

1802

AGREEMENT

Between

BOROUGH OF MOUNTAIN LAKES

and

MOUNTAIN LAKES POLICEMEN'S BENEVOLENT ASSOCIATION

LOCAL 310

EFFECTIVE: January 1, 1995 through December 31, 1996

INDEX

Preamble	2
Witnesseth Page	3
Applicability	4
Salary	5
Excess Time Allowance (Holiday Pay)	7
Sick Leave	8
Vacation Leave	9
Work Week & Overtime	10
Court Time	12
Grievance Procedure	13
Health Benefits	16
Life Insurance	17
Pay Period	18
Educational Benefits	19
Service Allowance (Longevity)	22
Replacements	23
Agency Shop	24
Preservation of Rights	25
Clothing Allowance	26
Severance Pay	27
Personnel Files	28
Personal Days	29
Separability & Savings	30
Probationary Status	31
Miscellaneous	32
Fully Bargained Agreement	33
Management Rights	34
Term & Renewal	36
Signature Page	37
Appendix A - Base Wage	38
Memorandum of Understanding	39

PREAMBLE

THIS AGREEMENT, made and entered into this _____ day of _____, 1994, by and between the **BOROUGH OF MOUNTAIN LAKES**, a municipal corporation of the County of Morris and State of New Jersey, (hereinafter designated 'Mountain Lakes') and **MOUNTAIN LAKES POLICEMEN'S BENEVOLENT ASSOCIATION LOCAL 310** (hereinafter designated 'Representative').

WITNESSETH

WHEREAS, pursuant to the provisions of Chapter 303 of the Laws of 1968 of the State of New Jersey, the Representative submitted itself as bargaining on behalf of all regular police personnel of the Police Department of the Borough of Mountain Lakes, exclusive of the Chief; and

WHEREAS, Mountain Lakes recognized the said Representative as bargaining for Patrolmen, Sergeants, and Lieutenants of the Police Department; and

WHEREAS, collective bargaining negotiations were held between Mountain Lakes and the Representative, resulting in mutual agreement as to the matters herein contained;

NOW, THEREFORE, in consideration for services performed by members of the Police Department of the Borough of Mountain Lakes, and the mutual covenants herein contained, it is agreed as follows:

SECTION I - APPLICABILITY

The provisions of this Agreement shall apply only to full time employees of the Police Department of the Borough of Mountain Lakes, excepting the Chief of Police.

SECTION II - SALARY

The salaries for individual Officers shall be as set forth in Appendix A. The minimum salary for each Rank in the Mountain Lakes Police Department, during the term of this Agreement, shall be as follows:

<u>Rank</u>	<u>Current Rate</u>	<u>Effective 01/01/95</u>	<u>Effective 01/01/96</u>
Patrol - Starting	\$28,187	\$ 23,000	\$ 24,150
Maximum (After Ten Years)	\$48,456	\$ 50,394	\$ 52,914
Sergeant	\$52,817	\$ 53,417	\$ 56,088
Lieutenant	\$57,184	\$ 55,554	\$ 58,332

The 'Current Rate' is shown for informational purposes only. The 1995 and 1996 salaries shall be adjusted as of January 1st of each year.

Starting Salary

The starting salary for new Officers shall be in accordance with the following schedule:

- a) Probationary Patrolman/Trainee \$23,000.00
- b) Appointment as Probationary Patrolman
(following completion of Academy) \$24,000.00
- c) Appointment as a full Patrolman
(following completion of Probationary
period) 1st Step Increase
- d) The Borough Manager reserves the right to place a new Officer at any level in the Step Guide based on the individuals work experience, education, etc.

Entry Level Steps

The entry level steps shall be in accordance with the following:

- a) Probationary Patrolman/Trainee (from date of hire to successful completion of Academy)
- b) Probationary Patrolman (from completion of Academy to successful completion of one (1) year of service, or longer if recommended by the Chief of Police)
- c) Patrolman (following successful completion of Probationary service)

Step Guide

All new Officers will be subject to the following:

- a) Top Patrolman step shall be reached at the completion of the tenth (10th) year of service, starting from the date of hire
- b) Annual salary increases for Patrolmen in the Step Guide shall be at the discretion of the Borough Manager. There is an intent to provide Patrolmen in the Step Guide consistent annual step increases proportionate to the number of years remaining in the Step Guide. Said annual Step Guide increases shall be received on the Patrolman's anniversary date of hire.

SECTION III - EXCESS TIME ALLOWANCE (HOLIDAY PAY)

All members of the Mountain Lakes Police Department covered by this Agreement shall be entitled to an excess time allowance (Holiday Pay) of thirteen (13) days for holidays. Payment of this allowance will be made by Mountain Lakes on the first pay in the month of November of each year covered by this Agreement.

(* New language to be worked out pursuant to item #4 in the Memorandum of Understanding)

SECTION IV - SICK LEAVE

All regular full time employees of the Borough of Mountain Lakes covered under this Agreement shall be entitled to ten (10) sick days per year. Said sick leave days are not cumulative from year to year. Periods of sick leave over ten (10) days may be continued after review and approval by the Borough Manager.

SECTION V - VACATION TIME

All regular full time employees under this Agreement shall be entitled to vacation with pay as follows:

- | | |
|----------------------------------------------------------|-------------------------------------------------------------------------------------------|
| A) One (1) to Five (5) Years Service: | Ten (10) Working Days |
| B) Six (6) to Ten (10) Years of Service: | Fifteen (15) Working Days |
| C) Eleven (11) Years and Over: | One additional day for each year of service to a maximum of twenty-five (25) working days |
| D) All vacation based on years' service as of June 30th. | |

Banking of Unused Vacation Days

Officers with at least fifteen (15) years of service with the Borough shall be allowed to bank unused vacation days, up to a maximum of twenty-five days, which shall be paid at retirement at the officers current rate of pay.

Buy-Back of Unused Vacation Days

Officers shall be entitled to sell back to the Borough unused vacation time, from the current year, up to a maximum of five (5) days per year. Payment for these days shall be at the straight time rate applicable to each Officer during the year that the vacation days were unused.

The procedures and guidelines to be followed for the application of this provision shall be outlined in the Police Department Standard Operating Procedures.

SECTION VI - WORK WEEK AND OVERTIME

- A) All regular full time employees of the Mountain Lakes Police Department shall be considered as working forty (40) hours in one calendar week based on a three (3) week scheduling cycle.
- B) Regular Policemen will be offered the opportunity to work overtime before special or part-time Policemen, at the discretion of the Chief of Police.
- C) Employees covered by this Agreement will be compensated for all overtime worked, except as noted in the attached Memorandum of Understanding for Lieutenants. All overtime will be based on one and one-half (1 1/2) times the straight time hourly wage. Overtime shall be computed in fifteen (15) minute increments.
- D) Recall - any employee who is recalled to duty during said employee's scheduled time off shall be compensated for said recall at the overtime rate (time and one-half (1 1/2)) with a minimum guarantee of three (3) hours compensation at the overtime rate. The minimum guarantee shall not apply to work which is contiguous to a regularly scheduled shift (example - when an employee is held over for an additional hour after his regularly scheduled eight (8) hour tour, he shall be compensated at the time and one-half (1 1/2) rate for one (1) hour).
- The Borough reserves the right to require an Officer to work for the duration of a three (3) hour recall/call-out time.
- E) All schedules for the year shall be posted by January 1 of each year.

F) PBA Delegate(s) :

1. One (1) PBA delegate only shall be entitled to attend regular monthly meetings of the State PBA up to a maximum of ten (10) meetings per year. Two (2) PBA delegates shall be entitled to attend the State PBA mini-conference and full conference.

2. The PBA delegate attending the regular monthly meetings of the State PBA shall be entitled to compensatory time back if the meeting dates coincide with the Officer's regular day off. This provision does not apply to either of the two conferences.

SECTION VII - COURT TIME

A) It is agreed that whenever practical, officers will be scheduled on duty when they are expected to appear in Court for a criminal or motor vehicle matter. It will be the intent of management to minimize off-duty Court appearances.

B) When required to appear in Court during off-duty hours, all compensation for such appearances shall be at the overtime rate with a minimum guarantee of three (3) hours of overtime compensation for each appearance.

SECTION VIII - GRIEVANCE PROCEDURE

To provide for the expeditious and mutually satisfactory settlement of grievance arising with respect to complaints occurring under this Agreement, the following procedures shall be used.

The term 'grievance' means any complaint, difference or dispute between the employer and any employee with respect to the interpretation, application or violation of any of the provisions of this Agreement or any applicable rule or regulation or policies, agreements or administrative decisions affecting the terms and conditions of any employee covered by this Agreement.

The aforementioned definition of 'grievance', after Step One, shall be limited to disputes concerning the interpretation or application of the collective bargaining agreement. Only grievances meeting this definition are grievable beyond Step One.

An Officer can appeal any proposed suspension in accordance with State Statute.

The procedure for settlement of a grievance shall be as follows:

A) STEP ONE

In the event that any employee covered by this Agreement has a grievance, within ten (10) working 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. The Chief of Police or the Officer in charge of the Department in the Chief's absence, shall meet with and respond in writing to the grievant within ten (10) working days of a grievance being filed for the purpose of attempting to resolve any grievance not covered under the limited definition.

B) STEP TWO

If the Officer filing the grievance or the Officer's Representative desire to appeal the decision of the Chief of Police, or the Officer in charge if the Chief is absent, the appeal shall be presented in writing to the Borough Manager within ten (10) working days after receipt of the Chief's decision, or the decision of the Officer in charge, or within ten (10) working days after the Chief's decision was due, whichever is earlier. This presentation shall include copies of all previous correspondence relating to the matter in dispute. The Borough Manager may give the Officer or his Representative the opportunity to be heard and will give his decision in writing within twenty (20) working days of receipt of the written appeal.

C) STEP THREE

(1) If no satisfactory resolution of the grievance is reached at STEP TWO, then within five (5) working days after the receipt of the Borough Manager's decision or within five (5) working days after the Manager's decision was due, whichever is earlier, the aggrieved party must submit the grievance to 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 expenses of such arbitration shall be borne equally by the parties.

(a) The Arbitrator shall be bound by the provisions of this Agreement and by the applicable laws of the State of New Jersey and laws of the United States and decisions of the courts of the State of New Jersey and the courts of the United States. The Arbitrator shall not have the authority to add to, modify, detract from or alter in any way the provisions of this Agreement or any amendment or supplement hereto, but only to interpret such Agreement. The Arbitrator must address only the issue submitted to arbitration and shall not have the authority to determine any other issues not so submitted, nor shall the arbitrator render observations or declare opinions which are not essential in reaching a determination. The parties direct the Arbitrator to decide, when asked, as a preliminary question, whether he has jurisdiction to hear and decide the matter in dispute. In rendering his/her written decision, the Arbitrator shall indicate his/her findings of fact and reasons for making the award.

The Arbitrator must render his/her award in writing within thirty (30) days after the last day of the hearing. The Arbitrator must set forth the rationale for his/her decision in the award.

- (2) It is agreed between the parties that no arbitration hearing shall be held until after the expiration of at least thirty (30) days after the decision rendered by the Borough Manager.
 - (3) The cost of the Arbitrator shall be borne equally by the parties but each party shall be responsible for such other costs as they may incur.
- D) Employees covered by this Agreement shall have the right to process their own grievance without representation.
- E) If the Borough fails to communicate its decision within the time limit specified, the grievance shall be deemed denied and the aggrieved party may proceed to the next step of the grievance procedure. In addition, if an Officer or his representative fails to proceed to the next step of the grievance procedure within the specified time limits, this will constitute an abandonment of the grievance.

SECTION IX - HEALTH BENEFITS

A. Except as provided in paragraph B below, health insurance coverage provided through the New Jersey State Health Benefits program, and the existing dental insurance plan, provided by the Borough of Mountain Lakes at this time for all of its members, will be continued in effect for all members of the Mountain Lakes Police Department.

B. The Borough may substitute other insurance coverage subject to substantially similar coverage and physician networks being available under any new plan. The Borough must, however, notify the PBA and discuss such changes sufficiently in advance.

SECTION X - LIFE INSURANCE

The cost of the agreed upon group life insurance program will be borne, and the program will be maintained in force, by the Borough of Mountain Lakes. Coverage for all members of the Police Department included in this Agreement shall be one times annual base salary, not to exceed \$50,000.00 for any employee.

SECTION XI - PAY PERIOD

The Borough of Mountain Lakes agrees to pay the members of the Police Department on a bi-weekly basis (every other Friday). If Friday is a holiday, then payroll is the last business day preceding the pay Friday.

SECTION XII - EDUCATIONAL BENEFITS

The intent of this policy is to encourage all officers to continue their education towards attaining a college degree in a specific Police Science or law enforcement curriculum. In furtherance of this policy, the Borough agrees to the following provisions:

1. Full reimbursement for the cost of books that are required by the institution for the approved course.
2. Reimbursement of the net cost of tuition based upon the following scale, up to a maximum of \$125.00 per credit in 1995 and \$150.00 per credit in 1996:
 - a) 80% reimbursement with a final course grade of 'A'
 - b) 70% reimbursement with a final course grade of 'B'
 - c) 60% reimbursement with a final course grade of 'C'
 - d) 70% reimbursement for a passing grade if a 'pass/fail' system of grading is utilized
3. Costs for the following items are not eligible for reimbursement: supplies (other than required books), parking, registration, student activities, student facilities, etc.

The aforementioned reimbursement for the net cost of tuition shall be based upon the full cost of tuition less any scholarships, grants or any other financial assistance received by the officer.

The following provisions and conditions apply to the implementation of this policy:

1. The aforementioned reimbursement program applies to courses taken towards the attainment of either an Associate's degree

or a Bachelor's degree, from an accredited State college or university, in a Police Science or law enforcement curriculum. The reimbursement program does not cover a Master's or Doctorate degree.

2. The Borough Manager may approve course work in a subject or field other than Police Science or law enforcement, if a direct benefit to the Police Department and Borough is demonstrated. This decision is solely at the discretion of the Borough Manager and the Manager's approval must be given in advance of courses being started.
3. In order to be eligible for reimbursement, an officer must receive a final grade of 'C' or better in each course or receive a 'passing' grade if a 'pass/fail' system is used.
4. This reimbursement program does not apply to new officers who are in possession of a degree at the time of hire.
5. This reimbursement program does not include an annual payment for college credits earned and no amount of reimbursement will be included as part of an officers base pay.
6. This reimbursement program does not apply to any courses taken in the basic police training program at a Police Training Academy, or for any correspondence or television courses taken.
7. Reimbursement for courses taken will be terminated if degrees are not awarded within the following time frames, starting with the first course taken - four (4) years for an Associates degree; six (6) years for a Bachelor's degree. The Borough

Manager may extend these time periods if circumstances warrant.

To qualify for any reimbursement provided herein, a purchase order must be submitted to the Borough in the form and in the manner prescribed for payment of all purchase orders, too which there must be attached the following:

1. A certificate or grade report from the institution, giving the title of the approved course and indicating the successful completion of the course;
2. A certification from the officer indicating that no other payment for or reimbursement of the tuition costs has been or will be received, or a certification indicating the extent of any payment made or to be made, or reimbursement received or to be received;
3. Receipts for the costs of books purchased and required in connection with the approved course and documentation from the institution that the books were required for the course.

The reimbursements described herein shall be payable in the year in which the course(s) has (have) been successfully completed and final grades issued, but not prior to the adoption of the Borough budget each year.

Reimbursement under the program is considered income and is subject to all applicable withholdings. The Borough will withhold the proper amounts from the reimbursement.

SECTION XIII - SERVICE ALLOWANCE (LONGEVITY)

A service allowance (longevity), in accordance with the following schedule, will be paid based on the salary rate in effect on July 1. Such allowance shall be paid in equal amounts on each pay day throughout the year by dividing the total allowance by the number of pay days. Employees meeting the service requirement at any time during the calendar year are eligible:

Start of Year Five (5) through End of Year Seven (7):	1%
Start of Year Eight (8) through End of Year Ten (10):	2%
Start of Year Eleven (11) through End of Year Thirteen (13):	3%
Start of Year Fourteen (14) through End of Year Sixteen (16):	4%
Start of Year Seventeen (17) through End of Year Nineteen (19):	5%
Start of Year Twenty (20) through End of Year Twenty-Two (22):	6%
Start of Year Twenty-Three (23) through End of Year Thirty (30):	7%

Effective 1/1/95, the service allowance (longevity) is discontinued for all new hires and for Officers with thirty (30) years of service.

SECTION XIV - REPLACEMENTS

No full-time employee covered by this Agreement shall be replaced by any non-police officer, part-time or other personnel.

No post presently filled by a full-time employee covered by this Agreement shall be covered by any non-police officer, part-time or other personnel.

SECTION XV - AGENCY SHOP

A) Any permanent employee in the bargaining unit on the effective date of this Agreement who does not join the Union 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 with the unit who does not join within ten (10) days of reentry into employment with the unit shall, as a condition of employment, pay a representation fee to the Union by automatic payroll deduction. The representation fee shall be in an amount equal to eighty-five (85%) percent of the regular Union membership dues, fees, and assessments as certified to the employer by the Union. The Union may revise its certification of the amount of the representation fee at any time to reflect changes in the regular Union membership dues, fees and assessments. The Union's entitlement to the representation fee shall continue beyond the termination date of this Agreement so long as the Union 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 Union and the employer.

B) The Union agrees that it will indemnify and save harmless the Borough against any and all actions, claims, demands, losses or expenses (including reasonable attorney's fees) in any matter resulting from action taken by the Borough at the request of the Union under this section.

SECTION XVI - PRESERVATION OF RIGHTS

The Borough of Mountain Lakes agrees that all benefits, terms and conditions of employment relating to the status of the Borough of Mountain Lakes 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.

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

SECTION XVII - CLOTHING ALLOWANCE

Each new employee shall receive from the Borough, free of charge in lieu of a clothing allowance, a complete uniform. Thereafter, the Borough shall pay clothing allowance in the amount of Five Hundred Twenty-Five Dollars (\$525.00). Amounts not spent in a given year will be deducted from the next year's advance.

In addition, each employee shall receive an annual clothing maintenance allowance of Three Hundred Twenty-Five (\$325.00) Dollars in 1995 and Three Hundred Fifty (\$375.00) Dollars in 1996. Employees shall be allowed to utilize the cleaning establishment of their choice.

Payment of both the clothing allowance and clothing maintenance allowance shall be (1) issued in one check, (2) issued following the adoption of the municipal budget each year, and (3) issued following the submission of a voucher signed by the employee and Chief. It shall be at the discretion of the Chief as to whether receipts are to be submitted along with the voucher.

This payment shall be made to plainclothed as well as uniformed employees.

If the Borough decides to change the uniform or any part thereof, it shall provide, free of charge, any such changed items. Utilization of this clause shall not diminish the clothing allowance set forth in this Agreement.

SECTION XVIII - SEVERANCE PAY

Any officer having ten (10) years continuous service or more, from his date of hire as a full time employee of the Borough and who thereafter is terminated from his job because of retirement or elimination of his job, shall be entitled to a severance pay of One Hundred (\$100.00) Dollars for each full year of service at the time of termination. After twenty-five (25) years of continuous service (or twenty (20) years if the member is fifty-five (55) or more years of age) the member shall be entitled to Two Hundred (\$200.00) Dollars for each full year of service when retiring for the above reasons. Any member of the Police Department who may become permanently disabled in the line of duty so that he can no longer discharge his functions as a Police Officer, or the next of kin of any member killed in the line of duty, shall receive Two Hundred (\$200.00) Dollars per year for each full year of service to the date of termination. In such cases, there shall be a minimum payment of Two Thousand (\$2,000.00) Dollars.

SECTION XIX - PERSONNEL FILES

Whenever a written complaint concerning an Officer or his actions is to be placed in his personnel file, a copy shall be made available to him and he shall be given the opportunity to rebut it if he so desires.

SECTION XX - PERSONAL DAYS

Each employee shall be entitled to one (1) personal day off per year provided that he gives at least five (5) days notice to the Chief or his designee, unless the need for such personal day could not reasonably have been foreseen at least five (5) days prior to the requested day.

SECTION XXI - SEPARABILITY AND SAVINGS

If any portion of this Agreement is found to be illegal, that portion of the Agreement will be dropped, and the remainder of the Agreement will remain in full force and effect.

SECTION XXII - PROBATIONARY STATUS

The members of the police force with probationary status shall be covered by any of the terms of this agreement. Probationary periods of newly hired officers shall begin on the date of their first assignment to a regular schedule and shall continue for one year and any such additional period which shall be agreed upon by the member and Borough Manager after consultation with the Chief of Police.

Probationary Patrolmen/Trainee's and Probationary Patrolmen may be terminated with or without cause.

SECTION XXIII - MISCELLANEOUS

The current practice will continue of having at least two officers assigned to road duty during a given shift.

XXIV - FULLY BARGAINED AGREEMENT

This Agreement represents and incorporates the complete and final understanding and settlement by the parties of all bargaining issues which were or could have been the subject of negotiations. During the term of this Agreement, neither party will be required to negotiate with respect to any such matter, whether or not covered by this Agreement, and whether or not within the knowledge or contemplation of either or both parties at the time they negotiated or signed this Agreement.

SECTION XXV - MANAGEMENT RIGHTS

1. The Borough hereby retains and reserves unto itself, with limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it prior to the signing of this Agreement by the laws and Constitutions of the State of New Jersey and of the United States including, but without limiting the generality of the foregoing, the following rights:

A. The executive management and administrative control of the municipality, its properties and facilities, and activities of its Employees, personnel methods and means of the most appropriate and efficient manner possible as may from time to time be determined by the Employer.

B. To make rules of procedure and conduct; to use improved methods and equipment; to determine reasonable work schedules, shifts, and duties; to decide the number of Employees needed at any particular time; and to be in sole charge of the quality and quantity of work required.

C. Management's right to make reasonable rules and regulations as it may from time to time deem best for the purpose of maintaining order, safety and/or the effective operation of the Department after advance notice to the Employees and to require compliance by the Employees.

D. To hire all Employees, whether permanent, temporary or seasonal, to promote employees in accordance with stated procedures, and to transfer, assign or retain Employees.

- E. To set rates of pay for temporary or seasonal Employees.
 - F. To suspend, demote or take any other appropriate disciplinary actions against any Employee for good and just cause according to law.
 - G. To lay off Employees in the event of lack of funds or under conditions where continuation of such work would be inefficient or non-productive. Any layoffs shall be based upon seniority.
 - H. The Employer reserves the right as to all other conditions or employment not reserved to make such changes as it deems desirable and necessary for the efficient and effective operation of the Department(s) involved.
2. In the exercise of the foregoing powers, rights, authority, duties and responsibilities of the Employer, the adoption of policies, rules, regulations and practices in the furtherance therewith, and the use of judgement and discretion in connection therewith, shall be limited only by the specific and expressed terms hereof in conformance with the laws and Constitutions of the State of New Jersey and of the United States, and of the contract between the Borough and PBA.
3. Nothing contained herein shall be construed to deny or restrict the Employer of its rights, responsibilities and authority under R.S. 40A:1-1, et seq., or any national, state, county or local laws or regulations.

SECTION XXVI - TERM AND RENEWAL

This Agreement shall have a term from January 1, 1995 through December 31, 1996. If the parties have not executed a successor agreement by December 31, 1996, then this Agreement shall continue in full force and effect until a successor agreement is executed.


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

IN WITNESS WHEREOF, the parties hereto have caused these present to be signed and sealed the day and year first above written.

ATTEST:

BOROUGH OF MOUNTAIN LAKES

By:




Borough Manager

ATTEST:

MOUNTAIN LAKES POLICEMEN'S
BENEVOLENT ASSOCIATION LOCAL 310

By:



President, Local 310

APPENDIX A

BASE WAGE

	<u>EFFECTIVE</u> <u>01/01/95</u>	<u>EFFECTIVE</u> <u>01/01/96</u>
PATROLMAN JAMES NIEUSMA*	\$ 44,197	\$ 52,914
PATROLMAN JASON CHAVES	\$ 50,394	\$ 52,914
PATROLMAN STEPHEN OUGH	\$ 50,394	\$ 52,914
PATROLMAN ROBERT TOVO	\$ 50,394	\$ 52,914
PATROLMAN JOSEPH MULLANEY	\$ 50,394	\$ 52,914
PATROLMAN JOSEPH MOLA	\$ 50,394	\$ 52,914
DETECTIVE GEORGE PETERSON	\$ 50,394	\$ 52,914
SERGEANT RICHARD ANTERO	\$ 53,417	\$ 56,088
SERGEANT JACK NICHOLAIS	\$ 53,417	\$ 56,088

* To be considered for step increases in accordance with past practice

PATROLMAN SCOTT ROUSSEAU	\$ 27,000**
PATROLMAN BRIAN VALENTINE	\$ 27,000**

** Effective 1/16/95

MEMORANDUM OF UNDERSTANDING

The purpose of this Memorandum of Understanding is to identify specific items that were discussed and agreed to during contract negotiations which may or may not require provisions in the Contract to be revised, modified or added to at a later date. Non-contractual items are included in this Memorandum of Understanding for clarification purposes only.

1. Patrolman James Nieusma is grandfathered under the previous Step Guide.
2. A new Departmental policy will be drafted with regards to carrying over unused vacation time. This policy will outline procedures to be followed and any restrictions that will apply (i.e. - number of days, overtime not to be incurred, requests to be made in timely fashion, etc.)
3. An officer with twenty-five (25) years of service credit in the pension system is eligible to retire providing:
 - A. The \$200.00 per year severance provision applies only to continuous service with the Borough;
 - B. This provision does not obligate the Borough to purchase any time back, military or otherwise, on behalf of the officer;
 - C. With specific reference to Sergeant Regan, the PBA is to provide a written statement confirming that the counting of Sergeant Regan's military service time towards his severance provision was a one-time event that will not be viewed or used as a precedent or past practice at any time in the future.
4. Language with regards to rolling holiday pay into base pay prior to retirement must be worked out.
5. The Borough's current policy regarding promotional standards and procedures will be revised by the Borough Manager, with input from the PBA. In connection with this, the PBA has agreed to share fifty (50%) percent of the cost of the promotional exams with the understanding that the exams will be set up and conducted in such a manner so as to achieve an impartial and unbiased process.
6. The filling of the two Lieutenants positions is to be conditioned upon:
 - A. Both Lieutenants to be uniformed officers with road responsibilities and duties as well as in-house duties and responsibilities;

- B. Given that the Lieutenants will be performing supervisory and managerial duties and responsibilities, it is understood that they will not be on a strict eight (8) hour shift and that it may be necessary to put in additional time as required to fulfill the duties and responsibilities without the Borough incurring overtime;
- C. Productivity improvements being demonstrated;
- D. Overtime being reduced;
- E. Sick leave usage being reduced;
- F. Insuring training mandates, etc. are met.