

TOWN OF WETHERSFIELD



AND

**LOCAL 1303-40
COUNCIL 4 AFSCME
AFL-C/O**

July 1, 2022 – June 30, 2025

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PREAMBLE

This Accord is made between the Town of Wethersfield acting through its Town Manager and Local 1303 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO for the purpose of establishing a better understanding of the rights and obligations of both the Town of Wethersfield as a municipal employer and the employees represented by Local 1303.

ARTICLE I - RECOGNITION

1.0 Recognition

Local 1303-40 is recognized as the exclusive bargaining agent for the purpose of collective bargaining with respect to wages, hours of employment and other conditions of employment for all employees of the Town of Wethersfield Physical Services Division in the following position classifications:

Automotive Mechanic
Maintainer I
Maintainer II
Maintainer III
Maintainer III/Trades Worker
Building Custodian I
Building Custodian II
Parks and Grounds Crew Leader
Tree Care Specialist
Public Works Inspector/Party Chief Painter
Senior Heavy Equipment Operator
Senior Automotive/Heavy Equipment Mechanic
Senior Maintainer III/Tradesmen/Pool Maintenance Technician

However, employees shall be excluded from this bargaining unit if they are hired on a seasonal basis, or are employed for less than an average of twenty (20) hours per week in any twelve (12) month period. For purposes of this contract employees shall be deemed seasonal workers if they are employed for less than six (6) months in any fiscal year. Seasonal workers shall not be employed to affect adversely bargaining unit staffing levels. There shall be no discrimination among the employees in this Accord by reason of race, religion, color, sex, national origin or age. The Town further agrees to notify the Union of all changes in classifications, benefits, and conditions of employment.

ARTICLE II - UNION SECURITY

2.0 Union Dues

The Town agrees that, upon voluntary authorization in writing from employees in this bargaining unit, **ii** will make a monthly deduction from the wages of such employees of an amount authorized by him/her for the purpose of Union dues. Such deduction shall be discontinued from the written request of an employee. The Union shall procure written authorization from each employee permitting the employer to make deductions from each employee. The Town shall not be obligated to make such deductions until the Union notifies



the Town that the employee has joined the Union. This authorization shall be in accordance with the requirements of applicable law.

2.1 Remission of Deduction

All sums deducted shall be remitted to the Union on the first pay period of the month following such deductions and shall be accompanied by a record of those from whom deductions have been made.

2.2 Union Membership

Members of the bargaining unit who are Union members and who desire to withdraw from the Union shall send a notice of their intent to withdraw by certified mail to both the President of Local 1303 and to the Town Manager.

2.3 Termination of Deductions

The obligation of the Town for funds actually deducted under this Article terminates upon delivery of the deductions so made to the person authorized to receive such amount from the Town. Neither any employee nor the Union shall have any claim against the Town for errors in the processing of deductions unless a claim of error is made in writing to the Finance Director within thirty (30) calendar days after the date such deductions were made or should have been made.

2.4 Indemnification

The Union agrees to indemnify and save harmless the Town for any sums which the Town incurs i.e., but not limited to legal fees, etc., as the result of a claim that the sums of money herein referred to have been illegally deducted, or for any liabilities which may have arisen from the Town's having complied with or enforced this provision.

2.5 Work Continuity-No Strike

The Town agrees that no employee will be prevented from entering his/her place of work unless under suspension or discharge. The Union agrees there will be no strike, or refusal to work, or work stoppage, or work slowdown, or mass absenteeism.

2.6 Bulletin Board

One 18" square section on a bulletin board shall be reserved at an accessible place in each building to which employees in the Union report to work. The space shall be for the use of the Union for posting of official notices or announcements.

2.7 Town's Rights

Except where such rights, powers and authority are specifically relinquished; abridged or limited by a specific provision of this Agreement, the Town has and will continue to retain, whether exercised or not, all the rights, powers, and authority heretofore held by the Town of Wethersfield, pursuant to any Charter, general or specific statute, ordinance, regulations, practices, procedures, and regulations with respect to employees of the Town, except where such rights, powers and authority are specifically relinquished, abridge or limited by the provisions of this Agreement, it shall have the sole and unquestioned right, responsibility and

prerogative of the management of the affairs of the Town and discretion of the working forces, including, but not limited to the following:

- a. To determine the care, maintenance and operation of equipment and property used for and on behalf of the purpose of the Town;
- b. To establish or continue policies, practices and procedures for the conduction of Town business and, from time to time, to change or abolish such policies, practices or procedures;
- c. To discontinue processes or operations or to discontinue their performances by employees;
- d. To determine and select the number of types of employees required to perform the Town's operations;
- e. To employ, transfer, promote, or demote employees, or to lay off, terminate or otherwise relieve employees from duty for lack of work or other legitimate reasons when it shall be in the best interests of the Town or the departments;
- f. To prescribe and enforce reasonable rules and regulations for the maintenance of discipline and for the performance of the work in accordance with the requirements of the Town, provided such rules and regulations are made known in a reasonable manner to the employees affected by them;
- g. To ensure that related duties connected with departmental operations, whether enumerated in job descriptions or not, shall be performed by employees;
- h. To create job descriptions and revise existing job descriptions;
- i. To exercise complete control and discretion over its organization and the technology of performing its work;
- j. To fulfill all of its legal responsibilities as mandated through Local, State and Federal Laws;
- k. To determine the mission of a department or office and the method and means necessary to fulfill that mission.

The Town continues to retain the right to subcontract bargaining unit work as it has in the past. Work not previously subcontracted in the past may be subcontracted subject to all of the following conditions:

1. The long-term costs where applicable and the short-term costs must be significantly less expensive to subcontract work than to have such work performed by equivalent bargaining unit forces;
2. The subcontract of bargaining unit work shall not result in the layoff of bargaining unit employees or a reduction of an employee's regular work hours or rates of pay;
3. Subcontracting shall not be used for the purpose of undermining the Union or discriminating against bargaining unit employees;

4. The Town shall provide a minimum thirty (30) days written notice to the Union of its intention to subcontract bargaining unit work along with all pertinent information and specifications regarding the work that is to be subcontracted;
5. The Town and the Union shall meet and negotiate upon request over the impact on bargaining unit employees of the work to be subcontracted.

2.8 Availability of Rules

The Town will make available to all employees a copy of the Personnel Rules and such other written materials as have a direct bearing on each employee's position. The Town will notify the Union of new hires, promotions, transfers, separations and other personnel actions as well as the name of a successful candidate for a bargaining unit position.

ARTICLE III - SENIORITY AND FILLING VACANCIES

3.0 Employee List

The Town shall prepare a list of bargaining unit employees showing the date of the original appointment in the Town service, pay grade, step and rate of pay and shall make a copy of the list available to the Union at the Union's request on or before December 1, of each year. This list shall serve as a basis for calculating seniority for each employee. Seniority shall be based upon the length of continuous service with the Town since the most recent date of employment. An employee shall lose all seniority upon resignation, discharge, or failure to return from a layoff after ten calendar days' notice to return sent by the Town to the last known address.

3.1 Probationary

After completion of the probationary period seniority will be based upon the date of last hire as a permanent full-time employee. Probationary periods will be no longer than ninety (90) days with a sixty (60) day extension with approval of the Union President. This approval shall not be unreasonably withheld. Probationary employees are covered by the terms of the collective bargaining agreement except in regard to discipline and termination. (For the purposes of this Section, full-time employment is defined as 37 1/2 hours per week or more on a regular basis). Upon completion of the probationary period, all employees shall receive a step increase.

The probationary or working test period for new hires shall be regarded as an integral part of the examination process and shall be utilized for closely observing the employee's work for securing the most effective adjustment of a new employee whose performance does not meet the required work standards. Probationary employees shall not have the right to the grievance procedure.

At any time during the probationary period the Department Head may recommend to the Town Manager the removal of an employee if, in the opinion of the Department Head, the working test indicates that such employee is unable or unwilling to perform the duties of the positions satisfactorily. Upon such recommendation, the Department Head shall report to the Town Manger and to the employee his/her actions and reasons therefore.

During the probationary period vacation days earned during the first three (3) months of employment cannot be utilized until three (3) months of employment have been completed. Promotional opportunities shall not be made available to probationary employees unless no other bargaining unit employees have bid for such position, provided the promoted probationary employee must still complete his/her probationary period from their original hire date.

Employees shall be eligible for insurance coverage no later than 90 days from their date of employment. Sick time may be accrued but not used until after three (3) months of employment, unless there are exceptional circumstances, in which case the Town Manager shall have the final authority.

3.2 Vacancies

Whenever a vacancy occurs in any positions within the classification system, it shall be the duty of the Town Manager to conduct, or cause to be conducted, an open competitive examination, written or oral, or both, including consideration of the education, experience, length of service with the Town and/or previous record of each candidate. The Town Manager shall have the authority to appoint a three (3) member board versed in the duties of the position to be filled and who need not be residents of the Town, to conduct such examination. The Town Manager's Office shall certify the results of the exam. No person shall be appointed to any position in the classification system who has not attained in the exam a passing grade representing, in the opinion of the Town Manager, the minimum qualifications necessary to fill the position. When more than one (1) candidate attains such a passing grade, the names of all persons shall be placed on the eligible list, in the order of the grades attained, and the Town Manager shall make the appointment from the three (3) highest on such list, if there be that many, and otherwise from the list as a whole.

3.3 Layoffs

In the event the Town determines that it is necessary to lay off employees, the Town will identify the position(s) where the work is to be reduced or eliminated. First seasonal employees who are performing the work of the affected positions will be laid off. Once that is done, the Town will notify the Union and the affected employees that the work is being reduced and jobs are being eliminated. The Town will lay-off part-time employees who are performing the work of the affected job classification before laying off full-time employees. Part-time employees working less than twenty (20) hours a week who are performing the work of the affected job classifications shall be laid off before part-time employees working twenty (20) to forty (40) hours per week. Should there be additional layoffs, the least senior person(s) in the affected job classification shall be notified that he/she is to be laid off. The affected employee(s) shall be granted the opportunity to bump the least senior employee in any lateral or lower job, provided he/she has greater seniority and possesses the knowledge, skill and ability to do the new job, as determined by the Town Manager. If the Town Manager believes that the individual has the ability to do the job, he/she will be given a trial period of thirty (30) days to demonstrate that he/she can in fact perform the job. The individual who is bumping into another position will only have the one opportunity to demonstrate that he/she can do the work. If the employee fails to successfully perform the job following the 30-day trial period, he/she shall be laid off.

3.4 Recall

Employees who have been laid off shall be placed on a recall list and be entitled to recall for a period of thirty-six (36) months from the date of layoff. Employees will be rehired in

the inverse order of layoff within each position classification, provided he/she possesses the knowledge, skill and ability, to do the job. No new full-time employees will be hired until all laid off employees who are eligible for recall and who have the requisite knowledge, skill and ability to do the available work, have been given the opportunity to return to work.

Any laid off employee who fails to return to work within ten (10) working days after notice by the Town to the employee's last known address, shall be removed from the recall list and shall be considered to have chosen not to return to work for the Town.

3.5 Union President

During the term of his/her office, the Union President shall be the last person laid off within the President's position classification. The President may bump into another position provided he/she has the knowledge, skill and ability to do the job. The President will be given a 30-day probationary period to prove he/she can do the job into which he/she bumps.

ARTICLE IV - HOURS OF WORK, OVERTIME AND HOLIDAY PAY

4.0 Hours of Work

The regular hours of employment each week shall be forty (40), 7:00 a.m. to 3:30p.m. with one-half (1/2) hour off for lunch, Monday through Friday. The work hours of the Building Custodian I and Building Custodian II shall be forty (40) hours consisting of two shifts. The first shift is 7:30 a.m. – 4:00 p.m. and the second shift is 2:30 p.m. – 11:00 p.m. with one-half (1/2) hour for lunch Monday – Friday. These Custodian I and II hours shall be worked throughout the year since Summer Hours are not available. Employees are expected to work whatever hours are required to fulfill their responsibilities to the Town as determined by the Town Manager or his designee. Employees are required to provide the Town Manager with their current telephone number and to respond when requested.

The Town agrees not to institute any changes to the normal work week or hours of work without first notifying the Union. The Union recognizes that changes in the work schedule or hours of work may be required based on operational needs. If changes in the work schedule or hours of work are required, the Town will notify the union not less than three (3) days in advance except where it is determined that the Town would be adversely impacted in carrying out its functions or that costs would be substantially increased.

Effective the last weekend in May 2023 until the last weekend in October 2023, and for every subsequent year thereafter, the Town and the Union agree to utilize a program for providing trash pickup/cleanup for the periods 7:00 a.m. – 10:00 a.m. on Saturday and Sunday. The terms of this weekend work program are outlined below:

- a. Employees from the Parks Department shall be the only bargaining unit employees eligible for this Saturday – Sunday morning overtime work;
- b. The Union shall be responsible for obtaining volunteers from the Parks Department to perform this Saturday – Sunday morning overtime work;

- c. If a sufficient number of volunteers is not available to perform this Saturday – Sunday morning overtime work than the Town shall order in Parks Department employees to perform the work based on reverse seniority (i.e., least senior employees first);
- d. The Town shall retain the discretion to cancel this Saturday – Sunday morning trash pickup program so long as it provides the Union with a minimum of ten (10) business days' notice of the program's cancellation;
- e. If the Town determines that the trash pickup for any given Saturday or Sunday morning pickup is to be canceled, the Union must be provided notice of the cancellation of the trash pickup by no later than the Monday prior to the weekend pickup being canceled, unless exigent or unforeseeable circumstances exist preventing such advance notice. Failure to provide the required notice in the absence of exigent or unforeseeable circumstances will result in the employee(s) scheduled to perform the trash pickup being paid for the three (3) hours they were scheduled to perform the work; and,
- f. Nothing in this section shall impact the use and distribution of any other bargaining unit overtime work by the Parties under the terms of the collective bargaining agreement.

4.1 Physical Service Division

The following provisions shall govern employees working in the Physical Services Division:

- a. All employees are expected to respond to calls during non-regular hours.
- b. Employees are required to provide the Division with current telephone numbers and to respond when called. This provision is not intended to restrict the activities of employees when off duty.
- c. The Town Manager or his/her representative shall determine emergencies.
- d. During the winter months (November 15 through April 15), all Physical Services employees are expected to be reasonably available for snow and other weather-related work. The parties recognize the practice of granting employees up to seven (7) days' vacation when they are unavailable for work. The Town retains the contractual right to approve or deny leave requests during this period. Approval for such time off must be obtained by either the Director of Physical Services, the Assistant Director of Physical Services or the Town Manager. In the event three or more employees within the same department request simultaneous vacation time, the first request with the most seniority shall be granted the vacation time first. The Director of Physical Services may approve more than three simultaneous absences at their discretion.

4.2 Overtime Pay

Employees working overtime shall be paid at the rate of one and one-half (1-1/2) times their equivalent normal hourly rate in accordance with law. The Town shall determine when overtime shall be worked and all overtime must be specifically approved in advance by the Town Manager or his/her representative. An employee shall be eligible for

overtime after working eight (8) hours in any workday or beyond forty (40) hours in any work week.

Employees who work Sundays or holidays will be paid two (2) times their normal hourly rate plus holiday pay if eligible under Section 4.8. There shall be no duplicate payment of overtime.

4.3 Overtime Schedule

All overtime shall be first offered to the Employees within the department where the overtime occurs; who has the lowest overtime hours. As used in this section, department refers to any of the existing departments within the bargaining unit. If no employee accepts the overtime within the department, it will be offered to employees in other departments. If an employee, regularly assigned to a department in which the overtime occurs, is offered overtime work and does not avail him/herself of the opportunity to work, an appropriate charge shall be placed against his/her service record. To the extent possible, overtime shall be distributed equally among employees regularly assigned to the department in which the overtime work occurred. The MOU concerning overtime which references a grievance filed in 1996 is null and void.

The Town shall have the right to require emergency overtime work, whenever in the opinion of the Town Manager, the public health or safety is in jeopardy. Employees regularly assigned to the division in which the overtime occurs may be ordered in for emergency work only after efforts to secure voluntary overtime fail and in inverse order of seniority among qualified employees.

The Town shall make every effort to provide forty-eight (48) hour notice for scheduled overtime.

4.4 Compensatory Time

Employees may elect to receive compensatory time in lieu of overtime pay. This provision will be administered in accordance with the Fair Labor Standards Act and Connecticut General Statutes. Physical Services employees who work more than forty (40) hours in any one work week shall earn an hour and one half off for each hour worked over that amount, up to a maximum of one (1) extra week annually. Time earned must be used within one year from the date in which it was earned. Such hours may be granted only if approved by their supervisor and accurate accounting of all compensatory time must be entered on the employee's weekly timesheet. The use of compensatory time may be denied when there is an overtime impact. Only the Department Head, who can approve up to one (1) additional week, may grant exceptions. In no case can an employee exceed two (2) weeks of accrued compensatory time off annually. Such time shall be taken in no less than one (1) hour blocks.

4.5 Minimum Pay

An employee who performs unscheduled work that immediately precedes or subsequently follows a regularly scheduled shift shall be paid at the applicable overtime rate for actual time worked. An employee performing unscheduled work that is not continuous to any such shift shall be paid a minimum of three (3) hours at the applicable overtime rate.

4.6 Holidays

Prior to August 1 of each year, the Union and Town shall mutually agree on the desired holiday schedule for the coming year. All regular full-time employees shall be entitled to thirteen (13) holidays from the schedule below, of which one shall be Martin Luther King Day and the employee's birthday. Employee's birthday may be used within one (1) year of birthdate subject to supervisory approval. The holidays shall be chosen from the schedule below:

Martin Luther King Day
Lincoln's Birthday
Washington's Birthday
Good Friday
Memorial Day
Independence Day
Labor Day
Columbus Day

Veterans Day
Thanksgiving Day
Day after Thanksgiving
Christmas Day
1/2 day before Christmas
1/2 day before New Years
New Years' Day

The day before or after any of these listed holidays

4.7 Holidays During Other Leaves

Whenever any scheduled holiday occurs within a period while an employee is out on sick leave or other leave with pay, such day observed as a holiday shall not be charged against the employee's accumulation of leave time.

4.8 Holiday Pay

In order for an employee to receive his regular pay for the holiday, he/she must work their regular scheduled day before and their regular scheduled day after the holiday. Employees on paid funeral, paid vacation, paid sick leave, or other leave not exceeding one day, for which written permission was granted, shall be considered as working their regular schedule for holiday pay purposes.

Any employee who is on a leave of absence without pay or absence without leave, his/her regular scheduled workday before and or his/her regular scheduled workday after the holiday, will not receive his/her regular pay for the holiday.



4.9 Summer Hours

The parties recognize and agree that "summer hours" exist, and shall be scheduled April 1st to October 1st annually beginning April 1, 2023.

4.10 Rest Periods

During emergency periods (i.e., snowstorms) employees who work more than seventeen (17) continuous hours shall be entitled to a minimum three (3) hour uninterrupted rest period. If employees are required to stay on premises (i.e., garage or community center), the employees shall be paid at the applicable pay rate. Rest periods may be scheduled on a staggered basis.

ARTICLE V - VACATIONS

5.0 Amount

All full-time permanent employees shall accrue annual vacation on bi-weekly bases. The amount of vacation earned shall be as follows:

- a. One week for at least six (6) months but less than one (1) complete year of service.
- b. Two weeks for at least one (1) year but less than five (5) complete years of service.
- c. Three weeks for at least five (5) years but less than ten (10) complete years of service.
- d. Four weeks for over ten (10) complete years of service.
- e. Part-time permanent employees normally working each day shall accrue eight (8) hours of vacation leave for each three hundred (300) hours of work.

5.1 Vacation Schedule

Requested dates for vacation leaves shall be approved in advance and scheduled by each Department/Division Head or their designee taking into consideration the wishes of the employee. Should there be a conflict in requested dates; preference shall be given to employees according to seniority within each class. Approval will not be unreasonably denied.

5.2 Use of Vacation

When an employee has no sick leave available, that employee may elect to use vacation leave as sick leave.

5.3 Payment on Separation

When an employee is separated from the Town service after giving two (2) weeks' notice and returning all town-assigned tools and equipment, that employee shall be paid for accumulated vacation leave not to exceed the accrued limit defined in Section 5.4. In the event of an employee's death, such payment shall be made to his/her stated beneficiary.

5.4 Allowed Accumulation

The employee may accumulate earned vacation up to a maximum of two (2) years' worth of the employee's earned vacation. For example, an employee who is eligible to earn four (4) weeks' vacation a year may accumulate up to a maximum of eight (8) weeks of vacation. Vacation leave due to be credited to an employee shall be lost to the extent that it would exceed the two (2) year credited accrual.

5.5 Vacation time may be taken in minimum increments of thirty minutes.

ARTICLE VI - LEAVE PROVISIONS

6.0 Sick Leave Credits

All full-time permanent employees shall accrue sick leave on a bi-weekly basis. The accumulation shall be as follows:

- a. Ten (10) days per year for less than ten (10) complete years of service.
- b. Sixteen and one quarter (16.25) days per year for more than ten (10) complete years of service.

Part-time permanent employees normally working each working day shall accrue eight (8) hours of sick leave for each four hundred (400) hours of work.

6.1 Use of Sick Leave

Sick leave with pay may be used by the employee for personal illness, injury, exposure to contagious disease, health examinations and care and to permit the absence of employees for reasonable period to make arrangements to care for the employee's father, mother, husband, wife, child, or other relative living in the household. Sick leave taken after the start of a workday shall be charged in actual hours of sick time taken with a minimum of thirty (30) minute increments.

6.2 Notification and Certification

It shall be the responsibility of the employee to notify the department or division head in advance of sick leave, except in an emergency. To be eligible for sick leave an employee taking sick leave shall notify his department no later than one hour after the beginning of his normal workday. The employee may be required to file a physician's certificate as to the disabling nature of the illness if the employee has been absent more than three consecutive days or ten total days in a twelve- month period.

The Town shall provide quarterly to each employee, upon an employee's written request, a list of the sick leave used within the last twelve months.

6.3 Unused Sick Leave

An employee hired prior to December 3, 1985, separating from the Town service shall be entitled to receive pay at the employee's normal daily rate of one-half (1/2) of his/her unused sick leave accumulation, provided that no employee shall be eligible for pay for more than sixty (60) days. This provision shall not apply to employees who are separated for just cause. Employees hired between December 3, 1985 and July 1, 2010 separating from the Town service in good standing may receive cash benefits for unused sick time only upon death or retirement from Town service in accordance with the limits and restrictions outlined below.

As an alternative to receiving any payment for unused sick time, employees retiring from town service may elect instead to have the time earned added to their separation ratio for their years of credited service for computing pension benefits pursuant to either of the two options described below:

Option A: Employees retiring from Town service may choose to have their accrued sick time added to their years of credited service for the purpose of computing

pension benefits. Pension benefits will be based on the combined total of actual years of service plus accrued sick time in increments of full years only.

Option B: As an alternative, employees retiring from Town service may choose to use accrued sick leave to be added to their years of service to satisfy the requirements of the Rule of 80 with the minimum age of 50. Total credited service may only be calculated in increments of full years.

Employees hired after July 1, 2010 shall continue to accrue sick leave credits as outlined against the time that such credits are needed for legitimate sick leave as originally intended. Such employees may receive cash benefits for unused sick time only upon death or retirement from Town service in accordance with the limits and restrictions outlined *above* in the first paragraph of Section 6.3. Retirement for purposes of the Sick Leave payout shall mean any employee who based on his/her years of service and/or age on the date of their separation, would otherwise qualify for a "normal retirement" and/or "Rule of 80" as defined for purposes of the Town of Wethersfield's Defined Pension Plan.

Employees hired on/after July 1, 2023 shall only be eligible for a payout of one-half of their accrued but unused sick leave up to a maximum of thirty (30) days.

6.4 Compensable Injury

As a result of disability or illness, which is covered by Workers' Compensation, that portion of an employee's absence shall not be charged against the employee's accrued sick leave. However, absenteeism will be charged to accrued leave to the extent such absenteeism is not recognized as compensable. During compensable absence the Town shall supplement payments received under the Workers' Compensation Act, if necessary, so that the employee receives a total payment of gross salary minus legal and mandatory deductions, including garnishments, not to exceed one-hundred percent (100%) of adjusted net pay for the first nine (9) months following the injury. If payments received under the Workers' Compensation Act exceed 100% of adjusted net pay the employee shall not be allowed to keep the excess. If the Workers' Compensation Act does not cover the absence, the Town shall not make any payments under this section.

6.5 Jury Duty

Any employee who is required to be absent from work in order to report for jury duty on a regularly scheduled workday will continue to receive his/her normal salary less any compensation paid as a result of such jury duty. Employees who have volunteered for jury duty shall go on leave without pay.

6.6 Bereavement

Three (3) consecutive days of *leave* with pay shall be granted from the date of the death to the funeral for the death of persons in the immediate family of the employee or the employee's spouse. Exception may be granted in the event that the funeral is conducted more than three (3) days from the date of death and in those instances when the funeral and burial are held at different times. In no cases will the total number of three (3) days be exceeded for the death of a person in the immediate family. Immediate family shall be considered as parents, grandparents, husband, wife, child, brother, sister, grandchild, or any relation who is living in the employee's household. The extent of the leave permitted for the death of a person in the employee's immediate family is only the actual

working days required and used by the employee to attend the funeral services, to a maximum of three (3) working days.

6.7 Union Leave

Up to two (2) designated Union delegates shall be allowed *leave* without pay to attend annual meetings of the State Labor Council and the International Union.

6.8 Effect of Leave Without Pay

Any employee who is on unauthorized leave of absence without pay shall not be paid for any holiday or sick leave taken during the period of the absence. The employee may take accrued vacation time at the beginning of a leave of absence without pay. Authorized leave of absence without pay that do not exceed one month will not interrupt service credit used in calculating employee benefits.

6.9 Personal Leave

Effective July 1, 2014, the number of personal leave days will be reduced to two (2) per year. Employees may not carry over personal days from year to year. Said personal days may be used in four (4) hour increments.

Requested dates for personal leave shall be approved in advance and scheduled by each Department/Division Head or their designee taking into consideration the wishes of the employee. Should there be a conflict in requested dates; preference shall be given to employees according to seniority within each class. Approval will not be unreasonably denied.

ARTICLE VII - WAGE AND CASH BENEFITS

7.0 Permanent Reassignment

Whenever an employee is permanently moved from one class of position to another class and the new class has a higher maximum of pay, the employee shall be paid at the lowest step in the higher pay range which provides for an increase of at least one step on the Town pay plan.

When the reassignment is to a class with a lower maximum rate of pay, there shall be no change in his/her pay rate for three (3) years or until the new rate equals the old pay rate, whichever comes first. If after three (3) years there continues to be a differential, then the employee will receive 80% of the differential between the old rate and the new rate for one year. At the end of that year if there continues to be a differential, then the employee will receive 60% of the differential between the old rate and the new rate for one year. Thereafter the employee will be paid at the new rate. In any such reassignment, the most junior employee in the affected class shall be the first reassigned.

7.1 Temporary Reassignment

An employee may be assigned to any position for which that employee is qualified at no change in pay. Whenever an employee is expressly assigned temporarily to a higher classification for eight (8) hours in a single pay period, the methods of computing payment

outlined in Section 7.0 for permanent assignment shall be followed retroactive to the first hour. When the employee is returned to that employee's former class, that employee's rate of pay shall be at the rate of pay previously received plus any increases that employee would have received had there not been a temporary reassignment.

7.2 Longevity Pay


A full-time permanent employee who has completed five (5) years of service by December 1 of any year shall be entitled to a payment of \$250 with the first paycheck in December. In addition, anyone who has completed ten (10) years of service by December 1 shall be entitled to \$300, and anyone who has completed fifteen (15) years of service by December 1 shall be entitled to \$400. Employees hired on/after July 1, 2023, are not eligible for longevity payments.

7.3 Tuition Refund

In accordance with Town policy, the Town will reimburse an employee for the tuition cost of courses taken in a systemized educational program when such courses are completed with a grade of C or better and such course of study is job-related as determined by the Town Manager. Beginning July 1, 2000, the Town shall set aside \$2,500 per fiscal year for the use of bargaining unit employees. Employees will be paid up to 90% of the cost of courses to a maximum of \$500.00 per person per year. To be eligible for reimbursement employees must:

- Complete and submit the Town's Request Form for Tuition Reimbursement;
- Provide the Town with a course description and receive approval;
- Complete the course with a grade of C or better;
- Submit proof of course completion and tuition payment; and,
- Receive approval from the Town Manager or his designee.

7.4 Annual Increases

Each employee who is not at the maximum of their pay range, may be considered for an annual one (1) step increase within the limits of the negotiated pay range and step increases in accordance with Section 7.5 for the class of work performed by the employee. Employees must receive at minimum, an overall satisfactory performance review, based on the Town's performance evaluation system, in order to receive a wage adjustment subject to other provisions in this Agreement including Section 7.5. 

The Town agrees to submit to the Union within 60 days of the signing of this Agreement the criteria upon which employees will be evaluated. The Union will then have 60 days to respond. The Town will consider the suggestions and then implement the criteria.

7.5 Pay Rates

Effective and retroactive to July 1, 2022, – The wage rates shall be increased by 3.0% with eligible employees moving one step on the wage scale.

Effective July 1, 2023 – The wage rates shall be increased by 2.75% with eligible employees moving one step on the wage scale.

Effective July 1, 2024, the wage rates shall be increased by 2.75% with eligible employees moving one step on the wage scale.


- 7.6 A Maintainer I holding a CDL shall receive a fifty cent (\$.50) per hour increase to his regular hourly rate of pay.

ARTICLE VIII - INSURANCES

8.0 Medical and Dental Insurance

- A. Effective July 1, 2017, the only available health insurance plan offered shall be a High Deductible Health Plan (HDHP) with a Health Savings Account (HSA.) A summary of the Anthem HDP and coverages are contained on the intranet.
- B. HDHP annual Deductible: Single \$2,000/Employee +1 and Family \$4,000.
- C. Town funding of Deductible into HSA:
Effective July 1, 2022: 50%
Effective July 1, 2023: 50%
Effective July 1, 2024: 50%

The Town contributions of the deductible will be made equally in July and January. Employees enrolling in the plan after the commencement of the plan year will receive a pro-rated funding contribution based on the number of months in the plan. If an employee can demonstrate that they have exhausted their Town contribution due to unanticipated circumstances or undue hardship, the Town will permit an advancement of some or all of the remaining Town contributions for that year to the employee.

- D. Premium Cost Share for Medical and Dental Coverage:
Effective upon the signing of this agreement – 16.00%
Effective July 1, 2023 – 16.25%
Effective July 1, 2024 – 16.75%
- E. Dental Coverage. A “Full plan” Dental Coverage will be offered to employees and qualified dependents. Employees may purchase Dental Insurance Rider A at their own expense.
- F. Wellness Program: Effective July 1, 2014, each of the health insurance plans set forth in this Article shall include a wellness incentive program, designed to provide early diagnosis and appropriate information to patients so that they and their health care professionals can determine appropriate, timely courses of treatment as needed. The wellness program will include age-based preventive physical examinations and age-based preventive screenings. If an employee and/or the employee's enrolled dependents do not agree to participate in the wellness program and do not actually fulfill all applicable requirements of the wellness program plan for a plan year, the employee shall pay, in addition to the premium contributions set forth in this Article, an additional two and one-half percent (2.50%) of the annual premium costs for insurance coverage for that plan year.
- 

- G. Health Insurance While on LTD: The Town shall continue to provide paid health insurance, with applicable employee co- pay, for workers on long-term disability (LTD) for a maximum of one (1) year from the date in which the employee begins LTD.
- H. IRS Code Section 125: The Town shall provide for employee contributions to health benefits to be made on a pre-tax basis in accordance with Section 125 of the IRS Code.

8.1 Waiver of Health Insurance Coverage

Any employee who is covered under alternate health insurance through another employer (i.e., spouse) may voluntarily elect to waive, in writing on a Town provided form, health insurance coverage and receive additional annual compensation in lieu of said coverage. The amount of annual compensation an employee may receive shall be \$3,000 for family coverage, \$2,000 for two (2) individuals, and \$1,500 for single employees. Payment to those employees waiving such coverage shall be made in equal payments during the months of July and January of each calendar year.

If an employee loses alternate health insurance coverage, the employee may resume Town provided health insurance coverage. Upon receipt of revocation of the waiver, insurance coverage shall be reinstated as soon as possible, subject however, to any regulations or restrictions, including waiting periods, which may be required by the insurance carrier. Depending upon the effective date of such reinstated coverage, appropriate financial adjustments shall be made between the employee and the Town to ensure that the employee has been compensated, but not overcompensated, for any waiver elected in this section.

Notice of intention to waive insurance coverage must be sent to the Town Manager not later than sixty days after the signing date of this negotiated agreement. Thereafter, employees must submit an annual waiver not later than April 1st of each year to be effective on July 1.

8.2 Retiree Medical Insurance

Depending upon their date of hire, employees retiring from the Town shall be eligible to participate in the group health insurance program outlined above or as modified in successor contracts pursuant to the conditions outlined below.

Upon becoming Medicare eligible, these retirees, and their dependents who are Medicare eligible, shall continue to receive group medical health insurance comparable to the insurance outlined above or as modified in successor contracts, for the purpose of making Medicare insurance primary and the Town's group health insurance secondary. An eligible retiree's spouse or eligible dependents who are not Medicare eligible shall retain the benefits as outlined above until such time as they become Medicare eligible, at which time they will become eligible for the post-Medicare benefits referenced above. In order to be eligible for the Medicare benefits of this section, the retiree and eligible dependents must have continued eligibility in the Town sponsored health insurance program up to the time they become eligible for Medicare.

Post-retirement New Spouse. In the event that employees retiring after the ratification date of the collective bargaining agreement (i.e., December 21, 2020) become married

during their retirement, the "new spouse" will have limited group health insurance coverage under the Town's insurance plan. Specifically, the "new spouse" will be eligible for coverage under the Town's insurance plan for a maximum of ten (10) years or until the "new spouse" reaches age 65, whichever occurs first. Following the 10-year period or after reaching age 65, the "new spouse" will no longer be eligible under Town group health insurance coverage. The "New spouses" dependent children are not eligible to join the plan. If the retiree and the "new spouse" have children following their marriage, those children will be eligible for coverage under the Town's insurance plan until the maximum age as stated in the plan.

Employees hired prior to July 1, 2007 shall have the full cost of health insurance for themselves paid for by the Town and 90% of the cost of eligible dependents paid for by the Town.

Employees hired between July 1, 2007 and June 30, 2010 shall have the full cost of health insurance for themselves paid for by the Town and shall contribute 50% of the cost for spousal coverage. There shall be no Town contribution for coverage (0%) offered for other dependents.

Employees hired after July 1, 2010 shall be eligible to continue their group health insurance coverage upon their retirement at their full expense for themselves, their spouses and/or eligible dependents in accordance with applicable state or federal law. Such employees shall not have to make the OPEB Fund payment required in Section 8.7f.

Employees who are retired on or after 7/1/10, and are currently enrolled in an "Under 65" medical insurance plan, will be transferred to a HDHP, effective 7/1/17. The Town shall fund 100% of the annual deductible into an HSA for the plan year 7/1/17-6/30/18. Thereafter, the Town shall fund 50% of the applicable deductible until these retirees become eligible for Medicare.

Employees who retire prior to or on 7/1/17 and have not been on a HDHP with the Town, will be transferred to a HDHP, effective 7/1/17. The Town shall fund 100% of the annual deductible into an HSA for the plan year 7/1/17-6/30/18. Thereafter, the Town shall fund 50% of the applicable deductible until these retirees become eligible for Medicare.

For employees who retire after 7/1/17, and have not been on a HDHP with the Town, will be transferred to a HDHP, effective 7/1/17. The Town shall fund 100% of the annual deductible into an HSA for the plan year 7/1/17-6/30/18. Thereafter, the Town shall fund 50% of the applicable deductible until these retirees become eligible for Medicare.

At no time shall an employee/retiree receive more than one (1) year of deductible funding at 100%.

8.3 Disability Insurance

Effective January 1, 1997, the Town shall provide long-term disability (LTD) insurance with the following features: 90 day waiting period, benefit of 60% of pay with \$3,000 monthly maximum and with offset for any other disability income, benefits to age 65. Disability is defined as unable to engage in own occupation for first two years and unable to engage in any other occupation thereafter.

8.4 Change of Carriers

The Town reserves the right to change the group health insurance carriers/providers and/or plans, provided it gives the Union a one month notice and provided that the benefits and processing of claims are equivalent or better to those in effect during the period of this contract.

8.5 Life Insurance

The Town will provide and pay for the following insurance for each employee:

- a. A life insurance policy with face amount of at least the employee's basic annual wage.
- b. Accidental death and dismemberment in the principal sum of \$10,000. Effective 7/1/99 Accidental Death and Dismemberment in the principal sum equal to one and one half the employees' annual wage.
- c. A \$10,000 life insurance policy upon retirement, effective July 1, 1985.
- d. Effective April, 1 1990, active employees may purchase at their own expense up to fifty (50) percent additional life insurance and AD&D coverage at group rates in increments of \$1,000 with an enrollment to be held each July 1.

ARTICLE IX - PENSION PLANS AND OPEB

9.0 Defined Benefit Plan

- a. Effective July 1, 1990, Credited Service for Town Employees who are members of Local 1303-40 AFSCME shall be limited to thirty-five years. However, this limit shall not be applied with respect to such employees who complete at least thirty-five years of Credited Service before July 1, 1994.

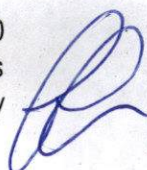
- b. Effective July 1, 2000 a Town employee who is a member of Local 1303-40 AFSCME and was hired prior to July 1, 2010, shall, while he/she is included in this Plan, contribute through payroll deductions the following percentages of monthly earnings:

Effective July 1, 2022: 7.00%

Effective July 1, 2023: 7.25%

Effective July 1, 2024: 7.50%

- c. With respect to all Town Employees who are members of Local 1303-40 AFSCME, such employer shall pick up employee contributions required by this section for all compensation earned on or after January 1, 1990 with approval of the Internal Revenue Service; and the contributions so picked up shall be treated as employer contributions in determining federal income tax treatment under the United States Internal Revenue Code; however, such employer shall continue to withhold federal income tax based upon these contributions until the Internal Revenue Service, or the federal courts, rule that, pursuant to section 414(h) of the United States Internal Revenue Code (1986), as amended, these contributions shall not be included as gross income of the employee until such time as they are distributed or made



available. The employer shall pay these employee contributions from the same source of funds which is used in paying earnings to the employee. The employer may pick up these contributions by a reduction in the cash salary of the employee.

- d. Effective July 1, 2000, the monthly Normal Retirement Benefit payable to a Town employee who is a member of Local 1303-40 AFSCME, and who retires on his/her Normal Retirement Date shall be equal to 2% of his/her Average Monthly Earnings multiplied by the number of his/her years of Credited Service. Effective July 1, 2010, the monthly Retirement Benefit payable to a Town employee who is a member of Local 1303-40 AFSCME, and who retires on his/her Normal Retirement Date shall be equal to 2.25% of his/her Average Monthly Earnings multiplied by the number of his/her years of credited service, provided that the 2.25% multiplier shall only apply to years of service earned after July 1, 2010.
- e. Effective July 1, 2010, a Town Employee who is a member of Local 1303- 40 AFSCME and whose Early Retirement Date occurs no earlier than the first day of the calendar month coincident with or next following the later of the date on which he/she has attained age fifty (50) and the sum of his/her years of age plus his/her years of Credited Service first equals at least eighty (80), shall be eligible to receive his/her Early Retirement Benefit without the reduction specified in Article V, Section 5.2(b) of the Town of Wethersfield Pension Plan.
- f. Effective July 1, 2000, two percent (2%) of an employee's pension contribution based on his/her monthly earnings earned during the calendar year shall be placed in a Retiree Health Insurance Reserve Fund. Said contribution will be made in accordance with Section 414(h) of the United States Internal Revenue Code (1986) as amended.

9.1 Other Post-Employment Benefits (OPEB)

- a. Employees hired prior to July 1, 2010, shall contribute through payroll, the following percentages of his/her monthly earnings into the OPEB Fund to offset retiree health benefit costs: Said contribution will be made in accordance with Section 414(h) of the United States Internal Revenue Code (1986) as amended.

Effective July 1, 2022: 4.25%

Effective July 1, 2023: 4.50 %

Effective July 1, 2024: 4.75 %

The amounts deposited in this fund are for the exclusive purpose of creating a reserve fund to pay for those retiree health insurance benefits described in section 8.2. Employees who leave the Town's employ prior to meeting the eligibility requirements for retiree health insurance benefits under section 8.2 shall be eligible to recover the monies constituting their contributions to the fund along with interest at a rate of three percent (3%) per annum.

Subject to the amount of money available in the fund, the Town shall have the discretion to determine the date upon which to commence using the monies to fund the cost of retiree health insurance benefits. The Town shall provide to the Union at least annually, a full accounting of the contributions to the fund, interest, and any expenses charged to the fund.

- b. Only a member of the Town Defined Benefit Plan may serve on the Pension Committee and vote on any matter not related to the Police Pension. If at any time, there are no current members who belong to the Town Defined Benefit Plan, then any current member may serve on the Pension Committee and vote on any matter not related to the Police Pension.

9.2 Defined Contribution 401(a) Pension Plan

Effective July 1, 2010, the Town's defined benefit pension plan shall be closed to all new hires covered by the terms of this Agreement. In lieu of the Town's defined benefit pension plan, all new hires will be provided with a defined contribution pension plan. Employee annual contributions to this plan will be four and one-half percent (4.5%) of the employee's gross salary on a pre-tax basis with the Town annually contributing an amount equal to four and one-half percent (4.5%) of such gross salary. Such employees shall not have to make the defined benefit pension contributions or the OPEB contributions. Employees shall contribute through payroll deductions based upon the following percentages of his/her monthly earning and the Town shall match the employees' contributions based upon the following percentages.

Effective July 1, 2022: 6.00%
Effective July 1, 2023: 6.25%
Effective July 1, 2024: 6.50%

ARTICLE X - SAFETY AND HEALTH

10.0 Safety Procedure

Each employee shall be responsible for checking the equipment with which that employee is working and the work procedure being followed to determine that all appropriate safety precautions have been taken. The employee shall report all safety defects to that employee's supervisor immediately.

10.1 Work Clothing

Effective July 1, 2014, employees of the Physical Services Division and the Community Center shall receive annually \$350.00 for the purchase of safety shoes which shall be payable either by voucher or reimbursement, at the employee request. All shoes/boots must meet the ASTM/ANSI Standards. Wearing of safety shoes is mandatory.

The Town shall provide raincoats, rain hats and over-the-shoe rain protection to the employees of the Physical Services Division who are required to work outside. All employees who have been issued such equipment shall wear it as needed. Such equipment as used shall be made available at the expense of the employee if required more frequently than once a year.

The Town shall issue three (3) standard shirts, three (3) standard pants, and two (2) winter jackets to the employees of the Physical Services Division. Each employee may substitute a set of winter overalls for comparably priced clothing. The individual employee is responsible for the return of all such clothing issues. Garage mechanics will be issued four (4) standard shirts and four (4) standard pants. Physical Service employees shall receive a \$250 annual work clothing allowance through Town approved vendors.



The Custodians shall receive an annual clothing allowance of \$185 to be used for the purchase of work clothing, with approval of their supervisor.

10.2 Safety Equipment

The employee may request, or the Town may issue, safety helmets or safety glasses to any employee assigned to a job requiring such equipment. If such equipment has been issued and the employee fails to properly wear such equipment, that employee shall be given a reprimand for the first failure, suspended for the second failure and discharged for the third such failure to wear or use such equipment.

The Town will replace up to \$200.00 for prescription eyeglasses if broken while performing work duties, and while PPE was worn. The occurrence must be reported when it occurs and employee must come into the office for documentation.

10.3 Rest Period

A rest period of fifteen (15) minutes in the first half of the shift and fifteen (15) minutes in the second half of the shift will be permitted. Such rest period shall take place at the work site to which the employee is then assigned.

10.4 Allergy Protection

The Town will provide tetanus injections, poison ivy injections and bee sting medication to any employee presenting information satisfactory to the Human Resources Manager that conditions warrant such protection.

10.5 Tool Allowance and training for Automotive Mechanics

Effective July 1, 2016, the Town shall provide a tool allowance for Automotive Mechanics of \$500 per person per contract year.

As there will be an increased demand for the purchase of only electronic vehicles (EV) in the near future and in order to ensure that Town mechanics have the necessary training to be able to repair these vehicles, effective July 1, 2022, the Town will begin sending one mechanic per year to an out-of-state conference for extensive training on the repair of EV vehicles. The Town shall select the applicable out of state conference and will pay the conference tuition and reasonable pre-approved travel expenses up to a maximum of \$2,000 for one mechanic to attend such a conference each fiscal year. The Town shall annually select the mechanic to be sent to the conference except that no mechanic shall attend a second conference until all mechanics have attended one of the annual conferences. In exchange for this training the Union agrees to withdraw all prior grievances and/or prohibited practice claims and acknowledges that the Town shall have the sole discretion to subcontract out work related to the wiring of new and existing WPD police cars.

10.6 Smoke-free Workplace

Smoking will be allowed only in accordance with the Town's smoking policy.

10.7 Emergency Overtime Meal Allowance

During periods of continuous work which exceed the normal workday by three (3) hours or more, the Town shall make arrangements for meals at local restaurants. The normal workday is defined as beginning at 7:00 a.m. and ending at 3:30 p.m. The meal allowance will begin with the first supper meal for each emergency and continue until the employees are released. In order to be eligible for the breakfast meal allowance, an employee must punch in no later than 4 a.m. The meal allowances are as follows:

Meal	Time	Max. Allowance Per Employee
Supper	6:00 p.m.	\$ 12.50
Breakfast	6:00 a.m.	\$ 7.50
Lunch	noon	\$ 10.50

Employees will be required to sign for their meals and will be responsible for any cost that exceeds the meal allowance.

10.8 Showmobile

Trained Town Physical Service Division employees shall be utilized as assistants to the Driver.

10.9 License/Certification/Medical CDL Examination.

In the event an employee is unable to obtain a medical certification for his/her CDL license through health insurance, the Town shall provide access to a CDL medical examination through a Town designated medical provider at no cost to the employee. Should the employee utilize a medical provider other than one designated by the Town for his/her CDL examination, the Town will reimburse the employee up to \$100.00 per examination towards the cost of such examination upon submission of the employee's receipt of payment to the medical provider.

If the Town requires an employee to obtain or maintain a particular license or certification in order to perform work in particular job classification, the Town will reimburse the employee up to \$100.00 towards the employee's cost of having to obtain or maintain this required license/certification. This reimbursement will be paid to the employee following submission of the employee's receipt of payment made to obtain or maintain the required license or certification.

ARTICLE XI - GRIEVANCE PROCEDURE

11.0 Grievances

Grievances are defined as a disagreement arising out of the written Accord between the Town and the Union. Grievances will be processed in the following manner:

Step 1

The employee by himself/herself or with the Union steward shall present his/her grievance to the immediate supervisor. Any grievance must be filed within fifteen (15) calendar days of the incident, or knowledge is gained that the incident occurred provided that this does not exceed thirty (30) calendar days after the incident. The immediate supervisor shall notify the employee and/or the Union steward of the supervisor's decision within two (2) working days of the day the grievance was presented.

A grievance may be presented either orally or in writing to the immediate supervisor. If, however, the employee is not satisfied with the decision of the supervisor, the grievance must be reduced to writing, setting forth the following information:

- a. The specific portion of the Accord upon which the grievance is based.
- b. A statement of the facts involved in the grievance.
- c. The remedy sought.

Step 2

Following the decision of the immediate supervisor made as a result of Step 1, the aggrieved party and his/her steward may file the grievance with the next level of supervision in the department involved. Such step must be taken within ten (10) working days of the date on which the supervisor made known his/her decision under Step 1. A conference under this step shall take place within five (5) working days of receipt of the appeal and the supervisor shall provide the employee and/or Union steward with the supervisor's decision in writing within seven (7) working days of the conference.

Step 3

Should the employee wish that employee may file an appeal from the decision rendered in Step 2 with the Town Human Resources Manager within ten (10) working days of such decision.

A conference on the matter shall be set within five (5) working days and the Personnel Director shall give a written decision to the employee and/or steward within ten (10) working days of the conference. Employees appealing decisions regarding demotion, suspension of more than ten (10) days, or discharge may submit such grievances directly to this step of the Grievance Procedure without the conferences set forth in Step 1 and 2.

Step 4

1. Prior to filing for arbitration and where mutually agreed upon by both parties, the dispute may be submitted to mediation by the State Board of Mediation and Arbitration, such submissions must be filed within fourteen (14) calendar days of the issuance of Step 3 decision.

2. If mediation is not utilized, the Union, on behalf of the employee, may submit the grievance to arbitration by so notifying in writing to both the Town Manager and the State Board of Mediation and Arbitration within fifteen (15) working days of the issuance of the Step 3 response.

3. If the Dispute cannot be resolved through mediation, the Union, on behalf of the employee, may submit the dispute to arbitration by so notifying in writing to both the Town Manager and State Board of Mediation and Arbitration within fifteen (15) working days of the mediation meeting.

4. If mutually agreed, the dispute may be submitted to expedited arbitration by the State Board of Mediation and Arbitration. No more than one such grievance shall be processed in arbitration at any one time.

5. The decision of the arbitrator shall be final and binding upon both parties. The Union and the Town shall share the cost of arbitration equally. If the Town chooses to use American Arbitration Association in lieu of the State Board of Mediation and Arbitration, the Town will pay all associated costs.

Time extensions beyond those stipulated in this grievance procedure may be arrived at in writing by mutual agreement of both parties concerned. Absent an extension of time, failure at any step to the appeal within the specified time limits shall be considered acceptance of the last decision rendered. Should the Town fail to respond within the specified time limits, the grievance may be processed by the Union to the next step.

11.1 Designated Representatives

The Union shall designate no more than two (2) members for the purpose of adjusting grievances and no more than three (3) members for contract negotiations. These designated members may carry on the actual process of meeting with the Town over contract negotiations during their normal work schedule without loss of pay. The Union may have any other persons not on the Town payroll present at any step of the Grievance procedure or at contract negotiation sessions, provided that the Town is notified that such person will be in attendance at least twenty-four (24) hours prior to the actual session. Each person designated to adjust grievances shall devote no more than two normal working hours per week to such activities.

11.2 Officers

The Town shall recognize the officers, executive committee members, stewards, negotiators and other such persons when the Town Personnel Director is notified in writing of such designation. All such persons shall be employees of the Town within the bargaining unit.



ARTICLE XII - DISCIPLINARY ACTION

12.0 Basis for Action

Disciplinary action shall be for just cause. All disciplinary actions shall be applied in a fair manner and shall not be inconsistent with the infraction for which the disciplinary actions are being applied.

12.1 Written Statement

In the case of any suspension or discharge, the employee shall be furnished a written statement of the reasons for such action.

12.2 Erasure of Records

Warning letters will be removed from the employee's files on the second anniversary of said warning letter if no additional disciplinary actions have occurred within the two-year period.

12.3 New Section

The Union President shall receive and be copied on all discipline notices/letters.

ARTICLE XIII - SAVINGS CLAUSE

13.0 Validity of Whole

If any section, sentence, clause or phrase of the Accord shall be held for any reason to be inoperative, void or invalid by a court of law or an arbitrator, the validity of the remaining portions of the Accord shall not be affected. It is the intent of the Town and the Union in agreeing to the Accord that no portion should become inoperative or fail by reason of the invalidity of any other portion. Should both parties agree to do so, they may immediately negotiate a substitute for the invalidated article, section, sentence, clause or phrase.

ARTICLE XIV - GENERAL PROVISIONS

14.0 Complete Agreement

This Accord constitutes the entire Agreement between the Town of Wethersfield and the Union and settles all demands and issues for the terms of this Accord with respect to any and all matters subject to negotiation whether or not said subject or matter is specifically referred to herein.

14.1 Productivity Improvements

The Town and Union representatives shall meet periodically for the purpose of discussing productivity improvement programs. The Town shall have the right to make cash or other awards for suggestions and productivity improvements under the Incentive Awards Program. It is expressly understood and acknowledged that all provisions of the Incentive Awards Program are specifically excluded from the grievance and arbitration provisions. This means that no aspect of any award issued (or not issued) pursuant to the Incentive Awards Program shall be the subject of any grievance procedures or arbitration processes contained in the collective bargaining agreement between the Town and the Union.



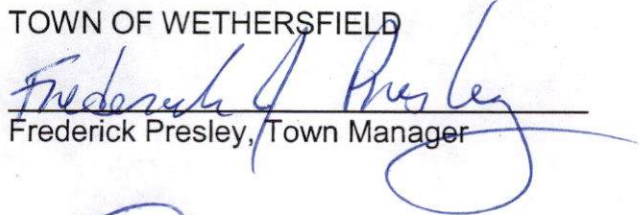
ARTICLE XV - DURATION

15.0 Period

This Agreement shall be effective from July 1, 2022 to June 30, 2025.

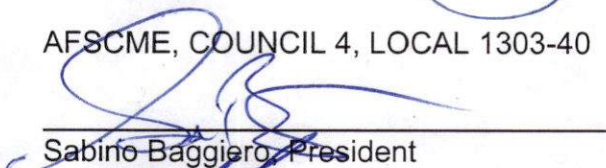
This Agreement shall continue in effect from year to year unless either party gives notice prior to March 1 of any year after January 1, 2025 of its intention to terminate or propose modification on the following June 30.

TOWN OF WETHERSFIELD


Frederick Presley, Town Manager

3/9/23
Date

AFSCME, COUNCIL 4, LOCAL 1303-40


Sabino Baggiero, President

3/9/23
Date

Adam Ruff



3/9/23
Date

David Lea



3/9/23
Date

Lorin Dafoe


Staff Representative

3/9/2023
Date

APPENDIX A
PERSONNEL CLASSIFICATION AND PAY GRADES RE PHYSICAL SERVICES
BARGAINING UNIT POSITIONS

<u>CLASSIFICATION</u>	<u>PAY GRADE</u>
Maintainer I	7
Maintainer II	8
Maintainer III	10
Maintainer III/Trades Worker	11
Automotive Mechanic	12
Painter	10 (Effective 7/1/07)
Building Custodian I	6
Building Custodian II	8
Parks and Grounds Crew Leader	12
Senior Heavy Equipment Operator	13
Tree Care Specialist	10

EFF 07-01-2022

1303-40 Payscale for 2022/23

40 HOUR WORK WEEK

3.00% GWI

GRADE BY STEPS

GRADE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	ANNUAL	\$ 36,514.77	\$ 37,601.86	\$ 38,772.81	\$ 39,938.00	\$ 41,107.54	\$ 42,274.21
	BIWEEKLY	\$ 1,404.41	\$ 1,446.23	\$ 1,491.26	\$ 1,536.08	\$ 1,581.06	\$ 1,625.93
	HOURLY	\$ 17.5551	\$ 18.0779	\$ 18.6408	\$ 19.2010	\$ 19.7633	\$ 20.3241
2	ANNUAL	\$ 38,772.81	\$ 39,938.00	\$ 41,107.54	\$ 42,274.21	\$ 43,729.32	\$ 45,180.20
	BIWEEKLY	\$ 1,491.26	\$ 1,536.08	\$ 1,581.06	\$ 1,625.93	\$ 1,681.90	\$ 1,737.70
	HOURLY	\$ 18.6408	\$ 19.2010	\$ 19.7633	\$ 20.3241	\$ 21.0238	\$ 21.7213
3	ANNUAL	\$ 41,107.54	\$ 42,274.21	\$ 43,729.32	\$ 45,180.20	\$ 46,646.70	\$ 48,098.99
	BIWEEKLY	\$ 1,581.06	\$ 1,625.93	\$ 1,681.90	\$ 1,737.70	\$ 1,794.10	\$ 1,849.96
	HOURLY	\$ 19.7633	\$ 20.3241	\$ 21.0238	\$ 21.7213	\$ 22.4263	\$ 23.1245
4	ANNUAL	\$ 43,729.32	\$ 45,180.20	\$ 46,646.70	\$ 48,098.99	\$ 49,565.50	\$ 51,017.80
	BIWEEKLY	\$ 1,681.90	\$ 1,737.70	\$ 1,794.10	\$ 1,849.96	\$ 1,906.37	\$ 1,962.22
	HOURLY	\$ 21.0238	\$ 21.7213	\$ 22.4263	\$ 23.1245	\$ 23.8296	\$ 24.5278
5	ANNUAL	\$ 46,646.70	\$ 48,098.99	\$ 49,565.50	\$ 51,017.80	\$ 52,474.34	\$ 53,933.73
	BIWEEKLY	\$ 1,794.10	\$ 1,849.96	\$ 1,906.37	\$ 1,962.22	\$ 2,018.24	\$ 2,074.37
	HOURLY	\$ 22.4263	\$ 23.1245	\$ 23.8296	\$ 24.5278	\$ 25.2280	\$ 25.9296
6	ANNUAL	\$ 49,565.50	\$ 51,017.80	\$ 52,474.34	\$ 53,933.73	\$ 55,384.61	\$ 56,852.53
	BIWEEKLY	\$ 1,906.37	\$ 1,962.22	\$ 2,018.24	\$ 2,074.37	\$ 2,130.18	\$ 2,186.64
	HOURLY	\$ 23.8296	\$ 24.5278	\$ 25.2280	\$ 25.9296	\$ 26.6273	\$ 27.3330
7	ANNUAL	\$ 52,474.34	\$ 53,933.73	\$ 55,384.61	\$ 56,852.53	\$ 58,580.50	\$ 60,302.80
	BIWEEKLY	\$ 2,018.24	\$ 2,074.37	\$ 2,130.18	\$ 2,186.64	\$ 2,253.10	\$ 2,319.34
	HOURLY	\$ 25.2280	\$ 25.9296	\$ 26.6273	\$ 27.3330	\$ 28.1638	\$ 28.9918
7 W/ CDL	ANNUAL	\$ 53,545.64	\$ 55,005.05	\$ 56,455.67	\$ 57,923.85	\$ 59,651.70	\$ 61,373.97
	BIWEEKLY	\$ 2,059.45	\$ 2,115.58	\$ 2,171.37	\$ 2,227.84	\$ 2,294.30	\$ 2,360.54
	HOURLY	\$ 25.7431	\$ 26.4448	\$ 27.1421	\$ 27.8480	\$ 28.6788	\$ 29.5068
8	ANNUAL	\$ 55,384.61	\$ 56,852.53	\$ 58,580.50	\$ 60,302.80	\$ 62,042.11	\$ 63,772.95
	BIWEEKLY	\$ 2,130.18	\$ 2,186.64	\$ 2,253.10	\$ 2,319.34	\$ 2,386.24	\$ 2,452.81
	HOURLY	\$ 26.6273	\$ 27.3330	\$ 28.1638	\$ 28.9918	\$ 29.8280	\$ 30.6601
9	ANNUAL	\$ 58,580.50	\$ 60,302.80	\$ 62,042.11	\$ 63,772.95	\$ 65,496.66	\$ 67,235.99
	BIWEEKLY	\$ 2,253.10	\$ 2,319.34	\$ 2,386.24	\$ 2,452.81	\$ 2,519.10	\$ 2,586.00
	HOURLY	\$ 28.1638	\$ 28.9918	\$ 29.8280	\$ 30.6601	\$ 31.4888	\$ 32.3250
10	ANNUAL	\$ 60,302.80	\$ 62,042.11	\$ 63,772.95	\$ 65,496.66	\$ 67,235.99	\$ 68,958.27
	BIWEEKLY	\$ 2,319.34	\$ 2,386.24	\$ 2,452.81	\$ 2,519.10	\$ 2,586.00	\$ 2,652.24
	HOURLY	\$ 28.9918	\$ 29.8280	\$ 30.6601	\$ 31.4888	\$ 32.3250	\$ 33.1530
11	ANNUAL	\$ 62,042.11	\$ 63,772.95	\$ 65,496.66	\$ 67,235.99	\$ 68,958.27	\$ 70,693.35
	BIWEEKLY	\$ 2,386.24	\$ 2,452.81	\$ 2,519.10	\$ 2,586.00	\$ 2,652.24	\$ 2,718.97
	HOURLY	\$ 29.8280	\$ 30.6601	\$ 31.4888	\$ 32.3250	\$ 33.1530	\$ 33.9871
12	ANNUAL	\$ 65,496.66	\$ 67,235.99	\$ 68,958.27	\$ 70,693.35	\$ 72,429.87	\$ 74,153.55
	BIWEEKLY	\$ 2,519.10	\$ 2,586.00	\$ 2,652.24	\$ 2,718.97	\$ 2,785.76	\$ 2,852.06
	HOURLY	\$ 31.4888	\$ 32.3250	\$ 33.1530	\$ 33.9871	\$ 34.8220	\$ 35.6508
13	ANNUAL	\$ 68,958.27	\$ 70,693.35	\$ 72,429.87	\$ 74,153.55	\$ 75,887.23	\$ 77,623.71
	BIWEEKLY	\$ 2,652.24	\$ 2,718.97	\$ 2,785.76	\$ 2,852.06	\$ 2,918.74	\$ 2,985.53
	HOURLY	\$ 33.1530	\$ 33.9871	\$ 34.8220	\$ 35.6508	\$ 36.4843	\$ 37.3191
14	ANNUAL	\$ 72,429.87	\$ 74,153.55	\$ 75,887.23	\$ 77,623.71	\$ 79,350.26	\$ 81,091.05
	BIWEEKLY	\$ 2,785.76	\$ 2,852.06	\$ 2,918.74	\$ 2,985.53	\$ 3,051.93	\$ 3,118.89
	HOURLY	\$ 34.8220	\$ 35.6508	\$ 36.4843	\$ 37.3191	\$ 38.1491	\$ 38.9861
15	ANNUAL	\$ 75,887.23	\$ 77,623.71	\$ 79,350.26	\$ 81,091.05	\$ 82,907.10	\$ 85,952.37
	BIWEEKLY	\$ 2,918.74	\$ 2,985.53	\$ 3,051.93	\$ 3,118.89	\$ 3,188.73	\$ 3,305.86
	HOURLY	\$ 36.4843	\$ 37.3191	\$ 38.1491	\$ 38.9861	\$ 39.8591	\$ 41.3233

EFF 07-01-2023

1303-40 PAYSCALE FOR 2023/24

40 HOUR WORK WEEK

2.75% GWI

GRADE BY STEPS

GRADE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	ANNUAL	\$ 37,518.93	\$ 38,635.91	\$ 39,839.06	\$ 41,036.30	\$ 42,238.00	\$ 43,436.75
	BIWEEKLY	\$ 1,443.04	\$ 1,486.00	\$ 1,532.27	\$ 1,578.32	\$ 1,624.54	\$ 1,670.64
	HOURLY	\$ 18.0380	\$ 18.5750	\$ 19.1534	\$ 19.7290	\$ 20.3068	\$ 20.8830
2	ANNUAL	\$ 39,839.06	\$ 41,036.30	\$ 42,238.00	\$ 43,436.75	\$ 44,931.88	\$ 46,422.66
	BIWEEKLY	\$ 1,532.27	\$ 1,578.32	\$ 1,624.54	\$ 1,670.64	\$ 1,728.15	\$ 1,785.49
	HOURLY	\$ 19.1534	\$ 19.7290	\$ 20.3068	\$ 20.8830	\$ 21.6019	\$ 22.3186
3	ANNUAL	\$ 42,238.00	\$ 43,436.75	\$ 44,931.88	\$ 46,422.66	\$ 47,929.48	\$ 49,421.71
	BIWEEKLY	\$ 1,624.54	\$ 1,670.64	\$ 1,728.15	\$ 1,785.49	\$ 1,843.44	\$ 1,900.84
	HOURLY	\$ 20.3068	\$ 20.8830	\$ 21.6019	\$ 22.3186	\$ 23.0430	\$ 23.7605
4	ANNUAL	\$ 44,931.88	\$ 46,422.66	\$ 47,929.48	\$ 49,421.71	\$ 50,928.55	\$ 52,420.79
	BIWEEKLY	\$ 1,728.15	\$ 1,785.49	\$ 1,843.44	\$ 1,900.84	\$ 1,958.79	\$ 2,016.18
	HOURLY	\$ 21.6019	\$ 22.3186	\$ 23.0430	\$ 23.7605	\$ 24.4849	\$ 25.2023
5	ANNUAL	\$ 47,929.48	\$ 49,421.71	\$ 50,928.55	\$ 52,420.79	\$ 53,917.38	\$ 55,416.91
	BIWEEKLY	\$ 1,843.44	\$ 1,900.84	\$ 1,958.79	\$ 2,016.18	\$ 2,073.75	\$ 2,131.42
	HOURLY	\$ 23.0430	\$ 23.7605	\$ 24.4849	\$ 25.2023	\$ 25.9219	\$ 26.6428
6	ANNUAL	\$ 50,928.55	\$ 52,420.79	\$ 53,917.38	\$ 55,416.91	\$ 56,907.69	\$ 58,415.97
	BIWEEKLY	\$ 1,958.79	\$ 2,016.18	\$ 2,073.75	\$ 2,131.42	\$ 2,188.76	\$ 2,246.77
	HOURLY	\$ 24.4849	\$ 25.2023	\$ 25.9219	\$ 26.6428	\$ 27.3595	\$ 28.0846
7	ANNUAL	\$ 53,917.38	\$ 55,416.91	\$ 56,907.69	\$ 58,415.97	\$ 60,191.46	\$ 61,961.13
	BIWEEKLY	\$ 2,073.75	\$ 2,131.42	\$ 2,188.76	\$ 2,246.77	\$ 2,315.06	\$ 2,383.12
	HOURLY	\$ 25.9219	\$ 26.6428	\$ 27.3595	\$ 28.0846	\$ 28.9383	\$ 29.7890
7 W/ CDL	ANNUAL	\$ 55,018.15	\$ 56,517.69	\$ 58,008.20	\$ 59,516.76	\$ 61,292.12	\$ 63,061.75
	BIWEEKLY	\$ 2,116.08	\$ 2,173.76	\$ 2,231.08	\$ 2,289.11	\$ 2,357.39	\$ 2,425.45
	HOURLY	\$ 26.4510	\$ 27.1720	\$ 27.8885	\$ 28.6139	\$ 29.4674	\$ 30.3181
8	ANNUAL	\$ 56,907.69	\$ 58,415.97	\$ 60,191.46	\$ 61,961.13	\$ 63,748.27	\$ 65,526.71
	BIWEEKLY	\$ 2,188.76	\$ 2,246.77	\$ 2,315.06	\$ 2,383.12	\$ 2,451.86	\$ 2,520.26
	HOURLY	\$ 27.3595	\$ 28.0846	\$ 28.9383	\$ 29.7890	\$ 30.6483	\$ 31.5033
9	ANNUAL	\$ 60,191.46	\$ 61,961.13	\$ 63,748.27	\$ 65,526.71	\$ 67,297.82	\$ 69,084.98
	BIWEEKLY	\$ 2,315.06	\$ 2,383.12	\$ 2,451.86	\$ 2,520.26	\$ 2,588.38	\$ 2,657.11
	HOURLY	\$ 28.9383	\$ 29.7890	\$ 30.6483	\$ 31.5033	\$ 32.3548	\$ 33.2139
10	ANNUAL	\$ 61,961.13	\$ 63,748.27	\$ 65,526.71	\$ 67,297.82	\$ 69,084.98	\$ 70,854.62
	BIWEEKLY	\$ 2,383.12	\$ 2,451.86	\$ 2,520.26	\$ 2,588.38	\$ 2,657.11	\$ 2,725.18
	HOURLY	\$ 29.7890	\$ 30.6483	\$ 31.5033	\$ 32.3548	\$ 33.2139	\$ 34.0648
11	ANNUAL	\$ 63,748.27	\$ 65,526.71	\$ 67,297.82	\$ 69,084.98	\$ 70,854.62	\$ 72,637.42
	BIWEEKLY	\$ 2,451.86	\$ 2,520.26	\$ 2,588.38	\$ 2,657.11	\$ 2,725.18	\$ 2,793.75
	HOURLY	\$ 30.6483	\$ 31.5033	\$ 32.3548	\$ 33.2139	\$ 34.0648	\$ 34.9219
12	ANNUAL	\$ 67,297.82	\$ 69,084.98	\$ 70,854.62	\$ 72,637.42	\$ 74,421.69	\$ 76,192.77
	BIWEEKLY	\$ 2,588.38	\$ 2,657.11	\$ 2,725.18	\$ 2,793.75	\$ 2,862.37	\$ 2,930.49
	HOURLY	\$ 32.3548	\$ 33.2139	\$ 34.0648	\$ 34.9219	\$ 35.7796	\$ 36.6311
13	ANNUAL	\$ 70,854.62	\$ 72,637.42	\$ 74,421.69	\$ 76,192.77	\$ 77,974.13	\$ 79,758.36
	BIWEEKLY	\$ 2,725.18	\$ 2,793.75	\$ 2,862.37	\$ 2,930.49	\$ 2,999.00	\$ 3,067.63
	HOURLY	\$ 34.0648	\$ 34.9219	\$ 35.7796	\$ 36.6311	\$ 37.4875	\$ 38.3454
14	ANNUAL	\$ 74,421.69	\$ 76,192.77	\$ 77,974.13	\$ 79,758.36	\$ 81,532.39	\$ 83,321.05
	BIWEEKLY	\$ 2,862.37	\$ 2,930.49	\$ 2,999.00	\$ 3,067.63	\$ 3,135.86	\$ 3,204.66
	HOURLY	\$ 35.7796	\$ 36.6311	\$ 37.4875	\$ 38.3454	\$ 39.1983	\$ 40.0583
15	ANNUAL	\$ 77,974.13	\$ 79,758.36	\$ 81,532.39	\$ 83,321.05	\$ 85,187.05	\$ 88,316.06
	BIWEEKLY	\$ 2,999.00	\$ 3,067.63	\$ 3,135.86	\$ 3,204.66	\$ 3,276.42	\$ 3,396.77
	HOURLY	\$ 37.4875	\$ 38.3454	\$ 39.1983	\$ 40.0583	\$ 40.9553	\$ 42.4596

EFF 07-01-2023

1303-40 PAYSACLE FOR 2023/24

40 HOUR WORK WEEK

2.75% GWI

GRADE BY STEPS

GRADE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	ANNUAL	\$ 37,518.93	\$ 38,635.91	\$ 39,839.06	\$ 41,036.30	\$ 42,238.00	\$ 43,436.75
	BIWEEKLY	\$ 1,443.04	\$ 1,486.00	\$ 1,532.27	\$ 1,578.32	\$ 1,624.54	\$ 1,670.64
	HOURLY	\$ 18.0380	\$ 18.5750	\$ 19.1534	\$ 19.7290	\$ 20.3068	\$ 20.8830
2	ANNUAL	\$ 39,839.06	\$ 41,036.30	\$ 42,238.00	\$ 43,436.75	\$ 44,931.88	\$ 46,422.66
	BIWEEKLY	\$ 1,532.27	\$ 1,578.32	\$ 1,624.54	\$ 1,670.64	\$ 1,728.15	\$ 1,785.49
	HOURLY	\$ 19.1534	\$ 19.7290	\$ 20.3068	\$ 20.8830	\$ 21.6019	\$ 22.3186
3	ANNUAL	\$ 42,238.00	\$ 43,436.75	\$ 44,931.88	\$ 46,422.66	\$ 47,929.48	\$ 49,421.71
	BIWEEKLY	\$ 1,624.54	\$ 1,670.64	\$ 1,728.15	\$ 1,785.49	\$ 1,843.44	\$ 1,900.84
	HOURLY	\$ 20.3068	\$ 20.8830	\$ 21.6019	\$ 22.3186	\$ 23.0430	\$ 23.7605
4	ANNUAL	\$ 44,931.88	\$ 46,422.66	\$ 47,929.48	\$ 49,421.71	\$ 50,928.55	\$ 52,420.79
	BIWEEKLY	\$ 1,728.15	\$ 1,785.49	\$ 1,843.44	\$ 1,900.84	\$ 1,958.79	\$ 2,016.18
	HOURLY	\$ 21.6019	\$ 22.3186	\$ 23.0430	\$ 23.7605	\$ 24.4849	\$ 25.2023
5	ANNUAL	\$ 47,929.48	\$ 49,421.71	\$ 50,928.55	\$ 52,420.79	\$ 53,917.38	\$ 55,416.91
	BIWEEKLY	\$ 1,843.44	\$ 1,900.84	\$ 1,958.79	\$ 2,016.18	\$ 2,073.75	\$ 2,131.42
	HOURLY	\$ 23.0430	\$ 23.7605	\$ 24.4849	\$ 25.2023	\$ 25.9219	\$ 26.6428
6	ANNUAL	\$ 50,928.55	\$ 52,420.79	\$ 53,917.38	\$ 55,416.91	\$ 56,907.69	\$ 58,415.97
	BIWEEKLY	\$ 1,958.79	\$ 2,016.18	\$ 2,073.75	\$ 2,131.42	\$ 2,188.76	\$ 2,246.77
	HOURLY	\$ 24.4849	\$ 25.2023	\$ 25.9219	\$ 26.6428	\$ 27.3595	\$ 28.0846
7	ANNUAL	\$ 53,917.38	\$ 55,416.91	\$ 56,907.69	\$ 58,415.97	\$ 60,191.46	\$ 61,961.13
	BIWEEKLY	\$ 2,073.75	\$ 2,131.42	\$ 2,188.76	\$ 2,246.77	\$ 2,315.06	\$ 2,383.12
	HOURLY	\$ 25.9219	\$ 26.6428	\$ 27.3595	\$ 28.0846	\$ 28.9383	\$ 29.7890
7 W/ CDL	ANNUAL	\$ 55,018.15	\$ 56,517.69	\$ 58,008.20	\$ 59,516.76	\$ 61,292.12	\$ 63,061.75
	BIWEEKLY	\$ 2,116.08	\$ 2,173.76	\$ 2,231.08	\$ 2,289.11	\$ 2,357.39	\$ 2,425.45
	HOURLY	\$ 26.4510	\$ 27.1720	\$ 27.8885	\$ 28.6139	\$ 29.4674	\$ 30.3181
8	ANNUAL	\$ 56,907.69	\$ 58,415.97	\$ 60,191.46	\$ 61,961.13	\$ 63,748.27	\$ 65,526.71
	BIWEEKLY	\$ 2,188.76	\$ 2,246.77	\$ 2,315.06	\$ 2,383.12	\$ 2,451.86	\$ 2,520.26
	HOURLY	\$ 27.3595	\$ 28.0846	\$ 28.9383	\$ 29.7890	\$ 30.6483	\$ 31.5033
9	ANNUAL	\$ 60,191.46	\$ 61,961.13	\$ 63,748.27	\$ 65,526.71	\$ 67,297.82	\$ 69,084.98
	BIWEEKLY	\$ 2,315.06	\$ 2,383.12	\$ 2,451.86	\$ 2,520.26	\$ 2,588.38	\$ 2,657.11
	HOURLY	\$ 28.9383	\$ 29.7890	\$ 30.6483	\$ 31.5033	\$ 32.3548	\$ 33.2139
10	ANNUAL	\$ 61,961.13	\$ 63,748.27	\$ 65,526.71	\$ 67,297.82	\$ 69,084.98	\$ 70,854.62
	BIWEEKLY	\$ 2,383.12	\$ 2,451.86	\$ 2,520.26	\$ 2,588.38	\$ 2,657.11	\$ 2,725.18
	HOURLY	\$ 29.7890	\$ 30.6483	\$ 31.5033	\$ 32.3548	\$ 33.2139	\$ 34.0648
11	ANNUAL	\$ 63,748.27	\$ 65,526.71	\$ 67,297.82	\$ 69,084.98	\$ 70,854.62	\$ 72,637.42
	BIWEEKLY	\$ 2,451.86	\$ 2,520.26	\$ 2,588.38	\$ 2,657.11	\$ 2,725.18	\$ 2,793.75
	HOURLY	\$ 30.6483	\$ 31.5033	\$ 32.3548	\$ 33.2139	\$ 34.0648	\$ 34.9219
12	ANNUAL	\$ 67,297.82	\$ 69,084.98	\$ 70,854.62	\$ 72,637.42	\$ 74,421.69	\$ 76,192.77
	BIWEEKLY	\$ 2,588.38	\$ 2,657.11	\$ 2,725.18	\$ 2,793.75	\$ 2,862.37	\$ 2,930.49
	HOURLY	\$ 32.3548	\$ 33.2139	\$ 34.0648	\$ 34.9219	\$ 35.7796	\$ 36.6311
13	ANNUAL	\$ 70,854.62	\$ 72,637.42	\$ 74,421.69	\$ 76,192.77	\$ 77,974.13	\$ 79,758.36
	BIWEEKLY	\$ 2,725.18	\$ 2,793.75	\$ 2,862.37	\$ 2,930.49	\$ 2,999.00	\$ 3,067.63
	HOURLY	\$ 34.0648	\$ 34.9219	\$ 35.7796	\$ 36.6311	\$ 37.4875	\$ 38.3454
14	ANNUAL	\$ 74,421.69	\$ 76,192.77	\$ 77,974.13	\$ 79,758.36	\$ 81,532.39	\$ 83,321.05
	BIWEEKLY	\$ 2,862.37	\$ 2,930.49	\$ 2,999.00	\$ 3,067.63	\$ 3,135.86	\$ 3,204.66
	HOURLY	\$ 35.7796	\$ 36.6311	\$ 37.4875	\$ 38.3454	\$ 39.1983	\$ 40.0583
15	ANNUAL	\$ 77,974.13	\$ 79,758.36	\$ 81,532.39	\$ 83,321.05	\$ 85,187.05	\$ 88,316.06
	BIWEEKLY	\$ 2,999.00	\$ 3,067.63	\$ 3,135.86	\$ 3,204.66	\$ 3,276.42	\$ 3,396.77
	HOURLY	\$ 37.4875	\$ 38.3454	\$ 39.1983	\$ 40.0583	\$ 40.9553	\$ 42.4596

2.75% GWI

GRADE BY STEPS

GRADE		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
1	ANNUAL	\$ 38,550.70	\$ 39,698.40	\$ 40,934.63	\$ 42,164.80	\$ 43,399.55	\$ 44,631.26
	BIWEEKLY	\$ 1,482.72	\$ 1,526.86	\$ 1,574.41	\$ 1,621.72	\$ 1,669.21	\$ 1,716.59
	HOURLY	\$ 18.5340	\$ 19.0858	\$ 19.6801	\$ 20.2715	\$ 20.8651	\$ 21.4574
2	ANNUAL	\$ 40,934.63	\$ 42,164.80	\$ 43,399.55	\$ 44,631.26	\$ 46,167.51	\$ 47,699.28
	BIWEEKLY	\$ 1,574.41	\$ 1,621.72	\$ 1,669.21	\$ 1,716.59	\$ 1,775.67	\$ 1,834.59
	HOURLY	\$ 19.6801	\$ 20.2715	\$ 20.8651	\$ 21.4574	\$ 22.1959	\$ 22.9324
3	ANNUAL	\$ 43,399.55	\$ 44,631.26	\$ 46,167.51	\$ 47,699.28	\$ 49,247.54	\$ 50,780.81
	BIWEEKLY	\$ 1,669.21	\$ 1,716.59	\$ 1,775.67	\$ 1,834.59	\$ 1,894.14	\$ 1,953.11
	HOURLY	\$ 20.8651	\$ 21.4574	\$ 22.1959	\$ 22.9324	\$ 23.6768	\$ 24.4139
4	ANNUAL	\$ 46,167.51	\$ 47,699.28	\$ 49,247.54	\$ 50,780.81	\$ 52,329.09	\$ 53,862.36
	BIWEEKLY	\$ 1,775.67	\$ 1,834.59	\$ 1,894.14	\$ 1,953.11	\$ 2,012.66	\$ 2,071.63
	HOURLY	\$ 22.1959	\$ 22.9324	\$ 23.6768	\$ 24.4139	\$ 25.1583	\$ 25.8954
5	ANNUAL	\$ 49,247.54	\$ 50,780.81	\$ 52,329.09	\$ 53,862.36	\$ 55,400.11	\$ 56,940.88
	BIWEEKLY	\$ 1,894.14	\$ 1,953.11	\$ 2,012.66	\$ 2,071.63	\$ 2,130.77	\$ 2,190.03
	HOURLY	\$ 23.6768	\$ 24.4139	\$ 25.1583	\$ 25.8954	\$ 26.6346	\$ 27.3754
6	ANNUAL	\$ 52,329.09	\$ 53,862.36	\$ 55,400.11	\$ 56,940.88	\$ 58,472.65	\$ 60,022.41
	BIWEEKLY	\$ 2,012.66	\$ 2,071.63	\$ 2,130.77	\$ 2,190.03	\$ 2,248.95	\$ 2,308.55
	HOURLY	\$ 25.1583	\$ 25.8954	\$ 26.6346	\$ 27.3754	\$ 28.1119	\$ 28.8569
7	ANNUAL	\$ 55,400.11	\$ 56,940.88	\$ 58,472.65	\$ 60,022.41	\$ 61,846.73	\$ 63,665.06
	BIWEEKLY	\$ 2,130.77	\$ 2,190.03	\$ 2,248.95	\$ 2,308.55	\$ 2,378.72	\$ 2,448.66
	HOURLY	\$ 26.6346	\$ 27.3754	\$ 28.1119	\$ 28.8569	\$ 29.7340	\$ 30.6083
7 W/ CDL	ANNUAL	\$ 56,531.15	\$ 58,071.93	\$ 59,603.43	\$ 61,153.47	\$ 62,977.65	\$ 64,795.95
	BIWEEKLY	\$ 2,174.27	\$ 2,233.54	\$ 2,292.44	\$ 2,352.06	\$ 2,422.22	\$ 2,492.15
	HOURLY	\$ 27.1784	\$ 27.9193	\$ 28.6555	\$ 29.4008	\$ 30.2778	\$ 31.1519
8	ANNUAL	\$ 58,472.65	\$ 60,022.41	\$ 61,846.73	\$ 63,665.06	\$ 65,501.35	\$ 67,328.69
	BIWEEKLY	\$ 2,248.95	\$ 2,308.55	\$ 2,378.72	\$ 2,448.66	\$ 2,519.28	\$ 2,589.57
	HOURLY	\$ 28.1119	\$ 28.8569	\$ 29.7340	\$ 30.6083	\$ 31.4910	\$ 32.3696
9	ANNUAL	\$ 61,846.73	\$ 63,665.06	\$ 65,501.35	\$ 67,328.69	\$ 69,148.51	\$ 70,984.82
	BIWEEKLY	\$ 2,378.72	\$ 2,448.66	\$ 2,519.28	\$ 2,589.57	\$ 2,659.56	\$ 2,730.19
	HOURLY	\$ 29.7340	\$ 30.6083	\$ 31.4910	\$ 32.3696	\$ 33.2445	\$ 34.1274
10	ANNUAL	\$ 63,665.06	\$ 65,501.35	\$ 67,328.69	\$ 69,148.51	\$ 70,984.82	\$ 72,803.12
	BIWEEKLY	\$ 2,448.66	\$ 2,519.28	\$ 2,589.57	\$ 2,659.56	\$ 2,730.19	\$ 2,800.12
	HOURLY	\$ 30.6083	\$ 31.4910	\$ 32.3696	\$ 33.2445	\$ 34.1274	\$ 35.0015
11	ANNUAL	\$ 65,501.35	\$ 67,328.69	\$ 69,148.51	\$ 70,984.82	\$ 72,803.12	\$ 74,634.95
	BIWEEKLY	\$ 2,519.28	\$ 2,589.57	\$ 2,659.56	\$ 2,730.19	\$ 2,800.12	\$ 2,870.57
	HOURLY	\$ 31.4910	\$ 32.3696	\$ 33.2445	\$ 34.1274	\$ 35.0015	\$ 35.8821
12	ANNUAL	\$ 69,148.51	\$ 70,984.82	\$ 72,803.12	\$ 74,634.95	\$ 76,468.29	\$ 78,288.07
	BIWEEKLY	\$ 2,659.56	\$ 2,730.19	\$ 2,800.12	\$ 2,870.57	\$ 2,941.09	\$ 3,011.08
	HOURLY	\$ 33.2445	\$ 34.1274	\$ 35.0015	\$ 35.8821	\$ 36.7636	\$ 37.6385
13	ANNUAL	\$ 72,803.12	\$ 74,634.95	\$ 76,468.29	\$ 78,288.07	\$ 80,118.42	\$ 81,951.71
	BIWEEKLY	\$ 2,800.12	\$ 2,870.57	\$ 2,941.09	\$ 3,011.08	\$ 3,081.48	\$ 3,151.99
	HOURLY	\$ 35.0015	\$ 35.8821	\$ 36.7636	\$ 37.6385	\$ 38.5185	\$ 39.3999
14	ANNUAL	\$ 76,468.29	\$ 78,288.07	\$ 80,118.42	\$ 81,951.71	\$ 83,774.53	\$ 85,612.38
	BIWEEKLY	\$ 2,941.09	\$ 3,011.08	\$ 3,081.48	\$ 3,151.99	\$ 3,222.10	\$ 3,292.78
	HOURLY	\$ 36.7636	\$ 37.6385	\$ 38.5185	\$ 39.3999	\$ 40.2763	\$ 41.1598
15	ANNUAL	\$ 80,118.42	\$ 81,951.71	\$ 83,774.53	\$ 85,612.38	\$ 87,529.69	\$ 89,444.75
	BIWEEKLY	\$ 3,081.48	\$ 3,151.99	\$ 3,222.10	\$ 3,292.78	\$ 3,366.53	\$ 3,440.18
	HOURLY	\$ 38.5185	\$ 39.3999	\$ 40.2763	\$ 41.1598	\$ 42.0816	\$ 43.0273