

**AGREEMENT BETWEEN**  
**THE TOWN OF BRUNSWICK**  
**AND**  
**LOCAL 2011, COUNCIL #93 AFSCME**

**July 1, 2016 – June 30, 2019**

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Agreement made this \_\_\_\_ day of \_\_\_\_\_, 2017, by and between the Town of Brunswick, a municipal corporation situated at Brunswick, in the County of Cumberland, in the State of Maine (hereinafter referred to as the "Town") and Local 2011, Council #93, American Federation of State, County and Municipal Employees, AFL-CIO (hereinafter referred to as "AFSCME").

Pursuant to Title 26, Maine Revised Statutes Annotated, Section 961, et seq., entitled "Municipal Public Employers Public Relations Law" and in consideration of the mutual promises of the parties herein contained, the parties agree as follows:

**ARTICLE 1. UNIT SECURITY**

Those employees specified in Article 2 shall have the right to join AFSCME, after successful completion of a 6 month probation period, except as otherwise provided herein, or to refrain from doing so. No employee shall be favored or discriminated against either by the Town or by AFSCME because of his/her membership or non- membership in AFSCME.

The Town agrees that during work hours on the Employer's premises and without loss of pay, providing it imparts no hardship on the town and is done within a period of time that will not infringe upon the employee's duties and responsibilities to the Town, the union officers shall be allowed to:

- Post union notices.
- Transmit and distribute Union literature.
- Plan and attend negotiating meetings.
- Investigate and process grievances and arbitrations.
- Consult with the Town Manager and AFSCME officers concerning any provision of this agreement.

**ARTICLE 2. RECOGNITION**

The Town recognizes AFSCME as the sole and exclusive bargaining agent for all employee positions defined in the Unit Determination Report dated February 22, 1984 and as amended thereafter; namely:

<u>Job Title</u>	<u>Pay Grade</u>	<u>Regular Working Hours</u>
Bookkeeper/Records Clerk PD	13	40.0
Accounting Assistant	18	40.0
Administrative Assistant/Planning & Development	14	40.0
Custodian/Part-time	8	30.0
Deputy Town Clerk	15	37.5
Custodian/PW Part-time	8	20.0

Administrative Assistant/Fire	14	40.0
Administrative Assistant/Human Services/Floater	14	37.5
Animal Control Officer	12	40.0
Assistant Town Clerk	13	37.5
Bookkeeper/PW	13	37.5
Administrative Registrar P&R	14	37.5
Facilities Foreman	14	40.0
Administrative Assistant/Assessing/Floater	14	40.0
Assistant Tax Collector	13	40.0
Administrative Assistant/Floater	14	40.0
Assistant Assessor	20	40.0
Building/Code Inspector	20	40.0
Executive Secretary Police	14	40.0
Operational Assistant PW	16	37.5
Financial Administrative Assistant P&R	16	40.0
Parking Enforcement Officer	10	40.0

Probationary employees are excluded from the provisions of this agreement for a period of six months.

**ARTICLE 3. STRIKES PROHIBITED**

Employees of the Town who are subject to the terms of this Agreement shall not have the right to strike or engage in work stoppage or slowdown.

The Town agrees that there will be no work lockouts of any employees of the Town who are subject to the terms of this Agreement.

**ARTICLE 4. MANAGEMENT RIGHTS AND DEPARTMENTAL RULES**

The Town retains all rights and authority to manage and direct its employees except as otherwise specifically provided in this Agreement.

AFSCME acknowledges the right of the Town to make such rules and regulations governing the conduct of its employees as are not specifically inconsistent with the provisions of this Agreement.

Such rules and regulations adopted after the effective date of this Agreement shall be posted on the Town Bulletin Board.

## **ARTICLE 5. HOURS OF WORK**

All employees in the bargaining unit shall maintain the regular working hours presently in effect as referenced in Article 2 of the Agreement.

Any employee covered by this contract required by his/her department head to work in excess of forty (40) hours per week shall be deemed to have worked overtime, as defined by the Fair Labor Standards Act of 1938, as amended. Time worked between thirty-five (35) and forty (40) hours in one week shall be compensated at normal rate of pay. All hours worked over forty (40) hours in a work week shall be compensated at one and one-half times the regular hourly rate of pay.

Hours of work shall be defined as:

- Hours actually worked
- Hours compensated for by holiday-based pay
- Hours compensated for by vacation pay
- Hours compensated for by sick leave
- Hours compensated for by bereavement leave

In the event that a federal or state legislative or administrative body of competent jurisdiction makes laws or rulings concerning the requirements of the Fair Labor Standards Act with respect to overtime work and compensation therefore or its applicability to this employer, and such laws or rulings are more or less favorable to either party to this contract than the provisions above, said contract provisions may be reopened for negotiation upon written demand by either party.

Employees not given a minimum of forty eight (48) hours notice who are called back to work shall receive a minimum of three (3) hours pay at the rate of one and one-half times their base hourly rate. If the time worked is annexed to either the beginning or end of a regular shift, then the time worked should be charged as either straight time or if over the 40 hour limit, overtime.

Upon request of an employee, the Town Manager may authorize, upon approval of the Department Head, a flexible schedule for an employee.

A two week notice will be given for any permanent changes in scheduled hour of work so as to give the Union time to respond to such changes.

## ARTICLE 6. HOLIDAYS

The following holidays shall be paid holidays for full-time employees covered by this Agreement:

- |    |                        |     |   |
|----|------------------------|-----|---|
| 1. | New Year's Day         | 8.  | Veteran's Day   |
| 2. | Martin Luther King Day | 9.  | Columbus Day  |
| 3. | President's Day        | 10. | Thanksgiving Day  |
| 4. | Patriot's Day          | 11. | Day After Thanksgiving  |
| 5. | Memorial Day           | 12. | Christmas Day   |
| 6. | Independence Day       | 13. | Personal Days (2)   |
| 7. | Labor Day              | 14. | ½ Day off when Christmas Eve falls on a Monday, Tuesday, Wednesday, or Thursday. Should this be given to additional Town Staff, 4 hours of comp time will be awarded to the time off. |

Probationary employees shall be entitled to paid holidays from the date of hire.

Two "Personal Days" per fiscal year may be selected by the employee when reasonable notice is given to the department head. Probationary employees are not eligible for the "Personal Day" unless they have been eligible in the period previous to their probation.

Whenever any of the holidays listed above shall fall on Saturday, the preceding Friday shall be observed as the holiday. Whenever any of the holidays listed above shall fall on Sunday, the succeeding Monday shall be observed as the holiday.

Part-time employees with work weeks other than Monday through Friday shall be entitled to a floating holiday if the holiday falls on one of the employee's regularly scheduled days off.<sup>1</sup>

Employees required to work on Thanksgiving and/or Christmas shall receive two times their hourly rate for all hours worked in addition to the holiday pay.

## ARTICLE 7. VACATION

Each full-time employee of permanent standing shall be awarded annual vacation time with pay at the convenience of the Town of Brunswick in accordance with his/her current term of continuous employment, and in accordance with the following table:

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<sup>1</sup> Amended 1999

Requests for leave must be approved by the employee's supervisor who shall take into consideration adequate staffing requirements. In accordance with the employee's current term of continuous employment based upon the standard work week's depiction below, vacation shall be awarded as follows:

**VACATION TABLE**

<b>Avg. hours worked per week</b>	<b>20.0</b>	<b>25.0</b>	<b>30.0</b>	<b>35.0</b>	<b>37.5</b>	<b>40.0</b>
From date of hire through end of year 5 accrue at this rate: (2 wks/yr)						
Wkly. Accumulation (in hours)	.769	.962	1.154	1.346	1.442	1.538
From beginning of year 6 through end of year 12_accrue at this rate: (3 wks/yr)						
Wkly. Accumulation (in hours)	1.154	1.442	1.731	2.019	2.163	2.308
From beginning of year 13 through end of year 19_accrue at this rate: (4 wks/yr)						
Wkly. Accumulation (in hours)	1.538	1.923	2.308	2.692	2.885	3.077
For years 20+, accrue at this rate: (5 wks/yr)						
Wkly. Accumulation (in hours)	1.923	2.404	2.885	3.365	3.606	3.846

Vacation leave shall be accounted for on a date of hire basis. On the date of hire anniversary date in which the employee progresses to a new, higher accrual rate, he/she will begin accruing vacation at the new, higher rate which may be used as accrued.

Vacation accrued may be taken after six (6) months of continuous employment, subject to the approval of the department head.

Any employee, regardless of length of service, may accrue up to thirty (30) days of

vacation; such time in excess of thirty (30) days will be lost.

No employee shall be entitled to work his vacation with pay, except in case of emergency conditions.

All "Request for Leave" forms must be signed by the department head and returned to the employee requesting such leave within two working days of the date the department head receives the request.

Accrued vacation leave shall be paid to an employee in good standing upon his/her separation from service, or to his/her beneficiary or estate upon his/her death.

#### **ARTICLE 8. LEAVE OF ABSENCE**

A full-time employee of permanent standing may be granted a leave of absence without pay by the Town Manager upon recommendation of the department head concerned. Such leave of absence without pay shall not exceed one year in length and shall only be granted when it appears because of the past record of the employee, or because of the purpose for which the leave is requested, that it is in the best interest of the Town to grant the leave.

The period of a leave of absence shall not be considered as time worked or as service with the Town within the meaning of any of the other provisions of this Agreement, but seniority acquired prior to the leave of absence shall not be lost.

If the requested leave of absence is approved, all accumulated vacation shall be used before starting the unpaid leave of absence.

#### **ARTICLE 9. FAMILY MEDICAL LEAVE**

The Town acknowledges the rights of employees under Title 26, MRSA, Chapter 7, subsection C-VI-A sections 843 et seq., and the Family Medical Leave Act, which took effect 8.5.93. It is the Town's policy that the employee may retain one week of vacation and one week of sick time when returning from Family Medical Leave.

#### **ARTICLE 10. SICK LEAVE**

Sick leave may be used for personal illness or physical incapacity of such a degree as to render the employee unable to perform the duties of his/her position, or for a personal medical or dental appointment.<sup>2</sup>

Sick leave is earned by full-time employees at the rate of one day for each full calendar month of service, and may be accumulated to a maximum of 132 days. If an employee is on

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<sup>2</sup> Amended 1999



sick leave, credit will still accrue.<sup>3</sup>

Illness for which sick leave may be granted is defined as actual personal illness or bodily injury. Sick leave, limited to twelve (12) days per fiscal year, at the discretion of the department head, may be granted to an employee because of an instance of illness of a member of the employee's immediate family. For the purpose of this Article, "Immediate Family" shall mean:

- Spouse
- Child
- Significant Other (defined as living in the same household as the employee)
- Father
- Stepchild
- Mother
- Other family member living in the same household <sup>4</sup>

The Town Manager may at any time as a condition precedent to the continuance of sick pay, require a certificate of a qualified physician certifying the condition of the employee to be such as to justify the continued absence from employment.

An employee, upon retirement or separation in good standing upon reaching age sixty (60) or after twenty (20) years of consecutive full time employment by the Town of Brunswick, will be paid an amount equal to wages for one-third (1/3) of the number of days of accrued sick leave upon the date of separation.<sup>5</sup>

In the event of the death of an employee, unused accrued sick leave shall be paid to the beneficiary as indicated on the sick leave beneficiary form filed with the Personnel Office on the same basis as established in the preceding paragraph. <sup>6</sup>

Probationary employees shall be entitled to use any accrued sick leave from the date of hire.

## **ARTICLE 11. BEREAVEMENT LEAVE**

A maximum of five (5) working days off with pay shall be allowed an employee in the event of a death of a mother, father, spouse/significant other (as defined in Article 9) or child; a maximum of three (3) working days off with pay shall be allowed in the event of the death of a legal parent of the unit member's minor child, or a death in the immediate family of a unit member. For the purpose of this Article, immediate family shall mean:

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<sup>3</sup> Amended 1999

<sup>4</sup> Amended 1999

<sup>5</sup> Amended 1999

<sup>6</sup> Amended 1999

- Grandparent
- Grandchild
- Stepchild
- Sister
- Brother
- Mother-in-law
- Father-in-law
- Legal Guardian
- Step Parent

In the event the funeral or service is held after the third or fifth day following the death of a person for which bereavement leave is granted, one day of bereavement leave may be reserved for attendance at the funeral or service.

One day with pay may be used for attendance at the funeral of an aunt, uncle, sister-in-law, brother-in-law, grandparents-in-law, or a relative living in the same household as the employee.

One day with pay may be used for attendance at a funeral or service at the discretion of the department head.

#### **ARTICLE 12. JURY DUTY LEAVE**

Employee shall be granted a leave of absence any time they are required to report for jury service or when an individual employed by the Town is subpoenaed to testify in court. Employees shall be paid the difference between any jury duty/subpoenaed compensation they receive and their regular wages for each day of service. The employee shall continue to receive a regular payroll check from the Town while on jury duty/subpoenaed leave, but agrees to sign over the check he/she receives from the court for jury duty pay to the Town. Any compensation received for service on a regular non-working day will be deducted from the employee's wages.

#### **ARTICLE 13. RESERVE SERVICE LEAVE**

The Town will provide a leave of absence under the terms of the Uniform Services Employment and Reemployment Rights Act of 1994 (USERRA).

#### **ARTICLE 14. HEALTH INSURANCE**

The Town shall pay 85% of the premium with respect to coverage by the employee in the health insurance plan available to the Town; 15% to be paid by the employee using either a Section 125 pre-tax dollar plan or by paying the 15% share on a post-tax dollar basis. If the federal law prohibits the use of Section 125 in the future, the unit will revert back to a 90/10 split with the Town.

Should the bargaining unit qualify for dental insurance, the Town agrees to administer the

pre-tax dollar plan for the payroll deduction on behalf of the participating employees. Premiums shall be paid in full by the employees.

The Town shall offer a pre-tax medical reimbursement program for employees who request such benefits, in accordance with the Town of Brunswick Flexible Benefit Plan. The Town shall outsource this program. <sup>7</sup>The Town of Brunswick will set the Section 125 yearly employee's maximum dollar amount as determine by the Federal Government. The Town of Brunswick will purchase the flexible spending account benefit card for all participating employee, (the Town will reimburse all employees who have purchased the flexible spending account benefit card).

The Town of Brunswick currently offers a health insurance Buyback Program. Employees are eligible to participate should they: 1) Reduce their health insurance option (Example: Employee/Family to Employee/Child); or 2) Drop the option for the Town's health insurance due to coverage elsewhere. Employees receive payment amounts appropriate to plan; of which rates are calculated at 40% of the Town's share. To participate, Employees must complete an enrollment form and show proof of coverage (Drop Option only). Buyback amounts are calculated based on annual health insurance rates.

The amounts will be paid on weekly basis, four weeks per month, for employees who are eligible for the program. The amount will be adjusted January 1st of each year based on the effective rates for the year.

Employees who are married to another Town Employee covered by the Health Insurance Plan shall not be eligible for the buy-back program.

The health insurance plan will be the Maine Municipal Employees Health Trust (MMEHT) POS-C.

#### **ARTICLE 15. DEPENDENT CARE ASSISTANCE**

The Town agrees to administer pre-tax dependent care assistance for employees who request such benefit, in accordance with the Town of Brunswick Flexible Benefits Plan.

#### **ARTICLE 16. MILEAGE ALLOWANCE**

Employees required to use their private vehicles for Town of Brunswick business shall be compensated at the current IRS rate for mileage reimbursement as determined in January of the current year.

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<sup>7</sup> Amended1999

## **ARTICLE 17. BULLETIN BOARD**

The Town agrees to furnish and maintain a suitable bulletin board in the Municipal Building for union use. The union shall limit its posting to the bulletin board. Any posting shall be limited to union affairs.

## **ARTICLE 18. GRIEVANCE PROCEDURE**

Any grievance arising during the term of this Agreement concerning the interpretation or application by the Town of any provision in this Agreement shall be adjusted as follows:

- Step 1. An employee covered by this Agreement, with or without the grievance committee, shall discuss the grievance with the immediate supervisor or Department Head.
- Step 2. If the grievance remains unsettled it shall be presented by the grievance committee to the Department Head in writing within ten (10) calendar days of the date of the grievance or the employee's knowledge of its occurrence.

The Department Head shall respond to the grievance committee in writing within seven (7) calendar days.

- Step 3. If the grievance remains unsettled, it may be referred by the grievance committee to the Town Manager in writing within ten (10) calendar days after the response of the Department Head. The Town Manager shall respond in writing to the grievance committee within ten (10) calendar days.

If the grievance is still unsettled, either party may, within fifteen (15) calendar days after the reply of the Town Manager is due, by written notice to the other, request arbitration.

- Step 4. The arbitration proceeding shall be conducted by an arbitrator to be selected by the Employer and the Union within seven (7) calendar days after notice has been given. If the parties fail to select an arbitrator, they shall use the American Arbitration Association, unless they mutually agree to use the State Board of Arbitration and Conciliation which shall be requested to serve as arbitrator on the grievances.

The decision of the arbitrator(s) shall be final and binding on the parties and the arbitrator(s) shall be requested to issue a decision within thirty (30) days after the conclusion of testimony and argument.

Expenses for the services of the arbitrator(s) and the proceedings shall be borne equally by the Employer and the Union; however, each party shall be responsible for compensating its own representatives and witnesses. If either party desires a

verbatim record of proceedings, it may cause such a record to be made, providing it pays for the record and makes copies available without charge to the other party and the arbitrator.

## **ARTICLE 19. WAGES**

Wages will be paid in accordance with the wage scales attached as Appendix A. The following is a summary of the scales.

The wage scale effective July 1, 2016 shall be the same wage scale in effect as of June 30, 2016. The Wage scale effective July 1, 2017 incorporates a change in the number of steps and the percentage increase between steps. Further, the base wages are increased by one percent (1%). The wage scale effective July 1, 2018 shall be the same scale in effect as of June 30, 2018.

For all classifications, the progression from the starting step to the subsequent steps shall take effect in six months. The employee shall be eligible for each succeeding step in range at annual intervals from the award of the six month increase.

## **ARTICLE 20. PAYROLL DEDUCTION OF DUES**

The Union shall have the exclusive right to payroll deductions for employees included within the applicable bargaining unit and subject to the following provisions.

The Town agrees to deduct the Union weekly membership dues and benefit premiums from the pay of those employees who individually request in writing that such deductions be made. The amounts to be deducted shall be certified to the Town by the Treasurer of Council 93, and the aggregate deductions of all employees shall be submitted together with an itemized statement to the Union by the last day of the succeeding month after such deductions are made.

The employee's written authorization for payroll deductions shall contain the employee's name, social security number, work location, union name and council number. Such authorization to be transmitted, by an authorized representative of Council 93, to the Town through the applicable payroll clerk.

The written authorization for payroll deduction of Union Membership dues shall be irrevocable during the term of this Agreement except that an employee may revoke the authorization, effective upon the expiration date of this agreement, provided the employee notifies in writing the employer and AFSCME 93 at least 30 days but not more than 60 days prior to the expiration date of this Agreement.

## **ARTICLE 21. DISCIPLINE AND DISCHARGE**

Disciplinary action or measures shall include but not be limited to the following:

- Oral Reprimand
- Written Reprimand
- Suspension (Notice to be given in writing)
- Discharge (Notice to be given in writing)

Disciplinary action may be imposed upon an employee only for failing to fulfill his/her responsibilities as an employee.

All actions shall be for just cause and subject to the grievance procedure. The employer shall handle discipline in a professional and confidential manner. If the employer has reason to reprimand an employee, it shall be done in a manner that will not embarrass the employee before other employees or the public.<sup>8</sup>

Employees shall have complete access to their individual personnel files and should be given copies of all adverse material at the time such material is placed in their file. <sup>9</sup>

If after a three year period the issue or behavior which gave rise to the written disciplinary action has not reoccurred, then the department head shall, on the request of the employee, place another letter in the employee's file stating that three years has elapsed and that there had been no reoccurrence.

## **ARTICLE 22. SEPARATION OF EMPLOYMENT**

Any full-time member of the unit may be laid off whenever it is necessary because of a shortage of funds, lack of work, or related reasons which do not reflect discredit upon the employee. The Town will meet with AFSCME to identify alternatives to reductions in force, if necessary.

Lay-offs shall be on the basis of seniority in each particular classification, so far as possible as well as bumping downward within a department if the individual is qualified for the position. Seniority will be based on continuous time worked for the Town, not time worked in position. A break in service will be counted from date of most recent hire. Any part-time employee may be laid off at any time by the Department Head without consideration of seniority.

Any employee who suffers layoff shall be entitled to one (1) week pay for each year of service. Additionally the Town will continue to provide the same level health insurance at the current premium amounts for a total of three (3) months.

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<sup>8</sup> Amended 2001

<sup>9</sup> Amended 2001

## **ARTICLE 23. RETIREMENT**

The Town shall continue to participate in the Maine State Retirement System plan allowing retirement for employees at one-half (1/2) pay after twenty-five (25) years of service and sixty (60) years of age.

When an employee chooses the alternative retirement plan instead of MSRS, the Town shall contribute two (2) times the employee contribution up to a maximum Town contribution of 6%.<sup>10</sup>

If the employee chooses to participate in both the MSRS and the Alternate Retirement Plan, the Town will not be responsible for contributing to the optional retirement plan as listed above.

## **ARTICLE 24. UNIFORM ALLOWANCE**

The Town agrees to pay at the rate of five hundred and fifty dollars (\$550) per year for replacement of uniforms and accessory clothing and equipment for the Animal Control Officer. The Traffic Safety Officer and Parking Officer shall receive a uniform allowance of \$550. One-third (1/3) of this amount may be used for uniform cleaning.

The Town agrees to pay at the rate of four hundred dollars (\$400) for the replacement of uniforms and accessory clothing for all custodians (full-time and part-time). The following articles of clothing may be purchased from the uniform account: long or short sleeve work shirts, work pants, gloves and a set of overalls for winter wear. The Town further agrees to provide "Town of Brunswick" patches to be applied to uniforms for the custodian. The Town will supply the custodian with safety-toed shoes to be replaced annually or as needed as determined by normal wear and tear. The Town will also supply appropriate rain gear as needed. The custodian is required to wear uniforms provided by the Town while on duty at all times. All uniforms and other clothing purchased by the Town shall be promptly returned at the time the employee permanently leaves the position.

## **ARTICLE 25. TRAINING, DEVELOPMENT AND EDUCATIONAL ASSISTANCE**

The Town agrees that the Town of Brunswick Training, Development and Educational Assistance Plan dated 5/13/95, as amended, shall apply to positions covered by this Agreement.

## **ARTICLE 26. PART-TIME EMPLOYEES**

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<sup>10</sup> Amended 2001

All regularly budgeted part-time employees, who work a minimum of twenty hours (20) per week, are covered by this Agreement and shall be eligible for all benefits under this Agreement on a pro-rated basis.

**ARTICLE 27. EQUAL EMPLOYMENT OPPORTUNITY**

The Town in cooperation with the AFSCME will encourage equal opportunity and prohibit discrimination in all phases of employment including recruitment, recruitment advertising, hiring, rates of pay, job classification, fringe benefits, training opportunities, promotions, transfers, disciplinary actions and termination.

**ARTICLE 28. SEVERABILITY CLAUSE**

In the event that any provision of this Agreement is found to be in conflict with any laws of the State of Maine, or ordinance of the Town of Brunswick, such invalidity shall not affect the validity of the remaining provisions.

In the event invalidity is determined as set forth above, either party may request collective bargaining negotiations for the purpose of arriving at a satisfactory replacement for such provision during the period of invalidity.

**ARTICLE 29. LONGEVITY PAY**

Effective July 1, 2016 longevity bonuses will be paid according to the schedule below for July 1, 2016.

Effective July 1, 2017 longevity bonuses will be paid on the basis of classification and years in service with the Town. In order to qualify for longevity pay, the employee must be at the top of the pay scale in his/her classification and meet the years of service with the Town in following schedule:

<u>Years of Service</u>	<u>July 1, 2016</u>	<u>July 1, 2017</u>	<u>July 1, 2018</u>
10-14	\$1.20 per hour	\$1.20 per hour	\$1.20 per hour
15-17	\$1.30 per hour	\$1.30 per hour	\$1.30 per hour
18 or more	\$1.40 per hour	\$1.40 per hour	\$1.40 per hour

**ARTICLE 30. CLASSIFICATION AND RE-CLASSIFICATION PROCEDURE**

**Class Specifications**

The Town Manager and/or the Town Manager’s designee shall determine:



- A. Job Titles
- B. Relationship of one classification to the others; and
- C. Job specifications.

The Town of Brunswick shall provide the Union with a copy of the class specification of each title covered by the Agreement for which such a specification exists.

**Employee Access:** Each employee in the bargaining unit shall be permitted by the Town to have access to examine his/her job class specifications.

Where the Union believes that a job specification or the name of a job title is either inaccurate or inappropriate, it may present information regarding such inaccuracies or inappropriateness to the Town Manager's designee for review and adjustments as needed to the job specification, job title, and/or required wage adjustment.

**Classification/Compensation Review:**

**Purpose:** This Article is intended to provide a process for reviewing job classifications when it is alleged that those classifications may require modification.

**Review Process:**

The Employee requesting the job classification review initially discusses the request with their immediate supervisor.

The Employee shall request in writing a "Job Reclassification Form" from the Town Manager's designee said form must be received within ten (10) working days from the written request.

This form is to be filled out in its entirety by the Employee.

Once complete, the Employee submits the form to the Department Head for Review and discussion.

The Department Head then responds to the employee regarding the reclassification request within fifteen (15) working days.

The Form is then turned in to the Town Manager's designee for review.

The Town Manager's designee shall meet with the Employee requesting said reclassification, appropriate Department Head and one representative from the Union within 10 working days.

The Town Manager's designee shall report all findings from said meeting to the Town Manager.

If the Town Manager agrees with the request, the proposed change shall be implemented as mutually agreed upon with the Union.

If the request is denied by the Town Manager, the Town Manager will inform the employee and the Union of the reason for the determination.

The Union and the employee shall have the right to present further information to the Manager and must submit such information within ten (10) working days to justify the request.

If further information is supplied, the Town Manager shall review the material given and meet with the employee and Union representative to discuss the request. The Town Manager shall make a final decision within ten (10) working days.

If additional information regarding a denied request becomes available to the Union and employee and is of significant magnitude to warrant reconsideration of said request, said request may be resubmitted to the Town Manager for reconsideration, provided that no such resubmission shall be made more than once per year.

The Employer and the Union agree that the procedure provided in this Article shall be the sole procedure for Classification/Compensation Review for all classes covered by this agreement. No other Classification/Compensation Reviews shall be granted under any other provisions of this agreement. The determination of the Town Manager shall be final. The provisions of this Article shall not be subject to the grievance procedure.<sup>11</sup>

### **Acting Appointments**

Employees may be appointed to serve in an acting capacity during a vacancy in a superior position. Any change in the employee's compensation shall be arranged at that time by the town manager with notification to the Union.

### **ARTICLE 31. FAIR SHARE**

Any employee hired after September 1, 2005 and who does not make an application for membership in the Union shall pay the union each month a fair share as a contribution toward the administration of the agreement in accordance with Article IV, Section 2 of the AFSCME Council 93 Constitution and Article IX, Section 6 of the international Union

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<sup>11</sup> Amended 2001

Constitution and as per MRSA 26 § 629 Section 4.

Employees who are or who may become members of the union may resign from the Union during the period of no more than 60 days and not less than 30 days prior to the expiration of this agreement. The fair share provision shall then apply.

**ARTICLE 32. PAY PERIOD**

Employees will be paid on a bi-weekly basis, with each week treated separately for the determination of time used, time earned and overtime.

**ARTICLE 33. CROSS-TRAINING**


Should the Town find it in their best interest to cross train its employees, both AFSCME and the Town have agreed to go back to the table to discuss implementation as well as impacts on the various jobs proposed for such cross-training.

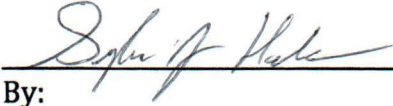
**ARTICLE 34. TERM OF AGREEMENT**

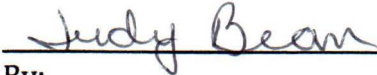
This Agreement shall be effective July 1, 2016 and shall remain in full force and effective until June 30 2019. The Parties hereby give notice of their intent to negotiate changes in the contract during the last year of its duration prior to its expiration date. This Agreement shall remain in full force and be effective during the period of negotiations.

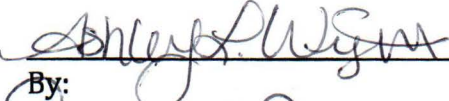
**TOWN OF BRUNSWICK**

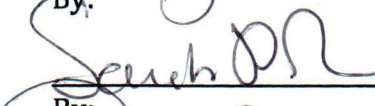
**AFSCME COUNCIL #93, LOCAL 2011**

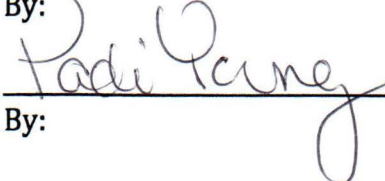
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Date

By:  5/8/17  
Date

By:  5/9/17  
Date

By:  5/8/17  
Date

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Town of Brunswick  
SALARY TABLES

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	10	ACCOUNT CLERK	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	PERIOD SALARY	ANNUAL SALARY	ANNUAL SALARY				
00	0.0000	14.3337	107.5030	107.5030	1,075.03	1,075.03	27,950.78	27,950.78					
01	0.0000	14.9070	111.8030	111.8030	1,118.03	1,118.03	29,068.78	29,068.78					
02	0.0000	15.5036	116.2770	116.2770	1,162.77	1,162.77	30,232.02	30,232.02					
03	0.0000	16.1237	120.9280	120.9280	1,209.28	1,209.28	31,441.28	31,441.28					
04	0.0000	16.7680	125.7680	125.7680	1,257.60	1,257.60	32,697.60	32,697.60					
05	0.0000	17.4383	130.7870	130.7870	1,307.87	1,307.87	34,004.62	34,004.62					
06	0.0000	18.1363	136.0220	136.0220	1,360.22	1,360.22	35,365.72	35,365.72					
07	0.0000	18.8622	141.4670	141.4670	1,414.67	1,414.67	36,781.42	36,781.42					
08	0.0000	19.6172	147.1290	147.1290	1,471.29	1,471.29	38,253.54	38,253.54					

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	100	ASST TWN CLERK	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	PERIOD SALARY	ANNUAL SALARY	ANNUAL SALARY				
00	0.0000	15.0386	112.7900	112.7900	1,127.90	1,127.90	29,325.40	29,325.40					
01	0.0000	15.6397	117.2980	117.2980	1,172.98	1,172.98	30,497.48	30,497.48					
02	0.0000	16.2651	121.9880	121.9880	1,219.88	1,219.88	31,716.88	31,716.88					
03	0.0000	16.9153	126.8650	126.8650	1,268.65	1,268.65	32,984.90	32,984.90					
04	0.0000	17.5920	131.9400	131.9400	1,319.40	1,319.40	34,304.40	34,304.40					
05	0.0000	18.2958	137.2190	137.2190	1,372.19	1,372.19	35,676.94	35,676.94					
06	0.0000	19.0274	142.7060	142.7060	1,427.06	1,427.06	37,103.56	37,103.56					
07	0.0000	19.7889	148.4170	148.4170	1,484.17	1,484.17	38,588.42	38,588.42					
08	0.0000	20.5807	154.3550	154.3550	1,543.55	1,543.55	40,132.30	40,132.30					

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	110 AFSCME	110	ACCTING ASST	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	PERIOD SALARY	ANNUAL SALARY	ANNUAL SALARY				
00	0.0000	19.2059	153.6470	153.6470	1,536.47	1,536.47	39,948.22	39,948.22					
01	0.0000	19.9740	159.7920	159.7920	1,597.92	1,597.92	41,545.92	41,545.92					
02	0.0000	20.7725	166.1800	166.1800	1,661.80	1,661.80	43,206.80	43,206.80					
03	0.0000	21.6033	172.8260	172.8260	1,728.26	1,728.26	44,934.76	44,934.76					
04	0.0000	22.4674	179.7390	179.7390	1,797.39	1,797.39	46,732.14	46,732.14					
05	0.0000	23.3663	186.9300	186.9300	1,869.30	1,869.30	48,601.80	48,601.80					
06	0.0000	24.3007	194.4060	194.4060	1,944.06	1,944.06	50,545.56	50,545.56					
07	0.0000	25.2732	202.1860	202.1860	2,021.86	2,021.86	52,568.36	52,568.36					
08	0.0000	26.2846	210.2770	210.2770	2,102.77	2,102.77	54,672.02	54,672.02					

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	120	BOOKKEEPER	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	15.0386	120.3090	120.3090	1,203.09	31,280.34							
01	0.0000	15.6397	125.1180	125.1180	1,251.18	32,530.68							
02	0.0000	16.2651	130.1210	130.1210	1,301.21	33,831.46							
03	0.0000	16.9153	135.3220	135.3220	1,353.22	35,183.72							
04	0.0000	17.5920	140.7360	140.7360	1,407.36	36,591.36							
05	0.0000	18.2958	146.3660	146.3660	1,463.66	38,055.16							
06	0.0000	19.0274	152.2190	152.2190	1,522.19	39,576.94							
07	0.0000	19.7889	158.3110	158.3110	1,583.11	41,160.86							
08	0.0000	20.5807	164.6460	164.6460	1,646.46	42,807.96							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	130	BOOKKEEPER PW	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	15.0386	112.7900	112.7900	1,127.90	29,325.40							
01	0.0000	15.6397	117.2980	117.2980	1,172.98	30,497.48							
02	0.0000	16.2651	121.9880	121.9880	1,219.88	31,716.88							
03	0.0000	16.9153	126.8650	126.8650	1,268.65	32,984.90							
04	0.0000	17.5920	131.9400	131.9400	1,319.40	34,304.40							
05	0.0000	18.2958	137.2190	137.2190	1,372.19	35,676.94							
06	0.0000	19.0274	142.7060	142.7060	1,427.06	37,103.56							
07	0.0000	19.7889	148.4170	148.4170	1,484.17	38,588.42							
08	0.0000	20.5807	154.3550	154.3550	1,543.55	40,132.30							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	140	ADMN ASST HS/PL	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	15.7901	126.3210	126.3210	1,263.21	32,843.46							
01	0.0000	16.4213	131.3700	131.3700	1,313.70	34,156.20							
02	0.0000	17.0782	136.6260	136.6260	1,366.26	35,522.76							
03	0.0000	17.7617	142.0940	142.0940	1,420.94	36,944.44							
04	0.0000	18.4720	147.7760	147.7760	1,477.76	38,421.76							
05	0.0000	19.2114	153.6910	153.6910	1,536.91	39,959.66							
06	0.0000	19.9797	159.8380	159.8380	1,598.38	41,557.88							
07	0.0000	20.7791	166.2330	166.2330	1,662.33	43,220.58							
08	0.0000	21.6100	172.8800	172.8800	1,728.80	44,948.80							

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	145	ADMIN FLOATER	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	15.7901	126.3210	126.3210	1,263.21	32,843.46							
01	0.0000	16.4213	131.3700	131.3700	1,313.70	34,156.20							
02	0.0000	17.0782	136.6260	136.6260	1,366.26	35,522.76							
03	0.0000	17.7617	142.0940	142.0940	1,420.94	36,944.44							
04	0.0000	18.4720	147.7760	147.7760	1,477.76	38,421.76							
05	0.0000	19.2114	153.6910	153.6910	1,536.91	39,959.66							
06	0.0000	19.9797	159.8380	159.8380	1,598.38	41,557.88							
07	0.0000	20.7791	166.2330	166.2330	1,662.33	43,220.58							
08	0.0000	21.6100	172.8800	172.8800	1,728.80	44,948.80							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	150	ADMIN ASST PR/FN	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	15.7901	118.4260	118.4260	1,184.26	30,790.76							
01	0.0000	16.4213	123.1600	123.1600	1,231.60	32,021.60							
02	0.0000	17.0782	128.0870	128.0870	1,280.87	33,302.62							
03	0.0000	17.7617	133.2130	133.2130	1,332.13	34,635.38							
04	0.0000	18.4720	138.5400	138.5400	1,385.40	36,020.40							
05	0.0000	19.2114	144.0860	144.0860	1,440.86	37,462.36							
06	0.0000	19.9797	149.8480	149.8480	1,498.48	38,960.48							
07	0.0000	20.7791	155.8430	155.8430	1,558.43	40,519.18							
08	0.0000	21.6100	162.0750	162.0750	1,620.75	42,139.50							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	160	ADMIN ASST FIRE	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	15.7901	126.3210	126.3210	1,263.21	32,843.46							
01	0.0000	16.4213	131.3700	131.3700	1,313.70	34,156.20							
02	0.0000	17.0782	136.6260	136.6260	1,366.26	35,522.76							
03	0.0000	17.7617	142.0940	142.0940	1,420.94	36,944.44							
04	0.0000	18.4720	147.7760	147.7760	1,477.76	38,421.76							
05	0.0000	19.2114	153.6910	153.6910	1,536.91	39,959.66							
06	0.0000	19.9797	159.8380	159.8380	1,598.38	41,557.88							
07	0.0000	20.7791	166.2330	166.2330	1,662.33	43,220.58							
08	0.0000	21.6100	172.8800	172.8800	1,728.80	44,948.80							

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Town of Brunswick  
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	170	CUSTODIAN FT	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	13.0021	104.0170	70.6820	1,040.17	27,044.42							
01	0.0000	13.5218	108.1740	73.5110	1,081.74	28,125.24							
02	0.0000	14.0626	112.5010	76.4470	1,125.01	29,250.26							
03	0.0000	14.6248	116.9980	79.5050	1,169.98	30,419.48							
04	0.0000	15.2102	121.6820	82.6840	1,216.82	31,637.32							
05	0.0000	15.8191	126.5530	85.9890	1,265.53	32,903.78							
06	0.0000	16.4516	131.6130	89.4280	1,316.13	34,219.38							
07	0.0000	17.1094	136.8750	93.0070	1,368.75	35,587.50							
08	0.0000	17.7941	142.3530	96.7280	1,423.53	37,011.78							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	180	CUSTODIAN PT	H HOURLY	B BIWEEKLY	02	26.0000	6.00	60.00	10.00	1560.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	11.7803	70.6820	706.82	706.82	18,377.32							
01	0.0000	12.2518	73.5110	735.11	735.11	19,112.86							
02	0.0000	12.7412	76.4470	764.47	764.47	19,876.22							
03	0.0000	13.2509	79.5050	795.05	795.05	20,671.30							
04	0.0000	13.7807	82.6840	826.84	826.84	21,497.84							
05	0.0000	14.3315	85.9890	859.89	859.89	22,357.14							
06	0.0000	14.9046	89.4280	894.28	894.28	23,251.28							
07	0.0000	15.5012	93.0070	930.07	930.07	24,181.82							
08	0.0000	16.1213	96.7280	967.28	967.28	25,149.28							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	190	DPTY TOWN CLERK	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	16.5896	124.4220	1,244.22	1,244.22	32,349.72							
01	0.0000	17.2532	129.3990	1,293.99	1,293.99	33,643.74							
02	0.0000	17.9433	134.5750	1,345.75	1,345.75	34,989.50							
03	0.0000	18.6615	139.9610	1,399.61	1,399.61	36,389.86							
04	0.0000	19.4076	145.5570	1,455.57	1,455.57	37,844.82							
05	0.0000	20.1837	151.3780	1,513.78	1,513.78	39,358.28							
06	0.0000	20.9911	157.4330	1,574.33	1,574.33	40,932.58							
07	0.0000	21.8308	163.7310	1,637.31	1,637.31	42,570.06							
08	0.0000	22.7039	170.2790	1,702.79	1,702.79	44,272.54							

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	20	FIN ADM ASST	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	17.4194	139.3550	126.3210	139.3550	1,393.55	36,232.30						
01	0.0000	18.1162	144.9300	131.3700	144.9300	1,449.30	37,681.80						
02	0.0000	18.8410	150.7280	136.6260	150.7280	1,507.28	39,189.28						
03	0.0000	19.5949	156.7590	142.0940	156.7590	1,567.59	40,757.34						
04	0.0000	20.3789	163.0310	147.7760	163.0310	1,630.31	42,388.06						
05	0.0000	21.1940	169.5520	153.6910	169.5520	1,695.52	44,083.52						
06	0.0000	22.0415	176.3320	159.8380	176.3320	1,763.32	45,846.32						
07	0.0000	22.9236	183.3890	166.2330	183.3890	1,833.89	47,681.14						
08	0.0000	23.8403	190.7220	172.8800	190.7220	1,907.22	49,587.72						

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	200	EXEC SECRETARY	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	15.7901	126.3210	126.3210	126.3210	1,263.21	32,843.46						
01	0.0000	16.4213	131.3700	131.3700	131.3700	1,313.70	34,156.20						
02	0.0000	17.0782	136.6260	136.6260	136.6260	1,366.26	35,522.76						
03	0.0000	17.7617	142.0940	142.0940	142.0940	1,420.94	36,944.44						
04	0.0000	18.4720	147.7760	147.7760	147.7760	1,477.76	38,421.76						
05	0.0000	19.2114	153.6910	153.6910	153.6910	1,536.91	39,959.66						
06	0.0000	19.9797	159.8380	159.8380	159.8380	1,598.38	41,557.88						
07	0.0000	20.7791	166.2330	166.2330	166.2330	1,662.33	43,220.58						
08	0.0000	21.6100	172.8800	172.8800	172.8800	1,728.80	44,948.80						

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	210	INSPECT OFFICER	H HOURLY	B BIWEEKLY	02	26.0000	7.00	70.00	10.00	1820.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	20.1614	141.1300	141.1300	141.1300	1,411.30	36,693.80						
01	0.0000	20.9677	146.7740	146.7740	146.7740	1,467.74	38,161.24						
02	0.0000	21.8063	152.6440	152.6440	152.6440	1,526.44	39,687.44						
03	0.0000	22.6782	158.7470	158.7470	158.7470	1,587.47	41,274.22						
04	0.0000	23.5848	165.0940	165.0940	165.0940	1,650.94	42,924.44						
05	0.0000	24.5282	171.6970	171.6970	171.6970	1,716.97	44,641.22						
06	0.0000	25.5095	178.5670	178.5670	178.5670	1,785.67	46,427.42						
07	0.0000	26.5299	185.7090	185.7090	185.7090	1,857.09	48,284.34						
08	0.0000	27.5915	193.1410	193.1410	193.1410	1,931.41	50,216.66						



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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	220	TRAFF SFTY OFFC	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	14.3337	114.6700	1,146.70	1,146.70	29,814.20
01	0.0000	14.9070	119.2560	1,192.56	1,192.56	31,006.56
02	0.0000	15.5036	124.0290	1,240.29	1,240.29	32,247.54
03	0.0000	16.1237	128.9900	1,289.90	1,289.90	33,537.40
04	0.0000	16.7680	134.1440	1,341.44	1,341.44	34,877.44
05	0.0000	17.4383	139.5060	1,395.06	1,395.06	36,271.56
06	0.0000	18.1363	145.0900	1,450.90	1,450.90	37,723.40
07	0.0000	18.8622	150.8980	1,508.98	1,508.98	39,233.48
08	0.0000	19.6172	156.9380	1,569.38	1,569.38	40,803.88

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	230	PRKG CNTRL OFFI	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	13.0021	104.0170	1,040.17	1,040.17	27,044.42
01	0.0000	13.5218	108.1740	1,081.74	1,081.74	28,125.24
02	0.0000	14.0626	112.5010	1,125.01	1,125.01	29,250.26
03	0.0000	14.6248	116.9980	1,169.98	1,169.98	30,419.48
04	0.0000	15.2102	121.6820	1,216.82	1,216.82	31,637.32
05	0.0000	15.8191	126.5530	1,265.53	1,265.53	32,903.78
06	0.0000	16.4516	131.6130	1,316.13	1,316.13	34,219.38
07	0.0000	17.1094	136.8750	1,368.75	1,368.75	35,587.50
08	0.0000	17.7941	142.3530	1,423.53	1,423.53	37,011.78

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	240	REC ADMIN REGIS	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	15.7901	118.4260	1,184.26	1,184.26	30,790.76
01	0.0000	16.4213	123.1600	1,231.60	1,231.60	32,021.60
02	0.0000	17.0782	128.0870	1,280.87	1,280.87	33,302.62
03	0.0000	17.7617	133.2130	1,332.13	1,332.13	34,635.38
04	0.0000	18.4720	138.5400	1,385.40	1,385.40	36,020.40
05	0.0000	19.2114	144.0860	1,440.86	1,440.86	37,462.36
06	0.0000	19.9797	149.8480	1,498.48	1,498.48	38,960.48
07	0.0000	20.7791	155.8430	1,558.43	1,558.43	40,519.18
08	0.0000	21.6100	162.0750	1,620.75	1,620.75	42,139.50

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	250	FACILITIES FMAN H	HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	15.7901	126.3210		1,263.21	32,843.46
01	0.0000	16.4213	131.3700		1,313.70	34,156.20
02	0.0000	17.0782	136.6260		1,366.26	35,522.76
03	0.0000	17.7617	142.0940		1,420.94	36,944.44
04	0.0000	18.4720	147.7760		1,477.76	38,421.76
05	0.0000	19.2114	153.6910		1,536.91	39,959.66
06	0.0000	19.9797	159.8380		1,598.38	41,557.88
07	0.0000	20.7791	166.2330		1,662.33	43,220.58
08	0.0000	21.6100	172.8800		1,728.80	44,948.80

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	30	ADMIN SECRETARY H	HOURLY	B BIWEEKLY	02	26.0000	7.00	70.00	10.00	1820.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	14.3337	100.3360		1,003.36	26,087.36
01	0.0000	14.9070	104.3490		1,043.49	27,130.74
02	0.0000	15.5036	108.5250		1,085.25	28,216.50
03	0.0000	16.1237	112.8660		1,128.66	29,345.16
04	0.0000	16.7680	117.3760		1,173.76	30,517.76
05	0.0000	17.4383	122.0680		1,220.68	31,737.68
06	0.0000	18.1363	126.9540		1,269.54	33,008.04
07	0.0000	18.8622	132.0350		1,320.35	34,329.10
08	0.0000	19.6172	137.3200		1,373.20	35,703.20

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	40	ADMIN SEC PD	HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	14.3337	107.5030		1,075.03	27,950.78
01	0.0000	14.9070	111.8030		1,118.03	29,068.78
02	0.0000	15.5036	116.2770		1,162.77	30,232.02
03	0.0000	16.1237	120.9280		1,209.28	31,441.28
04	0.0000	16.7680	125.7600		1,257.60	32,697.60
05	0.0000	17.4383	130.7870		1,307.87	34,004.62
06	0.0000	18.1363	136.0220		1,360.22	35,365.72
07	0.0000	18.8622	141.4670		1,414.67	36,781.42
08	0.0000	19.6172	147.1290		1,471.29	38,253.54

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	50	ADMIN ASST PW	H HOURLY	B BIWEEKLY	02	26.0000	7.50	75.00	10.00	1950.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	17.4194	130.6460	130.6460	1,306.46	33,967.96							
01	0.0000	18.1162	135.8720	135.8720	1,358.72	35,326.72							
02	0.0000	18.8410	141.3080	141.3080	1,413.08	36,740.08							
03	0.0000	19.5949	146.9620	146.9620	1,469.62	38,210.12							
04	0.0000	20.3789	152.8420	152.8420	1,528.42	39,738.92							
05	0.0000	21.1940	158.9550	158.9550	1,589.55	41,328.30							
06	0.0000	22.0415	165.3110	165.3110	1,653.11	42,980.86							
07	0.0000	22.9236	171.9270	171.9270	1,719.27	44,701.02							
08	0.0000	23.8403	178.8020	178.8020	1,788.02	46,488.52							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	60	ANIMAL CONTROL	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	14.3337	114.6700	114.6700	1,146.70	29,814.20							
01	0.0000	14.9070	119.2560	119.2560	1,192.56	31,006.56							
02	0.0000	15.5036	124.0290	124.0290	1,240.29	32,247.54							
03	0.0000	16.1237	128.9900	128.9900	1,289.90	33,537.40							
04	0.0000	16.7680	134.1440	134.1440	1,341.44	34,877.44							
05	0.0000	17.4383	139.5060	139.5060	1,395.06	36,271.56							
06	0.0000	18.1363	145.0900	145.0900	1,450.90	37,723.40							
07	0.0000	18.8622	150.8980	150.8980	1,508.98	39,233.48							
08	0.0000	19.6172	156.9380	156.9380	1,569.38	40,803.88							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	70	ASSESSOR CLERK	H HOURLY	B BIWEEKLY	02	26.0000	7.00	70.00	10.00	1820.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY						
00	0.0000	14.3337	100.3360	100.3360	1,003.36	26,087.36							
01	0.0000	14.9070	104.3490	104.3490	1,043.49	27,130.74							
02	0.0000	15.5036	108.5250	108.5250	1,085.25	28,216.50							
03	0.0000	16.1237	112.8660	112.8660	1,128.66	29,345.16							
04	0.0000	16.7680	117.3760	117.3760	1,173.76	30,517.76							
05	0.0000	17.4383	122.0680	122.0680	1,220.68	31,737.68							
06	0.0000	18.1363	126.9540	126.9540	1,269.54	33,008.04							
07	0.0000	18.8622	132.0350	132.0350	1,320.35	34,329.10							
08	0.0000	19.6172	137.3200	137.3200	1,373.20	35,703.20							

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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	80	ASST ASSESSOR	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY							
00	0.0000	21.1639	169.3110	169.3110	1,693.11	44,020.86							
01	0.0000	22.0103	176.0820	176.0820	1,760.82	45,781.32							
02	0.0000	22.8912	183.1300	183.1300	1,831.30	47,613.80							
03	0.0000	23.8068	190.4540	190.4540	1,904.54	49,518.04							
04	0.0000	24.7592	198.0740	198.0740	1,980.74	51,499.24							
05	0.0000	25.7493	205.9940	205.9940	2,059.94	53,558.44							
06	0.0000	26.7797	214.2380	214.2380	2,142.38	55,701.88							
07	0.0000	27.8513	222.8100	222.8100	2,228.10	57,930.60							
08	0.0000	28.9652	231.7220	231.7220	2,317.22	60,247.72							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	85	BUILD/CODES INS	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY							
00	0.0000	21.1639	169.3110	169.3110	1,693.11	44,020.86							
01	0.0000	22.0103	176.0820	176.0820	1,760.82	45,781.32							
02	0.0000	22.8912	183.1300	183.1300	1,831.30	47,613.80							
03	0.0000	23.8068	190.4540	190.4540	1,904.54	49,518.04							
04	0.0000	24.7592	198.0740	198.0740	1,980.74	51,499.24							
05	0.0000	25.7493	205.9940	205.9940	2,059.94	53,558.44							
06	0.0000	26.7797	214.2380	214.2380	2,142.38	55,701.88							
07	0.0000	27.8513	222.8100	222.8100	2,228.10	57,930.60							
08	0.0000	28.9652	231.7220	231.7220	2,317.22	60,247.72							

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2015	100 AFSCME	90	ASST TX COLLECT	H HOURLY	B BIWEEKLY	02	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 2.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY							
00	0.0000	15.0386	120.3090	120.3090	1,203.09	31,280.34							
01	0.0000	15.6397	125.1180	125.1180	1,251.18	32,530.68							
02	0.0000	16.2651	130.1210	130.1210	1,301.21	33,831.46							
03	0.0000	16.9153	135.3220	135.3220	1,353.22	35,183.72							
04	0.0000	17.5920	140.7360	140.7360	1,407.36	36,591.36							
05	0.0000	18.2958	146.3660	146.3660	1,463.66	38,055.16							
06	0.0000	19.0274	152.2190	152.2190	1,522.19	39,576.94							
07	0.0000	19.7889	158.3110	158.3110	1,583.11	41,160.86							
08	0.0000	20.5807	164.6460	164.6460	1,646.46	42,807.96							



