project Specialist

~~\$15.00~~60~~\$32.00~~43.88

Reference Librarian

~~\$22.00~~29.83~~\$32.00~~43.88Maintenance Custodian\$25.76\$37.52**Light Department**

Telecommunications Specialist

\$25.00

\$100.00

Electrical/Line Specialist

\$25.00

\$100.00

PEG/Minuteman Media

Editor

\$15.75

\$25.00

Studio Aide

\$15.00

\$17.00

Videographer

\$15.75

\$25.00

Planning & Land Management

Assistant Local Inspector

\$30.00

\$55.00

Conservation Crew

\$15.00

\$25.00

Electrical Inspector (& Assistant)

\$30.00

\$55.00

Plumbing & Gas Inspector (& Assistant)

\$30.00

\$55.00

Public Health Nurse

\$25.00

\$50.00

Ranger

\$15.00

\$25.00

Sanitary Inspector

\$20.00

\$50.00

Sealer of Weights & Measures

\$20.00

\$45.00

Visitor Center Associate

*May perform any/all of the following functions:**Rate varies based on function(s) performed during shift*

- Ambassador
- Attendant
- Clerk
- Tour Guide

\$19.00

\$25.00

\$15.00

\$20.00

\$15.00

\$32.00

\$20.00

\$30.00

Police Department

Lieutenant/Captain Extra Duty Assignment

- Shift Coverage & Town Detail Rate
- Outside Detail Rate

\$83.00

Same rate paid to Sergeants

Public Safety Dispatcher (Non-Union)

~~\$30.00~~\$34.00

School Crossing Guard

\$30.00 (w/2 hrs min. pay/day)

Special Police Officer

\$30.00 for Police Department assignments;

\$50.00 for Town Details

Outside Details: same rate as paid to regular, full-time police officers

Mutual-Aid Detail Officer/Sergeant

\$50.00

Parking Officer

\$19.00

\$31.00

Traffic Officer

\$20.00

\$50.00

See PPP #7-2 for "Miscellaneous Compensation Schedule – Human Services Recreation"
 See PPP #7-3 for "Miscellaneous Compensation Schedule – Human Services"

TOWN OF CONCORD
Personnel Policy and Procedure #7-1

Miscellaneous Compensation Schedule
for Temporary and Limited-Status Classifications
Date Effective: 12/15/2025

<u>JOB TITLE BY DEPARTMENT</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
General		
Intern	\$15.00	\$25.00
Office Clerk	\$15.00	\$32.00
Office Assistant	\$15.75	\$37.00
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