

Collective Bargaining Agreement
Between the
City of Melrose
And
Melrose Public Library Staff Association
AFSCME Council 93
Local 3948



June 30, 2014 through June 30, 2017

Fiscal Year 2015 to Fiscal Year 2017

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This Collective Bargaining Agreement is made and entered into as of June 30, 2014, by and between the City of Melrose (the City) and the Melrose Public Library Staff Association affiliated with Council 93, American Federation of State, County and Municipal Employees, AFL- CIO, (the Union).

This agreement is designed to maintain and promote a harmonious relationship between the Trustees, the City and its employees who are within the provisions of this agreement, in order that more effective and progressive public service may be rendered of the citizens of the City.

Article 1: Definitions

Where the word “Employer” is used in this agreement, it shall mean the City of Melrose and the Board of Trustees of the Melrose Public Library. “Regular full-time employee” as used in this agreement shall mean an employee who regularly works a thirty six (36) hour work week.

“Regular part-time employee” as used in this agreement shall mean an employee who regularly works less than a thirty six (36) hour work week but not less than a twenty (20) hour work week.

Article 2: Recognition and Bargaining Unit

The Employer hereby recognizes the Union as the exclusive representative and certified collective bargaining agent for all Librarians, Library Assistants and all regular part-time employees of the Public Library of the City of Melrose as described in the decision of the Massachusetts Labor Relations Commission in Case no. MCR-596 dated August 22, 1969 and the Certification of Representatives issued in Case No. MCR 596 dated September 26, 1969, excluding there from the Director, Assistant Director and all other employees of the Melrose Public Library.

Article 3: Discrimination

The Parties agree that there shall be no discrimination against any employee because of race, color, religious creed, age, sex, national origin, handicap or sexual orientation as provided by law.

Article 4: Union Membership

The parties to this agreement will not discourage, discriminate, or in any manner interfere with the right of any employee to become or remain a member of the Union.

Article 5: Management Responsibility

The listing of the following specific rights of management in this article is not intended to be nor shall be considered restrictive of or as a waiver of any of the rights of the Employer not listed herein. Such inherent management responsibilities are not subject to arbitration and shall remain exclusively with the Employer except as they might be shared with the Union by specific provisions of this agreement.

Among such management responsibilities as are vested exclusively in the Employer are the following: the right to hire, promote, transfer, assign and retain employees in positions and to suspend, demote, discharge or take other disciplinary action against employees for just cause, to relieve employees from duty because of lack of work or other legitimate reasons including and not limited to lack of funds, to determine the method, means and personnel by which the operations of the Library are to be conducted and to take whatever action may be necessary to carry out the work of the Library in situations of emergency.

The Employer shall have the freedom of action to discharge its responsibilities for the successful operation of the Library, including the scheduling of operations, the methods, materials and equipment used in carrying out the functions of the Library and the extent to which its own or other facilities, equipment or personnel shall be used.

Nothing contained in this agreement is to be construed as in any way granting or waiving rights or responsibilities of the Employer which may not be granted or waived by the Employer under the statutes of the Commonwealth of Massachusetts or any applicable City Ordinance.

Article 6: Hours of Work

This article defines the normal hours of work and shall not be construed as a guarantee of hours of work per day per week.

- (a) The regular work week shall be five (5) workdays (excluding Sunday) scheduled in any seven (7) consecutive days used by the Employer for payroll purposes. The workday, for purposes of this article, shall be the twenty-four (24) hour period beginning with the employees' regular starting time each day.
- (b) The employer retains the right to schedule employees to work in accordance with the work requirements of the Public Library of the City of Melrose.
- (c) Employees shall be scheduled to work by the Trustees or their designated representatives, at such time as in their opinion shall provide adequately for the Library needs of the public, but taking into account as far as possible the preference of the individual employee involved. The regular work week for employees other than part-time personnel shall be thirty-six (6) hours per week between the hours of 8:00 AM and 9:00 PM. Part-time employees shall be scheduled to work the hours for which they were hired or such other hours as may be arranged to the satisfaction of the Trustees or their designated representatives.
- (d) Permission to change work hours with another employee shall be granted at the discretion of the Director or his or her designated representatives. Timely requests for such exchange shall be made through the employee's immediate supervisor.
- (e) Sunday Hours – Members of the collective bargaining unit who work on Sundays shall be paid at the rate of one and one half their regular hourly rate. In filling open Sunday positions, preference shall be given to members of the collective bargaining unit who are qualified. Final staffing decisions, however, will rest with the Library Director.

Article 7: Rate of Pay

Section 1. The rates of pay shall be as follows: effective June 30, 2014 the base wage shall increase 1%, effective June 29, 2015 the base wage shall increase 1%, effective June 27, 2016, the base wage shall increase 1%.

Employees shall have their weekly wages deposited into a bank account of their choice. Direct deposit shall begin as soon as possible after the employee has completed proper paperwork.

Salaries within Compensation Groups have been adjusted with new steps added and positions have been reclassified (see Appendix A):

Appendix A: Classification Table is amended effective June 30, 2014 as follows:

- Group A is newly created:
 - Group A has the first 4 steps of “Group B” deleted and 4 new steps added at the top with the same % difference between existing steps.
- Group K is now Group B
 - Group B has two new steps added at the top with the same % difference between existing steps.
- Group C is newly created for the positions:
 - Senior Library Assistant/Children’s,
 - Administrative Assistant and
 - Acquisitions Assistant
 - Group C has the first 4 steps of “Group D” deleted and 4 new steps added at the top with the same % difference between existing steps.
- Group T is now Group D
 - Group D has two new steps added at the top with the same % difference between existing steps.

Article 8: Longevity

Additional compensation for continuous service in the Melrose Public Library shall be paid to employees in accordance with the following schedule:

<u>Years of Continuous Service</u>	<u>Lump-Sum Payment</u>
Five (5) years, but less than ten (10) years	\$ 675.00
Ten (10) years, but less than fifteen (15) years	\$ 875.00
Fifteen (15) years, but less than twenty (20) years	\$1,075.00
Twenty (20) years, but less than twenty-five (25) years	\$1,330.00
Twenty-five (25) years or more	\$1,750.00
Twenty-nine (29) years or more	\$2,500.00

Regular part-time bargaining unit employees, who work a scheduled twenty (20) hours per week or more, shall be entitled to longevity payments listed herein on a pro rate basis.

The determination of an employee’s length of service shall be based upon the number of full years of continuous service, to be computed as of December 31st of the allowance year. Payment

may be made at any time during December of each year except that an eligible employee shall receive a pro-rated longevity allowance when an employee terminates his/her employment with the City. Said proration shall be based upon the time from the proceeding December 31st of the allowance year to the date of his/her termination.

Article 9: Extra Time and Overtime

Section 1: Regular full-time employees and regular part-time employees shall be paid overtime at the rate of one and one half (1 ½) times their regular pay computed on the basis of a thirty-six (36) hour work week for work in excess of forty (40) in one (1) week.

Section 2: “Extra time” is defined as time worked by a bargaining unit member wherein he or she is paid at their straight time rate of pay above thirty six (36) hours in a work week, but not more than forty (40) hours in a work week.

Section 3: An employee shall not be denied overtime compensation for authorized overtime service, as specified in Section 1 of Article, by reason of authorized absence during the week in which such overtime service is performed. However, in the event of unauthorized absence, absence without pay, or absence by reason of disciplinary action during the week in which overtime service is performed, an employee shall be compensated for such overtime services on a straight-time basis only.

Section 4: Extra time or Overtime may be paid or taken in the form of compensatory time at the extra or over time rate, subject to the approval of the Director. If approved, compensatory time must be utilized within thirty (30) days of the Director’s approval, and may not be “banked” and used as vacation time. Compensatory time may not accrue from year to year.

Section 5: Extra and Overtime work shall be distributed as equitably as possible. A list of all eligible employees shall be posted in a conspicuous place, and kept up-to-date, by the City. For the purpose of a regular rotation of extra/overtime opportunities, but for such purposes only, overtime work refused shall be considered as extra/over time actually worked.

Where there is a complaint of a violation in the distribution of extra/overtime, the City shall have thirty (30) days from the date of the complaint to correct any inequity.

Article 10: Weekend and Evening Differential.

Employees who regularly work on Saturdays shall be paid for all hours worked on said Saturdays an additional \$3.00 per hour. Employees who regularly work in the evening shall be paid for all hours worked between 6:00 PM and 9:00 PM at an additional \$3.00 per hour. The weekend and evening differential shall be paid when the Library is closed due to a holiday, or if the Library is closed due to weather conditions.

Article 11: Educational Incentive

Employees who possess a Master of Library Science degree or other relevant Master's Degree shall receive additional compensation at the rate of \$1,500.00 per year, (pro-rated, if less than full time service). Employees who possess a Bachelor's Degree shall receive additional compensation at the rate of \$1,000.00 per year (pro-rated if less than full time service). An employee shall be entitled to one educational stipend, whichever is greater. Any payments made in connection with Article 28 shall be rolled into the base wage of members of the Union.

Education payments which exceed \$650 for employees possessing a Master of Library Science degree or other relevant Master's Degree, or \$250 for employees possessing a Bachelor's degree shall be subject to annual authorization and approval by the Melrose Public Library Board of Trustees through the use of its endowment funds.

Notwithstanding the foregoing, the City of Melrose is only obligated to fund education incentive payments of \$650 for employees possessing a Master of Library Science degree or other relevant Master's Degree, and \$250 for employees possessing a Bachelor's degree.

A newly hired employee (full-time or permanent part-time @ 20 hrs. or more) is not eligible for Educational Incentive during the six month probationary period.

Article 12: Professional Development

Section 1: Regular full-time employees wishing to attend professional meetings and conferences to further their knowledge and qualifications with respect to the operation of the Melrose Public Library shall make application in writing to the Director at least three (3) weeks prior to the

meeting. All applications are subject to the approval of the Director, or his/her designated representative. In the event approval is granted, the City will reimburse the employees so attending said approved professional meeting or conferences, except as hereinafter provided, for the cost of the registration fee. In addition, employees attending approved professional meetings and conferences, as aforementioned, and driving their own automobiles shall be reimbursed at the allowance per mile rate in effect, as established by the City Auditor, at the time the expense is incurred. Payment of registration fee and mileage allowance as herein provided shall be made by the City for approved professional meetings and conferences only so long as there are funds to cover such costs in the Library budget. Employees granted approval to attend professional meetings and conferences, as aforementioned, shall endeavor whenever possible to travel together.

Section 2: Regular full-time and part-time employees will receive 16 hours annually for planning and/or professional development activities. The schedule and use of such time shall be subject to the approval of the Director, and attendance at such activities shall be mandatory for members of the bargaining unit, unless a staff member has been given specific permission to be absent from the Director. The Melrose Public Library shall be closed to the public during these planning and professional development sessions.

Article 13: Holidays

Section 1: The following days, during which the library will be closed, will be considered holidays with pay for regular full-time and regular part-time employees during the term of this agreement:

January 1 (New Year's Day)
3rd Monday in January (Martin Luther King, Jr.'s Birthday)
3rd Monday in February (Presidents' Day)
3rd Monday in April (Patriots' Day)
Last Monday in May (Memorial Day)
July 4 (Independence Day)
1st Monday in September (Labor Day)
2nd Monday in October (Columbus Day)

Veteran's Day

Thanksgiving Day

Friday after Thanksgiving Day

December 25 (Christmas Day)

Good Friday shall be a half- holiday, with the Library closing at 1:00pm. Full time staff will receive 3.5 hours holiday time; part time staff will receive a pro-rated amount of holiday time.

When a holiday falls on a Saturday that the library is not regularly open, it shall be observed on the preceding Friday. When a holiday falls on a Sunday, it shall be observed on the following Monday.

Section 2: Holiday pay for regular full-time employees and regular part-time employees shall be one day's pay at the employee's regular straight time rate computed on the basis of a thirty-six (36) hour work week for full-time employees and prorated for part-time employees. Such payment to be based on the number of hours regularly worked by such employee on the day on which the holiday occurs or the day following a holiday when the holiday falls on a Sunday.

Section 3: Should any holiday fall on a regular full-time or a regular part-time employee's normal day off, equivalent time off in lieu thereof shall be scheduled by the Director or his/her designee, within 60 days of the holiday. The amount of compensatory time off in the case of a regular part-time employee shall be pro-rated.

Section 4: If a holiday falls within a regular full-time or regular part-time employee's vacation period, it will be recorded as a Holiday, and not be counted as a vacation day for such a regular full-time or regular part-time employee.

Article 14: Vacations

Section 1:

Regular full-time employees who complete six (6) months of continuous service shall be entitled to ten (10) days of vacation with pay.

Full-time employees with greater than six (6) months of service and less than fourteen (14) years of service shall receive an additional 1.66 days of vacation with pay granted for each additional month of service, but not to exceed twenty (20) vacation days per year.

Full-time employees with greater than fourteen (14) years of service shall receive an additional 2.08 days of vacation with pay granted for each additional month of service not to exceed twenty five days per year.

Vacation for part-time employees shall be pro-rated.

Section 2: The vacations authorized in this article shall be granted by the Director or his/her designee, at such time as in his/her opinion will cause the least interference with the performance of the regular work of the Library. So far as is practicable, first choice as to vacation dates shall be on the basis of length of employment with the City.

Section 3: Whenever the employment of either a regular full or part time employee is terminated during a year by dismissal through no fault or delinquency on his/her part; by resignation, written notice of which was received by the Director at least thirty (30) days prior thereto; by retirement or death, without having been granted the vacation to which he/she is entitled under this article, he/she, or in case of his/her death, his/her estate shall be paid at the regular rate of compensation payable at the termination of his/her employment, an amount in lieu of such vacation; provided that no monetary or other allowance has already been made thereof.

Section 4: Vacations must be taken in the calendar year in which they are due and shall not accumulate from year to year provided, however, that subject to the approval of the Director, an employee may carry over up to seven (7) days of his/her earned vacation leave into the next year.

Section 5: Vacations may be taken on a daily rather than a weekly basis, if desired, when arranged with and approved by the Director or his/her designee. The granting of such vacation schedule shall be at the discretion of the Director or his/her designee and the denial thereof shall not give rise to any claim by the employee, under the grievance and arbitration provisions of this Agreement.

Section 6: Vacation, Sick and Personal absences must be taken in minimum increments of one hour. Any exception must be approved by the Library Director.

Article 15: Personal Days

Employees covered by this agreement shall be entitled to three (3) personal days.

If an employee is hired January 1 – April 30, the employee receives 2 personal days in that calendar year.

If an employee is hired May 1 – August 31, the employee receives 1 personal day in that calendar year.

If an employee is hired September 1 – December 31, the employee receives 0 days in that calendar year.

In the next calendar year, after hire, the employee will receive three (3) personal days per year. Personal days must be used in the year they are earned; they will not be transferred to the next calendar year.

Article 16: Sick Leave and Sick Leave Bank

Sick Leave

Regular full-time employees shall accrue sick leave at the rate of 1 1/6 days per month of service (maximum of 14 per year) two (2) of which shall be used to fund a Sick Leave Bank, as defined below. Regular part-time employees shall receive Sick Leave benefits on a pro-rata basis. Any days used prior to completing six months of service shall be paid back by the employee (deductions from paycheck) in the event the employee quits or is terminated prior to completing six months of service.

Days of sick leave which are unused in any particular calendar year may be accumulated for use in any subsequent year up to a maximum accumulation of two hundred (200) days.

Upon receiving the maximum accumulation of sick days, an employee who uses any sick leave shall have such days of sick leave subtracted from the maximum days. In no event will an employee be allowed to accumulate more than the maximum.

Whenever the employment of an employee covered by this agreement is terminated by death or retirement, in accordance with M.G.L. Chapter 32, after 20 or more years of continuous service in their department such an employee shall receive, subject to the conditions hereinafter provided, 25% of his/her unused accumulated sick leave days, up to a maximum of \$6,000. For purposes of this section, a "day" shall mean 1/5th of the employee's regular weekly rate of pay at the time of said retirement or death.

The Employer may request a doctor's note in the event that any employee is absent for five consecutive days of sick leave use. The Employer shall give the employee at least two work days notice prior to his or her return to allow the employee to obtain said doctor's note.

Medical Day

One (1) day per year per employee will be granted to employees for the purpose of providing medical support to immediate family members. This provision does not apply to an employee seeking medical attention for him/her self. Medical days are not cumulative. Medical Day time must be taken in minimum increments of one hour.

Sick Leave Bank

Effective January 1, 1995, a Sick Leave Bank was established for all permanent members of the Bank, as defined below whose accumulated sick leave has been exhausted due to prolonged illness or injury.

Once an employee accumulates twenty (20) days of sick leave during a calendar year, the employee shall, on January 1 of the next calendar year, be considered a "Permanent Member" of the Bank, and shall thereafter remain a member of the Bank and entitled to all benefits and subject to all obligations thereof regardless of the number of sick days thereafter accumulated. Each permanent member of the Bank shall donate two (2) sick leave days each year to fund the Sick Leave Bank, except, in the case where an employee enters the new calendar year with the

maximum accumulated days (175). In this case, the employee shall donate his or her entire 14 earned sick days for the subsequent year to the Sick Leave Bank for use by any permanent member of the bank. All part-time members of the Association working twenty (20) hours per week or more shall be included in this bank by means of relative percentage, which shall be computed by ration comparison with the full-time Association members.

The Sick Leave Bank shall be administered by a Sick Leave Bank Committee consisting of five (5) members. Two (2) members shall be designated by the Mayor and three (3) members shall be designated by the Association.. The Sick Leave Bank Committee shall determine the eligibility for use of the Bank and the amount of leave to be granted, if any. All decisions shall be by majority vote.

The following criteria shall be used by the Sick Leave Bank Committee in administering the Bank and in determining eligibility and amounts of leave:

1. Adequate medical attention of serious illness.
2. Prior utilization of all eligible sick leave.
3. Propriety in use of sick leave.
4. Length of service.

So long as the above criteria are used when deciding eligibility and entitlement to sick leave, the decision of the Sick Leave Bank Committee with respect to eligibility and entitlement shall be final and binding and not subject to appeal.

No days must be withdrawn from the Sick Leave Bank for use for any other illness other than prolonged illness. Days may not be withdrawn to permit the individual to stay at home to care for other members of the family.

The initial grant by the Sick Leave Bank Committee shall not exceed 15 (15) days.

Application for benefits shall be made in writing on the appropriate application form to the Sick Leave Bank Committee accompanied by a doctor's certificate as to the need for an anticipated extent of recovery time.

Members of the Association shall be paid a bonus for unused sick leave regardless of whether they are Permanent Members of the Bank, providing they are actively employed for six months on December 31, in accordance with the following schedule. The schedule is to be recorded using the current year's sick leave days. The employees "accumulated" days begin being used after the current sick leave days are exhausted, therefore will not be reimbursed under this program. Payments shall be made no later than February 15 each year, commencing in January of 1996 for the days remaining as of December 31st of the preceding year, for the percentage of unused days, accumulated in the prior year.

If employee uses: less than 24.9% of available sick days = Receives \$50.00/day for remaining unused days

Between 25% - 49.9% of available sick days = Receives
\$40.00/day for remaining unused days

Between 50% -74.9% of available sick days = Receives
\$30.00/day for remaining unused days.

75% or more = zero reimbursement

In all instances, the applicable percentages shall be rounded down.

Article 17: Leaves: Maternity-Paternity, Medical, FMLA, SNLA, Cancer Screening Leave

Section 1. Maternity-Paternity Leave. The City of Melrose grants maternity and paternity leave in accordance with the provisions of MGL Chapter 149; Section 105D. Employees having successfully completed their probationary period (at least six (6) consecutive months of benefit eligible service) and who intend to return to employment shall be granted six (6) months of unpaid maternity-paternity leave without loss of seniority or benefits for the purposes of giving birth, becoming a Father, adopting a child under age eighteen (18) or under age twenty-three (23)

if the child is mentally or physically disabled. Employees must give at least 30 days written notice, except in cases of emergency.

Employees are required to use all of their accrued sick time or vacation time during the leave. Employees may take Intermittent Leave under this policy with the approval of their supervisor and as long as it doesn't interfere with department operations. Upon expiration of maternity-paternity leave, employees will be restored to the same or a similar position. In the event that an employee is eligible for both FMLA and maternity-paternity leave, that employee's leave will be charged to both forms of leave simultaneously (See Family and Medical Leave Policy in the Employee Contract.)

Health care benefits in accordance with Article 15 will be continued through the length of the Maternity Leave of Absence. The first twelve weeks of leave will not affect the employee's rights to receive vacation time, sick leave, bonuses, advancement or other benefits for which s/he was eligible at the date of his/her departure. If the employee is unpaid during any part of the leave, he/she is responsible to pay the City of Melrose directly for the Employee portion of the cost of insurance.

Section 2. Medical Leave. Employees having successfully completed their probationary period (at least six (6) consecutive months of benefit eligible service) and who intend to return to employment shall be entitled to request an unpaid Leave of Absence for up to one (1) year for their own medical reasons. Such request shall be submitted to the Director, together with appropriate and sufficient documentation, for approval. The Director shall consider staffing requirements and operational needs in making a final decision. In the event that an employee is eligible for FMLA that employee's leave will be charged to both forms of leave simultaneously (See Family and Medical Leave Policy, Article 17, Section 3.)

Section 3. Family and Medical Leave Act.

An employee will be eligible to seek a Family and Medical Leave if (1) the employee has worked for the City for at least 12 months, and (2) the employee has worked for at least 1,250 hours during the 12 months before the leave. In some circumstances employees who do not meet

these conditions may be eligible to take a twelve week leave for the purpose of giving birth to or adopting a child (as determined under the Maternity-Paternity Leave Policy).

Employees may qualify for Family and Medical Leave for any of the following reasons:

- The birth, adoption or foster care placement of a child, and for the care of that child (leave must be completed within 12 months of the child's birth, adoption or foster care placement);
- To care for a seriously ill or injured spouse, parent, or child under age 18 (or child 18 years old or over who is incapable of self care);
- Because of an illness or injury that makes the employee unable to perform his/her job.

Health care benefits will be continued during the leave in accordance with Article 20.

The employee will be restored to their position upon their return to work from the Leave of Absence.

Section 4. Small Necessities Leave Act.

Employees having successfully completed their probationary period (at least six (6) consecutive months of benefit eligible service) may be eligible for the Small Necessities Leave Act allows employees who meet the requirements to be eligible for FMLA a total of 24 hours of unpaid leave per year (defined in Melrose as a rolling year) in order to:

- Participate in school activities directly related to the educational advancement of his or her child, such as parent-teacher conferences.
- Accompany his or her child to routine medical or dental appointments.
- Accompany an elderly relative to routine medical or dental appointment or for other professional services related to the elder's care.

Employees who wish to use SNLA leave must make a written request to the Library Director at least 7 days in advance. If it is not possible to give 7 days' advance notice, then the employee must give as much notice as possible. The City requires employees who have available vacation or sick time to substitute that time for all SNLA requested time.

Section 5. Cancer Screening Leave.

Effective October 4, 1999, the month of October was proclaimed "Breast Cancer Awareness Month." As part of this campaign, and in order to promote the good health and well-being of

employees, employees can use up to four hours of leave per calendar year for various types of cancer screenings. This leave will not be charged to any accrued leave.

Any employee who wishes to take advantage of this privilege will be required to submit to Human Resources a signed copy of a medical report, note or document verifying that he/she were given a cancer screening. Failure to submit a copy may result in a loss of compensation. The following types of cancer screening fall under this policy: breast, prostate, colon, skin, thyroid, oral cavity, lymph nodes, reproductive organs and lungs (this list is not exclusive).

Employees will be given one four-hour block that cannot be broken down into hourly units. Before scheduling a doctor's appointment for screenings, the employee must speak with your supervisor to determine the best time to be away. The employee shall not be required to provide any more details about her/his procedure other than the fact that she/he wished to take advantage of the privileges afforded by this section. Please note that any fees are the responsibility of the employee and/or their health insurance coverage.

Article 18: Jury Duty and Court Leave

Employees, who are called for jury duty or are summonsed as a witness in connection with a federal or state court proceeding (other than Police Officers who are required to appear in connection with their official duties) will be granted Jury Duty or Court Leave, in accordance with applicable law. The employee must notify his or her supervisor or department head at the earliest possible date prior to the start of their civic responsibility. The employee is responsible for submitting proof of juror service to Human Resources.

Court Leave will not be granted if the employee is the defendant, or is engaged in personal litigation unless the litigation arose from the performance of his or her job responsibilities. Jury Duty/Court leave shall not affect any employment rights of an individual.

Compensation of Employed Jurors for First Three (3) Days of Juror Service:

In accordance with the Massachusetts jury statute, M.G.L., c. 234A, Section 48, each regularly employed trial or grand juror shall be paid regular wages by his or her employer for the first

three days, or part thereof, of juror service. Regular employment includes: full-time, part-time, temporary and casual employment.

Juror Compensation - 4th Day of Service Onward:

For Trial Jurors Only: Upon the fourth day and every day thereafter, the Commonwealth of Massachusetts compensates trial jurors at a rate of \$50.00 per day. For Grand Jurors Only: The amount of compensation grand jurors are paid by the Commonwealth, for the 4th day and every day thereafter, is determined by the court but may not exceed \$50.00 per day.

Compensation from the City:

If Trial Jury service and Grand Jury service exceeds three (3) days of court service, the City will pay the difference between the employee's regular pay and the amount received from the Commonwealth. The employee retains any expenses paid by the Commonwealth for travel, meals, room or incidentals. The employee's pay statement from the City will show his or her regular gross wages and the dollar amount of juror compensation subtracted from the wages.

Reporting to Work if Excused from Jury Duty:

An employee who is excused from service by the court, is expected to work at the City if there is a minimum of three and one-half (3.5) hours remaining in the employee's regular work day.

Proof of Service

As evidence of having performed juror service, individuals receive two (2) copies of the Juror Service Certificate from the Office of the Jury Commission each week of service. The Certificate also lists any compensation paid to the juror. Employees must submit one copy of each Certificate received to Human Resources in a timely fashion.

Harassment by Employer; Penalties and Enforcement

Under Massachusetts law it is unlawful for an employer to deprive a juror-employee of his or her employment or any incidents or benefits thereof, or to harass, threaten, or coerce an employee because the employee has received a juror summons. An employer shall not impose compulsory work assignments upon any juror-employee nor shall the employer do any other intentional act

which will substantially interfere with the availability, effectiveness, attentiveness, or peace of mind of the employee during the performance of his juror service.

Article 19: Funeral Leave

In the event of death in the immediate family of an employee, he/she shall be granted leave with pay at the straight-time rate for a maximum of five scheduled workdays within five calendar days commencing with the date of death. Immediate family member of an employee is defined as step family, spouse, domestic partner, mother, father, son, daughter, brother, sister, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandchild, grandparents, brother-in-law, sister-in-law or household member.

Article 20: Group Health Insurance

The provision of health insurance benefits to members of the bargaining unit shall be in accordance with any agreement reached with the Public Employee Committee as required by G.L. c.32, §19.

Article 21: Probationary Period

All new employees, whether full-time or part-time, must serve a six (6) month probationary period. The probationary period is designed to allow the employee and his/her supervisor to determine if the position is one for which the employee is well suited.

Supervisors will conduct a Probationary Period Review with newly hired employees, prior to the six month anniversary. The purpose of the review is to clarify expectations, give feedback and provide direction. The Probationary Period Appraisal Form will be filed in the employee's personnel file.

Each new employee and each employee hired after a break in service shall be considered as a probationary employee until the employee shall have completed six (6) months of active employment. Probationary employees may be disciplined, discharged or otherwise terminated in the sole discretion of the Employer, and any such action shall not be subject to challenge.

Article 22: Grievance Procedure

Any grievance which may arise between parties hereto shall be presented in the following manner and order and within the time limits set forth herein. A grievance is defined as a claim concerning the meaning or application of any of the provisions of this agreement.

Step 1: The employee, or a representative of the Union, shall take up the grievance with the Director, or his/her designated representative, within seven (7) working days of the date of the grievance or the date the employee first acquired knowledge of its occurrence. Such grievance shall be submitted in writing. The Director, or his/her representative, shall attempt to adjust the matter and shall respond within ten (10) working days after the submission of the grievance to him/her in Step 1.

Step 2: If the grievance has not been settled in Step 2 it shall be taken up with the Trustees within ten (10) working days after the Director's response is due. Such grievance shall be submitted in writing, and a copy of the previous submission to the Director shall be attached. The Trustees shall respond in writing within twenty (20) days after submission of the grievance to them in step 2.

Step 3: If the grievance is still unresolved, the Employer or the Union may, with fifteen (15) days after the reply of the Trustees is due, by written notice to the other, submit the grievance to arbitration.

The arbitrator shall be selected and the arbitration proceedings shall be conducted in accordance with the Voluntary Labor Arbitration Rules of the American Arbitration Association. The arbitrator's authority shall be limited to matters involving the interpretation and application of the specific provisions of this agreement. The arbitrator may not modify, amend, delete, or add to the terms of this agreement. Within the limits of his/her authority, the decision of the arbitrator, to the extent permitted by law, shall be final and binding. The expenses of such arbitration shall be shared equally by the Employer and the Union. Each party shall pay for its own counsel fees, without contribution from the other.

If a grievance involving disciplinary action is arbitrated and the arbitrator finds that the imposition of the discipline was not for just cause, he/she shall have the power to order reinstatement and back pay, appropriate fringe benefits and other privileges which would have inured to the employee had he/she not been so disciplined for such period as the arbitrator may deem equitable from the time of the award back to the time of the disciplinary action. Any award which provides for reinstatement with back pay shall provide that to be deducted there from shall be all earnings of the employee from gainful employment and all payments of unemployment compensation during the period of the disciplinary action. Earnings from a job in existence and worked regularly by the employee prior to the imposition of discipline shall not be deducted.

Failure of either party to present a grievance within and advance it in accordance with any of the time limits set forth in the grievance procedure shall constitute a resolution of the grievance against the party failing to so present and advance the grievance. The time limits set forth herein may be enlarged by the consent of the parties hereto.

No employee shall have the right to require arbitration, that right being reserved to the Employer and the Union.

The Employer will make available, upon request, such records which the Employer and the Union agree are pertinent to the arbitration provided such records are not, in the opinion of the Employer, of a confidential nature.

Article 23: Job Posting and Bidding

When a position in the bargaining unit set forth in Article 2, Recognition, becomes open, the Employer shall post a notice of vacancy on the bulletin board for a period of ten (10) working days. Employees in the bargaining unit who wish to be considered for such posted vacancy shall notify the Director in writing. Request for consideration received after the end of the posting period may be considered at the discretion of the Employer. There shall be no limitation as to the time for filling the open job and the Employer may fill said job from applicants within the

bargaining unit or outside of the bargaining unit. If the open job is filled by awarding it to an applicant from within the bargaining unit he/she shall have a trial period of a maximum of ninety (90) calendar days during which he/she may be removed at any time if it appears that he/she is not qualified to do the job. If he/she is so removed, he/she shall be returned to their former position and rate. Recruiting for external candidates can be conducted concurrently with the posting period.

Article 24: Temporary Assignment

In the event of a regular full-time employee or regular part-time employee is temporarily assigned to perform the duties of a person in a higher rated job other than filling in on vacations and so performs such duties for a period of at least thirty (30) consecutive calendar days, he/she shall receive, commencing on the thirty-first (31st) day but retroactive from the first day, compensation for such service at the minimum of the job rate range of the higher rated job or in the event such minimum of lower than the employee's then regular job rate at the next step in the higher rated job as will be above the employee's then regular job rate. Such compensation shall continue so long as the employee continues to perform the duties of the higher rated job. It is understood that upon return by the employee to his/her regular duties, the increase in compensation provided for in this Article shall terminate. However, upon return to his/her former position, the employee shall suffer no negative consequences in her/his normal position for having taken the higher level assignment. It is further understood that the aforementioned thirty (30) consecutive calendar day requirement for entitlement to the increase in compensation must be satisfied each time a regular full-time employee or part-time employee is temporarily assigned to perform the duties of a higher-rated job. If an employee is temporarily assigned to a position in excess of one year, he/she shall be eligible for step advancement in accordance with and subject to the step advancement rules.

Article 25: Promotions

Any employee promoted to a higher classification covered by this Agreement and who enters such higher rated job at the minimum of the job rate range pursuant to City Ordinance, shall be eligible for consideration for advance to the next higher step rate (Step 2) at the end of six (6) months of service in the higher rated job.

Article 26: Legislation

Should any of the terms and conditions of this Agreement be superseded or nullified or otherwise materially affected by any legislation, federal or state, City Ordinance, or Civil Service regulation, or should any provision of this Agreement be found to be in violation of any federal or state law, City Ordinance, or Civil Service regulation by a court of competent jurisdiction, such other provisions of this Agreement as may not be materially affected thereby shall remain in full force and effect for the duration of this Agreement.

Article 27: No Strikes, Et Cetera

It shall be unlawful to any employee to engage in, induce or encourage any strike, work stoppage/slowdown or withholding of services by such employees.

Article 28: Posting of Notices-Payment

A bulletin board will be provided by the Employer for the publication of notices. If the Union desires to post notices in the Library, such notices shall first be submitted to the Director, or his/her designated representative, for his/her review. No change shall be made in notice thereafter. Furthermore, such notice shall not be detrimental to either of the parties hereto.

Article 29: Effect of Agreement

Section 1. This instrument constitutes the entire Agreement of the Employer and the Union arrived at as a result of collective bargaining negotiations, except such amendments hereto as shall have been reduced to writing and signed by the parties.

Section 2. The parties acknowledge that during the negotiations which resulted in this agreement each had the unlimited right and opportunity to make demands with respect to any subject or matter not removed by law from the area of collective bargaining and that the understanding and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement. Therefore, subject to the provisions of Article 6, the Employer and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter not specifically referred to or covered in the Agreement,

even though such subjects or matters may not have been within the knowledge or contemplation of either or any of the parties at the time that they negotiated or signed this Agreement.

Section 3. The waiver of any breach or condition of this Agreement by any party shall not constitute a precedent with respect to future enforcement of all the terms and conditions of this Agreement.

Section 4. No provision of this Agreement shall be retroactive prior to the effective date of this Agreement unless otherwise specifically stated herein.

Section 5. Where this Agreement requires the appropriation of funds on the part of the City to effect the carrying out of any provisions hereof, to that extent this Agreement is subject to such action as may be taken by the Melrose Board of Aldermen pertaining to the required appropriation or appropriations.

Article 30: Voluntary Dues Deduction and Agency Service Fee

The City agrees to deduct, in accordance with the terms of the form of authorization of check off of dues hereinafter set forth in Appendix B, Union Membership Dues levied in accordance with the Constitution and By-Laws of the Union from the pay of each employee who may authorize it by the signing and furnishing to it of such check off of dues form, and remit the aggregate amount to the Treasurer of the Union, together with a list of employees for whom said dues have been deducted. Such remittance shall be made on or about the 10th day of the month succeeding that in which the deductions were made. The Union will notify the City of the name and address of the Treasurer of the Union, and such notification shall bear the signature of the President and Recording Secretary of the Union. In the event of any change of the Treasurer of the Union, the City shall be notified by the same method. The Union shall indemnify and save the City harmless against any claim, demand, suit or other form of liability that may arise out of or by reason of action taken or not taken by the City for the purpose of complying with this Article.

Effective July 1, 1986 bargaining unit employees hired from and after July 1, 1986, who do not choose to become members of the Union and to maintain their membership in the Union in good standing status shall be required, as a condition of continued employment during the life of this

Agreement, to pay to the Union on or after the thirtieth (30th) day following the beginning of such employment or the effective date of this Agreement, whichever is later and to sign an Agency Service Fee Form set forth in Appendix C, in an amount equal to the amount required to become a member and remain a member in good standing of the Union. The timing of the periodic payment of the Agency Service Fee shall reflect the schedule or periodic payments of Union dues.

Payroll deductions by the City of the above Agency Service Fee shall be accomplished in the manner provided for dues Deduction under this Article.

The Union shall indemnify and save the City, harmless against any and all claims, demands, suits or other forms of liability which may arise by reason of any action taken pursuant to or as the result of the provisions of this Article.

Article 31: Reduction-In-Force

Notwithstanding anything to the contrary in this Agreement contained, it is agreed and understood that in the event of a contemplated reduction in force, the City and the Union shall meet to bargain over the impact in accordance with the provisions of Chapter 150E of the Massachusetts General Laws. In the event that a regular employee is laid off, recall rights shall continue for a period of ten (10) years from the date of layoff.

Article 32: Duration and Renewal

This agreement shall become effective June 30, 2014, and shall continue in full force and effect until June 30, 2017, and is subject to funding by the Melrose Board of Aldermen. Negotiations for a successor agreement shall begin no later than thirty days, but in no event earlier than January 1, 2017, after written notice by either party of its desire to commence negotiations for a successor agreement. The City and the Union, upon receipt of said notice, shall make mutually satisfactory arrangements to engage in negotiations for a successor Agreement.

Signed this 17th day of July, 2014

City of Melrose

By: 

Robert J. Dolan, Mayor
Hereunto Duly Authorized

Melrose Public Library Employees

Council 93, American Federation of State, County & Municipal Employees, AFL-CIO

By: 

Hereunto Duly Authorized

APPENDIX A

Classification Schedule as Of June 27, 2014

Classification A

Head of Children's Services

Classification B

Circulation Librarian

Reference Librarian

Reference/Young Adult Librarian

Classification C

Senior Children's Library Assistant

Administrative Assistant

Acquisitions Assistant

Classification D

Library Assistant

American Federation of State, County & Municipal Employees, Council 93, AFL-CIO
8 Beacon Street, Boston, Massachusetts 02108 • Telephone 617-367-6000
AUTHORIZATION FOR PAYROLL DEDUCTION OF UNION DUES

BY:
(Name of Employee - Please Print)
TO:
(Name of Employer - Please Print)
Effective I hereby request and authorize you to deduct from my
(Date)
earnings each the amount of \$..... This amount shall be paid to the
(Payroll Period)
treasurer of AFSCME Local Union No. and represents payment of my Union Dues.
I further authorize any change in the amount to be deducted which is certified by the
above-named employee organization as a uniform change in its Union Dues structure.
This authorization shall remain in effect unless terminated by me upon sixty days
advance written notice to the Union and the Employer or upon termination of my
employment.
Date Signature
Street Home Tel. # (.....)
City State Zip
Dept/Div/Facility
Work Location
Job Title
Social Security #..... Job Code #.....
Unit #..... Employee Payroll #.....
F-100

UNION COPY

73

American Federation of State, County & Municipal Employees, Council 93, AFL-CIO
8 Beacon Street, Boston, Massachusetts 02108 • Telephone 617-367-6000
AUTHORIZATION FOR PAYROLL DEDUCTION OF UNION DUES

BY:
(Name of Employee - Please Print)
TO:
(Name of Employer - Please Print)
Effective I hereby request and authorize you to deduct from my
(Date)
earnings each the amount of \$..... This amount shall be paid to the
(Payroll Period)
treasurer of AFSCME Local Union No. and represents payment of my Union Dues.
I further authorize any change in the amount to be deducted which is certified by the
above-named employee organization as a uniform change in its Union Dues structure.
This authorization shall remain in effect unless terminated by me upon sixty days
advance written notice to the Union and the Employer or upon termination of my
employment.
Date Signature
Street Home Tel. # (.....)
City State Zip
Dept/Div/Facility
Work Location
Job Title
Social Security #..... Job Code #.....
Unit #..... Employee Payroll #.....
F-100

EMPLOYER'S COPY

73

AFSCME Council 93

Authorization for Agency Service Fee Payroll Deduction

AMERICAN FEDERATION OF STATE, COUNTY & MUNICIPAL EMPLOYEES, COUNCIL 93, AFL-CIO

8 Beacon Street, Boston, Massachusetts 02108 • Telephone 617-367-6000

Local Union Number.....

I hereby request and authorize the appropriate Departments, Divisions or Agencies as my employer to deduct from my earnings each pay period the current amount of Localagency service fee as established or revised, to be paid to AFSCME Council 93/AFL-CIO Local....., AFSCME. The agency service fee will not exceed the amount of periodic dues paid by employees who are members of the Union.

UNION COPY

Date.....Name (please print).....

Signature (do not print)X.....

Street.....City.....State.....Zip.....

Dept/Div/Agency.....Unit #.....

Work Location.....Code.....

Job Title.....Job Group #.....

Social Security #.....Home Telephone #.....

Employee Payroll #.....Employer Payroll #.....

Date Employed.....Date in Classification.....

F-107



AFSCME Council 93

Authorization for Agency Service Fee Payroll Deduction

AMERICAN FEDERATION OF STATE, COUNTY & MUNICIPAL EMPLOYEES, COUNCIL 93, AFL-CIO

8 Beacon Street, Boston, Massachusetts 02108 • Telephone 617-367-6000

Local Union Number.....

I hereby request and authorize the appropriate Departments, Divisions or Agencies as my employer to deduct from my earnings each pay period the current amount of Localagency service fee as established or revised, to be paid to AFSCME Council 93/AFL-CIO Local....., AFSCME. The agency service fee will not exceed the amount of periodic dues paid by employees who are members of the Union.

EMPLOYER'S COPY

Date.....Name (please print).....

Signature (do not print)X.....

Street.....City.....State.....Zip.....

Dept/Div/Agency.....Unit #.....

Work Location.....Code.....

Job Title.....Job Group #.....

Social Security #.....Home Telephone #.....

Employee Payroll #.....Employer Payroll #.....

Date Employed.....Date in Classification.....

F-107



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CITY OF MELROSE
SALARY TABLES

PG 1
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/27/2016	LIB1 LIBRARY AF A		HD CHILDS SERVI A	ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000				.00		
01			25.6936		184.9949		924.97		48,098.67		
02			26.4644		190.5448		952.72		49,541.64		
03			27.2586		196.2612		981.31		51,027.90		
04			28.0764		202.1490		1,010.75		52,558.74		
05			28.9186		208.2135		1,041.07		54,135.51		
06			29.7861		214.4599		1,072.30		55,759.57		
07			30.6797		220.8937		1,104.47		57,432.36		
08			31.6000		227.5205		1,137.60		59,155.33		

06/27/2016	LIB1 LIBRARY AF A1		HD CHILD SER/BA A	ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000				.00		
01			26.2608		189.0777		945.39		49,160.19		
02			27.0317		194.6275		973.14		50,603.16		
03			27.8256		200.3439		1,001.72		52,089.42		
04			28.6433		206.2318		1,031.16		53,620.26		
05			29.4856		212.2963		1,061.48		55,197.03		
06			30.3531		218.5427		1,092.71		56,821.09		
07			31.2467		224.9765		1,124.88		58,493.88		
08			32.1672		231.6033		1,158.02		60,216.85		

06/27/2016	LIB1 LIBRARY AF A2		HD CHIL SERV/MA A	ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000				.00		
01			26.5444		191.1190		955.60		49,690.95		
02			27.3150		196.6689		983.34		51,133.92		
03			28.1092		202.3853		1,011.93		52,620.18		
04			28.9269		208.2732		1,041.37		54,151.02		
05			29.7692		214.3377		1,071.69		55,727.79		
06			30.6367		220.5840		1,102.92		57,351.85		
07			31.5303		227.0178		1,135.09		59,024.64		
08			32.4506		233.6447		1,168.22		60,747.61		

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CITY OF MELROSE
SALARY TABLES

PG 2
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/27/2016	LIB1 LIBRARY AF B		LIBRARIANS	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE	DAILY RATE			PERIOD SALARY			ANNUAL SALARY	
00			.0000	.0000			.00			.00	
01			22.8272	164.3554			821.78			42,732.40	
02			23.5269	169.3932			846.97			44,042.22	
03			24.2278	174.4409			872.20			45,354.63	
04			24.9500	179.6400			898.20			46,706.39	
05			25.6936	184.9949			924.97			48,098.67	
06			26.4644	190.5448			952.72			49,541.64	
07			27.2586	196.2612			981.31			51,027.90	
08			28.0764	202.1490			1,010.75			52,558.74	
09			28.9186	208.2135			1,041.07			54,135.51	
10			29.7861	214.4599			1,072.30			55,759.57	

06/27/2016	LIB1 LIBRARY AF B1		LIBRARIANS/BACH A ANNUAL		W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE	DAILY RATE			PERIOD SALARY			ANNUAL SALARY	
00			.0000	.0000			.00			.00	
01			23.3942	168.4382			842.19			43,793.92	
02			24.0939	173.4759			867.38			45,103.73	
03			24.7950	178.5237			892.62			46,416.15	
04			25.5169	183.7227			918.61			47,767.91	
05			26.2608	189.0777			945.39			49,160.19	
06			27.0317	194.6275			973.14			50,603.16	
07			27.8256	200.3439			1,001.72			52,089.42	
08			28.6433	206.2318			1,031.16			53,620.26	
09			29.4856	212.2963			1,061.48			55,197.03	
10			30.3531	218.5427			1,092.71			56,821.09	

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SALARY TABLESPG 3
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/27/2016	LIB1 LIBRARY AF B2		LIBRARIANS/MAST A	ANNUAL	W WEEKLY	11	52.0000	7.20	5.00	1872.00	260.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000		.00		.00		
01			23.6778		170.4795		852.40		44,324.68		
02			24.3775		175.5173		877.59		45,634.49		
03			25.0786		180.5650		902.83		46,946.91		
04			25.8006		185.7641		928.82		48,298.67		
05			26.5444		191.1190		955.60		49,690.95		
06			27.3150		196.6689		983.34		51,133.92		
07			28.1092		202.3853		1,011.93		52,620.18		
08			28.9269		208.2732		1,041.37		54,151.02		
09			29.7692		214.3377		1,071.69		55,727.79		
10			30.6367		220.5840		1,102.92		57,351.85		

06/27/2016 LIB1 LIBRARY AF C
Change was made by 1.0000%
No Dollar amount used.

SR,ADM,ACQ ASSI A	ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00	260.00
HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY			
<hr/>		<hr/>		<hr/>		<hr/>			
	.0000		.0000		.00				.00
21	.7369		156.5062		782.53				40,691.62
22	.3892		161.2014		806.01				41,912.36
23	.0608		166.0375		830.19				43,169.74
23	.7525		171.0186		855.09				44,464.83
24	.4653		176.1492		880.75				45,798.78
25	.1992		181.4336		907.17				47,172.74
25	.9550		186.8766		934.38				48,587.92
26	.7336		192.4829		962.41				50,045.56

06/27/2016 LIB1 LIBRARY AF C1
Change was made by 1.0000%
No Dollar amount used.

SR A&A ASSIS/BA A	ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00	260.00
HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY			
	.0000		.0000		.00		.00		
22.3042		160.5890		802.95		41,753.14			
22.9561		165.2842		826.42		42,973.88			
23.6278		170.1202		850.60		44,231.25			
24.3197		175.1013		875.51		45,526.35			
25.0322		180.2319		901.16		46,860.30			
25.7661		185.5164		927.58		48,234.26			
26.5222		190.9594		954.80		49,649.44			
27.3008		196.5657		982.83		51,107.08			

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CITY OF MELROSE
SALARY TABLES

PG 4
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ DAY	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/27/2016	LIB1 LIBRARY AF C2		SR A&A ASSI/MAS A ANNUAL		W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000		.00		.00		
01			22.5875		162.6304		813.15		42,283.90		
02			23.2397		167.3255		836.63		43,504.63		
03			23.9114		172.1616		860.81		44,762.01		
04			24.6031		177.1427		885.71		46,057.11		
05			25.3158		182.2733		911.37		47,391.06		
06			26.0497		187.5578		937.79		48,765.02		
07			26.8056		193.0008		965.00		50,180.20		
08			27.5844		198.6071		993.04		51,637.84		

06/27/2016 LIB1 LIBRARY AF D
Change was made by 1.0000%
No Dollar amount used.

STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000		.00		.00		
01			19.3253		139.1412		695.71		36,176.72		
02			19.9058		143.3221		716.61		37,263.74		
03			20.4983		147.5875		737.94		38,372.75		
04			21.1086		151.9810		759.91		39,515.06		
05			21.7369		156.5062		782.53		40,691.62		
06			22.3892		161.2014		806.01		41,912.36		
07			23.0608		166.0375		830.19		43,169.74		
08			23.7525		171.0186		855.09		44,464.83		
09			24.4653		176.1492		880.75		45,798.78		
10			25.1992		181.4336		907.17		47,172.74		

06/27/2016 LIB1 LIBRARY AF D1
Change was made by 1.0000%
No Dollar amount used.

STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000		.00		.00		
01			19.8922		143.2240		716.12		37,238.24		
02			20.4728		147.4048		737.02		38,325.26		
03			21.0653		151.6703		758.35		39,434.27		
04			21.6756		156.0638		780.32		40,576.58		
05			22.3042		160.5890		802.95		41,753.14		
06			22.9561		165.2842		826.42		42,973.88		
07			23.6278		170.1202		850.60		44,231.25		
08			24.3197		175.1013		875.51		45,526.35		
09			25.0322		180.2319		901.16		46,860.30		
10			25.7661		185.5164		927.58		48,234.26		

07/16/2014 15:03
alongCITY OF MELROSE
SALARY TABLESPG 5
pmgrstep

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/27/2016	LIB1 LIBRARY AF D2		LIBR ASSIST/MAS A ANNUAL	W WEEKLY		11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE	DAILY RATE			PERIOD SALARY			ANNUAL SALARY	
00			.0000	.0000			.00			.00	
01			20.1758	145.2654			726.33			37,769.00	
02			20.7564	149.4462			747.23			38,856.02	
03			21.3489	153.7117			768.56			39,965.03	
04			21.9592	158.1052			790.53			41,107.34	
05			22.5875	162.6304			813.15			42,283.90	
06			23.2397	167.3255			836.63			43,504.63	
07			23.9114	172.1616			860.81			44,762.01	
08			24.6031	177.1427			885.71			46,057.11	
09			25.3158	182.2733			911.37			47,391.06	
10			26.0497	187.5578			937.75			48,765.02	

** END OF REPORT - Generated by Marianne Long **

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mlongCITY OF MELROSE
SALARY TABLESPG 1
pmgrstep

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/30/2014	LIB1 LIBRARY AF A		HD CHILDS SERV	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000						
01			25.1875		181.3498		906.75		47,150.94		
02			25.9431		186.7903		933.95		48,565.48		
03			26.7214		192.3940		961.97		50,022.45		
04			27.5231		198.1659		990.83		51,523.13		
05			28.3486		204.1108		1,020.55		53,068.82		
06			29.1992		210.2342		1,051.17		54,660.89		
07			30.0753		216.5412		1,082.71		56,300.72		
08			30.9775		223.0375		1,115.19		57,989.74		

06/30/2014	LIB1 LIBRARY AF A1		HD CHILD SERV/BA	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000						
01			25.7433		185.3521		926.76		48,191.54		
02			26.4989		190.7926		953.96		49,606.08		
03			27.2772		196.3963		981.98		51,063.05		
04			28.0789		202.1682		1,010.84		52,563.73		
05			28.9047		208.1132		1,040.57		54,109.43		
06			29.7550		214.2365		1,071.18		55,701.49		
07			30.6311		220.5435		1,102.72		57,341.32		
08			31.5333		227.0398		1,135.20		59,030.34		

06/30/2014	LIB1 LIBRARY AF A2		HD CHIL SERV/MA	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000						
01			26.0214		187.3533		936.77		48,711.85		
02			26.7769		192.7938		963.97		50,126.38		
03			27.5553		198.3975		991.99		51,583.36		
04			28.3569		204.1693		1,020.85		53,084.03		
05			29.1825		210.1143		1,050.57		54,629.73		
06			30.0331		216.2377		1,081.19		56,221.79		
07			30.9089		222.5447		1,112.72		57,861.62		
08			31.8111		229.0409		1,145.20		59,550.64		

EFF. DATE	GROUP/BU	GRADE/ RANK
06/30/2014	LIB1 LIBRARY AF B	
Change was made by 1.0000%		
No Dollar amount used.		

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD YEAR	HRS/ YEAR
06/30/2014	LIB1 LIBRARY AF B		LIBRARIANS	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	1872.00
Change was made by 1.0000%										
No Dollar amount used.										
STEP/LEVEL				HOURLY RATE	DAILY RATE	ANNUAL SALARY				
00				.0000	.0000	.00				
01				22.3772	161.1170	41,890.41				
02				23.0633	166.0554	43,174.41				
03				23.7506	171.0037	44,460.97				
04				24.4583	176.1003	45,786.09				
05				25.1875	181.3498	47,150.94				
06				25.9431	186.7903	48,565.48				
07				26.7214	192.3940	50,022.45				
08				27.5231	198.1659	51,523.13				
09				28.3486	204.1108	53,068.82				
10				29.1992	210.2342	54,660.89				

06/30/2014 LIB1 LIBRARY AF B1
Change was made by 1.0000%
No Dollar amount used.

06/30/2014 LIB1 LIBRARY AF B1						
Change was made by 1.0000%						
No Dollar amount used.						
LIBRARIANS/BACH A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00 1872.00 260.00
STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY		
00	.0000	.0000	.00			
01	22.9333	165.1193	825.60	42,931.01		
02	23.6192	170.0577	850.29	44,215.01		
03	24.3064	175.0060	875.03	45,501.57		
04	25.0142	180.1027	900.51	46,826.69		
05	25.7433	185.3521	926.76	48,191.54		
06	26.4989	190.7926	953.96	49,606.08		
07	27.2772	196.3963	981.98	51,063.05		
08	28.0789	202.1682	1,010.84	52,563.73		
09	28.9047	208.1132	1,040.57	54,109.43		
10	29.7550	214.2365	1,071.18	55,701.49		

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/30/2014	LIB1 LIBRARY AF B2		LIBRARIANS/MAST A ANNUAL		W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY							
00	.0000	.0000									
01	23.2111	167.1204	835.60	43,451.31							
02	23.8969	172.0589	860.29	44,735.31							
03	24.5844	177.0072	885.04	46,021.87							
04	25.2922	182.1038	910.52	47,346.99							
05	26.0214	187.3533	936.77	48,711.85							
06	26.7769	192.7938	963.97	50,126.38							
07	27.5553	198.3975	991.99	51,583.36							
08	28.3569	204.1693	1,020.85	53,084.03							
09	29.1825	210.1143	1,050.57	54,629.73							
10	30.0331	216.2377	1,081.19	56,221.79							

06/30/2014 LIB1 LIBRARY AF C	SR,ADM,ACQ ASSI A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00	260.00
Change made by 1.0000%									
No Dollar amount used.									
STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY					
00	.0000	.0000	.00						
01	21.3086	153.4225	767.11	39,889.84					
02	21.9481	158.0251	790.13	41,086.52					
03	22.6064	162.7658	813.83	42,319.12					
04	23.2844	167.6488	838.24	43,588.70					
05	23.9831	172.6783	863.39	44,896.36					
06	24.7025	177.8587	889.29	46,243.25					
07	25.4436	183.1944	915.97	47,630.55					
08	26.2069	188.6903	943.45	49,059.47					

STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	.0000	.0000	.00	.00
01	21.8644	157.4248	787.12	40,930.44
02	22.5039	162.0274	810.14	42,127.12
03	23.1622	166.7682	833.84	43,359.72
04	23.8406	171.6512	858.26	44,629.30
05	24.5389	176.6807	883.40	45,936.97
06	25.2586	181.8610	909.31	47,283.86
07	25.9994	187.1967	935.98	48,671.15
08	26.7628	192.6926	963.46	50,100.07

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SALARY TABLESPG 4
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ DAY	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/30/2014	LIB1 LIBRARY AF C2		SR A&A ASST/MAS A	ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000		.00		.00		
01			22.1425		159.4259		797.13		41,450.74		
02			22.7817		164.0285		820.14		42,647.42		
03			23.4403		168.7693		843.85		43,880.03		
04			24.1183		173.6523		868.26		45,149.61		
05			24.8169		178.6818		893.41		46,457.27		
06			25.5364		183.8622		919.31		47,804.16		
07			26.2775		189.1979		945.99		49,191.46		
08			27.0408		194.6937		973.47		50,620.37		

06/30/2014	LIB1 LIBRARY AF D		LIBR ASSIST	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000		.00		.00		
01			18.9444		136.3996		682.00		35,463.90		
02			19.5136		140.4981		702.49		36,529.50		
03			20.0944		144.6794		723.40		37,616.65		
04			20.6925		148.9864		744.93		38,736.46		
05			21.3086		153.4225		767.11		39,889.84		
06			21.9481		158.0251		790.13		41,086.52		
07			22.6064		162.7658		813.83		42,319.12		
08			23.2844		167.6488		838.24		43,588.70		
09			23.9831		172.6783		863.39		44,896.36		
10			24.7025		177.8587		889.29		46,243.25		

06/30/2014	LIB1 LIBRARY AF D1		LIBR ASSIST/BA	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000		.00		.00		
01			19.5003		140.4019		702.01		36,504.50		
02			20.0694		144.5004		722.50		37,570.10		
03			20.6503		148.6818		743.41		38,657.26		
04			21.2483		152.9887		764.94		39,777.06		
05			21.8644		157.4248		787.12		40,930.44		
06			22.5039		162.0274		810.14		42,127.12		
07			23.1622		166.7682		833.84		43,359.72		
08			23.8406		171.6512		858.26		44,629.30		
09			24.5406		176.6922		883.46		45,939.97		
10			25.2586		181.8610		909.31		47,283.86		

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alongCITY OF MELROSE
SALARY TABLESPG 5
pmgrstep

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/30/2014	LIB1 LIBRARY AF D2		LIBR ASSIST/MAS A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00	260.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY		
00			.0000		.0000				.00		
01			19.7783		142.4031		712.02		37,024.80		
02			20.3475		146.5015		732.51		38,090.40		
03			20.9281		150.6829		753.41		39,177.56		
04			21.5264		154.9898		774.95		40,297.36		
05			22.1425		159.4259		797.13		41,450.74		
06			22.7817		164.0285		820.14		42,647.42		
07			23.4403		168.7693		843.85		43,880.03		
08			24.1183		173.6523		868.26		45,149.61		
09			24.8169		178.6818		893.41		46,457.27		
10			25.5364		183.8622		919.31		47,804.16		

** END OF REPORT - Generated by Marianne Long **

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Financials, Revenue & Citizen Services and Human Capital Management



07/16/2014 15:01
mlong

CITY OF MELROSE
SALARY TABLES

PG 1
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EFF. DATE	GROUP/BU	LIBRARY AF A	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/PERIOD	DAYS/PERIOD YEAR	DAYS/YEAR
06/29/2015	LIB1	LIBRARY AF A		HD CHILDS SERVI	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00 1872.00 260.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL				HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY	
00				.0000		.0000				.00	
01				25.4394		183.1633		915.82		47,622.45	
02				26.2025		188.6582		943.29		49,051.13	
03				26.9886		194.3180		971.59		50,522.68	
04				27.7983		200.1475		1,000.74		52,038.36	
05				28.6322		206.1520		1,030.76		53,599.51	
06				29.4911		212.3365		1,061.68		55,207.50	
07				30.3758		218.7066		1,093.53		56,863.72	
08				31.2872		225.2678		1,126.34		58,569.63	

06/29/2015 LIB1 LIBRARY AF A1
Change was made by 1.0000%
No Dollar amount used.

EFF. DATE	GROUP/BU	LIBRARY AF A	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/PERIOD	DAYS/PERIOD YEAR	DAYS/YEAR
06/29/2015	LIB1	LIBRARY AF A		HD CHILD SER/BA	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00 1872.00 260.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL				HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY	
00				.0000		.0000				.00	
01				26.0008		187.2056		936.03		48,673.46	
02				26.7639		192.7005		963.50		50,102.14	
03				27.5500		198.3603		991.80		51,573.69	
04				28.3597		204.1899		1,020.95		53,089.37	
05				29.1936		210.1943		1,050.97		54,650.52	
06				30.0525		216.3789		1,081.89		56,258.51	
07				30.9372		222.7490		1,113.74		57,914.73	
08				31.8486		229.3102		1,146.55		59,620.64	

06/29/2015 LIB1 LIBRARY AF A2
Change was made by 1.0000%
No Dollar amount used.

EFF. DATE	GROUP/BU	LIBRARY AF A	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/PERIOD	DAYS/PERIOD YEAR	DAYS/YEAR
06/29/2015	LIB1	LIBRARY AF A		HD CHIL SERV/MA	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00 1872.00 260.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL				HOURLY RATE		DAILY RATE		PERIOD SALARY		ANNUAL SALARY	
00				.0000		.0000				.00	
01				26.2814		189.2268		946.13		49,198.96	
02				27.0447		194.7217		973.61		50,627.64	
03				27.8308		200.3815		1,001.91		52,099.19	
04				28.6406		206.2110		1,031.06		53,614.87	
05				29.4744		212.2155		1,061.08		55,176.03	
06				30.3333		218.4000		1,092.00		56,784.01	
07				31.2181		224.7702		1,123.85		58,440.24	
08				32.1294		231.3313		1,156.66		60,146.15	

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mlongCITY OF MELORE
SALARY TABLESPG 2
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/29/2015	LIB1 LIBRARY AF B		LIBRARIANS	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											

STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	.0000	.0000	.00	.00
01	22.6011	162.7281	813.64	42,309.31
02	23.2939	167.7160	838.58	43,606.15
03	23.9881	172.7138	863.57	44,905.58
04	24.7031	177.8613	889.31	46,243.95
05	25.4394	183.1633	915.82	47,622.45
06	26.2025	188.6582	943.29	49,051.13
07	26.9886	194.3180	971.59	50,522.68
08	27.7983	200.1475	1,000.74	52,038.36
09	28.6322	206.1520	1,030.76	53,599.51
10	29.4911	212.3365	1,061.68	55,207.50

06/29/2015 LIB1 LIBRARY AF B1
Change was made by 1.0000%
No Dollar amount used.

LIBRARIANS/BACH A ANNUAL W WEEKLY 11 52.0000 7.20 36.00 5.00 1872.00 260.00

STEP/LEVEL	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	.0000	.0000	.00	.00
01	23.1625	166.7705	833.85	43,360.32
02	23.8553	171.7583	858.79	44,657.16
03	24.5494	176.7561	883.78	45,956.59
04	25.2644	181.9037	909.52	47,294.96
05	26.0008	187.2056	936.03	48,673.46
06	26.7639	192.7005	963.50	50,102.14
07	27.5500	198.3603	991.80	51,573.69
08	28.3597	204.1899	1,020.95	53,089.37
09	29.1936	210.1943	1,050.97	54,650.52
10	30.0525	216.3789	1,081.89	56,258.51

PG 3
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ PERIOD	DAYS/ PERIOD	DAYS/ YEAR	
06/29/2015 LIB1 LIBRARY AF B2 Change was made by 1.0000% No Dollar amount used.			LIBRARIANS/MAST A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00	260.00		
			STEP/LEVEL										
			HOURLY RATE										
			DAILY RATE										
			PERIOD SALARY										
			ANNUAL SALARY										
			00	.0000	.0000	.00							
			01	23.4433	168.7916	843.96	43,885.82						
			02	24.1361	173.7795	868.90	45,182.67						
			03	24.8303	178.7773	893.89	46,482.09						
			04	25.5450	183.9248	919.62	47,820.46						
			05	26.2814	189.2268	946.13	49,198.96						
			06	27.0447	194.7217	973.61	50,627.64						
07	27.8308	200.3815	1,001.91	52,099.19									
08	28.6406	206.2110	1,031.06	53,614.87									
09	29.4744	212.2155	1,061.08	55,176.03									
10	30.3333	218.4000	1,092.00	56,784.01									
SR,ADM,ACQ ASSI A ANNUAL													
06/29/2015 LIB1 LIBRARY AF C Change was made by 1.0000% No Dollar amount used.			SR,ADM,ACQ ASSI A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00	260.00		
			STEP/LEVEL										
			HOURLY RATE										
			DAILY RATE										
			PERIOD SALARY										
			ANNUAL SALARY										
			00	.0000	.0000	.00							
			01	21.5217	154.9567	774.78	40,288.74						
			02	22.1675	159.6053	798.03	41,497.38						
			03	22.8325	164.3935	821.97	42,742.31						
			04	23.5175	169.3253	846.63	44,024.59						
			05	24.2331	174.4051	872.03	45,345.33						
			06	24.9497	179.6373	898.19	46,705.69						
07	25.6981	185.0264	925.13	48,106.86									
08	26.4692	190.5772	952.89	49,550.06									
SR A&A ASSIS/BA A ANNUAL													
06/29/2015 LIB1 LIBRARY AF C1 Change was made by 1.0000% No Dollar amount used.			SR A&A ASSIS/BA A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00	260.00		
			STEP/LEVEL										
			HOURLY RATE										
			DAILY RATE										
			PERIOD SALARY										
			ANNUAL SALARY										
			00	.0000	.0000	.00							
			01	22.0833	158.9990	795.00	41,339.75						
			02	22.7289	163.6477	818.24	42,548.39						
			03	23.3939	168.4358	842.18	43,793.32						
			04	24.0789	173.3677	866.84	45,075.60						
			05	24.7844	178.4474	892.24	46,396.33						
			06	25.5111	183.6796	918.40	47,756.69						
07	26.2594	189.0687	945.34	49,157.87									
08	27.0306	194.6195	973.10	50,601.07									

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SALARY TABLESPG 4
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ DAY	DAYS/ PERIOD	HRS/ PERIOD	DAYS/ YEAR
06/29/2015	LIB1 LIBRARY AF C2		SR A&A ASSI/MAS	A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE	DAILY RATE			PERIOD SALARY			ANNUAL SALARY	
00			.0000	.0000			.00			.00	
01			22.3639	161.0202			805.10			41,865.25	
02			23.0094	165.6688			828.34			43,073.90	
03			23.6747	170.4570			852.29			44,318.83	
04			24.3594	175.3888			876.94			45,601.10	
05			25.0650	180.4686			902.34			46,921.84	
06			25.7917	185.7008			928.50			48,282.20	
07			26.5403	191.0899			955.45			49,683.37	
08			27.3111	196.6407			983.20			51,126.58	

06/29/2015 LIB1 LIBRARY AF D
Change was made by 1.0000%
No Dollar amount used.

STEP/LEVEL	HOURLY RATE	A ANNUAL	W WEEKLY	CALC	PERIODS DAY	HRS/ DAY	DAYS/ PERIOD	HRS/ PERIOD	DAYS/ YEAR
00	.0000			11	52.0000	7.20	36.00	5.00	1872.00
01	19.1339								
02	19.7089								
03	20.2953								
04	20.8994								
05	21.5217								
06	22.1675								
07	22.8325								
08	23.5175								
09	24.2231								
10	24.9497								

STEP/LEVEL	HOURLY RATE	A ANNUAL	W WEEKLY	CALC	PERIODS DAY	HRS/ DAY	DAYS/ PERIOD	HRS/ PERIOD	DAYS/ YEAR
00	.0000			11	52.0000	7.20	36.00	5.00	1872.00
01	19.1339								
02	19.7089								
03	20.2953								
04	20.8994								
05	21.5217								
06	22.1675								
07	22.8325								
08	23.5175								
09	24.2231								
10	24.9497								

06/29/2015 LIB1 LIBRARY AF D1
Change was made by 1.0000%
No Dollar amount used.

STEP/LEVEL	HOURLY RATE	A ANNUAL	W WEEKLY	CALC	PERIODS DAY	HRS/ DAY	DAYS/ PERIOD	HRS/ PERIOD	DAYS/ YEAR
00	.0000			11	52.0000	7.20	36.00	5.00	1872.00
01	19.6953								
02	20.2703								
03	20.8567								
04	21.4608								
05	22.0833								
06	22.7289								
07	23.3939								
08	24.0789								
09	24.7844								
10	25.5111								

STEP/LEVEL	HOURLY RATE	A ANNUAL	W WEEKLY	CALC	PERIODS DAY	HRS/ DAY	DAYS/ PERIOD	HRS/ PERIOD	DAYS/ YEAR
00	.0000			11	52.0000	7.20	36.00	5.00	1872.00
01	19.6953								
02	20.2703								
03	20.8567								
04	21.4608								
05	22.0833								
06	22.7289								
07	23.3939								
08	24.0789								
09	24.7844								
10	25.5111								

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SALARY TABLESPG 5
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EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR
06/29/2015	LIB1 LIBRARY AF D2		LIBR ASSIST/MAS A ANNUAL	W WEEKLY	11	52.0000	7.20	36.00	5.00	1872.00	260.00
Change was made by 1.0000%											
No Dollar amount used.											
STEP/LEVEL			HOURLY RATE	DAILY RATE			PERIOD SALARY			ANNUAL SALARY	
00			.0000	.0000			.00			.00	
01			19.9761	143.8271			719.14			37,395.05	
02			20.5508	147.9666			739.83			38,471.31	
03			21.1375	152.1897			760.95			39,569.33	
04			21.7417	156.5398			782.70			40,700.34	
05			22.3639	161.0202			805.10			41,865.25	
06			23.0094	165.6688			828.34			43,073.90	
07			23.6747	170.4570			852.29			44,318.83	
08			24.3594	175.3888			876.94			45,601.10	
09			25.0650	180.4686			902.34			46,921.84	
10			25.7917	185.7008			928.50			48,282.20	

** END OF REPORT - Generated by Marianne Long **