

AGREEMENT
BETWEEN
TOWN OF MANCHESTER, CONNECTICUT
AND
CSEA, SEIU LOCAL 2001
RESIDUAL UNIT
JULY 1, 2016 - JUNE 30, 2019

TABLE OF CONTENTS

ARTICLE I	PREAMBLE	1
ARTICLE II	RECOGNITION CLAUSE	1
ARTICLE III	UNION SECURITY	1
ARTICLE IV	MANAGEMENT RIGHTS CLAUSE.....	2
ARTICLE V	NO STRIKE AND NO LOCKOUT	3
ARTICLE VI	NONDISCRIMINATION	3
ARTICLE VII	PROBATIONARY PERIOD	4
ARTICLE VIII	LAYOFF PROCEDURES	4
ARTICLE IX	HOURS OF WORK	5
ARTICLE X	HOLIDAYS	6
ARTICLE XI	ANNUAL LEAVE	7
ARTICLE XII	SICK LEAVE	9
ARTICLE XIII	LEAVE PROVISIONS.....	12
ARTICLE XIV	GRIEVANCE PROCEDURE	14
ARTICLE XV	HEALTH.....	16
ARTICLE XVI	WAGES AND BENEFITS	16
ARTICLE XVII	INSURANCE AND PENSION	18
ARTICLE XVIII	MISCELLANEOUS	23
ARTICLE XIX	ENTIRE AGREEMENT	24
ARTICLE XX	SAVINGS CLAUSE	24

ARTICLE XXI	DURATION.....	24
APPENDIX A	SALARY PLANS.....	25
APPENDIX B	HEALTH BENEFIT PLAN SUMMARIES.....	50

ARTICLE I – PREAMBLE

The following Agreement between the Town of Manchester, hereinafter referred to as the "Town" and the Manchester Residual Unit, CSEA, SEIU Local 2001, hereinafter referred to as the "Union" is recorded in written form to meet the requirements set forth in Section 7-470(c) of the Municipal Employee Relations Act of the General Statutes of Connecticut.

This Agreement is designed to promote a cooperative relationship between the Union and the Town and to provide for an equitable and orderly procedure for the resolution of differences in accordance with the provisions specified herein.

ARTICLE II - RECOGNITION CLAUSE

The Town recognizes the Union as the exclusive bargaining agent for the purpose of establishing wages, hours and conditions of employment for all employees in those titles listed on the certification issued by the Connecticut State Board of Labor Relations (Case No. ME-9061) and those titles added to the bargaining unit effective July 1, 2004, excluding the Assessor, Collector of Revenue, Director of General Services, Director of Senior Citizens Center, Director of Information Systems, Accounting Manager, Director of Finance, Director of Planning and Economic Development, Budget and Research Officer, Director of Administrative Services, General Manager, Director of Public Works, Director of Human Services, Director of Recreation, Water and Sewer Administrator, Payroll Supervisor, Director of Health, Director of Social Services, Coordinator of Field Services for the Elderly, and Police and Fire personnel and all other employees of the Town including temporary employees assigned to titles included in the above-mentioned certification and part-time employees who work less than twenty (20) hours a week.

ARTICLE III - UNION SECURITY

Section 1. All employees in the bargaining unit who are members of the Union on the effective date of this Agreement, or who afterward join, must remain members to the extent of paying monthly dues to the Union uniformly required of all members for the duration of the Agreement as a condition of continued employment.

Section 2. Employees in the bargaining unit hired after October 16, 1985, who are not Union members on the effective date of this Agreement shall, as a condition of continued employment pay to the Union each month a service charge as a contribution toward the cost of administering and negotiating this Agreement and servicing of grievance provisions provided, however, that no employee shall be required to comply with this Section before the completion of their first thirty (30) days of hire, or if hired prior to October 16, 1985. Employees hired prior to October 16, 1985, who after July 1, 1991 are reclassified, transferred or promoted, shall for the purposes of this Section be considered a new hire and shall be required as a condition of employment to pay said service charge.

Objection to this Section by any non-Union member may be appealed in writing to the Union for review.

Section 3. The provisions of Sections 1 and 2 above shall be in effect only as long as the Union is the sole and exclusive bargaining representative for the employees covered by this Agreement.

Section 4. Upon receipt of individual written authorization from bargaining unit members, the Town agrees to deduct Union dues or a service fee monthly from earned wages and remit promptly to the Union at its current address not later than the last day of each month.

Section 5. No payroll deduction of dues shall be made during a payroll period in which earnings are insufficient to cover the amount of deductions, or shall such be made from subsequent payrolls to cover the period in question.

Section 6. The obligation of the Town for funds actually deducted under this Article terminates upon the delivery of the deductions so made to the person authorized to receive such amounts from the Town.

Section 7. The Union shall indemnify, defend and save the Town harmless against any and all claims, demands, suits or other forms of liability (monetary or otherwise) and for all legal costs that shall arise out of or by reason of action taken or not taken by the Town in complying with the provisions of this Article.

ARTICLE IV - MANAGEMENT RIGHTS CLAUSE

Section 1. Except as specifically abridged or modified by any provisions of this Agreement, the Town has and will continue to retain, whether exercised or not all of the rights, powers and authority heretofore existing, including but not limited to the following:

- a. To determine the standards of services to be offered by its departments and divisions.
- b. To determine the care, maintenance and operation of equipment and property used for and in behalf of the purposes of the Town.
- c. To determine the standards of selection for employment and to appoint, promote, demote, allocate, assign and transfer personnel.
- d. To select and to determine the number and types of employees required to perform the Town's operations.
- e. To establish work and productivity standards, and from time to time to change those standards and to schedule and assign work.

- f. To establish work or continue policies, practices and procedures for the conduct of Town business, and from time to time to change or abolish such policies, practices and procedures.
- g. To relieve its employees from duty because of lack of work or for other legitimate reasons.
- h. To determine the content of job classifications.
- i. To prescribe and enforce rules and regulations for the maintenance of discipline and for the performance of work in accordance with the requirements of the Town and to take disciplinary action.
- j. To insure that related duties connected with departmental operations, whether enumerated in job descriptions or not, shall be performed by employees.
- k. To exercise complete control and discretion over the organization and the technology of performing its work.
- l. To fulfill all of its legal responsibilities.

The above rights, responsibilities and prerogatives are inherent in the Town Board of Directors and General Manager by virtue of statutory and charter provisions and cannot be subject to any grievance or arbitration proceedings except as specifically provided for in this Agreement.

ARTICLE V - NO STRIKE AND NO LOCKOUT

Section 1. The Union, its officers, agents or employees agree that it will not instigate, promote, sponsor, engage in or condone any strike (including sympathy strikes), slowdown, concerted stoppage of work or any other intentional disruption of the operations of the Town, regardless of the reason for so doing.

Section 2. The Town will not instigate a lockout over a dispute with the Union so long as there is no breach of Section 1 of this Article.

ARTICLE VI – NONDISCRIMINATION

Section 1. Neither the Town nor the Union shall discriminate against any employee covered by this Agreement in a manner which would violate any applicable laws because of race, creed, color, handicap, national origin, age or sex.

Section 2. Whenever the male gender is used in this Agreement, it shall be construed to include equally both male and female employees.

ARTICLE VII - PROBATIONARY PERIOD

Section 1. All new appointments to regular full-time and regular part-time positions, including those made by promotion, shall be subject to a probationary period of six (6) months, except that the period may be longer or shorter, depending on the nature of the position, if approved by the General Manager and written notice is provided to the Union prior to the position being filled. The probationary period required represents a total cumulative service time, and days may be adjusted upward so as to properly allow for authorized leaves of absences or other approved breaks in service. However, should any such leave of absence or break in service be greater than two (2) months, the Town may require that the entire probationary period be restarted at the time the employee returns to work. Probationary employees shall be subject to all provisions of this Agreement except they shall not have the right to the grievance procedure. All employees promoted or transferred shall be considered probationary employees and shall be subject to all provisions of this Agreement except that disciplinary actions including termination which are a result of the employee's failure to demonstrate that he or she can completely and satisfactorily perform the job within the time limits of the probationary period may only be grieved up to and including the second step of the grievance procedure.

One (1) month before the end of an employee's probationary period, the department head shall submit to the General Manager, or his designated representative, a written performance report recommending regular status, dismissal or extension of the probationary period for not more than six (6) months. Should the employee's probationary period be extended, he shall be notified in writing at least ten (10) days prior to the end of his regular probationary period.

Section 2. The Town shall notify the Union President in writing of all new employees in the bargaining unit who have completed probation.

ARTICLE VIII - LAYOFF PROCEDURES

Section 1. In the event of layoffs within a particular classification within a division, employees in that classification shall be laid off in reverse order of seniority. In cases where there is only one person in a classification within a division, the General Manager shall have the sole discretion to determine the order of layoff.

Section 2. Employees who are laid off shall have recall rights for a period of one (1) year from the date of layoff and only to the class within the department or division from which the employee was laid off. The last employee in the classification laid off from the department or division shall be the first employee recalled to that class within the department or division involved from which the employee was laid off provided he is

presently qualified to perform the work in the job classification to which they are recalled without further training. The Town shall send a Notice of Recall to the employee at the employee's last known address. The Notice of Recall shall indicate a time period of not less than two (2) weeks and not more than four (4) weeks from the date said notice is mailed to return to the job. The employee shall have one (1) week from the date the Town sends the Notice of Recall to respond and inform the Town if he will return to the job.

ARTICLE IX - HOURS OF WORK

Section 1. The regular hours of employment shall be:

- a) thirty-seven and one-half (37 1/2) hours per week divided equally over five (5) working days of seven and one-half (7 1/2) consecutive hours each - Monday through Friday, with a regular workday scheduled by the Town between the hours of 6:00 a.m. and 10:00 p.m., which shall not be unreasonably changed on a daily basis, as recommended by the division/department head and as authorized by the General Manager, with a one (1) hour lunch period included; or
- b) forty (40) hours per week divided equally over five (5) working days of eight (8) consecutive hours each – Monday through Friday, with a regular workday scheduled by the Town between the hours of 6:00 a.m.. and 10:00 p.m., which shall not be unreasonably changed on a daily basis, as recommended by the division/department head and as authorized by the General Manager, with a one-half (1/2) hour lunch period included; or
- c) another schedule designated for a position whose schedule demands differ from the above.

Prior to modifying the hours per week required for a position, the Town shall notify the Union and negotiate the impact to the extent required by law, provided, however, that the Town may implement a forty (40) hour work week for the Assistant Chief Building Inspector and Zoning Enforcement Officer for employees hired into these classifications after July 1, 1999, at such time as the Town determines.

Section 2. Employees in the bargaining unit, who are exempt from the provisions of the Fair Labor Standards Act and/or State Wage and Hour requirements and who are required to attend meetings of Town boards and commissions, may be granted compensatory time, not to be calculated on an hour-for-hour basis, in recognition of extra hours worked. It is recognized by members of the bargaining unit that occasionally as part of their regular hours and compensation, they may be required to report earlier or work later than the hours stated in Sections 1.a. and b. above. Extra work, required by the Town to be performed by employees, which occurs on a frequent basis or for significant durations of time (greater than a total of thirty (30) minutes prior to or after regular working hours) which is scheduled in

advance, shall be paid or receive compensatory time off at the discretion of the Town on an hour-for-hour basis at the employee's regular base rate. Employees shall be paid or receive compensatory time off, at the discretion of the Town, at the rate of time and one-half (1 ½) the employee's regular base rate if called back to work on an unscheduled basis after the regular working hours for the position. Employees, as designated by the Information Service Director, who are required to be on call after normal working hours, shall receive a pager and/or necessary equipment to be able to respond to calls through on-line technology from a remote location, if available, and shall receive compensation at the rate of time and one-half (1 ½) the employee's regular base rate for actual hours worked when responding to the call either through on-line technology or if required to report to work to resolve the problem. When the performance of extended service is in regard to emergency shelter duties, payment (including time and one-half over 40 hours in a week) rather than compensatory time will be made.

Employees in the Information Systems Department, who are on call after normal working hours, shall receive an internet reimbursement of up to \$60/month.

ARTICLE X – HOLIDAYS

Section 1. The following holidays shall be observed as days off with full pay:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Lincoln's Birthday	Veterans' Day
Washington's Birthday	Thanksgiving Day
Good Friday	Day after Thanksgiving
Memorial Day	Christmas Day
Independence Day	

Holidays listed above shall be celebrated on the same day as the State of Connecticut as set forth in Connecticut General Statutes, Section 1-4.

Section 2. Holidays falling on a Saturday shall be celebrated on the preceding day. Holidays falling on Sunday shall be celebrated on the following day.

Section 3. When a holiday falls while an employee is on annual leave, the holiday shall not be charged against the annual leave allowance.

Section 4. Each employee's holiday pay shall be computed at his regular daily rate.

Section 5. The Town, at its discretion, retains the right to substitute a floating holiday on a date of its choosing in lieu of the traditional date for celebrating Lincoln's Birthday, provided the Town notifies the Union of the substitute holiday not later than December 31st for the following calendar year.

ARTICLE XI - ANNUAL LEAVE

Section 1.

- A. Employees hired prior to July 1, 1996, shall receive twenty (20) days of annual leave annually up to the fifth (5th) year of employment; twenty-two (22) days between the fifth (5th) and tenth (10th) years; and twenty-five (25) days between the tenth (10th) and twentieth (20th) year; and thirty (30) days thereafter. Employees hired after January 1 of each year shall be eligible for such leave on a prorated basis, subject to other provisions of this Agreement.

Employees appointed after July 1, 1996, shall receive fifteen (15) days of annual leave annually up to the fifth (5th) year of employment; twenty (20) days between the fifth (5th) and tenth (10th) years; and twenty-five (25) days between the tenth (10th) and twentieth (20th) year; and thirty (30) days thereafter. Employees hired after January of each year shall be eligible for such leave on a prorated basis subject to other provisions of this Agreement.

Effective January 1, 2017, employees appointed after July 1, 1999 shall receive fifteen (15) days of annual leave annually up to and including the fifth (5th) year of employment; twenty (20) days annually between the sixth (6th) year of employment and up to and including the tenth (10th) year of employment; twenty-three (23) days annually between the eleventh (11th) year of employment and up to and including the fifteenth (15th) year of employment; and twenty-five (25) days annually thereafter.

- B. Employees may request, at the employee's base rate of pay, up to five (5) annual leave days per year, in lieu of annual leave, which may be granted at the discretion of the General Manager if the workload in the department/division is such that using the annual leave time allotted is not possible in the calendar year. Denial by the General Manager of said request shall not be the basis for a grievance. Employees, who accrue and utilize compensatory time off in addition to annual leave, shall not be eligible for this payment.
- C. Employees shall submit to the General Manager or his/her designee by November 1 the intention to carry forward up to fifteen (15) days of unused annual leave from one year to the next. The amount of leave carried forward shall not exceed a total of fifteen (15) days unless authorized by the General Manager or designee.
- D. Employees hired prior to July 1, 1996, who have authorized accumulated vacation time, shall be allowed to retain and be paid for their balance upon separation from the Town, but any additional annual leave carried forward shall be limited to the fifteen (15) day amount. For employees hired prior to July 1, 2004, at the time of separation from the Town, the amount paid for unused, accumulated vacation or

annual leave shall not exceed the total of one (1) year of annual leave for which the employee is eligible, plus a maximum of fifteen (15) days of annual leave time carried forward. Employees hired prior to July 1, 2004 who leave the Town's employ during the course of a given year shall be paid out for accumulated time on a pro-rated basis subject to the provisions of Section 5-A. Employees hired on or after July 1, 2004, are not entitled to any payment for annual leave upon separation from employment.

Upon retirement, any payouts for annual leave or vacation due under this Section 1-D will be made in three equal installments over a period of three fiscal years (year of separation and subsequent two years) if the gross amount exceeds \$10,000.

Payouts of less than \$10,000 will be made at the time of separation.

Section 2. The standard annual leave year shall run from January 1 to December 31 with an employee's annual leave time computed on the basis of his/her anniversary of employment and adjusted the following calendar year.

Section 3.

- A. Department heads shall annually fix a date when requests for annual leave shall be submitted by employees, and shall arrange a schedule for annual leaves within the department.
- B. Whenever there shall be a conflict in requested annual leave dates, preference shall be given to employees in the same work classification according to number of years of service with the Town.

Section 4. Accrual During Leaves

- A. No annual leave time shall be accumulated by employees who are absent from duty on leave of absence without pay.
- B. Annual leave shall accrue for the first twelve (12) months in which an employee is on Workers' Compensation. Upon reinstatement after a period of compensation, the employee shall have one (1) year in which he/she may take such annual leave as was credited as of the date of injury or illness, or as accrued while on compensation. If an employee does not take such annual leave during this period, said amounts shall be forfeited.

Section 5.

- A. Unless an employee is terminated consistent with the terms of this Agreement, he shall be entitled to full pay for any annual leave time due him, subject to the provision of Section 1.D, as long as at least two (2) weeks written notice is given by the employee to the department head. Employees hired on or after July 1, 2004 are not entitled to any payment for annual leave upon separation from

employment.

- B. Any annual leave time due an employee must be utilized prior to an employee taking a leave of absence without pay. No additional annual leave will be credited during his/her absence. Authorized leave of absence for one (1) month or less should not be considered to be a basis of reducing an employee's benefits.

ARTICLE XII - SICK LEAVE

Section 1. Accumulated sick leave is a benefit to the employee and shall only be utilized in the event of a personal illness or serious or disabling injury or illness except that an employee may use up to twenty-four (24) hours of sick leave annually for critical illness or severe injury in the immediate family creating an emergency that requires the attendance or aid of the employee. The Town provides no long-term disability insurance for its employees beyond the provisions of the Workers' Compensation Act. It is therefore crucial that employees conserve as much of their sick leave accrual as possible in order to ensure against future need.

The Town reserves the right to discipline employees whose utilization of sick leave is not in accordance with the terms of this Agreement. Evidence of misuse of sick leave includes, but is not limited to: Patterns of sick leave use on Mondays and Fridays; use of sick days immediately preceding or following holidays; and use of sick days in conjunction with annual leave or other approved leaves of absence. Employees are required to utilize sick leave in accordance with the provisions contained herein for a personal illness or a serious or disabling personal illness or injury, except use of said leave is not allowed where the injury or illness is sustained in the employment of another employer or which is traceable to such employment. Employees must notify their Department/Division Head or designated supervisor no later than thirty (30) minutes after the start of the day, unless it is absolutely impossible to do so.

A regular employee shall accrue sick leave with pay of one and one-quarter (1¹/₄) days for each full month of employment with no limit to the amount of unused sick leave that can be accumulated to be reduced to one (1) day for each full month of employment for employees hired after July 1, 1996. Sick leave is prorated for regular, part-time employees.

To verify proper use of sick leave, employees shall be required to provide the Town with an acceptable medical certificate on a prescribed form and signed by a licensed physician or other practitioner whose method of healing is recognized by the State of Connecticut to support a request for sick leave during annual leave; for a period of absence in excess of five (5) consecutive working days or for any duration of absence from duty recurring frequently or habitually, provided that the employee has been previously notified in writing that such a certificate may be required; and to support a request for sick leave on a day which the employee had previously requested to use annual leave and the request had been denied. Employees may also be required to provide a doctor's certificate for any use of sick leave which exceeds a total of five (5) days per calendar year in the sole discretion of the Town.

The requirement for a doctor's note shall be reviewed after twelve (12) months from the date the requirement commenced.

Section 2. Sick Leave Payouts on Retirement or Termination.

A. Employees Hired Prior to July 1, 1996:

1. Upon retirement, as defined by the Town of Manchester Supplemental Pension Ordinance, an employee shall be paid for any unused, accumulated sick leave up to one hundred five (105) days on the basis of the employee's current salary.
2. Upon termination other than discharge, the employee shall be paid, on the basis of current salary, for any of his unused accumulated sick leave up to forty-five (45) days, provided the employee has given two (2) weeks written notice to the department head. There shall be no payout for unused accumulated sick leave for any employee who is discharged for disciplinary reasons.

B. Employees Hired on or After July 1, 1996 and Prior to July 1, 1999:

1. Upon retirement, as defined by the Town of Manchester Supplemental Pension Ordinance, an employee hired on or after July 1, 1996 prior to July 1, 1999, shall be paid for seventy (70) days of unused, accumulated sick leave, based on an average of the last three (3) years' salary.
2. Upon termination other than discharge, an employee hired prior to July 1, 1999, who has at least five (5) years of service with the Town shall be paid for up to forty-five (45) days of unused, accumulated sick leave, based on an average of the last three (3) years' salary, provided the employee has given two (2) weeks written notice to the department head. There shall be no payout for unused accumulated sick leave for any employee who is discharged for disciplinary reasons.

C. Employees Hired on or After July 1, 1999 and Prior to July 1, 2004:

1. Upon retirement, as defined by the Town of Manchester Supplemental Pension Ordinance, an employee hired on or after July 1, 1999 and prior to July 1, 2004. shall be paid for sixty (60) days of unused, accumulated sick leave, based on an average of the last three (3) years' salary.
2. An employee who resigns and who has at least ten (10) years of service with the Town shall be paid for up to thirty (30) days of unused, accumulated sick leave, based on an average of the last three (3) years' salary, provided the employee has given two (2) weeks written notice to the department head. There shall be no payout for unused accumulated sick leave for any

employee who is discharged for disciplinary reasons.

D. Employees Hired on or After July 1, 2004:

There shall be no payout of sick leave under any circumstances for employees hired on or after July 1, 2004.

E. Upon retirement, any payouts for sick leave due under this Section will be made in three equal installments over a period of three fiscal years (year of retirement and subsequent two years) if the gross amount exceeds \$10,000. Payouts of less than \$10,000 will be made at the time of retirement.

Section 3. Sick Leave Payouts on Death of an Employee:

A. Employees Hired Prior to July 1, 1996:

In the event of an employee's death, his spouse, and/or children, shall receive, on the basis of the employee's current salary, payment for any of the employee's unused, accumulated sick leave up to one hundred and five (105) days.

B. Employees Hired On or After July 1, 1996 and Prior to January 1, 1999:

In the event of an employee's death, his spouse, and/or children, shall receive, on the basis of the employee's current salary, payment for any of the employee's unused, accumulated sick leave up to one hundred and five (105) days.

C. Employees Hired on or After January 1, 1999 and Prior to July 1, 2004:

In the event of an employee's death, his spouse, and/or children, shall receive, on the basis of the employee's current salary, payment for any of the employee's unused, accumulated sick leave in the amount the employee would have received had he/she actually retired from the Town.

D. Employees Hired on or After July 1, 2004:

There shall be no payout of sick leave under any circumstances for employees hired on or after July 1, 2004.

Section 4. The General Manager, in his sole discretion, may grant additional consecutive sick leave with pay in exceptional cases. This shall not exceed eight (8) days for each year of consecutive service with the Town. Requests for such additional sick leave shall be submitted in writing to the employee's department head, who shall transmit it with a written recommendation to the General Manager. Additional sick leave with pay, if granted by the Town, shall be deducted from future accumulated sick leave at the rate of eight (8) days per year. A request for leave under this Section can only be made after all other leave provisions are exhausted.

Section 5. An acceptable certificate signed by a licensed physician whose method of healing is recognized by the State of Connecticut may be required of an employee to substantiate a request for sick leave for the following reasons:

- a) for any period of absence in excess of five (5) consecutive working days;
- b) for leave of any duration, if absence from duty occurs frequently or habitually;
- c) when evidence indicates reasonable cause for requiring such form.

In addition, the General Manager, or his designee, may make provisions for a physician other than the employee's family doctor to make a further examination.

Section 6. Employees may donate time (annual leave or sick time) to a designated employee, who has exhausted all their annual leave and sick time, provided that they maintain a balance of 40 sick days. Members not meeting their balance requirement may donate annual leave in lieu of sick time.

ARTICLE XIII - LEAVE PROVISIONS

Section 1. Each employee shall be granted special leave with full pay for the following reasons:

- A. An employee who is unable to report for regular work due to injuries or other disability sustained in the performance of his work shall receive the difference between his regular weekly pay and the allowance for Workers' Compensation. The Town's liability for Supplemental Workers' Compensation payments shall cease at the end of one (1) year or at the end of disability, whichever comes first.
- B. Because of a demand which is made for the employee by another governmental agency as a result of employment by the Town or as a result of Jury Duty. At the conclusion of the Jury Duty period, the employee must bring to the Payroll Department of the Town the "verification of attendance" slips issued by the Court. If for any reason the required slip is not issued by the Court, the employee must immediately notify the Payroll Department of the Town at the conclusion of the Jury Duty period that such slips are not provided and the Payroll Department shall attempt to verify attendance through the Court. If the verification slips are not provided or if the Court verifies that the employee was not in attendance, then the Jury Duty leave shall be charged to leave without pay, or if selected by the employee, (annual leave) time. In addition, the employee shall provide the Payroll Department with a copy of the expense check received from the Court and said amount

received shall be deducted from the employee's next paycheck. If the expense check is not brought to the Payroll Department within three (3) months from the last day of Jury Duty, the employee's leave shall be charged to leave without pay. The Town is not responsible for incidental expenses associated with this leave, such as but not limited to, parking and/or meals.

- C. Regular full-time and regular part-time employees will be granted leave of absence with pay not to be deducted from their accumulated sick leave of up to six (6) hours annually for medical, dental or eye examinations for which arrangements cannot be made outside of working hours. Any medical, dental or eye examinations or treatment in excess of the six (6) hours annually shall be charged to sick leave. Approval must be received from the department head at least twenty-four (24) hours in advance of the requested leave except in the case of emergency.

Section 2. Employees shall be granted leave without pay for the duration of military service and shall be reinstated to their original position or to one similar in pay and duties upon their separation from such military service provided they return to the Town service within ninety (90) days of their separation from the military service.

Section 3. Employees shall be granted leave with pay for participation in short term military training in the Federal Reserves or National Guard. In case the employee receives any pay, the employee's Town salary shall be reduced by that amount for the duration of the leave. The period of absence in any calendar year shall not exceed thirty (30) days.

Section 4. Employees who are expectant mothers shall report to the Town Health Director before the seventh (7th) month of pregnancy. The Health Director, or the Town's designated medical physician, in cooperation with the personal physician of the expectant mother, shall determine the proper time for the employee to stop work. Should the employee desire to leave work earlier than the date determined by the Health Director and the employee's physician, then the individual shall be required to request annual leave or leave without pay. At the time the employee meets with the Health Director, she must provide a certificate from her physician stating that she is under care and able to perform her work duties. Employees in good standing who comply with the provisions of this Section may resign or take maternity leave as provided below:

An employee who wishes to return to her same position must so notify the department head, in writing, prior to the last scheduled workday. An employee on maternity leave of absence is eligible to use paid sick leave in accordance with the sick leave provisions of this Agreement. An employee who exhausts unused, accumulated sick leave will be carried on leave of absence without pay for the balance of the maternity leave period. Such employee shall have up to ninety (90) days from the date of birth of the child to return to work. Before the expiration of the leave, application may be made to the General Manager of the Town for extension of said leave. Extensions shall normally only be granted as a result of medical complications of the birth. Such extension is in the sole discretion of the General Manager. If the application for extension is denied or if the employee decides not to return after the

90- day period, she may request to the General Manager that she be placed on a reemployment list for a period not to exceed two (2) years. During the two-year period of time should a vacancy occur in the department in which the employee last worked and should the vacancy be in a position which the employee previously occupied and should the employee be qualified to perform the work as required without further training, then the employee shall be certified to the appointing authority for consideration.

Should the employee, after electing to be placed on the reemployment list, decide to withdraw all money due her from the Town's Pension Plan, then the individual shall be considered as a new employee if and when she is reemployed. This shall include receiving the starting salary for the position as well as receiving no credit for previous time worked in terms of seniority, annual leave, or sick leave balance. Any unused, accumulated sick time paid out shall be deducted from any future available unused, accumulated sick time eligible to the employee upon retirement or termination.

Should the employee not withdraw the money in the Pension Plan due and be reemployed under the provisions of this Section, then she shall be credited for the years of service she had prior to being placed on the reemployment list. The individual shall receive a salary that is closest to the salary she was receiving at the time she went on the reemployment list. Any unused, accumulated sick time paid out shall be deducted from any future available unused, accumulated sick time eligible to the employee upon retirement or termination.

Section 5. Leaves of absence without pay may be granted to regular employees who have completed the probationary period on recommendation of the department head with the approval of the General Manager for not longer than one (1) year. Requests for such leave without pay shall be made in writing to the department head and shall include a statement of the reasons therefor and of the length of leave requested. Any employee who is on leave of absence without pay shall not be paid for any holiday or sick leave during the period of absence. Any annual leave time due an employee at the time of taking a leave of absence without pay may be paid at that time. Authorized leaves of absences for one (1) month or less will not be used as a basis of reducing employees' benefits. With the approval of the General Manager, a department head may reinstate an employee from a leave of absence without pay to the position formerly held by that employee, if it is vacant.

Section 6. **Union Business Leave.**

The Town shall provide up to ten (10) days of leave each contract year, without loss of pay, without loss of seniority, for up to two (2) employees (Union officers and/or Union Leaders), selected by the Union to attend biannual conventions, the SEIU international convention, and any other training or workshops conducted by the Union.

ARTICLE XIV - GRIEVANCE PROCEDURE

Section 1. The purpose of this procedure is to provide an orderly method for adjusting grievances. Grievances arising out of matters covered by this Agreement will be

processed in the following manner at the request of either party.

An employee may process a grievance with or without Union representation through Step Two of this procedure. No settlement of a grievance brought by an employee without Union representation shall contravene the terms of this Agreement. Only the Union may take a grievance to Step Three, arbitration.

Step One

Any post-probationary employee who has a grievance, or the Union on behalf of the employee, shall reduce the grievance to writing and shall submit the grievance within fifteen (15) working days of the event to the aggrieved employee's department head setting forth the facts of the grievance, the Agreement provisions in question and the remedy requested. Within ten (10) working days after said department head receives such grievance, he or his designated representative shall give the employee and the Union his answer to the grievance in writing.

Step Two

If the aggrieved employee or the Union is dissatisfied with the department head's decision, the aggrieved employee or the Union may appeal in writing to the General Manager within seven (7) working days of the receipt of the department head's decision. The aggrieved employee or the Union shall provide the General Manager with a copy of the grievance referred to in Step One above and all supporting documentation. The General Manager shall meet with the aggrieved employee and/or the Union and the department head within ten (10) working days of receipt of the written appeal. The purpose of the meeting will be to hear the issues and gather facts. The General Manager shall submit a written decision to the employee and the Union within ten (10) working days of the Step Two meeting.

Step Three

If the Union is not satisfied with the decision rendered at Step Two, the Union may submit the grievance within thirty (30) working days to the Connecticut State Board of Mediation and Arbitration and the decision rendered by the Arbitrator or Arbitrators shall be final and binding upon both parties. The Arbitrator shall be limited to the terms of the Agreement and shall not have the power to modify, amend or delete any terms or provisions of this Agreement. The Union shall provide a copy of its request for arbitration to the Town. Either party may decide to use the services of the American Arbitration Association, instead of the State Board of Mediation and Arbitration and the parties shall share the cost.

Section 3. Time extensions beyond those stipulated in this grievance procedure may be arrived at in writing by mutual agreement of both parties concerned. Absent an extension of time, failure at any step of this procedure to communicate a decision within the specified time limits shall permit the aggrieved employee to proceed immediately to the next step.

Failure at any step to appeal within the specified time limits shall be considered acceptance of the decision rendered.

Section 4. Nothing in this Article is intended to prohibit the Town from processing a grievance through the grievance procedure up to and including arbitration. Any such grievance shall be submitted first to the Union President and if not satisfactorily resolved within two (2) weeks of its submission, the Town may submit the grievance to the State Board of Mediation and Arbitration or the American Arbitration Association.

Section 5. The services of the Union Representative shall be available to the complainant on any step of the grievance procedure.

ARTICLE XV – HEALTH

Section 1. Those employees receiving reimbursement for the purchase of safety shoes as of July 1, 1996 shall continue to receive said reimbursement at the rate of sixty dollars (\$60) per year. This payment will be made in February of each year to employees who have completed their probationary period. Employees receiving said reimbursement shall wear the safety shoes at all times during the workday. Affected employees found not wearing safety shoes shall be subject to disciplinary action. Upon recommendation of the Town Safety Committee, employees other than those presently receiving payment for safety shoes shall be eligible to receive said payment.

Section 2. The Town will provide employees, who work outside in inclement weather, foul weather gear for their care and maintenance. The determination of the nature of foul weather gear, and which employees shall receive said gear, shall be the sole discretion of the department head with approval from the General Manager. With the exception of gloves, replacements may be obtained by turning in damaged or worn items that were previously issued. Lost or stolen items must be reported to the division head within twenty-four (24) hours of the occurrence.

ARTICLE XVI - WAGES AND BENEFITS

Section 1. Wages.

- A. Wage increases during the term of this Agreement shall be as follows:
1. Effective July 1, 2016 (retroactively), for those employees on the payroll as of the effective date of this Agreement, wages shall be increased by two and a half percent (2.5%).
 2. Effective July 1, 2017, wages shall be increased by two percent (2.0%).
 3. Effective July 1, 2018, wages shall be increased by two percent (2.0%).

- B. Salary Plan A, attached hereto as Appendix A, shall be in effect for all employees hired prior to July 1, 1999. Employees hired on or after July 1, 1999, shall be placed on Salary Plan B, attached hereto in Appendix A.

Employees above the range are frozen at their current salary until they fit into the appropriate range, except for the employee in the Buyer position, who shall continue to be eligible for general wage increases.

Section 2. Step Advancement.

- A. Employees hired prior to July 1, 2000 shall move to the next step of their salary grade on the anniversary date of their employment or appointment to their present classification, or if promoted, and as specified in Section 3 of this Article, provided they have performed the duties of their position satisfactorily as determined by the General Manager or his designee.
- B. Employees hired on or after July 1, 2000, shall be eligible to move to next step of their salary grade as stated herein on the eighteenth (18th) month anniversary of hire/promotion.

Section 3. Evaluations. A performance evaluation shall be performed in May of each year and shall be used as a basis for assessing performance and recommending corrective action. The evaluation may also be used by the General Manager in determining whether step increases shall be granted as specified in Section 2 of this Article. The General Manager may at his discretion award individuals with up to three (3) days off with pay per year based on the result of the evaluation.

Section 4. Longevity. Longevity payments shall not be available for employees hired after July 1, 1999. The current longevity schedule for those eligible to receive said payment shall be as follows:

10 years	\$200
15 years	\$300
20 years	\$500

Longevity payments shall be made in two installments - November and May of each year.

Section 5. Tuition Reimbursement. Any employee in the bargaining unit taking college courses which in the sole discretion of the General Manager directly relate to the employee's current assignments shall be eligible to be reimbursed for seventy-five percent (75%) of the tuition costs and books when the school and course or courses are approved in writing by the General Manager in advance and the employee receives a "C" or better ("B" or better for graduate work) in such approved course. Notification of intent to take such course(s) and requests for approval must be made with enough advance notice so that money can be properly budgeted. If said notice is not provided in a timely fashion, reimbursement may be

delayed until the following fiscal year. The determination of the General Manager or his/her designee concerning eligibility for tuition reimbursement shall not be subject to the grievance procedure.

Employees who leave the Town's employ, for any reason, within three (3) years of being reimbursed under this Section, shall have deducted from any payout for which the employee is eligible under Article XII, Section 2, the amount of reimbursement they have received under this Section. Any employee who is not eligible to receive payouts shall be required to repay all tuition reimbursement received if the employee leaves the town's employee for any reason other than layoff within three (3) years of being reimbursed under this section. Authorization to deduct monies from final pay will be sought from the employee and/or payments shall be made by the employee directly to the Town on a mutually agreed schedule.

Section 6. The Recreation Director may at his sole discretion assign an employee the additional responsibilities of Aquatics Director. The individual assigned shall receive a one thousand dollar (\$1,000) per year stipend to be paid biweekly for the duration of the assignment. The Recreation Director is not obligated to make this assignment to a member of this bargaining unit and no claim of bargaining unit work shall be made by the Union if the assignment is given to an individual outside of the bargaining unit.

ARTICLE XVII – INSURANCE AND PENSION

Section 1. Health Insurance.

- A. For employees hired prior to July 1, 2004, premium cost share will increase to 11% effective July 1, 2016 and 12% effective July 1, 2017 (OAP Preferred Plan, OAP 5/10 Plan, OAP Plus Plan and OAP Basic Plan). In addition, no new enrollments for the OAP Preferred Plan shall be permitted after June 30, 2016.

For employees hired on or after July 1, 2004, premium cost share will increase to 19% for the OAP 5/10 Plan effective July 1, 2016; 16% for the OAP Plus Plan effective July 1, 2016; and 13% for the OAP Basic (HMO) Plan effective July 1, 2016.

The High Deductible Health Plan with a Health Savings Account (HDHP/HSA) will be fully funded at the start of the first plan year and pro-rated for new hires. After the first plan year, the HDHP/HSA will be funded quarterly in July, October, January and April. Premium cost share will be 11% effective July 1, 2016 and 12% effective July 1, 2017. Effective July 1, 2016, prescription co-pays shall apply to prescriptions after the exhaustion of the HDHP deductibles.

Plan Design Changes for all plans as follows:

Office visit - \$10 effective July 1, 2016 and \$15 effective July 1, 2017.

In-patient co-pay - \$50 effective July 1, 2016; \$100 effective July 1, 2017 and \$200 effective July 1, 2018.

Out-patient co-pay - \$50 effective July 1, 2016 and \$100 effective July 1, 2017.

Prescription co-pays - \$5/20/30 effective July 1, 2016 and \$5/20/35 effective July 1, 2017.

Dental plans:

- 1) Employees hired prior to July 1, 1996, shall be covered by the full service dental plan and shall be eligible to receive, for themselves only, Rider A of said Plan.
- 2) Employees hired on or after July 1, 1996 and prior to July 1, 1999, shall be covered by the full service dental plan.
- 3) Employees hired on or after July 1, 1999, shall be covered by a 90/10 dental plan, which requires that the employee pay ten percent (10%) of the cost of services.

B. Waiver of Health Insurance.

An employee may elect to waive the health insurance coverage of this Section, provided that the employee provides proof that he or she has alternative coverage. The option to waive coverage must be elected at the time of the annual open enrollment, on such form as the Town shall provide. An employee who waives coverage shall not be required to contribute toward the cost of the health insurance benefit during the period of the waiver of coverage. An employee who waives health insurance coverage shall be eligible to re-enroll only as follows:

- 1) during an open enrollment; or
- 2) upon the occurrence of a qualifying event as defined by law, and submission of documentation to the Town of such qualifying event.

- C. The spouse of a deceased employee, who dies while employed by the Town, shall be eligible to purchase at his/her expense and at a rate and manner determined by the Town for a three (3) year period from the date of death of the employee, medical coverage for the spouse and dependents, provided the spouse does not remarry during said period of time and/or is eligible to receive medical insurance elsewhere.

Section 2. Group Life Insurance/Accidental Death and Dismemberment. The Town shall provide for a Group Life Insurance program for each member of the bargaining unit.

The program shall provide that the Town pay for \$50,000 of term life insurance and accidental death and dismemberment coverage in the amount of \$10,000. An employee may, at his/her expense, purchase an additional \$50,000 of coverage under the Town's group policy.

Section 3. Retiree Insurance.

A. Eligibility:

1. Defined Benefit Plan Participants:

Retiree medical insurance shall only be available to employees who have worked for the Town for at least fifteen (15) consecutive years except that eligible employees who had been employed by the Town for more than five (5) years as of July 1, 1999 or those employees who were within ten (10) years of the normal retirement age of sixty-five (65) as of July 1, 1999, must have been employed by the Town for at least ten (10) consecutive years prior to retirement to be eligible for retiree medical insurance.

2. Defined Contribution Plan Participants:

- a. Employees participating in the Defined Contribution Plan on or prior to June 30, 2004 will be eligible for retiree health insurance if, at the time of retirement, the employee has reached age 55 and has fifteen (15) years of service with the Town.
- b. Employees entering the Plan on or after July 1, 2004 must meet the requirements for the Rule of 80 with at least fifteen (15) years of Town service, or be age 62 with at least twenty-five (25) years of Town service.

B. Health Insurance Coverage Prior to Age 65:

1. For Employees Hired Prior to July 1, 1999:

- a. Employees hired prior to July 1, 1999 who receive a normal, special or disability pension, shall continue to be eligible to receive health benefits for themselves and their spouses of record at the time of retirement until the retiree's death. Such employees who retire on or after July 1, 2000 shall be required to co-pay for health insurance in the same amount as active employees at the time of their retirement.
- b. Employees hired prior to July 1, 1999, who retire early, shall receive health benefits for themselves and their spouse, provided

they pay fifty percent (50%) of the cost of the spouse benefit.
Spousal coverage shall cease upon the death of the employee.

The HDHP/HSA shall be offered as an option to retirees who are eligible to participate in such plan.

The PPO Plan will not be offered to new retirees effective upon signing of the 2016-2019 Collective Bargaining Agreement.

2. For Employees Hired on or After July 1, 1999 and Prior to July 1, 2001:
 - a. Employees hired on or after July 1, 1999, who retire with either an early, normal, special or disability pension, shall only be eligible to receive individual employee retiree health benefits.
 - b. Eligible employees shall pay the same premium cost sharing required of active employees, except that retirees electing the PPO Plan shall pay fifty percent (50%) of the premium cost.

Employees who were within ten (10) years of retirement as of January 1, 2000, shall have their employee contributions fixed at the yearly contribution rates in effect at the time of their retirement.

The HDHP/HSA shall be offered as an option to retirees who are eligible to participate in such plan.

The PPO Plan will not be offered to new retirees effective upon signing of the 2016-2019 Collective Bargaining Agreement.

3. For Employees Hired On or After July 1, 2001:

Employees hired on or after July 1, 2001, who subsequently retire will be eligible for the retiree only to receive the gatekeeper or non-gatekeeper POS plan offered to active employees and shall pay the same premium cost sharing required of active employees.

The HDHP/HSA shall be offered as an option to retirees who are eligible to participate in such plan.

The PPO Plan will not be offered to new retirees effective upon signing of the 2016-2019 Collective Bargaining Agreement.

C. Health Insurance Coverage After Retiree Reaches Age 65:

1. The Town shall provide and pay for the employee (and spouse of record at

the time of retirement if the employee's hire date makes the retiree eligible for spousal coverage) supplemental Medicare coverage for those over sixty-five (65) years of age. If the retiree is eligible for spousal coverage, such spousal coverage shall cease upon the death of the employee.

2. Employees shall contribute toward the cost of supplemental Medicare coverage the same percentage figure that they were contributing for health insurance prior to reaching age sixty-five (65), which percentage contribution is based on date of hire. In addition, employees shall pay the differential cost for any improvements made to the supplemental Medicare coverage for that calendar year.

D. Life Insurance:

The Town shall provide life insurance in the amount of six thousand dollars (\$6,000) for the retired employee.

Section 4. Change of Carrier. All employees insurance referred to in this section shall be those specifically named or similar benefits and co-pay arrangements provided through alternative health insurance benefit carrier provided that the size of the service network offered must be at least seventy-five percent (75%) of that currently offered. The following will be excluded in determining whether a plan is similar or not: out-of-state reciprocal arrangements for routine care (non-emergencies) for POS and other HMO platforms, claims processing, and payment methods and plan documents' definitions and language.

Section 5. Flexible Spending Account (FSA) Plan. The Town shall make available to bargaining unit employees the opportunity to participate in the Town's "Flexible Spending Account Plan". This Plan allows pre-tax dollars to be set aside into an account for employees (administered by a third party) to be used toward medical or daycare expenses.

Section 6. Pension.

Pension rights shall continue to be governed by the Town Pension Ordinance. This Agreement acknowledges that the parties have agreed to modifications of said Ordinance by the Town's Board of Directors, which modifications provide as follows:

A. Employees Hired Prior to July 1, 2004:

1. Defined Benefit Plan

a. Sick Leave Exchange:

All employees eligible for a normal retirement on or before December 31, 2010 shall have the following sick leave exchange and service time purchase opportunity:

- i. The ability to exchange fifty (50) days of accrued sick or annual leave for which they would otherwise be paid at retirement for one year of added service for eligibility and benefit accrual purposes, and in addition, may also purchase a year of additional service for eligibility and benefit accrual purposes at the rate of thirty percent (30%) of current salary/year.
- ii. The total service time gained through accrual exchange may not exceed three (3) years and the total gained through a combination of accrual exchange and purchase may not exceed four (4) years. Purchase of service may include transfer of funds from qualified 457 Plans (Deferred Compensation) to the Defined Benefit Plan to the extent permitted by IRS Regulations.

b. Contributions:

Employees eligible for the Defined Benefit Plan shall contribute 5.9 percent of their pay to the Plan.

2. Defined Contribution Plan:

All Defined Contribution Plan participants will have the Town and Employee contributions fixed at six percent (6%). Such employees may elect additional contributions to the extent allowed by law.

B. Employees Electing the Defined Contribution Plan and Employees Hired On or After July 1, 2004:

1. Employees hired on or after September 1, 2000 and prior to July 1, 2004 had a one-time irreversible election to join the Defined Contribution Plan in lieu of the Defined Benefit Plan.
2. All employees hired on or after July 1, 2004 will be eligible for the Defined Contribution Plan only and not the Defined Benefit Plan.

ARTICLE XVIII – MISCELLANEOUS

Section 1. This Agreement establishes the basic conditions of employment for members of the bargaining unit, but it is understood that the implementation of these and other aspects of the employment relationship has varied by department and position. It is the intention of the parties to preserve this flexibility and to permit continuation of these differing arrangements provided they are not in conflict with the specific provisions of this Agreement. Any such

arrangement shall not be the basis for any other employee in a different division or department to make a claim for a similar arrangement.

Section 2. Regular positions in this bargaining unit shall be filled in accordance with the applicable provisions of the Town's Personnel Rules.

Section 3. The General Manager shall retain complete authority to assign or reassign motor vehicles.

ARTICLE XIX - ENTIRE AGREEMENT

Section 1. The foregoing constitutes an entire Agreement between the parties and no verbal statements shall supersede any of its provisions. The Agreement may not be reopened for changes in its items or additions of new subject matter except by mutual agreement.

ARTICLE XX - SAVINGS CLAUSE

Section 1. Should any article, section or portion thereof, of this Agreement be held unlawful and unenforceable by any court of competent jurisdiction, such decision of the court shall apply only to the specific article, section or portion thereof directly specified in the decision; upon issuance of such a decision, the parties agree, where applicable, to negotiate a substitute for the invalidated article, section, or portion thereof.

ARTICLE XXI - DURATION

Section 1. This Agreement shall be effective on July 1, 2016 and shall remain in full force and effect through the thirtieth (30th) day of June, 2019, except where otherwise indicated herein.

IN WITNESS WHEREOF, the parties have caused their names to be signed on this 25TH day of October, 2016.

TOWN OF MANCHESTER

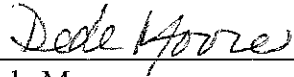
CSEA, SEIU LOCAL 2001

By Scott Shanley
Scott Shanley

By James Davis
James Davis

General Manager

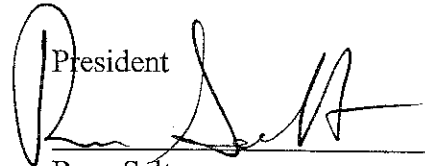
By



Dede Moore
Director of Administrative Services

President

By



Rosa Salto
Staff Representative

APPENDIX A

SALARY PLANS

**TOWN OF MANCHESTER - RESIDUAL EMPLOYEES
SALARY SCHEDULE - EFFECTIVE JULY 1, 2016 - JUNE 30, 2017 - 2.5% INCREASE**

ALL GRADES ENDING IN "A" APPLY TO EMPLOYEES HIRED PRIOR TO 7/1/1999. EMPLOYEES ARE ELIGIBLE TO MOVE TO THE NEXT STEP ON 12-MONTH ANNIVERSARY DATE OF HIRE/PROMOTION.

ALL GRADES ENDING IN "B" APPLY TO EMPLOYEES HIRED ON 7/1/1999 OR AFTER. EMPLOYEES ARE ELIGIBLE TO MOVE TO THE NEXT STEP ON 18-MONTH ANNIVERSARY DATE OF HIRE/PROMOTION.

<u>JOB CLASS CODE</u>	<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T534 PRINT SHOP SUPERVISOR	705A	1	27.2705	37.50	2,045.29	53,177.42
	705A	2	28.6493	37.50	2,148.70	55,866.15
	705A	3	30.0697	37.50	2,255.23	58,635.92
	705A	4	31.6043	37.50	2,370.32	61,628.36
	705A	5	33.1839	37.50	2,488.79	64,708.43
T994 SOCIAL WORKER	705A	1	27.2705	37.50	2,045.29	53,177.42
	705A	2	28.6493	37.50	2,148.70	55,866.15
	705A	3	30.0697	37.50	2,255.23	58,635.92
	705A	4	31.6043	37.50	2,370.32	61,628.36
	705A	5	33.1839	37.50	2,488.79	64,708.43
T840 YOUTH SERVICES COORDINATOR	705A	1	27.2705	37.50	2,045.29	53,177.42
	705A	2	28.6493	37.50	2,148.70	55,866.15
	705A	3	30.0697	37.50	2,255.23	58,635.92
	705A	4	31.6043	37.50	2,370.32	61,628.36
	705A	5	33.1839	37.50	2,488.79	64,708.43
T534 PRINT SHOP SUPERVISOR	707B	1	24.2313	37.50	1,817.35	47,251.04
	707B	2	25.5995	37.50	1,919.96	49,918.88
	707B	3	26.9672	37.50	2,022.54	52,586.07
	707B	4	28.3349	37.50	2,125.12	55,253.20
	707B	5	29.7031	37.50	2,227.73	57,921.04
T841 EARLY CHILDHOOD SPECIALIST	708B	1	26.5359	37.50	1,990.19	51,744.89
	708B	2	27.9753	37.50	2,098.15	54,551.90
	708B	3	29.4155	37.50	2,206.16	57,360.27
	708B	4	30.8552	37.50	2,314.14	60,167.60
	708B	5	32.2951	37.50	2,422.13	62,975.30

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T994	SOCIAL WORKER	708B	1	26.5359	37.50	1,990.19	51,744.89
		708B	2	27.9753	37.50	2,098.15	54,551.90
		708B	3	29.4155	37.50	2,206.16	57,360.27
		708B	4	30.8552	37.50	2,314.14	60,167.60
		708B	5	32.2951	37.50	2,422.13	62,975.30
T840	YOUTH SERVICES COORDINATOR	708B	1	26.5359	37.50	1,990.19	51,744.89
		708B	2	27.9753	37.50	2,098.15	54,551.90
		708B	3	29.4155	37.50	2,206.16	57,360.27
		708B	4	30.8552	37.50	2,314.14	60,167.60
		708B	5	32.2951	37.50	2,422.13	62,975.30
T086	BUYER	710A	1	28.9159	37.50	2,168.69	56,385.88
		710A	2	30.9560	37.50	2,321.70	60,364.18
		710A	3	33.0009	37.50	2,475.07	64,351.86
		710A	4	35.0432	37.50	2,628.24	68,334.33
		710A	5	37.0859	37.50	2,781.44	72,317.46
T926	ASSISTANT ASSESSOR	712B	1	28.9159	37.50	2,168.69	56,385.88
		712B	2	30.9560	37.50	2,321.70	60,364.18
		712B	3	33.0009	37.50	2,475.07	64,351.86
		712B	4	35.0432	37.50	2,628.24	68,334.33
		712B	5	37.0864	37.50	2,781.48	72,318.51
T031	ASSISTANT COLLECTOR OF REVENUE	712B	1	28.9159	37.50	2,168.69	56,385.88
		712B	2	30.9560	37.50	2,321.70	60,364.18
		712B	3	33.0009	37.50	2,475.07	64,351.86
		712B	4	35.0432	37.50	2,628.24	68,334.33
		712B	5	37.0864	37.50	2,781.48	72,318.51
T086	BUYER	712B	1	28.9159	37.50	2,168.69	56,385.88
		712B	2	30.9560	37.50	2,321.70	60,364.18
		712B	3	33.0009	37.50	2,475.07	64,351.86
		712B	4	35.0432	37.50	2,628.24	68,334.33
		712B	5	37.0864	37.50	2,781.48	72,318.51

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T529 SENIOR PLANNER		712B	1	28.9159	37.50	2,168.69	56,385.88
		712B	2	30.9560	37.50	2,321.70	60,364.18
		712B	3	33.0009	37.50	2,475.07	64,351.86
		712B	4	35.0432	37.50	2,628.24	68,334.33
		712B	5	37.0864	37.50	2,781.48	72,318.51
T028 ASSISTANT CHIEF BLDG INSPECTOR		713B	1	27.1088	37.50	2,033.16	52,862.27
		713B	2	29.0213	37.50	2,176.60	56,591.49
		713B	3	30.9383	37.50	2,320.37	60,329.71
		713B	4	32.8531	37.50	2,463.98	64,063.46
		713B	5	34.7687	37.50	2,607.65	67,798.93
T181 ENVIRON PLNR/WETLANDS AGENT		713B	1	27.1088	37.50	2,033.16	52,862.27
		713B	2	29.0213	37.50	2,176.60	56,591.49
		713B	3	30.9383	37.50	2,320.37	60,329.71
		713B	4	32.8531	37.50	2,463.98	64,063.46
		713B	5	34.7687	37.50	2,607.65	67,798.93
T680 ZONING ENFORCEMENT OFF		713B	1	27.1088	37.50	2,033.16	52,862.27
		713B	2	29.0213	37.50	2,176.60	56,591.49
		713B	3	30.9383	37.50	2,320.37	60,329.71
		713B	4	32.8531	37.50	2,463.98	64,063.46
		713B	5	34.7687	37.50	2,607.65	67,798.93
T138 CONSTRUCTION INSPECTOR		714B	1	26.7476	40.00	2,139.81	55,635.17
		714B	2	27.9381	40.00	2,235.05	58,111.35
		714B	3	29.1290	40.00	2,330.32	60,588.19
		714B	4	30.3198	40.00	2,425.58	63,065.07
		714B	5	31.5108	40.00	2,520.86	65,542.28
T221 ENVIRONMENTAL TECH		714B	1	26.7476	40.00	2,139.81	55,635.17
		714B	2	27.9381	40.00	2,235.05	58,111.35
		714B	3	29.1290	40.00	2,330.32	60,588.19
		714B	4	30.3198	40.00	2,425.58	63,065.07
		714B	5	31.5108	40.00	2,520.86	65,542.28

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T715	GIS TECHNICIAN I	714B	1	26.7476	40.00	2,139.81	55,635.17
		714B	2	27.9381	40.00	2,235.05	58,111.35
		714B	3	29.1290	40.00	2,330.32	60,588.19
		714B	4	30.3198	40.00	2,425.58	63,065.07
		714B	5	31.5108	40.00	2,520.86	65,542.28
T180	COMMUNITY DEV. PRGM MANAGER	715A	1	28.2132	37.50	2,115.99	55,015.61
		715A	2	30.2283	37.50	2,267.12	58,945.19
		715A	3	32.2433	37.50	2,418.25	62,874.42
		715A	4	34.2588	37.50	2,569.41	66,804.70
		715A	5	36.2739	37.50	2,720.54	70,733.94
T750	RECREATION SUPERVISOR	715A	1	28.2131	40.00	2,257.05	58,683.24
		715A	2	30.2283	40.00	2,418.26	62,874.77
		715A	3	32.2433	40.00	2,579.46	67,065.97
		715A	4	34.2588	40.00	2,740.70	71,258.18
		715A	5	36.2738	40.00	2,901.90	75,449.40
T180	COMMUNITY DEV. PRGM MANAGER	715B	1	28.2132	37.50	2,115.99	55,015.61
		715B	2	30.2283	37.50	2,267.12	58,945.19
		715B	3	32.2433	37.50	2,418.25	62,874.42
		715B	4	34.2588	37.50	2,569.41	66,804.70
		715B	5	36.2739	37.50	2,720.54	70,734.07
T760	TRAINING WEBSITE SPECIALIST	716A	1	28.2131	40.00	2,257.05	58,683.25
		716A	2	30.2283	40.00	2,418.26	62,874.77
		716A	3	32.2433	40.00	2,579.46	67,065.98
		716A	4	34.2588	40.00	2,740.70	71,258.18
		716A	5	36.2738	40.00	2,901.90	75,449.40
T750	RECREATION SUPERVISOR	716B	1	28.2131	40.00	2,257.05	58,683.25
		716B	2	30.2283	40.00	2,418.26	62,874.77
		716B	3	32.2433	40.00	2,579.46	67,065.98
		716B	4	34.2588	40.00	2,740.70	71,258.18
		716B	5	36.2738	40.00	2,901.90	75,449.40

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T760	TRAINING WEBSITE SPECIALIST	716B	1	28.2131	40.00	2,257.05	58,683.25
		716B	2	30.2283	40.00	2,418.26	62,874.77
		716B	3	32.2433	40.00	2,579.46	67,065.98
		716B	4	34.2588	40.00	2,740.70	71,258.18
		716B	5	36.2738	40.00	2,901.90	75,449.40
T926	ASSISTANT ASSESSOR	720A	1	33.9552	37.50	2,546.64	66,212.64
		720A	2	35.6531	37.50	2,673.98	69,523.35
		720A	3	37.3508	37.50	2,801.31	72,834.08
		720A	4	39.0487	37.50	2,928.65	76,144.79
		720A	5	40.7463	37.50	3,055.97	79,455.16
T028	ASSISTANT CHIEF BLDG INSPECTOR	720A	1	33.9552	37.50	2,546.64	66,212.64
		720A	2	35.6531	37.50	2,673.98	69,523.35
		720A	3	37.3508	37.50	2,801.31	72,834.08
		720A	4	39.0487	37.50	2,928.65	76,144.79
		720A	5	40.7463	37.50	3,055.97	79,455.16
T031	ASSISTANT COLLECTOR OF REVENUE	720A	1	33.9552	37.50	2,546.64	66,212.64
		720A	2	35.6531	37.50	2,673.98	69,523.35
		720A	3	37.3508	37.50	2,801.31	72,834.08
		720A	4	39.0487	37.50	2,928.65	76,144.79
		720A	5	40.7463	37.50	3,055.97	79,455.16
T529	SENIOR PLANNER	720A	1	33.9552	37.50	2,546.64	66,212.64
		720A	2	35.6531	37.50	2,673.98	69,523.35
		720A	3	37.3508	37.50	2,801.31	72,834.08
		720A	4	39.0487	37.50	2,928.65	76,144.79
		720A	5	40.7463	37.50	3,055.97	79,455.16
T680	ZONING ENFORCEMENT OFF	720A	1	33.9552	37.50	2,546.64	66,212.64
		720A	2	35.6531	37.50	2,673.98	69,523.35
		720A	3	37.3508	37.50	2,801.31	72,834.08
		720A	4	39.0487	37.50	2,928.65	76,144.79
		720A	5	40.7463	37.50	3,055.97	79,455.16

<u>JOB CLASS CODE</u>	<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T706 ACCOUNTANT	725A	1	35.3692	37.50	2,652.69	68,969.90
	725A	2	37.1389	37.50	2,785.42	72,420.80
	725A	3	38.9080	37.50	2,918.10	75,870.67
	725A	4	40.6752	37.50	3,050.64	79,316.71
	725A	5	42.4449	37.50	3,183.37	82,767.59
T910 TECH SVC PROJECT LEADER	726A	1	33.1586	40.00	2,652.69	68,969.90
	726A	2	34.8179	40.00	2,785.43	72,421.14
	726A	3	36.4761	40.00	2,918.09	75,870.31
	726A	4	38.1330	40.00	3,050.64	79,316.71
	726A	5	39.7919	40.00	3,183.36	82,767.25
T706 ACCOUNTANT	727B	1	34.4228	37.50	2,581.71	67,124.40
	727B	2	36.1453	37.50	2,710.90	70,483.48
	727B	3	37.8667	37.50	2,840.00	73,840.13
	727B	4	39.5871	37.50	2,969.03	77,194.67
	727B	5	41.3091	37.50	3,098.18	80,552.69
T114 CIVIL ENGINEER	728B	1	32.2710	40.00	2,581.68	67,123.69
	728B	2	33.8865	40.00	2,710.92	70,483.84
	728B	3	35.5000	40.00	2,840.01	73,840.13
	728B	4	37.1130	40.00	2,969.04	77,195.01
	728B	5	38.7273	40.00	3,098.18	80,552.69
T725 GIS TECHNICIAN II	728B	1	32.2710	40.00	2,581.68	67,123.69
	728B	2	33.8865	40.00	2,710.92	70,483.84
	728B	3	35.5000	40.00	2,840.01	73,840.13
	728B	4	37.1130	40.00	2,969.04	77,195.01
	728B	5	38.7273	40.00	3,098.18	80,552.69
T910 TECH SVC PROJECT LEADER	728B	1	32.2710	40.00	2,581.68	67,123.69
	728B	2	33.8865	40.00	2,710.92	70,483.84
	728B	3	35.5000	40.00	2,840.01	73,840.13
	728B	4	37.1130	40.00	2,969.04	77,195.01
	728B	5	38.7273	40.00	3,098.18	80,552.69

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T702	SENIOR ACCOUNTANT	730A	1	37.6159	37.50	2,821.19	73,351.02
		730A	2	39.0993	37.50	2,932.45	76,243.59
		730A	3	40.5828	37.50	3,043.71	79,136.50
		730A	4	42.0668	37.50	3,155.01	82,030.14
		730A	5	43.5501	37.50	3,266.26	84,922.69
T780	SYSTEM APPLICATION CONSULTANT	731A	1	35.2648	40.00	2,821.18	73,350.65
		731A	2	36.6556	40.00	2,932.45	76,243.58
		731A	3	38.0466	40.00	3,043.73	79,136.86
		731A	4	39.4374	40.00	3,154.99	82,029.79
		731A	5	40.8283	40.00	3,266.26	84,922.69
T158	DESIGN ENGINEER	731B	1	35.2648	40.00	2,821.18	73,350.65
		731B	2	36.6556	40.00	2,932.45	76,243.58
		731B	3	38.0466	40.00	3,043.73	79,136.86
		731B	4	39.4374	40.00	3,154.99	82,029.78
		731B	5	40.8283	40.00	3,266.26	84,922.69
T780	SYSTEM APPLICATION CONSULTANT	731B	1	35.2648	40.00	2,821.18	73,350.65
		731B	2	36.6556	40.00	2,932.45	76,243.58
		731B	3	38.0466	40.00	3,043.73	79,136.86
		731B	4	39.4374	40.00	3,154.99	82,029.79
		731B	5	40.8283	40.00	3,266.26	84,922.69
T781	SYSTEMS PROGRAMMER	731B	1	35.2648	40.00	2,821.18	73,350.65
		731B	2	36.6556	40.00	2,932.45	76,243.58
		731B	3	38.0466	40.00	3,043.73	79,136.86
		731B	4	39.4374	40.00	3,154.99	82,029.78
		731B	5	40.8283	40.00	3,266.26	84,922.69
T065	PUBLIC WORKS PROJECT MANAGER	732B	1	37.6159	37.50	2,821.19	73,351.04
		732B	2	39.0993	37.50	2,932.45	76,243.59
		732B	3	40.5828	37.50	3,043.71	79,136.50
		732B	4	42.0667	37.50	3,155.00	82,030.04
		732B	5	43.5501	37.50	3,266.26	84,922.69

<u>JOB CLASS CODE</u>	<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T702 SENIOR ACCOUNTANT	732B	1	37.6159	37.50	2,821.19	73,351.04
	732B	2	39.0993	37.50	2,932.45	76,243.59
	732B	3	40.5828	37.50	3,043.71	79,136.50
	732B	4	42.0667	37.50	3,155.00	82,030.04
	732B	5	43.5501	37.50	3,266.26	84,922.69
T118 TRAFFIC ENGINEER	732B	1	37.6159	37.50	2,821.19	73,351.04
	732B	2	39.0993	37.50	2,932.45	76,243.59
	732B	3	40.5828	37.50	3,043.71	79,136.50
	732B	4	42.0667	37.50	3,155.00	82,030.04
	732B	5	43.5501	37.50	3,266.26	84,922.69
T221 ENVIRONMENTAL TECH	735A	1	29.4009	40.00	2,352.07	61,153.85
	735A	2	30.8869	40.00	2,470.95	64,244.70
	735A	3	32.4126	40.00	2,593.01	67,418.36
	735A	4	34.0343	40.00	2,722.74	70,791.36
	735A	5	35.7350	40.00	2,858.80	74,328.87
T138 CONSTRUCTION INSPECTOR	740A	1	31.8331	40.00	2,546.65	66,212.98
	740A	2	33.4245	40.00	2,673.96	69,522.98
	740A	3	35.0158	40.00	2,801.26	72,832.67
	740A	4	36.6081	40.00	2,928.65	76,144.79
	740A	5	38.2003	40.00	3,056.02	79,456.54
T997 TECHNICAL SUPPORT SPECIALIST	740B	1	30.1396	40.00	2,411.17	62,690.40
	740B	2	32.1546	40.00	2,572.37	66,881.56
	740B	3	34.1696	40.00	2,733.57	71,072.70
	740B	4	36.1845	40.00	2,894.76	75,263.86
	740B	5	38.2003	40.00	3,056.02	79,456.54

**TOWN OF MANCHESTER - RESIDUAL EMPLOYEES
SALARY SCHEDULE - EFFECTIVE JULY 1, 2017 - JUNE 30, 2018 - 2% INCREASE**

ALL GRADES ENDING IN "A" APPLY TO EMPLOYEES HIRED PRIOR TO 7/1/1999. EMPLOYEES ARE ELIGIBLE TO MOVE TO THE NEXT STEP ON 12-MONTH ANNIVERSARY DATE OF HIRE/PROMOTION.

ALL GRADES ENDING IN "B" APPLY TO EMPLOYEES HIRED ON 7/1/1999 OR AFTER. EMPLOYEES ARE ELIGIBLE TO MOVE TO THE NEXT STEP ON 18-MONTH ANNIVERSARY DATE OF HIRE/PROMOTION.

<u>JOB CLASS CODE</u>	<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T534 PRINT SHOP SUPERVISOR	705A	1	27.8159	37.50	2,086.19	54,240.97
	705A	2	29.2223	37.50	2,191.67	56,983.47
	705A	3	30.6711	37.50	2,300.33	59,808.64
	705A	4	32.2364	37.50	2,417.73	62,860.93
	705A	5	33.8475	37.50	2,538.56	66,002.60
T994 SOCIAL WORKER	705A	1	27.8159	37.50	2,086.19	54,240.97
	705A	2	29.2223	37.50	2,191.67	56,983.47
	705A	3	30.6711	37.50	2,300.33	59,808.64
	705A	4	32.2364	37.50	2,417.73	62,860.93
	705A	5	33.8475	37.50	2,538.56	66,002.60
T840 YOUTH SERVICES COORDINATOR	705A	1	27.8159	37.50	2,086.19	54,240.97
	705A	2	29.2223	37.50	2,191.67	56,983.47
	705A	3	30.6711	37.50	2,300.33	59,808.64
	705A	4	32.2364	37.50	2,417.73	62,860.93
	705A	5	33.8475	37.50	2,538.56	66,002.60
T534 PRINT SHOP SUPERVISOR	707B	1	24.7159	37.50	1,853.69	48,196.06
	707B	2	26.1115	37.50	1,958.36	50,917.26
	707B	3	27.5065	37.50	2,062.99	53,637.79
	707B	4	28.9017	37.50	2,167.63	56,358.26
	707B	5	30.2972	37.50	2,272.29	59,079.46
T841 EARLY CHILDHOOD SPECIALIST	708B	1	27.0665	37.50	2,029.99	52,779.79
	708B	2	28.5348	37.50	2,140.11	55,642.94
	708B	3	30.0039	37.50	2,250.29	58,507.48
	708B	4	31.4723	37.50	2,360.42	61,370.95
	708B	5	32.9409	37.50	2,470.57	64,234.81

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T994	SOCIAL WORKER	708B	1	27.0665	37.50	2,029.99	52,779.79
		708B	2	28.5348	37.50	2,140.11	55,642.94
		708B	3	30.0039	37.50	2,250.29	58,507.48
		708B	4	31.4723	37.50	2,360.42	61,370.95
		708B	5	32.9409	37.50	2,470.57	64,234.81
T840	YOUTH SERVICES COORDINATOR	708B	1	27.0665	37.50	2,029.99	52,779.79
		708B	2	28.5348	37.50	2,140.11	55,642.94
		708B	3	30.0039	37.50	2,250.29	58,507.48
		708B	4	31.4723	37.50	2,360.42	61,370.95
		708B	5	32.9409	37.50	2,470.57	64,234.81
T086	BUYER	710A	1	29.4941	37.50	2,212.06	57,513.60
		710A	2	31.5751	37.50	2,368.13	61,571.46
		710A	3	33.6609	37.50	2,524.57	65,638.90
		710A	4	35.7441	37.50	2,680.81	69,701.02
		710A	5	37.8276	37.50	2,837.07	73,763.81
T926	ASSISTANT ASSESSOR	712B	1	29.4941	37.50	2,212.06	57,513.60
		712B	2	31.5751	37.50	2,368.13	61,571.46
		712B	3	33.6609	37.50	2,524.57	65,638.90
		712B	4	35.7441	37.50	2,680.81	69,701.02
		712B	5	37.8281	37.50	2,837.11	73,764.88
T031	ASSISTANT COLLECTOR OF REVENUE	712B	1	29.4941	37.50	2,212.06	57,513.60
		712B	2	31.5751	37.50	2,368.13	61,571.46
		712B	3	33.6609	37.50	2,524.57	65,638.90
		712B	4	35.7441	37.50	2,680.81	69,701.02
		712B	5	37.8281	37.50	2,837.11	73,764.88
T086	BUYER	712B	1	29.4941	37.50	2,212.06	57,513.60
		712B	2	31.5751	37.50	2,368.13	61,571.46
		712B	3	33.6609	37.50	2,524.57	65,638.90
		712B	4	35.7441	37.50	2,680.81	69,701.02
		712B	5	37.8281	37.50	2,837.11	73,764.88

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T529 SENIOR PLANNER		712B	1	29.4941	37.50	2,212.06	57,513.60
		712B	2	31.5751	37.50	2,368.13	61,571.46
		712B	3	33.6609	37.50	2,524.57	65,638.90
		712B	4	35.7441	37.50	2,680.81	69,701.02
		712B	5	37.8281	37.50	2,837.11	73,764.88
T028 ASSISTANT CHIEF BLDG INSPECTOR		713B	1	27.6511	37.50	2,073.83	53,919.52
		713B	2	29.6017	37.50	2,220.13	57,723.32
		713B	3	31.5571	37.50	2,366.78	61,536.30
		713B	4	33.5101	37.50	2,513.26	65,344.73
		713B	5	35.4640	37.50	2,659.80	69,154.91
T181 ENVIRON PLNR/WETLANDS AGENT		713B	1	27.6511	37.50	2,073.83	53,919.52
		713B	2	29.6017	37.50	2,220.13	57,723.32
		713B	3	31.5571	37.50	2,366.78	61,536.30
		713B	4	33.5101	37.50	2,513.26	65,344.73
		713B	5	35.4640	37.50	2,659.80	69,154.91
T680 ZONING ENFORCEMENT OFF		713B	1	27.6511	37.50	2,073.83	53,919.52
		713B	2	29.6017	37.50	2,220.13	57,723.32
		713B	3	31.5571	37.50	2,366.78	61,536.30
		713B	4	33.5101	37.50	2,513.26	65,344.73
		713B	5	35.4640	37.50	2,659.80	69,154.91
T138 CONSTRUCTION INSPECTOR		714B	1	27.2826	40.00	2,182.61	56,747.87
		714B	2	28.4969	40.00	2,279.75	59,273.58
		714B	3	29.7115	40.00	2,376.92	61,799.95
		714B	4	30.9261	40.00	2,474.09	64,326.37
		714B	5	32.1409	40.00	2,571.27	66,853.13
T221 ENVIRONMENTAL TECH		714B	1	27.2826	40.00	2,182.61	56,747.87
		714B	2	28.4969	40.00	2,279.75	59,273.58
		714B	3	29.7115	40.00	2,376.92	61,799.95
		714B	4	30.9261	40.00	2,474.09	64,326.37
		714B	5	32.1409	40.00	2,571.27	66,853.13

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T715	GIS TECHNICIAN I	714B	1	27.2826	40.00	2,182.61	56,747.87
		714B	2	28.4969	40.00	2,279.75	59,273.58
		714B	3	29.7115	40.00	2,376.92	61,799.95
		714B	4	30.9261	40.00	2,474.09	64,326.37
		714B	5	32.1409	40.00	2,571.27	66,853.13
T180	COMMUNITY DEV. PRGM MANAGER	715A	1	28.7773	37.50	2,158.30	56,115.92
		715A	2	30.8329	37.50	2,312.47	60,124.09
		715A	3	32.8881	37.50	2,466.61	64,131.91
		715A	4	34.9440	37.50	2,620.80	68,140.79
		715A	5	36.9993	37.50	2,774.95	72,148.62
T750	RECREATION SUPERVISOR	715A	1	28.7774	40.00	2,302.19	59,856.92
		715A	2	30.8329	40.00	2,466.63	64,132.27
		715A	3	32.8881	40.00	2,631.05	68,407.30
		715A	4	34.9439	40.00	2,795.51	72,683.34
		715A	5	36.9993	40.00	2,959.94	76,958.39
T180	COMMUNITY DEV. PRGM MANAGER	715B	1	28.7773	37.50	2,158.30	56,115.92
		715B	2	30.8329	37.50	2,312.47	60,124.09
		715B	3	32.8881	37.50	2,466.61	64,131.91
		715B	4	34.9440	37.50	2,620.80	68,140.79
		715B	5	36.9993	37.50	2,774.95	72,148.75
T760	TRAINING WEBSITE SPECIALIST	716A	1	28.7774	40.00	2,302.19	59,856.92
		716A	2	30.8329	40.00	2,466.63	64,132.27
		716A	3	32.8881	40.00	2,631.05	68,407.30
		716A	4	34.9439	40.00	2,795.51	72,683.34
		716A	5	36.9993	40.00	2,959.94	76,958.39
T750	RECREATION SUPERVISOR	716B	1	28.7774	40.00	2,302.19	59,856.92
		716B	2	30.8329	40.00	2,466.63	64,132.27
		716B	3	32.8881	40.00	2,631.05	68,407.30
		716B	4	34.9439	40.00	2,795.51	72,683.34
		716B	5	36.9993	40.00	2,959.94	76,958.39

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T760	TRAINING WEBSITE SPECIALIST	716B	1	28.7774	40.00	2,302.19	59,856.92
		716B	2	30.8329	40.00	2,466.63	64,132.27
		716B	3	32.8881	40.00	2,631.05	68,407.30
		716B	4	34.9439	40.00	2,795.51	72,683.34
		716B	5	36.9993	40.00	2,959.94	76,958.39
T926	ASSISTANT ASSESSOR	720A	1	34.6343	37.50	2,597.57	67,536.89
		720A	2	36.3660	37.50	2,727.45	70,913.82
		720A	3	38.0979	37.50	2,857.34	74,290.76
		720A	4	39.8296	37.50	2,987.22	77,667.69
		720A	5	41.5612	37.50	3,117.09	81,044.26
T028	ASSISTANT CHIEF BLDG INSPECTOR	720A	1	34.6343	37.50	2,597.57	67,536.89
		720A	2	36.3660	37.50	2,727.45	70,913.82
		720A	3	38.0979	37.50	2,857.34	74,290.76
		720A	4	39.8296	37.50	2,987.22	77,667.69
		720A	5	41.5612	37.50	3,117.09	81,044.26
T031	ASSISTANT COLLECTOR OF REVENUE	720A	1	34.6343	37.50	2,597.57	67,536.89
		720A	2	36.3660	37.50	2,727.45	70,913.82
		720A	3	38.0979	37.50	2,857.34	74,290.76
		720A	4	39.8296	37.50	2,987.22	77,667.69
		720A	5	41.5612	37.50	3,117.09	81,044.26
T529	SENIOR PLANNER	720A	1	34.6343	37.50	2,597.57	67,536.89
		720A	2	36.3660	37.50	2,727.45	70,913.82
		720A	3	38.0979	37.50	2,857.34	74,290.76
		720A	4	39.8296	37.50	2,987.22	77,667.69
		720A	5	41.5612	37.50	3,117.09	81,044.26
T680	ZONING ENFORCEMENT OFF	720A	1	34.6343	37.50	2,597.57	67,536.89
		720A	2	36.3660	37.50	2,727.45	70,913.82
		720A	3	38.0979	37.50	2,857.34	74,290.76
		720A	4	39.8296	37.50	2,987.22	77,667.69
		720A	5	41.5612	37.50	3,117.09	81,044.26

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T706	ACCOUNTANT	725A	1	36.0765	37.50	2,705.74	70,349.30
		725A	2	37.8817	37.50	2,841.12	73,869.22
		725A	3	39.6861	37.50	2,976.46	77,388.08
		725A	4	41.4888	37.50	3,111.66	80,903.04
		725A	5	43.2939	37.50	3,247.04	84,422.94
T910	TECH SVC PROJECT LEADER	726A	1	33.8218	40.00	2,705.74	70,349.30
		726A	2	35.5143	40.00	2,841.14	73,869.56
		726A	3	37.2056	40.00	2,976.45	77,387.72
		726A	4	38.8958	40.00	3,111.66	80,903.04
		726A	5	40.5878	40.00	3,247.02	84,422.60
T706	ACCOUNTANT	727B	1	35.1112	37.50	2,633.34	68,466.89
		727B	2	36.8683	37.50	2,765.12	71,893.15
		727B	3	38.6241	37.50	2,896.81	75,316.93
		727B	4	40.3788	37.50	3,028.41	78,738.56
		727B	5	42.1352	37.50	3,160.14	82,163.74
T114	CIVIL ENGINEER	728B	1	32.9164	40.00	2,633.31	68,466.16
		728B	2	34.5643	40.00	2,765.14	71,893.52
		728B	3	36.2101	40.00	2,896.81	75,316.93
		728B	4	37.8553	40.00	3,028.42	78,738.91
		728B	5	39.5018	40.00	3,160.14	82,163.74
T725	GIS TECHNICIAN II	728B	1	32.9164	40.00	2,633.31	68,466.16
		728B	2	34.5643	40.00	2,765.14	71,893.52
		728B	3	36.2101	40.00	2,896.81	75,316.93
		728B	4	37.8553	40.00	3,028.42	78,738.91
		728B	5	39.5018	40.00	3,160.14	82,163.74
T910	TECH SVC PROJECT LEADER	728B	1	32.9164	40.00	2,633.31	68,466.16
		728B	2	34.5643	40.00	2,765.14	71,893.52
		728B	3	36.2101	40.00	2,896.81	75,316.93
		728B	4	37.8553	40.00	3,028.42	78,738.91
		728B	5	39.5018	40.00	3,160.14	82,163.74

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T702 SENIOR ACCOUNTANT		730A	1	38.3683	37.50	2,877.62	74,818.04
		730A	2	39.8812	37.50	2,991.09	77,768.46
		730A	3	41.3945	37.50	3,104.59	80,719.23
		730A	4	42.9081	37.50	3,218.11	83,670.74
		730A	5	44.4211	37.50	3,331.58	86,621.14
T780 SYSTEM APPLICATION CONSULTANT		731A	1	35.9700	40.00	2,877.60	74,817.66
		731A	2	37.3886	40.00	2,991.09	77,768.45
		731A	3	38.8075	40.00	3,104.60	80,719.60
		731A	4	40.2261	40.00	3,218.09	83,670.39
		731A	5	41.6448	40.00	3,331.58	86,621.14
T158 DESIGN ENGINEER		731B	1	35.9700	40.00	2,877.60	74,817.66
		731B	2	37.3886	40.00	2,991.09	77,768.45
		731B	3	38.8075	40.00	3,104.60	80,719.60
		731B	4	40.2261	40.00	3,218.09	83,670.39
		731B	5	41.6448	40.00	3,331.58	86,621.14
T780 SYSTEM APPLICATION CONSULTANT		731B	1	35.9700	40.00	2,877.60	74,817.66
		731B	2	37.3886	40.00	2,991.09	77,768.45
		731B	3	38.8075	40.00	3,104.60	80,719.60
		731B	4	40.2261	40.00	3,218.09	83,670.39
		731B	5	41.6448	40.00	3,331.58	86,621.14
T781 SYSTEMS PROGRAMMER		731B	1	35.9700	40.00	2,877.60	74,817.66
		731B	2	37.3886	40.00	2,991.09	77,768.45
		731B	3	38.8075	40.00	3,104.60	80,719.60
		731B	4	40.2261	40.00	3,218.09	83,670.39
		731B	5	41.6448	40.00	3,331.58	86,621.14
T065 PUBLIC WORKS PROJECT MANAGER		732B	1	38.3683	37.50	2,877.62	74,818.06
		732B	2	39.8812	37.50	2,991.09	77,768.46
		732B	3	41.3945	37.50	3,104.59	80,719.23
		732B	4	42.9080	37.50	3,218.10	83,670.64
		732B	5	44.4211	37.50	3,331.58	86,621.14

<u>JOB CLASS CODE</u>	<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T702 SENIOR ACCOUNTANT	732B	1	38.3683	37.50	2,877.62	74,818.06
	732B	2	39.8812	37.50	2,991.09	77,768.46
	732B	3	41.3945	37.50	3,104.59	80,719.23
	732B	4	42.9080	37.50	3,218.10	83,670.64
	732B	5	44.4211	37.50	3,331.58	86,621.14
T118 TRAFFIC ENGINEER	732B	1	38.3683	37.50	2,877.62	74,818.06
	732B	2	39.8812	37.50	2,991.09	77,768.46
	732B	3	41.3945	37.50	3,104.59	80,719.23
	732B	4	42.9080	37.50	3,218.10	83,670.64
	732B	5	44.4211	37.50	3,331.58	86,621.14
T221 ENVIRONMENTAL TECH	735A	1	29.9889	40.00	2,399.11	62,376.93
	735A	2	31.5046	40.00	2,520.37	65,529.59
	735A	3	33.0609	40.00	2,644.87	68,766.73
	735A	4	34.7150	40.00	2,777.20	72,207.19
	735A	5	36.4498	40.00	2,915.98	75,815.45
T138 CONSTRUCTION INSPECTOR	740A	1	32.4699	40.00	2,597.59	67,537.24
	740A	2	34.0930	40.00	2,727.44	70,913.44
	740A	3	35.7160	40.00	2,857.28	74,289.32
	740A	4	37.3403	40.00	2,987.22	77,667.69
	740A	5	38.9643	40.00	3,117.14	81,045.67
T997 TECHNICAL SUPPORT SPECIALIST	740B	1	30.7424	40.00	2,459.39	63,944.21
	740B	2	32.7978	40.00	2,623.81	68,219.19
	740B	3	34.8530	40.00	2,788.24	72,494.15
	740B	4	36.9083	40.00	2,952.66	76,769.14
	740B	5	38.9643	40.00	3,117.14	81,045.67

**TOWN OF MANCHESTER - RESIDUAL EMPLOYEES
SALARY SCHEDULE - EFFECTIVE JULY 1, 2018 - JUNE 30, 2019 - 2% INCREASE**

ALL GRADES ENDING IN "A" APPLY TO EMPLOYEES HIRED PRIOR TO 7/1/1999. EMPLOYEES ARE ELIGIBLE TO MOVE TO THE NEXT STEP ON 12-MONTH ANNIVERSARY DATE OF HIRE/PROMOTION.

ALL GRADES ENDING IN "B" APPLY TO EMPLOYEES HIRED ON 7/1/1999 OR AFTER. EMPLOYEES ARE ELIGIBLE TO MOVE TO THE NEXT STEP ON 18-MONTH ANNIVERSARY DATE OF HIRE/PROMOTION.

<u>JOB CLASS CODE</u>	<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T534 PRINT SHOP SUPERVISOR	705A	1	28.3721	37.50	2,086.19	55,325.79
	705A	2	29.8068	37.50	2,191.67	58,123.14
	705A	3	31.2845	37.50	2,300.33	61,004.81
	705A	4	32.8811	37.50	2,417.73	64,118.15
	705A	5	34.5244	37.50	2,538.56	67,322.65
T994 SOCIAL WORKER	705A	1	28.3721	37.50	2,086.19	55,325.79
	705A	2	29.8068	37.50	2,191.67	58,123.14
	705A	3	31.2845	37.50	2,300.33	61,004.81
	705A	4	32.8811	37.50	2,417.73	64,118.15
	705A	5	34.5244	37.50	2,538.56	67,322.65
T840 YOUTH SERVICES COORDINATOR	705A	1	28.3721	37.50	2,086.19	55,325.79
	705A	2	29.8068	37.50	2,191.67	58,123.14
	705A	3	31.2845	37.50	2,300.33	61,004.81
	705A	4	32.8811	37.50	2,417.73	64,118.15
	705A	5	34.5244	37.50	2,538.56	67,322.65
T534 PRINT SHOP SUPERVISOR	707B	1	25.2103	37.50	1,853.69	49,159.98
	707B	2	26.6336	37.50	1,958.36	51,935.61
	707B	3	28.0567	37.50	2,062.99	54,710.55
	707B	4	29.4797	37.50	2,167.63	57,485.43
	707B	5	30.9031	37.50	2,272.29	60,261.05
T841 EARLY CHILDHOOD SPECIALIST	708B	1	27.6079	37.50	2,029.99	53,835.39
	708B	2	29.1056	37.50	2,140.11	56,755.80
	708B	3	30.6039	37.50	2,250.29	59,677.63
	708B	4	32.1017	37.50	2,360.42	62,598.37
	708B	5	33.5997	37.50	2,470.57	65,519.51

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T994	SOCIAL WORKER	708B	1	27.6079	37.50	2,029.99	53,835.39
		708B	2	29.1056	37.50	2,140.11	56,755.80
		708B	3	30.6039	37.50	2,250.29	59,677.63
		708B	4	32.1017	37.50	2,360.42	62,598.37
		708B	5	33.5997	37.50	2,470.57	65,519.51
T840	YOUTH SERVICES COORDINATOR	708B	1	27.6079	37.50	2,029.99	53,835.39
		708B	2	29.1056	37.50	2,140.11	56,755.80
		708B	3	30.6039	37.50	2,250.29	59,677.63
		708B	4	32.1017	37.50	2,360.42	62,598.37
		708B	5	33.5997	37.50	2,470.57	65,519.51
T086	BUYER	710A	1	30.0840	37.50	2,212.06	58,663.87
		710A	2	32.2067	37.50	2,368.13	62,802.89
		710A	3	34.3341	37.50	2,524.57	66,951.68
		710A	4	36.4589	37.50	2,680.81	71,095.04
		710A	5	38.5841	37.50	2,837.07	75,239.09
T926	ASSISTANTASSESSOR	712B	1	30.0840	37.50	2,212.06	58,663.87
		712B	2	32.2067	37.50	2,368.13	62,802.89
		712B	3	34.3341	37.50	2,524.57	66,951.68
		712B	4	36.4589	37.50	2,680.81	71,095.04
		712B	5	38.5847	37.50	2,837.11	75,240.18
T031	ASSISTANT COLLECTOR OF REVENUE	712B	1	30.0840	37.50	2,212.06	58,663.87
		712B	2	32.2067	37.50	2,368.13	62,802.89
		712B	3	34.3341	37.50	2,524.57	66,951.68
		712B	4	36.4589	37.50	2,680.81	71,095.04
		712B	5	38.5847	37.50	2,837.11	75,240.18
T086	BUYER	712B	1	30.0840	37.50	2,212.06	58,663.87
		712B	2	32.2067	37.50	2,368.13	62,802.89
		712B	3	34.3341	37.50	2,524.57	66,951.68
		712B	4	36.4589	37.50	2,680.81	71,095.04
		712B	5	38.5847	37.50	2,837.11	75,240.18

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T529	SENIOR PLANNER	712B	1	30.0840	37.50	2,212.06	58,663.87
		712B	2	32.2067	37.50	2,368.13	62,802.89
		712B	3	34.3341	37.50	2,524.57	66,951.68
		712B	4	36.4589	37.50	2,680.81	71,095.04
		712B	5	38.5847	37.50	2,837.11	75,240.18
T028	ASSISTANT CHIEF BLDG INSPECTOR	713B	1	28.2040	37.50	2,073.83	54,997.91
		713B	2	30.1937	37.50	2,220.13	58,877.79
		713B	3	32.1883	37.50	2,366.78	62,767.03
		713B	4	34.1803	37.50	2,513.26	66,651.62
		713B	5	36.1733	37.50	2,659.80	70,538.01
T181	ENVIRON PLNR/WETLANDS AGENT	713B	1	28.2040	37.50	2,073.83	54,997.91
		713B	2	30.1937	37.50	2,220.13	58,877.79
		713B	3	32.1883	37.50	2,366.78	62,767.03
		713B	4	34.1803	37.50	2,513.26	66,651.63
		713B	5	36.1733	37.50	2,659.80	70,538.01
T680	ZONING ENFORCEMENT OFF	713B	1	28.2040	37.50	2,073.83	54,997.91
		713B	2	30.1937	37.50	2,220.13	58,877.79
		713B	3	32.1882	37.50	2,366.78	62,767.03
		713B	4	34.1803	37.50	2,513.26	66,651.62
		713B	5	36.1733	37.50	2,659.80	70,538.01
T138	CONSTRUCTION INSPECTOR	714B	1	27.8283	40.00	2,182.61	57,882.83
		714B	2	29.0669	40.00	2,279.75	60,459.05
		714B	3	30.3058	40.00	2,376.92	63,035.95
		714B	4	31.5446	40.00	2,474.09	65,612.90
		714B	5	32.7838	40.00	2,571.27	68,190.19
T221	ENVIRONMENTAL TECH	714B	1	27.8283	40.00	2,182.61	57,882.83
		714B	2	29.0669	40.00	2,279.75	60,459.05
		714B	3	30.3058	40.00	2,376.92	63,035.95
		714B	4	31.5446	40.00	2,474.09	65,612.90
		714B	5	32.7838	40.00	2,571.27	68,190.19

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T715	GIS TECHNICIAN I	714B	1	27.8283	40.00	2,182.61	57,882.83
		714B	2	29.0669	40.00	2,279.75	60,459.05
		714B	3	30.3058	40.00	2,376.92	63,035.95
		714B	4	31.5446	40.00	2,474.09	65,612.90
		714B	5	32.7838	40.00	2,571.27	68,190.19
T180	COMMUNITY DEV. PRGM MANAGER	715A	1	29.3529	37.50	2,158.30	57,238.24
		715A	2	31.4495	37.50	2,312.47	61,326.57
		715A	3	33.5459	37.50	2,466.61	65,414.55
		715A	4	35.6429	37.50	2,620.80	69,503.61
		715A	5	37.7393	37.50	2,774.95	73,591.59
T750	RECREATION SUPERVISOR	715A	1	29.3529	40.00	2,302.19	61,054.06
		715A	2	31.4495	40.00	2,466.63	65,414.92
		715A	3	33.5459	40.00	2,631.05	69,775.45
		715A	4	35.6428	40.00	2,795.51	74,137.01
		715A	5	37.7392	40.00	2,959.94	78,497.56
T180	COMMUNITY DEV. PRGM MANAGER	715B	1	29.3529	37.50	2,158.30	57,238.24
		715B	2	31.4495	37.50	2,312.47	61,326.57
		715B	3	33.5459	37.50	2,466.61	65,414.55
		715B	4	35.6429	37.50	2,620.80	69,503.61
		715B	5	37.7393	37.50	2,774.95	73,591.73
T760	TRAINING WEBSITE SPECIALIST	716A	1	29.3529	40.00	2,302.19	61,054.06
		716A	2	31.4495	40.00	2,466.63	65,414.92
		716A	3	33.5459	40.00	2,631.05	69,775.45
		716A	4	35.6428	40.00	2,795.51	74,137.01
		716A	5	37.7393	40.00	2,959.94	78,497.56
T750	RECREATION SUPERVISOR	716B	1	29.3529	40.00	2,302.19	61,054.06
		716B	2	31.4495	40.00	2,466.63	65,414.92
		716B	3	33.5459	40.00	2,631.05	69,775.45
		716B	4	35.6428	40.00	2,795.51	74,137.01
		716B	5	37.7393	40.00	2,959.94	78,497.56

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T760	TRAINING WEBSITE SPECIALIST	716B	1	29.3529	40.00	2,302.19	61,054.06
		716B	2	31.4495	40.00	2,466.63	65,414.92
		716B	3	33.5459	40.00	2,631.05	69,775.45
		716B	4	35.6428	40.00	2,795.51	74,137.01
		716B	5	37.7393	40.00	2,959.94	78,497.56
T926	ASSISTANT ASSESSOR	720A	1	35.3269	37.50	2,597.57	68,887.63
		720A	2	37.0933	37.50	2,727.45	72,332.10
		720A	3	38.8597	37.50	2,857.34	75,776.58
		720A	4	40.6261	37.50	2,987.22	79,221.04
		720A	5	42.3924	37.50	3,117.09	82,665.15
T028	ASSISTANT CHIEF BLDG INSPECTOR	720A	1	35.3269	37.50	2,597.57	68,887.63
		720A	2	37.0933	37.50	2,727.45	72,332.10
		720A	3	38.8597	37.50	2,857.34	75,776.58
		720A	4	40.6261	37.50	2,987.22	79,221.04
		720A	5	42.3924	37.50	3,117.09	82,665.15
T031	ASSISTANT COLLECTOR OF REVENUE	720A	1	35.3269	37.50	2,597.57	68,887.63
		720A	2	37.0933	37.50	2,727.45	72,332.10
		720A	3	38.8597	37.50	2,857.34	75,776.58
		720A	4	40.6261	37.50	2,987.22	79,221.04
		720A	5	42.3924	37.50	3,117.09	82,665.15
T529	SENIOR PLANNER	720A	1	35.3269	37.50	2,597.57	68,887.63
		720A	2	37.0933	37.50	2,727.45	72,332.10
		720A	3	38.8597	37.50	2,857.34	75,776.58
		720A	4	40.6261	37.50	2,987.22	79,221.04
		720A	5	42.3924	37.50	3,117.09	82,665.15
T680	ZONING ENFORCEMENT OFF	720A	1	35.3269	37.50	2,597.57	68,887.63
		720A	2	37.0933	37.50	2,727.45	72,332.10
		720A	3	38.8597	37.50	2,857.34	75,776.58
		720A	4	40.6261	37.50	2,987.22	79,221.04
		720A	5	42.3924	37.50	3,117.09	82,665.15

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T706	ACCOUNTANT	725A	1	36.7981	37.50	2,705.74	71,756.29
		725A	2	38.6393	37.50	2,841.12	75,346.60
		725A	3	40.4799	37.50	2,976.46	78,935.84
		725A	4	42.3185	37.50	3,111.66	82,521.10
		725A	5	44.1597	37.50	3,247.04	86,111.40
T910	TECH SVC PROJECT LEADER	726A	1	34.4983	40.00	2,705.74	71,756.29
		726A	2	36.2245	40.00	2,841.14	75,346.95
		726A	3	37.9498	40.00	2,976.45	78,935.47
		726A	4	39.6736	40.00	3,111.66	82,521.10
		726A	5	41.3995	40.00	3,247.02	86,111.05
T706	ACCOUNTANT	727B	1	35.8135	37.50	2,633.34	69,836.23
		727B	2	37.6056	37.50	2,765.12	73,331.01
		727B	3	39.3965	37.50	2,896.81	76,823.27
		727B	4	41.1863	37.50	3,028.41	80,313.33
		727B	5	42.9780	37.50	3,160.14	83,807.01
T114	CIVIL ENGINEER	728B	1	33.5748	40.00	2,633.31	69,835.48
		728B	2	35.2555	40.00	2,765.14	73,331.39
		728B	3	36.9343	40.00	2,896.81	76,823.27
		728B	4	38.6124	40.00	3,028.42	80,313.69
		728B	5	40.2919	40.00	3,160.14	83,807.01
T725	GIS TECHNICIAN II	728B	1	33.5748	40.00	2,633.31	69,835.48
		728B	2	35.2555	40.00	2,765.14	73,331.39
		728B	3	36.9343	40.00	2,896.81	76,823.27
		728B	4	38.6124	40.00	3,028.42	80,313.69
		728B	5	40.2919	40.00	3,160.14	83,807.01
T910	TECH SVC PROJECT LEADER	728B	1	33.5748	40.00	2,633.31	69,835.48
		728B	2	35.2555	40.00	2,765.14	73,331.39
		728B	3	36.9343	40.00	2,896.81	76,823.27
		728B	4	38.6124	40.00	3,028.42	80,313.69
		728B	5	40.2919	40.00	3,160.14	83,807.01

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T702	SENIOR ACCOUNTANT	730A	1	39.1356	37.50	2,877.62	76,314.40
		730A	2	40.6789	37.50	2,991.09	79,323.83
		730A	3	42.2224	37.50	3,104.59	82,333.61
		730A	4	43.7663	37.50	3,218.11	85,344.15
		730A	5	45.3095	37.50	3,331.58	88,353.56
T780	SYSTEM APPLICATION CONSULTANT	731A	1	36.6894	40.00	2,877.60	76,314.01
		731A	2	38.1365	40.00	2,991.09	79,323.82
		731A	3	39.5836	40.00	3,104.60	82,333.99
		731A	4	41.0306	40.00	3,218.09	85,343.80
		731A	5	42.4776	40.00	3,331.58	88,353.56
T158	DESIGN ENGINEER	731B	1	36.6894	40.00	2,877.60	76,314.01
		731B	2	38.1365	40.00	2,991.09	79,323.82
		731B	3	39.5836	40.00	3,104.60	82,333.99
		731B	4	41.0306	40.00	3,218.09	85,343.80
		731B	5	42.4776	40.00	3,331.58	88,353.56
T780	SYSTEM APPLICATION CONSULTANT	731B	1	36.6894	40.00	2,877.60	76,314.01
		731B	2	38.1365	40.00	2,991.09	79,323.82
		731B	3	39.5836	40.00	3,104.60	82,333.99
		731B	4	41.0306	40.00	3,218.09	85,343.80
		731B	5	42.4776	40.00	3,331.58	88,353.56
T781	SYSTEMS PROGRAMMER	731B	1	36.6894	40.00	2,877.60	76,314.01
		731B	2	38.1365	40.00	2,991.09	79,323.82
		731B	3	39.5836	40.00	3,104.60	82,333.99
		731B	4	41.0306	40.00	3,218.09	85,343.80
		731B	5	42.4776	40.00	3,331.58	88,353.56
T065	PUBLIC WORKS PROJECT MANAGER	732B	1	39.1356	37.50	2,877.62	76,314.42
		732B	2	40.6789	37.50	2,991.09	79,323.83
		732B	3	42.2224	37.50	3,104.59	82,333.61
		732B	4	43.7661	37.50	3,218.10	85,344.05
		732B	5	45.3095	37.50	3,331.58	88,353.56

<u>JOB CLASS CODE</u>		<u>GRADE</u>	<u>STEP</u>	<u>HOURLY RATE</u>	<u>HOURS PER WEEK</u>	<u>BI-WEEKLY</u>	<u>ANNUAL</u>
T702 SENIOR ACCOUNTANT		732B	1	39.1356	37.50	2,877.62	76,314.42
		732B	2	40.6789	37.50	2,991.09	79,323.83
		732B	3	42.2224	37.50	3,104.59	82,333.61
		732B	4	43.7662	37.50	3,218.10	85,344.06
		732B	5	45.3095	37.50	3,331.58	88,353.56
T118 TRAFFIC ENGINEER		732B	1	39.1356	37.50	2,877.62	76,314.42
		732B	2	40.6789	37.50	2,991.09	79,323.83
		732B	3	42.2224	37.50	3,104.59	82,333.61
		732B	4	43.7661	37.50	3,218.10	85,344.05
		732B	5	45.3095	37.50	3,331.58	88,353.56
T221 ENVIRONMENTAL TECH		735A	1	30.5886	40.00	2,399.11	63,624.47
		735A	2	32.1348	40.00	2,520.37	66,840.18
		735A	3	33.7221	40.00	2,644.87	70,142.06
		735A	4	35.4093	40.00	2,777.20	73,651.33
		735A	5	37.1788	40.00	2,915.98	77,331.76
T138 CONSTRUCTION INSPECTOR		740A	1	33.1193	40.00	2,597.59	68,887.98
		740A	2	34.7749	40.00	2,727.44	72,331.71
		740A	3	36.4304	40.00	2,857.28	75,775.11
		740A	4	38.0870	40.00	2,987.22	79,221.04
		740A	5	39.7435	40.00	3,117.14	82,666.58
T997 TECHNICAL SUPPORT SPECIALIST		740B	1	31.3573	40.00	2,459.39	65,223.09
		740B	2	33.4536	40.00	2,623.81	69,583.57
		740B	3	35.5500	40.00	2,788.24	73,944.03
		740B	4	37.6464	40.00	2,952.66	78,304.52
		740B	5	39.7435	40.00	3,117.14	82,666.58

APPENDIX B

HEALTH BENEFIT PLAN SUMMARIES

MATRIX CIGNA HDHP-HSA RESIDUAL

Town of Manchester, Connecticut

BENEFIT	High Deductible Health Plan/ Health Savings Account	BENEFIT	High Deductible Health Plan/ Health Savings Account
Costshares	Deductible - \$2,000/\$4,000	Inpatient Hospital	Covered 100% after plan deductible met
	Coinurance - 100% after plan deductible met for in network services	General/Medical/Surgical/ Maternity (Semi-private)	
	\$4,000/\$8,000 out of pocket maximum	Ancillary Services	Covered 100% after plan deductible met
	Coinurance - 80% after plan deductible met for out of network services	Medication, Supplies	
	Employer Contribution	Psychiatric	Covered 100% after plan deductible met Unlimited days
	\$1,000 single coverage	Substance Abuse/Detox	Covered 100% after plan deductible met Unlimited days
	\$2,000 double or family coverage	Skilled Nursing/Rehabilitation Facility	Covered 100% after plan deductible met Covered up to 180 days per calendar year
	Lifetime Maximum In-Network - Unlimited	Hospice	Covered 100% after plan deductible met
	Lifetime Maximum Out-Of-Network - Unlimited	Outpatient Hospital	
Preventive Care		Outpatient Surgery	Covered 100% after plan deductible met (Prior Authorization Required)
Pediatric	Covered	Facility Charges	
Adult	Covered	Diagnostic Lab & X-ray	Covered 100% after plan deductible met
Hearing	Covered Screening part of physical exam	Pre-Admission Testing	Covered 100% after plan deductible met
Gynecological	Covered	Other Services	
Medical Services		Durable Medical Equipment	Covered 100% after plan deductible met
Medical Office Visit	Covered 100% after plan deductible met	Prosthetics	Covered 100% after plan deductible met
Outpatient PT/OT/ST/Chiro.	Covered 100% after plan deductible met 60 Combined Days per calendar year per member	Home Health Care	Covered 100% after plan deductible met Unlimited days (Prior Authorization Required)
Allergy Services	Covered 100% after plan deductible met	Vision	Covered 100% after plan deductible met Covered once every 24 months
Diagnostic Lab & X-ray	Covered 100% after plan deductible met	Prescriptions	Rx copays apply after the deductible is met (\$5/\$20/\$30 effective 7/1/2016 (\$5/\$20/\$35 Effective 7/1/2017 Three Tier Formulary RX Rider
Inpatient Medical Services	Covered 100% after plan deductible met	* All benefits listed are for In-Network. For Out-of-Network benefits, please refer to your Employee Benefit Summary.	
Surgery Fees	Covered 100% after plan deductible met	** Plan is Non-Gatekeeper. No referrals are required. No primary care physician is required.	
Office Surgery	Covered 100% after plan deductible met	INFERTILITY: Coverage is subject to a \$5,000 lifetime maximum	
Outpatient MH/SA	Covered 100% after plan deductible met	ELIGIBILITY: Effective July 1, 2010 dependent children covered to age 26 for medical and prescription plans due to the passing of the Health Care Reform Act of March 30, 2010.	
Emergency Care			
Emergency Room	Covered 100% after plan deductible met		
Urgent Care	Covered 100% after plan deductible met		
Ambulance	Covered 100% after plan deductible met		

MATRIX CIGNA RESIDUAL 7-1-2016

Town of Manchester, Connecticut

BENEFIT	OAP Preferred	OAP Plus	OAP Plan	OAP Basic
Costshares	<i>Only employees hired prior to 7/1/2001</i> In-Network services subject to copays Out-of-Network services subject to deductible and coinsurance; balance billing allowed	In-Network services subject to copays Out-of-Network services subject to deductible and coinsurance; balance billing allowed	In-Network services subject to copays Out-of-Network services subject to deductible and coinsurance; balance billing allowed	In-Network services subject to copays
	\$20 Office Visit Copay \$75 Emergency Room Copay	\$10 Office Visit Copay Effective 7/1/2016 \$15 Office Visit Copay Effective 7/1/2017 \$75 Emergency Room Copay	\$10 Office Visit Copay Effective 7/1/2016 \$15 Office Visit Copay Effective 7/1/2017 \$75 Emergency Room Copay	\$10 Office Visit Copay Effective 7/1/2016 \$15 Office Visit Copay Effective 7/1/2017 \$75 Emergency Room Copay
	Deductible - \$250/\$500/\$750 Coinsurance - 70% \$1,750/\$3,500/\$5,250 OOP Max	Deductible - \$250/\$750 Coinsurance - 80% \$1,500/\$4,500 OOP Max	Deductible - \$250/\$750 Coinsurance - 80% \$1,500/\$4,500 OOP Max	Lifetime Maximum In-Network - Unlimited Lifetime Maximum Out-Of-Network - Unlimited
	Lifetime Maximum In-Network - Unlimited Lifetime Maximum Out-Of-Network - Unlimited	Lifetime Maximum In-Network - Unlimited Lifetime Maximum Out-Of-Network - Unlimited	Lifetime Maximum In-Network - Unlimited Lifetime Maximum Out-Of-Network - Unlimited	Lifetime Maximum In-Network - Unlimited
Preventive Care				
Pediatric	No Copay	No Copay	No Copay	No Copay
Adult	No Copay	No Copay	No Copay	No Copay
Vision	\$20 Copay Covered once every two years	No Copay Covered once every 24 months	No Copay Covered once every 24 months	No Copay Covered once every 24 months
Hearing	\$20 Copay Covered once every two years	No Copay Screening part of physical exam	No Copay Screening part of physical exam	No Copay Screening part of physical exam
Gynecological	No Copay	No Copay	No Copay	No Copay
Medical Services				
Medical Office Visit	\$20 Copay	Copay based on date of service	Copay based on date of service	Copay based on date of service
Outpatient PT/OT/ST/Chiro.	No Charge 60 Combined Days per calendar year per member	Copay based on date of service 60 Combined Days per calendar year per member	Copay based on date of service 60 Combined Days per calendar year per member	Copay based on date of service 60 Combined Days per calendar year per member
Allergy Services	\$20 Copay for office visits and testing No copay for injections	Copay based on date of service for office visits and testing No copay for injections	Copay based on date of service for office visits and testing No copay for injections	Copay based on date of service for office visits and testing No copay for injections
Diagnostic Lab & X-ray	Covered	Covered	Covered	Covered
Inpatient Medical Services	Covered	Covered	Covered	Covered
Surgery Fees	Covered	Covered	Covered	Covered
Office Surgery	Covered	Covered	Covered	Covered
Outpatient MH/SA	\$20 Copay	Copay based on date of service	Copay based on date of service	Copay based on date of service
Emergency Care				
Emergency Room	\$75 Copay (waived if admitted) Sudden and Serious guidelines	\$75 Copay (waived if admitted) Sudden & Serious Guidelines	\$75 Copay (waived if admitted) Sudden & Serious Guidelines	\$75 Copay (waived if admitted) Sudden & Serious Guidelines
Urgent Care	\$25 Copay	\$25 Copay	\$25 Copay	\$25 Copay
Ambulance	Covered	Covered	Covered	Covered

Matrix CIGNA Residual

7/1/2016

Town of Manchester, Connecticut

BENEFIT	OAP Preferred	OAP Plus	OAP Plan	OAP Basic
Inpatient Hospital				
General Medical/Surgical/ Maternity (Semi-private)	Pre-cert only for Out-of-Network	Pre-cert only for Out-of-Network	Pre-cert only for Out-of-Network	
	\$50 Copay Effective 7/1/2016	\$50 Copay Effective 7/1/2016	\$50 Copay Effective 7/1/2016	\$50 Copay Effective 7/1/2016
	\$100 Copay Effective 7/1/2017	\$100 Copay Effective 7/1/2017	\$100 Copay Effective 7/1/2017	\$100 Copay Effective 7/1/2017
	\$200 Copay Effective 7/1/2018	\$200 Copay Effective 7/1/2018	\$200 Copay Effective 7/1/2018	\$200 Copay Effective 7/1/2018
Ancillary Services Medication, Supplies	Covered	Covered	Covered	Covered
Psychiatric	Unlimited days	Unlimited days	Unlimited days	Unlimited days
Substance Abuse/Detox	Unlimited days	Unlimited days	Unlimited days	Unlimited days
Skilled Nursing/Rehabilitation Facility	Covered up to 180 days per calendar year	Covered up to 180 days per calendar year	Covered up to 180 days per calendar year	Covered up to 180 days per calendar year
Hospice	Covered	Covered	Covered	Covered
Outpatient Hospital				
Outpatient Surgery Facility Charges	\$50 Copay \$100 Copay Effective 7/1/2017 (Prior Authorization Required)	\$50 Copay Effective 7/1/2016 \$100 Copay Effective 7/1/2017 (Prior Authorization Required)	\$50 Copay Effective 7/1/2016 \$100 Copay Effective 7/1/2017 (Prior Authorization Required)	\$50 Copay Effective 7/1/2016 \$100 Copay Effective 7/1/2017 (Prior Authorization Required)
Diagnostic Lab & X-ray	Covered	Covered	Covered	Covered
Pre-Admission Testing	Covered	Covered	Covered	Covered
Other Services				
Durable Medical Equipment	Covered	Covered	Covered	Covered
Prosthetics	Covered	Covered	Covered	Covered
Home Health Care	200 days per calendar year	Unlimited days (Prior Authorization Required)	Unlimited days (Prior Authorization Required)	Unlimited days (Prior Authorization Required)
Express Scripts				
Prescriptions	\$5/\$20/\$30 effective 7/1/2016 \$5/\$20/\$35 effective 7/1/2017 \$1,000 maximum Three Tier Formulary RX Rider Excess covered Out-of-Network	\$5/\$20/\$30 effective 7/1/2016 \$5/\$20/\$35 effective 7/1/2017 Unlimited maximum Three Tier Formulary RX Rider	\$5/\$20/\$30 effective 7/1/2016 \$5/\$20/\$35 effective 7/1/2017 Unlimited maximum Three Tier Formulary RX Rider	\$5/\$20/\$30 effective 7/1/2016 \$5/\$20/\$35 effective 7/1/2017 Unlimited maximum Three Tier Formulary RX Rider
* All benefits listed are for In-Network. For Out-of-Network benefits, please refer to your Employee Benefit Summary.				
** All plans are Non-Gatekeeper. No referrals are required. No primary care physician is required.				
*** OAP Basic plan has no Out-of-Network benefit.				
STATE MANDATES are excluded from the OAP Preferred, OAP Plus, and OAP Plan, but are included in the OAP Basic.				
INFERTILITY: Coverage is subject to a \$5,000 lifetime maximum for OAP Plus, OAP Plan, and OAP Basic: Unlimited for OAP Preferred.				
ELIGIBILITY: Dependent children to age 25 for ALL plans; effective July 1, 2010 dependent children covered to age 26 for medical and prescription plans due to the passing of the Health Care Reform Act of March 30, 2010.				
Matrix CIGNA Residual				7/1/2018