

AGREEMENT
BETWEEN
THE TOWN OF SIMSBURY, CONNECTICUT
AND
AFSCME LOCAL 2945 OF COUNCIL 4, AFL-CIO
SIMSBURY PUBLIC WORKS AND PARKS EMPLOYEES

Effective July 1 2010
Through
June 30, 2012

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Preamble

This agreement is made and entered into this ___ day of _____, 2010, by and between the Town of Simsbury, Connecticut (hereinafter referred to as “the Town” or “the Employer”) and AFSCME Local 2945 of Council 4, AFL-CIO, Simsbury Public Works and Parks Employees (hereinafter referred to as “the Union”).

ARTICLE I
RECOGNITION

The Town hereby recognizes the Union as the exclusive collective bargaining agent for the unit consisting of all full and regular part time employees of the public works, parks and recreation department, excluding supervisors and all other employees excluded by the Municipal Employees Relations Acts, C.G.S. Section 7-467a, et seq. The Union is the sole and exclusive representative of all said employees for purposes of collective bargaining with respect to wages, hours and other conditions of employment.

ARTICLE II
UNION SECURITY

SECTION 1. As a condition of employment, each employee who is a member of the Union on the effective date of this Agreement shall remain a member in good standing for the duration of this Agreement or shall be assessed a “Union Service Fee.” Each employee who is not a member of the Union on the effective date of this Agreement shall be required to become a member in good standing, or shall be assessed a “Union Service Fee.” Each new employee, as a condition of employment shall become a member of the Union in good standing after thirty (30) days of employment or shall be assessed a “Union Service Fee.” Said “Union Service Fee” shall not exceed the “Union Dues Assessment” currently in effect.

SECTION 2. The Town agrees to deduct from the wages of all employees covered herein who voluntarily and individually authorize such deductions in writing from their wages, such dues and initiation fees as may be fixed by the Union and allowed by statute. The Town will remit to the Union, amounts collected from each weekly pay once each month, on or before the last day of the month in which such deductions are made, together with a list of employees from whose wages these sums have been deducted. Such dues deductions shall continue for the duration of this Agreement and any extension thereof. The Union agrees to indemnify and hold the Town harmless for any claims, loss or damages arising out of the operation of this Article. It is also agreed that neither an employee nor the Union shall have any claim against the Town for any deductions made as the case may be.

ARTICLE III
UNION BUSINESS LEAVE

SECTION 1. Two (2) members of the Union Negotiation Committee shall be granted leave from duty with full pay for all meetings between the Town and the Union for the purpose of negotiating the terms of the contract when such meetings take place at a time during which such members are scheduled to be on duty.

SECTION 2. One (1) member of the Union Grievance Committee plus the Grievant shall be granted leave from duty with full pay for all meetings between the Town and the Union through arbitration for the purpose of processing grievances, when such meetings take place at a time during which such members are scheduled to be on duty.

SECTION 3. Members of the Union, as may be designated by the Union, shall be granted leave from duty with full pay for Union business, such as attending labor conventions and educational conferences, provided that the total leave for the bargaining unit for the purpose set forth in this section shall not exceed forty-eight (48) hours in any fiscal year.

Such hours are not cumulative from year to year. Union leave may be taken in increments of one (1) hour except in cases where the one (1) hour increment results in the effective loss of the employee for more than one (1) hour, in such event the employee will be charged with a four (4) hour increment. The Union shall endeavor to give as much advance notice as possible before such leave is taken.

ARTICLE IV
PROBATIONARY PERIOD

SECTION 1. All new employees shall serve a probationary period of nine (9) months.

SECTION 2. All new employees shall have no seniority rights during said period, but shall be subject to all other provisions of this contract, except that neither the Union nor the probationary employee shall have access to the grievance procedure or to arbitration when the sole issue concerns the discharge or discipline of the probationary employee. It is agreed that this clause shall not be deemed to deny such employee the right to a meeting with the First Selectman and his/her Department Head regarding discipline or discharge.

SECTION 3. All employees after completion of probationary period shall require length of service records as of the date they begin the probationary period.

ARTICLE V GRIEVANCE PROCEDURE

SECTION 1. Purpose

The purpose of the grievance procedure shall be to resolve employee grievances on as low an administrative level as is possible so as to insure employee morale without impairing Town efficiency. No grievance settlement shall contravene the provisions of this Agreement.

SECTION 2. Definitions

A. A “grievance” is defined as any of the following:

- (a) dispute or disagreement arising out of discharge or suspension, or
- (b) a claim that there has been a misinterpretation or misapplication of a specific provision of this Agreement.

B. “Days” are defined as calendar days.

SECTION 3. Procedure

- A. Both parties recognize the importance of prompt and expeditious processing of grievances. Therefore, each of the time limits provided herein shall be considered as a maximum, provided that any such time limit may be extended by mutual agreement. Failure to appeal a grievance within the designated time shall be considered acceptance of the last decision rendered. Failure to respond to a grievance within the designated time shall be deemed a denial of the grievance and the grievant may immediately proceed to the next step of the procedure. Any grievance not filed in writing within ten (10) calendar days of the event or condition giving rise thereto or within ten (10) calendar days of when the grievant knew or should have reasonably known of the event shall be deemed waived.
- B. The following remedies, except for grievances involving any dispute or disagreement arising or out of any discharge or suspension, shall be exhausted in order.

INFORMAL STEP

Any employee may submit a grievance to the Supervisor as soon as possible but not later than twenty-four (24) hours following the event or condition giving rise to the grievance. The Supervisor shall attempt informally to resolve the grievance. If the grievance is not resolved informally to the satisfaction of the employee within three (3) days, the employee shall submit the grievance in writing pursuant to the time limits specified in Step 1.

STEP 1

Any employee with a grievance shall submit said grievance in writing to the Department Head as soon as practicable and in no event later than ten (10) days from the event or occurrence giving rise to the grievance. The Department Head shall use his best efforts to resolve the dispute. The Department Head's decision shall be submitted in writing to the aggrieved employee within five (5) days of receipt of the grievance.

STEP 2

If the employee or the Union is not satisfied with the decision rendered by the Department Head, the employee or the Union shall submit the grievance in writing within ten (10) days after the date of such decision, to the First Selectman who shall render a decision within ten (10) days after receipt of the grievance. (At the beginning of Step 2, the First Selectman or grievant may elect to have the grievance heard by the entire Board of Selectman.)

STEP 3

Grievances that cannot be settled by the First Selectman may be submitted to the Personnel Committee within ten (10) days of the decision of the First Selectman. The Personnel Committee shall hear the grievance within fifteen (15) calendar days of its receipt of the grievance(s) and shall render its written decision within seven (7) calendar days after such hearing.

STEP 4

- a. If the Union is not satisfied with the decision rendered, it shall, within fourteen (14) days after the receipt of the decision of the Personnel Board, submit the grievance to the State Board of Mediation and Arbitration in accordance with its rules and regulations and procedures. Grievances involving termination of an employee shall be submitted to the American Arbitration Association in accordance with its rules and procedures. Only the union shall have the right to appeal a grievance to arbitration hereunder. The decision rendered by the Arbitrator(s) shall be final and binding on both parties. The Arbitrator shall be bound by the provisions of this Agreement and shall have no power to add to, subtract from, or modify in any way the terms of this Agreement.

- b. When mutually agreed to by the Town and the Union, grievances except those involving suspensions of three (3) days or more, demotions and terminations, may be settled through the process of expedited arbitration of the Connecticut State Board of Mediation and Arbitration.

SECTION 4. Mediation

The mediation services of the State Board of Mediation and Arbitration may be used at any time provided either party so desires.

SECTION 5. Recording of Minutes or Testimony

Either party shall have the right to employ a public stenographer at its own cost at any step in this procedure. A copy of such transcript shall be available to the other party at its own cost.

SECTION 6. Meetings

If either of the parties related to the grievances process desires to meet for the purpose of oral discussion, a meeting shall be requested and scheduled in accordance with time limits specified in Steps One, Two, and Three.

SECTION 7. Union as Grievant

The Union shall be entitled to submit grievances in the name of the Union in the same manner as is provided herein for employees, except that such grievances shall begin at Step 2.

In order to avoid the necessity of processing at one time numerous grievances originating with the same event, the Union shall file a similar grievance at Step 2. When this occurs, all other grievances, if any, arising out of the same event will be held in abeyance, and the Union grievance shall be processed as a precedent.

When such grievance is resolved, the parties shall promptly review the other grievances, if any, that were held in abeyance in an effort to resolve them. This mutual review procedure shall not require more than seven (7) days, subject, however, to mutual extension of period for review if circumstances so require.

If any such grievance cannot be settled on the basis of a precedent grievance, it shall be processed in accordance with the Grievance Procedure and in accordance with the time limits established in this Agreement.

SECTION 8. Time Limits

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each step is considered as a maximum. The time limit specified may, however, be extended by written agreement.

SECTION 9. Failure of the aggrieved at any step to appeal a grievance to the next step within the specified time limits is deemed to be acceptance of the last decision rendered by the Town.

ARTICLE VI
NO STRIKE/ NO LOCKOUT

The Union agrees that it will not call or support any strike, sympathy strike, slowdown, sick-in, or any other concerted refusal to render services to the Town during the term of this Agreement. The Town agrees it will not lock-out employees during the term of this Agreement.

ARTICLE VII
SICK LEAVE/FUNERAL LEAVE/FAMILY LEAVE/INJURY LEAVE/JURY LEAVE

SECTION 1. Employees may take sick leave for non- occupational illness or disability, on the following conditions:

- A. Amount of Sick Leave- Employees shall be eligible to accrue sick leave at a rate of one and one-quarter (1.25) days per month to a maximum of fifteen (15) days per year. Unused sick leave may be accumulated to a maximum of one hundred forty (140) days. In order to accrue sick leave during any month, the employee must be on the active payroll for at least half the month or be on an authorized paid leave of absence.
- B. Notification of Illness – In order to be paid for sick leave, an employee must notify the department within one (1) hour of the time the employee is due to report for duty, unless otherwise specified by the department.
- C. Use of Sick Leave – Sick leave shall not be considered a privilege to be used at any employee’s discretion, but shall be allowed only in the following cases:
 - 1. Personal illness or physical incapacity resulting from causes beyond the employee’s control for which compensation is not payable under the terms of the Workers’ Compensation Act of the State of Connecticut.
 - 2. Enforced quarantine of the employee in accordance with community health regulations.
 - 3. Family illness or physical incapacity for which an employee may apply up to five (5) paid sick leave days and may use up to an additional five (5) unpaid leave days. An employee may opt to use earned perfect attendance days and vacation days for family illness or incapacity.
- D. Employees utilizing sick leave shall call in and speak to a supervisor as close as possible to the beginning of their shift.

- E. Proof of Illness – The Town may require a doctor’s certificate or other proof of illness after three (3) consecutive days of sick leave or in case of suspected abuse where the employee had been warned at least once in writing. In any instance in which the Town requires medical examination of an employee by a physician selected by the Town, the Town shall pay the cost of such examination. Employees may be disciplined for frequent or habitual absence or for abuse of sick leave even though such absences do not equal or exceed the accrual set forth in Section 1.A of this Article.

SECTION 2. Funeral Leave

Full-time employees shall be granted up to three (3) days off with pay to attend funeral services in the event of death in the immediate family (spouse, parent, parent-in-law, child, sibling, grandparent or grandchild) and one (1) day off for the death of the employee’s sister-in-law, brother-in-law, niece, nephew, aunt or uncle. Nothing herein shall be deemed to prevent an employee from requesting time off without pay for attendance at a funeral not provided for herein, and such request shall not be unreasonably denied. Further, an employee may request up to two (2) additional paid days under this provision which may be granted at the sole discretion of the First Selectman.

SECTION 3. Family and Medical Leave Act

Employees may be eligible for up to twelve (12) weeks annual unpaid leave for birth or adoption of a child, to care for a seriously ill parent, spouse or child or for serious illness of the employee in accordance with federal law. As part of the twelve (12) weeks allowed for leave under the law, employees must exhaust applicable paid time off which time off shall be credited toward the twelve (12) week allowance, except at the employee’s option, he/she may save up to two (2) weeks of vacation and up to one (1) week of sick leave.

SECTION 4. Injury Leave

Injury leave, as distinguished from sick leave, means paid leave given to an employee because the accident, injury or illness occurred while the employee was engaged in the performance of his/her duties.

The Town shall supplement for a period not to exceed six (6) months the payments made under Workers’ Compensation Insurance so that the employee will receive his/her normal weekly pay for the period of time absent on injury leave.

SECTION 5. Jury Leave

The Town shall continue to pay an employee’s regular salary while he/she is on jury duty with the understanding that the employee will reimburse the Town the amount of jury duty pay when received, less travel expenses.

SECTION 6. Military Leave

The First Selectman grants Military Leave upon request for active duty in the National Guard or Armed Forces in accordance with the General Statutes of the State of Connecticut and applicable Federal law.

SECTION 7. Earned Days for Perfect Attendance

Employees who have perfect attendance will earn one (1) day per calendar quarter plus one (1) additional day for perfect attendance for four (4) consecutive quarters. Perfect attendance means there are no absences due to sick leave; habitual tardiness (not approved by the supervisor); or interruptions to work (unless supervisor grants approval to make up time lost). Workers' Compensation time, bereavement leave, jury duty, or military duty shall not count against perfect attendance. Perfect attendance days may be taken as earned or may accrue as additional vacation time and must be taken in the fiscal year following the year in which they were earned, or they will be lost.

SECTION 8. Personal Leaves of Absence

The First Selectman upon recommendation of the department head, may grant leaves of absence when necessary, without pay, up to a maximum of sixty (60) working days. The Board of Selectman may grant unpaid leaves of absence for periods longer than two months. The Town shall continue insurance coverage during such period.

ARTICLE VIII
VACATION

SECTION 1. All vacation time shall be taken in the vacation year (July 1st through June 30th) with no overlapping or accruals from year to year without written approval of the Department head, based upon the following schedule. If an employee's anniversary date falls between July 1st and December 31st, any vacation entitlement shall be retroactively credited to July 1st.

SERVICE	VACATION ENTITLEMENT
Less than 1 year	Prorated
1-6 years	10 days
7-11 years	15 days
12-15 years	20 days
For each year earned thereafter	One additional day per year with maximum of 27 days

Vacation Schedule for part-time Employees	
SERVICE	VACATION ENTITLEMENT BASED ON AVERAGE NUMBER OF HOURS WORKED IN A WEEK
Less than 1 year	Prorated
1-6 years	Multiplied by 2
7-14 years	Multiplied by 3
15+ years	Multiplied by 4

SECTION 2. Credit Upon Termination

For employees, vacation pay or vacation time accrued shall be provided upon separation. An employee shall be paid for vacation time earned the previous vacation year and not used up in the present vacation year upon separation from employment.

Earned vacation pay will be prorated to the date of termination of employment at the following rate:

One-twelfth (1/12) of full vacation pay for each full month of completed service commencing July 1 and ending the next June 30.

“Full vacation pay” shall mean the amount of vacation pay the employee would receive if he had remained on the payroll in his employment status (at the time of termination) through the next succeeding June 30.

In the event of death of an employee, the employee’s accrued vacation shall be paid to the beneficiary designated in the life insurance policy, or in the absence of one, the estate.

SECTION 3. Carry-over of Vacation

Under normal circumstances, vacation shall be used during the applicable vacation year or shall be lost. However, under extenuating circumstances beyond the control of the employee, the First Selectman shall permit the employee to carry-over up to a maximum of ten (10) days accrued for a period not to exceed six months.

SECTION 4. Break in Service

Vacation time shall be determined by the length of continuous service. For purposes of computing vacation time, employees who leave the Town service for more than one (1) year and return shall be considered new employees.

SECTION 5. Advanced Vacation

No employee may take vacation time beyond the amount earned except in the most unusual circumstances. Requests for advanced vacation must be submitted by the employee to the Department Head in writing and are subject to approval by the First Selectman or his/her designee.

SECTION 6. Sickness While on Vacation

An employee who becomes ill while on vacation may not deduct illness from vacation time unless a medical certificate confirms the illness.

SECTION 7. Advanced Vacation Pay

In order for employees to receive vacation pay in advance, the Personal Action Form reporting vacations to be taken must be received in the Finance Department at least one week before the day of last payroll distribution before the start of vacation to allow for the drawing of the check.

SECTION 8. Employees’ choice of vacation schedule shall be granted wherever practicable. Seniority among bargaining unit members shall prevail in the selection of vacations up to a two (2) week period. The Department Head shall have the right to limit the number of employees who may be off simultaneously because of the operating requirements of the department, such as snow season for the Highway Department or summer for Park and Recreation. Such rights shall not be unnecessarily restrictive, however.

SECTION 9. Any employee who is laid off as the result of a reduction in force, and who is subsequently recalled, shall receive credit for seniority prior to layoff for the purpose of earned vacation under this article.

SECTION 10. Observed holidays established by this contract are not considered in the computation of vacation credit as a part of the vacation time.

SECTION 11. Crediting Vacation Time to Sick Leave

In the event an employee’s sick leave is exhausted, earned vacation time may be use.

ARTICLE IX
HOLIDAYS

SECTION 1. Paid Holidays

The following holidays shall be observed by all permanent, full-time employees, and shall be granted with pay:

New Year’s Day	Martin Luther King, Jr. Day	President’s Day
Good Friday	Memorial Day	Independence Day
Labor Day	Veteran’s Day	Thanksgiving Day
Friday following Thanksgiving	Christmas Eve Day	Christmas

In addition to the holidays listed above, there shall be one (1) additional floating holiday. Days off for such holidays shall be mutually agreed upon by the employee and supervisor. Such days off shall not be unreasonably denied.

SECTION 2. When a holiday falls on a Saturday, the preceding Friday shall be the day off, and when a holiday falls on a Sunday, the following Monday shall be the day off. Exceptions to this section shall be mutually agreed to.

SECTION 3. Bargaining unit employees who work on a designated holiday shall be paid at double (x2) the regular hourly rate plus the holiday pay.

SECTION 4. Whenever any said holiday falls within paid vacation time said holiday shall not be charged against earned vacation. The employee shall be given another vacation day off to compensate for said holiday at a time mutually agreeable to the employee and the Town.

SECTION 5. Attendance on Days Prior to and Immediately after a Holiday

Employees shall not be paid for holidays unless they work the last scheduled day prior to the holiday and the first scheduled day after the holiday unless such employees are on vacation or any other paid leave, or on leave authorized by the First Selectman or department head.

SECTION 6. Permanent part-time employees shall receive holiday pay based upon one-fifth of their average straight time weekly pay.

ARTICLE X
UNIFORMS

SECTION 1. The Town shall continue to provide or supply uniform serviced as per current practice (see Appendix B).

SECTION 2. The Town shall provide replacement of uniform items which are worn out, torn, or otherwise in need of replacement.

SECTION 3. All employees, except sewer department employees, will receive one (1) pair of steel toed shoes up to \$125 per pair. Any amount over \$125 per pair will be paid by the employee.

SECTION 4. The Town shall pay for eyeglasses or watches that are damaged while the employee is in the course of performing his/her responsibilities. The Town's maximum liability shall be limited to 250.00 for eyeglasses and \$100.00 for watches.

SECTION 5. The following uniform provisions shall be granted to all bargaining unit employees annually:

A)	Highway, Landfill and One Custodian
Annually:	11 sets of shirts and pants with laundry cleaning service provided to each employee.
	Winter jackets purchased the first year for each employee, then reorder two (2) every third (3 rd) year
	One (1) polo shirt or two (2) t-shirts; and two (2) sweatshirts.

B)	All Other Custodians and Golf Course Staff
	Two hundred fifty dollars (\$250.00) for clothing allowance per year plus one (1) pair of shoes. Town purchases on an as-needed basis, and employees launder uniforms themselves.

C) Parks and Recreation Department			
Annually:	5 sets of long- or short-sleeve shirts	5 pairs of pants	2 t-shirts
	1 pair coveralls, as needed	2 sweatshirts	1 winter coat or jacket
	1 summer coat or jacket (both initially when hired and replaced as needed)		

D)	Sewer Department		
Annually:	5 pair pants	5 long-sleeve shirts	2 pair safety shoes
	3 t-shirts	1 winter jacket (every other year)	
	1 light jacket (every other year)	All replacements by employee beyond annual purchase	Gloves as needed

ARTICLE XI
SENIORITY/VACANCIES/LAYOFFS

SECTION 1. Seniority is defined as continuous service from the first day of employment. Whenever more than one (1) person begins employment in the Town on the same day, the seniority of each individual as it relates to others employed the same day shall be determined by the order of appointment.

SECTION 2. Seniority shall not be broken by vacations, sick time, suspension, any authorized leave of absence, family leave, any call to military service (if less than one month) for the duration of one enlistment or layoff of up to two (2) years.

SECTION 3. The purpose of seniority is to provide a declared policy of the right of preference as to lateral transfers, shift preference, vacation, layoff and recall.

SECTION 4. An employee's seniority shall be considered broken if he voluntarily quits, is discharged, is absent from scheduled work for five (5) consecutive days without notifying the department, or fails to return to work within fifteen (15) calendar days after notice by certified letter of recall from layoff to an equivalent position.

SECTION 5. Promotions to vacant bargaining unit positions shall be made on the basis of qualifications, skill and ability. Qualified bargaining unit applicants for such positions shall be appointed over external candidates.

When qualifications, skill and ability are relatively equal among internal candidates, the senior applicant shall be promoted.

The Town shall bear the burden to demonstrate that there is a qualitative and quantitative difference between applicants concerning qualifications, skill and ability in order to sustain the promotion of a less senior employee.

SECTION 6. In the event there is a reduction in or a proposed reduction in the number of employees or work hours, the employee with the least seniority shall be laid off first. The Town shall notify the Union President and the least senior employee within the affected job title at least fourteen (14) calendar days before the effective date of the layoff.

SECTION 7. The order of layoff for employees covered by this Agreement shall be as follows:

- a. Temporary and seasonal employees;
- b. Probationary employees, part-time before full-time;
- c. Permanent part-time employees before regular full-time; and
- d. Within job title, full-time employees with the least seniority first.

An employee who receives such notice may elect within seven (7) calendar days thereafter to bump into a lower job title, provided that the employee has more seniority than the least senior employee in the lower job title and is qualified to perform the duties of that classification. The employee to be bumped shall have the same bumping rights to positions held by less senior employees in a lower job title provided all such bumping rights are exercised prior to the effective date of layoff. In no case shall a part-time employee bump a full-time employee.

SECTION 8. Employees who are laid off or bumped into a lower job title under this Article shall have recall rights as follows:

- a. The Department Head shall place the employee on a recall list.
- b. Employees who are bumped to a lower job title shall have recall rights to return to his/her former job title. When an employee is bumped to a lower job title, he/she shall be placed on the appropriate pay scale and step that represents the least reduction to the pay of the employee.
- c. For a period of twenty-four (24) months, the affected employee shall have the right to be recalled to the job title from which he/she was laid off, if a position should become vacant or be reinstated to a position in a lower job if qualified.
- d. No person shall be newly employed until all persons on the recall list have been notified by certified mail, and such persons either are offered re-employment for which he/she is qualified, or declined such re-employment offer. An employee who declines an offer of re-employment shall forfeit recall rights. If a person on recall fails to respond to a certified letter notifying the employee of a recall he/she shall forfeit recall rights.

ARTICLE XII
CLASSIFICATION

SECTION 1. Classification of Positions

Positions that are substantially similar with respect to duties, responsibilities, authority and character of work are included within the same grade and that the same schedule of compensation applies with equity under working conditions to all positions in the same grade. No new position shall be allocated to the grade without negotiations and agreement with the Association.

SECTION 2. Whenever the Town creates a new job classification or changes an existing job, the Town shall notify the Union. Within ten (10) days following receipt of such notice, the Union may request and negotiate concerning the appropriate pay rate for such new or changed classification. If the parties are unable to reach an agreement, the Union may submit a grievance through the grievance procedure as to what pay rate is appropriate. The Union may elect to process this grievance beginning with Step 2.

SECTION 3. Request for reclassification must be made by the employee to his/her department head prior to January 1 of each year. The department head will make a recommendation to the First Selectman who will, in turn, respond formally to the employee on or before March 1 of each year unless mutually extended by the Union and the Town. Any disputes that are not resolved shall be settled at the Mediation and Arbitration level of the Grievance Procedure. The employee may make such request once in any two (2) year period for the same classification.

ARTICLE XIII
HOURS, OVERTIME, COMPENSATORY TIME AND CONDITIONS OF EMPLOYMENT

SECTION 1. Hours of Employment

- A. Hourly Employees are compensated in accordance with the Compensation Article VXi.
The regularly scheduled work week is as follows:

Highway and Sewer Department

7:00 a.m. to 3:30 p.m. Monday through Friday with one-half hour for lunch.

Recreation Department

7:00 a.m. to 3:30 p.m. Monday through Friday with one-half hour for lunch. One individual works a second shift of 3:30 p.m. to 12 midnight. This schedule shall be modified beginning two (2) weeks following the opening of the ice rink operation and continuing through the time the ice rink is in operation until two (2) weeks prior to the closing of the rink, when employees shall work according to the attached "ZAMBONI" schedule.

Golf Department

6:00 a.m. to 2:30 p.m. Monday through Friday with one-half hour for lunch except for part-time and seasonal employees who are regularly scheduled for weekend work, provided that the hours shall be 6:30 a.m. to 3:00 p.m. Monday through Friday during the period of October 1 through April 15, unless otherwise mutually agreed by the parties.

Custodians

7:00 a.m. to 3:30 p.m. Monday through Friday with one-half hour unpaid lunch.

There is one shift that works 6:30 a.m. to 3:00 p.m. with one half-hour unpaid lunch and two that work 3:00 p.m. to 11:00 p.m. with one-half hour paid lunch and one that works 8:00 a.m. to 4:00 p.m. with one-half hour paid lunch.

- B. Morning and afternoon breaks shall continue pursuant to current practice.
- C. The hours of work set forth above may be adjusted by mutual agreement of the Town and the Union.

SECTION 2.

- A. Hours worked in excess of eight (8) hours per day or any hours worked on Saturday shall be paid at the rate of time and one-half ($x1-1/2$) the employee's hourly rate. For employees whose regular work schedule includes Saturday, they shall receive time and one-half ($x1-1/2$) their regular hourly rate for hours worked on their sixth or seventh day.
- B. The premium rate for hours worked on Sunday or the employee's seventh day for those regularly scheduled to work Sunday shall be paid double ($x2$) the rate of the employee's regular hourly rate.

SECTION 3. When an employee is required to return to duty to perform overtime duties and when the overtime hours so worked are not contiguous with said employee's regular duty hours, he/she shall be paid not less than four (4) hours pay at the applicable premium rate of pay.

SECTION 4.

- A. All overtime work shall be first offered to full-time employees then to part-time employees of the bargaining unit and they shall be given first preference for all such overtime work. If no member of the bargaining unit is available or willing to work, the Town may use non-bargaining unit employees.
- B. Overtime work shall be divided equally as far as practicable, by rotation on a seniority basis within the division and classification requiring the overtime, subject to the employee's classification and ability to perform the required work.
- C. An overtime list shall be posted quarterly on the Union bulletin board. All overtime hours worked shall be posted as well as a record of overtime hours refused.

Any employee who refuses to perform overtime shall be charged a turn on the rotation list.

SECTION 5. Any overtime order in shall be by reverse order of seniority (least senior ordered in first) on the rotation list.

SECTION 6. Compensatory Time

Compensatory time is granted at the applicable premium rate. The decision to elect compensatory time in lieu of overtime pay is at election of the employee and such agreement must be made prior to the performance of the work.

- A. A maximum of eighty (80) hours of compensatory time may be accumulated;
- B. Requests for compensatory time off, which can be used in lieu of vacation time, will be granted by mutual agreement between the employee and his/her immediate supervisor, and shall not be unreasonably denied;
- C. An employee who has accrued compensatory time off shall, upon termination of employment, be paid for unused compensatory time at the applicable rate.
- D. Members of the bargaining unit may carry over a maximum of ten (10) days into the next fiscal year.

SECTION 7. Outside Employment

Employees of the bargaining unit recognize that their position with the Town is the employee's primary employment responsibility.

ARTICLE XIV
INSURANCE

SECTION 1. A. The Town reserves the right to change insurance carriers provided that coverage under new plans is equal to or better than the coverage presently in effect, provided that the Union is notified of the proposed change at least thirty (30) days prior to implementation.

SECTION 2. The Town will provide each employee and dependents who elects coverage with the following insurance or its equivalent:

- a.
 - i. Connecticut General Preferred Provider Organization, with the changes proposed by the Town, as described in Exhibit A, or
 - ii. ConnectiCare Health Maintenance Organization, with the changes proposed by the Town, as described in Exhibit B
- b. Connecticut General Dental Coverage (Group Plan #0320442-03).
- c. Term Life Insurance (employee only) will be provided to each employee in the amount of \$5,000 paid by the Town. Additional coverage of up to twice the employee's annual salary minus \$5,000 (Supplemental Life Coverage) may be provided to employees, subject to the terms of The Group Insurance Policy issued by Hartford Life to The Town of Simsbury as described in the booklet provided to employees and provided that the employee enrolls and pays 20% of the premium cost for the amount above \$5,000. Notwithstanding the foregoing, bargaining unit employees shall be provided with a one-time opportunity to obtain Supplemental Life Coverage in an amount not to exceed one times the employee's salary minus \$5,000 without an underwriting review or a written health statement, provided that the employee enrolls and pays 20% of the premium cost for the amount above \$5,000. The one-time opportunity will be offered during a two-week open enrollment period, to be determined by the Town, prior to an effective date of January 1, 2011.
- d. Effective July 1, 2003, the Long-term disability benefit coverage (employee only) after the six month waiting period, shall be equal to sixty percent (60%) of the employee's salary,
- e. Employee Assistance Program. The Town shall offer members of the bargaining unit participation in the Child and Family Services Employee Assistance Program. The Town will fund the cost of the Child and Family Services EAP Program.

The Town will also provide eligible family members coverage for any employee who elects such coverage under paragraphs a, b, and e above.

Current employee contribution to medical and dental insurance premium costs, for the coverage elected by the employees and their eligible dependants, shall be as follows:

- Effective July 1, 2008 fifteen percent (15%)

provided that all employees currently paying fifteen percent (15%) will continue to do so, and further that all employees hired on or after July 1, 2006 shall contribute twenty percent (20%) of insurance premium costs.

Part-time employees may join the group insurance plans except long-term disability, with the Town paying fifty percent (50%) of the premiums for the employees, not dependents, of those who choose to join. Dependents may be included in health insurance coverage with the employee paying one hundred percent (100%) of dependent's premium.

Employee co-pay shall be eligible for Section 125 deductions through weekly payroll deductions.

SECTION 3. The Town of Simsbury shall indemnify and save harmless employees pursuant to C.G.S. 7-465 for damages because of wrongful acts which result in personal injury, bodily harm or property damage caused by an occurrence and arising out of the performance of the employee's duties. The Town shall provide for the defense of the employee. The Town will also be liable for all judgments and settlements in any lawsuits providing the employee is acting within the scope of the law and regulation.

SECTION 4. During an employee's absence under the Town's disability plan or Workers' Compensation, the Town continues to pay the employee's fringe benefits. It is the employee's responsibility to continue payment for any contributory portion of benefits.

ARTICLE XV PENSION PLAN/DEFERRED COMPENSATION

SECTION 1. Pension Plan

All employees in the bargaining unit who meet the eligibility requirements of the plan are covered by the Town's Pension Plan: Town of Simsbury- General Government Employees Retirement Income Plan Number (IN 15526 B) which was in effect on July 3, 1992.

SECTION 2. Employees who are eligible and who retire before age 62 have the option of remaining on the Town's group health coverage at their own expense. At age 62, the Town begins providing payment for a retired employee's health coverage provided coverage has not been discontinued. Those who elect to leave the plans may not reenter. If the insurance carrier rejects the continuance of any Simsbury retiree as a member of the group, the Town will not be held liable for continuing in any other manner. Upon reaching age 65, the Town provides supplemental insurance coverage. Those retiring after 1/1/92 will pay twenty-five percent (25%) of the premium charged to the Town. Retirees pay one hundred percent (100%) for spouse and dependents' coverage.

SECTION 3. Retired Town employees have the option to remain on the Town's group dental coverage at their own expense and also pay for continuing dental coverage for spouse and dependents.

SECTION 4. Federal law requires that employers sponsoring group health insurance plans offer employees and their families the opportunity for continuation coverage at group rates in certain instances where coverage would otherwise end. An employee who loses medical or dental coverage as a result of a reduction in hours or termination of employment (other than gross misconduct) may receive continued coverage at their own expense for eighteen (18) months; the maximum coverage period is thirty-six (36) months for any other qualifying event.

SECTION 5. Deferred Compensation

All eligible employees may participate in the Deferred Compensation Plan in accordance with applicable federal and state laws.

ARTICLE XVI
COMPENSATION

SECTION 1. Salary Rates

- A. The salary plan for full-time employees in Appendix A shows the hourly rates of compensation.
 - 1. An employee shall be placed on the next higher level above his/her current salary, effective upon the employee's anniversary date.
 - 2. An employee shall advance one (1) level on his/her anniversary date, until an employee reaches the top level.
 - 3. Each level represents one (1) year of employment with the Town.
- B. Effective July 1, 2010: 1% increase
Effective January 1, 2011: 1% increase

SECTION 2. Rate of Pay on Transfer or Demotion

When an employee is transferred from a position in one grade to a position in the same grade at the same level, he/she continues to be paid at the lower rate. When an employee is demoted to a lower grade which is closest, but not to exceed the former salary rate.

SECTION 3. Rate of Pay on Promotion

When an employee is promoted, his/her salary shall be in accordance with Appendix A on an appropriate step representing at least a five percent (5%) increase.

SECTION 4. Rate of Pay on Temporary Reassignment

Bargaining unit employees assigned to higher rated positions in bargaining unit for a period in excess of eight (8) consecutive hours shall be paid the higher rate. Temporary assignments shall not exceed thirty (30) days except by mutual agreement.

When bargaining unit employees are assigned to perform the duties and responsibilities of a supervisor, who is not a member of the bargaining unit, such bargaining unit employees shall be paid at the supervisor's rate of pay during the period he/she performs such supervisory duties. All such assignment of bargaining unit employees to perform the duties of a supervisor must be approved in advance and in writing by the First Selectman. If the supervisor's rate of pay is less than the bargaining unit employee's regular rate of pay, then the bargaining unit employee shall receive the higher rate.

SECTION 5. Authorized Leave

When absent because of authorized sick or vacation leave, each employee is paid at the regular rate.

SECTION 6. Reserve/Military Duty

Advance payment of salary is allowed to an employee called for Reserve Duty with the understanding that the employee will reimburse the Town the amount paid to him/her for Reserve Duty; such reimbursement amount is not to exceed the amount of advanced pay. The employee must sign an agreement to reimburse the Town the amount of his/her military pay if he/she wishes the Town to provide his/her regular pay prior to his/her submission of a military pay voucher. Normal payroll deductions and Town contributions for insurance purposes are continued to cover such periods.

SECTION 7. Payroll Deductions

Payroll deductions are taken from salary as required by law or requested by the employee on a weekly basis. These include, but are not limited to:

- A. Employee Union/ Association Dues
- B. Pension and Deferred Compensation as noted in Sections 6.7 and 6.8
- C. Credit Union- Employees are eligible to join the Capitol Region Federal Credit Union and to request from the Finance Department that deductions be made from paychecks and automatically be deposited in their Credit Union accounts.
- D. And any other mutually agreeable payroll deductions.

SECTION 8. Employees shall be paid on a weekly basis, and the Town will continue to provide direct deposit of pay checks.

ARTICLE XVII
DISCIPLINARY ACTION

SECTION 1. Disciplinary Action

No employee shall be disciplined without just cause.

Ordinarily, disciplinary action for full-time and permanent part-time employees is a four-stage process, except in the case of a serious offense. The First Selectman may depart from the following order or omit steps where warranted by the nature of the offense. The four stages are as follows:

- A. Oral Reprimand- The supervisor gives the employee a verbal warning for poor job performance. At this time, the supervisor outlines the specific problems and areas that need to change, and informs the employee of further disciplinary action in the case of continued poor performance. Oral reprimands are documented by the supervisor and placed in the employees personnel file with a copy to the employee and the Union.

- B. Formal Reprimand- The supervisor gives the employee a formal reprimand in writing and places it in the individual's personnel file. The written reprimand includes the date and description of the incident, reference to the personnel policy which is violated, and statement of further disciplinary action should the situation not improve, and is to be signed by the employee, with a copy given to the employee and the Union.

- C. Suspension- The supervisor may remove the employee from his job and suspend him/her with or without pay with the signed approval of the Department Head and First Selectman for a period not to exceed thirty (30) days. A written memorandum outlines the circumstances leading to the suspension and set goals for improvement. It is reviewed with and signed by the employee and permanently placed in the employee's personal file with a copy to the employee and the Union.

- D. Dismissal or Demotion- If previous discipline has not resulted in the required improvement, or when the misconduct is serious enough to warrant this action, the First Selectman may dismiss or demote the employee. The basis for dismissal or demotion is summarized in a letter of dismissal or demotion to the employee, with approval of the Department Head and the First Selectman with a copy of such action to the employee and the Union.

Prior to dismissal, an employee shall be granted a hearing before his/her supervisor and/or the First Selectman. The department head and/or the First Selectman will conduct a hearing within a reasonable time, the employee is entitled to Union representation at any time he/she believes discipline may be issued.

SECTION 2. Each employee has the right to review his/her personnel file and to request copies of materials contained in it. Employees have the right to respond in writing to any material contained in their file.

SECTION 3. Employees will be given a copy of any written complaint and findings verified after investigation by the Town when it is placed in the employee's personnel file.

SECTION 4. The Union and Town agree that when a grievance has been resolved in the employee's favor, discipline shall be removed pursuant to F.O.I. regulations. If, for any reason, the chief record keeper refuses to grant destruction, said record shall be removed from the employee's file to a separate file and shall not be used for future discipline.

ARTICLE XVIII
GENERAL PROVISIONS

SECTION 1. No changes can be made to this contract without the consent of the bargaining unit.

SECTION 2. All prior rights and benefits not specifically mentioned in this contract shall remain in effect unless negotiated by the parties pursuant to the Municipal Employee Relations Act.

SECTION 3. The term of this contract is for two (2) years effective July 1, 2010 to June 30, 2012.

SECTION 4. On-Call Duty

Highway crew leaders who are assigned to be on-call during the snow removal season and WPCA Operators who are assigned to be on-call shall be paid eight (8) hours of pay at the rate of one and one-half (1 ½) times their regular rate of pay for each week of on-call duty and shall be further compensated for all hours worked as a result of on-call assignments in accordance with Article XIII, Section 3.

SECTION 5. The Town shall provide bulletin board space for the Union in designated areas for the posting of notices concerning Union business and activity.

SECTION 6. The Town shall give each employee a copy of this Agreement.

SECTION 7. Any employee who is required by the Town to attend any training session or conference shall be reimbursed any expenses approved in advance associated with said training session or conferences.

SECTION 8. The Town shall supply the Union with a seniority list for the bargaining unit which includes classification and rates of pay of July 1 of each year.

SECTION 9. The Union and the Town recognize the right of employees to work in an environment free from discrimination, coercion, or intimidation. An employee, and at the employees option, his or her Union representative, may bring a discrimination complaints to the attention of the Town. The parties recognize employees have remedies at law for such discrimination, and therefore no dispute under this section may be submitted to grievance arbitration.

SECTION 10. When the context so requires, the masculine gender shall include the feminine and the feminine shall include the masculine.

SECTION 11. The Union's business representative shall be permitted to visit specific job sites where bargaining unit members are employed provided such visits are at normal business hours and do not interfere with the operation of the department. It is agreed that the Union business representative will report to the department head before talking to bargaining unit members.

SECTION 12. If there is any previously adopted personnel policy, rule or regulation of the Town which is in conflict with any provision of the Agreement, said Agreement provision shall prevail during the term of this Agreement.

SECTION 13. Upon the death of an employee all compensation due in accordance with this contract is paid to the estate of the employee, except for such sums as by law may be paid to the surviving spouse.

SECTION 14. Reimbursement for Courses- Conditions

The following are conditions to reimbursement by the Town for any course or training program:

- A. Request in writing to the Department Head stating the name of the course and cost.
- B. Prior approval by the Department Head and First Selectman.
- C. No more than two courses per year.
- D. Course must be work-related or considered an asset to the job function.
- E. Course must be successfully completed for reimbursement.
- F. Courses necessary to meet requirements of the Town shall be fully paid and reimbursed by the Town.

SECTION 15. Vehicle Use

The parties agree that the crew leaders of the Highway Department shall have use of Town-owned vehicles for transportation home and to work.

All other employees of the bargaining unit shall be compensated at the current I.R.S. reimbursement rate per mile for use of personal vehicles for any Town authorized duty or function.

ARTICLE XIX
MANAGEMENT RIGHTS

Unless expressly and specifically limited, modified, abridged or relinquished by a specific provision of this Agreement, the rights, powers and authority to manage the operations of the Town, whether exercised or not, shall remain solely and exclusively vested by the Town. It shall have the sole and unquestioned right, responsibility and prerogative of management of the affairs of the Town and the direction of the working forces, including but not limited to the following:

- A. To determine the organization and standards of each department or division and to manage such operations;
- B. To determine the methods and levels of care, maintenance and operation of equipment used for and on behalf of the purposes of the Town;
- C. To establish or continue policies, practices and procedures for the conduct of Town business, including personnel policies, and from time to time, to change or abolish such policies, practices and procedures;
- D. To establish, modify, or discontinue processes or operations.
- E. To establish new or improved methods, procedures, practices, technologies or facilities which the Town may deem to be in its best interest and/or advisable for efficiency of operations and to modify any job description to accommodate such new or improved methods, procedures, practices, technologies or facilities;
- F. To determine the standards of selection for employment, and to determine the number and types of employees required or desired to perform the Town's operations;
- G. To employ, direct, schedule, assign, appoint, discipline, dismiss, transfer, promote or demote employees, or to lay off, terminate or otherwise relieve employees from duty for lack of work, lack of funds or other legitimate reason in the best interest of the Town or any subdivision thereof;
- H. To establish, amend, abolish and enforce reasonable rules and regulations for the maintenance of discipline and for the performance of work in accordance with Town requirements;
- I. To determine the content of job classifications and/or positions and to ensure that incidental duties connected with Town operations, whether enumerated in a job description or not, shall be performed by employees;
- J. To fulfill all of the Town's legal responsibilities.

ARTICLE XX
JOB DESCRIPTIONS

SECTION 1. Copies of each job description shall be on file with the Town and given to the Union, and shall be given to each unit employee upon the request of the employee. Any future changes will be sent to the employees and to the Union.

ARTICLE XXI
SAVINGS CLAUSE

SECTION 1. The Town and the Union agree that if any provision of this Agreement is determined to be unlawful by a court or legal agency of competent jurisdiction or by legislative enactment, such decision shall apply only to such specific provision which shall be severed from this Agreement, and the remaining provisions shall remain in full force and effect consistent with prevailing principles of contract interpretation.

ARTICLE XXII
HEALTH, SAFETY AND PROTECTIVE CLOTHING

SECTION 1. The parties agree to establish a Safety Committee consisting of at least two (2) Union representatives and at least two (2) Management representatives (equal representation shall be maintained). The Committee shall meet as necessary but no less than once every six (6) months.

SECTION 2. The Town shall provide, at no cost to the employee, flu shots in the winter and poison ivy shots in the spring. The Town shall also provide tetanus shots and poison ivy lotion at no cost to the employee.

SECTION 3. The Town agrees to the establishment of a safe driving bonus plan to promote the safe use of Town vehicles and equipment. This program would award employees spending the majority of their working hours driving Town vehicles. This Section shall apply to all bargaining unit employees so long as driving is in their job description.

- a. For each five (5) consecutive years of accident-free driving the employee shall be awarded a day off with pay and a fifty dollar (\$50.00) savings bond. Accidents in which the other person is at fault or accidents regarding mail box damage where the plow had no contact shall not be charged against the driver.

SECTION 4. During emergencies, when employees are required to work for extended periods, employees shall not be required to work more than sixteen (16) consecutive hours. Such sixteen (16) hours period includes the employee's normal work period for such employee.

Each employee shall be granted a minimum four (4) hour rest period (after such sixteen (16) hour period) at the applicable premium rate, if the employee is required to return to service within the next eight (8) hour period following the sixteen (16) consecutive hours worked.

Employees shall be granted a one-half (1/2) hour paid break after each twelve (12) consecutive hours worked (including the employee's regular work period). Such one-half (1/2) hour break shall not constitute a break for defining a sixteen (16) hour consecutive work cycle.

Such breaks and rest periods shall continue for each successive twelve and/or sixteen hour work cycle as mentioned above.

SECTION 5. Subject to safety considerations, snow and ice removal or emergency overtime work will be offered to all available bargaining unit employees who are qualified to perform the job before outside sources may be used.

ARTICLE XXIII
EMPLOYEE RIGHTS AND PRESENTATION

SECTION 1. Employees have and shall be protected in the exercise of the right, without fear of penalty or reprisal, to join and assist the Union. The freedom of employees to assist the Union shall be recognized as extending to participation in the management of the Union and acting for the Union in the capacity of a Union officer or representative or otherwise.

ARTICLE XXIV
WORKING RULES AND DIRECTIVES

SECTION 1. All copies of written working rules and written directives of the Town affecting the working conditions of the employees of the bargaining unit shall be provided to the Union by the Town. Any changes in the rules or directive shall be negotiated with the Union to the extent required by law.

ARTICLE XXV
DURATION OF AGREEMENT

SECTION 1. This Agreement shall take effect on July 1, 2010 and shall remain in effect until June 30, 2012, subject to a reopener limited to wages and benefits for the fiscal year beginning July 1, 2011.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed this ____ day of _____, 2010 by their duly authorized representatives.

TOWN OF SIMSBURY

LOCAL 2945 OF COUNCIL 4
AFSCME, AFL-CIO

First Selectman

President

For The Town of Simsbury

Bargaining Committee Member

Staff Representative, AFSCME Council 4

APPENDIX A

Wages July 1, 2010 (1.0%)

Grade	Steps 1	2	3	4	5	6	7
1	\$15.37	\$16.91	\$17.50	\$18.12	\$18.75	\$19.42	\$20.08
2	\$16.08	\$17.65	\$18.27	\$18.93	\$19.57	\$20.26	\$20.97
3	\$16.82	\$18.46	\$19.12	\$19.80	\$20.46	\$21.20	\$21.93
4	\$17.58	\$19.29	\$19.98	\$20.66	\$21.38	\$22.14	\$22.89
5	\$18.45	\$20.20	\$20.87	\$21.59	\$22.35	\$23.13	\$23.95
6	\$19.22	\$21.07	\$21.82	\$22.58	\$23.36	\$24.18	\$25.03
7	\$20.11	\$22.02	\$22.80	\$23.61	\$24.44	\$25.28	\$26.17
8	\$21.04	\$23.04	\$23.83	\$24.65	\$25.53	\$26.41	\$27.36
9	\$22.00	\$24.06	\$24.92	\$25.77	\$26.68	\$27.59	\$28.48
10	\$23.03	\$25.16	\$26.04	\$26.96	\$27.90	\$28.87	\$29.87

Part-Time	
T1	\$14.99
T2	\$17.51

Wages January 1, 2011 (1.0%)

Grade	Steps 1	2	3	4	5	6	7
1	\$15.53	\$17.08	\$17.68	\$18.30	\$18.93	\$19.62	\$20.28
2	\$16.24	\$17.83	\$18.45	\$19.12	\$19.77	\$20.46	\$21.18
3	\$16.98	\$18.65	\$19.31	\$19.99	\$20.67	\$21.41	\$22.15
4	\$17.76	\$19.48	\$20.18	\$20.87	\$21.60	\$22.36	\$23.12
5	\$18.64	\$20.40	\$21.08	\$21.81	\$22.57	\$23.36	\$24.19
6	\$19.41	\$21.28	\$22.03	\$22.81	\$23.59	\$24.42	\$25.28
7	\$20.31	\$22.24	\$23.02	\$23.85	\$24.69	\$25.53	\$26.43
8	\$21.25	\$23.27	\$24.06	\$24.90	\$25.79	\$26.68	\$27.63
9	\$22.22	\$24.30	\$25.17	\$26.02	\$26.95	\$27.87	\$28.77
10	\$23.26	\$25.41	\$26.30	\$27.23	\$28.18	\$29.15	\$30.16

Part-Time	
T1	\$15.14
T2	\$17.69

APPENDIX B

PUBLIC WORKS AND PARKS ASSOCIATION FULL-TIME POSITION SCHEDULE	
Grade	Job Title
T4	Building Custodian II Landfill Attendant
T5	Laborer (Highway and Landfill) Golf Maintainer I Parks Maintainer I WPCF Plant Operator I
T6	Building Custodian III Golf Maintainer II Landfill Driver Maintenance Custodian Parks Maintainer II Painter Truck Driver
T7	Assistant Superintendent Golf Course WPCF Heavy Equipment Operator/Plant Operator II Heavy Equipment Operator Mechanic-Golf Course Mechanic-Highway Mechanic-Parks Mechanic-Truck Driver Parks Crew Leader WPCF Plant Mechanic WPCF Plant Mechanic/Equipment Operator WPCF Plant Operator II
T8	Building Custodian/Mechanical Maintenance Chief Processing Officer Landfill Supervisor Painter/Carpenter Senior Mechanic WPCF Plant Operator III
T9	Highway Crew Leader (Construction & Operations) WPCF Process Control Operator
T10	WPCF Operations Foreman Senior Crew Leader Shop Foreman
T1	Golf Maintainer
T2	Building Custodian II