

**AGENDA OF ITEMS TO BE CONSIDERED
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: July 3, 2018
TIME: 9:00 A.M.
PLACE: Committee Room 301-B
City Hall
SCHEDULE A: Vacancy Requests
SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: July 3, 2018
CCFN 180418

Funding Source - 100% Operating
Budget Unless Otherwise Indicated

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Auth.	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>DOA-BUDGET & MANAGEMENT DIVISION</u>											
6473	Financial Operations Mgr.	1KX	7/2/18	1	0	1	0	0		Int	x-3
<u>COMMON COUNCIL-CITY CLERK</u>											
6476	Fiscal Planning Specialist	2IX	9/15/18	2	1	1	0	0		Int/Ext	x-2b
<u>CITY TREASURER</u>											
6438	Spec. Asst. to the City Treasurer	1FX	6/16/18	1	0	1	0	0		Int	x-2b
6440	Tax Coll. & Enforcement Coord.	1EX	7/14/18	1	0	1	0	0		Int	x-2b
6443	Tax Enforcement Specialist	6NN	7/14/18	2	1	1	0	0		Int	x-2b
6444	Program Assistant II	5FN	7/14/18	2	1	1	0	0		Int	x-2b
6449	Teller	6HN	7/14/18	2	1	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
6489	Fire Lieutenant	4E	6/19/18	152	145	1	2	4		Int	x-1
6490	Fire Equipment Repairer II	7GN	6/9/18	1	0	1	0	0		Int/Ext	x-2b
6491	Fire Cadet (32 positions)		Various	52	20	32	0	0		Ext	x-1
<u>HEALTH DEPARTMENT</u>											
6468	Clinic Assistant	5BN	7/3/18	6	5	1	0	0		Ext	x-2b
<u>LIBRARY</u>											
6471	Building Services Supv. II	1AX	6/9/18	2	1	1	0	0		Int/Ext	x-2b
<u>POLICE DEPARTMENT</u>											
6475	Captain of Police	4N-839	7/1/18	22	17	1	0	4		Int	x-1
6477	Document Examiner	4F-808	6/1/18	1	0	1	0	0		Int	x-1
6479	Police Officer (65 positions)	4B-801	NA	1424	1351	65	0	8		Int/Ext	x-1
6480	Media Producer	2EN	6/21/18	3	1	1	0	1		Ext	x-2b
6481	Police Services Spec. (2 pos.)	6AN	8/1/18	18	6	2	0	10		Ext	x-2b
6487	Systems Security Administrator	2IX	7/7/17	1	0	1	0	0		Ext	x-2b
6486	Custodial Wkr. II-City Laborer	8DN	6/28/17	31	30	1	0	0		Ext	x-2b
6484	Building Maint. Mechanic II	7CN	7/31/17	6	4	1	0	1		Int/Ext	x-2b
6483	Police Aide (35 positions)	6BN	NA	67	42	35	0	0		Ext	x-1
6495	Accounting Assistant II	6HN	7/13/18	2	1	1	0	0		Int	x-2b
6494	Community Serv. Officer (6 pos.)	5EN	various	23	11	6	0	6		Ext	x-1
<u>DPW-INFRASTRUCTURE SERVICES</u>											
6455	Engineer Technician II (2 pos.)	3FN	9/23/16 4/26/17	10	4	2	1	3	100% Capital	Int/Ext	x-2b
6463	Engineer Technician II	3FN	7/3/17	10	4	1	1	4	100% Capital	Int/Ext	x-2b
6462	Engineer Technician II (2 pos.)	3FN	5/20/17 5/20/17	10	4	2	1	3	100% Capital	Int/Ext	x-2b
6448	Inventory Assistant II	6HN	6/16/18	6	4	1	0	1		Ext	x-2b
6472	Engineering Tech. IV	3NN	7/2/18	1	0	1	0	0	60% Cap., 20% Reim.	Int	x-2b
6478	Bridge Operator	8GN	6/29/18	23	22	1	0	0		Ext	x-2b
6482	Municipal Services Electrician	7QN	7/30/18	2	1	1	0	0	50% Capital	Int	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
6459	Sanitation Project Analyst	2FX	7/8/18	1	0	1	0	0		Int/Ext	x-2b
6401	Sanitation Area Manager	1HX	6/19/18	3	2	1	0	0		Int	x-2b
6419	Vehicle Services Tech. II	7HN	6/2/18	57	56	1	0	0		Int/Ext	x-2b

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<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYEES' RETIREMENT SYSTEM</u>											
6464	Pension Accounting Manager	1EX	9/3/16	3	2	1	0	0	Pension Trust	Int/Ext	x-6
6470	Records Technician II	6EN	12/3/2017	2	1	1	0	0	Pension Trust	Int/Ext	x-6
<u>HEALTH DEPARTMENT</u>											
6467	Health Access Assistant I	2AN	6/30/18	9	8	1	0	0	MA Outreach Grant	Ext	x-6
6498	Public Health Social Worker	2DN	6/19/18	9	4	1	0	4	Fam. Foundations	Int/Ext	x-6
<u>DPW-SEWER MAINT. FUND</u>											
6485	Sewer Crew Leader II	8GN	5/5/18	3	2	1	0	0	Sewer Maint. Fund	Int	x-6
6488	Sewer Crew Leader I	8GN	11/30/17	21	15	1	0	5	Sewer Maint. Fund	Int	x-6
<u>DPW-WATER WORKS</u>											
6451	Customer Service Rep. III	6HN	5/20/18	16	13	1	2	0	Water Works	Int/Ext	x-6
6454	Water Works Steamfitter	7RN		3	1	1	1	0	Water Works	Int/Ext	x-6
6453	Machine Repairperson (3 pos.)	7JN	6/24/13	17	10	3	0	0	Water Works	Int/Ext	x-6
			9/9/13								
			1/1/15								
6452	Water Meter Investigator	8IN	6/3/18	7	6	1	0	0	Water Works	Int/Ext	x-6
6465	Water Meter Tech. Aux. (7 pos.)	7DN	5/20/18	18	6	7	5	0	Water Works	Int/Ext	x-6
			4/10/16								
6493	Customer Service Rep. III	6HN	7/15/18	16	12	1	3	0	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS

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 CCFN 180418

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DPW-PARKING FUND</u> Operating Expenditures Equipment	\$272,838	\$272,838	The transfer of funds is requested to supplement the equipment account. This account was used to purchase 6 smaller snow plow trucks that are needed to address exception street parking impediments for snow clearing operations. This expenditure is offset by revenue received from DPW snow operation citation revenue received.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous