

Certification

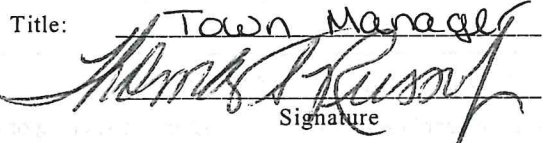
I declare to the best of my knowledge and belief that the attached document(s) are true electronic copies of the executed collective negotiations agreement(s) and the included summary is an accurate assessment of the collective bargaining agreement for the term beginning 11/1/2018 thru 12/31/2021.

Employer: Town of Newton

County: Sussex

Date: June 24, 2019

Name: Thomas S. Russo, Jr.
Print Name

Title: Town Manager

Signature

New Jersey Public Employment Relations Commission
POLICE AND FIRE
COLLECTIVE NEGOTIATIONS AGREEMENT SUMMARY FORM

Line #

SECTION I: Parties and Term of Contracts

1 Public Employer: Town of Newton County: Sussex
 2 Employee Organization: PBA Local No. 136 - Superior Officers Association Number of Employees in Unit: 7
 3 Base Year Contract Term: 1/1/2015 - 12/31/2017
 4 New Contract Term: 1/1/2018 - 12/31/2021

SECTION II: Type of Contract Settlement (please check only one)

5 Contract settled without neutral assistance
 6 Contract settled with assistance of mediator
 7 Contract settled with assistance of fact-finder
 8 Contract settled in Interest Arbitration
 9 If contract was settled in Interest Arbitration, did the Arbitrator issue an Award? Yes No

SECTION III: Base Salary Calculation

The "base year" refers to the final year of the expiring or expired agreement.

N.J.S.A. 34:13A-16.7(a) defines base salary as follows: "'Base salary' means the salary provided pursuant to a salary guide or table and any amount provided pursuant to a salary increment, including any amount for longevity or length of service. It shall also include any other item agreed to by the parties, or any other item that was included in the base salary as understood by the parties in the prior contract. Base salary shall not include non-salary economic issues, pension and health and medical insurance costs."

10 Salary Costs in base year \$ 893,598
 11 Longevity Costs in base year \$ 74,316
 12 Other base year salary costs
 Detective \$ 3,500
 Education \$ 6,800
 _____ \$ _____
 _____ \$ _____
 Sum of "Other" Costs Listed in Line 12. \$ 10,300
 13 Total Base Salary Cost: (sum of lines 10, 11, 12): \$ 978,214

SECTION IV: Increase in Base Salary Cost (for each year of New CNA)14 Total Base Salary Cost from Line 13: \$ 978,214

Increases	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
15 Effective Date (month/day/year)	<u>7/1/2018</u>	<u>1/1/2019</u>	<u>1/1/2020</u>	<u>1/1/2021</u>		
16 Cost of Salary Increments (\$)	<u>22,340</u>	<u>20,562</u>	<u>21,118</u>	<u>19,153</u>		
17 Salary Increase Above Increments (\$)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
18 Longevity Increase (\$)	<u>1,858</u>	<u>4,346</u>	<u>-3,564</u>	<u>4,277</u>		
19 Total Increased Cost for "Other" Items (\$)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
20 Total Increase (\$) (sum of lines 16-19)	<u>24,198</u>	<u>24,908</u>	<u>17,554</u>	<u>23,430</u>		

SECTION V: Average Increase Over Term of New CNA

21 Dollar Increase Over Life of Contract \$ 90,090 [Take sum of all amounts listed on Line 20 above]

22 Percentage Increase Over Life of Contract 9.2 % [Divide amount on Line 21 by amount on Line 14]

23 Average Percentage Increase Per Year 2.3 % [Divide percentage on Line 22 by number of years of the contract]

SECTION VI: Other Economic Items Outside Base Salary and Increases

←Increases→

24	Item Description	Base Year Cost (\$)	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
25	Totals (\$):							

SECTION VII: Medical Costs

Insurance Costs		Base Year	Year 1
26	Health Plan Cost	\$ 191,340	\$ 187,284
27	Prescription Plan Cost	\$	\$
28	Dental Plan Cost	\$	\$
29	Vision Plan Cost	\$	\$
30	Total Cost of Insurance	\$ 191,340	\$ 187,284

Employer: Town of Newton

Employee Organization: PBA Local No. 138 - Superior Officers Association

SECTION VII: Medical Costs (continued)

31	Employee Insurance Contributions	\$ <u>66,968</u>	\$ <u>65,549</u>
32	Contributions as % of Total Insurance Cost	<u>35</u> %	<u>35</u> %

33 Identify any insurance changes that were included in this CNA.

SECTION VIII: Certification and Signature

34 The undersigned certifies that the foregoing figures are true:

Print Name: Jennifer A Dodd
Position/Title: HR Director
Signature: Jennifer A Dodd
Date: 6/24/2019

Send this completed and signed form along with an electronic copy of the contract and the signed certification form to: contracts@perc.state.nj.us

NJ Public Employment Relations Commission
Conciliation and Arbitration
PO Box 429
Trenton, NJ 08625
Phone: 609-292-9898

Revised 8/2016



**TOWN OF NEWTON
RESOLUTION #117-2019**

April 22, 2019

“Authorizing the Mayor and the Municipal Clerk to Execute Agreements with the Police Superior Officers’ Association and Policemen’s Benevolent Association – Local No. 138”

WHEREAS, the Town Manager and representatives of the Police Superior Officers’ Association and the Policemen’s Benevolent Association - Local No. 138 of the Newton Police Department have negotiated four-year agreements covering calendar years 2018, 2019, 2020, and 2021 pursuant to mediation; and

WHEREAS, said agreements for calendar years 2018, 2019, 2020, and 2021 have been ratified by the Police Superior Officers’ Association and Policemen’s Benevolent Association - Local No. 138;

NOW, THEREFORE BE IT RESOLVED, by the Town Council of the Town of Newton that it hereby approves the above agreements and authorizes the Mayor and the Municipal Clerk to execute said agreements, in duplicate, with the Police Superior Officers’ Association and Policemen’s Benevolent Association - Local No. 138, based on the terms outlined in the attached Memorandum of Agreement.

CERTIFICATION

THIS IS TO CERTIFY that the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, April 22, 2019.

Lorraine A. Read, RMC
Municipal Clerk

AGREEMENT

Between

**TOWN OF NEWTON
SUSSEX COUNTY, NEW JERSEY**

And

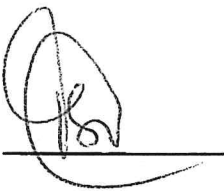
**POLICEMEN'S BENEVOLENT ASSOCIATION
LOCAL NO. 138 -SUPERIOR OFFICERS ASSOCIATION**

January 1, 2018 through December 31, 2021

**39 Trinity Street
Newton, NJ 07860-1823**

**LOCCKE, CORREIA & BUKOSKY.
24 Salem Street
Hackensack, New Jersey 07601
(201) 488-0880**

Town: _____



SOA: _____



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Town: _____



SOA: _____



PREAMBLE

This Agreement is dated the _____ day of _____, 2019 between the Town of Newton, a municipal corporation of the State of New Jersey, hereinafter referred to as the "Town", and the Policemen's Benevolent Association, Local No. 138 - Superior Officers Association, hereinafter referred to as the "Association".

Town: _____



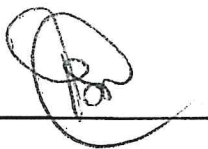
SOA: MPAA 1

ARTICLE 1

PURPOSE

This Agreement is entered into to promote and ensure harmonious relations, cooperation and understanding between the Town and those members of the Association employed thereby.

Town: _____



SOA: _____



ARTICLE 2

INTENT

It is the intention of the parties involved that this Agreement be constructed in harmony with the rules and regulations of the Civil Service Commission, Public Employment Relations Commission rules and regulations, statutes of the State of New Jersey, ordinances of the Town, and rules and regulations of the Police Department, as they exist at the time of execution.

Town: _____



SOA: _____

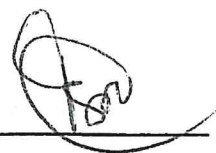


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ARTICLE 3
RECOGNITION

The Town recognizes the Association as the exclusive negotiating agent and representative for all sworn Superior Officers employed by the Town within the Newton Police Department.

Town: _____



SOA: _____

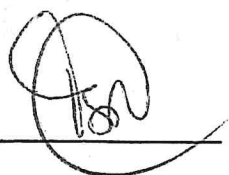


ARTICLE 4
MANAGEMENT RIGHTS

A. The Town retains unto itself without limitation the powers, rights, authority and responsibilities conferred upon it and vested in it prior to the signing of this Agreement by the laws and Constitution of the United States and the State of New Jersey, and of its Revised General Ordinances, including but not limited to, the right to:

1. Executive management and administrative control of the Town government and the activities of its Employees.
2. Determine qualifications for employment, hire all Employees according to applicable law, transfer, suspend, demote, promote or discharge Employees for good and just cause.
3. The exercise of the powers, rights, authority, and responsibilities of the Town shall be limited only by the specific and express terms of this Agreement, and then only to the extent consistent with the Constitution and Laws of the United States, the State of New Jersey, and the Ordinances of the Town.

Town: _____



SOA: _____

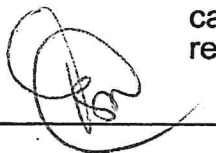


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ARTICLE 5
GRIEVANCE PROCEDURE

- A. Definition: A grievance is any dispute between the parties concerning the application or interpretation of this Agreement and may be raised by a member of the Association or an official of the Town.
- B. The purpose of the grievance procedure is to gain at the lowest possible level, an expeditious and mutually satisfactory, equitable solution to a question or problem affecting terms or conditions of this Agreement. Nothing herein implies that any individual or Town official cannot attempt to informally resolve a question or problem without going into this formal procedure.
- C. The procedure for settlement of grievances shall be as follows:
1. **Step One:** In the event that any Employee covered under this Agreement has a grievance within fourteen (14) calendar days of the occurrence of the event being grieved, the Employee shall present the grievance in writing to the Chief of Police, or the Officer in charge of the Department in the event of the Chief's absence, who shall respond within twenty-eight (28) calendar days.
 2. **Step Two:** If the Association wishes to appeal the decision of the Chief of Police (or the Officer in charge if the Chief is absent), it shall be presented in writing to the Town Manager or their designated representative, within fourteen (14) calendar days. This presentation shall include copies of all previous correspondence relating to the matter in dispute. The Town Manager, or his designated representative, may give the Association the opportunity to be heard, and will give his or her decision in writing within twenty-eight (28) calendar days of receipt of the written grievance.
 3. **Step Three:** If no satisfactory resolution of the grievance is reached at Step 2, then within seven (7) calendar days, the grievance shall be referred to the Grievance Procedure under the Public Employment Relations Commission for the selection of an arbitrator, pursuant to the rules of said Commission. The decision of the arbitrator shall be final and binding upon the parties. The expense of such arbitration shall be borne equally by the parties.
 - a. It is agreed between the parties that no arbitration hearing shall be held until after the expiration of at least thirty (30) calendar days after the decision rendered by the Town or its representative on the grievance.

Town: _____



SOA: _____ MPM 6

- b. Employees covered by this Agreement shall have the right to process their own grievance without representation.
- c. The cost of the arbitrator shall be borne equally by the parties, but each party shall be responsible for such other costs as may be incurred by each.

Town: _____



SOA: _____ 7



ARTICLE 6
DUTIES OF OFFICERS

- A. Sergeants, and Senior Patrol Officers in the absence of Sergeants, will have patrol shift activities to include assignment of patrol responsibilities and areas of coverage, proper dress, roll call at the beginning of each shift, and proper relief of shift to the next shift supervisor.

- B. Officers are required to be in uniform and ready to assume patrol at the beginning of the duty shifts.

- C. Officers are required to remove the keys from the ignition of patrol vehicles when the vehicles are unattended, except in emergency situations.

Town: _____



SOA: _____



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ARTICLE 7
EMPLOYEE RIGHTS

- A. The Town will encourage the full security of all individual rights and privileges of its Employees as citizens in a democratic society consistent with their duties and responsibilities as Employees of the Town.

- B. When the Executive Delegate of the Association, if applicable, is a Town Employee, he shall be granted leave from duty with pay not to exceed one (1) day per month to attend to New Jersey State PBA business, provided he notifies the Scheduling Officer at least seven (7) calendar days in advance of any said absence from duty; and further provided that he submits, in a timely manner, a written report each month to the Police Chief detailing activities of the Association which affect or might be of interest to the Police Chief, the Town Manager or the Town Council including, but not limited to, briefs of proposed legislation affecting Police and Police Departments.

- C. This Agreement shall not exclude any benefits to which Association members, by reason of their employment by the Town, are presently entitled.

Town: _____



SOA: _____



ARTICLE 8
WORK WEEK

- A. All Employees covered by this Agreement shall work a twelve (12) hour Pitman Schedule, totaling eighty-four (84) hours per pay period, or as otherwise established by the Chief of Police and approved by the Town Manager. Patrol Sergeants will work a twelve (12) hour work schedule of two/three/three/two (2/3/3/2) sequence with a one hundred four (104) annual work time bank. Current administration and procedure under the current work chart shall continue. Officers with the rank Lieutenant or assigned as Detective Sergeants will work a ten (10) hour workday.
- B. The Town will consider any proposed schedule changes that are presented by the Officers to prevent Officers from working continuously in excess of a period of time that ~~unreasonably~~ endangers the Officers or the general public. Any schedule changes may be implemented by the Officers only after such changes are deemed acceptable by both the Newton Chief of Police and the Town Manager.

Town: _____

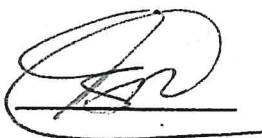


SOA: MPM 10

ARTICLE 9
SCHEDULING

The Town agrees to use its best efforts to ensure that two (2) regular Officers are on patrol at all times.

Town: _____



SOA: _____



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ARTICLE 10

OVERTIME

- A. Overtime shall consist of all hours worked in excess of the regularly scheduled shift or work performed on a scheduled day off.

- B. For the purposes of this Agreement, a scheduled work day which is taken as a sick or vacation day shall be construed as a normal day worked, except that any Employee covered by this Agreement who takes a sick or vacation day and subsequently is called back to work as a shift replacement on the same calendar date shall be credited with a normal day worked and shall not receive overtime for such work.

- C. Employees, except those working in the capacity of Detective, shall receive time and one-half (1½) for all hours worked in excess of eighty (80) hours in a fourteen (14) day cycle, excepting those overtime hours worked in an administrative capacity such as, but not limited to, preparing special reports for the Chief, or attending special functions as a representative of the Department for which no extra payment will be made . Compensatory time at the rate of time and one-half (1½) will be earned for attendance at staff meetings. All hours worked fewer than eighty (80) hours in a fourteen (14) day cycle shall be paid on a straight time basis. The first fourteen (14) day cycle of the New Year shall begin with the first day of the first full pay period.

- D. All Officers will be fully compensated for valid overtime not later than the paycheck covering the final days of the fourteen (14) day work cycle. When job assignments are mandatory and/or required by the Department, the Officer may opt to receive compensatory time, rather than overtime pay. Assignments that are optional (e.g.,

Town: 

SOA:  12

elected), will be compensated through compensatory time only. Any overtime work which is funded through grants, which will be identified, shall be compensated only through overtime pay and are ineligible for earning compensatory time.

Mandatory and/or required work by the Department allowing an Officer to choose to be compensated through overtime pay or compensatory time shall be any detail in which the Department mandates or could mandate the overtime work.

These include the following:

- Any mandatory detail (Officer is required to attend or participate)
- Patrol Shift Replacements
- Newton Day, and other authorized parades
- Mandatory training or mandatory meetings

Only overtime pay, not compensatory time, will be provided for grant funded assignments including the following:

- Click it or Ticket, Pedestrian Safety Details, DWI Enforcement, Distracted Driving, when enforcement activities are expected.

~~Any voluntarily~~ elected detail an Officer may participate in, will be posted and designated as an elected assignment/detail/program and will be compensated through compensatory time only. The Department cannot mandate an Officer to attend or work these details. These shall include the following:

- Community Relations activities (e.g. Coffee with a Cop, Cram the Cruiser)
- Voluntary meetings
- Voluntary training opportunities as requested or offered
- L.E.A.D. events including graduation and Walk to School
- Staffing a table at Back-to-School night or Sussex County Day
- Patrol Car Detailing, firearms, or other Departmental equipment
- Project Self-Sufficiency (Christmas Toy Shop) support, including traffic control and security for the event.

The foregoing will not have any impact regarding the compensation or compensatory time provided to Officers serving in the Detective Bureau.

An Officer may not carry over more than forty-eight (48) hours of compensatory time from one calendar year to the next. Should an Employee, other than a Detective, have more than forty-eight (48) hours of compensatory time accrued in a calendar year, he/she will be required to use the hours above forty-

Town: _____

SOA: MPM 13

eight (48) prior to the end of the year or, with approval from the Chief of Police, make other appropriate arrangements to reduce the compensatory time bank to forty-eight (48) hours or less. The rate will be time and one-half (1½). Requests to use compensatory time must be approved by an Officer's supervisor. Any and all requests to use compensatory time will be denied if it would cause the Department to pay overtime.

Outside employment will not be impacted by this provision and Officers will be compensated for outside employment through straight time pay pursuant to policies and procedures.

- E. A Detective shall not receive overtime pay, but shall receive compensatory time off at the rate of one and one-half (1 ½) hours for all hours worked after the first thirty (30) hours of time worked in excess of the normal forty (40) hour work week. Additionally, a Detective shall receive proficiency pay in the amount of Thirty-Five Hundred Dollars (\$3,500.00) per year in the Employee's base pay.
- F. If more than fifty (50) hours of compensatory time are accrued by December 1st of each year, the Town shall have the option of buying back those compensatory hours up to a maximum of Five Thousand Dollars (\$5,000.00), if the Detective agrees to the buy back. The Town shall also have the option of buying back additional compensatory hours from the Administrative Detective if the Five Thousand Dollars (\$5,000.00) maximum to subordinate Detectives has not been fully expended.
- G. It is an acknowledged objective of the Newton Police Department to have a Sergeant on duty for each shift whenever feasible. Accordingly, Sergeants shall be given preference for overtime shift replacement in those instances when a Sergeant or higher level Police Officer is not on duty. In those instances where one or more

Town: _____



SOA: _____ 14



Sergeants are on duty, it is understood that preference shall be given to Patrolmen for overtime shift replacement. Effective January 1, 2006 or upon execution of this Agreement, Lieutenants shall be eliminated from the overtime rotation list for Sergeants. Lieutenants shall earn overtime pay in cases of emergencies and/or special details that shall be determined at the discretion of the Chief of Police, and outside employment details.

- H. Officer shall not be eligible to earn overtime for a period of four (4) hours following the use of sick leave except in cases of emergency or required Court appearances.

Town: _____



SOA: _____ MRM 15

ARTICLE 11

CALL-BACK

In the event of a call-back to duty for emergency, school crossing, Breathalyzer operation, or any other similar duty, such Employee shall be credited with a minimum of two (2) hours overtime.

Town: _____



SOA: MPM 16

ARTICLE 12

WAGES

- A. The Salary Guide in Schedule A shall reflect the wages for all Superior Officers.

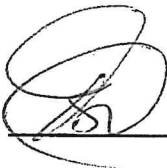
- B. For SOA members hired prior to August 1, 2015 the Salary Guides will reflect the following wage increases:

Effective July 1, 2018	2.5%
Effective January 1, 2019	2.25%
Effective January 1, 2020	2.25%
Effective January 1, 2021	2.0%

SOA members who became Town Police Officers after August 1, 2015, shall be paid consistent with SOA Wage Guide for "Officers Hired After August 1, 2015."

(Appendix A)

Town: _____



SOA: _____ MPM 17

ARTICLE 13

LONGEVITY

- A. There shall be added to and made a part of the remuneration of each Employee covered by this Agreement, an amount equal to a certain percent of the salaries and wages fixed for each said person based on the completion of a certain number of years of cumulative service in and for the Town as follows:

<u>Amount Equal To</u>	<u>Years of Cumulative Service</u>
2%	5
4%	10
6%	15
8%	20
10%	24

- B. Such additional compensation shall be paid notwithstanding the maximum salaries or wages, and shall be paid at the same time and in the same manner as regular salaries and wages.
- C. Such longevity pay shall be based on the earnings of the normal work week and longevity shall not be added to overtime remuneration.
- D. For any Employee whose anniversary date of cumulative period of five (5) years service falls between July 1 and December 31, his longevity payment will take effect on the next January 1. For any Employee whose anniversary date of cumulative period of five (5) years service falls between January 1 and June 30, his longevity payment will take effect on the next July 1.

Town: 

SOA:  18

E. Employees hired after January 1, 2012 shall receive the following longevity benefits:

<u>Amount Equal To</u>	<u>Years of Cumulative Service</u>
1%	7
2%	12
4%	15
6%	20
8%	27

This new guide is effective only for Employees hired after January 1, 2012.

F. SOA members hired after August 1, 2015 will not be eligible for longevity.

Town: _____



SOA: _____



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ARTICLE 14

HOLIDAYS

A. The Employees covered by this Agreement shall receive credit for a day off for the following thirteen (13) holidays, although they may be required to actually work on the holiday itself because of shift duties:

New Year's Day	Martin L. King's Birthday
Washington's Birthday	Good Friday Afternoon (1/2)
Memorial Day	Independence Day
Labor Day	Columbus Day
Election Day	Veterans' Day
Thanksgiving Day	Day After Thanksgiving
December 24th pm (1/2) (provided such day does not fall on a Saturday or Sunday)	Christmas Day

B. All tours of duty taken as a holiday shall be calculated day for day.

C. Effective upon execution of the Agreement or as soon thereafter as possible, the Town shall offer Employees the opportunity to sell back no more than six (6) Holidays per contract calendar year at the rate of one (1) day's pay for every two (2) Holidays. One day is considered to be a ten (10) hour shift.

D. Effective January 1, 2016, paragraphs A through C will become null and void and the entire holiday benefit shall be paid out at the straight time pay rate (one hundred thirty (130) annual hours converted to 6.25% pay) and will be folded-into base pay, paid along with regular payroll and used for all computation purposes. Pay schedule Appendix A has been amended to reflect this calculation.

Town: _____

SOA: 20

ARTICLE 15

VACATION

A. Annual vacation leave with pay is earned as follows:

<u>Years of Service</u>	<u>Vacation Leave</u>
One month through Five Years	Twelve 10-hour days or 120 hours
Sixth Year through Ten Years	Fourteen 10-hour days or 140 hours
Eleventh Year through Fifteen Years	Sixteen 10-hour days or 160 hours
Sixteenth Year through Twentieth Year	Nineteen 10-hour days or 190 hours
Over Twentieth Year	Twenty-One 10-hour days or 210 hours

B. All vacations shall be taken during the current year, where possible, and vacation time shall not be accumulated beyond the current and the immediately preceding calendar year. Vacation days may be taken any time during the calendar year even if not yet earned for the calendar year, provided they are scheduled in advance.

C. Vacation benefits for Employees hired after August 1, 2015 shall be based upon years of service as a sworn Police Officer with the Newton Police Department.

Town: _____



SOA: MEM 21

ARTICLE 16

SICK LEAVE, PERSONAL LEAVE AND DONATED LEAVE

- A. Superior Officers shall earn sick leave at the rate of fifteen (15) days per year, on a day-for-day basis. Three (3) of those days may be utilized as personal days each year. Sick leave may be accumulated from year to year.

- B. The Employer may require proof of illness or injury when there is reason to believe that an Employee is abusing sick leave; or an Employee has been absent on sick leave for an aggregate of more than fifteen (15) days in a twelve (12) month period.

- C. For all illnesses which exceed three (3) consecutive work days, the deduction from sick leave shall be considered on a day for day basis, starting with day one. ~~Illnesses of a lesser duration shall be calculated on the basis of day for day off for each tour of duty taken as sick leave.~~

- D. Upon presentation of a valid injury incident report within the Police Department and a physician's certificate, any absence resulting from an injury sustained in the line of duty shall not reduce the Employee's sick leave.

- E. With regard to the use of Personal Leave:
 - 1. Each Employee covered by this Agreement may utilize three (3) days *per annum* as personal days, which days shall be deductible from his sick leave on a day for day basis. These days are non-cumulative and, if unused at the end of the calendar year, the remaining days shall revert back to sick leave and be placed in the Employee's accumulated sick leave bank.
 - 2. In order to be eligible to receive said personal days, the Employee must give reasonable notice of his request to utilize the personal days.
 - 3. If at the end of the calendar year only three (3) personal days were charged against the Employee's sick time account and no sick days were taken, the three (3) days will automatically be credited to the sick time account for the next year.

Town: _____

SOA: _____ 22

F. Upon eligibility for full retirement or disability retirement, based on years of service with the Town of Newton, individuals covered by this Agreement will be reimbursed as follows:

<u>Years of Service with the Town</u>	<u>Percentage of Sick Time</u>
10 Years	5% of Accrued Sick Time
15 Years	10% of Accrued Sick Time
20 Years	15% of Accrued Sick Time
25 Years	35% of Accrued Sick Time

For Employees hired after August 1, 2015 the calculation for eligibility for full retirement or disability retirement shall be based upon years of service as a sworn Police Officer with the Newton Police Department as follows:

<u>Years of Service With the Town</u>	<u>Percentage of Sick Time</u>
10 Years	5% of Accrued Sick Time
15 Years	10% of Accrued Sick Time
20 Years	15% of Accrued Sick Time
25 Years	35% of Accrued Sick Time

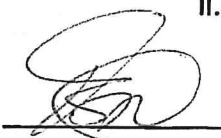
G. DONATED LEAVE PROGRAM

Effective January 1, 2005, all eligible Employees shall be entitled to the benefits of a Donated Leave Program as set forth in N.J.A.C. 4A:6-1.22 and as set down below:

All Town of Newton Employees shall be eligible to receive donated sick or vacation leave if the Employee:

1. Has completed at least one (1) year of continuous service with the Town of Newton;
2. Has exhausted all accrued sick, vacation and administrative leave, all sick leave injury benefits, if any, and all compensatory time off;
3. Has not, in the two (2) year period immediately preceding the Employee's need for donated leave, been disciplined for chronic or excessive absenteeism, chronic or excessive lateness or abuse of leave; and
4. Either:
 - i. Suffers from a catastrophic health condition or injury;
 - ii. Is needed to provide care to a member of the Employee's immediate family who is suffering from a catastrophic health

Town: _____



SOA: _____ MM 23

- iii. condition or injury; or Requires absence from work due to the donation of an organ (which shall include, for example, the donation of bone marrow).

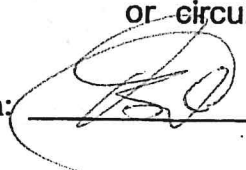
For purposes of this section, a "catastrophic health condition or injury" shall be defined as follows:

1. With respect to an Employee, a "catastrophic health condition or injury" is either:
 - I. A life-threatening condition or combination of conditions; or
 - ii. A period of disability required by his or her mental or physical health or the health of the Employee's fetus which requires the care of a physician who provides a medical verification of the need for the Employee's absence from work for sixty (60) or more work days.
2. With respect to an Employee's immediate family member, a "catastrophic health condition or injury" is either:
 - I. A life-threatening condition or combination of conditions;
 - ii. A period of disability required by his or her mental or physical health which requires the care of a physician who provides a medical verification of the need for the family member's care by the Employee for sixty (60) or more work days.

An Employee may request that the appointing authority approve his or her participation in the program, as a leave recipient or leave donor. The Employee's supervisor may make such a request on behalf of the Employee for his or her participation in the program as a leave recipient.

1. The Employee or supervisor requesting the Employee's acceptance as a leave recipient shall submit to the appointing authority medical verification from a physician or other licensed health care provider concerning the nature and anticipated duration of the disability resulting from either the catastrophic health condition or injury, or the donation of an organ, as the case may be.
2. When the appointing authority has approved an Employee as a leave recipient, the appointing authority shall, with the Employee's consent, post or circulate the Employee's name along with those of other eligible

Town: _____



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Employees in a conspicuous manner to encourage the donation of leave time, and shall provide notice to all negotiations representatives in that appointing authority.

1. If the Employee is unable to consent to this posting or circulation, the Employee's family may consent on his or her behalf.

A leave recipient must receive at least five (5) sick days or vacation days or a combination thereof from one or more leave donors to participate in the donated leave program. A leave donor shall donate only whole sick days or whole vacation days and may not donate more than ten (10) such days to any one (1) recipient.

1. A leave recipient shall receive no more than one hundred eighty (180) sick days or vacation days, and shall not receive any such days on a retroactive basis.
2. A leave donor shall have remaining at least twenty (20) days of accrued sick leave if donating sick leave and at least twelve (12) days of accrued vacation leave if donating vacation leave.
3. A leave donor shall not revoke the leave donation.
4. If a leave donor is not in the same department or autonomous agency as the leave recipient, appropriate arrangements shall be made between the affected appointing authorities to verify donor eligibility and adjust leave records. However, the posting requirement set forth above is limited to the recipient's appointing authority.

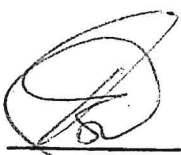
While using donated leave time, the leave recipient shall accrue sick leave and vacation leave and be entitled to retain such leave upon his or her return to work.

1. Any unused, donated leave shall be returned to the leave donors on a prorated basis upon the leave recipient's return to work, except that if the proration of leave days results in less than one (1) day per donor to be returned, that leave time shall not be returned.
2. Upon retirement, the leave recipient shall not be granted supplemental compensation on retirement for any unused sick days which he or she had received through the leave donation program.

An Employee shall be prohibited from threatening or coercing or attempting to threaten or coerce another Employee for the purpose of interfering with rights involving donating, receiving or using donated leave time. Such prohibited acts shall include, but not be limited to, promising to confer or conferring a benefit such as an appointment or promotion or making a threat to engage in, or engaging in, an act of retaliation against an Employee.

ARTICLE 17
TERMINAL LEAVE

Immediately preceding retirement under the provisions of the Police and Firemen's Retirement System, Employees covered by this Agreement may use up to thirty-two (32) days of accumulated sick leave as "terminal leave" immediately prior to the Employee's actual retirement date.

Town:  _____


SOA:  _____ 26

ARTICLE 18
CLOTHING ALLOWANCE

- A. Employees will be reimbursed for uniforms and/or equipment, including eyeglasses that become damaged or unserviceable while in the line of duty. Requests for reimbursements must be submitted with adequate proof and approved by the Chief of Police.

- B. The Town agrees to supply all Employees with a second badge and identification card.

Town: _____



SOA: _____

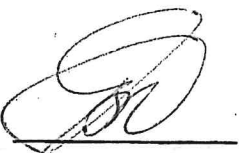


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ARTICLE 19
UNIFORM CLEANING

The Town feels that furnishing a uniform and maintenance expense allowance does not include responsibility for cleaning, as personal cleanliness is an individual responsibility. However, the Town does agree to use its best efforts to deduct an agreed upon amount from Employees' paychecks to enable the Association to contract with a cleaning establishment.

Town: _____



SOA: _____



ARTICLE 20

**COLLEGE CREDITS, TEXTBOOK REIMBURSEMENT,
TUITION REIMBURSEMENT AND IN-SERVICE TRAINING**

- A. The Town agrees to recognize those Employees who can show to the satisfaction of the Town, satisfactory evidence of completion of Police-related credits toward a college degree by paying an annual sum of money according to the following scale:

<u>Credits Toward College Degree</u>	<u>Dollars</u>
15 credits	\$300.00
30 credits	\$500.00
60 credits	\$800.00
90 credits	\$1,000.00
120credits/Bachelor's Degree	\$1,500.00

- B. An Employee reaching a new position on the scale as certified by the Chief of Police to the Treasurer will be compensated proportionately effective on the next July 1 or January 1, whichever date most closely follows the date of certification.
- C. The Town agrees to reimburse any Officer for costs incurred to purchase accredited Police training course textbooks or required textbooks for college courses in the pursuit of an accredited degree in criminology, sociology, criminal psychology, or other program related specifically to Police work; provided that the following conditions are met:
1. The Chief is satisfied with the condition of the textbook;
 2. The course was satisfactorily completed with a "C" or better grade;
 3. The textbook becomes a permanent part of the Newton Police library;
 4. There are no other books of the same title or content in the library.
- D. The Town agrees to reimburse Employees covered by this Agreement one hundred



percent (100%) of the tuition costs for two (2) college courses per man per year.

Such college courses must meet the following criteria:

1. Prior approval for the course must be granted by the Police Chief;
2. The course must be satisfactorily completed with a "C" or better grade;
3. The course must be related to a degree in a Police-related program.

E. The Town may provide up to twenty-four (24) hours of Police training for all Officers. Such training is to be structured and conducted by the Chief in training sessions that are most conducive to continuing education for members of the Newton Police Department. Officers will be compensated at their overtime rate when they are required to attend training scheduled outside regular duty hours.

Town: _____



SOA: 30

ARTICLE 21

GROUP INSURANCE AND DENTAL PLAN

A. After three (3) months of full-time employment, a new Employee becomes eligible for the following coverage through the North Jersey Municipal Employee Benefits Fund (NJMEBF):

1. Hospital
2. Medical-Surgical
3. Major Medical

The Town shall continue to maintain and provide all insurance benefits, coverage and administration as provided in the North Jersey Municipal Employee Benefits Fund. Notwithstanding other provisions of this Article, the Town shall continue its health benefits program, including all benefit and coverage levels, usual and customary rates and deductible charges for its Employees, their spouses and dependents. However, should an Employee choose to enroll with another health benefits carrier, the Town will pay no more than the amount it currently pays with its own carrier. This coverage includes single, family, and family with maternity memberships. All Employees shall be required to contribute a portion of the health insurance premium paid by the Town for medical health insurance pursuant to the applicable provisions of c. 78 P.L. 2011 (N.J.S.A. 40A:10-21.1).

B. The Town reserves the right to change insurance carriers, or to self insure any or all portions of the insurance benefits, as long as no less benefit, coverage and administrative level is provided and that the Town agrees to notify the Association of its intent to change carriers or self insure at least sixty (60) days prior to the anticipated date of implementation, along with the Master Plan documents for both the current and proposed plans, for the purpose of review and comparison of all benefits, coverage and administrative levels, usual and customary rates and

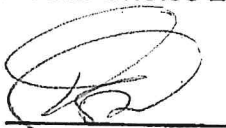
Town: 

SOA:  31

deductible charges. The Town agrees to schedule a meeting with the Association to discuss the proposed change as soon as mutually possible.

- C. The full cost of the insurance provided by the Town's insurance carrier shall be covered by the Town for the Employee. However, should an Employee choose to enroll with another carrier, the Town will pay no more than the amount it currently pays with its own carrier.
- D. The parties agree to comply with the statutory requirements including c.78 P.L. 2011 (N.J.S.A. 40A:10-21.1) for health care contributions.
1. Subject to c.78, P.L. 2011 (N.J.S.A. 40A:10-21.1), no qualified retired Employees or their dependents shall be required to make any contributions towards health care, as noted in Article 23, Section 3.
 2. ~~All Employees~~ contributing to their health care may participate in the Town's Section 125 Plan.
- E. The Town and the Association recognize the need for dental health and the desirability of a dental plan for members of the bargaining unit. Accordingly, the Town agrees to pay the premium for each Employee with one (1) year of continuous sworn service with the Newton Police Department toward an acceptable dental plan with no co-payment by Employees. The Town further agrees to contract with an acceptable carrier to provide for the terms and conditions of the dental plan.
- F. The Town agrees to pay the premium for an acceptable Vision Plan for each Employee covered by this Agreement.
- G. Any Officer or SOA member hired as of September 1, 2018 shall be enrolled in Aetna Choice 20/40 Open Access, or equivalent (hereinafter referred to as "Aetna

Town:



SOA:  32

Choice 20/40 Open Access") which shall be their base plan and considered the least expensive plan for all purposes. Should an Officer hired after September 1, 2018 elect a different health insurance plan, he/she will pay the required c.78 premium contribution based upon the Aetna Choice 20/40 Open Access premium and the differential between the Aetna Choice 20/40 Open Access plan premium and the selected plan's premium.



ARTICLE 22

HEALTH EXAMINATION AND FLU SHOT

- A. Each Employee who is subject to this Agreement shall have a health check up conducted once every two (2) years at the Town's expense. Arrangements for this examination will be made through the Town Manager's office and Employees will be required to be examined by the doctor designated. The Town will assume the net costs remaining after Employees covered by this Agreement have submitted all invoices for physical examinations to their insurance carrier for payment.

- B. In the event the results of a physical examination indicate a health problem, the Employee will be required at his expense to be treated by a doctor of his choice to correct the health problem within ninety (90) days of notification.

- C. The Town will make arrangements for a flu shot to be administered to all Employees, provided that all Employees agree to receive the shot, unless advised by their personal physicians in writing not to receive the shot. The Town will assume the net costs remaining after Employees covered by this Agreement have submitted all invoices for flu shots to their insurance carrier for payment.

- D. The only intent of this Article is to ensure the good health and well being of the Employees.

Town: _____



SOA: MPM 34

ARTICLE 23

MEDICAL BENEFITS UPON RETIREMENT


1. All sworn Police Officers in the Newton Police Department hired prior to August 1, 2015 who retire with twenty-five (25) years of service in a State administered pension plan shall receive medical benefits upon retirement. All new Police Officers hired after August 1, 2015 shall be required to complete twenty-five (25) years of service as a sworn Police Officer with the Newton Police Department in order to qualify for medical benefits upon retirement.

2. Upon an Officer's retirement, he/she shall be eligible for the following health insurance through the Town, subject to required premium contributions:

- Single - the same coverage the Officer had at the time of retirement from the Town.
- Employee/Spouse - the same coverage the Officer had at the time of retirement from the Town.
- Parent/Child - the same coverage the Officer had at the time of retirement from the Town.
- Family - the same coverage the Officer had at the time of retirement from the Town.

Notwithstanding the foregoing, for the previously referenced retiree health insurance coverages, an Officer hired after September 1, 2018 will be eligible for the least expensive plan, Aetna Choice 20/40 Open Access for single, employee/spouse, parent/child and family coverage, subject to c.78 contributions based upon the plan's premium cost. Retirees may elect different coverage; however, he/she shall be required to pay the c.78 premium contributions based upon the least expensive plan, Aetna Choice 20/40 Open Access, premium rate and the differential between the least expensive plan premium and elected plan's premium.

The SOA contract shall reflect the foregoing related to SOA members and SOA members hired after September 1, 2018.

Town: 

SOA: 


ARTICLE 24

WEAPONS QUALIFICATION

- A. The Town agrees to supply a sufficient amount of ammunition per Employee per year. Additionally, the Town shall replace rounds of ammunition that have become unserviceable at least once a year, and rounds that have been expended in the line of Police duty.

- B. The Town further agrees to allow the Range Officer sufficient overtime to qualify the entire Department in excess of that overtime granted to said Range Officer to qualify himself.

Town: _____



SOA: _____



ARTICLE 25

POLICE VEHICLES AND EQUIPMENT

- A. If an Employee of the Department alleges that a motor vehicle he is assigned to use is unsafe to operate, then the vehicle shall be inspected by a mechanic designated by the Town before such vehicle is used. If a mechanic is not available to inspect the vehicle, then another vehicle shall be assigned to the Employee.

- B. If no vehicle is available, then the Superior Officer shall call in a mechanic designated by the Town to inspect the vehicle and the decision of the mechanic designated by the Town shall be final.

- C. All regular marked Police vehicles purchased after the execution of this Agreement shall be a standard size vehicle with a standard Police package.

- D. The equipment in said vehicles shall include, but not be limited to, the following items: automatic transmission, power steering, power brakes, air conditioning, interior lighting package, automatic trunk release, roof rack with electronic siren and lights, oxygen, first aid kit, and flares.

- E. At least two (2) marked vehicles shall be equipped with twelve (12) gauge shotguns and cages.

Town: _____



SOA: MPUS 37

ARTICLE 26

MEAL AND MILEAGE ALLOWANCE

- A. Reasonable meal expenses for other than duty-related requirements shall be reimbursed upon presentation of proper receipts. Reimbursement shall only be provided when an Employee is required by the Town to attend a law enforcement school and is required to leave the Town on official business.

- B. When an Employee is required to leave the Town on official business, the Town of Newton shall attempt to provide a Town vehicle. In the event the Town is unable to provide a vehicle and the Employee is required to use his/her personal vehicle in any job-related capacity, the Employee shall be entitled to an allowance to be paid at Internal Revenue Service business rate in effect at the time of travel.

Town: 

SOA: MAPON 38

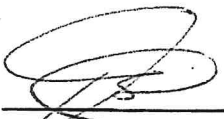
ARTICLE 27
CEREMONIAL ACTIVITIES

- A. In the event a Police Officer in another Department in the State of New Jersey is killed in the line of duty, the Town will permit at least one (1) uniformed Police Officer of the Town to participate in the funeral service for said deceased Officer.

- B. Subject to availability, the Town will permit a Town police vehicle to be utilized by the employee(s) participating in such funeral service.

- C. Employees participating in such funeral services shall not be entitled to any compensation during the time in which they are participating in said funeral services, unless otherwise agreed to by the Town Manager.

Town: _____



SOA: _____



ARTICLE 28

INVESTIGATION OF POLICE OFFICERS

A. In an effort to insure that departmental investigations are conducted in a manner which is conducive to good order and discipline, the following rules are hereby adopted:

1. The interrogation of a member of the force shall be conducted at reasonable hours, preferably when the member of the force is on duty, unless the exigencies of the investigation dictate otherwise;
2. The interrogation shall take place at a location designated by the Chief of Police. Usually, it will be at Police Headquarters or the location where the incident allegedly occurred;
3. The member of the force shall be informed of the nature of the investigation before any interrogation commences. Sufficient information to reasonably apprise the members of the allegations should be provided. If it is known that the member of the force is being interrogated as a witness only, he should be so informed at the initial contact;
4. The questioning shall be reasonable in length. Fifteen (15) minutes time shall be provided for personal necessities, meals, telephone calls, and rest periods at the end of every two (2) hours;
5. The member of the force shall not be subject to any offensive language, nor shall he be threatened with transfer or other disciplinary action.
6. At every stage of the proceedings, the Department shall afford an opportunity for a member of the force, if he so requests, to consult with his counsel, and/or his Association representative, before being questioned concerning a violation of the rules and regulations during the interrogation of a member of the force, which shall not delay the interrogation beyond one (1) hour for consultation with his attorney. However, this paragraph shall not apply to routine day to day investigations.
7. In cases other than departmental investigations, if a member of the force is under arrest, or if he is a suspect or the target of a criminal investigation, he

shall be given his rights, pursuant to the current decisions of the United States Supreme Court.

8. Nothing herein shall be construed to deprive the Department or its Officers of the ability to conduct the routine and daily operations of the Department.



ARTICLE 29
AGENCY SHOP

- A. Any permanent Employee in the bargaining unit on the effective date of this Agreement who does not join the Association within thirty (30) days thereafter, any new permanent Employee who does not join within thirty (30) days of initial employment within the unit, and any permanent Employee previously employed within the unit who does not join within ten (10) days of re-entry into employment with the unit shall pay, as a condition of employment, a representation fee to the Association by automatic payroll deduction pursuant to N.J.S.A 34:13A-5.5. The representation fee shall be in an amount up to eighty-five percent (85%) of the regular Association membership dues, fees, and assessments as certified to the Town by the Association. The Association may revise its certification of the amount of the representation fee at any time to reflect changes in the regular Association membership dues, fees and assessments. The Association's entitlement to the representation fee shall continue beyond the termination date of this Agreement, so long as the Association remains the majority representative of the Employees in the unit; provided that no modification is made in this provision by a successor agreement between the Association and the Town.
- B. The Association agrees that it will indemnify and save harmless the Town against any and all actions, claims, demands, losses or expenses (including reasonable attorney's fees) in any matter resulting from action taken by the Town at the request of the Association under this Article.

Town: _____



SOA: _____



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ARTICLE 30

PRESERVATION OF RIGHTS


- A. The Town agrees that all benefits, terms and conditions of employment related to the status of the Town of Newton Police Officers; which benefits, terms and conditions of employment are not specifically set forth in this Agreement, shall be maintained at not less than the highest standards in effect at the time of the commencement of collective bargaining negotiations between the parties leading to the execution of this Agreement.

- B. Unless a contrary intent is expressed in this Agreement, all existing benefits, rights, duties, obligations and conditions of employment applicable to any Employee pursuant to any rules, regulations, instruction, directive, memorandum, statute or otherwise shall not be limited, restricted, impaired, removed or abolished.



ARTICLE 31
SAVINGS CLAUSE

In the event that any provisions of this Agreement shall be determined by a court of proper jurisdiction to be invalid, such determinations shall not impair the validity and enforceability of the remaining other provisions of this Agreement.

Town:  _____

SOA: MAPM 44

ARTICLE 32
TERM AND RENEWAL

- A. This Agreement shall have a term from January 1, 2018 through December 31, 2021. If the parties have not executed a successor Agreement by December 31, 2021, then this Agreement shall continue in full force and effect until a successor Agreement is executed.

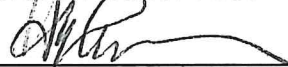
- B. Negotiations for a successor Agreement shall be in accordance with the rules of the Public Employment Relations Commission.



ARTICLE 33
FULLY BARGAINED PROVISION

This Agreement represents and incorporates the complete and final understanding of the bargainable issues that were or could have been subject to negotiations. This Agreement can only be modified by a written agreement agreed to and executed by both parties, and remains in full force and effect from January 1, 2018 until midnight, December 31, 2021, or until such time as a new Agreement is executed, provided such extension does not exceed one hundred eighty (180) days.

TOWN OF NEWTON



Helen R. Le Frois, Mayor

ATTEST:



Lorraine Read, Municipal Clerk

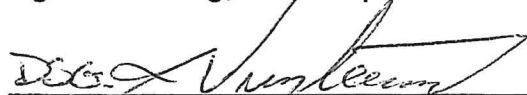
PBA LOCAL NO. 138
Newton Superior Officers Association



Sgt. Michael Monaco, SOA Representative

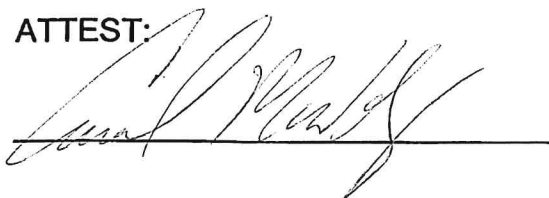


Sgt. Scott King, SOA Representative



Dsg. Steven Van Nieuwland, SOA Representative

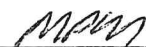
ATTEST:



Town: _____



SOA: _____



APPENDIX A

WAGE GUIDE

	Effective 07/01/2018	Effective 01/01/2019	Effective 01/01/2020	Effective 01/01/2021
Sergeant	\$128,498.10	\$131,398.31	\$134,345.47	\$137,032.48
Lieutenant	\$136,723.73	\$139,800.01	\$142,945.51	\$145,804.42

Officers Hired After August 1, 2015 shall receive the following salaries upon being promoted to a rank in the SOA. Steps are based upon years of service with the Town as a sworn Police Officer.

	Effective 07/01/2018	Effective 01/01/2019	Effective 01/01/2020	Effective 01/01/2021
Sergeant				
Start	\$123,000.00	\$125,767.50	\$128,597.27	\$131,169.21
10 th Year	\$124,500.00	\$127,267.50	\$130,097.27	\$132,669.21
15 th Year	\$125,000.00	\$127,767.50	\$130,597.27	\$133,169.21
20 th Year	\$128,000.00	\$130,767.50	\$133,597.27	\$136,169.21
25 th Year	\$133,000.00	\$135,767.50	\$138,597.27	\$141,169.21
Lieutenant				
Start	\$135,000.00	\$138,037.50	\$141,143.34	\$143,966.21
10 th Year	\$136,500.00	\$139,537.50	\$142,643.34	\$145,466.21
15 th Year	\$137,000.00	\$140,037.50	\$143,143.34	\$145,966.21
20 th Year	\$140,000.00	\$143,037.50	\$146,143.34	\$148,966.21
25 th Year	\$145,000.00	\$148,037.50	\$151,143.34	\$153,966.21

