

RECEIVED

2022 AUG -8 P 2: 15

Mai E. Appin
BRANFORD TOWN CLERK



**Representative Town Meeting
July 27, 2022
Meeting Minutes**

Moderator: Dennis Flanigan	Temporary Clerk: Adrian Bonenberger
Majority Leader: Ray Ingraham	Minority Leader: Tracy Everson

A special meeting of the RTM was convened on Wednesday, July 27, 2022 at 7:00 p.m. at Branford Fire Headquarters, 45 North Main Street to consider and act upon the following matters.

1. Roll Call:

Representatives present: Alfone, Anderson, Barron, Black, Bonenberger, Brooks (7:12), Conklin, Everson, Erlanger, Flanigan, Greenberg, Healy, Hynes, Ingraham, Kelly, Prete, Riccio, Shrestha, Sires, Stepanek, Torelli, Twohill, Verderame.

Representatives absent: Amore, Hentschel, Laich, Maresca, Sullivan, Witkowski, and Wells.

Ex Officios present: 1st Selectman Cosgrove

2. To consider, and if appropriate, approve changing the position of Branford Tax Collector from an elected official to a hired appointment:

Representative Black moved to rerefer this item. The item was unanimously re-referred.

3. To consider, and if appropriate, approve the recommendation of the Board of Finance that the RTM evaluate the request to fund the positions of Registrar of Voters on a full-time basis beginning January 1, 2023 for each year of their two-year term of office at a rate of pay recommended by the Human Resources Department and approved by the RTM. This recommendation will be made pursuant to an analysis of the department's operations and staffing requirements:

Representative Verderame motioned for a re-referral of this item; the item was unanimously re-referred.

4. To consider, and if appropriate, adopt a policy for virtual meetings into our Town Meeting Rules:

Representative Black made a motion to re-refer this item, 2nd by Rep. Ingraham. The item was unanimously re-referred.

5. To consider and if appropriate, approve a transfer request from the Board of Recreation to reappropriate previous capital balances to capital outlay improvements for Veteran's Park tennis court renovations as follows:

From:	70045010-579250-22309 Plow/Sander-Chevy 3500	(\$805)
	70045010-579350-21317 Vehicle-Dump Body Truck	(\$337)
	70045010-579350-22308 Vehicles	(\$18)
	70045010-579400-20314 Capital Outlay-Improvements	(\$38)
	70045010-579480-20315 Capital Outlay Infrastructure	(\$874)
	70045010-579400-21231 Field Fencing Replacement Program	(\$913)
	70045010-579400-20321 Capital Outlay Improvements	(\$18,721)
	70045010-579400-19231 Field Renovation Program	(\$5,240)
	70045010-579400-20231 Field Renovation Program	(\$16,690)
	70045010-579400-21231 Field Renovation Program	(\$20,000)
Total		(\$ 63,636)
To:	70045010-579400-23233 Court Renovation Program	\$63,636

Rep. Healy motioned for approval of the above transfer. The transfer was unanimously approved in a voice vote.

6. To consider and if appropriate, approve a transfer request from the Conservation & Environment Commission as follows:

From:	10145100-544320 Grounds Maintenance	(\$1,000)
	10145100-566900 Other Supplies	(\$1,500)
	10145100-588200 Memberships and Meetings	(\$940)
	10149040-588802 Contingency	(\$16,560)
Total		(\$20,000)
To:	10150000-599110 Transfer Out Capital Fund (Resource Inventory)	\$20,000

Representative Healy moved for approval of the above transfer. The transfer was unanimously approved in a voice vote.

7. To consider, and if appropriate, approve a tentative agreement between the Town of Branford and the Branford Fire Fighters Local #2533, International Associate of Fire Fighters AFL-CIO for the period July 1, 2022 through June 30, 2026:

Representative Conklin moved for approval of this agreement. After a brief discussion with comments from several RTM representatives the agreement passed in a roll call vote 21 yes, 1 no (see roll call sheet).

8. To consider, and if appropriate, approve a transfer request from the Finance Director as follows:

From:	10149040-588802 Contingency	(\$161,746)
To:	10150000-599122 Transfer Out FEMA Fund	\$161,746

Representative Healy motioned for approval of this transfer. The transfer was approved unanimously in a voice vote.

9. To consider, and if appropriate, approve the following transfer to support cuts in the General Government Buildings (GGB) requested FY23 budget.

This transfer was unanimously approved at a special meeting of the Board of Finance on 3/28/2022 but was never considered by the RTM.

From:	10149040-588802 Contingency	(\$53,000)
To:	10150000-599110 Transfer Out Capital Fund – Orchard House Roof	\$28,000
	10150000-599110 Transfer Out Capital Fund – MUA Volunteer Serv.Ctr	\$25,000
Total:		\$53,000

Representative Healy moved for approval of this transfer. The transfer was approved unanimously in a voice vote.

10. Adjournment: 8:25

Representative Torelli motioned for adjournment, 2nd by Representative Healy

Dated August 8, 2022

Temporary RTM Clerk – Adrian Bonenberger



6-1-2022

Board of Recreation

Paul Criscuolo
Chairman

Helen "Bimmie" Herget
Clerk

Deborah Conklin
Jeanne Crowley
William T. O'Brien

Parks & Recreation Staff

Alex A. Palluzzi, Jr.
Director

Dale B. Izzo
Assistant Director

Victor Amatori, Jr.
Program Supervisor

Andrea L. Kenney
Program Coordinator

Colin Sheehan
Arts, Culture, &
Special Events Coordinator

Monica Sullivan
Administrative Assistant

Marissa Dugan
Administrative Assistant

Marcel "Butch" Cote
Lead Maintainer

Nicholas Palastrri
Jeffrey Sitz
Colin Tracy
Maintainers

Dear Chairman Mooney,

Can you please consider the following transfer for the Parks & Recreation Department at the next regular scheduled meeting of the Board of Finance.

We are looking to repurpose previous capital balances to capital outlay improvements for Vet's Park tennis court renovations.

FY: 2021-22

From:

70045010-579250-22309	Plow/Sander-Chevy 3500	805.00
70045010-579350-21317	Vehicle-Dump Body Truck	337.00
70045010-579350-22308	Vehicles	18.00
70045010-579400-20314	Capital Outlay-Improvements	38.00
70045010-579480-20315	Capital Outlay Infrastructure	874.00
70045010-579400-21231	Field Fencing Replacement Program	913.00
70045010-579400-20321	Capital Outlay Improvements	18,721.00
70045010-579400-19231	Field Renovation Program	5,240.00
70045010-579400-20231	Field Renovation Program	16,690.00
70045010-579400-21231	Field Renovation Program	<u>20,000.00</u>
		63,636.00

To:

70045010-579400-23233	Court Renovation Program	63,636.00
-----------------------	--------------------------	-----------

Sincerely, Alex

Cc: Jamie Cosgrove
Lisa Arpin
Paul Criscuolo
Dale Izzo
Jim Finch
Kathryn LaBanca

APJR/apjr

RECEIVED

2022 JUN 24 A 8:51

Heather Wells-Sweeney
BRANFORD TOWN CLERK

Date: June 22, 2022
 To: Joseph Mooney
 Chairman, Board of Finance
 From: Heather Wells-Sweeney, Conservation Commission
 Re: Transfer for Natural Resource Inventory

As the Board may recall from the March 15 public budget hearing, the Branford Conservation and Environment Commission (BCEC) is directed by the State to produce a Natural Resource Inventory (NRI) every 10 years. The BCEC is in the process of developing the scope of work for the project, after which the BCEC will hire someone to complete the work. The BCEC has refrained from spending the balances in our accounts in order to assist in lessening the burden of the expenses of the NRI. In our discussion with the Finance Director, he suggested that we make a request to your board to have these unspent balances transferred to the existing capital account. Finally, as we anticipate the need for more dollars, the First Selectman and Finance Director asked me to increase the request to \$20,000, which would bring the total capital appropriation to \$30,000, as \$10,000 was approved previously.

From		
101-45100-544320	Grounds Maintenance	1,000
101-45100-566900	Other Supplies	1,500
101-45100-588200	Membership and Meetings	940
101-49040-588802	Contingency	16,560
101-50000-599110	Transfer Out Capital Fund (Resource Inventory)	20,000

Cc J. Cosgrove
 Lisa Arpin

RECEIVED

HUMAN RESOURCES DEPARTMENT

2022 JUL 13 A 10:36

BRANFORD, CONNECTICUT

Lisa Arpin
BRANFORD TOWN CLERK

MARGARET LUBERDA
Director of Human Resources



1019 MAIN STREET
POST OFFICE BOX 150
BRANFORD, CT 06405
(203) 315-0629
FAX: (203) 889-3316
www.branford-ct.gov

July 13, 2022

To: Dennis Flanagan, Moderator RTM

Copy: Jamie Cosgrove, Jim Finch, Thomas Mahoney, Gary Bloomquist, Lisa Arpin, William Ryan, and RTM Members

Re: Agreement by and between the Town of Branford and the Branford Fire Fighters Local #2533, International Association of Fire Fighters AFL-CIO to June 30, 2026

Attached is the above-captioned tentative agreement, which was ratified by the members of the Branford Fire Fighters Local #2533, AFL-CIO union on July 12, 2022.

Highlighted Negotiated Contract Results:

Article 1, Recognition, page 3: This article was updated to include the correct titles for the Fire Chief and the Assistant Fire Chief and adding the Fire Marshal's title as was approved prior to this contract renewal.

Article 5, Grievance Procedure, pages 4-6: There is no change in the content of this article only the addition of gender-neutral pronouns (he/she) are added throughout the document.

Article 10, Extra Work, pages 9-11:

Section 5 clarifies what is practiced currently; "No employee shall be permitted to work more than 38 consecutive hours on a medic or non-medic unit without a 10 hour rest break unless all other employees decline to work, in which case, employees may work 48 consecutive hours before taking a 10 hour rest break." (The amount of time permitted to work increased from 24 consecutive hours to 38 consecutive hours.)

Section 8 changes the language from a "time clock to time tracking" which is the current method used for recording an employee's work hours. In addition, the employee is accountable for the accurate recording of his/her own hours worked.

Article 21, General Provisions, pages 19 and 20:

Section 3 states the job requirement for all employees to maintain a valid EMT-Basic certification and the Town will pay the cost of the refresher courses.

Article 22, Wages, page 22:

The following annual stipends will be paid (changes noted as underscored):

EMT-\$2000 DC/EMT-\$2000

Paramedic or DC/Captain: current fiscal year no change \$5,000; FY 2022-23; \$5,500; FY 2023-24 \$6,000; FY 2024-25 \$6000; FY 2025-26 \$6,000

Wages:

FY 2022-23 2.5%

FY 2023-24 2.5%

FY 2024-25 2.25%

FY 2025-26 2.25%

Article 23, Clothing Allowance, pages 22-23: This article adds a onetime clothing allowance of \$200 for those employees promoted to a new rank. All other clothing allowances remained the same.

Article 26, Insurance Programs, pages 23-26:

Section 1: The Town will change the current Anthem HDHP medical (health) and Anthem dental providers to the International Association Fire Fighters Health and Wellness HDHP medical plans (health and dental). This fiscal years' anticipated annual cost savings for the Town is over \$250,000. The fire fighters employee contribution will be 17% until FY 2025-26 when it will be 18%. The Town will continue to pay 50% of the applicable deductible each plan year into an employee's health savings account (HSA).

Article 32, Duration, page 30: This contract, if approved, extends through June 30, 2026.

We appreciate your consideration and support of this negotiated new Fire Fighters contract effective July 1, 2022 –June 30, 2026.

RECEIVED

2022 JUL 13 A 10:37


BRANFORD TOWN CLERK

**THE TOWN OF BRANFORD
and
BRANFORD FIRE FIGHTERS LOCAL #2533
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS
AFL-CIO**

Tentative Agreement

TABLE OF CONTENTS

	PREAMBLE	3
ARTICLE 1	RECOGNITION	3
ARTICLE 2	UNION FEES, DUES AND ASSESSMENTS	3
ARTICLE 3	MANAGEMENT AND EMPLOYEE RIGHTS	4
ARTICLE 4	BULLETIN BOARDS	4
ARTICLE 5	GRIEVANCE PROCEDURE	4
ARTICLE 6	UNION BUSINESS LEAVE	6
ARTICLE 7	MANPOWER	6
ARTICLE 8	HOLIDAYS	7
ARTICLE 9	WORKWEEK	8
ARTICLE 10	EXTRA WORK	9
ARTICLE 11	VACATIONS	11
ARTICLE 12	SICK LEAVE	13
ARTICLE 13	WORKERS' COMPENSATION	14
ARTICLE 14	SPECIAL LEAVE	16
ARTICLE 15	FUNERAL LEAVE	17
ARTICLE 16	LEAVE OF ABSENCE WITHOUT PAY	17
ARTICLE 17	MILITARY LEAVE	18
ARTICLE 18	SENIORITY	18
ARTICLE 19	UNION ACTIVITY PROTECTED	19
ARTICLE 20	PROBATIONARY PERIOD	19
ARTICLE 21	GENERAL PROVISIONS	19
ARTICLE 22	WAGES	21
ARTICLE 23	CLOTHING ALLOWANCE	22
ARTICLE 24	LONGEVITY	23
ARTICLE 25	PENSION	23
ARTICLE 26	INSURANCE PROGRAMS	23
ARTICLE 27	TRAINING	26
ARTICLE 28	PHYSICAL FITNESS	26
ARTICLE 29	ACTING POSITIONS	27
ARTICLE 30	ATTENDANCE	27
ARTICLE 31	LIGHT DUTY POLICY	29
ARTICLE 32	DURATION	30
EXHIBIT A	WAGES 2019 - 2022	
EXHIBIT B	MOA – NON-LINE PERSONNEL	
EXHIBIT C	MEDICAL MATRIX	
EXHIBIT D	TOWN OF BRANFORD SUBSTANCE ABUSE POLICY FOR FIREFIGHTERS	

Tentative Agreement

Modify based upon final agreement.

**CONTRACT BETWEEN
THE TOWN OF BRANFORD
and
BRANFORD FIRE FIGHTERS LOCAL #2533
INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS
AFL-CIO**

PREAMBLE

The following contract is entered into by and between the Town of Branford (hereinafter referred to as the "Town") and Local 2533, International Association of Fire Fighters (hereinafter referred to as the "Union"), is designed to maintain and promote a harmonious relationship between the Town and its employees who are covered by the provisions of this contract, so that a more efficient and progressive public service may be rendered.

Whenever the masculine or feminine gender is used in this Agreement, it shall be construed to refer equally to either sex.

Tentative Agreement

**ARTICLE 1
RECOGNITION**

The Town of Branford hereby recognizes Local 2533, International Association of Fire Fighters, AFL-CIO, as the exclusive representative and bargaining agent for the Fire Fighting bargaining unit, consisting of all uniformed full-time Firefighters, Firefighter/EMT's, Firefighter/Paramedics, Fire Inspector, Captains and Deputy Chiefs, **and Fire Marshal** within the Branford Fire Department except the ~~Fire Chief/Deputy Fire Marshal, Assistant Fire Chief/Fire Marshal~~ **the Fire Chief, Assistant Fire Chief and/or** clerical personnel.

**ARTICLE 2
PAYROLL DEDUCTION OF
UNION FEES, DUES AND ASSESSMENTS**

The Town shall monthly deduct Union dues, initiation fees, fines and assessments from the earned wages of each employee in such an amount as determined by the Union, provided that no such deduction shall be made from any employee's wages except when authorized by him/her on an appropriate form, a copy of which must be submitted to the Town.

The Union shall indemnify, defend and hold the Town harmless for any claims arising out of this Article.

Section 1

The Town will give each present employee and each new employee when hired, a copy of this contract.

ARTICLE 3
MANAGEMENT AND EMPLOYEE RIGHTS

Section 1

Except as otherwise modified or restricted by an express provision of this Agreement, the Town reserves and retains solely and exclusively, whether exercised or not, all the lawful and customary rights, powers and prerogatives of management. Such rights include but shall not be limited to establishing standards or productivity and performance of its employees; determining the objectives of the Town and the methods and means necessary to fulfill those objectives, including the creation or the discontinuation of services, departments or programs in whole or in part, the determination of the content of job classifications; the content of job classifications for newly created positions, the determination of the qualifications of employees; the appointment, promotion, assignment, direction and transfer of personnel; the suspension, demotion, discharge or any other appropriate disciplinary action against its employees; the relief from duty of its employees because of lack of work; the establishment, modification or discontinuation of reasonable work rules; and the taking of all necessary actions to carry out its objectives in emergencies.

Section 2

All other job benefits enjoyed by employees which are not specifically provided for or abridged in this contract are hereby protected by this contract.

ARTICLE 4
BULLETIN BOARDS

The Union may post items concerning Union meetings and Union information on the bulletin board provided by the Town. The Union may not post information that is disparaging of another person, offensive, defamatory, deliberately and maliciously false or otherwise not protected activity under the Municipal Employee Relations Act.

ARTICLE 5
GRIEVANCE PROCEDURE

Tentative Agreement – (Also, change throughout the contract)

Section 1

No permanent employee shall be dismissed, discharged, suspended, fined, reduced in rank or disciplined in any manner, except for just cause. If any employee is so disciplined and in

the judgment of the employee this action is taken by the Town without just cause or if any employee has a problem concerning the interpretation or application of any provision of this Agreement, the employee shall seek adjustment in the step order listed below.

- (A) The Union shall submit such grievance in writing on an approved grievance form to the Chief of the Fire Department within fifteen (15) days of the event giving rise to such grievance, or the grievance abates. Within ten (10) days after said Chief receives such grievance, **he/she** shall arrange to and shall meet with the representatives of the Union, for the purpose of resolving or adjusting such grievance.
- (B) If such grievance is not resolved to the satisfaction of the Union by the Chief, the Union may present such grievance in writing within fifteen (15) days after it receives an answer from the Chief to the First Selectman or **his/her designee**.
- (C) If such grievance is not resolved to the satisfaction of the Union by the First Selectman or **his/her designee** within seven (7) days, the Union may present such grievance in writing within seven (7) days after it receives an answer from the First Selectman or **his/her designee** to the Board of Fire Commissioners. Within thirty (30) days after said Fire Board receives such grievance, the Board shall arrange to and shall meet with the representatives of the Union for the purpose of adjusting or resolving such grievance.
- (D) If such grievance is not resolved to the satisfaction of the Union by the Fire Board within seven (7) days after such meeting, the Union may, within seven (7) days of the decision of the Fire Board, submit it to arbitration before the Connecticut State Board of Mediation and Arbitration. However, the Town may choose, in its discretion, to have the grievance heard before the American Arbitration Association as long as it pays for the cost of the administrative fee and the arbitrator. The decision of the arbitrator(s) shall be final and binding on all parties.
- (E) All references to "days" in this Article refer to calendar days. If the Town Hall is closed on a due date, the due date will be the next day the Town Hall is open.
- (F) Time limits specified may be extended by mutual agreement of the parties.
- (G) Fees assessed by the Arbitrator shall be borne equally by the Town and Union.
- (H) It is the function of the arbitrators to interpret the Agreement. They shall make and issue decisions only regarding matters expressly submitted to them within the written terms of this Agreement. The arbitrators have no authority or power to add to, subtract from, disregard, or alter any of the written terms of this Agreement. The arbitrators power and authority shall be limited to the application and interpretation of this Agreement as applied to the subject of the particular involved.
- (I) The arbitrators shall have the authority to order or deny reinstatement of an employee with or without back pay. In the event there is an award of any back pay, any earnings by the employee during this period of unemployment (including any unemployment insurance) shall be offset and deducted from this award. Employees who have been discharged shall have the duty to seek work so as to mitigate the claims of back wages. Their failure to do so shall be considered by the arbitrator.

Section 2

Any action taken under Section 1 above shall be stated in writing, giving the reasons for same, and a copy given to the employee and the Union at the time of such action.

ARTICLE 6
UNION BUSINESS LEAVE

Section 1

Two (2) members of the Union Negotiating Committee shall be granted leave from duty with full pay for all meetings between the Town and the Union for the purpose of negotiating the terms of a contract, when such meetings take place at a time during which such members are scheduled to be on duty, on their regular shift.

Section 2

One (1) member of the Union Grievance Committee' shall be granted leave from duty with full pay for all meetings between the Town and the Union for the purpose of processing grievances when such meetings take place at a time during which such member is scheduled to be on duty.

Section 3

One (1) Union officer, when necessary, shall be granted leave from duty with full pay to attend a meeting between the Town and a Union member which could lead to disciplinary action, if requested by said Union member.

ARTICLE 7
STAFFING

Section 1

The parties agree that in order to protect the health and safety of the employees in the Bargaining Unit, the minimum manpower on duty shall be ten (10) bargaining unit members. However, this does not prevent the Chief or his designee from assigning additional bargaining unit members based upon the operational needs of the department.

If the Chief or his designee assigns more than the ten (10) bargaining unit member minimum to work, and no bargaining unit member agrees to work, the Chief or his designee will offer the work to a qualified EMS part-time employee prior to ordering-in a bargaining unit member(s) who will receive time and one-half (1 ½) his/her regular rate of pay for time actually worked.

Bargaining unit members may decline up to two (2) order-ins each calendar year; however, a bargaining unit member cannot decline an order-in, even if they have not already declined two (2) order-ins in a calendar year, if the shift cannot be filled. Failure to answer a call for an order-in equates to a decline of an order-in and counts towards the ability to decline up to two (2) order-ins per calendar year.

There shall be no pyramiding of overtime.

Section 2

Whenever the manpower on duty on any platoon shall fall below the minimum level established in Article 7, above, the Chief shall fill such vacancy from the available bargaining unit firefighting personnel on an extra work basis and paid per Article 10.

Section 3

Any non-line personnel shall not be utilized to maintain the minimum complements of personnel required by Article 7, Section 1 either in an acting firefighter or acting officer capacity.

See Memorandum dated, July 25, 2017, addressing non-line personnel which is attached as Exhibit B.

Section 4

No employee shall be ordered to duty if the employee is on a scheduled vacation day/shift off, unless there is an operational need, as determined by the Chief or his designee.

Section 5

Order-ins in accordance with Article 7 shall not be made in an arbitrary and capricious manner.

ARTICLE 8 **HOLIDAYS**

Section 1

Each employee shall receive thirteen (13) holidays either in pay or in the form of a compensatory day off. Holiday pay for each of the thirteen (13) holidays shall be paid for twelve (12) hours at the employee's regular hourly rate. If requested, payment for each holiday shall be made on the pay day following the holiday or the pay day following the day a compensatory day off is taken in accordance with Section 2.

For the purpose of this Section, the following shall be considered legal holidays:

New Year's Day
Martin Luther King Day
Lincoln's Birthday
Washington's Birthday
Good Friday
Easter Sunday
Memorial Day

Independence Day
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas

Section 2

Compensatory days off shall be identified by said holiday, shall be taken within the fiscal year in which they are earned, and shall be paid at the rate of pay the employee was earning at the time of said identified holiday.

Section 3

Each employee shall receive the holiday pay due such employee at the time of his/her retirement. In the event that an employee dies, the holiday pay due such employee shall be paid to his/her estate.

Section 4

Employees may be ordered to duty on a holiday based upon the operational needs of the department, as determined by the Chief or his designee. Order-ins shall not be made in an arbitrary and capricious manner.

Section 5

When an employee is unable to work due to an injury or illness, holidays will only accrue during the period of time the employee is eligible for FMLA leave.

ARTICLE 9 **WORKWEEK**

Section 1

The work week for all employees who perform firefighting duties shall be an average of forty-two (42) hours per week over the fiscal year. The forty-two (42) hours per week shall be as follows: One (1) day of twenty-four (24) hours each, followed by three (3) days off followed by another one (1) twenty-four hour day followed by three (3) days off. This work schedule shall be repeated over the term of the fiscal year. The twenty-four (24) hour day will be divided into blocks consisting of one (1) ten (10) hour day and one (1) fourteen (14) hour night, for the scheduling of vacations, holidays, and sick days.

However, the Chief or his designee may assign employees to either a five (5) day workweek (Monday 8:00 a.m. to 4:00 p.m. and Tuesday through Friday, 8:00 a.m. to 4:30 p.m., or Monday through Friday, 8:00 a.m. to 4:00 p.m. for non-line personnel) or a four (4) day workweek. If employees volunteer for the day shift, the most senior qualified employee will be assigned. If there are no volunteers for the day shift, the least senior qualified employee will be assigned.

Employees who work in excess of 212 hours in a twenty-eight (28) day work period shall be compensated for all hours in excess of 212 at time and one-half (1-1/2x) their regular hourly rate in accordance with the Fair Labor Standards Act (FLSA) as amended. When a permanent vacancy occurs on the twenty-four (24) hour shift, the Chief will assign a firefighter from the day shift within ninety (90) calendar days. However, the Chief is not precluded from assigning a firefighter from the day shift to the twenty-four (24) hour shift, at any time, based upon the needs of the department.

ARTICLE 10 **EXTRA WORK**

Section 1

Whenever any employee works in excess of his regularly assigned work schedule, as provided in Article 9, (s)he shall be paid only for time actually worked, rounded up to the nearest one-half hour. An employee who is allowed by the Chief or his designee to respond voluntarily to a call-in will be provided with an opportunity to either remain on the job for a minimum of three (3) hours or leave work after addressing the reason for the call-in, if approved by the Chief or his designee, and get paid for actual hours worked if less than three (3) hours. This section does not apply to call-ins for an ambulance.

Section 2

Extra work shall be offered in rotation, first to those bargaining unit employees on the firefighter's extra work roster.

Section 3

The Fire Fighter's extra work roster shall consist of all bargaining unit employees. Bargaining unit employees shall have first right of refusal for all extra work, if qualified.

All overtime shall be filled by offering the opposite division the shift that needs to be filled first. Firefighters accepting the shift offered who has the fewest hours of overtime scheduled in the FLSA period in which the shift is scheduled shall be awarded the offered shift. This method of filling overtime shall be used to fill available shifts within rank of offered overtime prior to utilizing acting deputy chief's or captains.

SHIFT DIVISION

DAYS

NIGHTS

Division 1	3 - 2 - 4	3 - 4 - 2
Division 2	4 - 3 - 1	4 - 1 - 3
Division 3	1 - 4 - 2	1 - 2 - 4
Division 4	2 - 1 - 3	2 - 3 - 1

Section 4

New hires will be called after all the bargaining unit members until such time that they have completed probation.

Tentative Agreement

Section 5

No employee shall be permitted to work more than ~~twenty-four (24) consecutive hours on a medic unit without a ten (10) hour rest break or thirty-eight (38) consecutive hours on a medic or non-medic unit without a ten (10) hour rest break~~ **unless all other employees decline to work, in which case, employees may work forty-eight (48) consecutive hours before taking a ten (10) hour rest break.** This requirement may be waived at the discretion of the Chief.

Section 6

Employees assigned to Fire Watch will be paid at the rate of \$15.00 per hour.

Section 7

Ambulance Stand-by/Cover — for the first call and/or the first hour after signing in, an employee will receive \$125.00; after the first hour, an employee will be paid at his/her hourly rate in increments of no less than ¹⁵ / hour.

Ambulance Call-in Crew — an employee will receive \$62.50 per call. There shall be an additional payment of \$62.50 if patient contact is made and a patient care report is completed by the call-in crew or the patient is transported and a patient care report is completed by the call-in crew.*

*It does not constitute an additional call-in if the unit is diverted prior to arrival at the incident location.

Tentative Agreement

Section 8

All employees shall use the ~~time clock~~ **time tracking** feature provided in the Department's payroll tracking software to account for all time worked outside of scheduled hours.

"Scheduled hours" are all scheduled shifts where the employee's name appears under the heading "Work Schedule" located on the homepage of the payroll software in use by the Department. "Unscheduled hours" worked within the Town of Branford shall be recorded using an official department computer or other authorized device. ~~Authorized unscheduled hours such as training that occurs out of Town may be recorded using link provided~~ (<https://secure7.aladtec.com/branfordfire/kiosk>) or by using the paper form(s) if requested and provided by the Department. **The firefighter is responsible for attesting to their hours worked by using the procedure required by the Town for this purpose.**

Section 9

Bargaining unit members shall have a right to a minimum of 15 shifts per month on Medic 3 in accordance with current practice.

ARTICLE 11 **VACATIONS**

Section 1

Each newly hired employee shall accumulate one (1) vacation day per month of service during the fiscal year in which they were hired.

On July 1 of the next fiscal year, the employee will accumulate one (1) vacation day per month until he/she reaches his/her one-year anniversary date. On the first of the month of his /her one (1) year anniversary the employee will be credited with the balance of his/her accrued vacation up to twelve (12) days.

Each fiscal year following an employee's one (1) year anniversary date the employee will be provided with twelve (12) vacation days on July 1st of such fiscal year.

In the fiscal year an employee completes ten (10) years of service the employee shall receive on the first of the month of his/her anniversary date an additional six (6) vacation days for a total of eighteen (18) vacation days for such fiscal year.

In the fiscal year an employee completes fifteen (15) years of service the employee shall receive on the first of the month of his/her anniversary date the additional three (3) vacation days for a total of twenty-one (21) vacation days in such fiscal year.

In the fiscal year an eligible employee completes seventeen (17) years of service the employee shall receive on the first of the month of his/her anniversary date the additional three (3) vacation days for a total of twenty-four (24) vacation days in such fiscal year.

Vacation for employees hired after July 25, 2017, will be capped at fifteen (15) years of

service.

Section 2

Requests for vacation time in increments of between one (1) week and two (2) weeks for the period of July 1st through December 31st shall be submitted during the vacation sign-up period at the beginning of April. Requests for vacation time in increments of between one (1) week and two (2) weeks for the period of January 1st through June 30th, shall be submitted during the vacation sign-up period at the beginning of October. The time requested will be based upon seniority and the operational needs of the department with a limit of two (2) fire personnel and one (1) officer off per shift.

Requests for vacation time in increments of less than one (1) week shall be submitted to the Chief or his designee at least thirty (30) days in advance. The time requested will be granted based upon seniority and the operational needs of the department with a limit of two (2) fire personnel and one (1) officer off per shift. Vacation time that is not submitted at least thirty (30) days in advance may still be granted in the sole discretion of the Chief or his designee.

An employee's request for time off will be granted or denied by Chief or his designee as soon as practical.

Nothing contained in this Article effects the ability of the Chief or his designee to order-in employees who are not on vacation when deemed necessary.

Section 3

The purpose of vacation leave is rest and relaxation and to separate the employee from his work environment. No employee may elect to receive additional wages in lieu of vacation leave, except that any employee who is entitled to vacation leave at the time of his retirement shall receive one (1) day's pay (Twelve hours at the employee's regular hourly rate) for each day of unused vacation leave.

Section 4

Vacation leave may not be carried over from one fiscal year to the next fiscal year. An employee's failure to use all vacation leave prior to the end of the fiscal year in which it was received shall result in the loss of the unused vacation leave; except that in unusual circumstances, and for good cause shown, the Chief may approve the carryover of unused vacation leave from one fiscal year to the next in order to avoid a hardship to an employee.

Section 5

In the event that an employee is entitled to vacation leave at the time of his/her death, his/her estate shall receive vacation pay on the same basis as that to which the employee is entitled to vacation leave due at the time of retirement.

Section 6

Each member may choose to exchange in each contract year up to three (3) days of paid sick leave for three (3) days of paid personal leave. Said personal days may be taken any time during the fiscal year with the prior written approval of the Chief or his designee, which approval will not be unreasonably withheld. The member must, except in the case of an emergency or the illness of his/her spouse or child, make a written request to the Chief not later than seven (7) days in advance. Paid personal leave may not be taken on any of the holidays set forth in Article 8, Section 1.

ARTICLE 12 **SICK LEAVE**

Section 1

Each employee shall be entitled to one (1) day of sick leave with pay for each full month of regular service with the Fire Department, not to exceed twelve (12) sick days per fiscal year. Any portion of sick leave which has been or shall be unused shall be accumulative up to one hundred sixty (160) sick leave days. Sick leave is not to be considered extra vacation time nor holiday time nor used for purposes other than specified in this Article. Sick leave is time when the employee is unable to report to work due to a non work-related illness or injury which is not accepted by workers compensation.

Section 2

Each employee who is entitled to accumulated sick leave at the time of his/her retirement shall receive one (1) day's pay, twelve (12) hours pay at the employee's regular hourly rate for each day of accumulated sick leave, up to a maximum of eighty (80) days for such accumulated sick leave. In the event of the death of an employee who is entitled to such accumulated sick leave, such pay shall be paid to his/her estate.

Section 3

All employees hired after July 1, 1993 who are entitled to accumulated sick leave at the time of his/her retirement shall receive one (1) day's pay, twelve (12) hours pay at the employee's regular hourly rate for each day of accumulated sick leave up to a maximum of sixty (60) days for such accumulated sick leave. In the event of the death of an employee who is entitled to such accumulated sick leave, such pay shall be paid to his/her estate. All employees hired after December 1, 1998, shall not be entitled to payment for accumulated sick leave.

Section 4

Sick leave shall be considered to be an employee's absence from duty with pay because

his/her illness or injury (neither job connected).

Section 5

Any employee absent from duty for three (3) or more shifts (eight (8), eight and one-half (8 1/2), ten (10), or fourteen (14) hours) within a rolling thirty (30) day period due to sickness or accident shall on request provide the Chief with a note from a licensed physician, a licensed physician's assistant or an Advance Practice Registered Nurse (APRN) certifying the nature of his/her last absence from work. The Town will respect the employee's privacy rights regarding the contents of the note. Prior to returning to work, the Town reserves the right to send the employee for a fitness for duty exam in accordance with the requirements of NFPA 1582, at no cost to the employee, to determine if the employee can perform the essential functions of his/her position with or without a reasonable accommodation.

Section 6

Leave for family or medical reasons shall be afforded in compliance with the Family Medical Leave Act. An employee on FMLA due to his/her own serious health condition must use his/her accrued sick time prior to accrued vacation time or other accrued personal time. An employee on FMLA who is not on leave due to his/her own serious health condition must first use up to forty (40) hours of his/her accrued sick time, then one-half (1/2) of his/her accrued vacation time (unless the employee chooses to use more) and then, if still on FMLA, his/her accrued personal days or accrued holidays.

Section 7

An employee who is absent from work due to sickness or who books off a shift due to sickness will not be eligible for either overtime assignments or swaps, including previously approved overtime or swaps, until (s)he works or is off from work due to a vacation or holiday on his/her entire next scheduled workday. However, the Chief may, in his sole discretion, allow an employee to attend a training session. An employee who is otherwise ineligible for an overtime assignment due to sickness, or who books off a shift due to sickness, shall be given the option to fill an available overtime assignment prior to another employee being ordered in to fill the overtime assignment.

Section 8

The Town will not advance unearned sick days to employees.

Section 9

When an employee is out of work, sick days shall only accrue during the period of time the employee is on a covered FMLA leave.

ARTICLE 13

WORKERS' COMPENSATION

Section 1

An employee injured or disabled in the performance of his duties who qualified under the Workers' Compensation Act and its most recent amendments for benefits is entitled to the difference between compensation benefit and his normal daily wage so long as he is disabled for duty.

Section 2

Provided, however, that the Town's responsibility for benefits in Section 1 shall commence after the employee's workers' compensation claim has been accepted and shall continue until the employee reaches maximum medical improvement or, based upon a physician's examination which may be subject to an Independent Medical Examination, a determination is made that as a result of the employee's injury, the employee will never be able to perform the essential functions of his/her position; however, the period of time that the Town will supplement workers' compensation payments shall not exceed twelve (12) months over a rolling two (2) year period; however, if, at the end of the twelve (12) month period, the employee's doctor states that (s)he will be able to return to work, without restrictions, within ninety (90) calendar days and the Town's doctor concurs with the employee's physician, the employee's job will remain open. If, however, the Town's doctor does not concur with the employee's physician, the employee's physician and the Town's physician will agree upon a physician who will examine the employee to determine if (s)he will be able to return to his/her position, without restrictions, within ninety (90) calendar days. If it is determined that the employee will not be able to return to his/her position within ninety (90) calendar days, his/her employment with the Town will be separated. The Town shall be entitled to reimbursement for any payment made under this Section should the employee have recourse against a third party in accordance with the procedures contained in the Workers' Compensation Law. It is understood that at any time during the twelve (12) month period if it is determined that the employee will not ever be able to return to full duty, his/her employment will be separated.

Section 3

It is understood that under no circumstances is a disabled employee to receive from any governmental-funded program (Workers' Compensation, Social Security, C.E.T.A., Town-paid insurance, etc.) sums permitting his income to exceed his normal daily wage.

Section 4

Such disabled employee shall be entitled to all other provisions of the Workers' Compensation Act including medical, surgical, pharmaceutical and hospital care, if he qualifies for Workers' Compensation.

Section 5

Any employee, at the Town's discretion, shall have an examination by a physician, selected by the Town certifying the employee's ability to perform his duties.

Section 6

Any employee suffering any illness or injury on the job must immediately report same to his superior officer.

Section 7

Both employee and Town recognize and agree that the purpose of Workers' Compensation and other Town-funded or governmental-funded disability programs are to maintain an employee during a period of job-connected disability. It is intended by both parties that under no circumstances would a disabled employee's daily wages ever exceed the daily wage of a similar employee with the same position on active service. Therefore, it is recognized that while the Town obliges itself to so equal a disabled man's daily wage, that contribution is offset by Workers' Compensation, Town paid disability insurance (if any), Social Security payments, and any other form of program not paid for by the individual.

ARTICLE 14
SPECIAL LEAVE

Section 1

Each employee may be granted special leave for any day or days on which (s)he is able to secure another employee to work his shift provided:

- (A) Such substitution does not impose any additional cost on the Town.
- (B) Such substitution is within classification only, unless otherwise authorized by the Chief.
- (C) The employee makes up the substitution by working the same amount of time for the employee who substituted for him/her within sixty (60) calendar days of the substitution. Swaps must be between two (2) employees.
- (D) Within each fiscal year, the number of times an employee can have another employee substitute for him/her shall not exceed fifteen (15) times, except upon written application and approval by the Chief.
- (E) Such substitutions are designated by each employee in the scheduling software program.
- (F) Such substitutions are not made for the purpose of being able to work a part-time job, except if the employee makes a substitution to teach a Firefighting/EMS course and the employee provides the Chief with a copy of his teaching schedule thirty (30) days prior to the substitution.
- (G) The Chief is notified not less than one (1) day prior to its becoming effective, except in the case of emergency, notification may be made by telephone.
- (H) Neither the Department nor the Town is held responsible for enforcing any agreements made between employees.

- (I) Once a swap is approved it cannot be changed within twenty-four (24) hours of the swap.

ARTICLE 15
FUNERAL LEAVE

Section 1

Each employee who is scheduled for duty shall be granted leave with pay in the event of a death in his immediate family. Such leave shall start on the day of death and continue through and including the day of burial, except that in no event shall such leave be more than two (2) twenty-four (24) hour shifts, or four (4) workdays if assigned to the day shift, commencing with the day of death. Such leave may be extended at the discretion of the Chief of the Department.

For the purpose of this Article, the term "immediate family" shall mean and include the following: Mother, Father, Step Parent, Mother-in-Law, Father-in-Law, Sister, Brother, Spouse, Child, Step Child, Grandparents and Grandchildren.

In addition, each employee shall be granted one (1) twenty-four (24) hour shift, or one (1) workday if assigned to the day shift, of funeral leave to attend the funeral services or wake of an aunt or uncle, a spouse's aunt or uncle, a spouse's brother, sister and grandparents, and any relative living within the employee's household.

ARTICLE 16
LEAVE OF ABSENCE WITHOUT PAY

Section 1

The Board of Fire Commissioners may grant a leave of absence without pay to any employee, upon his/her request, for a period not to exceed one (1) year. Upon expiration of an approved leave of absence, or earlier if so requested by such employee, with two (2) weeks' notice he shall be reinstated to his former employment status as of time leave was granted provided he is physically able to perform the duties of such employment. Said employee shall take and pass a physical examination from the Department physician at the expense of the Town before being reinstated to his position. In no case shall such leave be granted for the sole purpose of accepting other employment or self-employment. However, an employee whose principal reason for taking a leave of absence is other than seeking new employment may be employed during such leave. Except as provided below, fringe benefits will not continue to accrue during such leave.

Section 2

An employee on leave of absence may at his/her option participate in any insurance plan provided to bargaining unit employees which is set forth in Article 26 if he pays all premiums one (1) month in advance for such insurance coverage. If the Pension Plan

permits the employee to similarly contribute in his absence, the Town has no objection to his arranging contributions.

ARTICLE 17
MILITARY LEAVE

Military leave shall be afforded in accordance with Town policy.

ARTICLE 18
SENIORITY

Section 1

Seniority shall consist of the relative length of accumulated regular service of each employee as a full-time career firefighter for the Town. An employee's length of service shall not be reduced by time lost due to sick or injury leave. Employees who have the same length of service shall be placed on the seniority list in the order that they appeared on the eligibility list from which they were appointed.

Section 1a

An employee's seniority shall be lost when (s)he:

- (1) having quit voluntarily;
- (2) dismissal for cause;
- (3) retirement;
- (4) fails to report to work within fourteen (14) calendar days of being notified that he is being recalled;
- (5) fails to report to work upon the termination of an approved leave of absence;
- (6) is absent for a period of three (3) consecutive shifts without notifying the Town;
- (7) is absent as a result of illness, accident or injury on the job not exceeding twelve (12) months over a rolling two (2) year period, unless extended by the Fire Commission; or
- (8) If the employee has no more accrued vacation, sick or personal leave and thus would not be paid for time off from work, unless an unpaid leave of absence is granted by the Fire Commission.

An employee, whose seniority is lost for any of the reasons outlined in this paragraph, shall be considered as a new employee if he/she is again employed by the Town. The failure of the Town to rehire such employee shall not be subject to the grievance and arbitration provisions of this Agreement.

Section 2

In the event of a reduction in the work force, all layoffs shall be made in inverse order of Departmental Seniority. For up to twenty-four (24) months from the date of layoff, any subsequent hiring shall be confined to previously laid off employees by hiring the last employee

laid off who has not been subsequently rehired until all such laid off employees offered reinstatement more than twelve (12) months after the date of layoff shall be required to take and pass physical and agility examinations demonstrating his fitness for and ability to perform the duties of his position. The Chief shall provide each laid off employee with a minimum of four (4) weeks written notice of his recall. In addition, no laid off employee who has been convicted of a felony shall be rehired.

ARTICLE 19
UNION ACTIVITY PROTECTED

Except for the right to strike to withhold services which are hereby prohibited, all other lawful Union Activities are protected. Nothing shall abridge the right of any duly authorized person or representative of the Union to present the views of the Union to the Citizens on the issues which affect the welfare of its members. The Union shall be permitted to hold union meetings in the fire station after 6:00 pm. The on duty personnel may attend union meetings provided it does not delay response to alarms in any manner and provided further that it is not in conflict with scheduled training and/or other assigned functions. The Union shall notify the Chief and/or the Assistant Chief at least twenty-four (24) hours in advance of any union meeting.

ARTICLE 20
PROBATIONARY PERIOD

To enable the Board of Fire Commissioners to exercise sound discretion in the filling of positions within the Fire Department, no appointment to the position of Fire Fighter shall be deemed final until after the expiration of one (1) year Probationary service. During the probationary period of any employee, the Board of Fire Commissioners may terminate the employment of such employee if during this period upon observation and consideration of his performance of duty, they shall deem him unfit for such appointment; any such termination shall not be subject to the provisions of Article 5. Nothing contained herein shall be used to deny any employee of any rights or benefits to which he may be entitled under the pension provisions covering employees of the Fire Department. A probationary employee may present and have grievances processed in accordance with the provisions of Article 5 on any matter not pertaining to termination of employment.

Shifts lost from work in excess of five (5) for any reason (other than vacation, holiday or personal time) during the probationary period shall not be counted as employment for purposes of computing the probationary period.

ARTICLE 21
GENERAL PROVISIONS

Section 1

The Fire Chief shall post and/or email all notices issued by him/her and by the Board of

Fire Commissioners.

Section 2

In the event of any change in federal or state legislation which would impact on any provision of this Agreement, either party shall notify the other party in writing of its intent to reopen the Agreement for the sole purpose of negotiating said change.

Tentative Agreement

Section 3

As a condition of continued employment, each employee hired after ~~June 30, 1987~~ **January 1, 1990** shall: ~~(i) successfully complete a state approved EMT training course within twelve (12) months of his date of hire and hold a valid card certifying he is a qualified EMT hold and maintain a valid Connecticut EMT- B certification; and (ii) maintain his EMT- B certification. The provisions of (ii), above, may be waived at the discretion of the Chief, on a case-by-case basis and for good cause. The provisions of (ii) above may be reopened at the request of either the Town or the Union in the event the State of Connecticut or Yale New Haven Sponsor Hospital requires members who are not currently nationally registered to become nationally registered. Refresher classes will be paid by the Town.~~

Section 3.A

Each employee hired as a Firefighter/Paramedic shall: (1) successfully complete a state approved paramedic training course within twenty-four (24) months of his/her date of hire and hold a valid card certifying that (s)he is a qualified paramedic; "qualified paramedic" shall mean that the employee has a valid Connecticut paramedic license and (s)he has received medical control from Yale New Haven Sponsor hospital. (S)he shall also maintain his/her paramedic certification for the duration of his/her employment with the Town. However, employees hired prior to July 1, 2004, shall maintain his/her paramedic certification for at least fifteen (15) years while employed by the Town. Prior to the beginning of the sixteenth (16th) year of employment with the Town, and every two (2) years thereafter, employees shall inform the Chief as to whether they will be maintaining their paramedic certification. Once employees indicate that they will be maintaining their paramedic certification or if they subsequently renew their paramedic certification, they must maintain it in blocks of two (2) years. This condition may be waived at the discretion of the Chief, on a case by case basis and for good cause. The provisions of this Article may be reopened at the request of either the Town or the Union in the event the State of Connecticut or Yale New Haven Sponsor Hospital require members who are not currently nationally registered to become nationally registered. If an employee does not wish to maintain his/her paramedic certification when allowed by this Section, (s)he must relinquish their Yale New Haven Sponsor Hospital Paramedic medical control clearance and comply with Section 3 of this article. The employee will be required to complete refreshers as if they hold an EMT-B certificate no longer than every three years.

Refresher classes will be paid by the Town.

The above-referenced condition shall be granted based upon seniority and shall be suspended if the total number of "qualified Paramedics" in the Department who are actively working drops below twenty-four (24) Firefighter/Paramedics. The minimum number of line (non-officer) "qualified Firefighter/Paramedics" who are actively working shall be twenty-four (24), evenly distributed among the four divisions.

Section 4

The term "hourly rate" or "regular hourly rate" shall mean the product of an employee's annual wage as set forth in Exhibit A divided by 2184.

Section 5

Without limiting any current rule, regulation or contractual provision, no employee shall possess, distribute, sell or be under the influence of alcohol, during working hours, or any illegal drug, during working or non-working hours, or while operating a Town vehicle. Illegal drugs include any controlled substances as defined by applicable state and federal statutes or regulations. Use or possession of a controlled substance during working hours or while operating a Town vehicle which has been prescribed by a medical or dental practitioner licensed to prescribe controlled substances is not prohibited by this Section, but may violate other rules, regulations or contractual provisions if the employee's ability to do his job safely and properly is unreasonably impaired.

Section 6

The Town shall, on every other Thursday, distribute to employees by direct deposit their regular payroll check; employees will be provided access to view their pay statements, W2s and other benefits and personal information through the Town's payroll provider. If a holiday occurs on a payday, payments shall be made on the last working day preceding the holiday.

Section 7

An employee may hold an outside job as long as the job does not interfere with and/or conflict with an employee's position in the fire department, an employee's performance, or an employee's ability to meet the requirements of his/her position in the fire department.

Section 8

Employees shall advise the Town if their license has been suspended no later than the first shift following the date their license was suspended. As long as the Town is notified timely in accordance with this section, said disclosure shall not be the basis for disciplinary action.

ARTICLE 22
WAGES

Tentative Agreement

The wages for all employees shall be as set forth in Exhibit A. The starting rate for newly hired employees will be as follows: seventy percent (70%) of the Firefighter rate for the first year of employment; eighty percent (80) of the Firefighter rate for the second year of employment; ninety percent (90%) of the Firefighter rate for the third year of employment; and one hundred percent (100%) of the Firefighter rate for the fourth year of employment.

Upon the recommendation of the Fire Chief, the Branford Fire Commission (“Commission”) may deviate from the salary progression set forth above when hiring a Firefighter/Paramedic from another Department (“lateral hire”). The Commission, upon the Fire Chief’s recommendation, and in its discretion, will take into consideration the Firefighter/Paramedic’s qualifications and prior experience when deciding the percentage of the Firefighter/Paramedic hourly rate to be paid (70% to 100%).

Payment for stipends will be and made in two (2) equal installments: the first payment in will be made by December 15th and the second payment will be made by June 15th. Payment for stipends will be made no later than the second pay period in December and the second pay period in June. Said payments will be prorated based upon the month an employee obtains his/her certification. Further, employees must be on the payroll to receive payment for a stipend.

Total stipend payments for a fiscal year will be as follows:

EMT - \$2,000

PAR or DC/CAPT/PAR - \$5,000 ; FY 22-23 - \$5,500 ; FY 23-24 - \$6,000 ; FY 24-25 - \$6,000; FY 25-26 - \$6,000

DC/EMT - \$2,000

July 1, 2022 – 2.5% (retroactive, if necessary, to July 1, 2022, for employees on the payroll as of execution.

July 1, 2023 – 2.5%

July 1, 2024 – 2.25%

July 1, 2025 – 2.25%

ARTICLE 23
CLOTHING ALLOWANCE

Tentative Agreement

Section 1

Effective July 1, 2019, new employees shall receive \$1,000 to purchase their required

uniform. Thereafter, effective July 1, 2019, each employee shall receive a clothing/equipment/shoe allowance in the amount of \$800 each fiscal year.

Employees who are promoted will receive an additional \$200 at the time of appointment to be used towards the purchase of the new uniform associated with their new rank.

Section 2

The Town shall provide each employee with his/her own protective clothing of good quality and condition that meets or exceeds "OSHA/NFPA" standards.

ARTICLE 24 **LONGEVITY**

Section 1

Effective July 1, 2009, each full time regular employee shall, in addition to his regular pay, receive the following annual longevity payment:

upon completion of 5 years of service: \$395.00 upon
completion of 10 years of service: \$500.00 upon
completion of 15 years of service: \$545.00 upon
completion of 20 years of service: \$575.00

An employee's anniversary date of hire will be used to determine his/her length of service as a full-time firefighter and longevity payments shall be made in payroll period following said anniversary date of hire.

A longevity payment shall not be made during the calendar year following retirement or other separation from employment.

Employees hired after July 1, 2009 will not be eligible to receive longevity payments.

ARTICLE 25 **PENSION**

The accepted and current State pension plan for the employees of the Branford Fire Department shall continue. Employee contributions to said plan shall be made on a pretax basis.

ARTICLE 26 **INSURANCE PROGRAMS**

Tentative Agreement

Section 1

- A. The Town shall make available to its full-time employees and their dependents Medical and Prescription Drug coverage and Dental coverage (hereinafter referred to as health insurance plan(s)) ~~on the first day of the month following an employee's date of hire, unless the employee's date of hire is the first day of the month~~ **in accordance with the health insurance plan(s).** See Exhibit C.

~~All eligible employees and dependents will have the choice of enrolling in the following medical plan: Employees may enroll in a HDHP with a \$2,000/\$4,000 deductible with a Health Savings Account ("HSA"). The Town will contribute 50% of the applicable deductible each plan year to an employee's HSA. The Town's contribution to a newly hired employee's HSA will be prorated based upon the month (s)he begins employment with the Town. Employees must be enrolled in the HDHP for the entire plan year. Employees may opt out of both plans and receive a \$1,000 opt-out benefit.~~

Effective July 1, 2022, all eligible employees and dependents will have a choice of enrolling in the IAFF Health and Wellness Trust, and HDHP with a \$2,000/\$4,000 deductible. The Town will contribute 50% of the applicable deductible each plan year to an employee's HSA. The Town's contribution to a newly hired employee's HSA will be prorated based upon the month (s)he begins employment with the Town. For example, an employee hired in August will receive 10/12ths of the applicable contribution. Employees must be enrolled in the HDHP for the entire plan year. Employees may opt-out of the plan and receive a \$1,000 opt-out benefit.

The Town of Branford may provide medical and prescription drug benefits, as described above, through alternative carriers or through self-insurance, as long as benefits are provided on a reasonably equivalent basis. **Vision care will not be included in the analysis of "reasonably equivalent" nor will any other benefit not provided in the \$2,000/\$4,000 HDHP offered by the Town prior to moving to the IAFF Health and Wellness Trust.** All references to specific vendors will be made generic. Employees will be notified of any change in carrier or plan administration thirty (30) days prior to said change or as soon as practicable.

Tentative Agreement

- B. All members of the bargaining unit shall contribute, by authorized payroll deduction, to the premium cost of the health insurance plans, according to the following schedule. Such contributions will be deducted bi-weekly by the Town on a pre-tax basis.
- ~~1) Employees shall contribute seventeen percent (17%) by weekly payroll deduction if enrolled in the HDHP,~~
 - 2) Effective July 1, 2022, employees shall contribute seventeen percent (17%) by weekly payroll deduction, which will remain at seventeen percent (17%) until**

July 1, 2025, when employees shall contribute eighteen percent (18%).

- C. Life Insurance is provided to all employees after three (3) months of service in the amount of \$75,000.
- D. Employees may elect to waive, in writing, the health insurance coverage provided above and in lieu thereof may receive an annual payment from the Town of \$1,000 for waiving coverage for each fiscal year during which the employee continues to elect not to participate in such coverage. Such payment will be issued in equal payments of \$500 in December and June of each fiscal year, and will be subject to normal employment tax withholding and deductions. To receive such payment, an eligible employee must complete and submit a form provided by the Town no later than June 1 of each fiscal year indicating his/her intent not to participate in the Town-provided insurance coverage. Further, such employees must present evidence to the Town that they are covered under another insurance program.

Employees may elect to resume health insurance coverage due to the occurrence of one of the following conditions for which documentation and a request for reinstatement must be submitted to the Human Resource Director in writing:

1. Involuntary termination of the alternative health benefit plan coverage;
2. Ineligibility of the employee and/or dependent(s) under the alternative plan;
3. The employee acquires a new dependent through marriage, birth or adoption and the new dependent is not covered by the alternative plan;
4. Coverage under the alternative plan is substantially reduced or the cost of the plan to the employee substantially increases.

Upon receipt of such request and documentation, insurance coverage provided by the Town shall be reinstated as soon as possible, including waiting periods, which may be prescribed by the applicable plan. Employees who are reinstated to insurance coverage provided by the Town shall reimburse, the Town, by payroll deduction the prorata share of any waiver payment made.

Section 2

Each employee who retires who has reached the earlier of age fifty-five (55) with at least ten (10) years of continuous service or fifteen (15) years of aggregate service, or twenty-five (25) years of aggregate service with no age requirement, shall be provided with the medical insurance coverage in effect at the time of retirement for the retiree and his/her spouse. However, said coverage is subject to change in accordance with changes in subsequent collective bargaining agreements.

- a. Each employee who retires from the Branford Fire Department due to a

permanent and total disability arising from the performance of his duties as a Fire Fighter and who is physically incapable of gainful employment shall be provided with the same medical coverage as set forth in Section 1, above, for the retiree and his spouse only. The Town may require an annual review of the disabled retiree's physical condition to determine continued eligibility to receive his benefit.

- b. Each employee who retires from the Branford Fire Department after the effective date of the arbitration award (i.e. December 23, 1991 due to a permanent and total disability arising from the performance of his duties as a Fire Fighter and who is physically incapable of gainful employment shall be provided with the same medical coverage as set forth in Section 1, above, for the retiree, his spouse and eligible dependent children up to, but not including age eighteen (18). The Town may require an annual review of the disabled retiree's physical condition to determine continued eligibility to receive his benefit.
- c. When the retiree or spouse reaches age sixty-five (65), the Town shall provide and pay for a Medicare supplement (Plan F), or the next succeeding plan after elimination, and Bluescript prescription drug rider or comparable prescription drug coverage in lieu of the insurance coverage described in Section 1 above.
- d. The cost of the insurance benefits set forth in Section 1 above shall be paid 100% by the Town for the retiree and 50% by the Town for the Retiree's spouse. The obligation of the Town to provide or pay for the cost of the benefits set forth above in Section 1 shall continue only during the life of the retiree; provided that the retiree and his spouse shall remain eligible for those benefits under the regulations of the insurance carrier. Employees hired after July 1, 2004 who retire from the Town will not receive insurance benefits for their spouse. For employees hired after ratification and approval of this Agreement that, expires on June 30, 2019, upon retirement, the cost of the insurance benefits set forth in Section 1 above shall be paid 75% by the Town for the retiree only.

If the retiree or his spouse is offered comparable insurance coverage to the insurance coverage being offered by the Town, said retiree and his spouse shall not receive the insurance offered by the Town. If there is a premium share required by the insurance plan, the Town shall reimburse the retiree for said cost. However, if the retiree or his spouse thereafter become ineligible for the insurance, the retiree and his spouse shall receive the insurance benefits offered by the Town, as set forth in this section,

- e. No insurance claim, cost premium or payment shall be made retroactively from the date of the execution of this Agreement.
- f. In the event any Fire Fighter dies in the line of duty, his surviving spouse and eligible dependent children up to, but not including age eighteen (18) shall be provided with insurance benefits set forth in 2(a) and 2(c) above. The Town shall pay 50% of the cost of these benefits unless and until the spouse (i) remarries, (ii) has similar insurance benefits available to her through her employer, or (iii) is otherwise ineligible for these benefits under the regulations of the insurance carrier.

ARTICLE 27
TRAINING

Whenever an employee is required by the Town to attend any training class which pertains to his or her job as a Fire Fighter; Fire Fighter/EMT; or Fire Fighter/Paramedic; said employee shall be paid at his or her regular hourly rate only for time spent in the class or actually training in accordance with the provisions of the F.L.S.A.

ARTICLE 28
PHYSICAL FITNESS

Section 1

All Local 2533 members shall participate in the PEER Fitness Program as described in Occupational Safety and Health Policy 401.03 (effective 2/1/2017) and Policy 401.04 (effective 9/18/19).

Section 2

The Town reserves the right to require an annual physical examination for each employee. The examination shall be conducted by a physician selected by the Town and the cost of said examination, not covered by the employee's insurance shall be paid by the Town. Supplemental tests, if required, shall be defrayed by the employee's health insurance where applicable. Test results shall be reported to the Fire Chief and shall become part of the employee's Medical File. In the event the employee is deemed unfit for duty, test results may be sent to the Board of Fire Commissioners. In the event that a question of continued employment arises as a result of an annual physical examination, the employee may, if he or she wishes, consult his or her own physician at his or her own expense. In the event a physician selected by the Town and physician selected by the employee are unable to agree concerning the continued employability of the employee, a third physician, chosen by the town physician and the employee's physician (with the cost of same to be shared equally by the Town and the employee), shall determine the continued employability of the employee.

Section 3

All employees hired after June 30, 1987 shall be non-smokers. As a condition of continued employment all employees shall not smoke or use tobacco in any form either on duty or off duty. Any act committed by an employee in violation of this provision will subject said employee to disciplinary action as deemed proper by the Chief, including, without limitation, termination of employment.

ARTICLE 29
ACTING POSITIONS

When a Captain is directed by the Chief or his designee to work as an acting Deputy Chief, (s)he will be paid the regular hourly rate of a Deputy Chief for the time actually worked,

(1) week.

Any employee who has nine (9) occurrences of absence during a rolling twelve (12) month period will be terminated.

LATENESS: "Late to work" is when an employee shows up to work after his/her scheduled starting time.

Two (2) "Late to works" over a rolling twelve (12) month period will equate to one (1) occurrence of absence for the purposes of appropriate corrective action to be taken, as set forth above.

The term "perfect attendance" shall mean that an employee is at work each consecutive workday during the periods set forth below. Absences from work due to sickness, workers' compensation, suspension from work or an approved leave of absence do not count as being at work and, therefore, an employee who is off work for any of these reasons during the periods set forth below will not have perfect attendance.

Employees with perfect attendance during the periods set forth below will earn one (1) additional shift off from work which shall be taken within ninety (90) calendar days of being earned at a time that is mutually agreeable to the Chief, or his designee, and the employee. The employee will have the option of taking either a ten (10) hour day shift off or a fourteen (14) hour night shift off. This earned time off shall not be paid out if not used.

July 1st thru October 31st
November 1st thru February 28th
March 1st thru June 30th

** Up to forty (40) hours a calendar year may be taken in accordance with Connecticut's paid sick leave law (Conn. Gen. Stat. 31-71r), which allows sick leave for: an employee's illness, injury or health condition, the medical diagnosis, care or treatment of an employee's mental illness or physical illness, injury or health condition, preventative medical care for an employee; or for an employee's child's or spouse's illness, injury or health condition, the medical diagnosis, care or treatment of an employee's child's or spouse's mental or physical illness, injury or health condition, or preventative medical care for a child or spouse of an employee; and where an employee is a victim of family violence or sexual assault for medical care or psychological or other counseling for physical or psychological injury or disability, to obtain services from a victim services organization, to relocate due to such family violence or sexual assault, or to participate in any civil or criminal proceedings related to or resulting from such family violence or sexual assault.*

ARTICLE 31

LIGHT DUTY POLICY

In order to help reduce workers' compensation and other related costs, and to assist employees who were injured at work and who are covered by the Connecticut's Workers Compensation Act,

the Town may, in its sole discretion, offer temporary fire department light-duty job assignments upon submission of required medical documentation demonstrating a medical restriction preventing the employee from safely performing her job functions. The Chief or his designee will determine the shift(s) to be worked. Temporary light duty assignments will not exceed a maximum period of ninety (90) shifts, unless extended in the sole discretion of the Town. If a light-duty assignment is offered by the Town in accordance with an employee's medical restrictions and the employee refuses to accept the offer of light-duty, the employee's right to workers' compensation benefits may be affected as well as the employee's continued employment by the Town.

Light-duty assignments under this policy are specially created temporary job assignments based upon the employee's medical restrictions. The employee shall remain on his/her scheduled shift. However, once an employee is out of work for a period of thirty (30) calendar days from the date of an injury, the Chief will assign light duty on either a four (4) day/ten and one-half (10 ½) hour shift, Monday – Thursday or Tuesday – Friday, starting at 8:00 am and ending at 6:30 p.m. or a five (5) day, Monday – Friday work week scheduled as follows: four (4) days beginning at 8:00 a.m. and ending at 4:30 p.m. and one (1) day beginning at 8:00 a.m. and ending at 4:00 p.m. An employee shall work the same schedule each week; however, employees shall not be assigned to work on a holiday and will receive holiday pay that is deducted from their accrued holidays. Employees assigned to light-duty will accrue and use sick days, vacation days and holidays based upon their above-referenced assignment. A request to change schedules shall be submitted to the Chief or his designee a minimum of two (2) weeks prior to the start of the requested change. Requests shall not be unreasonably denied.

Such light-duty assignments are temporary assignments only, are not vacant or permanent positions within the Town's workforce and are not available to employees on a permanent basis under any circumstances. The availability of such light duty assignments depends on the employee's medical restrictions and the operational needs of the Town. Further, the existence of this light duty policy does not, in any way, guarantee that light duty will be available at any given time. The Town will continually review the employee's temporary light duty assignment based upon its operational needs and the employee's medical condition to determine if continuation of the assignment is appropriate. If, at any point, an employee is medically determined to have sustained permanent restrictions, the creation or continuation of a temporary light duty assignment will not be considered.

ARTICLE 32 **DURATION**

Tentative Agreement

This contract shall commence upon execution and extend through June 30, 2026. Either party wishing to amend or modify this Agreement for application beyond June 30, 2026, must so notify the other party in writing no more than one hundred eighty (180) days nor less than one hundred fifty (150) days prior to the expiration date of this Agreement. Within ten (10) days of receipt of such notification by either party, a conference shall be held between the Town and Union for the purpose of such amendment or modification.

The present Agreement will remain in full force until a new Agreement is signed. Dated at Branford, Connecticut this _____ day of _____, 20_____.

Local #2533

James B. Cosgrove, First Selectman

Local #2533

Thomas Mahoney, Fire Chief

Margaret Luberda, Director of Human
Resources

RECEIVED

2022 JUN -9 P 3:55

OFFICE OF THE TREASURER
BRANFORD, CONNECTICUT



L. Arpin
BRANFORD TOWN CLERK

1019 MAIN STREET
POST OFFICE BOX 150

(203) 315-0663
FAX (203) 315-3736
WWW.BRANFORD-CT.GOV

Date: June 7, 2022
To: Joseph Mooney, Chairman Board of Finance
From: James P. Finch
Finance Director *JPF*
Re: FEMA Fund Reconciliation and Transfer

Attached please find a one page summary of the revenues and expenditures recorded in the FEMA Fund beginning from FY 2020 to the present. As I noted in the past, the COVID funding sources and eligible uses continued to evolve since the beginning of the pandemic. As a result we had to "shuffle the cards" on multiple occasions to improve our chances of securing funds for the community. In addition to the pandemic related expenses, Branford experienced two major storms which are also reflected on the worksheet.

The summary outlines revenues and expenditures by project and takes one through the last two completed fiscal years along with an estimate of activity for FY 2022. Finally the transfer request of \$161,746 will make the fund whole by restoring the fund's balance to FY 2019 levels and thus providing dollars to offset the costs of future disasters. It is also important to underscore that approximately \$140,000 in general fund expenses were moved to the FEMA Fund in FY 2021 to improve our eligibility chances for COVID relief funding. As the Board is aware, moving those expenses from the general fund to the FEMA Fund in FY 2021 resulted in a net positive for the general fund balance.

General Fund

<u>From</u>		
10149040-588802	Contingency	161,746
<u>To:</u>		
10150000- 599122	Transfer Out FEMA Fund	161,746

Cc Board of Finance
J. Cosgrove
L. Arpin
RTM

2022 JUN -9 P 3:55

M. Estep
BRANFORD TOWN CLERK

FEMA Fund	FY 2020	FY 2021	Totals thru 2021	FY 2022
Revenue				
Health and Human Services	52,802		52,802	
State Elections Grants		19,311	19,311	-
FEMA Covid Project # 20712	17,978	5,993	23,971	-
State Covid Relief	82,585	228,413	310,998	-
Storm ISIAIS Project # 21700				207,293
Insurance Claims Refunds		25,860	25,860	
Fund Balance Transfer General Fund			-	
General Fund Transfer(s)	150,000	150,000	300,000	-
Total Revenues	303,365	429,577	732,942	207,293
Expenditures				
COVID 19				
Project # 20713 Local Share		90,421	90,421	
FEMA Covid	23,971		23,971	
Project # 20704 Covid OPM Share 20710	98,435	212,563	310,998	
Project # 20709 -HHS	5,013	47,789	52,802	
Subtotal Covid	127,419	350,773	478,192	-
Storms and Elections				
Storm ISIAIS Project # 21700		132,752	132,752	14,623
Storm 8-27 Project # 21701		438,085	438,085	14,686
Safe Polling Grants # Project 21702		23,643	23,643	
		594,480	594,480	29,309
Total Obligations(including Encumbrances)	127,419	945,253	1,072,672	29,309
Surplus/Deficit	175,946		(339,730)	177,984
Beginning Balance	103,140		103,140	(236,590)
Ending Balance	279,086		(236,590)	(58,606)
Amount to Restore Beginning Balance				(161,746)

OFFICE OF THE TREASURER

BRANFORD, CONNECTICUT



1019 MAIN STREET
POST OFFICE BOX 150
BRANFORD, CT 06405

TEL: (203) 488-8394
FAX: (203) 315-3736
www.branford-ct.gov

Date: March 29, 2022
To: Joseph Mooney
Chairman, Board of Finance
From: James P. Finch
Finance Director
Re: Transfers

RECEIVED
 2022 MAR 25 P 3:41
 W. E. ...
 BRANFORD TOWN CLERK

Please find attached a series of actions which can be characterized as cuts (contingency transfer to support GGB reductions in the requested budget, closeouts and consolidations.

TRANSFERS TO SUPPORT CUTS IN THE REQUESTED BUDGET

FROM					AMOUNT
ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION		
10149040	588802		CONTINGENCY		53,000
TO					AMOUNT
ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION		
10150000	599110		TRANSFER OUT CAPITAL FUND - ORCHARD HOUSE ROOF		28,000
10150000	599110		TRANSFER OUT CAPITAL FUND - MUA VOLUNTEER SERVICES CENTER		25,000
TOTAL					53,000

CLOSEOUTS

FROM					AMOUNT
ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION		
70043010	579480	11310	HICKORY HILL DRAINAGE-PHASE II -DPW		2,233
70043010	579250	21315	QUICKVIEW POLE CAMERA - DPW		1,250
70043050	579400	17318	SUPPLY POND REPAIRS & IMPROVEMENTS -ENG		66
70042040	579250	20307	FIRE DEPT - HYDRAULIC TOOLS		1,476
70042040	579250	21309	FIRE DEPT - CARDIAC MONITORS		669
70042040	579250	22304	FIRE DEPT - CARDIAC MONITORS		1,397
70042010	579250	22223	SPEED DETECTION & WARNING DEVICES - POLICE		18
TOTAL					7,109

Complete

TO

<u>ORG</u>	<u>OBJ</u>	<u>PROJECT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
	599100		TRANSFER OUT TO GENERAL FUND	7,109

CONSOLIDATIONS

FROM

<u>ORG</u>	<u>OBJ</u>	<u>PROJECT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
70045070	579480	10236	SEAWALL REPAIRS -DOCKS AND RECREATION	10,362

TO

<u>ORG</u>	<u>OBJ</u>	<u>PROJECT</u>	<u>ACCOUNT DESCRIPTION</u>	<u>AMOUNT</u>
70043010	544300	22236	SEAWALL REPAIRS -DPW	10,362

Complete