

**AGREEMENT**  
**BETWEEN**  
**THE TOWN OF SANDOWN**  
**AND**  
**TEAMSTERS LOCAL NO. 633 OF NH**  
**2024 – 2027**

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The Sandown Board of Selectmen (hereinafter referred to as the "Town") and Teamsters Local No. 633 of New Hampshire (hereinafter referred to as the "Union") agree as follows:

**ARTICLE 1 - RECOGNITION AND BARGAINING UNIT DESCRIPTION**

**Section 1**

The Town of Sandown ("the Town") recognizes Teamster's Local No. 633 of New Hampshire ("the Union") is the sole and exclusive bargaining agent for bargaining as to salary, wages, and fringe benefits for employees in this bargaining unit."

Employees in the following ranks/classification have been certified (Case No. P-770 03/26/09) as being included in the bargaining unit:

1. All full-time and permanent part-time police officers, including any full-time and permanent part-time police officers that may be assigned to the position of Detective.
2. Animal Control Officer.

**Section 2**

The term 'employee' as used herein refers to members of the unit as listed above.

**Section 3**

Excluded from recognition and this Agreement are the following job classifications: Chief of Police, Lieutenant, and Sergeant.

**ARTICLE 2 - EMPLOYEE RIGHTS**

**Section 1**

The Town agrees not to discriminate against any employee covered by this Agreement in conditions of employment in order to discourage or encourage membership in the Union, or to discriminate against any employee because he/she had given testimony, or taken part in a grievance procedure, or any other Union proceedings.

**Section 2**

The Town and the Union agree not to discriminate against any employee covered by this Agreement because of race, religion, creed, color, age, handicap, national origin, or sex.

**Section 3**

Upon individual authorization signed by the employee requesting payroll deduction(s) for dues, for initiation fees and/or for contributions to Democratic Republican Independent Voter Education (DRIVE), the Town agrees to deduct from the pay of the member the authorized dues for Union membership and the authorized contributions to DRIVE, as certified to the Town by Teamsters Local 633. Prebills shall be provided to the Town by the 5<sup>th</sup> of each month.

Said deductions shall be made once monthly in the second pay period provided, however, that if an employee has no check coming to him/her or the check is not large enough to satisfy the deduction(s), then in that event no deduction for dues or for contributions to DRIVE will be made for that pay period. The Town will send the amount so deducted once a month by the 20<sup>th</sup> of the month in which the deduction(s) were made to the Secretary-Treasurer, Teamsters Local No. 633 of NH, P.O. Box 870, Manchester, NH 03105.

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50 The Union shall indemnify and hold harmless, the Town, should any dispute arise between the Union and  
51 the Town as a result of the administration of this Article.  
52

53 Section 4

54 The Town will provide space for the Union to install a bulletin board for the purpose of posting Union notices  
55 and information. The content of such notices and information shall not be derogatory or inflammatory. All  
56 postings shall be initialed and dated by the Union President or Chief Steward. The Chief of Police may  
57 require that materials be removed if they are not relevant to the Town or legitimate Union activities. No  
58 person other than the Union Business Agent, Chief Steward, or his/her designate may remove postings from  
59 the bulletin board.  
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61 Section 5

62 The Town shall offer employees the option of being paid through direct deposit as soon as the Board of  
63 Selectmen determines that it is practicable to do so  
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65 ARTICLE 3 - MANAGEMENT RIGHTS  
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67 Section 1

68 Except to the extent there is contained in this Agreement an express and specific provision to the contrary,  
69 or to the extent the issue has been determined by decisional law, all of the authority, power, rights,  
70 jurisdiction, and responsibility of the Town and the Police Department are retained and reserved exclusively  
71 to the Town and the Chief of Police, including but not limited to:  
72

- 73 • the right to manage the affairs of the Town and the department and to maintain and improve
- 74 the efficiency of its operations;
- 75 • to determine methods, means, process and personnel by which operations are to be conducted;
- 76 • to determine the size and direct the activities of the Police Department;
- 77 • to determine the schedule and hours of duty consistent with this Agreement and the
- 78 assignment of employees to work;
- 79 • to establish new job classifications and job duties and functions, and thus to require from each
- 80 employee the efficient utilization of his services;
- 81 • unless otherwise conditioned by this Agreement, to hire, promote, assign, transfer, retain,
- 82 layoff and recall employees;
- 83 • for just cause and reason, to discipline, suspend, demote or discharge employees;
- 84 • to promulgate and support reasonable rules and regulations pertaining to the operations in
- 85 accordance with the provisions of RSA 273:A:1, XI.  
86

87 Section 2

88 Nothing in this Agreement shall be construed to limit the right of the Chief of Police or other administrative  
89 personnel to command the Police Department as their judgment directs them in any and all emergency  
90 situations as they deem to be appropriate.  
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**ARTICLE 4 - CONSULTATION**

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**Section 1**

Representatives of the Union may meet with the Chief of Police or his designate once a quarter to discuss matters of mutual concern, at a mutually agreed time and place, including those matters necessary to the implementation of this Agreement. A written agenda shall be exchanged between the Union and Chief of Police no less than five (5) days before the scheduled date of the meeting. At the discretion of the parties, additional matters for discussion may be placed on the agenda. Nothing contained herein shall prevent the Chief of Police or his designate and the Union from meeting on a less frequent basis by mutual agreement.

**Section 2**

Nothing contained herein shall prevent the Union from consulting with the Chief of Police or designate at any time, if matters of mutual urgency arise.

**ARTICLE 5 - GRIEVANCE PROCEDURE**

**Section 1**

**Definition:** A grievance is defined as the alleged breach of a specific provision in this Agreement.

**Note:** An employee who has a complaint must take up the complaint with Chief of Police in writing before he/she can process the complaint as a formal grievance. The Chief of Police shall give his/her written answer within ten (10) business days. It is anticipated that nearly all complaints can be resolved informally without grievance.

Each grievance must be submitted in writing by the Union and must contain a statement of the facts surrounding the grievance, the provision(s) of this agreement allegedly violated, the relief requested and the extent to which the grievant has sought an informal adjustment of the grievance.

**Section 2: Procedure**

**Step One** – An employee and/or Union representative desiring to process a grievance must file a written statement of the grievance to the Chief of Police no later than ten (10) business days after the employee knew or reasonably should have known the facts on which the grievance is based, and in no case more than ninety (90) days from the occurrence of the act. The Chief of Police shall meet with the employee within ten (10) business days following receipt of the notice and shall give a written decision within ten (10) business days thereafter.

**Step Two** – If the employee is not satisfied with the decision of the Chief of Police, the employee may file, within five (5) business days following the Chief of Police's decision, a written appeal with the Board of Selectman setting forth the specific reasons why he/she disagrees with the decision. Within twelve (12) business days following receipt of the appeal, the Board of Selectmen shall either issue a written decision or schedule a Hearing. Said Hearing shall be held no later than twenty (20) business days following receipt of the appeal and a written decision shall be rendered within ten (10) business days thereafter.

**Step Three** – If the employee is not satisfied with the decision of the Town, the Union may file, within ten (10) business days following the receipt of the decision of the Town, a request for arbitration to the American Arbitration Association under its rules and regulations. The decision of the arbitrator shall be advisory only. The arbitrator's decision will be submitted to the Board of Selectmen who, after review, will render a final and binding decision.

141 **Section 3**

142 The cost of arbitration shall be borne equally by the Town and the Union.

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144 Except for grievances involving suspensions or terminations, the losing party shall pay the cost of arbitration.

146 **Section 4**

147 The foregoing time limitations may be extended by mutual agreement of the parties.

149 **Section 5**

150 The grievant has the right to be represented at any step of the grievance procedure, as outlined in Section 2  
151 of this Article, by a representative of the Union, either a Steward or the Teamster's Business Agent.

153 **Section 6**

154 Individuals called as witnesses shall be compensated by the party initiating the request for such service.  
155 Compensation will be at their base hourly rate; such compensation will not count towards overtime pay.

157 **Section 7**

158 Failure of the grievant to abide by the time limits set out in this article shall result in the grievance being  
159 deemed settled based on the last decision made by the appropriate hearing officer on behalf of the Town.  
160 Failure of the Town or its representatives to provide a decision at any step of the procedure shall result in the  
161 grievance automatically progressing to the next step of the procedure.

163 **Section 8**

- 164 A. No employee covered by this Agreement shall engage in, induce or encourage any strike, work  
165 stoppage, sick-in, sick-out, or slowdown or any job action or activity which interferes with the normal  
166 operation of the Town or the withholding of services to the Town.
- 167 B. The Union agrees that neither it, nor any of its officers or agents, national or local, will call, institute,  
168 authorize, participate in, sanction or ratify any activity referred to in the paragraph A above.
- 169 C. In the event of a work stoppage, picketing or any other curtailment by the Union or the employees  
170 covered hereunder, the Union, by its officers and agents, shall immediately declare such work  
171 stoppage, picketing or other curtailment to be illegal and unauthorized in writing to the employees,  
172 and order said employees in writing to stop the said conduct and return to work. Copies of such  
173 written notices shall be immediately furnished to the Town. The Union shall do everything in its  
174 power to obtain the return to work from said employees.
- 175 D. In the event of any activity referred to in paragraph A above, any employee(s) participating in it shall  
176 be subjected to disciplinary action, up to and including immediate dismissal.
- 177 E. The Town agrees that it shall not engage in a lockout.

179 **ARTICLE 6 - TEMPORARY LEAVE OF ABSENCE**

181 **Section 1 - Negotiations/Released Time**

182 Leave from duty with hourly base rate pay shall be granted to members of the Union's Negotiating  
183 Committee, who attend meetings between the Town and the Union for the purpose of negotiating the terms  
184 of an Agreement while on duty.

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189 **Section 2 – Grievance Hearings**

190 Leave from duty with hourly base rate pay shall be granted to an Officer who files a grievance under Article  
191 5 (Grievance Procedure) for the purpose of attending any Hearing relating to the officer's grievance provided  
192 the Hearing takes place while on duty.

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194 **Section 3 – Bereavement Leave**

195 Special leave of up to four (4) consecutive days shall be granted to a full time or regular part time employee,  
196 paid at the base hourly rate, in the event of the death of his/her:

- |     |  |                         |
|-----|--|-------------------------|
| 198 | Spouse   | Sister or step-sister   |
| 199 | Father   | Brother or step-brother |
| 200 | Mother   | Child or step-child     |
| 201 | Step-parent  | Father-in-law           |
| 202 | Grandmother  | Mother-in-law           |
| 203 | Grandfather  | Grandchild              |
| 204 | Blood relative or ward domiciled in the employee's household |                         |

205  
206 Under extenuating circumstances, two (2) additional consecutive days without pay may be granted at the  
207 discretion of the Chief of Police.

208  
209 Special leave of one (1) working day with pay, for the purpose of attending the funeral, shall be granted an  
210 employee in the event of death of his/her sister-in-law, brother-in-law, aunt or uncle.

211  
212 **Section 4 – Maternity Leave**

213 An employee's disability due to pregnancy or childbirth is considered in the same manner as any other  
214 disabling condition.

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216 **Section 5 – Military Leave**

217 To foster and encourage service in the United States Military Reserve and the National Guard, the Town will  
218 pay any full-time employee who is a member of the United States Military Reserve and the National Guard,  
219 the difference between his or her military pay and the employee's regular weekly straight time pay when on  
220 normal annual training sessions for a maximum of two weeks per year. Payment of above stated differentials  
221 shall not apply to regular monthly meetings or when the employee enters full-time active duty.

222  
223 **Section 6 – Family and Medical Leave Act**

224 Family and medical leave shall be administered in accordance with the Town's FMLA policy.

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226 **ARTICLE 7 - PROBATIONARY EMPLOYEES**

227  
228 **Section 1**

229 The period following the initial appointment of any employee to a position of permanent status is considered  
230 the employee's probationary period. The employee's performance will be evaluated by the Chief of Police  
231 or the Chief of Police's designate at the mid-term of such period and sixty (60) days from the end of the  
232 period. Based upon the evaluations, the Chief will recommend retention or dismissal of the employee to the  
233 Board of Selectmen. The dismissal of an employee during the probationary period is not subject to the  
234 grievance procedure.

237 **Section 2**

238 The length of the probationary period shall be as follows:

239 A. Full Time Patrol: 1 Year from date of hire and completion of certification. All new full-time  
240 officers must attend the first available PSTC academy class after date of hire unless already  
241 certified.

242 B. Part Time Patrol:

243 i. A one (1) year period from date of hire, consisting of 1300 paid hours worked  
244 per year which includes all shifts, detail assignments and schools

245 OR

246 An eighteen month period from date of hire, AND

247

248 ii. Completion of required certifications.

249

250 **Section 3**

251 A probationary employee may be discharged from duty at any time the probationary period if the Chief of  
252 Police so recommends to the Board of Selectmen and the Board of Selectmen concurs with that  
253 recommendation.

254

255 **Section 4**

256 Employees promoted to a position of a higher rank or a position occupying a higher salary range will serve  
257 a probationary period identical to those specified in Section 2 of this Article. However, such employees will  
258 be provided with such rights (relative to seniority and "bumping") as are outlined in Article 8: Promotions  
259 and Transfers of this Agreement.

260

261 **ARTICLE 8 - PROMOTIONS AND TRANSFERS**

262

263 **Section 1**

264 Employees promoted to a higher rank or a position occupying a salary range which is higher will, if they fail  
265 to satisfactorily complete the probationary period, be returned to their original rank or classification. All  
266 seniority which existed at the time of the promotion will be restored and will be available for purposes of  
267 "bumping" less senior employees in the original rank or classification.

268

269 **Section 2**

270 Any employee promoted will be permitted to voluntarily return to his/her original rank or classification within  
271 thirty (30) day period following the promotion. Seniority in the original rank/classification will be restored  
272 and may be used as a "bumping right" in such instances.

273

274 **Section 3**

275 The Town agrees to maintain its current practice in the promotions to the position of Corporal or Sergeant  
276 provided, however, that no employee shall be so promoted who does not receive a passing grade on the  
277 promotional exam.

278

279 **Section 4**

280 Promotions within the bargaining unit shall be made from the top qualifying employee within the department.

281 'Qualifying' employees for promotion to corporal shall be those with at least three years of experience as a

282 patrolman who score at least 70% on a written examination and successfully complete an oral board with the

283 Chief of Police. 'Qualifying' employees for promotion to sergeant shall be those with at least five years as

284 a patrolman and/or corporal who score at least 70% on a written examination and successfully complete an  
285 oral board with the Chief of Police.

286  
287 **Section 5**  
288 An employee, when promoted, will be granted the step on the new range which equals or most nearly exceeds  
289 a five percent (5%) increase in pay. A promotion is defined as the selection and appointment of a full-time  
290 or part-time employee to a rank/classification bearing a higher starting wage than his/her current  
291 rank/classification.

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293 **ARTICLE 9 - TEMPORARY SERVICE OUT OF RANK**  
294

295 **Section 1**  
296 Members of the Department covered by this Agreement who are temporarily assigned by the Chief or his  
297 designee to assume the duties and responsibilities of a higher rank, or additional job responsibilities, including  
298 but not limited to certified field training officer, for a full shift plus a consecutive partial shift(s) shall be  
299 entitled to compensation of five percent (5%) higher than the employee's current rate of pay.

300  
301 **Section 2**  
302 There shall be no reduction in salary for employees temporarily assigned to a lower rank.

303  
304 **Section 3**  
305 Members of the Police Department who are assigned such higher rank as described in Section 1 above, shall  
306 remain a member of the bargaining unit at the time of his assignment to higher rank as long as his service at  
307 higher rank remains temporary.

308  
309 **ARTICLE 10 - HOURS OF WORK**  
310

311 This article is intended to define the normal hours per day or per week during the term of this agreement.  
312 Nothing contained herein shall be construed as preventing the Town from restructuring the normal work day  
313 or work week for the purposes of promoting the efficiency of municipal government, from establishing the  
314 work schedules of employees, or of establishing part-time positions.

315  
316 **Section 1 - Work Schedule**  
317 The work schedules shall be assigned as follows:

- 318  
319 A. The Chief of Police or his designee will determine which shifts will be included in each shift  
320 grouping (e.g., the Chief might decide that Shift Grouping A consists of Sundays 0800-1600,  
321 Mondays 0001-1200, Tuesdays 0001-1200, and Wednesdays 1600-0001).  
322 B. Subject to Article 10(1)(D), full time corporals and full time patrolmen will bid for shift groupings  
323 in order of seniority every three months beginning January 1, 2005. However, no full time corporal  
324 or full time patrolman may bid for the same shift grouping for more than two quarters per calendar  
325 year.  
326 C. Seniority for purposes of Article 10(1) shall mean the following. For an employee hired on or after  
327 July 1, 2004, seniority shall be calculated from the date that the employee was employed as a full  
328 time officer by the Town of Sandown. For an employee hired before July 1, 2004, seniority shall be  
329 calculated from the date that the employee both was employed as a full time officer by the Town of  
330 Sandown and was certified as a full time officer by the State of New Hampshire.



331 D. The Department's scheduling will be left up to the Chief of Police. The Chief will determine who  
332 will be scheduled to what shift as he deems to best fit the Department's needs. If there is any reason  
333 or need to change scheduling methods (e.g., to change shift groupings), the Chief has the power to  
334 schedule whichever way he deems necessary. In cases of emergency circumstances, the Chief can  
335 order an officer in or have him held over until the shift is filled. Furthermore, an officer must have  
336 at least 10 days prior notice before having an individual scheduling change made by the Chief. A  
337 10-day prior notice is not necessary if all officers involved are in agreement on the schedule change.  
338

## 339 ARTICLE 11 - OVERTIME

### 340 Section 1

341 Police Officers shall be entitled to be paid at the rate of one and one-half times their respective regular hourly  
342 rates for hours worked in excess of forty (40) in a work week. An employee shall receive approval from  
343 his/her supervisor prior to working overtime on the employee's scheduled shift. In the event an employee is  
344 actively engaged in a traffic stop, or in the process of a police operation, such notification shall be made as  
345 soon as it is safe to do so.  
346

### 347 Section 2

348 Hours not actually worked and hours spent on outside or private details shall not be included for the purpose  
349 of computing overtime compensation.  
350

### 351 Section 3

352 No employee shall be relieved of duty during the regular shift hours in his/her basic workweek in order to  
353 compensate or offset overtime hours worked or anticipated unless he/she agrees to be so relieved.  
354

### 355 Section 4 - Callbacks

356 Any employee covered by this Agreement who has been called back to work during his/her off-duty time  
357 after being dismissed shall be guaranteed a minimum of four (4) hours pay, except where an employee has  
358 been called back because he/she has not fulfilled all required duties. The Town may likewise not relieve an  
359 employee from normal duty to offset the receipt of call back pay. The employee shall be allowed to leave  
360 immediately upon completion of the work which he was originally called to perform.  
361

362 Any employee called back from an approved vacation under emergency situations, as determined by the  
363 department head or designate, shall be eligible to have their portion of vacation time that was cut short used  
364 in computing the eligibility for overtime.  
365

### 366 Section 5 - Filling of Shifts

- 367
- 368 a. The Chief of Police or his designate will refer to the Detail and Scheduling Worksheet for  
369 full-time officers. The Chief of Police shall be listed first, the Lieutenant shall be listed  
370 second, and the Sergeant shall be listed third in the detail and scheduling worksheet for  
371 full-time officers.
  - 372 b. The scheduling officer will start at the top of the full time list, contacting those on the list,  
373 until the shift is accepted. When the shift is filled, the list will designate the next officer to  
374 be called for the next overtime shift. The Chief of Police or his designee records, on the  
375 list, that the officers (A) accepted the shift, (R) refused the shift, or (N/A) were not  
376 available.

- 377 c. If no full-time officer accepts the shift, the scheduling officer will refer to the Detail and
- 378 Scheduling Worksheet for part-time officers, and proceed in the same manner as detailed
- 379 in b) above.
- 380 d. (1). If the shift cannot be filled as detailed in either Section b) or Section c), it may be
- 381 necessary to request an officer currently working to remain on duty and/or request an
- 382 officer from an upcoming shift to report early. However, if an officer would exceed the
- 383 time limits in Section g) if he/she remained on duty or reported early to fill the shift, full-
- 384 time-officers may be called in and required to fill the shift.
- 385
- 386 (2). When full-time officers are called in and required to fill the shift, the scheduling
- 387 officer will start at the bottom of the full-time list, and will attempt to contact officers by
- 388 rotating through the list in inverse order of seniority until an officer who does not violate
- 389 Section g) is called in. When the shift is filled, the list will designate the last officer who
- 390 was called in and the next officer to be called in. When this procedure next needs to be
- 391 used, the scheduling officer will start with the officer who was most recently designated
- 392 as the next to be called in, and will attempt to contact officers by rotating through the list
- 393 in inverse order of seniority until an officer who does not violate Section g) is called in.
- 394 e. All part-time officers shall be listed on the scheduling worksheet for part-time officers. If
- 395 a shift normally filled by a part-time officer needs to be filled, the scheduling officer will
- 396 start at the top of the part-time list, contacting those on the list, until the shift is accepted.
- 397 When the shift is filled, the list will designate the next officer to be called for the next shift.
- 398 The Chief of Police or his designee records, on the list, that the officers (A) accepted the
- 399 shift, (R) refused the shift, or (N/A) when not available. If no part-time officer accepts the
- 400 shift, the scheduling officer will refer to the detail and scheduling worksheet for full-time
- 401 officers and proceed in the same manner as detailed in this paragraph. If the shift cannot
- 402 be filled as detailed in this paragraph, it may be necessary to request an officer currently
- 403 working to remain on duty and/or request an officer from an upcoming shift to report early.
- 404 f. This section shall not prevent shift swaps.
- 405 g. Notwithstanding the foregoing, no officer shall work more than 12 hours consecutively,
- 406 except in an emergency as determined by the Chief of Police.

**ARTICLE 12 - COURT AND HEARING APPEARANCE**

**Section 1**

Any employee covered by this Agreement, required by the Department to testify in Court or Hearing during off-duty hours, shall be entitled to pay at the rate of one and one-half times his/her hourly rate for a minimum of four (4) hours. Such employees shall be paid this amount either by the Court or by the Town or in combination as premium pay for those hours if they do not actually work in excess of 40 hours in that week, or as overtime for those hours if they actually worked in excess of 40 hours in that week. An employee may not receive both premium pay and overtime for the same court or hearing time during off-duty hours. Only the employee's actual hours worked shall be included in calculating overtime.

**Section 2**

Any fee received by the officer directly or indirectly from the Court or administrative agency conducting the hearing will be submitted to the Town, as is current practice.

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**ARTICLE 13 - HOLIDAYS**

**Section 1**

A. The following days shall be considered holidays for all employees. Full time employees shall receive a normal day's pay. For full-time employees who work on any listed Holiday, double time and a half shall be paid for all hours worked:

- |                                |                               |
|--------------------------------|-------------------------------|
| 1200 to 0000 on New Year's Eve | Columbus Day                  |
| New Year's Day                 | Veteran's Day                 |
| Civil Rights Day               | Thanksgiving                  |
| President's Day                | Day after Thanksgiving        |
| Memorial Day                   | 1200 to 0000 on Christmas Eve |
| Independence Day               | Christmas Day                 |
| Labor Day                      |                               |

B. All part-time employees are to be paid time and one-half for all hours worked on the above named holidays.

**ARTICLE 14 - VACATION**

**Section 1**

Except for those employees who are discharged, dismissed following an absence without leave or otherwise terminated for just cause, the Town shall grant vacation to its employees. Employees covered by this agreement shall be entitled to accumulate annual vacation time in accordance with the following schedule:

After six months to twelve months of continuous service	40 hours
On start of the 13 <sup>th</sup> month to the 48 <sup>th</sup> month of continuous service	80 hours
On start of 49 <sup>th</sup> month to the 96 <sup>th</sup> months of continuous service	120 hours
On start of 97 <sup>th</sup> month to the 132 <sup>nd</sup> months of continuous service	160 hours
Thereafter, starting with the 133 <sup>rd</sup> month of continuous service	200 hours

Employees shall not accrue vacation leave for any pay period during which they are on layoff or other leave of absence without pay. The vacation year for each full-time employee shall be the 12-month period following the anniversary date of employment of the employee. The 40 vacation hours accrued at the start of the 7<sup>th</sup> month shall be taken in months 7-12, and vacation hours accrued subsequently shall be taken in the vacation year following accrual.

Regular part-time employees shall be eligible for vacation on a pro rata basis based on hours worked.

Annual leave is provided for the purpose of rest and recuperation with a view to future service in the best interest of the Town and as such, all employees must take a minimum of one week's vacation annually. There is an 80-hour, non-cumulative cap on the amount of accumulated vacation time an employee may carry over from year to year. Employees who have successfully completed probation will be paid for unused vacation at separation from employment.

466 **Section 2**

- 467 A. The department head will determine the annual vacation schedule, taking into consideration the best
- 468 interests of the Town, the particular needs within the department, and the individual employee.
- 469 Vacation schedules will be the responsibility of the department head.
- 470 B. For the first 40 hours of vacation, final request/approval should be completed by April 1st of each
- 471 year. During the first quarter of each year, a period of not less than 30 days will be established by
- 472 the Town whereby employees may make application in writing for vacation time off, indicating
- 473 first, second, and third choices.
- 474 C. For vacation other than the 40 hours under Section 2(B), final request/approval should be completed
- 475 by the 10th of the month prior to the month during which vacation is taken, unless otherwise
- 476 authorized by the department head.
- 477 D. In the event that more employees apply for time off than can be spared from the job at a given time,
- 478 Town seniority will be the basis for resolving priority for time off. Each employee will be given a
- 479 written disposition of his/her request. Approved vacation time off will not thereafter be cancelled
- 480 or changed without the mutual consent of the Town and the employee.
- 481 E. An employee who desires his/her annual vacation pay before going on annual vacation must notify
- 482 his/her department head at least 10 days in advance of his/her last working day.
- 483 F. If any employee terminates his/her service with the Town, or takes an extended leave of absence,
- 484 he/she will receive full pay for all accumulated vacation that he/she has not taken. All unused
- 485 vacation time shall be paid at the employee's regular straight-time base rate of pay when the
- 486 employee terminates his/her employment. Vacation time on the books, if an employee dies while
- 487 working for the Town, will be paid to his/her estate.
- 488

489 **ARTICLE 15 - INJURY AND SICK LEAVE**

490

491 **Section 1 - Worker's Compensation**

492 Employees who are injured while performing their official duties for the Town of Sandown are eligible for

493 the following Worker's Compensation benefits:

- 494 A. From the date of injury through week 52 of disability, the employee shall receive no less than 75%
- 495 of his/her gross pay. Gross pay shall be calculated in accordance with RSA 281-A:15 and the New
- 496 Hampshire Department of Labor formula as written in 1990.
- 497 B. For those weeks that the employee receives a Worker's Compensation check and that check is
- 498 greater than 75% of gross pay, the employee shall keep the entire check and the Town shall issue
- 499 no check to the employee.
- 500 C. For those weeks that the employee receives no Worker's Compensation check or the Worker's
- 501 Compensation check is less than 75% of gross pay, the Town will issue a separate check for the
- 502 difference between whatever is received and 75% of gross pay, making deductions for taxes,
- 503 retirement, FICA, and voluntary deductions approved by the employee.
- 504 D. For any week that the employee receives a Town check and receives a Workers' Compensation
- 505 check which, in combination with the Town check, exceeds 75% of gross pay, the employee shall
- 506 repay to the Town all amounts in excess of the amount to which the employee is entitled under
- 507 Article 15 (1) (B) and (C). If an employee fails to repay the Town, the Town shall have no further
- 508 obligation to pay the employee hereunder, and the Town may deduct such repayments from the
- 509 employee's pay.
- 510 E. Prior to receiving any payments from the Town under Article 15 (1), the employee shall sign an
- 511 agreement to repay the Town for any payments in excess of those to which the employee is entitled
- 512 under Article 15 (1) (B) and (C). That agreement shall authorize the Town to deduct such
- 513 repayments from the employee's pay.

- 514 F. A Worker's Compensation claim which results in lost time must be supported by a doctor's  
515 statement outlining the nature of disability and if possible the length of the disability. The Town,  
516 and/or its Worker's Compensation carrier, retains the right to request updated medical information  
517 during the disability.
- 518 G. Prior to returning to work, the employee shall provide a doctor's statement clearing the employee to  
519 return to his/her regular duties.
- 520 H. Employees who lose time to a work-related injury may not engage in any outside work of any kind.  
521 The Town may require the employee to perform temporary alternative duty or light duty while the  
522 employee is unable to return to his/her regular duties.  
523

524 **Section 2 – Long-Term Disability**

525 If the Town provides long-term disability to its employees, it shall be offered to union employees on the same  
526 basis. Whenever the Collective Bargaining ties a benefit to the Town personnel policy, the Town retains the  
527 right to unilaterally change the personnel plan without it being considered an unfair labor practice. The  
528 changes will be in effect for both bargaining and non-bargaining unit members.  
529

530 **Section 3 – Sick Time and Earned Time**

- 531 1. Forty-eight (48) hours of sick time and 48 hours of earned time per year are authorized for full-time  
532 members of the collective bargaining unit. Sick time will accrue at the rate of 0.92 hours per week  
533 prior to the January 1 that is or next follows the employee's first anniversary of employment, and  
534 thereafter 48 hours of sick time will accrue on January 1 each year. Earned time will accrue at the  
535 rate of 0.92 hours per week prior to the January 1 that is or next follows the employee's first  
536 anniversary of employment, and thereafter 48 hours of earned time will accrue on January 1 each  
537 year. Earned time may not be used before the employee's first anniversary of employment.  
538
- 539 2. After three (3) consecutive sick days, it is the responsibility of the employee to present a  
540 physician's note that documents the reasons for the absence and fitness to return to work.  
541 That note shall be turned in to the Chief of Police on the fourth day. Thereafter, it will be the  
542 responsibility of the employee to update the Chief of Police or his designee daily concerning  
543 the employee's absence, and to provide such additional physician notes as the Chief of  
544 Police or his designee request.  
545
- 546 3. Earned time may be used by full-time employees if requested at least 24 hours in advance and  
547 approved by the Chief of Police or his designee. Earned time to be used on consecutive work days  
548 must be requested and approved at the same time. No fitness for duty note will be required to return  
549 from earned time.  
550
- 551 4. A non-cumulative maximum of up to 80 hours of combined unused sick time and earned time may  
552 be carried over to the next calendar year. (For example, if 44 hours of sick time is carried over, up to  
553 36 hours of earned time may be carried over.)  
554
- 555 5. Unused sick time that is not carried over to the next calendar year will be paid out to full-time  
556 employees in the second or third week of December. Unused earned time that is not carried over to  
557 the next calendar year will be lost and will not be paid out annually. An employee who has  
558 successfully completed probation will be paid for unused earned time when the employee voluntarily  
559 separates from employment. Unused sick time will not be paid out at separation.  
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**ARTICLE 16 - HEALTH INSURANCE**

**Section 1**

1. The Town will make available a comprehensive insurance program covering Health, Dental, Vision, and Prescription Drug.
2. (a) Employees shall contribute to the cost of the premium for the health insurance plan offered by the Town (which includes vision and prescription drug coverage) as follows: employees shall contribute 15%, or the same percentage voted by the Board of Selectmen for other Town of Sandown employees (whichever is less).  
(b) Employees will pay 100% of the premium for dental insurance.  
(c) The Town will establish a Section 125 salary reduction account, in accordance with Internal Revenue Service regulations, to provide for pre-tax employee payments of their portion of the premium cost(s).

**Section 2**

The Town shall maintain all other insurance policies that currently provide coverage to the employees covered by this Agreement.

**Section 3**

The parties may amend Article 16 during this Agreement if they mutually agree in writing to do so.

**ARTICLE 17 - LIABILITY INSURANCE**

The Town shall, to the extent possible, provide general and specific liability insurance to cover employees.

**ARTICLE 18 - UNIFORM ALLOWANCE**

**Section 1**

New full-time and part-time officers hired on or after March 14, 2005 will be equipped up to the standard established by the Chief of Police, as set forth below in Table 2 and Table 3, at the time of hire, or as soon as practical thereafter. Should an employee require a replacement for any item listed on Table 2 or Table 3, the employee shall turn in the item to the Chief of Police who shall procure a replacement and provide the replacement item to the employee. The Town shall also reimburse employees for uniform cleaning and maintenance, up to \$400 annually for full-time employees, or up to \$134 annually for part-time employees. This amount will be prorated if the employee does not work a full year. To be reimbursed, the employee must turn in receipts for the cleaning or maintenance performed with his or her timesheet each week.

<b>Table 2 – Uniform Initial Issue for Part-Time Officers</b>	
<b>Quantity</b>	<b>Item Description</b>
1	Hat
1	Hat Badge
1	Hat Band
1	Bulletproof Vest with 2 Carrier + External Carrier & Soft Trauma Plate
2	Short Sleeve Dress Shirts with Patches
2	Long Sleeve Dress Shirts with Patches
1	Black Tie

1	Tie Clip
2 Sets	"SPD" Collar Pins
2 Sets	Badge Number Collar Pins
2 Sets	Name Tags
2 Pair	Pants
1	*Inner Belt
1	*Taser, PT will share one of the rotating Tasers
1	*Taser Holster
1	*Leather Duty Belt Including
1	* Holster
1	* Magazine Pouch
2	* Handcuff Case or strap
1	* Radio Holder
1	* Chemical Irritant Holder with Chemical Irritant Spray
2 Pair	* Handcuffs
1	* Duty Firearm with 3 Magazines
1	Rain Coat
1	Winter Coat
1	Black Military Sweater or Spring Jacket
1 Pair	Black Boots
1 Pair	BDU Pants
1	High Visibility Detail Shirt
1	Short Sleeve Polo Shirt

<b>Table 3 – Uniform Initial Issue for Full-Time Officers</b>	
<b>Quantity</b>	<b>Item Description</b>
ALL	Items in Table 2
2 Pair	Pants
2	Short Sleeve Dress Shirts with Patches
2	Long Sleeve Dress Shirts with Patches
1 Pair	Black Boots

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Part-time officers promoted to full-time status will receive the items in Table 3 upon their promotion. Officers promoted to higher ranks (e.g., Corporal, Sergeant, etc.) will be provided appropriate patches, gold pins, badges, and name tags by the Town.

**Section 2**

If any officer leaves the employ of the Sandown Police Department, all items issued pursuant to this Article shall be returned to the Department.

**Section 3**

The Town will provide bullet proof vests and maintain them in accordance with manufacturer's specifications.

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**ARTICLE 19 - PRIVATE DETAILS**

**Section 1**

Private details are those details which are not considered public employment, which are directly supported by local property tax dollars. Grant details are those details which are not considered public employment, which are directly supported by state or federal grants. All details will be paid a minimum of four (4) hours at an hourly rate of \$57.00 in 2024-25, \$60.00 in 2025-26, and \$63.00 in 2026-27..

**Section 2**

Private details may be canceled with four (4) hours' notice to the Department by the entity scheduling the detail.

**Section 3 – Private Detail Assignment**

- a. The Chief of Police or his designee will call full-time and part-time officers on the Detail and Scheduling Worksheet beginning at the top of the worksheet and following it down.
- b. When the detail is filled, the list will be designated at the next officer to be called. The scheduling officer records on the list that the called officers (A) accepted the detail, (R) refused the detail, or (N/A) were not available.
- c. If no full-time officer accepts the detail, the designated officer will then refer to the Detail and Scheduling Worksheet for part-time officers, and proceed in the same manner as in b) above.
- d. Each time a new detail is available, the full-time officers will be called first, beginning with the next name on the list.
- e. In the event that the scheduling officer is not on duty, the duty officer will be responsible for filling the detail in the same manner.

**Section 4 – Grant Detail Assignment**

- a. The Chief of Police or his designee will call full-time and part-time officers on the Detail and Scheduling Worksheet beginning at the top of the worksheet and following it down.
- b. When the detail is filled, the list will be designated at the next officer to be called. The scheduling officer records on the list that the called officers (A) accepted the detail, (R) refused the detail, or (N/A) were not available.
- c. Each time a new detail is available, full-time and part-time officers will be called, beginning with the next name on the list.
- d. In the event that the scheduling officer is not on duty, the duty officer will be responsible for filling the detail in the same manner.



661 **Section 5:**  
662 Employees are prohibited from working details while being compensated for bereavement, maternity leave,  
663 sick leave or disability.  
664

665 **ARTICLE 20 - SALARY SCHEDULE**  
666

667 **Section 1**  
668 Employees working patrol between 1600 and 0000 hours shall be paid a shift differential of one dollar (\$1.00)  
669 per hour for those hours. Employees working patrol between 0000 and 0800 hours shall receive a shift  
670 differential of one dollar and fifty cents (\$1.50) per hour for those hours.  
671

672 **Section 2**  
673 Full-time employees who have completed the degree requirements for an Associate's Degree shall receive  
674 an additional seventy-five cents (\$.75) per hour. Full-time employees who have completed the degree  
675 requirements for a Bachelor's Degree shall receive an additional one dollar and fifty cents (\$1.50) per hour.  
676 Full-time employees who have completed the degree requirements for a Master's Degree shall receive an  
677 additional one dollar and seventy-five cents (\$1.75) per hour. If a full-time employee has multiple degrees,  
678 he/she will receive the highest applicable degree differential; the differentials will not be compounded.  
679

680 **Section 3**  
681 See attached Appendix A for salary schedule.  
682

683 **ARTICLE 21 - LIFE INSURANCE**  
684

685 **Section 1**  
686 The Town shall provide to all full-time employees covered by this Agreement term life insurance at face  
687 value equal to Ten Thousand Dollars (\$10,000). Said insurance policy shall also provide that coverage paid  
688 for an employee's accidental death shall be double.  
689

690 **Section 2**  
691 The Town shall provide to all part-time police officers covered by this Agreement term life insurance at face  
692 value equal to Ten Thousand Dollars (\$10,000). Said insurance shall also provide that coverage paid for an  
693 employee's accidental death be double.  
694

695 **ARTICLE 22 - JURY DUTY PAY**  
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698 When an employee is required to serve or required to appear at the court to serve on the jury for a federal,  
699 state, county or municipal court on his/her scheduled workday, he/she shall be paid the difference between  
700 their regular straight time rate of pay and jury duty pay for each of such service. (i.e., regular straight time  
701 rate does not include shift differential, overtime, "acting" or temporary rate for services out of rank, or outside  
702 detail compensation).  
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704 **ARTICLE 23 - RETIREMENT**  
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706 The Town will enroll full-time employees in the New Hampshire Retirement System to the extent required  
707 by State law.  
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**ARTICLE 24 - SAFETY**

**Section 1**

The Town will establish and maintain a Workers' Compensation loss management committee as required by the New Hampshire Department of Labor. Unit members will be requested to participate in Committee activities.

**Section 2**

The parties mutually agree to participate in a joint labor-management committee for the purpose of establishing a random drug testing program for police officers. The committee shall provide recommendations as a result of testing to the Board of Selectmen no later than December 31<sup>st</sup> of each year.

**ARTICLE 25 - HARASSMENT FOR AGE, RACE, RELIGION, GENDER, ETC.**

**Section 1**

All employees should enjoy a working environment free from all forms of unlawful discrimination, including unlawful harassment for age, race, religion, gender, etc. All unlawful harassment shall be treated as an act of misconduct and will not be tolerated under any circumstances. Any action against the Town alleging discrimination or harassment may be brought in the appropriate administrative or legal forum, or grieved as a breach of this Agreement in accordance with Article 5, but not both.

**Definition of Unlawful Sexual Harassment:** Unlawful sexual harassment may be defined as: Any repeated or deliberate unwelcome sexual advances, requests for sexual favors, and other verbal or physical conducts of a sexual nature constitutes unlawful sexual harassment when:

1. Submission to such conduct is made either implicitly or explicitly a term or condition of employment;
2. Submission to or rejection of such conduct by an individual is used as a basis for employment decisions affecting such individual; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive work environment. Unlawful sexual harassment is not limited to requests for sexual favors in return for job benefits. Unlawful sexual harassment may take the form of verbal abuse, leering, salacious gestures, inappropriate language, jokes of a sexual nature, or any undesired touching or patting.

**Section 2**

Any allegation of unlawful sexual harassment requires a determination of the facts in each case, and further recognizes that any such investigation should be conducted in a confidential manner until the allegation is properly reviewed. The following procedures shall be adhered to in all circumstances when an employee feels that he/she is the victim of unlawful sexual harassment:

- A. Any employee who believes that he/she has been unlawfully sexually harassed shall report the incident to their immediate Supervisor. An employee also has the option of reporting an incident to the Board of Selectmen.
- B. The Board of Selectmen shall conduct, or cause to be conducted, an investigation of the complaint and report the findings within thirty (30) days.
- C. The Board of Selectmen shall notify the reporting employee of the findings of the investigation and of the corrective action, if any, to be taken by the Town with regard to the offending employee.
- D. Any corrective or disciplinary action taken shall be consistent with the Agreement.

- 756 E. In no case, shall an employee reporting an incident of unlawful sexual harassment be subject to
- 757 adverse employment action unless it is determined through the investigation that the allegation was
- 758 not based upon fact and that the employee made the allegation with malicious intent or knowing it
- 759 was false.
- 760 F. In all cases, aggrieved employees have the right to report any complaint to the State of New
- 761 Hampshire, Commission for Human Rights, Concord, New Hampshire, 03301.

**ARTICLE 26 - REIMBURSEMENT FOR USE OF PRIVATE VEHICLE**

**Section 1**

An employee who utilizes his/her private vehicle to conduct departmental business, subject to the approval of the Chief or his designate, shall be reimbursed at the prevailing IRS rate.

**Section 2**

When an employee utilizes his/her private vehicle to conduct departmental business on a day that otherwise would have been the employee's day off, the employee shall be reimbursed for mileage either between the police station and the destination or between the employee's home and the destination, whichever distance is shorter.

**ARTICLE 27 - EDUCATION ALLOWANCE AND REIMBURSEMENT**

The Town shall reimburse employees all costs of tuition and books up to \$750 per employee per year for taking job-related courses or courses taken in conjunction with management or police science-related degree programs.

In order to qualify for reimbursement, the employee must secure prior approval from the Town, and must successfully complete the course with a grade of C or better, "pass" in a pass/fail-class, or "completed" in a non-graded class. Approval to take a course shall not be unreasonably withheld.

Payment will be made upon submission of verification of completion of course work. There will be no payment of salary for time spent taking college courses.

If the employee terminates his/her employment within one year after receiving academic reimbursement, he/she will reimburse the Town for the course(s) taken from one year prior to termination, to the date of said termination.

The Town shall not be required to expend more than \$7,500 in total in any given fiscal year for this program.

**ARTICLE 28- DURATION OF AGREEMENT**

The terms of this Agreement shall be effective April 1, 2024 through March 31, 2027.

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804 IN WITNESS WHEREOF, the parties have hereunto set their hands and seal this \_\_\_ day of \_\_\_\_,  
805 \_\_\_\_\_

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808 TEAMSTERS LOCAL NO. 633

TOWN OF SANDOWN

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811 DocuSigned by:  
812 By: [Signature] 5/16/2024  
813 Title: Secretary-Treasurer

By: [Signature]  
Title: Chairman Board of Selectmen

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APPENDIX A - WAGE SCHEDULE

2024-25 Wage Schedule

Step	FT Corporal No Degree	FT Corporal Assoc. Degree	FT Corporal Bach. Degree	FT Corporal Mast. Degree	FT Patrol No. Degree	FT Patrol Assoc. Degree	FT Patrol Bach. Degree	FT Patrol Mast. Degree	PT Corporal	PT Patrol
1	\$26.80	\$27.55	\$28.30	\$28.55	\$25.53	\$26.28	\$27.03	\$27.28	\$26.80	\$25.53
2	\$27.80	\$28.35	\$29.10	\$29.35	\$26.17	\$26.92	\$27.67	\$27.92	\$27.60	\$26.17
3	\$28.43	\$29.18	\$29.93	\$30.18	\$26.82	\$27.57	\$28.32	\$28.57	\$28.43	\$26.82
4	\$29.29	\$30.04	\$30.79	\$31.04	\$27.50	\$28.25	\$29.00	\$29.25	\$29.29	\$27.50
5	\$30.16	\$30.91	\$31.66	\$31.91	\$28.19	\$28.94	\$29.69	\$29.94	\$30.16	\$28.19
6	\$31.07	\$31.82	\$32.57	\$32.82	\$28.89	\$29.64	\$30.39	\$30.64	\$31.07	\$28.89
7	\$32.00	\$32.75	\$33.50	\$33.75	\$29.60	\$30.35	\$31.10	\$31.35	\$32.00	\$29.60
8	\$32.96	\$33.71	\$34.46	\$34.71	\$30.35	\$31.10	\$31.85	\$32.10	\$32.96	\$30.35
9	\$33.95	\$34.70	\$35.45	\$35.70	\$31.11	\$31.86	\$32.61	\$32.86	\$33.95	\$31.11
10	\$34.97	\$35.72	\$36.47	\$36.72	\$31.88	\$32.63	\$33.38	\$33.63	\$34.97	\$31.88
11	\$36.02	\$36.77	\$37.52	\$37.77	\$32.68	\$33.43	\$34.18	\$34.43	\$36.02	\$32.68
12	\$37.10	\$37.85	\$38.60	\$38.85	\$33.50	\$34.25	\$35.00	\$35.25	\$37.10	\$33.50
Off-Schedule	17.00% cost of living increase over prior year's wage rate for each employee off-schedule									

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2025-26 Wage Schedule

Step	FT Corporal No Degree	FT Corporal Assoc. Degree	FT Corporal Bach. Degree	FT Corporal Mast. Degree	FT Patrol No. Degree	FT Patrol Assoc. Degree	FT Patrol Bach. Degree	FT Patrol Mast. Degree	PT Corporal	PT Patrol
1	\$28.68	\$29.43	\$30.18	\$30.43	\$27.32	\$28.07	\$28.82	\$29.07	\$28.68	\$27.32
2	\$29.54	\$30.29	\$31.04	\$31.29	\$28.01	\$28.76	\$29.51	\$29.76	\$29.54	\$28.01
3	\$30.43	\$31.18	\$31.93	\$32.18	\$28.69	\$29.44	\$30.19	\$30.44	\$30.43	\$28.69
4	\$31.34	\$32.09	\$32.84	\$33.09	\$29.42	\$30.17	\$30.92	\$31.17	\$31.34	\$29.42
5	\$32.28	\$33.03	\$33.78	\$34.03	\$30.16	\$30.91	\$31.66	\$31.91	\$32.28	\$30.16
6	\$33.25	\$34.00	\$34.75	\$35.00	\$30.91	\$31.66	\$32.41	\$32.66	\$33.25	\$30.91
7	\$34.25	\$35.00	\$35.75	\$36.00	\$31.67	\$32.42	\$33.17	\$33.42	\$34.25	\$31.67
8	\$35.27	\$36.02	\$36.77	\$37.02	\$32.47	\$33.22	\$33.97	\$34.22	\$35.27	\$32.47
9	\$36.33	\$37.08	\$37.83	\$38.08	\$33.29	\$34.04	\$34.79	\$35.04	\$36.33	\$33.29
10	\$37.42	\$38.17	\$38.92	\$39.17	\$34.11	\$34.86	\$35.61	\$35.86	\$37.42	\$34.11
11	\$38.54	\$39.29	\$40.04	\$40.29	\$34.97	\$35.72	\$36.47	\$36.72	\$38.54	\$34.97
12	\$39.70	\$40.45	\$41.20	\$41.45	\$35.84	\$36.59	\$37.34	\$37.59	\$39.70	\$35.84
Off-Schedule	7.00% cost of living increase over prior year's wage rate for each employee off-schedule									

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2026-27 Wage Schedule

Step	FT Corporal No Degree	FT Corporal Assoc. Degree	FT Corporal Bach. Degree	FT Corporal Mast. Degree	FT Patrol No Degree	FT Patrol Assoc. Degree	FT Patrol Bach. Degree	FT Patrol Mast. Degree	PT Corporal	PT Patrol
1	\$30.69	\$31.44	\$32.19	\$32.44	\$29.28	\$29.98	\$30.73	\$30.98	\$30.69	\$29.23
2	\$31.61	\$32.36	\$33.11	\$33.36	\$29.97	\$30.72	\$31.47	\$31.72	\$31.61	\$29.97
3	\$32.56	\$33.31	\$34.06	\$34.31	\$30.70	\$31.45	\$32.20	\$32.45	\$32.56	\$30.70
4	\$33.54	\$34.29	\$35.04	\$35.29	\$31.48	\$32.23	\$32.98	\$33.23	\$33.54	\$31.48
5	\$34.54	\$35.29	\$36.04	\$36.29	\$32.27	\$33.02	\$33.77	\$34.02	\$34.54	\$32.27
6	\$35.58	\$36.33	\$37.08	\$37.33	\$33.07	\$33.82	\$34.57	\$34.82	\$35.58	\$33.07
7	\$36.65	\$37.40	\$38.15	\$38.40	\$33.89	\$34.64	\$35.39	\$35.64	\$36.65	\$33.89
8	\$37.74	\$38.49	\$39.24	\$39.49	\$34.75	\$35.50	\$36.25	\$36.50	\$37.74	\$34.75
9	\$38.88	\$39.63	\$40.38	\$40.63	\$35.62	\$36.37	\$37.12	\$37.37	\$38.88	\$35.62
10	\$40.04	\$40.79	\$41.54	\$41.79	\$36.50	\$37.25	\$38.00	\$38.25	\$40.04	\$36.50
11	\$41.24	\$41.99	\$42.74	\$42.99	\$37.41	\$38.16	\$38.91	\$39.16	\$41.24	\$37.41
12	\$42.48	\$43.23	\$43.98	\$44.23	\$38.35	\$39.10	\$39.85	\$40.10	\$42.48	\$38.35
Off-Schedule	7.00% cost of living increase over prior year's wage rate for each employee off-schedule									

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830 Notes:

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832 1. Each full-time employee hired after April 1, 2012 will be placed at the step which corresponds to

833 his/her years of experience as a full-time police officer for the Town of Sandown or any other municipality,

834 and each part-time employee hired after April 1, 2012 will be placed at the step which corresponds to his/her

835 years of experience as a part-time police officer for the Town of Sandown or any other municipality.

836

837 2. Employees will be moved into the next step level on the anniversary of their assignment to their

838 position (i.e., a full-time officer promoted from part-time moves to the next step on the anniversary of his

839 attainment of full-time status, not the anniversary of the original hire date; same for a corporal promoted from

840 full-time officer, etc.)

841

842 3. Part-time officers who become full-time officers shall be moved to the full-time pay scale step with

843 the hourly wage rate closest to the officer's part-time pay scale step. At no time is that officer to be paid a

844 lower hourly wage as a full-time officer than he/she was paid as a part-time officer, not including shift

845 differentials or other incentives.

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