

PDSS
July 1, 2010 to June 30, 2013

AGREEMENT

BETWEEN THE

CITY OF MANCHESTER, N.H.

AND THE

POLICE DEPARTMENT SUPPORT STAFF

TEAMSTERS LOCAL 633 OF N.H.

JULY 1 – 2010 – JUNE 30, 2013

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ARTICLE 1
RECOGNITION

1.1 The City of Manchester, New Hampshire hereinafter called the “City” hereby recognizes Teamsters Local No. 633 of New Hampshire, affiliated with the International Brotherhood of Teamsters, Chauffeurs, Warehousemen, and Helpers of America, hereinafter called the “Union”, as the sole and exclusive bargaining agent in the matter of wages, hours, and other conditions of employment (other than those managerial policies referred to in RSA 273-A:1 XI which are the exclusive prerogative of the public employer) for the Support Staff of the Manchester Police Department, hereinafter described as the “Unit”.

Specifically, the Unit shall consist of:

All regular full time and regular part time employees of the Manchester Police Department, hereinafter called the “Department” in the classifications of: Accounting Specialist I & II, Administrative Assistant I & II, Program Specialist, Custodian, Emergency Services Dispatcher (Police), Equipment Mechanic I, Evidence Specialist, Information Support Specialist, Payroll Coordinator, Police Records Specialist I & II, Customer Service Rep II and Police Services Specialist.

ARTICLE 2

MANAGEMENT'S RIGHTS

2.1 The Commission and the Police Chief will continue to have, whether exercised or not, all the rights, powers and authority heretofore existing, including, but not limited to the following: The Commission and/or the Police Chief will determine the standards of service to be offered by the Police Department, determine the standards of selection for employment, direct its employees; take disciplinary action, relieve its employees from duty because of lack of work or for other legitimate reasons; issue and enforce rules and regulations; maintain the efficiency of governmental operations; determine the methods, means and personnel by which the Police Department's operations are to be conducted, determine the content of job classifications; exercise complete control and discretion over its organization and the technology of performing its work; and fulfill all of its legal responsibilities. All of the rights, responsibilities and prerogatives that are inherent in the Commission or the Police Chief by virtue of statutory and charter provisions cannot be subject to any grievance or arbitration proceeding.

ARTICLE 3

EMPLOYEE'S RIGHTS

3.1 Teamster Local No. 633 and the Commission agree that there will be no discrimination against any employee because of membership or non-membership in the Union and no disciplinary action shall be taken against an employee except for just cause.

The Commission agrees that it will not interfere with the formation, existence, operation or administration of the Union.

The members of the Teamster bargaining committee who are scheduled to work a tour of duty during collection bargaining negotiations shall be granted time off without loss of pay or benefits for all meetings between the Commission, its agents or representatives and the Union for the purpose of negotiating the terms of the contract or any supplements thereto.

The Union Shop Steward or his designee shall be granted reasonable time off during working hours, without loss of pay or benefits, to investigate, process and settle grievances; provided, however the Shop Steward or his designee shall request permission from the Chief of Police or the designee of the Chief of Police or the Relief Officer in charge prior to taking such time off. It is understood that such permission may be refused if it will interfere with the normal and orderly operation of the Department. However, such permission shall not be withheld or refused in an arbitrary or capricious manner.

ARTICLE 4

STABILITY AGREEMENT

4.1 No amendment, alteration or variation of the terms of provisions of this Agreement shall bind the parties hereto unless made and executed in writing by said parties.

Any portion of this Agreement found to be in conflict with any current City Ordinance, or with a State statute or governmental regulation now in effect or enacted at a later date will be null and void. However, all other portions of this Agreement will remain in effect.

This Agreement represents the entire Agreement between the parties hereto and may not be modified in whole or in part except by an instrument in writing duly executed by both parties.

The Union agrees to provide a copy of this Agreement to each employee in the bargaining unit.

ARTICLE 5

UNION DUES

5.1 Effective on the date of ratification of this Agreement, the Department agrees to deduct Union dues from each bargaining unit member who has signed an authorization card and to remit same to Teamsters Local No. 633 of New Hampshire on a monthly basis, on or before the twentieth (20th) day of the month.

5.2 At no time will the Department or the City be required to deduct fines or assessments beyond the regular monthly dues or initiation fees. If any bargaining unit member has no check coming to him/her or if his/her check is not large enough to satisfy the dues, then no deduction will be made from that employee.

5.3 The Department shall be held harmless in any dispute arising between the Union and the employee for the payment or regular monthly dues and/or initiation fees.

5.4 The City agrees to a D.R.I.V.E check-off for bargaining unit members. Upon written authorization by the employee, the City shall deduct the amount specified by the employee on a weekly basis and shall remit same to the Granite State Teamsters' D.R.I.V.E. account. The employee shall provide written authorization in the form required by law.

5.5 Effective January 1, 2008, bargaining unit members of the Manchester Police Department who are not members of the union shall be required to pay agency fees, in lieu of Union dues, to the Union.

The Union will notify the City in writing regarding the implementation of this clause and the formula used to compute the agency fee will be attached to this document as Appendix C.

ARTICLE 6

GRIEVANCE PROCEDURE

6.1 A grievance is defined as a claim or dispute arising out of the application or interpretation of this Agreement, under express provisions of the Agreement, and shall be processed by following the steps described in this article.

6.2 STEP ONE: A member of the bargaining unit must first take up the grievance with his immediate supervisor. The immediate supervisor shall give his answer within three (3) business days.

6.3 STEP TWO: Failing adjustment by these parties, the grievant may, within three (3) business days, submit the grievance, which must be in writing and which must list the article and section violated and the specific grievance to the Supervisor in charge of the Administration Division. The Supervisor in charge of the Administration Division will render his decision in writing within three (3) business days.

6.4 STEP THREE: Failing adjustment by these parties, the grievant may, within five (5) business days, submit the written grievance referred to in STEP 2 above, to the Chief of Police. The Chief will render his decision in writing within five (5) business days.

6.5(A). STEP FOUR: If the decision of the Chief of Police is not acceptable to the aggrieved member of the bargaining unit, the grievant and the Union may submit the grievance to arbitration.

6.5(B). PRE-ARBITRATION MEETING: Prior to submission of the grievance to arbitration, a meeting will be held to determine if the grievance can be settled without arbitration. Such meeting will include representative(s) from the Department, the Union, the Chief Negotiator/Contract Administrator and the grievant(s). The parties may agree that the

ARTICLE 6 GRIEVANCE PROCEDURE (CONTINUED)

grievant(s) may not need to attend. The date for the pre-arbitration meeting will be determined by mutual agreement within ten (10) business days from the date that the Chief rendered his decision.

6.5(C) After making full use of the above pre-arbitration procedure and having failed to reach a satisfactory solution, the grievance may be submitted by the Union to the permanent neutral (arbitrator) within fifteen (15) business days after the pre-arbitration meeting and will simultaneously convey a copy of the request to the Chief of Police. If the Union fails to submit the grievance to the permanent neutral (arbitrator) within fifteen (15) business days after the pre-arbitration meeting, the grievance shall be deemed abandoned and no further action shall be taken with respect to the grievance.

6.5 (D) The above times may be extended by mutual written agreement of the parties.

6.10 The employee, when discussing his grievance with management, may, at his/her discretion, be accompanied by a union representative.

7.3 The grievant shall be in a pay status when processing a grievance or acting as a witness if said processing of a grievance or acting as a witness occurs during his/her scheduled duty hours. A representative of the Union shall be in a pay status when processing a grievance or acting as a witness if said processing of a grievance or acting as a witness occurs during his scheduled duty hours, provided said representative shall request permission prior to taking such time off from the Chief of Police or his designee and it is understood that such permission may be refused if it will interfere with the normal and orderly operation of the Department, but in no event will such time off be denied for more than two (2) of the representative's consecutive shift periods, not including days off.

ARTICLE 6 GRIEVANCE PROCEDURE (CONTINUED)

The parties agree that no more than two (2) Union representatives may attend a pre-arbitration meeting or an arbitration hearing while in a pay status, if such meeting/hearing occurs during their scheduled duty hours.

6.12 The Department shall have the right to initiate a grievance growing out of a claim or dispute arising out of the application or interpretation of this Agreement, under express provision of the Agreement, provided, however, that the Department may, in its discretion, submit any claim by the Department for breach of Article 25 of this Agreement entitled "No Strike Clause" to any other forum of the Department's choice. In the event the Department initiates a grievance, it shall do so by filing said grievance with the Union within forty-five (45) business days from the date of the event which gives rise to the alleged grievance. If the matter is not resolved by and between the Department and the Union within fifteen (15) business days from the date the Department submitted said grievance to the Union, the Department may submit a written request to the permanent neutral (arbitrator) to resolve said grievance in accordance with its rules and regulations and the provision of sections 6, 7 and 8 of this article shall apply to such processing. The Department will simultaneously convey a copy of the request for arbitration to the Union President.

ARTICLE 7
HOURS OF WORK

7.1 Effective on the date of signing of this Agreement, the Manchester Police Department shall continue to implement the following work schedule for all bargaining unit employees except those as noted in Section 2 below.

(A) A regular work relief of 8 1/2 hours shall be scheduled on the basis of four consecutive work days on duty followed by two consecutive days off duty, progressing through a six calendar week cycle.

(d) (B) The average work week over the six week cycle shall consist of forty hours.

(e) (C) The regular work relief may consist of 8 1/2 hours of which the first thirty minutes shall be used for mandatory in-service training and roll call at the discretion of the Chief of Police. The overtime provision of this Agreement will not apply to work performed during a regularly scheduled work relief nor to work performed during a regularly scheduled work week.

7.2 Bargaining unit members who are not assigned to rotating shifts in accordance with 1.

(A) above shall be assigned to shifts of eight (8) hours per day for forty (40) hour salaried or hourly employees and seven (7) hours per day for thirty-five (35) hour salaried employees.

Determination of the work schedules for the above groups shall be made by the Police Chief.

The decision of the Chief of Police shall be final and shall not be subject to the Grievance Procedure.

11.7 Relief assignments for bargaining unit members assigned to rotating shifts in accordance with 7.1 (A) above shall occur approximately every four (4) months. Effective the 1st shift change after January 1,2000 relief assignments for bargaining unit members assigned to rotating

ARTICLE 7 HOURS OF WORK (CONTINUED)

shifts in accordance with 7.1 (A) above shall occur approximately every two (2) months. Requests will be submitted in writing by the members at least six months prior to the shift change and shall be posted at least five (5) months prior to the shift change by the administrator in charge of making relief assignments. The parties agree that it is desirable that all employees who wish to rotate into the day shift have the opportunity to do so at least once per year during one of the shift reassignments. The department shall make every reasonable effort to achieve this goal within the parameters of the requirement that it be properly staffed to carry out its purposes and of the particular requests before it. Nothing herein contained will require the department to grant requests for certain reliefs and any decision made by management shall not be subject to the Grievance Procedure.

7.4 The Union agrees that bargaining unit members who are habitually late in reporting for work shall first be given an oral warning. If the bargaining unit members continues to report late, he/she shall be given a written warning to be inserted in his/her personnel jacket. If the bargaining unit member still continues to report late, he/she may be subject to disciplinary action, including suspension and/or dismissal.

7.5 **NIGHT SHIFT PREMIUM.** Effective on the date of signing of this Agreement, any bargaining unit member who is assigned to night shifts on a periodic rotating basis shall be paid at a rate which is seven percent (7%) higher than his/her normal rate. Such premium shall apply when half or more of the shift is scheduled after 6:00 PM or before 8:00 AM and shall be paid only while the bargaining unit member is actually working on such shift or is on authorized vacation or sick leave with pay, provided that he is so assigned both immediately before and after such leave.

ARTICLE 7 HOURS OF WORK (CONTINUED)

Bargaining unit members who are assigned to 11:00 PM to 7:00 AM as their primary shift assignment will receive a rate which is eight percent (8.0%) higher than their normal rate.

Night shift payments shall not be pyramided, compounded or paid at an overtime rate.

7.6 Except in cases of emergencies employees will be given a 14 day notice of a change in their work shift.

ARTICLE 8

OVERTIME

8.1 Subject to all other provisions of this Article:

(a) Eight and one-half (8 1/2) hours shall constitute the “regular work relief” for bargaining unit members assigned to a schedule on the basis of four consecutive work days on duty followed by two consecutive days off duty.

(b) Seven (7) hours or eight (8) hours per day shall constitute the “regular work relief” for bargaining unit members who are not assigned to a “four and two” schedule.

(c) The “regular work week” for employees assigned to the “four and two” schedule shall be computed on the basis of a six week cycle which includes four calendar weeks Sunday through Saturday consisting of five work reliefs with two consecutive days off and two calendar weeks Sunday through Saturday consisting of four consecutive work reliefs with three non-consecutive days off.

(d) The “regular work week” for employees who are not assigned to a “four and two” schedule shall be five (5) days, between 12:01 AM Sunday and 12:00 midnight on the subsequent Saturday.

19.6 Overtime shall be paid at the rate of time and one-half the regular hourly rate to include longevity for authorized time worked in excess of the “regular work relief” or the “regular work week” as defined in Section 1 above, provided, however, that in determining whether an employee is entitled to compensation at the overtime rate for authorized hours worked in excess of a “regular work week” as defined in Section 1 above, any time worked in excess of a single “regular work relief” shall not be counted.

ARTICLE 8 OVERTIME (CONTINUED)

8.3 The overtime premium or rate shall not be pyramided, compounded, added together or paid twice for the same time worked.

8.4 Absences shall not be counted as hours or days worked in determining whether or not an employee is entitled to compensation at the overtime rate.

8.5 TRAINING - Effective upon the date of signing of this Agreement, it is agreed by the Union that members of the bargaining unit will report for training courses/classes at the administrative discretion of the department during off duty hours. Training hours are to be paid at one and one-half times the regular hourly rate for the employee. It is further agreed such training courses/classes shall not exceed six (6) full days of training during any calendar year. Each session of training shall be considered as a day of training, whether for a full day or a portion of a day. It is further agreed that employees will not be scheduled for training courses during their scheduled vacations and shall be given advance notice of at least ten (10) days of the scheduled training.

It is understood and agreed that the management of the Department may schedule employees for less than six (6) days of training on off-duty days and the employees will only be paid for actual hours of training time, provided that employees shall be paid for a minimum of three (3) hours at the straight time rate for each training session.

8.6 OVERTIME - Except in cases of emergency, all overtime, defined as time worked in excess of a "regular work relief" or a "regular work week" must be authorized in writing by the Department. All bargaining unit members shall be required to work emergency or unscheduled overtime when requested, unless excused by the Department. Any employee who fails to appear for emergencies or unscheduled overtime when requested shall be subject to corrective disciplinary action.

ARTICLE 8 OVERTIME (CONTINUED)

8.7 COMPENSATORY TIME - Compensatory time off in lieu of overtime payment shall be at the time and one-half rate. Compensatory time shall be approved at the discretion of the Department.

8.8 Except in cases of extreme emergencies, no members of the Communication Division will be ordered to work more than two (2) double shifts within a pay period. In such emergencies the decisions will be left to the discretion of the OIC.

ARTICLE 9

HOLIDAYS

9.1 The following days shall be paid holidays for bargaining unit members:

New Year's Day	Labor Day
Civil Rights Day *	Columbus Day
Washington's Birthday	Veteran's Day
Memorial Day	Election Day
Independence Day	Thanksgiving Day
Christmas Day	

* Civil Rights Day shall be celebrated as a floating holiday, and will be approved subject to the operational requirements of the Department.

9.2 Employees assigned to classifications whose functions require twenty-four (24) hours per day, seven (7) days per week operations and who are scheduled to work on the above holidays, shall be: A) compensated at straight time pay of one-fifth (1/5) of a regular week's pay for the above holidays in lieu of being allowed time off on holidays; or B) may request to convert one holiday to an 8hr. compensatory day off instead of receiving payment under A above. The holiday identified will be at the employee's choosing, but limited to one holiday per contract year and subject to Article 8.7 on compensatory time usage.

9.3 Those employees who are assigned on a straight workweek shall, whenever applicable, be allowed time off on the above holidays. In such instances, the employee shall receive his/her regular pay and shall not receive additional pay in lieu of the holiday.

9.4 For the purpose of this Article, the holiday shall be the twenty-four (24) hour period commencing at 12:01 AM of that day.

ARTICLE 9 HOLIDAYS (CONTINUED)

Longevity steps shall be included in the payment for holidays, which are paid for in lieu of employees being allowed time off.

9.5 An employee shall forfeit his/her right to payment for any holiday if he/she has an unexcused absence on the last scheduled work day preceding such holiday or on the next regular work day following such holiday. (Paid sick leave shall be an excusable absence.)

9.6 If a contractual holiday falls within an employee's vacation period, the employee will receive holiday pay for that day in addition to his vacation pay.

ARTICLE 10

VACATIONS

10.1 Effective July 1, 1999 or date of ratification, whichever is later, vacation leave policy for the regular department employees shall be as follows:

- (a) Accrual rate for two (2) calendar weeks begins on date of hire.
- (b) Accrual rate for three (3) calendar weeks begins at the beginning of six (6) years of continuous service.
- (c) Accrual rate for four (4) calendar weeks begins at the beginning of fifteen (15) years of continuous service.
- d. Accrual rate for five (5) calendar weeks begins at the beginning of twenty (20) years of continuous service.

Employees shall become eligible for earned vacation after six (6) months of continuous service. When an employee terminates his employment with the Manchester Police Department for any reason except as specified above, he/she shall be compensated for all earned vacation time.

Selection of vacation periods shall be by seniority. However, no vacation period shall extend beyond two (2) weeks until all eligible employees shall have an opportunity to have a two (2) week vacation, except at the discretion of the Chief.

21.1 Maximum vacation accrual. Effective upon the ratification date of this agreement, no employee shall be permitted to accrue in excess of two (2) times his/her annual earned vacation time, i.e. employees who earn ten (10) days of vacation per year shall have no more than twenty (20) days earned vacation to his/her credit at any time; employees who earn fifteen (15) days of vacation per year shall have no more than thirty (30) days earned vacation

ARTICLE 10 VACATION (CONTINUED)

this/her credit at any time; employees who earn twenty (20) days of vacation per year shall have no more than forty (40) days earned vacation to his/her credit at any time; employees who earn twenty five (25) days of vacation per year shall have no more than fifty (50) days earned vacation to his/her credit at any time.

ARTICLE 11

SALARIES

11.1 Effective July 1, 2010, the Salary Schedules for bargaining unit members shall be increased by one and one half percent (1.5%). (See salary schedules attached and made part of this Agreement.) NOTE: The member's work weeks are specified in Article 7.

11.2 Effective July 1, 2011, the Salary Schedules shall be increased by two and one half percent (2.5%).

11.3 Effective July 1, 2012, the Salary Schedules shall be increased by two and one half percent (2.5%).

11.4 Employees will receive a step increase on their anniversary date of current position. This step increase will be subject to a satisfactory performance evaluation. An incomplete evaluation will be considered a satisfactory performance evaluation. This process may be changed at any time by mutual agreement. Evaluation step increases will stop when an employee reaches Step 13 on the included pay matrix.

11.5 Outstanding performance evaluation bonus payments will cease, effective on date of ratification.

11.6 Employee appeals on their annual performance evaluation will be according to the process mutually agreed to by the Union and the City. See Appendix B.

- Employees being promoted from one grade to a higher grade shall be placed on the lowest step of the new grade, which will provide for a minimum of a ten percent (10%) increase in salary.

ARTICLE 11 SALARIES (CONTINUED)

- Employees who have attained the requirements for the achievement grade (A-Step) associated with their positions will be placed on the corresponding step on the achievement grade in accordance with mutually agreed provisions which shall be attached as Appendix A.

ARTICLE 12

LONGEVITY

12.1 The longevity waiting periods for employees shall be 5-10-15-20-25-30-35-40 and 45 years of service.

12.2 An increase of three-percent (3%) will take effect on the employee's anniversary date of employment.

ARTICLE 13

SICK LEAVE ACCRUAL AND PAYMENT

13.1 All employees of the Manchester Police Department Support Staff who have satisfactorily completed six (6) months of continuous employment shall be entitled to paid sick leave which shall accrue at the rate of one and one-quarter (1 1/4) work days with pay for each completed month of service. Accrual shall include the probationary period. Unused sick leave may be accumulated up to a maximum of one hundred and five (105) work days (effective on date of ratification, one hundred twenty (120) work days.).

13.2 Any employee eligible for sick leave with pay may use such sick leave, for absence due to his or her illness or injury; or the illness or injury of a spouse, child or other blood relative or ward residing in the same household when FMLA leave is approved; or for the exposure to contagious disease.

Employees shall be required to substantiate sick leave in excess of three (3) days with a letter from a qualified physician or any other excuse acceptable to the employer (Dept.). In case of chronic absenteeism or if the Chief has reason to believe that an employee is abusing his/her sick leave, he shall give a written warning. If the abuse continues, the Chief may request a doctor's certificate for each period of illness.

If, after a written warning has been issued, there is a substantial improvement in the employee's sick leave record for twelve (12) months, the written warning shall be removed from the employee's record.

ARTICLE 13 SICK LEAVE ACCRUAL AND PAYMENT (CONTINUED)

13.3 When an employee terminates his/her employment with the Manchester Police Department, all sick leave credits shall be canceled, except in cases of retirement, duty disability retirement or death. In such cases accrued sick leave shall be payable to the employee or his/her designated beneficiary; provided however, that payment shall not exceed eighty days (16 weeks).

Effective upon the date of ratification of this Agreement, such payment for accrued sick leave shall not exceed eighty (80) days of regular pay plus payment of one-quarter of the balance of the days accrued over eighty (80) but not more than one hundred twenty (120) days of accrued sick leave at their regular pay.

13.4 Effective on the date of ratification, members of the bargaining unit shall also be entitled to any other benefits in accordance with City Ordinance 33.081 (H).

ARTICLE 14

SICK LEAVE BANK

14.1 A voluntary sick leave bank, to cover Manchester Police Department Support Staff personnel in the event of a long-termed disability due to illness or non-service connected injury, is hereby established. The operation of such sick leave bank shall be subject to the rules and guidelines set forth in this Article.

The purpose of the sick leave bank is to provide relief to employees who suffer long-term illness or injuries which are non-job connected. It is established to provide additional paid benefit days beyond the employee's accrued sick leave and who continues disabled for an additional fifteen (15) days. For example, it is not established to provide relief for one or two days beyond the employee's accrued sick leave.

SICK LEAVE BANK ADMINISTRATION

In order to provide for representation for members of the IBPO, the Manchester Association of Police Supervisors and Teamsters Local 633, the Sick Leave Bank shall be administered by five (5) members of the Department, two to be appointed by the Union Board of Stewards, one by the Police Commission, one by the Executive Board of the Manchester Association of Police Supervisors and one by the Teamsters Union and shall hereinafter be called the "Administrative Committee" or the "Committee". Committee members shall be appointed in the following manner:

One for one year, one for two years and two for three years; and upon expiration of these terms, one member shall be appointed each year to serve a term of three years. Vacancies, when they occur, shall be filled by appointment in the same manner as the original appointments and shall be for the entire remaining term so filled.

ARTICLE 14 SICK LEAVE ADMINISTRATION (CONTINUED)

The original appointee of the Police Commission shall be for a one year term and subsequent appointments shall be for three year terms. One appointee of the IBPO shall be for one year and one appointee shall be for two years and subsequent appointments shall be for three year terms. The appointee for MAPS and Teamsters Local 633 shall be for a three year term and subsequent appointments shall be for the three year terms.

The Committee shall select one of its members as Chairman by a majority vote, at the first meeting in January of each year, who shall serve a one year term.

The Committee shall meet upon the second Wednesday of each month. Three members present shall constitute a quorum and a majority of those members present and voting shall decide all questions. Members who are absent for either three (3) consecutive meetings or any six (6) meetings in any 12 month period shall be automatically terminated from the Committee and their terms shall be declared vacant.

SICK LEAVE MEMBERSHIP

Each member of the Manchester Police Department desiring to be covered by the sick leave bank agrees to donate one (1) day per year from his accumulated number of sick leave days and an adjustment of minus one (1) day shall be made on all records showing the applicant's accumulated sick leave days upon his acceptance as a member of the bank and for each day donated thereafter. Application for membership shall be made on a form provided by the Committee.

ARTICLE 14 SICK LEAVE MEMBERSHIP (CONTINUED)

Membership of all employees will be subject to the following restrictions:

- (a) Probationary employees will be admitted to membership providing they shall have fulfilled the requirements set forth in this Agreement.
- (b) Full-time employees having less than 30% of their accumulated sick leave days limit as of the date of their applications shall be limited in the extent of their participation in the bank. Members who fall below the 30% restriction during the period of membership, except for long periods of illness or injury, except those with less than one year of service with the department, shall have not less than fifteen (15) days of accrued sick leave as of the date of their application for membership. An employee whose sick leave balance falls below fifteen (15) days of accrual due to recent illness or injury may be admitted at the discretion of the Committee.

Employees whose sick leave falls below fifteen (15) days after they are admitted for the Sick Leave Bank, where the usage of sick leave was not the result of extended illness or injury, shall have their membership status reviewed by the Committee. The Committee may temporarily suspend the employee from membership in the Bank if it deems such action to be in the best interest of the bank.

Employees who have less than one year of service may be admitted to the Bank upon the majority vote of the Committee after review is made of their status with the Department. Upon admission to membership, the conditions stated in the preceding paragraphs will apply.

Computations for determining the 30% limit, referred to above, shall be based on sixty (60) days accumulation or by multiplying .125 times (x) the number of months service if less than 48 months, whichever shall apply. This restriction shall be removed as soon as the

ARTICLE 14 SICK LEAVE MEMBERSHIP (CONTINUED)

employee's accumulated sick leave days shall exceed 30% of his limit. Exceptions from this restriction may be made for good cause by the Committee with the concurrence of the Board of Police commissioners or the Chief of Police.

A member shall become eligible to request extended sick leave benefits from the Bank for an incapacitating illness or non-service connected injury, provided he/she has exhausted all his/her accrued sick leave and his/her incapacitation extends at least fifteen (15) consecutive calendar days beyond the exhaustion of his/her sick leave accrual. Upon presentation of satisfactory medical evidence of illness or injury to the Administrative Committee, the Committee may approve up to thirty (30) work days of sick leave benefit days from the Bank to be granted to the member. Such sick leave benefit days may be made retroactive to the first work day after exhaustion of his/her accrued sick leave credits. Should the member still be incapacitated after this time from the same illness or injury, he/she may present his/her case for review and be granted additional benefit days, but such additional days may be restricted in number according to the number of benefit days in the Bank at the time. In no case shall the additional days exceed thirty (30) work days for each period of incapacitation; provided, however, exceptions may be made in cases of long term illness or injury at the discretion of the Committee.

BANK STABILITY AND LIMITATIONS

All employees who shall become members of the Sick Leave Bank shall continue in the Bank until December 31st of the current calendar year and automatically for each calendar year thereafter unless the employee shall withdraw from membership prior to December 31st of any calendar year. Withdrawal shall be in writing, duly signed and dated and submitted to the Administrative Committee prior to December 31st. No benefits shall accrue to the withdrawn

ARTICLE 14 BANK STABILITY & LIMITATIONS (CONTINUED)

member thereafter and any sick leave days previously donated to the Bank shall remain in the Bank to be disbursed by the Committee.

The number of benefit days in the Bank shall not exceed 600 benefit days on December 31st of any calendar year. All excessive days shall be discarded. In the event the Bank is terminated, all sick leave benefit days remaining in the Bank shall be null and void.

ADMINISTRATIVE OVERSIGHT

In the event the Board of Police Commissioners of the Chief of Police questions a recipient's eligibility to receive benefits from the Bank, the Board of Commissioners or the Chief may require of the Administrative Committee and the employee proof of such eligibility as well as a physician's certified report of the disabling illness or injury of the recipient.

This article or any section thereof may not be amended except through the collective bargaining process or mutual written agreement of the parties concerned by law in that process.

ARTICLE 15

INCENTIVE FOR NON-ABUSE OF SICK LEAVE

15.1 Employees in the Bargaining Unit will be eligible for one day of Personal Leave each six (6) months, or payment in lieu of taking personal leave, provided they are determined to not have misused or abused their sick leave privileges during each six (6) months period starting January 1 of each year.

The determination whether or not employees have misused or abused their sick leave privileges will be made by the Sick Leave Bank Administrative Committee.

Standards and procedures to determine sick leave misuse or abuse will be established by the Sick Leave Bank Administrative Committee, subject to approval by the signatures to this Agreement.

This Article or any Section thereof may be amended through the collective bargaining process or mutual agreement of the parties concerned by law in that process.

ARTICLE 16

BEREAVEMENT LEAVE

16.1 Any employee shall be excused from work for not more than five (5) consecutive calendar days, which may include regularly scheduled days off, because of death in the immediate family and shall be paid his/her normal rate of pay for the scheduled hours missed. Immediate family shall mean: spouse, parents, children, brother, sister, mother-in-law, father-in-law, son-in-law, daughter-in-law or a blood relative or ward residing in the same house.

16.2 Under extenuating circumstances, two (2) additional days with pay may be granted under Sections 1 and 3 with written approval of the Department Head; such days to be charged to the employee's sick leave.

16.3 Special leave of one (1) working day with pay, for the purpose of attending the funeral, shall be granted an employee in the event of the death of his/her: grandmother, grandfather, brother-in-law, sister-in-law, aunt and uncle. Special leave of three (3) working days with pay, for the purpose of attending the funeral shall be granted an employee in the event of the death of his/her grandchild.

16.4 Under no circumstances shall bereavement leave be paid on an overtime basis.

ARTICLE 17

CLOTHING AND UNIFORMS

17.1 The City will provide the required uniforms for the Police Department Support Staff Bargaining Unit members.

17.2 The City will provide for the cleaning, maintenance and repair of such uniforms at a vendor of the City's choosing, but not to exceed \$225 per affected employee per year.

Effective on July 1, 2008, all bargaining unit members shall be entitled to a \$150.00 per fiscal year cleaning allowance. Employees who wear uniforms shall only be entitled to have their uniforms cleaned with this amount.

17.3 All uniforms, or parts of uniforms, shall be the property of the City and shall revert to the City upon separation of an employee from the Police Department.

ARTICLE 18

COURT TIME

18.1 Effective upon the date of ratification of this Agreement, any employee in the Bargaining Unit who is called in for a court appearance pertaining to his/her official duties outside of the regular work hours shall be paid at time and one-half (1 1/2) his/her regular hourly rate for time in court with a minimum of three (3) hours at time and one-half (1 1/2) pay.

In return for the payment for court appearances as stated above, the employee shall remit the court witness fee to the City treasury, in accordance with procedures established by the Finance Department.

ARTICLE 19

SENIORITY

19.1 There shall be one type of seniority:

(a) Department Seniority

Department Seniority for employees covered by this Agreement shall be defined as the period of continuous employment with the Manchester Police Department in the work covered by this Agreement. Probationary employees shall have no seniority, but upon satisfactory completion of the probationary period shall have their names added to the seniority list from the date of employment as probationary employees.

19.2 Whenever more than one person starts employment in the department on the same day, they shall draw lots to determine his/her Department Seniority status on the seniority lists.

19.3 Department Seniority shall not be broken by vacations, paid sick time, jury duty, suspension or any authorized leave of absence or military duty.

19.4 Department Seniority shall not give any employee the right to choose his/her assignment, his/her relief or his/her job since it is recognized that those factors are a part of management's inherent rights and any dissatisfaction with assignments, reliefs, etc., shall not be subject to the grievance procedure. However, the Department will give consideration to Department Seniority in making assignments that are not promotional.

19.5 Whenever a senior employee feels he/she has been bypassed for an assignment, he/she may request and be entitled to an explanation.

- **LAYOFF PROCEDURE** - The following layoff procedure shall be confined to the members of the bargaining unit:

ARTICLE 19 SENIORITY (CONTINUED)

(A) The Department shall have the sole right to determine which classifications of employees shall be affected by the layoff.

(B) In the event of a layoff probationer employees shall be laid off first. The order of layoffs of probationers shall be determined by the Chief.

(C) The order of layoff of regular employees with less than four (4) years of service shall be based on job performance, absentee record and Department Seniority as determined by the Police Chief.

(D) Regular employees with four or more years of service shall be laid off in inverse order of Department Seniority by classification, with the least senior employee laid off first.

(E) Exceptions may be made by the Chief to the order of layoffs as outlined in Sections (B), (C), and (D) above to maintain Affirmative Action goals for minorities and females.

(F) When a recall occurs, laid off employee will be recalled by classification with the employee within the classification with the highest department seniority recalled first. Recall notice shall be in hand or by certified mail, postage prepaid, to the last address given to the Administration by the employee. If an employee rejects the offer or fails to respond to the Department within ten (10) calendar days after receipt of the Department's above notice of recall, the employee will be deemed to have refused the position offered and the Department may strike that employee's name from the recall list and shall then notify the employee with the next highest Department Seniority, by classification.

(G) Department Seniority shall be broken by:

- a. Discharge for just cause;
- Voluntary resignation;

ARTICLE 19 SENIORITY (CONTINUED)

- Failure to respond to a notice of recall as specified in the preceding section F;
- Remaining on layoff for more than twenty-four (24) months.

(H) An employee who is laid off will remain on the recall list for twenty-four (24) months after the effective date of said employee's layoff unless that bargaining unit member:

- a. Waives recall rights;
 - b. Resigns;
 - c. Fails to accept recall to the position that the bargaining unit member held immediately prior to layoff or to a substantially equivalent position; or
- Fails to report to work in a position that said bargaining unit member has accepted within thirty (30) days after receipt of the notice of recall.

19.7 If it is necessary to move employees from their assigned shift to another shift, the Department shall, within the effected group, first seek volunteers to accommodate such movement.

Absent volunteers from within the group, the least senior employee within the affected group shall be assigned to the new shift.

It is understood by the parties that management reserves the right to assign personnel to shifts based upon their experience level so as to avoid multiple inexperienced personnel on one shift.

ARTICLE 20

HOSPITAL/MEDICAL INSURANCE PAYMENT

20.1 *Effective July 1, 2002, the City will continue to provide and bargaining unit members may enroll in the Blue Cross/Blue Shield Blue Choice Plan II or in the Matthew Thornton Blue Health Plan.*

- *Effective July 1, 2002, the City shall pay ninety-five (95%) of Hospital/Medical Insurance premiums for all bargaining unit members enrolled in an HMO and eighty-seven and one-half percent (87.5%) of Hospital/Medical insurance premiums for all bargaining unit members enrolled in Blue Cross/Blue Shield Blue Choice Plan II.*

Effective on the date of ratification of this Agreement, "Blue Choice Plan II" will be replaced by "Blue Choice Plan III." Plan III will be the same as Plan II except the employee's co-pays shall be as follows:

Option I (PCP) office visit co-pay \$10.00 until July 1, 2003; then \$15.00

Option II direct referral to specials) office visit - \$30.00

Emergency room visit - \$75.00

Generic prescriptions (one month supply) - \$10.00

Other prescription (one month supply) - \$15.00

Mail order prescriptions (three month supply) - \$1.00

Effective on the date of ratification, the City may place newly hired employees who are eligible for Health Insurance into the Matthew Thornton HMO plan until the next enrollment period following the employee's one year anniversary, at which time, those

ARTICLE 20 HOSPITAL/MEDICAL INSURANCE PAYMENT (CONTINUED)

employees may elect to remain in Matthew Thornton or elect to change to Blue Choice.

20.3 *Effective July 1, 2003 all employees shall be required to pay the employee share of the health and dental insurance premiums as specified in the collective bargaining agreement.*

20.4 It is agreed by all parties concerned the City reserves and shall have the right to change insurance carriers provided that there is no significant decrease in overall benefits.

20.5 Effective July 1, 1999 or date of ratification whichever occurs later, bargaining unit members who enroll in the Northeast Delta Dental Plan, Coverage C will have eight-five (85%) of the premium paid by the City. The entire premium will be paid for bargaining unit members whose spouse also works for the City.

Effective July 1, 2003, the total yearly maximum will be increased to \$1,500.00.

20.6 The provisions of this Article (20) which have been changed (as shown in italics) will lapse on June 30, 2004 if any other union, with an agreement that expired on June 30, 2002 and which participated in the Collaborative Bargaining, receives health/dental benefit changes which are better than the changes continued in this Agreement. In such case, such better benefit changes will apply to the bargaining unit members, under the same terms and conditions, effective July 1, 2004 and they will continue until different benefits are negotiated and agreed.

20.7 Effective on the date of ratification of this Agreement, the City will pay one thousand five hundred dollars (\$1,500.00) annually to any bargaining unit member who terminates his/her existing health insurance coverage under the City's/School District's plan and who also provides satisfactory evidence that he/she has valid alternative health insurance coverage elsewhere.

ARTICLE 21

PLUS RATE

- In any case, except for training purposes, when a bargaining unit member is qualified for and is temporarily required to serve regularly in and accept the responsibility for work in a higher class of position, such bargaining unit member shall receive the entrance rate of that class, or (5%) whichever is higher, while so assigned, subject to the approval of the department head and the personnel director. Such temporary assignment to a higher class of positions, to qualify for the higher rate of pay, shall be regular and continuous in character for at least one work day for hourly rated bargaining unit members and one work week for salaried bargaining unit members. A member temporarily assigned to the position of Dispatch Supervisor for a regular and continuous period of four (4) hours or more shall be entitled to the plus rate for that position while so assigned. An employee may be temporarily assigned to the work of any position of the same or lower class grade without change in pay. In any case when an hourly rated bargaining unit member is assigned to temporarily serve in a higher level salaried position, then such hourly rated employee shall be granted a plus rate in accordance with this section if the assignment is for one full work day or longer.

ARTICLE 22

JOINT SAFETY COMMITTEE

22.1 A Joint Committee shall be formed by the Department, the MPPA, Teamsters and the Manchester Association of Police Supervisors which shall meet once a month, or more often by mutual agreement of the parties, to review and recommend safety and health conditions and to discuss matters of mutual interest and benefit pertaining to safety and health conditions. Said Committee shall consist of one individual each appointed by The Department, the Manchester Association of Police Supervisors and the Teamsters and two members appointed by the MPPA.

- The MPPA, MAPS, and Teamster appointees shall attend the meetings without loss of pay or benefits when such meetings occur during the regular working hours of the employee.
- Each member of the Committee shall be a permanent member for the duration of this Agreement and an Alternate shall be named for each; provided, however, the permanent members shall attend whenever possible.

ARTICLE 23

MISCELLANEOUS

23.1 The Commission agrees to permit representatives of Teamster Local #633 to have reasonable access to Manchester Police Station, subject to security regulations, provided that any such representative notifies the Chief of Police or his designee of the reason for his/her presence when he/she arrives and exercises care not to interfere with the performance of duties assigned to employees.

23.2 The Commission agrees to provide suitable space for a bulletin board to be used for Union announcements, notices, social events and other such non-controversial matters. The Union agrees to provide the Chief with a copy of all notices to be posted. The bulletin board space shall not include advertising, political matter or any kind of literature other than herein provided.

23.3 The Commission will annually furnish the Union with a seniority list showing the names of all employees in the bargaining unit. The Commission shall furnish the names of all new hires to the Local Union as they are hired.

23.4 The Union agrees to furnish the Commission with a list of Local #633 officials and to keep said list up to date.

23.5 Bargaining Unit members may be employed on their off-duty hours up to a maximum of twenty-four (24) hours in any one work week. The Police Department shall be considered the primary employer and when a callback order is issued by the Department, any employee must immediately respond. It is mandatory that the employee notify the Chief of Police or his designee, in writing, as to the name of the employer, the location of employment, a description of

ARTICLE 23 MISCELLANEOUS (CONTINUED)

the type of work being performed, the work hours scheduled and the days of the week involved and any changes in his/her work or work schedule. If injured in the performance of this off-duty work, he/she must submit a detailed report of such injury. No employee shall be allowed to accept and continue employment without the express knowledge of the Chief of Police or his designee who shall have the sole right to determine whether a conflict of interest exists or whether the work is in the best interest of the Department and the City of Manchester.

23.6 An individual's personnel folder shall be available to that department member upon request at reasonable times for inspection and review, provided, however, any such inspection or review shall be conducted in the presence of the Chief or his designee. Excluded from inspection and review are personal and business references obtained prior to employment. No item shall be removed from individual's personnel folder, except by mutual agreement of the individual and the Chief of Police or his designee.

23.7 **REMOVAL OF REPRIMANDS** All written reprimands shall be removed from an employee's personnel folder after twelve (12) months, provided the employee has satisfactorily corrected the nature of the reprimand and there have been no additional reprimands issued during the twelve month period. The employee will be notified when a reprimand has been removed from his/her personnel folder. Records of suspensions shall not be removed from the employee's personnel folder.

23.8 **POSTING OF VACANCIES** When any non-sworn position becomes vacant, or new non-sworn positions are established by the Department, a notice shall be posted in the Department Daily Bulletin (3 days) and posted on a bulletin board (as designated by the parties) for a period of not less than five (5) calendar days.

ARTICLE 23 MISCELLANEOUS (CONTINUED)

Such posting shall allow any member of the bargaining unit the opportunity to advise the Chief of Police that they are interested in the available position(s).

ARTICLE 24

RULES AND REGULATIONS

24.1 The rules and regulations of the Manchester, New Hampshire, Police Department which are now in effect or as may be amended by the Police Commission shall be the prime governing factor in the conduct and actions of all Bargaining Unit members and every such member shall be thoroughly conversant with them.

ARTICLE 25

NO STRIKE CLAUSE

25.1 No employee covered by this Agreement shall engage in, induce or encourage any strike, work stoppage, “sick-in”, “sick-out”, slowdown or withholding of services to the City of Manchester.

25.2 The Union agrees that neither it, nor any of its officers or agents, national or local, will call, institute, authorize, participate in, sanction or ratify any such strike, work stoppage, slowdown or withholding of services to the City of Manchester.

25.3 In the event of a strike, work stoppage, slowdown or withholding of services to the City of Manchester any employees participating in the same shall be subject to disciplinary action, including immediate dismissal.

ARTICLE 26

EDUCATION INCENTIVE REIMBURSEMENT POLICY

26.1 Effective July 1, 2004, the City will reimburse employees for approved courses, which are in accordance with the established procedures of the Department and the City on the basis of 75% of the cost of tuition, books and materials to be maximum of \$1,200.00 per calendar year; provided, however, the City will not reimburse an employee for a course or courses and books or materials which are paid for through Federal or State Programs.

Effective on July 1, 2005, the maximum reimbursement amount shall be increased to \$1,300.00.

26.2 Courses must be approved in advance by the Department Head concerned as meeting the requirement that such course is related to the employee's job or is part of a career development program. Approval must be obtained through the Human Resources Department for payment for the course in accordance with the established procedure.

26.3 Approval for courses will be considered on the basis of relevancy of the course, number of employees applying and funds available. The total amount expended for Tuition Reimbursement for Bargaining Unit employees shall not exceed \$3,750.00 during any calendar year. Effective on the date of ratification of this agreement the total amount shall be increased to \$4,500.00. Effective July 1, 2003 the total amount shall be increased to \$6,000.00.

ARTICLE 27

RESIDENCY

27.1 Effective upon the date of ratification of this Agreement not more than fifty percent (50%) of the authorized complement which is covered by this Agreement may reside within the towns which are contiguous to the City of Manchester or within twenty (20) road miles from the Manchester Police Department. Towns which are contiguous to the City of Manchester are Auburn, Bedford, Goffstown, Hooksett, Londonderry, Litchfield and Merrimack.

27.2 Bargaining unit members who wish to reside in the contiguous towns shall be authorized to so on a departmental seniority basis, with the most senior employees having the first option to reside in the contiguous towns.

27.3 At least fifty percent (50%) of the Bargaining Unit members shall reside within the Manchester City limits.

27.4 Bargaining unit members, who on the date of ratification do not meet the residency requirements as prescribed in Section 1 and 2, shall be grandfathered with respect to this Article. However, if they subsequently desire to change their place of residence in non-compliance with Section 1 and 2 above, they must have the permission of the Department to do so.

ARTICLE 28

LIFE INSURANCE

28.1 Effective September 1, 1999, or date of ratification, whichever is later, the City will provide for a Life Insurance Fund to provide for the payment of a death benefit of an amount equal to the employee's last yearly base pay, but not to exceed fifty thousand (\$50,000.00) to the named beneficiary or estate of any member of the Bargaining Unit who dies from any cause while employed by the City or who dies within sixty (60) calendar days after retirement or resignation for health reasons. The City reserves the right to obtain insurance coverage for the above amounts, and reserves the sole right to select such insurance carrier.²

28.2 The City reserves the right to obtain insurance coverage for the above amount, and reserves the sole right to select such insurance carrier.

ARTICLE 29

CONTRACTING AND SUBCONTRACTING OUT

29.1 The City recognizes the concern of the Union in regard to contracting or subcontracting work which results in a reduction of the work force.

29.2 If the City or the Department changes its method of operations which involves contracting out work which is now being performed by bargaining unit employees, the City and/or Department will give notice to the Union of its intention. Furthermore, the City will make every effort to absorb affected employees into other City positions. In those cases where employees are not absorbed into other City positions, the City and/or Department will provide as much advance notice of pending lay-offs as reasonably possible.

ARTICLE 30

DURATION

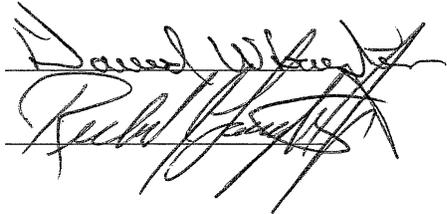
30.1 Upon ratification by the respective parties, this Agreement shall be in effect from July 1, 2010 through June 30, 2013, with effective dates for specific provisions as stated in the various Articles.

It is further agreed and understood by the parties hereto that no later than December 1, 2012, either party may notify the other party of its desire and intention to terminate the contract upon the expiration date or if either party wishes to continue the contract in effect after the termination date, but wishes to amend any Article or part of the contract, then such party shall notify the other party no later than December 1, 2012 of its intent to modify the contract; and, further, shall indicate which Articles or portions of the contract it desires to modify through negotiations.

This contract is hereby agreed to by the parties concerned as certified to by their signatures affixed below:

For the Police Department Support Staff
Teamsters Local No. 633 of NH

For the Aldermanic Negotiating Team





Date Signed

6/18/10

Date Approved by the Board of Mayor and Aldermen _____

Appendix A

Qualifications for Achievement Steps

Current members of the PDSS bargaining unit will be grandfathered to assure those presently holding an A-Step status keep it in their current positions.

Upon ratification of the contract members need to obtain their criteria prospectively with the exception being formal education (to include Certificate Programs as outlined in the CBA (Appendix A). Post Secondary Education (degrees/Certificate Programs) will carry forward through their positions as outlined in Appendix A.

Program Specialist who attains a Bachelor's Degree and one of the following:

- plus one-third credit hours needed to achieve a Master's Degree in Public Administration, Business Administration, Criminal Justice, or a closely related field;
- or completion of an advanced course in Microsoft Access Database or other database specific to crime analysis
- or completion of six courses appropriate to assigned duties, including courses in Crime Analysis and Crime Analysis Application.

Evidence Specialist who:

completes a Certificate Program* in Criminal Justice or a closely related field;

or completes six courses, six workshops or six seminars appropriate to assigned duties.

Police Services Specialist who:

completes a Certificate Program* in Criminal Justice or a closely related field

or completion of six courses, workshops or seminars appropriate to assigned duties.

Qualifications for Achievement Steps (continued)

Emergency Services Dispatcher (Police) who:

completes a Certificate Program* in Criminal Justice, Telecommunications or a closely related field;

completion of six courses, six workshops or six seminars appropriate to assigned duties.

Police Records Specialist I who:

Completes a Certificate Program* in Criminal Justice, Records Management or a closely related field;

completion of specialized training in Customer Service and /or Public Relations or completion of a six courses, workshops or seminars appropriate to assigned duties.

Police Records Specialist II who:

completes a Certificate Program* in Criminal Justice, Records Management or a closely related field

or completes specialized training in Customer Service and/or Public Relations as well as Leadership and Supervisory Training;

or completes six courses, six workshops or six seminars appropriate to assigned duties.

Equipment Mechanic I who:

attains ASE Certification in at least two areas related to automotive repair;

or completion of six courses appropriate to assigned duties.

Custodian who:

completes a pre-approved Certified Program *

or completes (pre-approved) six courses, six workshops or six seminars appropriate to assigned duties.

Qualifications for Achievement Steps (continued)

Information Support Specialist who:

attains a Bachelor's Degree in Computer Science plus one-third credit hours needed to achieve a Master's Degree in Computer Science, Business Administration or a closely related field;

or having attained at least two of the following: Certified Network Administrator, A+ Certification, Certification in AIX;

or completion of an advanced course in Microsoft Access Database and completion of four courses appropriate to assigned duties.

Accounting Specialist I who:

- completes a Certificate Program* in Business Administration, Accounting or related field
- or Advanced training courses in Microsoft Excel and/or Access Database
- or completion of six courses, six workshops or six seminars appropriate to assigned duties.

Accounting Specialist II who:

completes a Certificate Program* in Business Administration, Accounting or a related field

or Advanced training courses in Microsoft Excel and/or Access Database

or completion or six courses, workshops or seminars appropriate to assigned duties.

Payroll Coordinator who:

attains an Associates Degree in Business or Accounting plus one-third credit hours needed to achieve a Bachelor's Degree in Business, Accounting or related field

or Advanced training courses in Microsoft Excel and/or Access Database

completion of six courses, workshops or seminars appropriate to assigned duties.

Qualifications for Achievement Steps (continued)

Or American Payroll Association certification program and the Council on Benefits Administration certification;

Administrative Assistant I who:

completes a Certificate Program* in Business Administration or a closely related field or completion of six courses, workshops or seminars appropriate to assigned duties.

Administrative Assistant II who:

completes a Certificate Program* in Business Administration or a closely related field or completion of six courses, workshops or seminars appropriate to assigned duties.

*Certificate Program shall mean a recognized Certificate issued by a bona fide institution of higher learning, i.e., Hesser College, NH College, which includes at least six college level courses comprised of at least three (3) credits each.

[NOTE]The following paragraph shall apply only to bargaining unit members who are hired after the date of ratification of this Agreement:

Achievement Pay Standards for each class of positions are grouped into three different kinds of categories:

Qualifying Additional Formal Education;

Qualifying Additional Specialized Training; and

Qualifying Additional Skills.

In order for an employee to advance into an Achievement Pay Grade, the employee must successfully complete the required items within two (2) of the three (3) categories. One completed category of required items may suffice to achieve an A-STEP provided the required items are proposed by the employee and/or bargaining unit representative and approved by the department head and the Human Resources Director. All employees shall be provided equal

Qualifications for Achievement Steps (continued)

opportunity to pursue completion of Achievement Pay Standards appropriate to their assigned duties and responsibilities.

Appendix B

Employee Development Appeals Process

Only employees who are denied a merit step increase on their anniversary date of position due to a sub-standard performance evaluation may file an appeal. All appeals shall be initially filed with the employee's department head. Any employee receiving a satisfactory performance evaluation shall not have the right to appeal or grieve their evaluation, their pay step or the supervisor's comments. In the event that there is a disagreement between the employee and his/her supervisor over the EDP goals, the employee, after discussing the disagreement with the Department Head or his/her designee may with the concurrence of the Union, file a grievance.

If the department head rules in the employee's favor, the employee shall receive his/her merit step as of their anniversary date of position. If the department head rules against the employee, the employee shall have the right to appeal the decision to the city-wide appeals committee.

Employees will have thirty (30) days from the date of denial by their department head to file an appeal with the Human Resources Director or their right to appeal shall be forfeited.

An appeals committee shall be comprised of the following representatives:

Two union representatives appointed by the unions (with two alternates).

One department head (with one alternate).

One non-affiliated (with one alternate).

An independent neutral party to act as tie breaker. This person to be selected through agreement between the City and the unions. If no decision can be reached, the neutral shall be appointed by the P.E.L.R.B. Any costs associated with the neutral party hearing appeals shall be borne half by the City and half proportionally split amongst the unions whose members are appealing. The

PDSS
July 1, 2010 to June 30, 2013

unions shall not be responsible for any costs incurred in appeal hearings from non-affiliated employees.

The Human Resources Director as non-voting chairman to provide staff resources.

Members cannot sit in on appeals where the appellant is a member of the same department or union.

Terms of the members on this committee shall be staggered with two (2) year terms and members cannot serve more than two consecutive terms. Members must take at least one year off after serving two terms before being allowed to serve on the committee again. Alternates shall have no term limitations.

Unless agreed to by the appellant and the Human Resources Director the committee shall have sixty (60) days from receipt of the appeal to conduct a hearing on the matter.

The committee shall have thirty (30) days to render a decision on the matter.

A majority vote shall rule and all decisions are final, binding and non-grieveable. A decision favorable to the employee means the employee shall receive their merit step effective (including retro-active pay) to their date of position. Evaluation step increases will stop when an employee reaches Step 13 on the included pay matrix.

The provisions of this Article shall expire on the last day of this Agreement, provided that any employee denied a merit pay increase during the duration of this agreement shall be entitled to an appeal under this Article.

Appendix C

Agency Fee Calculation

Dues for union members are calculated by using 2.25 hours of the average wage of bargaining unit members plus \$5.00. This amount is the monthly fee which is multiplied by twelve months and divided by 52 weeks.

The Teamsters calculates the agency fee based on the information provided below:

If you choose to pay the agency fee only and not join the union, you are charged a fair share portion of the dues which is based on a percentage of the dues based on Chargeable Activities which includes representational activities and union administration.

The agency fee represents 82.64% of the dues paid by paying union members.

The amount of the agency fee does not include costs for Non-Chargeable Activities:

Political Activities and Lobbying
Contributions, Gifts and Grants
Supplies for resale
Loss on Disposal of FA
Depreciation-Rental

Non-Chargeable Activities currently represent 17.36% of the dues paid by union members and this is not charged in the agency fee.

There is also a one time \$100.00 initiation fee imposed on all new members and those who wish to pay the agency fee are charged \$82.64, which is 82.64% of the fee. This amount can be paid in full or by payroll deduction at a minimum of \$10.00 weekly.

All of these calculations are reviewed annually by Teamsters Accountants and presented to the Executive Board of Review. All fees are subject to change annually.

***The current figures are effective on January 1, 2008 and are subject to change.**

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
GRADE 1	Ex	13,496.22	14,318.14	14,747.70	15,190.13	15,645.83	16,115.22	16,598.66	17,096.61	17,609.51	18,137.81	18,681.95	19,242.40
	H	6.56	6.75	7.17	7.38	7.59	7.83	8.06	8.30	8.56	8.81	9.07	9.36
	O	9.840	10.125	10.440	11.070	11.385	11.745	12.090	12.450	12.840	13.215	13.605	14.040
GRADE 1A	Ex	13,968.59	14,387.67	15,263.86	15,721.77	16,193.41	16,679.24	17,179.62	17,695.01	18,225.84	18,772.63	19,335.81	19,915.88
	H	6.72	6.92	7.13	7.34	7.57	7.79	8.02	8.27	8.50	8.76	9.02	9.27
	O	10.080	10.380	10.695	11.010	11.355	11.685	12.030	12.405	12.750	13.140	13.530	13.965
GRADE 2	Ex	14,440.96	14,874.19	15,320.43	15,780.04	16,253.45	16,741.05	17,243.25	17,760.55	18,293.39	18,842.18	19,407.44	19,989.66
	H	6.93	7.16	7.36	7.59	7.82	8.05	8.31	8.56	8.81	9.07	9.36	9.63
	O	10.395	10.740	11.040	11.385	11.730	12.075	12.465	12.840	13.215	13.605	14.040	14.445
GRADE 2A	Ex	14,946.40	15,394.80	15,856.63	16,332.32	16,822.30	17,326.96	17,846.77	18,382.19	18,933.66	19,501.64	20,086.70	21,310.00
	H	7.21	7.40	7.63	7.86	8.09	8.34	8.59	8.84	9.10	9.39	9.66	10.25
	O	10.815	11.100	11.445	11.790	12.135	12.510	12.885	13.260	13.650	14.085	14.490	15.375
GRADE 3 (6A0)	Ex	15,451.83	15,915.38	16,392.85	16,884.65	17,391.16	17,912.90	18,450.30	19,003.81	19,573.94	20,161.13	20,765.99	21,388.95
	H	7.43	7.65	7.89	8.13	8.37	8.62	8.87	9.14	9.42	9.69	9.99	10.60
	O	11.145	11.475	11.835	12.195	12.555	12.930	13.305	13.710	14.130	14.535	14.985	15.900
GRADE 3A (6AA)	Ex	15,992.64	16,472.42	16,966.60	17,475.61	17,999.88	18,539.85	19,096.05	19,668.93	20,259.01	20,866.79	21,492.79	22,801.69
	H	7.68	7.92	8.16	8.40	8.66	8.92	9.19	9.47	9.74	10.04	10.34	10.99
	O	11.520	11.880	12.240	12.600	12.990	13.380	13.785	14.205	14.610	15.060	15.510	16.485
GRADE 4 (6B0)	Ex	16,533.45	17,029.46	17,540.34	18,066.55	18,608.55	19,166.80	19,741.83	20,334.06	20,944.10	21,572.42	22,219.59	23,572.77
	H	7.97	8.21	8.44	8.71	8.96	9.23	9.51	9.78	10.08	10.40	10.70	11.36
	O	11.955	12.315	12.660	13.065	13.440	13.845	14.265	14.670	15.120	15.600	16.050	17.040
GRADE 4A (6BA)	Ex	17,112.15	17,625.48	18,154.27	18,698.90	19,259.87	19,837.66	20,432.78	21,045.75	21,677.14	22,327.44	22,997.26	24,397.81
	H	8.22	8.48	8.74	8.99	9.28	9.54	9.84	10.12	10.44	10.75	11.07	11.74
	O	12.330	12.720	13.110	13.485	13.920	14.310	14.760	15.180	15.660	16.125	16.605	17.610
GRADE 5 (6C0)	Ex	17,690.80	18,221.50	18,768.19	19,331.22	19,911.15	20,508.50	21,123.74	21,757.46	22,410.19	23,082.47	23,774.96	25,222.86
	H	8.52	8.77	9.02	9.31	9.57	9.88	10.16	10.47	10.78	11.10	11.44	12.14
	O	12.780	13.155	13.530	13.965	14.355	14.820	15.240	15.705	16.170	16.650	17.160	18.210
GRADE 5A (6CA)	Ex	18,309.98	18,859.27	19,425.04	20,007.81	20,608.04	21,226.28	21,863.08	22,518.97	23,194.54	23,890.37	24,607.09	26,105.65
	H	8.80	9.08	9.37	9.64	9.94	10.23	10.54	10.84	11.17	11.52	11.86	12.59
	O	13.200	13.620	14.055	14.460	14.910	15.345	15.810	16.260	16.755	17.280	17.790	18.885
GRADE 6 (6D0)	Ex	18,929.15	19,497.02	20,081.93	20,684.39	21,304.93	21,944.08	22,602.42	23,280.50	23,978.89	24,698.27	25,439.21	26,988.44
	H	9.11	9.40	9.67	9.97	10.26	10.57	10.87	11.20	11.55	11.89	12.24	12.99
	O	13.665	14.100	14.505	14.955	15.390	15.855	16.305	16.800	17.325	17.835	18.360	19.485

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
GRADE 6A Ex (6DA) H O	19,591.68 9.42 14.130	20,179.43 9.70 14.550	20,784.81 10.00 15,000	21,408.35 10.31 15.465	22,050.61 10.62 15.930	22,712.12 10.94 16.410	23,393.49 11.26 16.890	24,095.30 11.60 17.400	24,818.14 11.94 17.910	25,562.70 12.29 18.435	26,329.59 12.68 19.020	27,119.46 13.04 19.560	27,933.05 13.44 20.160
GRADE 7 Ex (6E0) H O	20,254.20 9.73 14.595	20,861.83 10.03 15.045	21,487.69 10.34 15.510	22,132.32 10.66 15.990	22,796.28 10.98 16.470	23,479.83 11.31 16.965	24,184.58 11.64 17.460	24,910.10 11.98 17.970	25,657.41 12.33 18.495	26,427.13 12.73 19.095	27,219.95 13.10 19.650	28,036.55 13.50 20.250	28,877.63 13.90 20.850
GRADE 7A Ex (6EA) H O	20,963.10 10.07 15.105	21,592.00 10.40 15.600	22,239.76 10.70 16.050	22,906.94 11.03 16.545	23,594.15 11.37 17.055	24,301.95 11.70 17.550	25,031.05 12.06 18.090	25,781.96 12.41 18.615	26,555.42 12.78 19.170	27,352.08 13.17 19.755	28,172.65 13.56 20.340	29,017.85 13.96 20.940	29,888.37 14.37 21.555
GRADE 8 Ex (6F0) H O	21,672.00 10.43 15.645	22,322.15 10.74 16.110	22,991.82 11.06 16.590	23,681.58 11.40 17.100	24,392.03 11.73 17.595	25,123.79 12.09 18.135	25,877.49 12.45 18.675	26,653.83 12.82 19.230	27,453.44 13.21 19.815	28,277.04 13.61 20.415	29,125.33 14.02 21.030	29,999.13 14.42 21.630	30,899.07 14.88 22.320
GRADE 8A Ex (6FA) H O	22,430.50 10.77 16.155	23,103.43 11.09 16.635	23,796.53 11.44 17.160	24,510.43 11.78 17.670	25,245.75 12.15 18.225	26,003.12 12.50 18.750	26,783.20 12.88 19.320	27,586.71 13.27 19.905	28,414.30 13.67 20.505	29,266.73 14.08 21.120	30,144.74 14.50 21.750	31,049.08 14.95 22.425	31,980.58 15.39 23.085
GRADE 9 Ex (6G0) H O	23,189.04 11.14 16.710	23,884.72 11.51 17.265	24,601.26 11.85 17.775	25,339.29 12.20 18.300	26,099.47 12.58 18.870	26,882.44 12.95 19.425	27,688.91 13.34 20.010	28,519.59 13.75 20.625	29,375.18 14.17 21.255	30,256.44 14.60 21.900	31,164.12 15.02 22.530	32,099.05 15.47 23.205	33,062.02 15.94 23.910
GRADE 9A Ex (6GA) H O	24,000.66 11.55 17.325	24,720.66 11.89 17.835	25,462.30 12.24 18.360	26,226.15 12.63 18.945	27,012.95 12.99 19.485	27,823.33 13.38 20.070	28,658.06 13.80 20.700	29,517.79 14.21 21.315	30,403.31 14.64 21.960	31,315.40 15.06 22.590	32,254.86 15.52 23.280	33,222.53 16.00 24.000	34,219.20 16.46 24.690
GRADE 10 Ex (6H0) H O	24,812.26 11.92 17.880	25,556.65 12.27 18.405	26,323.32 12.66 18.990	27,113.05 13.02 19.530	27,926.42 13.41 20.115	28,764.24 13.84 20.760	29,627.14 14.25 21.375	30,515.98 14.69 22.035	31,431.45 15.11 22.665	32,374.38 15.56 23.340	33,345.62 16.04 24.060	34,345.99 16.50 24.750	35,376.35 17.01 25.515
GRADE 10A Ex (6HA) H O	25,680.69 12.33 18.495	26,451.12 12.74 19.110	27,244.65 13.11 19.665	28,062.00 13.51 20.265	28,903.85 13.91 20.865	29,770.97 14.32 21.480	30,664.09 14.75 22.125	31,584.04 15.18 22.770	32,531.55 15.64 23.460	33,507.48 16.11 24.165	34,512.72 16.60 24.900	35,548.09 17.10 25.650	36,614.53 17.61 26.415
GRADE 11 Ex (6I0) H O	26,549.12 12.78 19.170	27,345.59 13.15 19.725	28,165.97 13.55 20.325	29,010.94 13.95 20.925	29,881.28 14.36 21.540	30,777.72 14.80 22.200	31,701.06 15.26 22.890	32,652.07 15.71 23.565	33,631.62 16.17 24.255	34,640.58 16.66 24.990	35,679.80 17.16 25.740	36,750.22 17.68 26.520	37,852.69 18.21 27.315
GRADE 11A Ex (6IA) H O	27,478.33 13.22 19.830	28,302.70 13.62 20.430	29,151.77 14.03 21.045	30,026.33 14.44 21.660	30,927.12 14.90 22.350	31,854.93 15.34 23.010	32,810.59 15.80 23.700	33,794.90 16.28 24.420	34,808.72 16.77 25.155	35,853.02 17.27 25.905	36,928.59 17.78 26.670	38,036.46 18.32 27.480	39,177.54 18.87 28.305

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	
GRADE 12 Ex (6J0)	Ex	28,407.57	29,259.77	30,137.56	31,041.70	31,972.97	32,932.15	33,920.12	34,937.70	35,985.84	37,065.44	38,177.38	39,322.71	40,502.40
	H	13.66	14.07	14.49	14.94	15.38	15.84	16.32	16.82	17.32	17.82	18.36	18.91	19.49
	O	20.490	21.105	21.735	22.410	23.070	23.760	24.480	25.230	25.980	26.730	27.540	28.365	29.235
GRADE 12A Ex (6JA)	Ex	29,401.82	30,283.91	31,192.42	32,128.17	33,091.99	34,084.78	35,107.31	36,160.53	37,245.34	38,362.72	39,513.62	40,699.00	41,919.99
	H	14.14	14.57	15.00	15.45	15.92	16.39	16.89	17.40	17.92	18.46	19.02	19.58	20.17
	O	21.210	21.855	22.500	23.175	23.880	24.585	25.335	26.100	26.880	27.690	28.530	29.370	30.255
GRADE 13 Ex (6K0)	Ex	30,396.08	31,307.99	32,247.22	33,214.62	34,211.06	35,237.40	36,294.52	37,383.35	38,504.84	39,660.01	40,849.83	42,075.29	43,337.58
	H	14.63	15.05	15.50	15.99	16.45	16.96	17.46	18.00	18.52	19.09	19.65	20.25	20.85
	O	21.945	22.575	23.250	23.985	24.675	25.440	26.190	27.000	27.780	28.635	29.475	30.375	31.275
GRADE 13A Ex (6KA)	Ex	31,459.96	32,403.75	33,375.88	34,377.15	35,408.46	36,470.72	37,564.82	38,691.78	39,852.53	41,048.11	42,279.54	43,547.96	44,854.37
	H	15.11	15.57	16.06	16.53	17.03	17.54	18.08	18.60	19.17	19.75	20.34	20.94	21.58
	O	22.665	23.355	24.090	24.795	25.545	26.310	27.120	27.900	28.755	29.625	30.510	31.410	32.370
GRADE 14 Ex (6L0)	Ex	32,523.84	33,499.55	34,504.53	35,539.66	36,605.84	37,704.01	38,835.15	40,000.21	41,200.20	42,436.21	43,709.27	45,020.58	46,371.20
	H	15.62	16.11	16.60	17.09	17.59	18.13	18.68	19.23	19.81	20.41	21.03	21.66	22.32
	O	23.430	24.165	24.900	25.635	26.385	27.195	28.020	28.845	29.715	30.615	31.545	32.490	33.480
GRADE 14A Ex (6LA)	Ex	33,662.17	34,672.02	35,712.19	36,783.53	37,887.05	39,023.64	40,194.38	41,400.22	42,642.21	43,921.48	45,239.12	46,596.29	47,994.16
	H	16.17	16.67	17.17	17.69	18.22	18.77	19.33	19.90	20.50	21.13	21.76	22.41	23.07
	O	24.255	25.005	25.755	26.535	27.330	28.155	28.995	29.850	30.750	31.695	32.640	33.615	34.605
GRADE 15 Ex (6M0)	Ex	34,800.49	35,844.51	36,919.84	38,027.44	39,168.25	40,343.31	41,553.61	42,800.22	44,084.22	45,406.75	46,768.95	48,172.01	49,617.16
	H	16.73	17.23	17.75	18.30	18.85	19.41	20.00	20.58	21.21	21.84	22.49	23.16	23.86
	O	25.095	25.845	26.625	27.450	28.275	29.115	30.000	30.870	31.815	32.760	33.735	34.740	35.790
GRADE 15A Ex (6MA)	Ex	36,018.51	37,099.06	38,212.02	39,358.40	40,539.14	41,755.32	43,007.99	44,298.23	45,627.17	46,995.98	48,405.86	49,858.04	51,353.77
	H	17.34	17.83	18.38	18.94	19.52	20.11	20.70	21.32	21.94	22.60	23.30	23.99	24.71
	O	26.010	26.745	27.570	28.410	29.280	30.165	31.050	31.980	32.910	33.900	34.950	35.985	37.065
GRADE 16 Ex (6N0)	Ex	37,236.53	38,353.62	39,504.22	40,689.34	41,910.04	43,167.33	44,462.35	45,796.22	47,170.11	48,585.22	50,042.77	51,544.05	53,090.37
	H	17.91	18.45	19.02	19.58	20.17	20.77	21.39	22.02	22.70	23.39	24.08	24.80	25.55
	O	26.865	27.675	28.530	29.370	30.255	31.155	32.085	33.030	34.050	35.085	36.120	37.200	38.325
GRADE 16A Ex (6NA)	Ex	38,539.80	39,695.99	40,886.87	42,113.50	43,376.88	44,678.19	46,018.55	47,399.08	48,821.07	50,285.70	51,794.27	53,348.09	54,948.53
	H	18.52	19.09	19.65	20.25	20.87	21.50	22.17	22.82	23.50	24.19	24.94	25.69	26.46
	O	27.780	28.635	29.475	30.375	31.305	32.250	33.255	34.230	35.250	36.285	37.410	38.535	39.690
GRADE 17 Ex (6O0)	Ex	39,843.08	41,038.38	42,269.52	43,537.61	44,843.74	46,189.06	47,574.71	49,001.97	50,472.01	51,986.17	53,545.75	55,152.14	56,806.69
	H	19.16	19.74	20.33	20.93	21.57	22.23	22.89	23.57	24.28	25.01	25.75	26.52	27.31
	O	28.740	29.610	30.495	31.395	32.355	33.345	34.335	35.355	36.420	37.515	38.625	39.780	40.965

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
GRADE 17A (60A)	Ex	41,237.61	42,474.71	43,748.96	45,061.42	46,413.25	47,805.66	49,239.83	50,717.02	52,238.55	53,805.71	55,419.86	57,082.45
	H	19.82	20.42	21.04	21.67	22.33	22.99	23.67	24.39	25.11	25.86	26.67	27.45
	O	29.730	30.630	31.560	32.505	33.495	34.485	35.505	36.585	37.665	38.790	40.005	41.175
GRADE 18 (6P0)	Ex	42,632.09	43,911.05	45,228.38	46,585.24	47,982.80	49,422.28	50,904.96	52,432.11	54,005.06	55,625.20	57,293.96	59,012.79
	H	20.49	21.12	21.74	22.39	23.06	23.76	24.49	25.21	25.98	26.78	27.58	28.41
	O	30.735	31.680	32.610	33.585	34.590	35.640	36.735	37.815	38.970	40.170	41.370	42.615
GRADE 18A (6PA)	Ex	44,124.22	45,447.93	46,811.39	48,215.74	49,662.19	51,152.06	52,686.61	54,267.22	55,895.25	57,572.09	59,299.27	61,078.23
	H	21.22	21.85	22.50	23.18	23.88	24.60	25.34	26.11	26.88	27.68	28.51	29.35
	O	31.830	32.775	33.750	34.770	35.820	36.900	38.010	39.165	40.320	41.520	42.765	44.025
GRADE 19 (6Q0)	Ex	45,616.34	46,984.84	48,394.37	49,846.20	51,341.59	52,881.85	54,468.30	56,102.35	57,785.42	59,518.97	61,304.55	63,143.69
	H	21.93	22.59	23.28	23.97	24.68	25.44	26.20	26.98	27.80	28.62	29.50	30.37
	O	32.895	33.885	34.920	35.955	37.020	38.160	39.300	40.470	41.700	42.930	44.250	45.555
GRADE 19A (6QA)	Ex	47,212.91	48,629.30	50,088.17	51,590.82	53,138.55	54,732.71	56,374.66	58,065.94	59,807.90	61,602.14	63,450.20	65,353.72
	H	22.72	23.41	24.10	24.82	25.57	26.32	27.11	27.93	28.78	29.65	30.52	31.43
	O	34.080	35.115	36.150	37.230	38.355	39.480	40.665	41.895	43.170	44.475	45.780	47.145
GRADE 20 (6R0)	Ex	48,809.48	50,273.74	51,781.96	53,335.44	54,935.50	56,583.57	58,281.08	60,029.51	61,830.39	63,685.30	65,595.86	67,563.73
	H	23.47	24.16	24.90	25.67	26.44	27.23	28.04	28.90	29.75	30.64	31.56	32.50
	O	35.205	36.240	37.350	38.505	39.660	40.845	42.060	43.350	44.625	45.960	47.340	48.750
GRADE 20A (6RA)	Ex	50,517.81	52,033.35	53,594.35	55,202.19	56,858.25	58,564.00	60,320.90	62,130.53	63,994.45	65,914.27	67,891.72	69,928.47
	H	24.31	25.04	25.78	26.55	27.34	28.17	29.02	29.89	30.80	31.71	32.65	33.64
	O	36.465	37.560	38.670	39.825	41.010	42.255	43.530	44.835	46.200	47.565	48.975	50.460
GRADE 21 (6S0)	Ex	52,226.14	53,792.92	55,406.71	57,068.93	58,780.98	60,544.43	62,360.74	64,231.56	66,158.51	68,143.27	70,187.58	72,293.19
	H	25.10	25.86	26.66	27.44	28.26	29.13	30.00	30.90	31.83	32.77	33.75	34.76
	O	37.650	38.790	39.990	41.160	42.390	43.695	45.000	46.350	47.745	49.155	50.625	52.140
GRADE 21A (6SA)	Ex	54,054.05	55,675.69	57,345.96	59,066.33	60,838.32	62,663.47	64,543.36	66,479.69	68,474.06	70,528.29	72,644.13	74,823.47
	H	26.00	26.80	27.60	28.43	29.27	30.17	31.06	31.99	32.97	33.95	34.96	36.01
	O	39.000	40.200	41.400	42.645	43.905	45.255	46.590	47.985	49.455	50.925	52.440	54.015
GRADE 22 (6T0)	Ex	55,881.97	57,558.42	59,285.17	61,063.75	62,895.65	64,782.55	66,726.00	68,727.78	70,789.61	72,913.30	75,100.68	77,353.73
	H	26.87	27.67	28.50	29.34	30.25	31.15	32.07	33.05	34.04	35.08	36.12	37.21
	O	40.305	41.505	42.750	44.010	45.375	46.725	48.105	49.575	51.060	52.620	54.180	55.815
GRADE 22A (6TA)	Ex	57,837.84	59,572.98	61,360.19	63,200.96	65,097.00	67,049.92	69,061.42	71,133.23	73,267.26	75,465.26	77,729.24	80,061.11
	H	27.82	28.64	29.52	30.39	31.31	32.27	33.20	34.21	35.23	36.29	37.37	38.49
	O	41.730	42.960	44.280	45.585	46.965	48.405	49.800	51.315	52.845	54.435	56.055	57.735

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	
GRADE 23 (6U0)	Ex	59,793.71	61,587.52	63,435.16	65,338.19	67,298.37	69,317.28	71,396.82	73,538.73	75,744.89	78,017.24	80,357.75	82,768.48	85,251.53
	H	28.72	29.63	30.50	31.41	32.37	33.35	34.34	35.35	36.43	37.51	38.63	39.79	41.00
	O	43.080	44.445	45.750	47.115	48.555	50.025	51.510	53.025	54.645	56.265	57.945	59.685	61.500
GRADE 23A (6UA)	Ex	61,886.49	63,743.09	65,655.38	67,625.03	69,653.79	71,743.42	73,895.70	76,112.58	78,395.96	80,747.83	83,170.26	85,665.37	88,235.33
	H	29.75	30.64	31.56	32.51	33.50	34.51	35.54	36.60	37.70	38.82	39.99	41.19	42.43
	O	44.625	45.960	47.340	48.765	50.250	51.765	53.310	54.900	56.550	58.230	59.985	61.785	63.645
GRADE 24 (6V0)	Ex	63,979.27	65,898.64	67,875.63	69,911.89	72,009.23	74,169.52	76,394.58	78,686.43	81,047.03	83,478.45	85,982.78	88,562.27	91,219.15
	H	30.76	31.68	32.63	33.61	34.62	35.67	36.73	37.84	38.98	40.13	41.34	42.60	43.87
	O	46.140	47.520	48.945	50.415	51.930	53.505	55.095	56.760	58.470	60.195	62.010	63.900	65.805
GRADE 24A (6VA)	Ex	66,218.56	68,205.11	70,251.26	72,358.80	74,529.56	76,765.44	79,068.41	81,440.45	83,883.67	86,400.18	88,992.18	91,661.96	94,411.81
	H	31.84	32.79	33.76	34.78	35.83	36.91	38.01	39.15	40.34	41.55	42.79	44.07	45.39
	O	47.760	49.185	50.640	52.170	53.745	55.365	57.015	58.725	60.510	62.325	64.185	66.105	68.085
GRADE 25 (6W0)	Ex	68,457.82	70,511.55	72,626.90	74,805.70	77,049.88	79,361.40	81,742.22	84,194.48	86,720.34	89,321.93	92,001.59	94,761.64	97,604.49
	H	32.92	33.90	34.91	35.97	37.04	38.16	39.32	40.49	41.70	42.95	44.24	45.55	46.93
	O	49.380	50.850	52.365	53.955	55.560	57.240	58.980	60.735	62.550	64.425	66.360	68.325	70.395
GRADE 25A (6WA)	Ex	70,853.85	72,979.47	75,168.82	77,423.91	79,746.63	82,139.01	84,603.20	87,141.29	89,755.55	92,448.20	95,221.66	98,078.29	101,020.65
	H	34.07	35.10	36.15	37.23	38.35	39.50	40.69	41.91	43.17	44.46	45.80	47.17	48.58
	O	51.105	52.650	54.225	55.845	57.525	59.250	61.035	62.865	64.755	66.690	68.700	70.755	72.870
GRADE 26 (6X0)	Ex	73,249.86	75,447.37	77,710.79	80,042.10	82,443.36	84,916.68	87,464.18	90,088.11	92,790.74	95,574.47	98,441.69	101,394.96	104,436.78
	H	35.23	36.29	37.37	38.49	39.65	40.83	42.06	43.31	44.62	45.96	47.33	48.75	50.21
	O	52.845	54.435	56.055	57.735	59.475	61.245	63.090	64.965	66.930	68.940	70.995	73.125	75.315
GRADE 26A (6XA)	Ex	75,813.63	78,088.03	80,430.67	82,843.59	85,328.89	87,888.75	90,525.42	93,241.18	96,038.43	98,919.57	101,887.15	104,943.75	108,092.10
	H	36.46	37.56	38.68	39.84	41.04	42.25	43.53	44.85	46.19	47.58	48.99	50.48	51.99
	O	54.690	56.340	58.020	59.760	61.560	63.375	65.295	67.275	69.285	71.370	73.485	75.720	77.985
GRADE 27 (6Y0)	Ex	78,377.36	80,728.67	83,150.55	85,645.05	88,214.41	90,860.84	93,586.66	96,394.28	99,286.08	102,264.66	105,332.62	108,492.59	111,747.39
	H	37.69	38.81	39.98	41.18	42.42	43.70	44.99	46.34	47.74	49.18	50.64	52.17	53.74
	O	56.535	58.215	59.970	61.770	63.630	65.550	67.485	69.510	71.610	73.770	75.960	78.255	80.610
GRADE 27A (6YA)	Ex	81,120.57	83,554.17	86,060.81	88,642.63	91,301.91	94,040.97	96,862.19	99,768.05	102,761.12	105,843.94	109,019.24	112,289.82	115,658.52
	H	39.01	40.16	41.37	42.63	43.90	45.22	46.57	47.98	49.41	50.88	52.42	53.99	55.61
	O	58.515	60.240	62.055	63.945	65.850	67.830	69.855	71.970	74.115	76.320	78.630	80.985	83.415
GRADE 28 (6Z0)	Ex	83,863.78	86,379.69	88,971.06	91,640.23	94,389.42	97,221.12	100,137.73	103,141.86	106,236.12	109,423.20	112,705.89	116,087.08	119,569.71
	H	40.32	41.53	42.77	44.06	45.38	46.73	48.15	49.59	51.08	52.63	54.21	55.84	57.51
	O	60.480	62.295	64.155	66.090	68.070	70.095	72.225	74.385	76.620	78.945	81.315	83.760	86.265

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13
GRADE 28A Ex (62A) H O	86,799.01 41.73 62,595	89,402.97 43.00 64,500	92,085.05 44.28 66,420	94,847.64 45.60 68,400	97,693.05 46.98 70,470	100,623.84 48.39 72,585	103,642.56 49.83 74,745	106,751.83 51.33 76,995	109,954.39 52.86 79,290	113,253.02 54.44 81,660	116,650.59 56.08 84,120	120,150.15 57.76 86,640	123,754.64 59.50 89,250
GRADE 29 Ex (600) H O	89,734.22 43.16 64,740	92,426.27 44.45 66,675	95,199.05 45.79 68,685	98,055.03 47.16 70,740	100,996.67 48.57 72,855	104,026.57 50.03 75,045	107,147.39 51.54 77,310	110,361.79 53.08 79,620	113,672.64 54.69 82,035	117,082.83 56.32 84,480	120,595.33 58.01 87,015	124,213.17 59.73 89,595	127,939.57 61.53 92,295
GRADE 29A Ex (60A) H O	92,874.93 44.65 66,975	95,661.17 46.00 69,000	98,531.02 47.38 71,070	101,486.97 48.80 73,200	104,531.56 50.27 75,405	107,667.51 51.78 77,670	110,897.54 53.34 80,010	114,224.46 54.94 82,410	117,651.19 56.59 84,885	121,180.73 58.27 87,405	124,816.15 60.03 90,045	128,560.63 61.82 92,730	132,417.46 63.68 95,520
GRADE 30 Ex (610) H O	96,015.61 46.15 69,225	98,896.11 47.54 71,310	101,862.98 48.97 73,455	104,918.89 50.46 75,690	108,066.43 51.96 77,940	111,308.43 53.52 80,280	114,647.68 55.11 82,665	118,087.12 56.79 85,185	121,629.73 58.48 87,720	125,278.63 60.26 90,390	129,036.99 62.06 93,090	132,908.09 63.90 95,850	136,895.32 65.83 98,745
GRADE 30A Ex (61A) H O	99,376.17 47.79 71,685	102,357.47 49.23 73,845	105,428.19 50.71 76,065	108,591.04 52.22 78,330	111,848.78 53.80 80,700	115,204.23 55.41 83,115	118,660.35 57.07 85,605	122,220.17 58.79 88,185	125,886.78 60.54 90,810	129,663.38 62.36 93,540	133,553.28 64.23 96,345	137,559.87 66.15 99,225	141,686.66 68.15 102,225
GRADE 31 Ex (620) H O	102,736.73 49.40 74,100	105,818.84 50.87 76,305	108,993.40 52.40 78,600	112,263.21 53.97 80,955	115,631.09 55.59 83,385	119,100.04 57.25 85,875	122,673.03 58.97 88,455	126,353.22 60.74 91,110	130,143.82 62.57 93,855	134,048.14 64.46 96,690	138,069.57 66.41 99,615	142,211.54 68.39 102,585	146,478.02 70.43 105,645
GRADE 31A Ex (62A) H O	106,332.52 51.12 76,680	109,522.49 52.66 78,990	112,808.16 54.24 81,360	116,192.41 55.88 83,820	119,678.18 57.55 86,325	123,268.52 59.28 88,920	126,966.57 61.06 91,590	130,775.58 62.87 94,305	134,698.84 64.77 97,155	138,739.82 66.70 100,050	142,902.00 68.72 103,080	147,189.06 70.78 106,170	151,604.75 72.91 109,365
GRADE 32 Ex (630) H O	109,928.32 52.84 79,260	113,226.15 54.43 81,645	116,622.93 56.07 84,105	120,121.62 57.75 86,625	123,725.26 59.49 89,235	127,437.03 61.28 91,920	131,260.13 63.11 94,665	135,197.93 65.00 97,500	139,253.87 66.96 100,440	143,431.50 68.96 103,440	147,734.43 71.03 106,545	152,166.46 73.17 109,755	156,731.46 75.36 113,040
GRADE 32A Ex (63A) H O	113,775.78 54.71 82,065	117,189.06 56.36 84,540	120,704.75 58.06 87,090	124,325.88 59.79 89,685	128,055.67 61.57 92,355	131,897.33 63.42 95,130	135,854.25 65.35 98,025	139,929.87 67.28 100,920	144,127.77 69.30 103,950	148,451.59 71.38 107,070	152,905.14 73.53 110,295	157,492.29 75.73 113,595	162,217.07 78.00 117,000
GRADE 33 Ex (640) H O	117,623.26 56.55 84,825	121,151.99 58.24 87,360	124,786.54 60.01 90,015	128,530.13 61.80 92,700	132,386.04 63.66 95,490	136,357.61 65.56 98,340	140,448.34 67.54 101,310	144,661.78 69.56 104,340	149,001.64 71.64 107,460	153,471.68 73.79 110,685	158,075.88 76.01 114,015	162,818.11 78.30 117,450	167,702.68 80.63 120,945
GRADE 33A Ex (64A) H O	121,740.09 58.52 87,780	125,392.30 60.29 90,435	129,154.08 62.10 93,150	133,028.69 63.96 95,940	137,019.55 65.88 98,820	141,130.13 67.85 101,775	145,364.02 69.89 104,835	149,724.93 71.98 107,970	154,216.70 74.15 111,225	158,843.22 76.36 114,540	163,608.51 78.66 117,990	168,516.77 81.04 121,560	173,572.27 83.45 125,175

CITY OF MANCHESTER, NEW HAMPSHIRE PAY SCHEDULE - (FY2011) - 1.5%

GRADE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	
GRADE 34 (650)	Ex	125,856.89	129,632.63	133,521.60	137,527.24	141,653.05	145,902.66	150,279.72	154,788.12	159,431.76	164,214.72	169,141.17	174,215.38	179,441.87
	H	60.50	62.32	64.20	66.12	68.11	70.15	72.26	74.42	76.66	78.96	81.33	83.78	86.29
	O	90.750	93.480	96.300	99.180	102.165	105.225	108.390	111.630	114.990	118.440	121.995	125.670	129.435
GRADE 34A (65A)	Ex	130,261.89	134,169.77	138,194.85	142,340.71	146,610.92	151,009.24	155,539.51	160,205.70	165,011.87	169,962.22	175,061.10	180,312.92	185,722.35
	H	62.63	64.50	66.46	68.44	70.48	72.60	74.78	77.02	79.34	81.71	84.16	86.71	89.29
	O	93.945	96.750	99.690	102.660	105.720	108.900	112.170	115.530	119.010	122.565	126.240	130.065	133.935
GRADE 35 (660)	Ex	134,666.88	138,706.89	142,868.10	147,154.15	151,568.77	156,115.84	160,799.31	165,623.28	170,591.98	175,709.75	180,981.06	186,410.43	192,002.80
	H	64.75	66.69	68.70	70.76	72.89	75.07	77.32	79.64	82.02	84.49	87.03	89.63	92.33
	O	97.125	100.035	103.050	106.140	109.335	112.605	115.980	119.460	123.030	126.735	130.545	134.445	138.495
GRADE 35A (66A)	Ex	139,380.22	143,561.66	147,868.48	152,304.55	156,873.68	161,579.89	166,427.28	171,420.10	176,562.70	181,859.58	187,315.41	192,934.82	198,722.90
	H	67.01	69.02	71.09	73.22	75.41	77.69	80.02	82.43	84.90	87.43	90.06	92.76	95.54
	O	100.515	103.530	106.635	109.830	113.115	116.535	120.030	123.645	127.350	131.145	135.090	139.140	143.310
GRADE 36 (670)	Ex	144,093.57	148,416.39	152,868.88	157,454.93	162,178.59	167,043.95	172,055.27	177,216.92	182,533.43	188,009.42	193,649.74	199,459.20	205,443.00
	H	69.28	71.35	73.50	75.70	77.97	80.32	82.73	85.21	87.79	90.41	93.12	95.91	98.78
	O	103.920	107.025	110.250	113.550	116.955	120.480	124.095	127.815	131.685	135.615	139.680	143.865	148.170
GRADE 36A (67A)	Ex	149,136.83	153,610.98	158,219.29	162,965.85	167,854.85	172,890.48	178,077.19	183,419.50	188,922.08	194,589.75	200,427.46	206,440.27	212,633.50
	H	71.72	73.86	76.08	78.37	80.71	83.13	85.64	88.18	90.82	93.54	96.34	99.25	102.22
	O	107.580	110.790	114.120	117.555	121.065	124.695	128.460	132.270	136.230	140.310	144.510	148.875	153.330

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 1	Ex	19,819.67	20,414.25	21,026.68	21,657.49	22,307.22	22,976.42
	H	9.63	9.92	10.20	10.52	10.83	11.15
	O	14.445	14.880	15.300	15.780	16.245	16.725
GRADE 1A	Ex	20,513.36	21,128.76	21,762.63	22,415.49	23,087.96	23,780.62
	H	9.88	10.16	10.47	10.78	11.10	11.44
	O	14.820	15.240	15.705	16.170	16.650	17.160
GRADE 2	Ex	21,207.04	21,843.26	22,498.55	23,173.51	23,868.72	24,584.78
	H	10.20	10.52	10.82	11.14	11.50	11.83
	O	15.300	15.780	16.230	16.710	17.250	17.745
GRADE 2A	Ex	21,949.29	22,607.78	23,286.02	23,984.58	24,704.11	25,445.27
	H	10.56	10.86	11.20	11.55	11.89	12.24
	O	15.840	16.290	16.800	17.325	17.835	18.360
GRADE 3 (6A0)	Ex	22,691.53	23,372.29	24,073.46	24,795.65	25,539.52	26,305.68
	H	10.90	11.23	11.58	11.92	12.27	12.66
	O	16.350	16.845	17.370	17.880	18.405	18.990
GRADE 3A (6AA)	Ex	23,485.73	24,190.30	24,916.03	25,663.50	26,433.41	27,226.41
	H	11.31	11.64	11.98	12.33	12.73	13.10
	O	16.965	17.460	17.970	18.495	19.095	19.650
GRADE 4 (6B0)	Ex	24,279.95	25,008.33	25,758.59	26,531.35	27,327.29	28,147.11
	H	11.69	12.04	12.40	12.77	13.14	13.54
	O	17.535	18.060	18.600	19.155	19.710	20.310
GRADE 4A (6BA)	Ex	25,129.77	25,883.65	26,660.14	27,459.93	28,283.75	29,132.27
	H	12.10	12.45	12.82	13.21	13.61	14.02
	O	18.150	18.675	19.230	19.815	20.415	21.030
GRADE 5 (6C0)	Ex	25,979.54	26,758.92	27,561.69	28,388.54	29,240.19	30,117.40
	H	12.49	12.87	13.26	13.65	14.06	14.48
	O	18.735	19.305	19.890	20.475	21.090	21.720
GRADE 5A (6CA)	Ex	26,888.83	27,695.48	28,526.34	29,382.15	30,263.61	31,171.50
	H	12.96	13.35	13.77	14.18	14.61	15.03
	O	19.440	20.025	20.655	21.270	21.915	22.545
GRADE 6 (6D0)	Ex	27,798.10	28,632.05	29,491.01	30,375.75	31,287.02	32,225.62
	H	13.38	13.80	14.21	14.64	15.06	15.52
	O	20.070	20.700	21.315	21.960	22.590	23.280

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 6A (6DA)	Ex	28,771.05	29,634.18	30,523.18	31,438.90	32,382.05	33,353.53
	H	13.85	14.26	14.70	15.12	15.58	16.06
	O	20.775	21.390	22.050	22.680	23.370	24.090
GRADE 7 (6E0)	Ex	29,743.98	30,636.29	31,555.39	32,502.05	33,477.10	34,481.40
	H	14.31	14.74	15.17	15.63	16.10	16.59
	O	21.465	22.110	22.755	23.445	24.150	24.885
GRADE 7A (6EA)	Ex	30,785.01	31,708.56	32,659.82	33,639.64	34,648.79	35,688.26
	H	14.80	15.26	15.71	16.17	16.66	17.16
	O	22.200	22.890	23.565	24.255	24.990	25.740
GRADE 8 (6F0)	Ex	31,826.06	32,780.84	33,764.26	34,777.19	35,820.51	36,895.11
	H	15.32	15.78	16.25	16.73	17.22	17.74
	O	22.980	23.670	24.375	25.095	25.830	26.610
GRADE 8A (6FA)	Ex	32,939.97	33,928.17	34,946.00	35,994.39	37,074.21	38,186.45
	H	15.86	16.33	16.83	17.34	17.83	18.37
	O	23.790	24.495	25.245	26.010	26.745	27.555
GRADE 9 (6G0)	Ex	34,053.87	35,075.50	36,127.75	37,211.61	38,327.95	39,477.79
	H	16.41	16.92	17.42	17.96	18.48	19.04
	O	24.615	25.380	26.130	26.940	27.720	28.560
GRADE 9A (6GA)	Ex	35,245.74	36,303.15	37,392.23	38,514.01	39,669.42	40,859.48
	H	16.97	17.47	18.01	18.53	19.10	19.66
	O	25.455	26.205	27.015	27.795	28.650	29.490
GRADE 10 (6H0)	Ex	36,437.65	37,530.80	38,656.68	39,816.40	41,010.90	42,241.20
	H	17.52	18.06	18.58	19.15	19.72	20.31
	O	26.280	27.090	27.870	28.725	29.580	30.465
GRADE 10A (6HA)	Ex	37,712.96	38,844.34	40,009.68	41,209.97	42,446.27	43,719.65
	H	18.14	18.68	19.23	19.81	20.41	21.03
	O	27.210	28.020	28.845	29.715	30.615	31.545
GRADE 11 (6I0)	Ex	38,988.29	40,157.93	41,362.65	42,603.55	43,881.65	45,198.12
	H	18.75	19.31	19.89	20.49	21.12	21.74
	O	28.125	28.965	29.835	30.735	31.680	32.610
GRADE 11A (6IA)	Ex	40,352.87	41,563.45	42,810.38	44,094.66	45,417.51	46,780.05
	H	19.43	20.02	20.62	21.23	21.86	22.52
	O	29.145	30.030	30.930	31.845	32.790	33.780

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 12 Ex (6J0)	Ex	41,717.45	42,968.99	44,258.07	45,585.80	46,953.36	48,361.97
	H	20.09	20.68	21.29	21.92	22.58	23.27
	O	30.135	31.020	31.935	32.880	33.870	34.905
GRADE 12A Ex (6JA)	Ex	43,177.56	44,472.89	45,807.09	47,181.28	48,596.73	50,054.64
	H	20.77	21.39	22.03	22.71	23.40	24.09
	O	31.155	32.085	33.045	34.065	35.100	36.135
GRADE 13 Ex (6K0)	Ex	44,637.69	45,976.82	47,356.11	48,776.80	50,240.09	51,747.31
	H	21.48	22.15	22.80	23.48	24.17	24.90
	O	32.220	33.225	34.200	35.220	36.255	37.350
GRADE 13A Ex (6KA)	Ex	46,200.01	47,586.01	49,013.58	50,483.99	51,998.51	53,558.46
	H	22.24	22.91	23.59	24.30	25.03	25.77
	O	33.360	34.365	35.385	36.450	37.545	38.655
GRADE 14 Ex (6L0)	Ex	47,762.33	49,195.19	50,671.05	52,191.19	53,756.93	55,369.63
	H	22.98	23.67	24.39	25.11	25.86	26.64
	O	34.470	35.505	36.585	37.665	38.790	39.960
GRADE 14A Ex (6LA)	Ex	49,434.02	50,917.03	52,444.55	54,017.88	55,638.40	57,307.58
	H	23.77	24.50	25.22	25.99	26.79	27.59
	O	35.655	36.750	37.830	38.985	40.185	41.385
GRADE 15 Ex (6M0)	Ex	51,105.70	52,638.84	54,218.02	55,844.56	57,519.90	59,245.50
	H	24.59	25.33	26.10	26.87	27.67	28.50
	O	36.885	37.995	39.150	40.305	41.505	42.750
GRADE 15A Ex (6MA)	Ex	52,894.39	54,481.21	56,115.66	57,799.12	59,533.10	61,319.08
	H	25.45	26.21	26.99	27.81	28.63	29.50
	O	38.175	39.315	40.485	41.715	42.945	44.250
GRADE 16 Ex (6N0)	Ex	54,683.07	56,323.58	58,013.29	59,753.67	61,546.30	63,392.69
	H	26.29	27.08	27.90	28.73	29.61	30.48
	O	39.435	40.620	41.850	43.095	44.415	45.720
GRADE 16A Ex (6NA)	Ex	56,596.98	58,294.89	60,043.75	61,845.06	63,700.41	65,611.43
	H	27.25	28.07	28.92	29.77	30.67	31.59
	O	40.875	42.105	43.380	44.655	46.005	47.385
GRADE 17 Ex (6O0)	Ex	58,510.90	60,266.22	62,074.21	63,936.44	65,854.54	67,830.17
	H	28.14	28.99	29.86	30.76	31.68	32.62
	O	42.210	43.485	44.790	46.140	47.520	48.930

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 17A (60A)	Ex	60,558.78	62,375.54	64,246.80	66,174.21	68,159.44	70,204.21
	H	29.14	30.01	30.91	31.84	32.79	33.76
	O	43.710	45.015	46.365	47.760	49.185	50.640
GRADE 18 (6P0)	Ex	62,606.65	64,484.85	66,419.41	68,412.02	70,464.36	72,578.28
	H	30.14	31.04	31.97	32.95	33.93	34.94
	O	45.210	46.560	47.955	49.425	50.895	52.410
GRADE 18A (6PA)	Ex	64,797.90	66,741.83	68,744.09	70,806.40	72,930.60	75,118.51
	H	31.16	32.08	33.06	34.05	35.08	36.12
	O	46.740	48.120	49.590	51.075	52.620	54.180
GRADE 19 (6Q0)	Ex	66,989.12	68,998.82	71,068.75	73,200.86	75,396.84	77,658.76
	H	32.23	33.18	34.19	35.22	36.28	37.36
	O	48.345	49.770	51.285	52.830	54.420	56.040
GRADE 19A (6QA)	Ex	69,333.74	71,413.76	73,556.16	75,762.86	78,035.76	80,376.82
	H	33.37	34.36	35.38	36.45	37.54	38.67
	O	50.055	51.540	53.070	54.675	56.310	58.005
GRADE 20 (6R0)	Ex	71,678.38	73,828.72	76,043.59	78,324.89	80,674.65	83,094.87
	H	34.50	35.53	36.59	37.69	38.81	39.98
	O	51.750	53.295	54.885	56.535	58.215	59.970
GRADE 20A (6RA)	Ex	74,187.11	76,412.71	78,705.10	81,066.25	83,498.25	86,003.20
	H	35.69	36.77	37.87	39.00	40.15	41.36
	O	53.535	55.155	56.805	58.500	60.225	62.040
GRADE 21 (6S0)	Ex	76,695.85	78,996.72	81,366.64	83,807.64	86,321.84	88,911.49
	H	36.89	37.99	39.13	40.32	41.53	42.77
	O	55.335	56.985	58.695	60.480	62.295	64.155
GRADE 21A (6SA)	Ex	79,380.20	81,761.60	84,214.46	86,740.91	89,343.13	92,023.42
	H	38.20	39.35	40.52	41.73	42.99	44.27
	O	57.300	59.025	60.780	62.595	64.485	66.405
GRADE 22 (6T0)	Ex	82,064.55	84,526.51	87,062.29	89,674.16	92,364.38	95,135.31
	H	39.47	40.67	41.89	43.15	44.42	45.76
	O	59.205	61.005	62.835	64.725	66.630	68.640
GRADE 22A (6TA)	Ex	84,936.84	87,484.94	90,109.47	92,812.75	95,597.13	98,465.06
	H	40.84	42.07	43.32	44.63	45.97	47.35
	O	61.260	63.105	64.980	66.945	68.955	71.025

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 23 (6U0)	Ex	87,809.07	90,443.35	93,156.65	95,951.35	98,829.90	101,794.79
	H	42.21	43.49	44.80	46.13	47.52	48.94
	O	63.315	65.235	67.200	69.195	71.280	73.410
GRADE 23A (6UA)	Ex	90,882.40	93,608.88	96,417.13	99,309.67	102,288.93	105,357.59
	H	43.71	45.01	46.36	47.76	49.20	50.66
	O	65.565	67.515	69.540	71.640	73.800	75.990
GRADE 24 (6V0)	Ex	93,955.72	96,774.39	99,677.61	102,667.95	105,747.99	108,920.43
	H	45.19	46.54	47.95	49.38	50.85	52.36
	O	67.785	69.810	71.925	74.070	76.275	78.540
GRADE 24A (6VA)	Ex	97,244.17	100,161.50	103,166.35	106,261.32	109,449.17	112,732.65
	H	46.75	48.16	49.60	51.10	52.64	54.22
	O	70.125	72.240	74.400	76.650	78.960	81.330
GRADE 25 (6W0)	Ex	100,532.61	103,548.59	106,655.06	109,854.72	113,150.35	116,544.87
	H	48.34	49.79	51.29	52.82	54.40	56.04
	O	72.510	74.685	76.935	79.230	81.600	84.060
GRADE 25A (6WA)	Ex	104,051.26	107,172.80	110,387.99	113,699.61	117,110.61	120,623.94
	H	50.04	51.55	53.09	54.70	56.33	58.03
	O	75.060	77.325	79.635	82.050	84.495	87.045
GRADE 26 (6X0)	Ex	107,569.89	110,796.99	114,120.90	117,544.53	121,070.86	124,702.99
	H	51.71	53.27	54.87	56.52	58.21	59.97
	O	77.565	79.905	82.305	84.780	87.315	89.955
GRADE 26A (6XA)	Ex	111,334.85	114,674.89	118,115.15	121,658.60	125,308.35	129,067.58
	H	53.54	55.13	56.81	58.51	60.28	62.08
	O	80.310	82.695	85.215	87.765	90.420	93.120
GRADE 27 (6Y0)	Ex	115,099.79	118,552.78	122,109.36	125,772.67	129,545.83	133,432.21
	H	55.36	57.02	58.74	60.48	62.30	64.18
	O	83.040	85.530	88.110	90.720	93.450	96.270
GRADE 27A (6YA)	Ex	119,128.30	122,702.13	126,383.19	130,174.68	134,079.93	138,102.33
	H	57.27	58.99	60.76	62.60	64.47	66.43
	O	85.905	88.485	91.140	93.900	96.705	99.645
GRADE 28 (6Z0)	Ex	123,156.77	126,851.48	130,657.04	134,576.73	138,614.03	142,772.47
	H	59.24	61.01	62.83	64.73	66.66	68.66
	O	88.860	91.515	94.245	97.095	99.990	102.990

GRADE	STEP AL1	STEP AL2	STEP AL3	STEP AL4	STEP AL5	STEP AL6	STEP AL7
GRADE 28A (62A)	Ex	127,467.27	131,291.29	135,230.01	139,286.92	143,465.55	147,769.50
	H	61.29	63.12	65.01	66.98	68.98	71.05
	O	91.935	94.680	97.515	100.470	103.470	106.575
GRADE 29 (600)	Ex	131,777.76	135,731.08	139,803.02	143,997.13	148,317.03	152,766.53
	H	63.38	65.28	67.23	69.26	71.33	73.48
	O	95.070	97.920	100.845	103.890	106.995	110.220
GRADE 29A (60A)	Ex	136,389.99	140,481.66	144,696.14	149,037.01	153,508.11	158,113.36
	H	65.58	67.57	69.60	71.67	73.82	76.04
	O	98.370	101.355	104.400	107.505	110.730	114.060
GRADE 30 (610)	Ex	141,002.21	145,232.26	149,589.23	154,076.91	158,699.21	163,460.17
	H	67.80	69.84	71.93	74.11	76.32	78.60
	O	101.700	104.760	107.895	111.165	114.480	117.900
GRADE 30A (61A)	Ex	145,937.27	150,315.39	154,824.85	159,469.59	164,253.69	169,181.30
	H	70.18	72.29	74.46	76.68	78.98	81.34
	O	105.270	108.435	111.690	115.020	118.470	122.010
GRADE 31 (620)	Ex	150,872.35	155,398.52	160,060.48	164,862.29	169,808.16	174,902.40
	H	72.55	74.71	76.96	79.29	81.66	84.10
	O	108.825	112.065	115.440	118.935	122.490	126.150
GRADE 31A (62A)	Ex	156,152.89	160,837.47	165,662.59	170,632.48	175,751.45	181,023.99
	H	75.09	77.34	79.66	82.03	84.52	87.04
	O	112.635	116.010	119.490	123.045	126.780	130.560
GRADE 32 (630)	Ex	161,433.42	166,276.41	171,264.71	176,402.65	181,694.73	187,145.58
	H	77.64	79.96	82.35	84.81	87.37	90.00
	O	116.460	119.940	123.525	127.215	131.055	135.000
GRADE 32A (63A)	Ex	167,083.59	172,096.08	177,258.96	182,576.74	188,054.04	193,695.68
	H	80.36	82.77	85.24	87.81	90.44	93.14
	O	120.540	124.155	127.860	131.715	135.660	139.710
GRADE 33 (640)	Ex	172,733.76	177,915.76	183,253.23	188,750.84	194,413.35	200,245.75
	H	83.05	85.54	88.11	90.75	93.48	96.28
	O	124.575	128.310	132.165	136.125	140.220	144.420
GRADE 33A (64A)	Ex	178,779.43	184,142.81	189,667.08	195,357.09	201,217.81	207,254.35
	H	85.95	88.53	91.20	93.93	96.74	99.65
	O	128.925	132.795	136.800	140.895	145.110	149.475

MEMORANDUM OF AGREEMENT

AGREEMENT, made this 17th day of May, 2010, by and between the Teamsters Local No. 633 of NH – Police Department Support Staff (Union) and the City of Manchester (“City”), and jointly referred to as “the Parties”, intending to be bound by their mutual promises agree as follows:

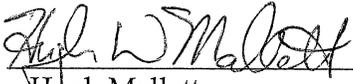
WHEREAS, the Parties desire to provide a health insurance program designed to meet the health needs of the members of the Unit and their families and the desire of both Parties to effectively manage costs incurred as a result of the purchase of these health insurance plans, the Parties agree to amend the Collective Bargaining Agreement as follows:

Amend Article 20 Hospital/Medical Insurance Payment by adding a new paragraph.

Effective July 1, 2010, the City may offer a third option which will be a high deductible health insurance plan accompanied by the establishment of a Health Savings Account (HSA) for each enrolled employee with an initial City contribution to the HSA of \$1,500.00 for an individual and \$3,000.00 for a family. The City retains the right to set the annual contribution and shall each year prior to the open enrollment period disclose any changes to the high deductible benefit plan and/or its anticipated contribution to HSAs or continuation of the HSA in the following fiscal year. Members availing themselves to this third option shall continue to pay a contribution to premium of five percent (5%). Employees will continue to be charged on the basis of a single two-person or family plan irrespective of the single/family designation in the plan itself.

WHEREFORE, intending to be bound by their mutual promises, the Parties have executed this Agreement on the date first cited above by their authorized representatives.

**Teamsters Local No. 633 of NH
Police Department Support Staff**

By: 
Hugh Mallett

City of Manchester

By: 

MEMORANDUM OF UNDERSTANDING

AGREEMENT made this 17th day of May, 2010, by and between the Teamsters Local 633 of N.H. (Police Department Support Staff) (“the Union”) and the City of Manchester (“the City”), to wit:

1. The Parties desire to change the manner in which any employee accepts a City payment of \$1,500.00 annually in lieu of health insurance coverage as provided for in Article 20.

2. Effective July 1, 2010, the City shall make payment of the \$1,500.00 payment in two (2) equal payments of \$750.00, the first payable in arrears in January/February and the second in arrears in July/August. Employees who encounter a qualifying event so as to make them eligible for enrollment in the City’s health insurance plans during either six month period will receive a pro rata amount based on the next \$750.00 payment. Employees will be able to enroll in the City plans notwithstanding a qualifying event in the annual open enrollment period.

WHEREFORE, the Parties have executed this Agreement on the date first cited above by their authorized representatives.

Police Department Support Staff

By: 
Hugh Mallett

City of Manchester

By: 

MEMORANDUM OF UNDERSTANDING
BETWEEN THE

CITY OF MANCHESTER, N.H.

AND THE

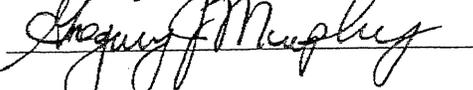
TEAMSTERS LOCAL 633 OF N.H.
Police Department Support Staff

JULY 1, 2007 – JUNE 30, 2010

1. Upon ratification by the Board of Mayor and Aldermen, and the members of the Local 633, Police Department Support Staff, salary schedules originally scheduled to increase by three percent (3.0%) on July 1, 2009 (Article 11.3) shall instead be increased by three percent (3.0%) on January 1, 2010.
2. Any member of the Local 633, Police Department Support Staff bargaining unit who retires from August 1, 2009 to July 1, 2010 will receive additional compensation necessary to make the salary adjustment of three percent (3.0%) retroactive to July 1, 2009
3. Any member of the Local 633, Police Department Support Staff bargaining unit who retires from August 1, 2010 to December 31, 2010 will receive a pro-rata amount necessary to make the COLA effective for a full 12 months.
4. On July 1, 2010, salary schedules shall be increased by one and one half percent (1.5%).
5. On July 1, 2011, salary schedules shall be increased by two and one half percent (2.5%).
6. On July 1, 2012, salary schedules shall be increased by two and one half percent (2.5%).
7. The salary schedules herein shall be incorporated into a new three year agreement to be ratified by the parties covering the period from July 1, 2010 to June 30, 2013.

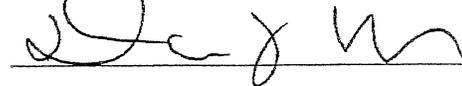
For the Union:





DATE: _____

For the City of Manchester:



DATE: 6-17-09

MEMORANDUM OF UNDERSTANDING
BETWEEN THE

CITY OF MANCHESTER, N.H.

AND THE

TEAMSTERS LOCAL 633 OF N.H.
Police Department Support Staff

JULY 1, 2007 – JUNE 30, 2010

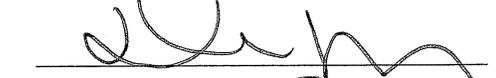
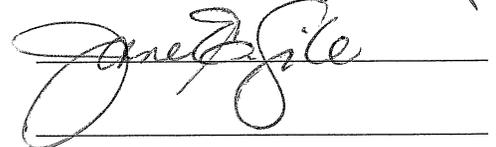
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7. The salary schedules herein shall be incorporated into a new three year agreement to be ratified by the parties covering the period from July 1, 2010 to June 30, 2013.

For the Union:




DATE: _____

For the City of Manchester:



DATE: 6-17-09