

PART TIME STAFF BENEFITS 7/1/18

Regular Scheduled 20+ Hours per Week

Holidays: Paid on a pro-rated basis **IF** the holiday falls on a day the employee is regularly scheduled to work.

Vacation: Paid on a pro-rated basis based on the personnel policy.*
0 to 4 years of service: 2 average workweeks
4 to 11 years of service: 3 average workweeks
11 + years of service: 4 average workweeks

Sick: Accrued on a pro-rated basis, **capped at 120 hours.***

Rest Period & Meal Breaks:
As required by law (30 minute break after 6 hours/work)

Retirement: Maine State Retirement – **EE Contribution 8%**
FY 2018 - ER 9.6% FY 2019 – ER 10%

457B Eligible – **Up to 6.5% match if not enrolled in Maine State**

Life Ins: None

Income Prot: None

Medical Ins: None

Colonial Ins: Supplemental Coverage Options through Outside Vendor 100% Employee Cost

Flexible Spending Benefit:
Pre-Tax Deduction Option for Medical Costs
and/or Qualifying Dependent Care

Safety Footwear/Boot Allowance:
Public Works/Transfer Station – OSHA Steel Toe (Highway Crew must have 6” top boots)
Employee is eligible for \$100 annual allowance at employment but is responsible to reimburse the Town 50% of the cost of the boots up to \$100 if they do not remain employed in an eligible position for the entire six (6) month probationary period.

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Part Time Employees Less Than 20 Hours Per Week/Reserve/Seasonal

Holidays: none

Vacation: none

Sick time: none

Life Ins.: none

Income Prot: none

Retirement: none

Rest breaks: As required by law

Safety Footwear/Boot Allowance:
Public Works/Transfer Station – OSHA Steel Toe (Highway Crew must have 6” top boots)
Employee is eligible for \$100 bi-annual allowance at employment but is responsible to reimburse the Town 50% of the cost of the boots up to \$100 if they do not remain employed in an eligible position for the entire six (6) month probationary period.