

## MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into by and between the Town of Weymouth (Town) and the AFSCME Local 1395 (Union).

WHEREAS, the Town and Union entered into a collective bargaining agreement for the period July 1, 2016, through June 30, 2019; and

WHEREAS, the Town and the Union have, pursuant to Massachusetts General Laws Chapter 150E, negotiated the terms of a successor agreement for the period July 1, 2019, through and including June 30, 2022;

NOW, therefore, in consideration of mutual covenants and promises and subject to the ratification of the respective parties, the parties agree to as follows:

### 1. SECTION 7: GRIEVANCE AND ARBITRATION PROCEDURE

Amend Step 1 and 2 of the grievance procedure as follows:

In the Step 1 paragraph, first and second sentences - delete the words ~~Department Head~~ and replace with the words Director of Public Works.

In the Step 2 paragraph, first, second, and third sentences - delete the words ~~Director of Public Works~~ and replace with the words Director of Human Resources.

In the same paragraph, first sentence - delete the words ~~Department Head's~~ and replace with the words Director of Public Works.

### 2. SECTION 8: WAGE, SALARIES AND JOB CLASSIFICATIONS:

- a) Although the parties agree they will take following these actions, no provision of the successor contract will be amended.
  - 1) The Town shall take one of the existing W-8 Public Works Foreman positions in the Water division and upgrade this one position to create a new W-9 Water Foreman position. Any employee may be considered for the new W-9 position, but the employee must possess a minimum of a Grade 2 Distribution (2D) License or higher. The employee promoted to W-9 under this provision shall not be eligible for retroactive pay. The new W-9 rate of pay under this provision will begin on the date of promotion. The Town will post this new W-9 position within one week after contract ratification.
  - 2) Effective July 1, 2021, the Town shall take the one existing W-8 Public Works Foreman positions in each of the following divisions; Park & Tree, Highway and Sewer and upgrade these positions to create a new W-9 position in the respective divisions as follows: W-9 Park & Tree Foreman, W-9 Highway Foreman and W-9 Sewer Foreman.
  - 3) Update job descriptions for all positions covered by the collective bargaining agreement. The Town shall meet with the union to review proposed job descriptions in an effort to reach consensus and agreement.



- 4) Meet within thirty (30) days with the compensation and grade committee for water treatment plant operator positions.
  - 5) The Town of Weymouth intends to update existing policies and propose new policies for town employees. The Town and Union agree to meet and impact bargain over the policies developed by the Town.
- b) Amend the following Grades and Titles of positions in the Bargaining Unit as follows:

- 1) Add the following positions:

<u>GRADE</u>	<u>TITLE</u>
<u>W – 9</u>	<u>Water Foreman</u> (possess a minimum of a Grade 2 Distribution (2D) License or higher. <u>Park &amp; Tree Foreman</u> <u>Highway Foreman</u> <u>Sewer Foreman</u>

- 2) Delete the following positions:

<u>GRADE</u>	<u>TITLE</u>
S- 12	Treatment Plant Operators (Grade 1)
S- 13	Treatment Plant Operators (Grade 2) Chief Meter Reader, Principal Clerks, Grade 2 Engineer
S- 18	Grade 3 Engineer and Treatment Plant Operator (Grade 4)

- c) After the fifth paragraph, add new paragraph as follows:

Employees who possess a (D) distribution or (T) treatment license shall receive an annual stipend as follows:

<u>Grade 1 Distribution (1D):</u>	<u>Two hundred and fifty dollars (\$250.00)</u>
<u>Grade 2 Distribution (2D):</u>	<u>Five hundred dollars (\$500.00)</u>
<u>Grade 3 Distribution (3D):</u>	<u>Seven hundred and fifty dollars (\$750.00)</u>
<u>Grade 4 Distribution (4D):</u>	<u>One thousand dollars (\$1,000.00)</u>
<u>Grade 3 Treatment (3T):</u>	<u>Seven hundred and fifty dollars (\$750.00)</u>
<u>Grade 4 Treatment (4T):</u>	<u>One thousand dollars (\$1,000.00)</u>

- d) Amend sixth paragraph by inserting in place thereof the entire paragraph, the following sentence: See Appendix B. Salary Table (2020-2022).
- e) Under Central Maintenance subsection, delete paragraph number 2, and reorder the remaining paragraphs.
- f) Add new subsection at the end of Section 8 as follows:

## Sewer Department

1. Sewer department employees shall receive an annual stipend of one thousand five hundred dollars (\$1,500).
2. Sewer department employees who are required to be on stand-by shall be paid at Grade 8.
3. SECTION 9: HOURS OF WORK:

Amend paragraph eight by adding the words for the positions of Mechanic and Electrician in the first sentence, so the sentence will now read as follows:

There shall be a one-week standby, on a rotating basis, in the Sewer and Water Divisions and for the position of Mechanic and Electrician, which will include all employees deemed qualified and available by Management.

4. SECTION 12: BREAK PERIODS:

Amend by deleting the second paragraph.

5. SECTION 13: VACATION:

- a) Amend second paragraph by deleting the first sentence and replacing it with the following sentence:

An employee shall accrue .84 (hours) of vacation time on a monthly basis during the first year of employment to be used during the first year of employment.

Vacation leave of two (2) weeks shall be granted to an employee who, as of

- b) Amend by deleting the third paragraph
- c) Amend by deleting subsections (e) through (h).
- d) Add new subsection at the end, subsection (k), as follows:

If a request for vacation is denied by management, no sick time may be used to obtain that specified period of time off.

6. SECTION 19: PERSONAL LEAVE:

Amend the second paragraph, first sentence by deleting the one-week notice requirement for personal day, so the sentence will now read as follows:

Four (4) Personal Days per fiscal year, not charged to Vacation or other leave credit shall be granted upon approval of the Director. ~~subject to receipt of at least one (1) weeks' notice.~~

7. SECTION 24: PROMOTIONS – JOB POSTING AND BIDDING:

Amend second paragraph of subsection I by adding after the word “vacant” the phrase, at the Town’s discretion, and adding after the first time the word “posted” appears, the following phrase, within a reasonable period of time, so the sentence will now read as follows :

When a position covered by this agreement become vacant, at the Town's discretion, notice of such vacancy shall be posted within a reasonable period of time in a conspicuous place listing the pay, duties and qualifications. This notice shall remain posted for fifteen (15) days.

8. SECTION 32: DURATION AND RENEWAL:

- a) Amend first paragraph, first sentence, by striking the phrase "July 1, 2016 to June 30, 2019" and replacing it with the following phrase: July 1, 2019 to June 30, 2022.
- b) Amend first paragraph, second sentence, by striking the phrase "June 30, 2019" and replacing it with the following phrase: "June 30, 2022"

9. SECTION 34: MISCELLANEOUS

- A) Amend first paragraph by deleting the fourth sentence, which reads: "~~Employees shall be notified of renewal of licenses forty five (45) days prior to its expiration date.~~"
- B) Amend by deleting the entire fourth paragraph, entitled "Camera Differential".
- C) Amend by deleting the entire fifth paragraph, entitled "Hazardous Duty Pay".
- D) Amend by deleting the entire eighth paragraph, entitled "Compensation Grade Committee".

10. SECTION 35: DRUG TESTING SCREENING

Amend first paragraph by deleting the words from the fourth sentence "~~(not on Public Works property)~~".

11. SECTION 36: EMPLOYEE EVALUATIONS

Amend by deleting the entire section thirty-six.

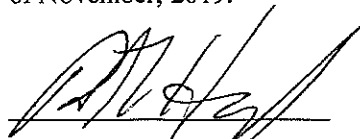
12. APPENDIX C

Add the following side letters of agreement as follows:

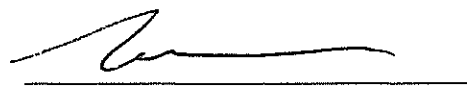
- a) October 16, 2018 - Side Letter of Agreement as amended to include the following statement This condition of employment shall not apply to employees hired prior to July 1, 2013.
- b) May 28, 2003 – Side Letter of Agreement.

13. Housekeeping: The parties agree to make all corrections and updates, including but not limited to the incorporation of Memoranda of Agreement entered into prior to the date of ratification of this Agreement, prior to the printing of the final Collective Bargaining Agreement for the period July 1, 2019 through June 30, 2022.

WHEREAS, the parties have caused this Memorandum of Agreement to be executed this \_\_\_\_ day of November, 2019.



For the Town of Weymouth



For AFSCME Council 93, DPW



**APPENDIX B – AMENDED SALARY TABLE FY20-FY22**

GROUP	GRADE	STEP	FY2019 SALARY	FY2020 SALARY	FY2021 SALARY	FY2022 SALARY
DPW	W-03	1	\$ 40,438.32	\$ 41,449.28	\$ 42,278.26	\$ 42,806.74
DPW	W-03	2	\$ 41,839.72	\$ 43,107.25	\$ 43,969.39	\$ 44,519.01
DPW	W-03	3	\$ 43,567.16	\$ 44,831.54	\$ 45,728.17	\$ 46,299.77
DPW	W-03	4	\$ 45,587.36	\$ 46,624.80	\$ 47,557.30	\$ 48,151.76
		5		\$ 48,489.79	\$ 49,459.59	\$ 50,077.83
DPW	W-04	1	\$ 41,839.72	\$ 42,885.71	\$ 43,743.43	\$ 44,290.22
DPW	W-04	2	\$ 43,567.16	\$ 44,601.14	\$ 45,493.16	\$ 46,061.83
DPW	W-04	3	\$ 45,587.36	\$ 46,385.19	\$ 47,312.89	\$ 47,904.30
DPW	W-04	4	\$ 47,704.28	\$ 48,240.59	\$ 49,205.41	\$ 49,820.47
		5		\$ 50,170.22	\$ 51,173.62	\$ 51,813.29
DPW	W-05	1	\$ 43,567.16	\$ 44,656.34	\$ 45,549.47	\$ 46,118.83
DPW	W-05	2	\$ 45,587.36	\$ 46,442.59	\$ 47,371.44	\$ 47,963.59
DPW	W-05	3	\$ 47,704.28	\$ 48,300.30	\$ 49,266.30	\$ 49,882.13
DPW	W-05	4	\$ 50,083.28	\$ 50,232.31	\$ 51,236.95	\$ 51,877.42
		5		\$ 52,241.60	\$ 53,286.43	\$ 53,952.51
DPW	W-06	1	\$ 45,587.36	\$ 46,727.04	\$ 47,661.58	\$ 48,257.35
DPW	W-06	2	\$ 47,704.28	\$ 48,596.13	\$ 49,568.05	\$ 50,187.65
DPW	W-06	3	\$ 50,083.28	\$ 50,539.97	\$ 51,550.77	\$ 52,195.15
DPW	W-06	4	\$ 52,592.80	\$ 52,561.57	\$ 53,612.80	\$ 54,282.96
		5		\$ 54,664.03	\$ 55,757.31	\$ 56,454.28
DPW	W-07	1	\$ 47,704.28	\$ 48,896.89	\$ 49,874.82	\$ 50,498.26
DPW	W-07	2	\$ 50,083.28	\$ 50,852.76	\$ 51,869.82	\$ 52,518.19
DPW	W-07	3	\$ 52,592.80	\$ 52,886.87	\$ 53,944.61	\$ 54,618.92
DPW	W-07	4	\$ 55,199.56	\$ 55,002.35	\$ 56,102.39	\$ 56,803.67
		5		\$ 57,202.44	\$ 58,346.49	\$ 59,075.82
DPW	W-08	1	\$ 50,083.28	\$ 51,335.36	\$ 52,362.07	\$ 53,016.60
DPW	W-08	2	\$ 52,592.80	\$ 53,388.78	\$ 54,456.55	\$ 55,137.26
DPW	W-08	3	\$ 55,199.56	\$ 55,524.33	\$ 56,634.81	\$ 57,342.75
DPW	W-08	4	\$ 58,034.60	\$ 57,745.30	\$ 58,900.21	\$ 59,636.46
		5		\$ 60,055.11	\$ 61,256.21	\$ 62,021.92
DPW	W-09	1	\$ 52,592.80	\$ 53,907.62	\$ 54,985.77	\$ 55,673.09
DPW	W-09	2	\$ 55,199.56	\$ 56,063.92	\$ 57,185.20	\$ 57,900.02
DPW	W-09	3	\$ 58,034.60	\$ 58,306.48	\$ 59,472.61	\$ 60,216.02
DPW	W-09	4	\$ 60,934.64	\$ 60,638.74	\$ 61,851.52	\$ 62,624.66
		5		\$ 63,064.29	\$ 64,325.58	\$ 65,129.65

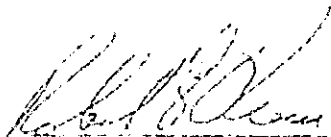
Wage Proposal:  
FY20  
Step One 2.5% over FY19  
Step Two - Four - 4%  
New Step Five - 4%  
FY21- 2% cola  
FY22- 1.25% cola

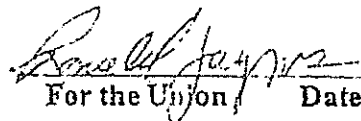
GROUP	GRADE	STEP	FY2019 SALARY	FY2020 SALARY	FY2021 SALARY	FY2022 SALARY
DPW	S-08	1	\$ 35,408.83	\$ 36,294.05	\$ 37,019.93	\$ 37,482.68
DPW	S-08	2	\$ 36,696.79	\$ 37,564.34	\$ 38,315.63	\$ 38,794.57
DPW	S-08	3	\$ 38,072.68	\$ 38,879.09	\$ 39,656.68	\$ 40,152.38
DPW	S-08	4	\$ 39,460.82	\$ 40,239.86	\$ 41,044.66	\$ 41,557.72
DPW	S-08	5	\$ 40,919.00	\$ 41,648.26	\$ 42,481.22	\$ 43,012.24
		6		\$ 43,105.95	\$ 43,968.07	\$ 44,517.67
DPW	S-11	1	\$ 39,460.82	\$ 40,447.34	\$ 41,256.29	\$ 41,771.99
DPW	S-11	2	\$ 40,919.00	\$ 41,863.00	\$ 42,700.26	\$ 43,234.01
DPW	S-11	3	\$ 42,425.26	\$ 43,328.20	\$ 44,194.77	\$ 44,747.20
DPW	S-11	4	\$ 44,001.58	\$ 44,844.69	\$ 45,741.58	\$ 46,313.35
DPW	S-11	5	\$ 45,665.03	\$ 46,414.25	\$ 47,342.54	\$ 47,934.32
		6		\$ 48,038.75	\$ 48,999.53	\$ 49,612.02
DPW	S-13	1	\$ 42,425.26	\$ 43,485.89	\$ 44,355.61	\$ 44,910.05
DPW	S-13	2	\$ 44,001.58	\$ 45,007.90	\$ 45,908.06	\$ 46,481.91
DPW	S-13	3	\$ 45,665.03	\$ 46,583.17	\$ 47,514.84	\$ 48,108.77
DPW	S-13	4	\$ 47,348.91	\$ 48,213.59	\$ 49,177.86	\$ 49,792.58
DPW	S-13	5	\$ 49,154.94	\$ 49,901.06	\$ 50,899.08	\$ 51,535.32
		6		\$ 51,647.60	\$ 52,680.55	\$ 53,339.06
DPW	S-14	1	\$ 44,000.77	\$ 45,100.79	\$ 46,002.81	\$ 46,577.84
DPW	S-14	2	\$ 45,665.03	\$ 46,679.32	\$ 47,612.90	\$ 48,208.06
DPW	S-14	3	\$ 47,348.91	\$ 48,313.09	\$ 49,279.35	\$ 49,895.35
DPW	S-14	4	\$ 49,004.31	\$ 50,004.05	\$ 51,004.13	\$ 51,641.68
DPW	S-14	5	\$ 50,978.08	\$ 51,754.19	\$ 52,789.28	\$ 53,449.14
		6		\$ 53,565.59	\$ 54,636.90	\$ 55,319.86
DPW	S-18	1	\$ 50,978.08	\$ 52,252.53	\$ 53,297.58	\$ 53,963.80
DPW	S-18	2	\$ 52,909.58	\$ 54,081.37	\$ 55,163.00	\$ 55,852.54
DPW	S-18	3	\$ 54,940.43	\$ 55,974.22	\$ 57,093.70	\$ 57,807.37
DPW	S-18	4	\$ 56,990.88	\$ 57,933.32	\$ 59,091.98	\$ 59,830.63
DPW	S-18	5	\$ 59,161.08	\$ 59,960.98	\$ 61,160.20	\$ 61,924.70
		6		\$ 62,059.62	\$ 63,300.81	\$ 64,092.07
DPW	S-19	1	\$ 52,909.58	\$ 54,232.32	\$ 55,316.97	\$ 56,008.43
DPW	S-19	2	\$ 54,940.43	\$ 56,130.45	\$ 57,253.06	\$ 57,968.72
DPW	S-19	3	\$ 56,990.88	\$ 58,095.02	\$ 59,256.92	\$ 59,997.63
DPW	S-19	4	\$ 59,161.08	\$ 60,128.34	\$ 61,330.91	\$ 62,097.55
DPW	S-19	5	\$ 61,409.20	\$ 62,232.83	\$ 63,477.49	\$ 64,270.96
		6		\$ 64,410.98	\$ 65,699.20	\$ 66,520.44
DPW	S12A	1	\$ 40,919.00	\$ 41,941.98	\$ 42,780.81	\$ 43,315.57
DPW	S12A	2	\$ 42,425.27	\$ 43,409.94	\$ 44,278.14	\$ 44,831.62
DPW	S12A	3	\$ 44,001.58	\$ 44,929.29	\$ 45,827.88	\$ 46,400.73
DPW	S12A	4	\$ 45,665.03	\$ 46,501.82	\$ 47,431.85	\$ 48,024.75
DPW	S12A	5	\$ 47,339.12	\$ 48,129.38	\$ 49,091.97	\$ 49,705.62
		6		\$ 49,813.91	\$ 50,810.19	\$ 51,445.31
DPW	S13A	1	\$ 42,425.26	\$ 43,485.89	\$ 44,355.61	\$ 44,910.05
DPW	S13A	2	\$ 44,001.58	\$ 45,007.90	\$ 45,908.06	\$ 46,481.91
DPW	S13A	3	\$ 45,665.03	\$ 46,583.17	\$ 47,514.84	\$ 48,108.77
DPW	S13A	4	\$ 47,348.91	\$ 48,213.59	\$ 49,177.86	\$ 49,792.58
DPW	S13A	5	\$ 49,154.94	\$ 49,901.06	\$ 50,899.08	\$ 51,535.32
		6		\$ 51,647.60	\$ 52,680.55	\$ 53,339.06
DPW	S14A	1	\$ 44,000.77	\$ 45,100.79	\$ 46,002.81	\$ 46,577.84
DPW	S14A	2	\$ 45,665.03	\$ 46,679.32	\$ 47,612.90	\$ 48,208.06
DPW	S14A	3	\$ 47,348.91	\$ 48,313.09	\$ 49,279.35	\$ 49,895.35
DPW	S14A	4	\$ 49,004.31	\$ 50,004.05	\$ 51,004.13	\$ 51,641.68
DPW	S14A	5	\$ 50,978.08	\$ 51,754.19	\$ 52,789.28	\$ 53,449.14
		6		\$ 53,565.59	\$ 54,636.90	\$ 55,319.86

Wage Proposal:  
FY20  
Step One 2.5% over FY19  
Step Two - Five - 3.5%  
New Step Six - 3.5%  
FY21- 2% cola  
FY22- 1.25% cola

AGREEMENT BETWEEN TOWN OF WEYMOUTH AND AFSCME  
LOCAL#1395

1. Current temporary schedule to remain in effect until 27 June 2003. Effective Friday, 27 June 2003, the new proposed operators schedule (attached: labeled as Shift Schedule FY04) will be instituted after the shift bid process is complete, but no later than 27 June 2003. In the event the regularly scheduled operator on the Saturday, 3-11 shift at WTP #1 is unavailable for duty for any reason, no additional overtime will be involved. Hence the overtime operator will serve as the regular WTP #1 operator.
2. Effective Friday, 27 June 2003 a new pay scale for all operators will be instituted. The new pay rate will be at S-19 rate. All Grade 3 operators will move to the new S-19D; all Grade 4 operators will move to S-19E.
3. Town and Union agree that the current "GSA/ater Quality Technician" position is responsible for routine and incidental sampling.
4. Town agrees to a minimum of six (6) Treatment Plant Operators required for staffing of both Water Treatment Plants.

  
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For the Town                      Date

03  5-28-  
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For the Union                      Date



**Side Letter of Agreement between Town of Weymouth and  
AFSCME Council 93 Local #1395 Department of Public Works**

The Town of Weymouth and the American Federation of State, County and Municipal Employees, AFL-CIO, Council 93, Local 1395, Weymouth DPW, hereby enter into this Side Letter of Agreement as follows:

1. The terms and conditions of employment set forth in the Collective Bargaining Agreement for the period July 1, 2016 through June 30, 2019 shall remain in full force and effect except as agreed upon in this side letter:
  - a) Amend Section 34: Miscellaneous as follows:
    - Delete the last two sentences of first paragraph “W Grade Employees hired on or after July 1, 2013 shall be required to hold and maintain a CDL as a condition of employment and said CDL may be obtained during the 90 day probationary period. This condition of employment shall not apply to W Grade employees hired prior to July 1, 2013.”
  - b) Amend Section 35: Drug Testing Screening as follows:
    - Amend the second sentence by adding the following words after the second sentence “as well as W-3 Laborers, W-6 painter/laborer, W-8 carpenter, W – 9 electrician and S – 12 treatment plant operators.”
    - Add new clause under Special Equipment Operator clause as follows:  
“W-3 Laborer, W- 6 painter/laborer, W-8 Carpenter, W-9 Electrician and S-12 treatment plant operators, S-13 treatment plant operators, S-14 treatment plant operators, S-18 treatment plant operators - shall be subject to the same drug testing as those above with a CDL.”
2. The parties mutually agree that the following positions shall no longer require cdl licenses and the job descriptions shall be amended to reflect said change. In some instances, job descriptions did not list the requirement but have been included in the attachment. There is only one job description for the water treatment plant operator attached.
  - W- 3 laborer
  - W-6 painter/laborer
  - W-8 carpenter
  - W-9 electrician
  - S-12 treatment plant operators (Grade 1), S-13 treatment plant operators (Grade 2), S-14 treatment plant operator (Grade 3) S-18 treatment plant Operator (Grade 4)

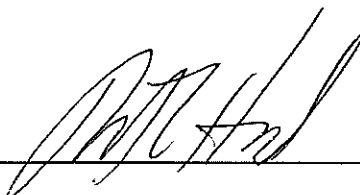
Wherefore, the parties have caused this Side Letter of Agreement to be executed this \_\_\_\_ day of August, 2018.


\_\_\_\_\_  
For the Town of Weymouth

\_\_\_\_\_  
For AFSCME, Council 93, DPW

Amended July 1, 2019:

This condition of employment shall not apply to employees hired prior to July 1, 2013.

  
\_\_\_\_\_  
For the Town of Weymouth

  
\_\_\_\_\_  
For AFSCME, Council 93, DPW 11-13-19

## APPENDIX C

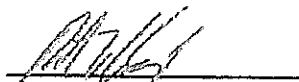
### Side Letter of Agreement between Town of Weymouth and AFSCME Council 93 Local #1395 Department of Public Works

The Town of Weymouth and the American Federation of State, County and Municipal Employees, AFL-CIO, Council 93, Local 1395, Weymouth DPW, hereby enter into this Side Letter of Agreement as follows:

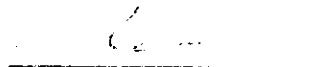
1. The terms and conditions of employment set forth in the Collective Bargaining Agreement for the period July 1, 2016 through June 30, 2019 shall remain in full force and effect except as agreed upon in this side letter:
    - a) Amend Section 34: Miscellaneous as follows:
      1. Delete the last two sentences of first paragraph, which read as follows:  
"W Grade Employees hired on or after July 1, 2013 shall be required to hold and maintain a CDL as a condition of employment and said CDL may be obtained during the 90 day probationary period. This condition of employment shall not apply to W Grade employees hired prior to July 1, 2013."
    - b) Amend Section 35: Drug Testing Screening as follows:
      1. Delete the second sentence of the first paragraph and replace with the following new sentence:  
"While performing duties for the Weymouth Public Works Department, all Water Treatment Plant Operators in 'safety sensitive positions,' as well as W-3 Laborers, W-6 painter/laborer, W-8 carpenter, W-9 electrician and S-12 treatment plant operators shall be subject to drug testing/screening program."
      2. Delete the sentence, entitled "Special Equipment Operator," and replace with the following new sentence:  
"Special Equipment Operator, W-3 Laborer, W- 6 painter/laborer, W-8 Carpenter, W-9 Electrician and S-12 treatment plant operators, S-13 treatment plant operators, S-14 treatment plant operators, S-18 treatment plant operators shall be subject to the same drug testing as those above with a CDL."
2. The parties mutually agree that the following positions shall no longer require CDL licenses and the job descriptions shall be amended to reflect said change. In some instances, job descriptions did not list the requirement but have been included in the attachment. There is only one job description for the water treatment plant operator attached.

1. W-3 laborer
2. W-6 painter/laborer
3. W-8 carpenter
4. W-9 electrician
5. Water treatment plant operators, including S-12 treatment plant operators (Grade 1), S-13 treatment plant operators (Grade 2), S-14 treatment plant operator (Grade 3) S-18 treatment plant Operator (Grade 4)

Wherefore, the parties have caused this Side Letter of Agreement to be executed this 11<sup>th</sup> day of October, 2018.



For the Town of Weymouth



For AFSCME, Council 93, DPW

7/1/19 - 6/30/22 - This condition of employment shall not apply to employees hired prior to July 1, 2013.

**TITLE:** W-3 Laborer

**RATE:** W3-A to W3-D

**DEFINITION:** Routine and manual work in varied tasks; related work as required

**DISTINGUISHING CHARACTERISTICS:** Works under general supervision. Performs routine and repetitive duties that may occasionally be carried out independently but which are subject to check in progress and upon completion for satisfactory performance.

Continuous physical effort demanded in lifting heavy materials; duties are performed under varying and often adverse weather conditions.

**EXAMPLES OF WORK:** May work with asphalt and bituminous materials in patching trenches, braces and shores excavations, drills rock, lays pipe, lays block and performs ordinary cement work.

Works as a handyman, assisting in servicing and maintaining Public Works equipment; performs maintenance carpentry and painting or assist in varied trade activities, acting as helper rather than in a journeyman capacity. Performs all duties of the Public Works Laborer but at a higher level of performance.

May operate air compressors, pumps, etc. May on occasion act as lead man or straw boss on construction projects under contract.

Shall be required to work overtime in emergencies or other related conditions.

**DESIRABLE QUALIFICATIONS:** High School Education, experience in construction and maintenance work. MA Driver's License - Class D minimum.  
Must have a CDL or ability to obtain one within 90 days of hire.

## PAINTER/LABORER -CENTRAL MAINTENANCE

### Definition

Performs Stripping, Painting and Manual work as assigned by the Central Maintenance Department which serves all Town and School Departments; other lesser duties as required.

### Supervision

Works under the general direction of the General Foreman, Central Maintenance, the Director of the Maintenance and the Director of the DPW

Performs highly responsible duties requiring adept skills in the painting trade. Maintenance and careful operation of assigned equipment.

### Job Environment

Work may be performed indoors or outdoors; may infrequently be required to work outside of normal business hours at night and on weekends. Employee frequently exposed to the hazards associated with heavy equipment, working near moving mechanical parts.

Operates a variety of hand and power tools and machinery.

Makes frequent contacts with other town departments, the general public, outside contractors and especially other Department of Public Works employees who service the Town and School.

### Essential Functions

*The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

Prepare surfaces for painting or finishing by scraping, sanding, washing, or otherwise removing dirt, grease, old finishes, and rust scale; remove paint from surfaces by using sanders, wire brushes, and paint and varnish removers;

Preparatory to painting, make minor repairs in plaster, sheetrock, metal, wood and masonry surfaces by filling with putty, caulk, fiberglass, resin, etc.

Window Glazing required. Field work required from March 15 through October 15 to assist in the maintenance of parks, ball fields, and other work as related to the position/classification of Laborer.

Apply primers, sealers, stains and under coats with brushes, rollers, or spray painting equipment, stripping machine, etc.; paint machinery, piping, floors, and walls; apply hi-tech industrial enamels and epoxies;

Prepare and finish or refinish woodwork and cabinets;

Mix and blend colors for a wide variety of paints, epoxies, high performance industrial enamels, etc. for brush, roller, conventional or airless sprayers;

Move furniture and place protective drop cloths; tape baseboards, glass, and other surfaces when needed;

Clean brushes, rollers, spray and other painting equipment with water, solvent, thinner or other appropriate cleaners to keep equipment and tools in good working condition; observing safety requirements;

Tap and flush smooth wall sheetrock joints using trowels, hawk, taping knives and other taping equipment; apply texture material to walls and ceilings using texture machines, pumps and hand tools; install vinyl and paper wall coverings;

Painter - Central Maintenance

11.03

Install, work from and remove scaffolding, stages, planks, ladders, jacks, spider staging and other work platforms; May refinish gym flooring and other hardwood floors.

Develop preliminary cost estimates for installations and repairs;

Drive service truck as required; load and unload materials and supplies;

May lead and instruct helpers as required; May perform work in other trades; Perform related duties as required.

Overtime in the event of any emergency situation as determined by the Director of Maintenance or the Director of Public Works is required. May be required to work at a lower rate if necessary. Mandatory participation in Random Drug and Alcohol Pool required.

#### Recommended Minimum Qualifications

##### Education and Experience

High school diploma; a minimum of four years of progressively responsible experience or any equivalent combination of education and experience.

##### Special Requirements

Completion of recognized level program is required. Possession of valid motor vehicle license.

##### Knowledge, Ability and Skill

###### Knowledge:

Knowledge of standard practices, methods, materials, tools and equipment care and maintenance. Knowledge of safe work practices and conformance to safe equipment operation is a must. This general knowledge to include familiarity with confined space ventilation practices.

###### Ability:

Ability to formulate cost estimates and material lists for projects. Ability to operate, and maintain power equipment and tools including sandblasters, power washers, conventional sprayers and stripping.

*Skill:* must possess intermediate level skills acquired through the completion of a craft apprentice program.

##### Physical Requirements

Physical effort generally required in general work duties while operating in both internal and external environmental conditions. Position requires the ability to operate a variety of hand and power tools. Frequently required to lift objects weighing up to 100 pounds. The employee is required to use hands to finger, and reach with hands and arms. The employee is frequently required to climb ladders, staging and other structures.

*This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.*

Painter – Central Maintenance  
11.03

## LICENSED CARPENTER -CENTRAL MAINTENANCE

### Definition

Performs Carpentry and Manual work as assigned by the Central Maintenance Department which serves all Town and School Departments; other lesser duties as required.

### Supervision

Works under the general direction of the General Foreman, Central Maintenance, the Director of Maintenance and the Director of the DPW

Performs highly responsible duties requiring adept skills in the trade of carpentry. Maintenance and careful operation of assigned equipment.

### Job Environment

Work may be performed indoors or outdoors; may infrequently be required to work outside of normal business hours at night and on weekends. Employee frequently exposed to the hazards associated with heavy equipment, working near moving mechanical parts.

Operates a variety of hand and power tools and machinery.

Makes frequent contacts with other town departments, the general public, outside contractors and especially other Department of Public Works employees who service the Town and School.

### Essential Functions

*The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

Performs skilled carpentry work as required to fabricate and assemble high grade furniture. Makes and repairs cabinets, cornices, bookcases and furniture.

Performs hard finishing carpentry work of a highly skilled nature. Constructs repairs and alters structures buildings, furniture, and fixtures made of wood and/or similar materials. Work is performed in accordance with state and local building codes and standard trade practices. Fabricates, alters and repairs structural woodwork, floors, stairways, and fixtures. Ability to fabricate and repair shade, scaffolds, partitions, concrete forms and other structures from blueprints, drawings or instructions.

Repairs standard office/school equipment such as desks, tables, chairs, shelves, and file cabinets. Hangs windows and doors and repairs related fixtures including frames, screens, locks, jams, casings and hinges. Ability to repair gutters, downspouts, weather stripping, linoleum, ceramic tile, asbestos cupboards ceilings, walls, including dry wall, and other interior/exterior building fixtures and components.

Develop preliminary costs estimates and material needs lists for new projects.

May operate and maintain specialized woodworking equipment and tools as required; performs other duties, including those of lesser job classifications, as assigned

### Recommended Minimum Qualifications

#### Education and Experience

High school diploma; a minimum of three years of progressively responsible experience in finish or structural carpentry; or any equivalent combination of education and experience.

Licensed Carpenter – Central Maintenance  
11.03



**Special Requirements**

Must have or be able to obtain a valid Massachusetts CDL and Construction Supervisors license within 90 days of hire.

**Knowledge, Ability and Skill**

**Knowledge:**

Knowledge of standard practices, methods, materials, tools and equipment care and maintenance. Knowledge of safe work practices and conformance to safe equipment operation is a must. This general knowledge to include familiarity with standard lock out/tag out practices.

**Ability:** Ability to read and interpret blueprints and plan drawings and sketches. Ability to formulate cost estimates and material lists for projects. Ability to operate, sharpen and maintain power equipment and tools including saws, jointers, lathes, sanders, planers, and related hand tools. Ability to accurately measure saw, square, sand, fit and finish.

**Skill:** must possess intermediate level carpentry skills acquired through the completion of a craft apprenticeship program.

**Physical Requirements**

Physical effort generally required in general work duties while operating in both internal and external environmental conditions. Position requires the ability to operate a variety of hand and power tools. Frequently required to lift objects weighing up to 100 pounds. The employee is required to use hands to finger, and reach with hands and arms. The employee is frequently required to climb ladders, staging and other structures.

*This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.*

## LICENSED ELECTRICIAN -CENTRAL MAINTENANCE

### Definition

Performs Electrical and Manual work as assigned by the Central Maintenance Department which serves all Town and School Departments; other lesser duties as required.

### Supervision

Works under the general direction of the General Foreman, Central Maintenance, Director of Maintenance and the Director of the DPW.

Performs highly responsible duties requiring adept skills in the electrical trade. Maintenance and careful operation of assigned equipment.

### Job Environment

Work may be performed indoors or outdoors; may infrequently be required to work outside of normal business hours at night and on weekends. Employee frequently exposed to the hazards associated with heavy equipment, working near moving mechanical parts.

Operates a variety of hand and power tools and machinery.

Makes frequent contacts with other town departments, the general public, outside contractors and especially other Department of Public Works employees who service the Town and School.

### Essential Functions

*The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.*

Alter, maintain, repair or install wiring, cables, switches, controls, fuse boxes, breaker panels, instrument panels, distribution panels, intercom and bell circuits, power circuits and communications circuits; may construct new facilities from blueprints and specifications; Repair and upgrade lighting, control systems including univents, fans, oil burners, and PA systems.

Modify, adjust, maintain, repair or install electric motors, electrical equipment, instruments such as pumps, clocks, lamps, stoves, electrical meters, timers, fans, air conditioners, refrigerators, power tools and motors;

Rewind coils and armatures; refinish commutators; replace and reseed brushes; replace work out bearings and other motor and generator parts;

Inspect electrical systems, communications systems and equipment to detect and correct faulty components or parts;

Maintenance of traffic signals, work on various DPW facilities including water and sewer facilities which include treatment plants, wells water distribution system, sewer pumping stations, ejector stations and various infrastructure locations.

Perform alterations, adjustment, modification, repair and installation of electrical equipment systems;

Develop preliminary cost estimates for installations and repairs;

Drive service truck as required; load and unload materials and supplies;

May lead and instruct helpers as required; May perform work in other trades; Perform related duties as required. Overtime in the event of any emergency situation as determined by the Director of Maintenance or the Director of Public Works is required. May be required to work at a lower rate if necessary.

Mandatory participation in Random Drug and Alcohol Pool required.

Licensed Electrician – Central Maintenance

11.03

#### **Recommended Minimum Qualifications**

##### **Education and Experience**

High school diploma; a minimum of four years of progressively responsible experience as an electrician or any equivalent combination of education and experience.

##### **Special Requirements**

Completion of recognized journeyman level program is required. Possession of valid motor vehicle license.

##### **Knowledge, Ability and Skill**

###### **Knowledge:**

Knowledge of standard practices, methods, materials, tools and equipment care and maintenance. Knowledge of safe work practices and conformance to safe equipment operation is a must. This general knowledge to include familiarity with standard lock out/tag out practices.

###### **Ability:**

Ability to read and interpret blueprints and plan drawings and sketches. Ability to formulate cost estimates and material lists for projects. Ability to operate, and maintain power equipment and tools.

**Skill:** must possess intermediate level electrician skills acquired through the completion of a craft journeyman program.

##### **Physical Requirements**

Physical effort generally required in general work duties while operating in both internal and external environmental conditions. Position requires the ability to operate a variety of hand and power tools. Frequently required to lift objects weighing up to 100 pounds. The employee is required to use hands to finger, and reach with hands and arms. The employee is frequently required to climb ladders, staging and other structures.

*This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.*

Licensed Electrician – Central Maintenance  
11.03

TOWN OF WEYMOUTH  
DEPARTMENT OF PUBLIC WORKS

Posted:  
Through:

NOTICE TO ALL EMPLOYEES

**DIVISION:** WATER

**TITLE:** WATER TREATMENT PLANT OPERATOR

**RATE:**

**DEFINITION:** Skilled work in the operation and maintenance of specialized stationary equipment, and in the treatment of water to assure its potable quality; related work as required.

**DISTINGUISHING CHARACTERISTIC:** Works under general supervision, but subject to regular checks; follows established and prescribed routine. Work requires the use of some independent judgement, as well as careful operation of assigned equipment to avoid breakdown and possible damage to expensive equipment. Errors could result in inadequate water distribution or unsatisfactory treatment. Familiar with federal and state drinking water regulations.

**EXAMPLES OF WORK:** Assist in the operation of the Great Pond Water Treatment Plant, Arthur J. Bilodeau Water Treatment Plant, and related facilities. Duties involve responsibility on an assigned shift for proper operation, maintenance, and control of equipment and for maintaining and making minor adjustments to varied machinery, equipment and apparatus. Checks operation of pumps, flocculators, filter valves, chemical feeders, chlorination and other equipment. Performs routine water quality and laboratory tests to monitor treatment plant performance. Starts and stops pumps; washes filter beds; performs water tests to assure proper treatment; operates and adjusts valves, gates and other characteristic apparatuses; takes periodic readings from various instrumentation and control equipment. Receives and transmits calls on short wave radio and dispatches maintenance crews to undertake emergency repairs. Performs incidental cleaning, sweeping and other housekeeping and maintenance tasks.

Shift determined by bidding process.  
Position may be Swing or Night shift; overtime will be required.

**SPECIAL QUALIFICATIONS:** Must have Massachusetts State Board Certification for Drinking Water Supply Facilities, Grade III-T Level, and a minimum of 6 months experience.

**DESIRABLE QUALIFICATIONS:** Grade III-T consists of: (a) High School education or equivalent and four years of direct responsibility, without substitution, or six years in operation of drinking water supply facility.

Working knowledge of modern water treatment methods and procedures and of filtration treatment processes; ability to make routine chemical tests; mechanical ability, sufficient to follow prescribed operating and maintenance procedures.

**INSTRUCTIONS TO APPLICANT**

- A. Applications will close
- B. Read and understand all facets of position.
- C. Fill out carefully each step of application.
- D. Application will be turned into the Switchboard Operator and will be accepted only between 12:00 and 12:30 p.m. and after 4:00 p.m.

Director of Public Works