

AGREEMENT

BETWEEN

THE TOWN OF PITTSFIELD, NEW HAMPSHIRE

AND

THE INTERNATIONAL BROTHERHOOD OF TEAMSTERS,

LOCAL # 633 OF NEW HAMPSHIRE

**contract approved at town meeting March 12, 2024
for years 2024 through 2026**

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PREAMBLE

This Agreement is entered into by the Town of Pittsfield, hereinafter referred to as the "Town", and Local Number 633 of the International Brotherhood of Teamsters, hereinafter referred to as the "Union".

It is the purpose of this Agreement to achieve and maintain harmonious relations between the Town and the Union, to provide for the equitable and peaceful adjustment of differences which may arise, and to establish standards for wages, hours of work and other conditions of employment that can be agreed to by the Town and the Union for the benefit of the Collective Bargaining Unit certified hereunder.

RECOGNITION

The Town recognizes the Union as the sole and exclusive bargaining agent, for all full-time and part-time employees in the following classifications as certified by the PELRB in Case No. M-757, dated July 14, 1999, for the purposes of establishing wages, hours of work, and other conditions of employment that can be agreed to by the Town and the Union for the benefit of the employees comprising the Bargaining Unit recognized herein.

Bargaining Unit: Police Officers (full-time and part-time), Corporal, and Administrative Assistant/Dispatcher.

Excluded from this Agreement are the positions of: Chief of Police, Police Lieutenant and Animal Control Officer and other positions Administrative, clerical, or uniformed (above the rank of Corporal), created within the Department after July 14, 1999.

The classifications or job titles used above are for descriptive purposes only. Their use is neither an indication nor a guarantee that these classifications or titles will continue to be utilized by the Town in the exercise of its sole responsibility and discretion to change titles, create or discontinue positions or to fund or not fund appropriations for the employment or retention of individuals or their positions.

ARTICLE 1 - MANAGEMENT RIGHTS

- A. Except as otherwise herein expressly and specifically limited by the terms of this Agreement, and with the clear understanding of the parties hereto, the Town retains all of its customary, usual, statutory and exclusive rights, decision-making, prerogatives, functions, and authority connected with, or in any way incidental to its legal and statutory responsibilities to manage the affairs of the Town, or any part thereof, including the employment, retention and discharging of persons by the Town, and any other function or responsibility of the Town.

The rights of the employees in this bargaining unit, and the Union hereunder, are limited to those specifically granted in the terms of this Agreement and nowhere else, and the Town retains without limitation all its prerogatives, functions, and rights not specifically limited in writing, within the terms of this Agreement.

The Town has no obligation to negotiate with the Union with respect to any such subjects, or the exercise of its customary, usual, statutory and exclusive rights, discretion, decision-making, prerogatives, functions, and authority connected with, or in any way incidental to its legal and statutory responsibility to manage the affairs of the Town, or any part thereof, or any of the management rights contained herein and any other subjects covered by the terms of this Agreement, and closed to further negotiations for the term hereof, or any subject which was or might have been raised in the course of collective bargaining here under, but is closed for the term hereof.

- B. Without limitation, but by way of illustration, the listing of the following specific rights of management in this Article is not intended to be, nor shall it be considered restrictive of or as a waiver of any of the Town's customary, usual, statutory and exclusive rights, discretion, decision-making, prerogatives, and functions of the employer. Among such management responsibilities and rights as are vested exclusively in the Town are the following:
1. The right to hire, promote, transfer, assign and retain employees in the bargaining unit in positions with the Town.
 2. The right to suspend, demote, discharge or take other disciplinary action against employees in the bargaining unit.
 3. The right to relieve employees in the bargaining unit from duty because of lack of work or other legitimate reasons.
 4. The right to determine the method, means, and personnel by which operations will be carried out or conducted within the Department employing the bargaining unit employees.

5. The right to take whatever actions are necessary to carry out the work of the Town and the Department employing the bargaining unit employees in situations of emergency.
6. The right to direct and supervise all the operations, functions, duties, responsibilities, and policies of the Town in all situations where employees under the bargaining unit are employed.
7. The right to close, liquidate, reorganize, or reassign an office, branch, operation or facility, or combination thereof, or to relocate, reorganize, or combine the work of an office(s), branch(es), operation(s) or facility(s) for budgetary, organizational, or other reasons.
8. The right to determine the need for a reduction or an increase in the workforce at any time, and to implement any decision with regards thereto at any time.
9. The right to establish, create, amend, revise, implement and repeal, standards for the hiring, classification, promotion, quality of work, safety, materials, uniforms, appearance, equipment, methods, procedures, evaluation, and inspection of employees under the bargaining unit.
10. The right to implement new, and to revise or discharge, wholly or in part, existing or old methods, procedures, materials, equipment, facilities, and standards relating to employees in the bargaining unit at any time.
11. The right to assign, distribute, supervise, evaluate, and withdraw work to employees within the bargaining unit at any time.
12. The right to assign, reassign, or change work shifts, workdays, hours of work (whether by day, shift, work week or otherwise), and work locations or duties to employees in the bargaining unit at any time.
13. The right to determine the need for, the qualifications of, new employees, current employees, transfers, and promotions of bargaining unit employees at any time.
14. The right to discipline, suspend, demote, transfer, discharge or otherwise discipline an employee in the bargaining unit at any time.
15. The right to determine the need for additional education courses, training programs, training, on-the-job training, cross training and other training and educational requirements, and to assign employees in the bargaining unit to such duties, training, and educational requirements for periods to be exclusively determined by the Town.

16. The right to prepare, issue and enforce ordinances, rules and regulations, orders (general and special, oral, or written), and Standard Operating Procedures (SOP's) and safety rules and regulations.
- C. The Town shall have the freedom of action to discharge its responsibilities for the essential and successful operation of the Town and its Departments, including the scheduling of operations, the methods, time, employees, and materials used in carrying out the functions of the Town and its Departments and the extent to which its own or other facilities and/or personnel shall be used.
- D. The exercise of any management prerogative, function, or right which is not specifically modified by this Agreement is not subject to the grievance procedure, to arbitration, or as set forth above, to bargaining during the term of this Agreement.

ARTICLE 2 - NO STRIKES/NO LOCKOUTS

- A. No employee covered by this Agreement shall engage in, induce, or encourage any strike, work stoppage, sick-in, sick-out, or slowdown or any job action or activity which interferes with the normal or emergency operations of the Town or the withholding of services to the Town of Pittsfield.
- B. The Union agrees that neither it, nor any of its officers or agents, national or local, will call, institute, authorize, encourage, participate in, sanction, or ratify any activity referred to in Article 2 paragraph A above.
- C. In the event of a work stoppage, picketing, strike, sick-in, sick-out, slowdown, any job action, or activity which interferes with the normal or emergency operations of the Town or the withholding of services, or any other curtailment by the Union or the employees covered by this Agreement any employee(s) participating in the same shall be immediately terminated from employment and such termination shall not be subject to any grievance procedure, arbitration, negotiation, fact finding or mediation.
- D. In no event will the Town conduct a lockout.

ARTICLE 3 - NON-DISCRIMINATION

The Town and the Union shall not discriminate against any employee identified in the Collective Bargaining Unit in the Recognition clause of this Agreement, in any manner which would violate any applicable laws because of race, creed, color, national origin, age, sex or physical handicap, except as any of these factors are bona fide occupational qualifications.

ARTICLE 4 - ANNUAL APPOINTMENT OF PART-TIME POLICE OFFICERS

Nothing contained within this Agreement shall prevent, interfere with, or otherwise give rise to a dispute of any kind regarding the reappointment of part-time Police Officers on an annual basis, as is the current practice of the Town of Pittsfield in accordance with New Hampshire Revised Statutes Annotated. Part-time Police Officers who are not reappointed in any particular year shall not have recourse under the grievance procedure contained within this contract and such failure to reappoint shall not be the subject of any arbitration, fact-finding, mediation, or unfair labor practice.

ARTICLE 5 - EMPLOYEE RIGHTS

The Town and the Union shall not interfere with or discriminate against the rights of any employee, identified in the Collective Bargaining Unit in the Recognition clause of this Agreement, to become a member or because of their membership or non-membership, activity, or status in or outside of the Union.

ARTICLE 6 - EQUAL EMPLOYMENT OPPORTUNITY

It is the policy of the Town and the Union to employ, retain, promote, terminate, and otherwise treat all employees and job applicants based on merit, qualifications and competence. This policy shall be applied throughout this Agreement without regard to any individual's sex, race, religion, national origin, pregnancy, age, marital status, or mental or physical handicap, or status as a veteran, except when such application is otherwise required for bona fide reasons under the law.

ARTICLE 7 - DUES DEDUCTION

Upon receipt of any individually written authorization by a Union member covered by this Agreement, approved by the authorized officer of the Union, the Town agrees to deduct from the pay of each Union member so authorized the current Union dues as certified to the Town by the Treasurer of the Union. Said deduction shall be calculated and withheld on a per pay period basis, however that if any employee has no check coming to him/her, or if the check is not large enough to satisfy the deduction, then and in that event, no collection will be made from said employee for that pay period.

Once each month, the Town shall send the amount so deducted to the Treasurer of the Union, along with a list of the employees from whom the dues have been withheld and the dates of the pay period involved. In no case will the Town attempt to collect fines or assessments for the Union beyond the regular dues.

Should there be a dispute between an employee and the Union over the matter of dues deduction, the Union agrees to defend and hold the Town harmless in any such dispute.

ARTICLE 8 - WORK RULES

The Town shall have the power to prepare, issue and enforce ordinances, rules and regulations, orders (general and special, written, or oral), and Standard Operating Procedures (SOP'S) and safety rules and regulations that are necessary for the safe, orderly, cost effective, and efficient operation of the Police Department and which are not inconsistent with this Agreement.

ARTICLE 9 - DISCIPLINARY PROCEDURES

Except for gross misconduct, disciplinary action will normally be taken in the following order:

- a. Verbal Warning
- b. Written Warning
- c. Suspension Without Pay
- d. Discharge

However, the sequence need not be followed if an infraction is sufficiently severe to merit immediate suspension or discharge. Additionally, the Town reserves the right to take disciplinary action in a manner consistent with the efficiency of operations and appropriate to the infraction involved.

An employee will be tendered a copy of any warning, reprimand, suspension, or discharge entered on his personnel record, within three (3) days of the action taken.

ARTICLE 10 – GRIEVANCE PROCEDURE

The grievance procedure shall be as follows, except for grieving a suspension or termination of a Police Officer, in which case, the aggrieved will proceed directly to the third step of the grievance procedure.

First Step – The employee shall verbally bring the grievance to the attention of his/her supervisor within three (3) working days of the event-giving rise to the grievance. The supervisor shall respond within three (3) working days of hearing the grievance to the employee making the grievance.

Second Step – If dissatisfied with the response at the first step, the employee may submit the grievance in writing to the Chief of Police. Submission of the grievance to the Chief of Police shall be within three (3) working days of the supervisor's decision. The Chief of Police shall respond in writing within three (3) working days of receiving the grievance.

Third Step – If the employee is dissatisfied with the decision of the Chief of Police, the employee may submit the grievance in writing to the Board of Selectmen within five (5) working days of the receipt of the Chief of Police's decision. The Board of Selectmen shall respond within fifteen (15)

working days of receipt of the grievance. In the case of a suspension or termination the matter shall automatically be referred to the Board of Selectmen within five (5) days of the suspension or termination. The Board of Selectmen shall respond within fifteen (15) working days of the automatic filing. The decision of the Board of Selectmen shall be final except in the suspension or termination of Police Officers as specified in the Fourth Step of this procedure.

Fourth Step – In the case of suspensions and terminations of Police Officers by the Board of Selectmen, the provisions of New Hampshire Revised Statutes Annotated, Chapter 41, Section 48 and Chapter 105 shall govern the employee's grievance.

ARTICLE 11 - HOURS OF WORK

This Article is intended to define the normal hours of work per day or per week in effect at the time of the acceptance of this Agreement. Nothing contained herein shall be construed as preventing or limiting the Town from restructuring, revising, rescheduling, reassigning, or otherwise changing the work day or work week, at any time, without consultation or approval from the Union, as an unchallengeable management right that is not subject to grievance, arbitration, fact finding or mediation, for the purposes of promoting efficiency and effectiveness, meeting the needs of public safety, promoting the public welfare, limiting costs and expenses, and administering to the needs of the community during periods of public emergencies, by the Police Department.

- A. All full-time employees shall normally be scheduled to work 40 hours per pay period. A pay period being defined as commencing at 12:00 AM on Sunday and ending at 11:59:59 PM on the following Saturday. Officers assigned to work from Saturday evening to Sunday morning may have less hours in their normal work week, in one week, and more hours in the following week, all of which shall be paid at the straight time rate established in this Agreement.
- B. All part-time employees shall normally be scheduled to work in accordance with the requirements of the Police Department to provide an on-duty Police Officer 24 hours per day. Part time Officers may be scheduled to provide full time coverage or duty during the absence of any regular full time Officer(s) due to sickness, vacation, military duty, family medical leave or other authorized absences, to avoid overtime or during periods when a vacancy, temporary or permanent, exists in a full-time position. Such scheduling of a part-time officer to full-time duties shall not be a change in employment status.
- C. The employment status of an employee identified in the Collective Bargaining Unit under the Recognition clause of this Agreement, whether full-time, part-time, temporary, permanent, certified or uncertified, or other designation established now or in the future, shall have his employment status determined exclusively by the Board of Selectmen at the time of appointment and such status shall not change except by action of the Board of Selectmen, acting as the exclusive appointing authority.

- D. All eligible employees will be provided with a thirty (30) minute paid meal period during their work shift, except the Administrative Assistant/Dispatcher who shall be provided a one (1) hour unpaid meal period during their work shift. Eligibility to be provided with such a meal period shall be determined by the Chief of Police. Authorized meal periods shall be taken when work requirements allow, it being expressly understood that the requirement to maintain public safety, welfare and the Police Department's mission outweigh or cancel the ability to exercise this requirement.
- E. Nothing herein shall be construed as guaranteeing employees a certain number of hours of work per week or per day.
- F. Compensation shall not be paid or claimed more than once for the same hours under any provision of this Article or this Agreement, to any employee.

ARTICLE 12 - OVERTIME

- A. This Article is intended to define the method of distributing the hours of overtime in effect at the time of the acceptance of this Agreement. Nothing contained herein shall be construed as preventing or limiting the Town from continuing to utilize part time Police Officers to fill overtime needs before offering overtime to other Police Officers, regardless of rank or status, to control and limit costs and expenses as an unchallengeable management right that is not subject to grievance, arbitration, fact-finding, or mediation.
- B. Employees covered by this Agreement shall be paid one and one half (1 ½) their regular straight time hourly rate of pay for all authorized hours of work more than forty (40) actual hours of work in a work week, except as otherwise provided in this Agreement. All overtime work authorized hereunder shall be by the Chief of Police. Hours of actual work shall not include paid leave or holidays, except for Christmas Day and New Year's Day as provided for in Article 18.
- C. If the Town does not exercise its right to assign a part time certified Police Officer to fill an overtime period at straight time as contained in Section A of Article 12 then overtime shall be offered on a rotating basis by seniority as follows:
 - 1. For work requiring a uniformed or non-uniformed certified Police Officer it shall be offered first to the full time Police Officer, within the Collective Bargaining Unit, regardless of rank, with the most seniority, if refused, then to each other full time certified Police Officer within the Collective Bargaining Unit by seniority until accepted or if each full time certified Police Officer has been offered the overtime at least once through the list by seniority and has refused the overtime, in which case the offer of overtime or straight time, as the case may be, shall be made in rotation by seniority to each part time certified Police Officer. Should no full-time or part-time certified Police Officer accept the overtime after the list has been completed once, then the Chief of Police may employ the provisions of paragraph E of Article 12 to fill the overtime or straight time. Such overtime shall be on

a rotating basis after the first such offer, at the start of this Agreement, beginning with the next person by seniority below the last person working the overtime until such time as the list by seniority has been offered once at which time the rotation shall begin again.

2. If no full-time certified Police Officer shall accept the offered overtime, then each part time Police Officer, regardless of rank, shall, by seniority, be requested to work the required time, either as straight time or as overtime, depending on the individual case and time worked that week. Overtime for part time certified Police Officers shall be on the same rotating basis as for full time certified Police Officers.
 3. The Town shall maintain a list of full and part time Police Officers, regardless of rank, by seniority. Next to each Police Officer's name shall be shown the official date of their most recent appointment as a full or part time certified Police Officer. This list shall be the official list from which requests for overtime are made. The Union shall be provided with a copy of the list required hereunder.
 4. For work requiring Dispatching or Administrative Assistance functions the position of Administrative Assistant/Dispatcher shall be requested to work the overtime. Should that incumbent refuse to work the overtime, the Chief of Police may offer that work either within or outside the Collective Bargaining Unit at their sole discretion.
- D. Employees shall be required to work assigned overtime during periods of emergency declared by the Chief of Police or the Board of Selectmen. Employees refusing to work overtime in such situations shall be terminated and such termination shall not be subject to any grievance procedure, arbitration, negotiation, fact-finding, or mediation.
- E. Nothing contained within this Agreement shall be deemed to limit the ability of the Town to engage the services of individuals who are not members of the Collective Bargaining Unit to perform work normally performed by employees in the Collective Bargaining Unit on an emergency basis or during times of emergency when determined to be necessary at the sole discretion of the Town.

ARTICLE 13 - CALL BACK PAY

Employees who are called back to work after the conclusion of their regular work period, shall be paid at the called back employee's regular time or overtime rate in accordance with the Articles in this Agreement entitled Hours of Work or Overtime, as the case may be, for all actual time worked, and shall be paid not less than a minimum of three (3) hours pay from the time of the call, and shall, report to the Police Department, Court, designated training site or other location where the employee is instructed to report and shall be paid to the time of their departure from the Police Department, Court, designated training site or other location where the employee was instructed to report or from the location where the employee was released from their call back time.

ARTICLE 14 - COURT TIME

All employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement who have been appointed full-time or part-time Police Officers by the Board of Selectmen shall be paid for their actual time worked in Court in accordance with the Articles in the Agreement entitled Hours of Work or Overtime, as the case may be, in the discharge of their official duties as Police Officers and such pay shall be for not less than three (3) hours on any day on which such Officer is required to appear in Court as a part of their official duties and is not on regular scheduled duty at the time of such appearance. The enforcement and pay under this Article shall not duplicate any sums received for pay under any other Article of this Agreement.

ARTICLE 15 - EXCHANGING TOURS OF DUTY

The Chief of Police may, at their sole discretion, grant the request of any two (2) full-time or part-time Police Officers to exchange tours of duty or days off, without a change in pay, provided that, in the sole opinion of the Chief of Police, they are equally capable to perform each other's respective jobs and scheduled duties, and are able and willing to make the exchange. Requests to exchange tours of scheduled duty or days off must be submitted sufficiently far in advance to allow the Chief of Police to evaluate the request and respond.

ARTICLE 16 - PRIVATE DETAILS

Full-time and part-time Police Officers may, through the Chief of Police, be provided with the opportunity to work outside paid details for private employers in accordance with rules, regulations, and rates of pay established by the Board of Selectmen. The Board of Selectmen shall annually review the rates of pay for outside paid details.

- A.** For the work that is billed at the rates of pay set by the Board of Selectmen, the Police Officers covered by this Agreement shall be paid for the outside paid details at \$70.00 per hour.
- B.** Full-time and part-time Police Officers may, through the Chief of Police, be permitted to work outside paid details to be paid through other governmental units or private sources.
- C.** Open Patrol Assignments in the Town of Pittsfield take priority over Private Detail Work.
- D.** There is a minimum of four (4) hours of pay per outside paid detail shift, which may be split between more than one officer, depending on the department patrol schedule and staffing. A paid detail shift includes all hours for the paid detail shift. The payment of the outside paid detail shall be tendered as a part of the employee's regular payroll following the submission of the approved detail slips.
- E.** Nothing contained within this Article shall be subject to grievance, arbitration, fact-finding, or mediation.

ARTICLE 17 - ATTENDANCE REQUIRED

All employees in the Collective Bargaining Unit in the Recognition clause of this Agreement are required to be punctual on reporting for their scheduled work shift. Employees are required to be in attendance, in proper dress, prepared to commence work activities at their designated work locations, on their assigned days and before the start of their respective work shift hours. Employees are required to remain at work for the entire work period unless authorized by the Chief of Police to leave for an excused absence. Employees found to be late for or absent from scheduled work may receive counseling, be subject to disciplinary measures, and/or terminated. Employees failing to notify the Chief of Police that they will be late or absent from work are subject to disciplinary action including termination.

ARTICLE 18 - HOLIDAYS

- A. All employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement who have been appointed as full-time permanent employees of the Police Department by the Board of Selectmen, shall receive holiday pay on the following Town observed holidays:

New Year's Day	Labor Day
Martin Luther King, Jr. Birthday	Veterans Day
Presidents' Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving Day
Independence Day	Christmas Day
Floating Holiday	

- B. Employees entitled to paid holidays hereunder who are not scheduled to work on the holiday and who are not on paid leave, military leave, jury duty, leave of absence, or family medical leave, shall receive holiday pay computed at their regular straight time hourly rate for the normal work shift then in use in the Department. Christmas and New Year's Day are considered time worked in the computation of other pay and benefits.
- C. Employees who are absent for unauthorized reasons on the day directly preceding or directly following the holiday shall forfeit their holiday pay.
- D. Employees will be permitted to take the floating day on the day of their choice, subject to the needs of the Police Department, with the advance approval of the Chief of Police in writing.

ARTICLE 19 - COMPENSATORY TIME

Compensatory Time Article 19 expired on March 18, 2012.

ARTICLE 20 - VACATIONS WITH PAY

Vacation Leave Article 20 expired on March 31, 2014. It was replaced with Leave Time Article 45.

ARTICLE 21 - SICK LEAVE

Sick Leave Article 21 expired on March 31, 2014. It was replaced with Leave Time Article 45.

ARTICLE 22 - WORKERS' COMPENSATION

The Town of Pittsfield agrees to provide insurance to compensate employees for occupational injuries or illnesses pursuant to the provisions of RSA 281-A, New Hampshire's Workers' Compensation Law.

ARTICLE 23 - LEAVES OF ABSENCE WITHOUT PAY

- A.** To protect deserving employees against loss of employment, to the extent it is practical and fair to do so, by granting leaves of absence to employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement who have been appointed as full-time permanent employees of the Police Department by the Board of Selectmen without pay for education, for compelling personal reasons on the recommendation of the Chief of Police and with the approval of the Board of Selectmen, and for military duty in accordance with existing laws. Employees granted leaves in accordance with this Article shall be considered in an inactive employment status and time spent on such leaves shall not be counted as service or time worked for the purposes of determining seniority, accrued leave, or other benefits.
- B.** This Article applies to all full-time permanent employees who have completed one full year of continuous service and are no longer on probation.
- C.** Employees who are unable to report to work because of military duty or compelling personal reasons, or who wish to attend school, shall submit their completed application for a Leave of Absence on a Request for Leave Form provided by the Town.
- D.** The applicant must specify the dates and times for which the leave is requested and set forth the reasons for the requested leave in detail. In the case of military or educational leaves, supporting documents will be required.
- E.** The Chief of Police will verify and substantiate the reasons whenever possible, and, after due consideration of the requirements of the Police Department with their length of service, attendance, work performance, and attitude of the employee, will forward the request with their recommendation to the Town Administrator for transmittal to the Board of Selectmen for their consideration and approval or denial.

F. Leaves of absence may be granted as follows:

1. For up to 2 years following separation from active duty for extended active military service to fulfill military obligations in accordance with appropriate statutes.
2. For up to 17 calendar days for Reserve or National Guard duty.
3. Until the completion of the course of instruction for which the leave was granted but not more than one semester.
4. For up to 30 days for compelling personal reasons.

ARTICLE 24 - FAMILY MEDICAL LEAVE

The Family Medical Leave Act of 1993 (FMLA) is a United States labor law that entitles eligible employees of covered employers to take unpaid, job-protected leave for specified family and medical reasons with continuation of group health insurance coverage under the same terms and conditions as if the employee had not taken leave. As a public agency, the Town is a covered employer. Employees are eligible if they work for a covered employer for at least 12 months and have at least 1,250 hours of service with the employer during the 12 months before their FMLA leave starts.

FMLA leave will be granted by the Town in accordance with all applicable laws and the Town's Personnel Policy.

ARTICLE 25 - BEREAVEMENT LEAVE

The Bereavement Leave Article 25 expired on March 31, 2014. It has been replaced with Leave Time Article 45.

ARTICLE 26 - MILITARY LEAVE

All employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement who are members of the United States Armed Forces Organized Reserves or National Guard shall receive for time spent on military duty their military pay.

An employee must give the Town prior written notice of required military duty. Employees giving prior written notice of required military duty will be excused from any scheduled work. Employees failing to provide prior written notice and who fail to report for scheduled work shall be terminated from employment and such termination shall not be subject to the filing of a grievance, arbitration, fact finding or mediation.

ARTICLE 27 - JURY DUTY

All full-time permanent employee identified in the Collective Bargaining Unit in the Recognition clause of this Agreement who have been appointed as full-time permanent employees of the Police Department by the Board of Selectmen and who have been regular full-time employees for more than one calendar year and are not on probation shall be paid the difference between their regular pay and the compensation they receive from jury duty, provided they report to work on each regularly scheduled working day when excused from such duty. A certificate setting forth the amount received by the employee from jury duty, exclusive of any transportation, mileage, or overnight accommodations payment or reimbursements, shall be required prior to such payment.

All employees called to jury duty shall inform the Chief of Police of such summons to appear for jury duty as soon as possible but not more than one (1) working day following the receipt of the summons. Employees summoned to jury duty shall provide a schedule to the Chief of Police of the days they will be absent due to such jury duty. Employees shall give advanced notice to the Chief of Police of those days on which they will be excused from jury duty so that the Town will not be required to schedule other employees to cover the work hours of the excused employee.

Employees failing to provide such advance notice of days on which they are excused from jury duty will not be paid or scheduled for work if another employee has been scheduled to cover the hours of work for which the employee failed to give notice of availability from jury duty before the assignment of such additional personnel for coverage of the employee's time.

ARTICLE 28 - SENIORITY

For the purposes of determining seniority under this Agreement, seniority shall be determined by the date of appointment as a full-time permanent employee in a position identified in the Recognition clause of the Agreement.

Employees hired on the same day shall use their birth dates to determine seniority, the employee with the oldest birth date shall be senior.

As used in this Agreement the term "seniority" shall not be construed as changing the chain of command or granting or conferring authority to any one employee relative to another within the Police Department.

Seniority shall apply where and under the terms specified in each of the respective Articles or Sections of this Agreement and not otherwise.

ARTICLE 29 - PROBATIONARY PERIOD

All employees in the Collective Bargaining Unit in the Recognition clause of this Agreement shall serve a probationary period as specified herein.

- A. All full-time and part-time Police Officers, certified or uncertified, regardless of rank, shall serve a probationary period of one (1) year from the date of their appointment as either a part-time or full-time Police Officer. By way of illustration, if an employee is hired as a part-time Police Officer and completes their probationary period and is later appointed a full-time Police Officer or is appointed to a new full-time or part-time position of higher or different rank, they must complete an additional probationary period for the new appointment and each subsequent appointment. The additional probationary period for the new/subsequent appointment may be waived after six months of the appointment date at the discretion of the Chief of Police after consultation with the Board of Selectmen.
- B. Employees who are not Police Officers shall serve a probationary period of six (6) months from the date of their appointment as either a full-time or part-time employee in the same manner as is explained in the paragraph above.
- C. Employees may be discharged during their probationary period at the sole discretion of the Town and neither the reason nor the discharge shall be subject to a grievance, arbitration, fact-finding, or mediation.

ARTICLE 30 - JOB POSTINGS

- A. When a vacancy occurs in any of the positions in the Collective Bargaining Unit because of the establishment or creation of a new position or the retirement, resignation, or termination of a current employee, the appointing authority shall have the right to fill the position on a temporary basis from any source available without restrictions of any kind. When the appointing authority determines that the vacant position is to be filled on a permanent basis, the Town will post a notice for five (5) working days on the bulletin board indicating the position to be filled, its rate of pay, the minimum qualifications required of applicants to fill the position, and the method selected to determine the individual(s) who will fill the position, all of which may be subject to change at the sole discretion of the Town without prior notice.
- B. Employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement shall be eligible to indicate their interest in filling the permanently vacant position by indicating to the Chief of Police in writing their interest within the posting period identified above.
- C. Nothing contained within this Article shall limit the Town from seeking applicants to fill a permanent vacancy from outside of the Police Department or the Town. The Town shall be free without restriction of any kind to publicly advertise such vacancies at any time.

ARTICLE 31 - WAGES

- A. **Wages** - All employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement who have been appointed as employees of the Police Department by the Board of Selectmen and have achieved a satisfactory annual evaluation shall be eligible for the wage adjustments as described in **APPENDIX A**.
- B. **Length of Service Stipend** - All full-time employees identified the Collective Bargaining Unit in the Recognition clause of this Agreement who have been appointed as employees of the Police Department by the Board of Selectmen shall be eligible for an annual longevity payment as described in the chart below. Longevity payments shall be made in the payroll following the employee's date of hire anniversary.

<u>Anniversary Date of Hire</u>	<u>Annual Amount Received</u>
Years 7, 8, 9, 10, 11, 12, 13, 14	\$ 500.00
Years 15, 16, 17, 18, 19, 20, 21	\$ 1,000.00
Years 22 and beyond	\$ 1,500.00

Example: an employee hired full-time on January 1, 2001, will receive a Length of Service Stipend with the payroll following January 1, 2008. As example, \$500 divided by 52 weeks.

- C. **Duty Stipends** – Employees who hold certifications as a Field Training Officer or Firearms Instructor are eligible to receive an annual incentive stipend in the amount of \$500. Starting contract year 2024, two stipends for each of the certifications may be assigned by the Chief of Police, based on individual qualifications, experience, and performance.

The designated instructors will receive the stipend, paid on a biweekly basis, in the regular biweekly payroll.

- D. **Bi-Weekly Payroll** - Bi-weekly payroll was instituted in June 2017.

ARTICLE 32 - HEALTH AND LIFE INSURANCE

The health and life insurance benefits provided for herein shall be provided through a self-insurance plan or under a group insurance policy or policies issued by an insurance company or insurance companies licensed to write such insurance under the laws and by the State of New Hampshire and selected by the Town.

“Insurance Companies” shall mean and include regular line insurance companies and non-profit organizations providing hospital, surgical, or medical benefits. All benefits are subject to the provisions of the policies between the Town and the insurance company or non-profit organization.

HEALTH INSURANCE

Unless otherwise agreed upon by the Town and the Union, all eligible full-time employees in the bargaining unit will continue as members of Allegiant Care, formerly Northern New England Benefit Trust.

- A. **Allotment** - Effective the first pay period following March 2024 town meeting, the Town will pay 90% and the Employee will pay 10% of the monthly insurance cost for the health insurance plan for single, two-person, or family coverage. In the event two eligible employees are married, it is intended that only one of the employees will receive the allotment.
- B. **Premium payroll deduction** - The Town shall automatically deduct from each employee’s weekly payroll their portion of the sums due for insurance coverage according to the selected coverage category (single person, two-person, or family coverage). Once an employee selects a coverage category and enrolls to receive insurance under such terms and conditions as the insurance carrier requires, the sums deducted shall continue to be deducted until such time as the employee indicates in writing that they no longer desire coverage and has terminated coverage or changed the coverage category under such terms and conditions as the insurance carrier requires.
- C. **Opt-out** - Employees who receive health insurance through their spouse who is enrolled in another Health Insurance Plan through their employer, or employees who have a Health Insurance Plan provided by others including themselves without cost to the Town shall be eligible to receive an annual payment of \$2,500.00 per year, to be divided equally in each payroll period of the calendar year, for voluntarily opting in writing not to take Health Insurance through the Plan stated in this Article. To be eligible for such payment the employee must be eligible to enroll in the Plan offered in this Article and must have and maintain Health Insurance through another licensed Health Insurance Plan. In the first year of eligibility for this annual payment, the sum will be prorated from the date of insurance coverage eligibility to the end of the calendar year. If an employee should enroll in the Health Insurance Plan provided in this Article while receiving such annual payment, the payment shall cease upon such enrollment.

LIFE INSURANCE

The Town agrees to provide Term Life Insurance benefits under this Agreement to the employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement. Such insurance shall have no cash value.

The cost of such insurance shall be provided and paid by the Town in its entirety for each employee of the Collective Bargaining Unit provided such employee makes an application for such insurance to the carrier. Such insurance shall remain in effect only so long as the employee continues to be employed by the Town and only in accordance with the terms and conditions of the insurance policy. The face value on a term basis with no cash value shall not exceed \$15,000.00 per employee.

SELECTED CARRIER

The selected carrier shall be the exclusive carrier for the insurance provided under this Agreement during the term of this Agreement and all subsequent agreements until otherwise agreed between the Town and the Union. The Town shall not be liable for payments to any other insurance carrier for the employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement for health and life insurance of any kind or under any conditions.

ARTICLE 33 - DISABILITY INSURANCE

The Union may on its own select a short- and long-term disability insurance carrier to provide such coverage to the members of the Collective Bargaining Unit at the sole expense of the members of the Collective Bargaining Unit. If the Union selects such a carrier the Town will provide automatic payroll deduction for the employees enrolled in such coverage under the same terms and conditions as are stated under the Articles in this Agreement entitled "Dues Deduction, "Health and Life Insurance", and "Terms of Insurance Policies to Govern".

Should the Union select to provide such coverage the Town will charge sick leave in proportion to the sums actually paid to employees enrolled in such coverage. By way of illustration if an employee is on non-service-connected sick leave and two-thirds of their sick leave is paid by an insurance carrier and one-third by the Town, only one-third shall be charged to the employee's sick leave for each such day of compensation sharing.

The Town shall have no responsibility for the enrollment of employees in such insurance coverage or the authorization to commence or terminate payroll deduction. The Town will commence payroll deduction when authorized in writing by the employee and the insurance carrier and will cease payroll deduction upon written authorization by the employee. In the case of a dispute between the Union, an employee, or the insurance carrier hereunder for any cause, the Union agrees to defend and hold the Town harmless in any such dispute.

ARTICLE 34 - TERMS OF INSURANCE POLICIES TO GOVERN

The extent of coverage under any of the insurance policies (including HMO and self-insurance plans) referred to in this Agreement, shall be governed exclusively by the terms and conditions set forth in said policies or plans. Any questions, concerns, and disputes concerning said insurance policies, plans, or benefits thereunder shall be resolved in accordance with the terms and conditions set forth in said policies or plans and shall not be subject to any grievance, arbitration, fact-finding, or mediation procedures set forth in this Agreement or elsewhere. The failure of any insurance carrier(s) or plan administrator(s) to provide any benefit for which it has contracted or is obligated, shall result in no liability to the Town, nor shall such failure be considered a breach by the Town of any obligation undertaken under this or any other Agreement. Nothing in this Agreement shall be construed to relieve any insurance carrier(s) or plan administrator(s) from any liability it may have to the Town, its employees, or the beneficiaries of any employee.

ARTICLE 35 - EMPLOYEE INDEMNIFICATION

The Town asserts that it has accepted the provisions of New Hampshire Revised Statutes Annotated, Chapter 31, Section 105, by an action of its Board of Selectmen on March 19, 1997, which statute states as follows:

31:105 – A city, town, county, village district or precinct, school district, charter school, school administrative unit, or any other municipal corporation or political subdivision may by a vote of the governing body indemnify and save harmless for loss or damage occurring after said vote any person employed by it and any member or officer of its governing board, administrative staff or agencies including, but not limited to, selectmen, school board members, charter school trustees, city councilors and aldermen, town or city managers, regional planning commissioners, and superintendents of schools from personal financial loss and expense including reasonable legal fees and costs, if any, arising out of any claim, demand, suit, or judgment by reason of negligence or other act resulting in accidental injury to a person or accidental damage to or destruction of property if the indemnified person at the time of the accident resulting in the injury, damage, or destruction was acting in the scope of employment or office.

The Town also asserts that it has accepted and passed the following Article at its Annual Town Meeting held on March 11, 1980, under Article 19 (see below) of the Warrant by a voice vote in the affirmative.

Article 19 – To see if the Town will indemnify any town officer or employee from personal financial loss and expense including legal fees from any claim, suit or judgment by an act resulting from negligence or accidental injury or property damage if indemnified person was acting in the scope of his office or employment at the time of such action.

ARTICLE 36 - MILEAGE REIMBURSEMENT

All employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement shall not use their personal vehicles in the discharge of their official duties for the Town. Employees traveling to and from places of assignment, whether by call back or otherwise, or to conferences, conventions, school, or other activities, whether required as a part of their employment or otherwise, do so at their own expense unless the Town provides a vehicle assigned for that purpose.

ARTICLE 37 - SHOP STEWARD

The Town agrees to authorize the Union to select from the membership of the Union one Shop Steward and one Alternate Shop Steward. The Alternate Shop Steward shall function as Shop Steward during the absence of the Shop Steward during paid leave, leave of absence, military leave, jury duty, bereavement leave, or family medical leave.

The Shop Steward and Alternate Shop Steward shall perform such duties as are assigned by the Union, but such duties shall not be performed during the working hours of the Shop Steward or Alternate Shop Steward unless specifically authorized by the Chief of Police.

The Shop Steward and Alternate Shop Steward shall not act upon any matter in their official capacities when they have a direct or pecuniary interest in the outcome which differs from the interest of other employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement, or if the Shop Steward and/or Alternate Shop Steward would be disqualified from any cause to act as jurors upon the trial of the same matter in any action at law. In such cases the Shop Steward and/or Alternate Shop Steward shall be disqualified and a Shop Steward and/or Alternate Shop Steward shall be temporarily appointed until the completion of the matter that gave rise to such disqualification.

ARTICLE 38 - BULLETIN BOARD

The Town shall provide space for a bulletin board in an area designated by the Chief of Police in the Police Department for the posting of Union notices. The Union may post notices thereon that pertain exclusively to Union activities or are Union announcements. Union notices of activities or announcements shall be posted thereon only by the Shop Steward. Union notices shall not be posted at any other location within the Town of Pittsfield.

Notices posted on the bulletin board shall not be derogatory, libelous, profane, slanderous, defaming, prejudice, injurious or calumnious against any person or persons, any organization or business or of the Town of Pittsfield, its officials, officers, citizens, or employees.

The posting of notices in violation of this Article shall be cause for the Town to remove such posted materials and to take disciplinary action up to discharge against the employee posting such notices.

ARTICLE 39 - LEGISLATIVE COST INCREASES

Should the New Hampshire General Court enact legislation or should the State enact administrative regulation where the effect is to increase any costs to the Town of Pittsfield for employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement, or to others entitled to benefits hereunder, the Town shall not be required to offer such increased costs where the State of New Hampshire has failed to provide full funding of such changes in compliance with Article 28-a, Part 1 of the Constitution. Should the State of New Hampshire provide such funding, the obligation of the Town hereunder shall terminate upon the termination of such State funding.

Should the United States enact legislation or any regulation or requirement where the effect is to increase any costs to the Town of Pittsfield for employees identified in the Collective Bargaining Unit in the Recognition clause of this Agreement, or to others entitled to benefits hereunder, the Town shall not be required to offer such increased costs where the United States has failed to provide full funding of such changes. Should the United States provide such full funding, the obligation of the Town hereunder shall terminate upon the termination of such funding.

ARTICLE 40 - ENTIRE AGREEMENT

The Town and the Union acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

Therefore, the Town and the Union, for the duration of this Agreement, each voluntarily, unqualifiedly and unequivocally waives the right, and each agree that the other shall not be obligated to bargain collectively with respect to any subject or matter not specifically referred to, or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement. This Agreement may only be amended during its term by the parties' mutual agreement in writing.

This Agreement supersedes and cancels all prior practices and agreements, whether written or oral, except for the prior practices listed and made a part of and currently in effect under the Articles entitled "Management Rights" and "Work Rules" as are currently in force as ordinances, rules and regulations, orders (general and special, written or oral), Standard Operating Procedures (SOP's) and safety rules and regulations, and together with any letters of understanding executed concurrently with the Agreement constitutes the complete and entire Agreement between the parties, and concludes collective bargaining for its term.

ARTICLE 41 - SAVINGS

If any provision of this Agreement is subsequently declared by judicial authority to be unconstitutional, unlawful, unenforceable, or not in concurrence with the applicable Constitutions, statutes, laws, ordinances or regulations of the United States of America and/or the State of New Hampshire, such unconstitutionality, invalidity or unenforceability shall not affect the validity of the remaining portions, sections or articles of this Agreement that shall remain in full force and effect during the remaining term thereof.

ARTICLE 42 - RETIREMENT

The Town of Pittsfield will make proper contributions to the New Hampshire Retirement System.

ARTICLE 43 - EMPLOYMENT DISCRIMINATION AND HARASSMENT

The Town and the Union are opposed to unlawful discrimination or harassment against any applicant or employee by virtue of the person's race, color, national origin, sex, age, religion, mental disability, marital status, union or non-union membership or activities, or status as a veteran and will not condone such misconduct by an employee or volunteer working for the Town. All Town employees and volunteers are public employees and should enjoy a non-hostile, non-intimidating, and non-offensive work environment free from any form of unlawful discrimination or harassment.

The purpose of this Article is to establish a method by which complaints regarding alleged or suspected unlawful discrimination or harassment can be made and investigated.

A. SEXUAL HARRASSMENT

1. It is the Town's and the Union's policy to prohibit employees or volunteers from making sexually derogatory remarks or verbal or physical advances to co-workers, applicants, or volunteers or to otherwise discriminate with regard to their employment because of an employee's sex. Such misconduct violates Title VII of the Federal Civil Rights Act of 1964 as well as New Hampshire Law Against Discrimination. Unwelcome sexual advances or physical contact, requests for sexual favors, and other verbal or physical conduct of a sexual nature will constitute sexual harassment under the following conditions:
 - a. Submission of such conduct is made either explicitly or implicitly a term or condition of a person's employment.
 - b. Submission to or rejection of such conduct by a person is used as a basis for employment decisions affecting such person.

- c. Such conduct has the purpose or effect of substantially interfering with a person's work performance or creating an intimidating, hostile, or offensive working environment.
2. Any employee who uses their employment position to obtain sexual favors or who implies that submission to or rejection of sexual advances will be used as a basis for an employment decision or who otherwise engages in employment disciplinary measures, including dismissal shall have committed sexual harassment hereunder.

Employees or applicants who believe they have been subjected to sexual harassment or any other unlawful employment discrimination because of their sex shall immediately report the basis of such belief to the Town Administrator. The complaint shall be in writing. Stating completely the basis for the complaint, the names of the people involved, and the dates of the specific incidents. Should the Town Administrator be the complainant or the source of the complaint, or should there be a conflict of interest, the complaints should be made directly to the Chairman of the Board of Selectmen. All complaints will be investigated, and the Board of Selectmen will take the necessary corrective action.

B. OTHER COMPLAINTS

Complaints of unlawful employment discrimination by virtue of race, color, national origin, sex, age, religion, physical or mental disability, marital status, union or non-union membership or activities, or status as a veteran should be immediately reported to the Town Administrator. The complaint shall be in writing, stating completely the basis of the complaint, the names of the people involved, and the dates of the specific incidents. Should the Town Administrator be the complainant or the source of the complaint, or should there be a conflict of interest, the complaint should be made directly to the Chairman of the Board of Selectmen. All complaints will be investigated immediately. Upon completion of the investigation, the Board of Selectmen will take the necessary corrective action.

ARTICLE 44 - TUITION REIMBURSEMENT

The town will provide for tuition reimbursement for an approved course of study for full-time police officers. The course of study shall be submitted to the Police Chief for review. The Police Chief shall provide to the Board of Selectmen a recommendation as to whether the course of study should be approved prior to a request for tuition reimbursement.

Each full-time police officer shall be eligible to receive up to \$500.00 per calendar year for tuition reimbursement.

ARTICLE 45 - LEAVE TIME

Full-time employees shall be credited with leave time based upon years of continuous service.

A. Leave Time Accrual Schedule – earned weekly, posted with each biweekly paycheck.

term of service	scheduled hours	percentage	weekly hours	annualized
0 to 5 years	40	8.00 %	3.20	166.40
5 to 10 years	40	8.50 %	3.40	176.80
10 to 15 years	40	9.00 %	3.60	187.20
15 to 20 years	40	9.50 %	3.80	197.60
over 20 years	40	10.00 %	4.00	208.00

Example: An employee hired full time on July 1, 2014, will move from the 8.00% accrual level to the 8.50% accrual level on July 1, 2019. Subsequently, the employee will move from the 8.50% accrual level to the 9.00% accrual level on July 1, 2021.

B. Accrued leave hours are subject to the following provisions regarding the maximum hours that can be accrued and the hours that can be carried forward.

1. **Maximums:** Accruals will accrue to the employee throughout the calendar year. There will be no maximum accrual except for the maximum amount that can be carried forward from one year to the next. **Example: If an employee rolls over 200 leave time hours on December 31, 2014, the employee is entitled to accumulate leave time hours more than the 200 hours throughout the 2015 year.**
2. **Carry forwards:** The accrued leave hours an employee is entitled to carry forward into the next year is based on years of continuous service.

For full-time employees with less than 5 years of service, no more than 200 hours will be carried forward to the next calendar year.

For full-time employees with more than 5 years of service, no more than 400 hours will be carried forward to the next calendar year.

Example: If a 40-hour work week employee with more than 5 years of service has accrued 411 hours as of 12/31/14, then starting 1/1/15 the employee's record of leave time hours would be reduced to 400 hours.

- C. If an employee transfers or occupies other positions within the workforce covered by this agreement, leave time will continue to be based upon unbroken years of service.
- D. Upon severance of employment with the employer, the employee will be paid 50% of the unused leave time based upon the employee's current hourly wage.

- E. The schedule for leave for vacation shall be the responsibility of each Department Head. Employees shall give supervisors or Department Heads adequate notice prior to the time the employee wishes to take leave for vacation. Department-wide seniority shall prevail in cases where requests are similar or overlapping.
- F. An employee may utilize leave time in the event of illness or medical and dental appointments. Each employee is obligated to notify his Department Head or immediate supervisor daily at least 2 hours prior to the beginning of the employees scheduled start time of work, of such employee's absence from work, unless such employee is in the hospital or under the care of a licensed physician.
- G. In the case of employee illness, the employee shall be required to furnish a certification from an attending physician for all consecutive days of absence more than three (3) working days or five (5) calendar days. The employee, prior to returning to work, shall ensure that the certification allows for a return to the duties of the position occupied.
- H. Leave time will be utilized to supplement the Workers Compensation Insurance Benefit as prescribed by state law. It is the intention that employees will use leave time to supplement benefits to receive 100% of the pre-injury weekly compensation.
- I. Abuse of leave time shall be grounds for disciplinary action.

ARTICLE 46 - AGENCY FEE

Agency Fee Article 46 expired in 2018 following the United States Supreme Court's decision on the *Janus v. AFSCME Council 31* case.

ARTICLE 47 – SICK LEAVE BUYOUT

This Article expired in 2014 with the transition to Article 45 – Leave Time.

ARTICLE 48 – VACATION HOURS REDEMPTION

This Article expired in 2014 with the transition to Article 45 – Leave Time.

ARTICLE 49 - DURATION OF AGREEMENT

This Agreement shall be in full force and effect when executed and shall expire on December 31, 2026.

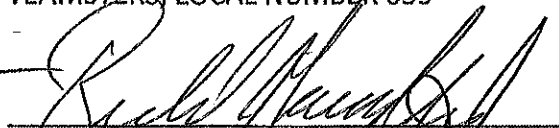
IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 13 day of August, 2024.

TOWN OF PITTSFIELD
BOARD OF SELECTMEN

INTERNATIONAL BROTHERHOOD OF
TEAMSTERS, LOCAL NUMBER 633



Carl E. Anderson, Chairman



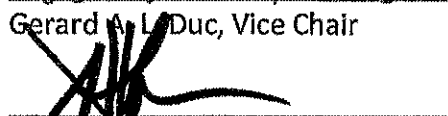
Richard J. Laughton, Jr., Business Agent,
Local 633



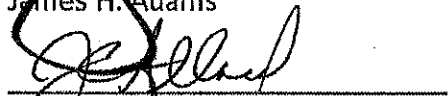
Gerard A. L. Duc, Vice Chair



Jeff Padellaro, Secretary Treasurer
Local 633



James H. Adams



James C. Allard



Carole A. Richardson

APPENDIX A TEAMSTERS #633 STEP PLAN

Town of Pittsfield
Teamsters 633
2024-2026 Wage Step Schedules

2024 patrolman start @ 24.30 with .50 step increments / 2025 & 2026 @ 21.55 year to year one step wage increase (.75 step @ .80 cola)

2024	POLICE	DROP step 0 through step 15 to step 50 increments															NEW STEPS					
		STEP 0	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20
I	Administrative Assistant	18.00	18.50	19.00	19.50	20.00	20.50	21.00	21.50	22.00	22.50	23.00	23.50	24.00	24.50	25.00	25.50	26.00	26.50	27.00	27.50	28.00
II	Part Time Patrolman	20.10	20.60	21.10	21.60	22.10	22.60	23.10	23.60	24.10	24.60	25.10	25.60	26.10	26.60	27.10	27.60	28.10	28.60	29.10	29.60	30.10
III	Patrolman	24.30	24.80	25.30	25.80	26.30	26.80	27.30	27.80	28.30	28.80	29.30	29.80	30.30	30.80	31.30	31.80	32.30	32.80	33.30	33.80	34.30
IV	Corporal	25.40	25.90	26.40	26.90	27.40	27.90	28.40	28.90	29.40	29.90	30.40	30.90	31.40	31.90	32.40	32.90	33.40	33.90	34.40	34.90	35.40

2025	POLICE	\$ 0.80 cola prior year step to current year one step advances wage by \$1.55 (.80 cola + .75 step adv) \$ 0.75 year to year one step advancement															NEW STEPS					
		STEP 0	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20
I	Administrative Assistant	18.80	19.55	20.05	20.55	21.05	21.55	22.05	22.55	23.05	23.55	24.05	24.55	25.05	25.55	26.05	26.55	27.05	27.55	28.05	28.55	29.05
II	Part Time Patrolman	20.90	21.65	22.15	22.65	23.15	23.65	24.15	24.65	25.15	25.65	26.15	26.65	27.15	27.65	28.15	28.65	29.15	29.65	30.15	30.65	31.15
III	Patrolman	25.10	25.85	26.35	26.85	27.35	27.85	28.35	28.85	29.35	29.85	30.35	30.85	31.35	31.85	32.35	32.85	33.35	33.85	34.35	34.85	35.35
IV	Corporal	26.20	26.95	27.45	27.95	28.45	28.95	29.45	29.95	30.45	30.95	31.45	31.95	32.45	32.95	33.45	33.95	34.45	34.95	35.45	35.95	36.45

2026	POLICE	\$ 0.80 cola prior year step to current year one step advances wage by \$1.55 (.80 cola + .75 step adv) \$ 0.75 year to year one step advancement															NEW STEPS					
		STEP 0	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20
I	Administrative Assistant	19.60	20.35	21.10	21.60	22.10	22.60	23.10	23.60	24.10	24.60	25.10	25.60	26.10	26.60	27.10	27.60	28.10	28.60	29.10	29.60	30.10
II	Part Time Patrolman	21.70	22.45	23.20	23.70	24.20	24.70	25.20	25.70	26.20	26.70	27.20	27.70	28.20	28.70	29.20	29.70	30.20	30.70	31.20	31.70	32.20
III	Patrolman	25.90	26.65	27.40	27.90	28.40	28.90	29.40	29.90	30.40	30.90	31.40	31.90	32.40	32.90	33.40	33.90	34.40	34.90	35.40	35.90	36.40
IV	Corporal	27.00	27.75	28.50	29.00	29.50	30.00	30.50	31.00	31.50	32.00	32.50	33.00	33.50	34.00	34.50	35.00	35.50	36.00	36.50	37.00	37.50

IMPORTANT NOTICE

ALL MEMBERS ARE URGED TO CONTACT THE LOCAL UNION OFFICE IMMEDIATELY UPON THE FOLLOWING:

- A Change in Name
- A Change in his/her home address
- Desire to change beneficiaries through the following offices:

Local Union Office
Health Insurance Office
Pension Fund
Credit Union Office

- Termination of Employment

WITHDRAWAL CARD

A member may request a Withdrawal Card immediately upon termination of employment. A member may request a Withdrawal Card if he/she is temporarily out of work due to workers' compensation, off-the-job injury or sickness, or a lengthy leave of absence.

Failure to request a Withdrawal Card for any of the reasons above, could put you in delinquent status and possibly pay re-initiation fees.

Teamsters Local Union 633
53 Goffstown Road, Suite A
Manchester, NH 03102
Tele: (603) 625-9731/Fax: (603) 625-6767