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Title: **Gloversville-Johnstown Joint Sewer Board and Gloversville-Johnstown Joint Wastewater Treatment Facility Employees, International Brotherhood of Teamsters (IBT), Local 294 (2014)**

Employer Name: **Gloversville-Johnstown Joint Sewer Board**

Union: **Gloversville-Johnstown Joint Wastewater Treatment Facility Employees, International Brotherhood of Teamsters (IBT)**

Local: **294**

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BARGAINING AGREEMENT

BY AND BETWEEN

THE

**GLOVERSVILLE-JOHNSTOWN
JOINT SEWER BOARD**

AND

TEAMSTER LOCAL 294

TABLE OF CONTENTS

ARTICLE 1	Recognition	1
ARTICLE 2	Collective Bargaining Unit	1
ARTICLE 3	Dues Deductions	2-3
ARTICLE 4	Rights of Employer	3
ARTICLE 5	Non-Discrimination	3-4
ARTICLE 6	General Statement	4
ARTICLE 7	Savings Clause	4
ARTICLE 8	Legislative Action	4
ARTICLE 9	Compensation	5-6
ARTICLE 10	Overtime	6
ARTICLE 11	On-Call Compensation	6
ARTICLE 12	Call Back	7
ARTICLE 13	Leaves	7-8
ARTICLE 14	Insurance	9-10
ARTICLE 15	Retirement	10
ARTICLE 16	Holidays	11
ARTICLE 17	Seniority	11
ARTICLE 18	Layoff and Recall	11
ARTICLE 19	Work Clothing Reimbursement	12
ARTICLE 20	Pay Checks	12
ARTICLE 21	Printing And Distribution	12
ARTICLE 22	Meal Allowance	12
ARTICLE 23	License Compensation	12
ARTICLE 24	Maintenance of Standards	13
ARTICLE 25	Extra Agreements	13
ARTICLE 26	Out Of Title Pay	13
ARTICLE 27	Compensatory Time	13-14
ARTICLE 28	Jury Duty	14
ARTICLE 29	Job Posting	14
ARTICLE 30	Physical Examination	14
ARTICLE 31	Operator Training.....	14
ARTICLE 32	Labor Management Committee	15
ARTICLE 33	Emergency Service Calls	15

ARTICLE 34	Duration	16
APPENDIX A	Grievance Procedure	17-20
APPENDIX B	Salaries	21

This Agreement, entered into this 9th day of October, 2013 by and between the Gloversville-Johnstown Joint Sewer Board hereinafter referred to as "Employer", and Teamsters Local 294, hereinafter referred to as "Union", and is intended to delineate the rights and responsibilities of the parties hereto in a mutual desire to promote harmonious and cooperative relationships in carrying forward the functions and mission of the Gloversville-Johnstown Joint Wastewater Treatment Facility.

ARTICLE 1 **RECOGNITION**

Section 1 The Employer recognizes the Union as the sole and exclusive representative for all Employees defined in the Bargaining Unit for the purpose of negotiating collectively in the determination of the terms and conditions of their employment, and the administration of grievances arising there under. The Employer agrees that it will not lockout the Employees.

Section 2 The Union affirms that it does not assert the right to strike against the Employer, and it shall not cause, instigate, encourage or condone a strike, nor impose an obligation on the Employees to conduct, assist or participate in such a strike.

ARTICLE 2 **COLLECTIVE BARGAINING UNIT**

The Collective Bargaining Unit shall be comprised of the following:

INCLUDED: Cleaner, Account Clerk-Typist, Wastewater Treatment Plant (WWTP) Attendant, Motor Equipment Operator, Industrial Waste Monitoring Technician, Industrial Waste Monitoring Supervisor, WWTP Laboratory Technician, Motor Equipment Maintenance Mechanic, WWTP Maintenance Mechanic, Senior WWTP Maintenance Mechanic, WWTP Operator Trainee, WWTP Operator, Working Supervisor, and Lead WWTP Operator.

EXCLUDED: WWTP Maintenance Supervisor, Fiscal Officer, Senior Plant Operator, Laboratory Director, Industrial Engineer, Plant Superintendent, Administrative Aide, Manager-Wastewater Programs, Wastewater Engineer and/or Chief Operating Officer.

ARTICLE 3
DUES DEDUCTIONS

Section 1 The Employer shall deduct and withhold from the wages first paid to its Employees each month the amount of their union dues, initiation fees, and regularly authorized assessments, upon its receipt of a written authorization therefore signed by the respective Employees requesting the Employer to make such deductions.

Section 2 The Employer shall forthwith transmit all such sums to the Union not later than the tenth (10th) day of the following month, together with an itemized statement setting forth the names of all Employees from whose wages such deductions were made, the respective amounts of such deductions and the nature thereof. Upon execution of this Agreement, the Employer shall furnish the Union with a complete list of Employees by job classification.

All Employees who are members of the Union on the execution date of this Agreement shall remain members of the Union in good standing as a condition of continued employment.

All Employees who are not members of the Union in good standing and all Employees who are hired hereafter shall become and remain members of the Union in good standing as a condition of continued employment on and after the 31st calendar day following the later of the execution date of this Agreement or the date of their respective employment.

Upon written notice from the Union that an Employee is not a member of the Union in good standing, as required hereunder the Employer shall discharge said Employee within ten (10) calendar days thereof unless within said ten (10) days, the Employee becomes or is reinstated as a member of the Union in good standing as required herein. The Union agrees to indemnify the Employer for reasonable costs and expenses incurred by the Employer as a result of the Employer's compliance with the Union's written request to comply with this provision.

"Member of Union in good standing", as herein required, shall be satisfied by the payment to the Union of the amount of the Union initiation fee and continued monthly dues.

When any Employee is hired, the Employer shall notify the Union thereof, in writing, within ten (10) work days of the start of such employment.

Deductions for union dues shall be transmitted to the TEAMSTERS LOCAL 294, 890 Third Street, Albany, NY 12206.

Section 3 The Employer recognizes the right of the Union to designate one (1) Job Steward and one (1) Alternate Job Steward from the Employers seniority list. The authority of said stewards so designated by the Union shall be limited to and shall not exceed the following duties and activities:

1. The investigation and presentation of grievances in accordance with the provisions of the collective bargaining agreement.
2. The transmission of such messages and information which shall originate with and are authorized by the Union or its officers, provided such messages and information:
 - A. Has been reduced to writing or
 - B. If not reduced to writing, are of routine nature and do not involve a refusal to perform work assignments.
3. The steward shall be allowed reasonable paid time for attending administrative proceedings between the Employer and the Union.
4. The Union shall notify the Employer, in writing, of the Employees designated by the Union as Job Stewards.

Section 4 The Employer shall not be liable by reason of the requirements of this Agreement for remittance or payment of any sum other than that constituting actual deductions made from wages earned by Employees.

Section 5 The Union hereby agrees to indemnify and hold harmless the Employer regarding any claims and suits, including attorney fees, pertaining to dues and/or agency shop fee deductions.

ARTICLE 4 **RIGHTS OF EMPLOYER**

Except as otherwise specifically provided in this Agreement, the Employer shall have the customary and usual rights, powers and functions to direct the Employees, to hire, promote, suspend and to take disciplinary action, to direct the workforce and modify schedules as required in its discretion.

ARTICLE 5 **NON-DISCRIMINATION**

Section 1 The Employer, the Union, and all Employees shall so administer its obligation under this Agreement in a manner, which will be fair and impartial to all Employees and shall not discriminate against any Employee by reason of sex, nationality, race, creed, color, age, sexual orientation, handicapped status or union membership.

Section 2 Any reference herein to the masculine or feminine gender shall be read as to include the opposite gender as well.

Section 3 The parties agree to abide by the provisions of the Americans with Disabilities Act.

Section 4 It is the policy of the parties hereto to maintain a work place free of harassment of any kind and from any source. The Employer has promulgated a Sexual Harassment policy. The parties acknowledge and agree that said policy may be modified by the Employer as necessary, with the Union notified of any such modification.

Section 5 The parties agree to abide by the provisions of the Family Medical Leave Act (FMLA).

ARTICLE 6 **GENERAL STATEMENT**

Section 1 This Agreement is the result of collective negotiations between the Employer and Union, which have been conducted under the requirements, and directions of the Taylor Law.

Section 2 The provisions of this Agreement supersede all conflicting policies and directives of the Employer.

ARTICLE 7 **SAVINGS CLAUSE**

Section 1 If any Article or part thereof of this Agreement or any addition thereto should be declared as in violation of any Federal, State or Local Law, or if adherence to or enforcement of any Article or part thereof should be restrained by a Court of Law, the remaining Articles of this Agreement or any addition thereto shall not be affected.

Section 2 If a determination or decision is made as per Section 1 of this Article, the parties to this Agreement shall convene immediately for the purpose of negotiating a satisfactory replacement for such Article or part thereof, provided either party elects to commence such negotiations, which within sixty (60) days from the date of determination or decision.

ARTICLE 8 **LEGISLATIVE ACTION**

IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISIONS OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OR LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREOF, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL.

ARTICLE 9
COMPENSATION

Section 1 Employees covered by this Agreement shall be compensated in accordance with the attached Appendix B.

Current salaries shall be modified as follows:

Effective January 1, 2014 - 2.25% salary increase;
Effective January 1, 2015 - 2.25% salary increase;
Effective January 1, 2016 - 2.25% salary increase;

Section 2 Employees with five (5) or more years of continuous service shall receive annual longevity compensation in addition to the salaries set forth under Section 1 above upon completion of the years of service as follows:

Effective January 1, 2014:

5 years service	= \$ 500
10 years service	= \$ 800
15 years service	= \$ 950
20 years service	= \$1,100
25 years service	= \$1,400
30 years service	= \$2,100

Such payment is to be made within one (1) month of employment anniversary date.

Section 3 The regular work week for all Employees shall be forty (40) hours Saturday through Friday; the regular work day shall be eight (8) consecutive hours with the exception of Saturday, Sunday and Holidays which shall be four (4) consecutive hours.

WWTP Operators will work 7:00 AM – 3:00 PM schedule.

WWTP Operators who normally work the 3:00 PM – 11:00 PM shift, Monday through Friday on Holidays will be scheduled off.

WWTP Operators who normally work the 3:00 PM - 11:00 PM shift on Christmas Eve and New Years Eve will be rescheduled to the 7:00 AM – 3:00 PM shift on those days.

Maintenance Department Employees will work 7:00 AM - 3:00 PM Monday through Friday schedule.

Section 4 The Employer may continue to exercise its sole right to modify schedules in order to provide for different hours of operation and greater scheduling flexibility. Prior to the implementation of such modifications, the Employer and the Union shall meet and confer regarding the effects of such modifications.

Section 5 Should an Employee be assigned to a shift which includes hours to be worked between 3:00 PM and 6:00 AM said Employee shall receive a shift premium for each hour worked between 3:00 PM and 6:00 AM in addition to the hourly wage rate set forth in Appendix "B". The shift premium shall be ten percent (10%) of the Employees regular straight time hourly rate.

ARTICLE 10 **OVERTIME**

Section 1 Available overtime shall be distributed equitably among qualified Employees who normally do such work (i.e. Attendants doing Attendants work, Operators doing Operators work, etc.), unless none of the Employees are available. However, in the event that no qualified Employee is available for overtime, the Employer may distribute overtime among bargaining unit Employees in its sole discretion. All overtime shall be authorized by the Employer.

Section 2 All Employees agree to work in excess of forty (40) hours per week, or eight (8) hours per shift when requested by the Employer.

Section 3 Each Employee shall be entitled to receive overtime pay for all work performed in excess of eight (8) hours per shift or forty (40) hours per week, whichever is the greater, at a rate of one and one-half (1½) the hourly rate of pay for the Employee.

Section 4 Any change of shift or workday by the Employer shall be made at least seventy-two (72) hours in advance except in case of emergency.

Section 5 Any Employee who is requested to work on his normal pass day shall not be required to change his pass day as a result of such work request and shall be compensated for working his normal pass day at the rate of time and one-half (1½).

ARTICLE 11 **ON-CALL COMPENSATION**

Section 1 A stipend shall be granted to all WWTP Operator Employees for on-call compensation.

Effective January 1, 2014, the stipend for all on-call pay shall be \$3.75 per hour.

Section 2 WWTP Operators shall be issued a cell phone on a weekly rotating basis by seniority.

Section 3 A WWTP Operator who answers an alarm and determines that said alarm requires maintenance personnel to repair the malfunction, shall notify his Supervisor.

Section 4 A WWTP Operator who answers an alarm shall be entitled to a minimum of three (3) hours of pay at time and one-half (1½) of their regular straight time hourly rate for each alarm answer.

ARTICLE 12
CALL BACK

- Section 1** Call back shall be defined as a situation wherein an Employee has completed his/her shift, has left the facility and returns to work upon the request or the direction of the Employer.
- Section 2** Any Employee who works a call back situation shall be entitled to a minimum of three (3) hours of pay at time and one-half (1½) of their regular straight time hourly rate.
- Section 3** If an Employee is called back more than once during any eight (8) hour period, the Employee in no event shall be entitled to more than eight (8) hours of pay at time and one-half (1½) the Employees regular straight time hourly rate for any eight (8) hour period.

ARTICLE 13
LEAVES

- Section 1** Sick Leave
All Employees shall be entitled to receive sick leave at the rate of one and one-quarter (1¼) days per month. Unused sick leave shall be cumulative to a total of 250 days. Sick leave shall only be granted upon evidence of illness satisfactory to the Chief Operating Officer; and if the said leave exceeds three (3) days, the Chief Operating Officer may require a certificate of a duly licensed physician as to proof of illness. Sick leave benefits shall not accrue to any Employee who shall be disabled as a result of employment for wages or profit during hours when he/she is not engaged in his/her sewer employment. Employees may request a buy-out of accumulated sick leave, either partially or entirely. The Employer shall respond to said request within seven (7) days and in its sole discretion approve, deny or limit the amount requested.

For Employees hired after January 1, 2003, sick leave shall accrue at one (1) day per month; after ten (10) years of service one and one-quarter (1¼) days per month.

- Section 2** Vacations
Employees shall be entitled to receive vacation upon completion of the years of service as follows:

1 year	5 days	6 years	15 days	11 years	16 days
2 years	10 days	7 years	15 days	12 years	17 days
3 years	10 days	8 years	15 days	13 years	18 days
4 years	10 days	9 years	15 days	14 years	19 days
5 years	15 days	10 years	15 days	15 years	20 days

The base year from which vacations are to be computed shall be from the anniversary date of employment. All vacation days must be earned by the Employee to be taken in the subsequent year of employment. Any prior continuous employment with the Cities of Johnstown or Gloversville shall be considered as time worked in the determination of the base year. Vacation time must be taken within twelve (12) months after earned except that five (5) days may be reserved and must be used within eighteen (18) months after earned. Vacation scheduling will be accomplished on the basis of seniority within each classification.

Employees may submit vacation request to the Employer by December 15th of each year for the ensuing year. For those Employees who submit their requests timely, any conflicts arising out of any duplicate requests shall be resolved by giving the most senior Employee the requested time. Any Employee, regardless of seniority, who submits his/her request beyond December 15th, may receive his/her requested vacation according to seniority within classification if the time requested has not been claimed by an Employee who has filed his/her vacation request timely by December 15th.

Notwithstanding the above, all vacation is taken subject to the approval of the Chief Operating Officer.

The Employer agrees to pay each Employee his salary in advance for the period of his/her vacations, provided the Employee gives at least four (4) weeks advance notice to the Employer.

Section 3 Personal Leave

All Employees shall be entitled to four (4) personal days per year. Employees shall request a personal leave day subject to management approval, which shall not be unreasonably denied, and any conflict arising out of the duplication of the requested day shall be resolved by giving the most senior Employee the requested time. Granting of personal leave day shall not require the Employer to incur overtime.

For Employees hired after January 1, 2003, personal leave shall be three (3) days per year, after five (5) years of service four (4) days.

A personal leave day shall be compensated at eight (8) hours of pay at the Employee's straight time hourly rate.

Section 4 Bereavement Leave

Employees shall be granted three (3) days of bereavement leave for death in the immediate family. Immediate family shall include spouse, mother, father, child, brother, sister, grandparents, mother-in-law and father-in-law, brother-in-law, sister-in-law, and grandparents of spouse and grandchildren. Step relatives are to be regarded as the equivalent of immediate family members. Employees shall be granted one (1) day bereavement leave for aunts and uncles, subject to verification. A bereavement leave day shall be compensated for eight (8) hours of pay at the Employees regular straight time hourly rate.

Section 5 Union Job Steward Leave

The Employer shall provide to the bargaining unit Job Steward and Alternate Job Steward each one (1) day off with pay annually to attend Union work days, training, conferences and/or seminars. The Union shall notify the Employer at least one (1) month prior to said leave.

ARTICLE 14
INSURANCE

Section 1 Health Insurance

- A. Employees are eligible to choose from the multi-tier health care plan being offered by the Employer. Employees shall be responsible for the applicable co-pays for medical services and prescriptions.

- B. Employees are responsible for contribution to said health care plans based on the employee's hire date and health care option selected as detailed below:

Hire Date	Platinum Plan	Gold Plan	Silver Plan
Before June 30, 1998	0%	-----	-----
July 1, 1998 – Dec. 31, 2002	10%	0%	-----
Jan. 1, 2003 – Dec. 31, 2010	15%	0%	-----
After January 1, 2011	25%	10%	0%

- C. Effective January 1, 2014, new Employees will be eligible for health insurance coverage effective the first of the month following the date of hire.

- D. A Health Insurance Committee shall be established consisting of up to three (3) representatives from the Union and three (3) from the Employer. Any modifications to health insurance carrier's plan(s) shall be reviewed by this Committee.

- E. Employees who are covered by health insurance from another source may elect not to receive health insurance from the Employer. The Employee must provide proof of the alternate coverage and, if applicable, proof of ineligibility. Such Employees must make their election in September for the following year. Such election shall be for the entire year, unless the Employee becomes ineligible for health insurance through another source, at which time the Employee may re-enroll in the Employer's health insurance plans for the remainder of the year. Such Employees shall reimburse the Employer for a prorated amount received. Employees who make such an election shall be paid annually \$2,000.00 for individual coverage and \$5,000.00 for 2-person or family coverage. Payments will be in quarterly increments (March, June, September, December).

- F. Upon retirement the Sewer Board agrees to pay:
- (1) For employees hired on or before January 1, 2003, 100% of the cost of the health plan for each Employee and spouse and dependent family. Retirees may select from all health insurance options available to active Employees. Retirees, spouses and dependents shall be responsible for applicable co-pays for medical services and prescriptions. Medicare eligible retirees must enroll in the Medicare PPO or a substantially equivalent plan offered by the Employer. The Sewer Board also agrees to reimburse the premium cost of Medicare Part B to the retiree and/or spouse.
 - (2) For Employees hired after January 1, 2003, with 10 years of service, 75% of the cost of the health plan selected. Retirees may select from all health insurance options available to active Employees. Retirees, spouses and dependents shall be responsible for applicable co-pays for medical services and prescriptions. Medicare eligible retirees must enroll in the Medicare PPO or a substantially equivalent plan offered by the Employer. The Sewer Board also agrees to reimburse the premium cost of Medicare Part B to the retiree and/or spouse.

Section 2 Disability

The Employer agrees to provide New York State Disability Insurance at no cost to each Employee.

Section 3 Dental

Employer shall provide to all eligible employees a dental insurance plan. Employees wishing to enroll in dental plan will be responsible for applicable co-pays and deductibles.

ARTICLE 15
RETIREMENT

Section 1 All Employees shall be entitled to enroll in the New York State Retirement Plan for which he/she may be eligible under Section 75g, Article 14 and Article 15 of the Retirement and Social Security Law. When enacted by appropriate action of the Gloversville Common Council, all Employees shall be entitled to enroll in the New York State Retirement Plan for which he/she may be eligible under Section 75i, Article 14 and Article 15 of the Retirement and Social Security Law. Each Employee is requested to notify the Chief Operating Officer as soon as possible of the intention of the Employee to retire.

Section 2 Employer agrees that upon retirement, each Employee shall receive termination pay, which shall be determined by the unused sick leave days not to exceed 120 days, unused vacation time, and unused holidays credited to each member. Retirement shall be defined as voluntary leaving of employment with the Employer where the Employee is eligible to receive benefits under the New York State Retirement System.

Section 3 When enacted by appropriate action of the Gloversville Common Council, all Employees shall be entitled to the provisions of Article 41-J of the New York State Retirement Plan.

ARTICLE 16
HOLIDAYS

Section 1 Employees shall receive paid holidays for the following holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veteran's Day
President's Day	Thanksgiving Day
Good Friday	Day After Thanksgiving
Memorial Day	Christmas Day
Independence Day	

Employees who do not work on the above listed holidays shall be compensated at eight (8) hours of pay at the Employee's regular straight time hourly rate.

Employees who work on the above listed holidays shall be compensated at the rate of time and one-half (1½) times their regular straight time hourly rate for all hours worked on the holiday, in addition to the eight (8) hour pay referred to above.

Section 2 An Employee shall not be entitled to any holiday pay until he has been employed for six (6) months.

ARTICLE 17
SENIORITY

Section 1 Seniority shall commence with the date of hire by the Board provided there is no break in service of more than one (1) year.

ARTICLE 18
LAYOFF AND RECALL

Section 1 In the event of a layoff, the Employer agrees to follow the provisions of Civil Service Law Sections 80 and 80a. For recall procedures, the Employer agrees to follow Civil Service Law Section 81.

Section 2 A certified letter to the Employee's last recorded address shall be deemed notice of recall. If no response is made by the Employee within five (5) days, the Employer may assume that there is lack of interest and that the Employee does not desire to return to work.

Section 3 Competitive class Employees may exercise their seniority as defined in Section 1 and "bump" into a non-competitive/labor class position provided said Employee(s) meet the minimum qualifications or previously held said position. Non-competitive class Employees may exercise their seniority as defined in Section 1 and "bump" into a labor class position provided said Employee(s) meet the minimum qualifications or previously held said position.

ARTICLE 19
WORK CLOTHING REIMBURSEMENT

- Section 1** Effective January 1, 2011, all Employees shall be provided with an annual work clothing reimbursement of up to \$350 per year.
- Section 2** All purchases shall be made under voucher system to be established, administered and controlled by the Fiscal Clerk.
- Section 3** Work clothing subject to reimbursement is defined as clothing required by the Employer for performing the work assignment of the Employee and which is not for personal use or use away from the wastewater treatment facility. Appropriate work clothing shall consist of long pants, plain shirt or a shirt with the GJJWTF logo, no sleeveless shirts, safety footwear and outerwear. Failure to wear the required clothing items may result in disciplinary action. Employees must provide verification of items purchased in a form acceptable to the Employer.
- Section 4** The Employer will pay for safety prescription glasses for all Employees who shall require such glasses to perform their job duties. Such safety glasses shall at all times be left at the wastewater treatment facility.

ARTICLE 20
PAY CHECKS

All Employees shall be paid on a weekly basis. Each Employee shall be provided with an itemized statement of gross earnings and all deductions for any purpose.

ARTICLE 21
PRINTING AND DISTRIBUTION

The Employer agrees to print and distribute a copy of this Contract for each Employee.

ARTICLE 22
MEAL ALLOWANCE

A meal allowance of \$10.00 shall be granted when an Employee works four (4) or more hours of consecutive overtime over and above a regular eight (8) hour shift. An Employee shall be entitled to one meal allowance for each four (4) hours of overtime worked over and above a regular eight (8) hour shift, except for Employees who are working an eight (8) hour scheduled overtime shift.

ARTICLE 23
LICENSE COMPENSATION

The Employer will reimburse each Employee enrolled in the Drug and Alcohol Program for the difference between the cost of a regular driver's license and the cost of the Class B license upon presentation by the Employee of a proper voucher with a photocopy of the Class B license attached.

ARTICLE 24
MAINTENANCE OF STANDARDS

All existing rules, regulations, practices, benefits and general working conditions previously granted and allowed by the Board and/or the Employees, and/or the Union, and/or the Gloversville-Johnstown Joint Wastewater Employees Association, unless specifically excluded by this Agreement, shall remain in full force and effect during the length of this Agreement.

As has been determined, the Employer and Union collectively want a safe working environment for all Employees. Therefore, a Workplace Violence Prevention Program has been established and is reviewed annually with all Employees.

ARTICLE 25
EXTRA AGREEMENTS

The Employer or Employees shall not enter into any Agreement or Contract individually or collectively, which in any way conflicts with the terms and provisions of this Agreement. Any such Agreement shall be null and void.

ARTICLE 26
OUT OF TITLE PAY

An Employee who performs the responsibilities and duties of a higher paid classification for a period of four (4) or more consecutive hours shall be entitled to be paid for such services rendered the salary of the position worked provided the Employer has given its approval for such work.

ARTICLE 27
COMPENSATORY TIME

Section 1 Any Employee may elect to receive compensatory time in lieu of overtime pay subject to management approval. Compensatory time shall be earned at the rate of one and one-half (1½) hours for each hour worked. Compensatory time shall be administered as follows:

- (a) An Employee may elect to receive up to 240 hours of compensatory time in any one (1) calendar year subject to management approval.
- (b) An Employee may accumulate compensatory time up to a total of 240 hours subject to management approval.
- (c) An Employee shall submit a request to his/her Immediate Supervisor for approval and/or use of compensatory time and any conflicts arising out of duplicate requests shall be resolved by giving the most senior Employee the requested time; however, all use of compensatory time shall be subject to management approval.

Section 2 Employees may request a buyout of accumulated compensatory time, either partially or entirely. The Employer shall respond to said request within seven (7) days and in its sole discretion approve, deny or limit the amount requested.

Section 3 Upon retirement Employees shall be paid for their accumulated compensatory time.

ARTICLE 28
JURY DUTY

Any Employees who are required to serve on jury duty shall be entitled to receive his/her full pay for serving, however, any remuneration received as a result of such jury duty shall be turned in to Employer. Employees obligated to serve shall be placed on the applicable day shift in effect, if any, for the duration of his/her serving as a member of the jury. Employees who are released early will be expected to return to work.

ARTICLE 29
JOB POSTING

Section 1 When vacancies, new opening, and promotional opportunities occur, the position shall be posted on the Employee's bulletin board by the time clock in the Administration Building at least ten (10) working days prior to the date which the application must be filed, provided the Board and/or the Chief Operating Officer has received notice.

Section 2 A promoted or provisionally appointed Employee's former position shall not be filled, except on a temporary basis during the required probationary period. Such Employee shall have the right to return to his former position at any time during the probationary period or provisional period.

ARTICLE 30
PHYSICAL EXAMINATION

Section 1 Physicals and related testing shall be the responsibility of the Employee. The Employer shall continue to be responsible for respiratory/hearing (Confined Space) testing.

Section 2 Employees shall notify the Employer of medication prescribed by a physician, which could affect their ability to perform their job.

ARTICLE 31
OPERATOR TRAINING

When Employer agrees to provide training required for qualification of NYS DEC Operator licensing, Employee receiving certification agrees to remain employed at Gloversville-Johnstown Joint Wastewater Treatment Facility for a minimum of four years. Voluntary leaving of employment during or after receipt of certification shall result in Employee reimbursing Employer fraction of cost of training. Employee not promoted within one year of receiving certification and separates employment is not required to reimburse Employer. Reimbursement following voluntary departure:

Within one year	=	\$4,000
Within two years	=	\$3,000
Within three years	=	\$2,000
Within four years	=	\$1,000

ARTICLE 32
LABOR MANAGEMENT COMMITTEE

The parties hereto agree to form a Labor Management Committee to identify and resolve issues of common interest, which are outside the collective bargaining agreement, and non-mandatory subjects of negotiations. Resolutions of any issues shall not constitute a past practice for any purpose whatsoever. The committee may consist of, but not limited to, four (4) Employer representatives and four (4) Union representatives. Such committee shall meet quarterly in the months of February, May, August and November of each year. Prior to such meeting, the parties shall exchange proposed agendas, if applicable. A PERB facilitator may be called upon to assist in establishing procedural guidelines and to provide technical assistance.

Discussions which take place, as well as any notes, shall not be admissible for any purpose, whatsoever in any judicial, quasi judicial, administrative or arbitral proceeding.

ARTICLE 33
EMERGENCY SERVICE CALLS

A full-time Employee who, as a member of a volunteer Fire Department or as a member of an official Search and Rescue team (ENCON, DEC, Forest Rangers, SEMA) has responded to a structural fire call or search and rescue call prior to the start of, or during his normal work day, shall report to work (during his/her normal workday hours) as soon as possible following his/her involvement in the emergency. In the case of an Employee's response to either kind of emergency service call, any absence beyond one work day per incident shall be chargeable to personal or vacation time only. Under such circumstances, work-time missed shall not be charged to any leave category nor shall a salary deduction be made, subject to Employee's compliance with the provisions of this Article. To be eligible for the waiver of leave time usage and/or salary deduction, an Employee must file written verification of his/her emergency-related absence on forms provided by the Employer. Such forms shall be submitted along with the Employee's time sheet for the pay period during which the emergency occurred.

Time out for emergency calls shall be noted on time sheets and initialed by his/her Supervisor. An Employee's time spent on an emergency call must be verified by an official staff member of the respective emergency service.

Any disputes regarding the interpretation and/or application of this Article shall be processed only through Stage 3 of the grievance procedure.

**ARTICLE 34
DURATION**

This Agreement shall be effective as of January 1, 2014 and remain in effect until December 31, 2016. In the event a new Agreement is not reached at the termination date indicated above, this Agreement shall continue in effect until a new one is reached.

GLOVERSVILLE-JOHNSTOWN JOINT SEWER BOARD

By: Lee A. Mitchell
Lee Mitchell, Chairman
Date: 11/13/2013

TEAMSTERS LOCAL 294

By: John Bulgaro
John Bulgaro, President and PEO
Date: 11/13/13

By: Rocco A. Losavio
Rocco A. Losavio, Business Agent
Date: 11/14/13

By: David R. Malagisi
David Malagisi, Job Steward
Date: 11/16/13

APPENDIX A

GRIEVANCE PROCEDURE

DECLARATION OF PRINCIPLES

Every bargaining unit member shall have the right to present his/her grievance in accordance with the procedure provided herein, free from interference, coercion, restraint, discrimination or reprisal, and shall have the right to be represented at all stages of the grievance procedure.

SUBJECT MATTER

A grievance shall mean any claimed violation, misinterpretation or improper application of this Agreement, existing laws, rules, procedures, regulations, administrative orders or work rules of the Employer or a department thereof or any other condition of employment which relates to or involves the Employee or Employees.

DEFINITIONS

- Aggrieved: Shall mean any member of the bargaining unit.
- Immediate Supervisor: Shall mean the next higher level of authority above the aggrieved in the department wherein the grievance exists.
- Department: Shall mean any office, department, or other division of the facility so designated by the Employer.
- Chief Operating Officer: Shall mean that person so designated by the Employer to the position performing the administrative chief operating duties.
- Days: Shall mean all days other than Saturdays, Sundays and legal holidays. Saturdays, Sundays and legal holidays shall be excluded in computing the number of days within which action must be taken or notice given.
- Decisions: Shall mean the ruling, determination, report or disposition made at any step of the procedure.

GENERAL PROVISION

The parties agree to resolve all grievances at the earliest possible stage.

Time limits for presentation and resolution of grievances may be extended by mutual agreement of the parties.

If the Employer does not comply with the time requirements, the grievance shall automatically proceed to the next step.

If the aggrieved and/or the Union do not comply with the time requirements, the grievance shall be considered abandoned.

Stages 1 and 2 of the grievance procedure shall be conducted during the aggrieved regular working hours, unless otherwise mutually agreed.

Tape recorders or similar devices shall not at anytime be used during grievance hearing proceedings.

New evidence, testimony or arguments, as well as any documents, exhibits or other information may be submitted at any stage of the grievance procedure. The parties agree that they shall present the best evidence or witnesses they have in their possession at each stage of the grievance procedure.

CLASS ACTION GRIEVANCE

When two or more current Employees are affected by alleged grievances, the Union shall have the right to file such grievance(s) directly with the Chief Operating Officer at Stage 2 of the grievance procedure. The Employer reserves the right to challenge the Union's determination that a grievance is, in fact, class action.

REPRESENTATION

Representation at any step of the procedure shall be limited to:

The aggrieved and/or Union representatives;

The Employer shall give reasonable notice as to dates for any hearings or meetings.

INFORMAL STAGE

Any Employee who claims to have a grievance is encouraged to orally present his/her grievance to his/her Immediate Supervisor as soon as possible after the occurrence of the event-giving rise to the grievance, so that, if possible, the grievance is expeditiously resolved on an informal basis.

STAGE 1

- A. A grievance must be presented to the Immediate Supervisor in writing within ten (10) days after the grievance occurs or becomes known. The grievance shall contain a statement of the specific nature of the grievance and the facts relating to it.
- B. The Immediate Supervisor shall hold a hearing within five (5) days to discuss the grievance and take whatever investigative action he/she deems appropriate. The aggrieved and his/her representative, if any, shall appear at the hearing and present oral statements or arguments and answer questions relative to the grievance.
- C. Within ten (10) days after the presentation of the grievance, the Immediate Supervisor shall deliver a written decision to the aggrieved and the Union, which shall include a reason if the grievance is denied.

STAGE 2

- A. If the aggrieved is not satisfied with the decision made by his/her Immediate Supervisor, he/she may, within ten (10) days thereafter, appeal such decision to the Chief Operating Officer. The appeal shall contain a statement of the specific nature of the grievance and the facts relating to it.
- B. The Chief Operating Officer or his/her designee shall hold a hearing within ten (10) days after receiving the written appeal from the aggrieved. The aggrieved and his representative, if any, shall appear at the hearing, present oral statements or arguments and answer questions relative to the grievance.

- C. Within ten (10) days after the close of the hearing the Chief Operating Officer or his/her designee shall deliver a written decision to the aggrieved and the Union, which shall include a reason if the grievance is denied.

STAGE 3

- A. If the aggrieved is not satisfied with the decision of the Chief Operating Officer he/she may, within ten (10) days thereafter, appeal such decision of the grievance to the Sewer Board or its designates. The appeal shall contain a statement of the specific nature of the grievance and the facts relating to it.
- B. The Sewer Board, or its designates, shall hold a hearing within ten (10) days of receipt of the appeal. The aggrieved and his/her representative, if any, shall appear at the hearing, present oral statements or arguments and answer questions relative to the grievance.
- C. Within five (5) days after the next regular scheduled meeting of the Sewer Board, the Sewer Board shall deliver a written decision to the aggrieved and the Union, which shall include a reason if the grievance is denied.

ARBITRATION – STAGE 4

- A. If the Union and the Sewer Board are unable to agree upon the settlement of the grievance, such matters shall be submitted to arbitration by either party in accordance with the arbitration procedure set forth below.
- B. An appeal to arbitration may be made by the Union or the Sewer Board by the service of a Demand For Arbitration within twenty (20) days of the Stage 3 decision. No individual shall initiate any arbitration appeal.
- C. Upon service of the Demand For Arbitration, the PERB procedure shall be utilized. The parties shall adhere to the rules governing the selection of arbitrators.
- D. The arbitrator shall have no power to add to, subtract from or modify the provisions of the Agreement. Formal rules of evidence shall not be required.
- E. Within thirty (30) days of the close of the hearing or the submission of briefs, the Arbitrator shall deliver a written decision to the Union and the Employer.
- F. The decisions and awards shall be final and binding on the parties.
- G. The cost for the arbitrator shall be borne equally by the Union and the Employer.
- H. Compliance with the stages of the grievance procedure shall be a condition precedent to arbitration.

DISCIPLINARY GRIEVANCES

- A. Prior to any disciplinary interrogation, the Employee shall be advised they are the subject of an investigation and shall be given written notice of their right to Union representation.
- B. No Employee shall be disciplined except for just cause. Such Employee shall be served with written notice of the proposed action and the reason for it. Simultaneously, a copy of the notice shall be sent to the Union.

- C. Generally, the concept of progressive and corrective disciplinary action shall be followed when imposing discipline. That is, discipline is designed to correct the Employee's behavior, not merely to punish. Progressive discipline considers lesser punishment for minor infractions with harsher penalties for grater offenses. The process of progressive discipline may include counseling, oral reprimand, written reprimand, suspension or discharge. However, progressive discipline may not be followed in extreme cases.
- D. No disciplinary action shall be commenced more than six months after the Employer has knowledge of the alleged acts of incompetence or misconduct.

APPEAL FROM DISCIPLINARY ACTION

- A. If the Employee and/or the Union disagree with the proposed disciplinary action, the Union may appeal the matter in accordance with Stage 3 of the grievance procedure. If the Union is not satisfied with the response at Stage 3, the Union may elect to submit the matter to arbitration by filing a Demand For Arbitration with the New York State Public Employment Relations Board (PERB) in accordance with its rules and procedures. The Demand For Arbitration must be filed within twenty (20) days from receiving the Stage 3 response or when the Stage 3 response should have been received.
- B. Said Employee may be suspended without pay for a period not to exceed twenty (20) days. After such time said Employee may remain suspended, but, with pay.
- C. All decisions and awards rendered in such arbitrations shall be final and binding on the parties, subject to Article 75 of the CPLR.
- D. Binding arbitration shall serve as the only method of resolving challenges to disciplinary action, hence, wholly replacing the statutory provisions provided in Sections 75 and 76 of the Civil Service Law.
- E. All disciplinary warnings and/or reprimands shall be removed from an Employee's file twelve (12) months from the date of issue provided there are no repeat violations for the same infraction or there is a pending disciplinary hearing during this period. However, a repeat violation for the same infraction would extend the time period an additional twelve (12) months from the date of the most recent warning.

APPENDIX B**SALARIES**

JOB TITLE	EFFECTIVE 01/01/14	EFFECTIVE 01/01/15	EFFECTIVE 01/01/16
Cleaner	13.20	13.50	13.80
Account Clerk-Typist	17.09	17.47	17.86
WWTP Attendant	16.82	17.20	17.59
Motor Equipment Operator	20.21	20.66	21.12
Industrial Waste Monitoring Technician	22.05	22.55	23.06
WWTP Laboratory Technician	22.05	22.55	23.06
Motor Equipment Maintenance Mechanic	22.05	22.55	23.06
WWTP Maintenance Mechanic	22.05	22.55	23.06
Senior WWTP Maintenance Mechanic	23.92	24.46	25.01
WWTP Operator Trainee	20.30	20.76	21.23
WWTP Operator	23.44	23.97	24.51
Working Supervisor	23.44	23.97	24.51
Lead WWTP Operator	25.60	26.18	26.77