

10/9/18

**TOWN OF PLAINFIELD
BENEFIT PACKAGE FOR ALL FULL-TIME EMPLOYEES**

SEC 100 COMPENSATION:

- 100-01 Pay rate: Determined by the Department head with confirmation from the Town Administrator.
- 100-02 Pay frequency: Weekly
- 100-03 Pay period: Sunday to Saturday
- 100-04 Check day: Thursday for the previous week
- 100-05 Overtime Pay: Hourly employees, one and half times an employees normal rate. Overtime compensation starts within any given work week only after forty (40) hours of regular work time has been accumulated. Sick, Vacation, Holiday or Excused time shall count toward the initial forty hours of work required toward to earning overtime compensation. Furthermore, if one of the named holidays (not floaters) in sec 200 is worked by an hourly employee, that day will be compensated for at the overtime rate.
- 100-06 Salaried Employees: Salaried positions are considered professional in nature and are not bound by conventional time restrictions other than those specifically listed as part of the job description. Each salaried employee is hired and compensation agreed upon for a particular job. Salaried employees shall be evaluated based on how their assigned tasks are being completed. Should large discrepancies in either time away from or time required to complete the assigned duties develop, using the established norm as a base, these issues should be addressed through changes in the job description and/or changes in personnel.

100-07 Probationary
Period

Each new employee shall be subject to a six (6) month probationary period. At the end of this period the employee's performance will be evaluated by the Department Head and Board of Selectmen. The potential for full-time permanent employment will then be determined.

100-08 Callback

Town of Plainfield, hourly full-time employees who are called back to work without prior notice on the same day after once leaving work or before the next regular starting time shall be compensated at one and one half time their normal hourly rate for the hours worked and shall be guaranteed a minimum of not less than three (3) hours pay. Adopted 11/17/90.

100-09 Seminars

Full-time hourly employees, who with their department head's approval, attend a job related seminar/workshop outside of the normal work day shall be compensated for the hours spent going to, attending, and returning from, the seminar workshop. Adopted 12/5/90.

100-10 Longevity Plan

Any employee, who completes ten years of continuous service, shall receive the equivalent of one extra week's regular pay. An additional week's pay will be given for each subsequent block of ten years completed. This money is paid at or around December 1st of each year.

100-11 Working Conditions

In an effort to maintain a healthy working environment for all employees, no smoking is allowed in any town building. For employees that do smoke, your immediate supervisor will designate

areas where during breaks smoking is allowed. For any employee that desires to quit smoking, the town either directly, or through its insurance agent will reimburse an employee for a successfully completed physician recommended smoking cessation program. To be considered successful, the employee must have remained smoke free for a period of six months after completing the program.

SEC 200 HOLIDAYS:

200-01 Days observed	New Years Day	Martin Luther King Day
	Memorial Day	July 4th
	Labor Day	Columbus Day
	Veteran's Day	Thanksgiving
	President's Day	Friday after Thanksgiving
	Christmas	

200-02 Requirements All full-time employees are entitled to the paid holidays listed in sec 200-01, provided the employee is on a pay status for the workdays directly proceeding and subsequent to the holiday.

200-03 Timing If the holiday falls on Saturday, the preceding Friday is observed as a "paid holiday". If the holiday falls on Sunday, the subsequent Monday is observed as a "paid holiday".

SEC 300 VACATION

300-01 Requests Requests for vacation leave should be made to the department head at least two weeks before the vacation is to begin. All requests must be approved by the Department Head.

300-02 Days Earned

Years Completed	Hourly Days	Salary Days
0-5	10	10
5-10	15	15
10+	20	20

300-03 Accumulation

Vacation days shall be earned according to the following schedule. Only those days earned may be utilized. Days earned calculation begins with first day of employment.

Years Completed	Monthly day Accumulation	Monthly hour Accumulation
0-5	.83	6.66
5-10	1.25	10
10+	1.66	13.28

300-04 Utilization

Any full-time employee who has been continuously employed by the town for one full year, shall be eligible to take vacation time (see section 300-02).

300-05 Carry over

Vacation time may accumulate up to thirty days(30). At no time shall accumulated vacation time exceed more then thirty days (30) or 240 hours.

300-05 Compensation When an employee leaves the town's employment, either voluntarily or otherwise, he/she shall be compensated at their current rate for accumulated vacation time.

SEC 400 SICK LEAVE

400-01 Method of Earning

All full-time employees, regardless of pay schedule or longevity shall earn sick time at the rate of 1.25 days per month. Persons within a probationary period will not be eligible for sick leave compensation. However, should employment become permanent calculations for sick leave will start with the first day of hire.

400-02 Accumulation

Sick Leave may be accumulated to a maximum of 60 days.

400-03 Extended Illness

Any employee who misses either three consecutive work days, or three days within a pay period will be expected to provide proof of illness, certified by a physician.

400-04 Compensation

When an employee leaves the town's employment, either voluntarily or otherwise there shall be no compensation for sick time accumulated.

400-05 Workers Comp

If an employee, due to illness or injury, is placed on Workers Compensation the difference between the Workers Compensation weekly payments and the employees current forty hour compensation (if any) will be charged to sick time. If no accumulated sick time is available the difference may come out of vacation time at the employee's discretion. If no vacation time is accumulated or if the employee does not wish to utilize it for this purpose the difference will not be compensated for by the Town of Plainfield.

SEC 500 EXCUSED TIME

500-01 Defined

Excused time shall mean time away from the job, compensated at the employee's normal wage.

500-02 Funeral Leave

A maximum of three (3) days leave for a death in an employee's immediate family. Extenuating circumstances will be handled at the discretion of the Department Head after consultation with the Town Administrator.

500-03 Jury Duty

When serving on Jury Duty, in accordance with state law, excused time will be granted. Compensation will be such that after accounting for jury pay the employee will net out with his or her "standard (40hours) weekly wage.

500-04 Other Situations

All requests for excused (compensated or not) time shall be at the discretion of the Department head and/or the Town Administrator.

SEC 600 INSURANCE COVERAGE

600-01 Plan Type

The Town of Plainfield, currently offers all full-time employees and their families Cigna Open Access Plus coverage.

600-02 Term

The Town renegotiates for insurance coverage on an annual basis, therefore Plan type and coverage is subject to change on or around the 1st of July each year.

600-03 Eligibility

All full-time employees, spouses, and children are eligible for coverage. Coverage will begin on the first day of the next month following the date of hire.

600-04 Cost

Town of Plainfield currently pays 95% of the cost for the coverage, the employee pays 5%. This is reviewed on an annual basis.

600-05 Buyout

Any employee that does not require health insurance may receive, as wages, a year end cash buyout equal to 25% of the cost of a single plan.

SEC 700 RETIREMENT PLAN

700-02 Plan

All municipal employees are required to participate in the NH Retirement System, immediately upon hire. Currently the plan deducts 7% of gross pay from the employee check. The town also makes a contribution for each employee to the plan. At the time an employee leaves the town's employment, his/her share of the money may either be returned or held in the retirement system until the employee's reaches retirement.

This benefit package was adopted by the Board of Selectmen on July 17, 1991 and most recently amended to updated section 100-10, going from \$200/five year block of service to one week's pay for each ten years of continuous service completed.

For additional information please see the 2011 Town of Plainfield Pay & Classification Study conducted by the NHMA.


Plainfield Town Administrator
10/9/10

**TOWN OF PLAINFIELD
SUBSTANCE ABUSE POLICY AND PLAN**

I. Policy Statement

The Town of Plainfield has a strong commitment to provide a safe and efficient work place to all its employees and to promote a high standard of employee health. Every employee shares in the responsibility to support a drug and alcohol free environment. The possession, consumption, sale, gift, exchange, use or being under the influence of alcohol or a controlled substance on Town time or Town property is prohibited. Off-the-job illegal drug activity or alcohol abuse that could adversely affect an employee's job performance will not be tolerated. The Town's goal is to maintain a work environment that is free from the effects of alcohol or illegal and unauthorized drugs. The presence of drugs on the job and the influence of these substances on employees during working hours are inconsistent with these objectives. Such conditions will be proper cause for disciplinary action up to and including immediate termination of employment. Any illegal substances obtained will be turned over to the appropriate law enforcement agency. An employee may be discharged for being under the influence of drugs or alcohol while on the job even if it is his/her first offense.

II. DEFINITIONS OF DRUG/ALCOHOL ABUSE

1. ILLEGAL DRUGS

"Drugs" are defined to include both "illegally-used controlled substances" as defined under state and federal law, including narcotic and non-narcotic drugs, and prescription drugs used abusively and "non-controlled" (over the counter) medicines if they render one unfit for duty.

"Possession" includes the presence of drugs or alcohol in the control of the employee or in the employee's desk, locker, tool box, lunch box, automobile on Town property, or other personal area.

An employee who reports to work or who is observed at work with a physical impairment of alcohol or drugs, or who is incapable of safely performing his/her job will be subject to severe disciplinary action up to and including immediate termination of employment. "Under the influence" includes the presence of any alcohol or drugs in the body, which may be verified by laboratory tests; or impairment to any degree, which may be verified by an appropriate field test.

2. PRESCRIPTION DRUGS

An employee who, under a physician's care and prescriptions, uses a controlled substance, shall carry the substance in the original container, with the prescriber's and pharmacist's identification thereon, and may be required to provide

documentation from said physician. An employee using a prescription drug which may impair mental or motor function shall inform his/her supervisor of such drug use. For the safety of all employees, the Town may place the employee in a less hazardous job assignment or place him/her on temporary medical leave until released as fit for duty by the prescribing physician.

III DRUG/ALCOHOL TESTING: WHO AND WHEN

All testing will be coordinated through the NH Occupational Health Alliance (and/or any other agency approved by the Board of Selectmen) and performed to their specifications based on federal and state law.

1. PRE-EMPLOYMENT TESTING

Individuals seeking employment with the Town of Plainfield may be required to undergo drug testing. A verified positive test or a refusal to be tested will result in denial of an application for employment.

2. REASONABLE SUSPICION TESTING

Any employee displaying various signs or symptoms of drug or alcohol use while on the job or during job performance which is different than normal behavior, or behavior that a reasonable person would attribute to physical impairment, will be confronted by their supervisor for an explanation of his/her condition.

Examples of visible evidence of impairment include but are not limited to the following:

Alcohol odor on breath	Slurred speech
Unsteadiness	Bloodshot eyes
Property damage	

The employee's supervisor may require the employee to be tested if he/she is not satisfied with the employee's explanation.

3. PERIODIC TESTING

Positions that require, at anytime, the operation of a Town owned motor vehicle in excess of 10,000lbs will be selected randomly, by the NH Occupational Health Alliance, for drug/alcohol testing in accordance with current federal and state laws.

Employees selected for alcohol testing will be requested to be tested within two hours of having performed safety sensitive work.

4. POST ACCIDENT TESTING

Any driver involved in a US Department of Transportation reportable accident must submit himself/herself to drug and/or alcohol tests. The driver and Town are responsible to see that

his/her urine or breathalyser specimens are collected within 2 hours after the accident has occurred. The driver will be in violation of the federal regulations if s/he refuses to submit to testing. Either a verified positive test or a refusal to be tested will result in disciplinary action.

IV. DISCIPLINARY ACTION

A pre-employment applicant refusing to be tested equals a positive test and renders him/her medically unqualified. This applicant will not be hired.

A pre-employment applicant testing positive will have his/her application withdrawn and the job offer rescinded.

An employee refusing to be tested equals a positive test and is grounds for disciplinary action up to and including termination of employment. The employee refusing to be tested shall be immediately suspended without pay until his/her supervisor has had an opportunity to discuss the particular situation with the Board of Selectmen and Town Administrator at the Selectmen's next meeting.

An employee testing positive will be subject to disciplinary action. The employee will be suspended without pay until his/her supervisor has had an opportunity to discuss the particular situation with the Board of Selectmen and Town Administrator at the Selectmen's next meeting. Should the test be found to have been faulty the employee will be compensated for the lost work hours.

An employee, while on the job, in possession of drugs or drug paraphernalia and/or distributing the same will be subject to disciplinary action up to and including termination.

Should it be necessary to complete a substance abuse program, the employee, with the approval of a licensed practitioner, may be allowed to return to nonsafety sensitive work while enrolled in the program. This work may be compensated at a rate different than the employee's normal wage. Failure to successfully complete an agreed upon substance abuse program will result in termination from the Town's employment.

VI. EMPLOYEE ASSISTANCE PROGRAM

Employees who believe they have a drug or alcohol problem are encouraged to seek counseling immediately. The Town, through its affiliation with the NH Occupational Alliance, will provide information on available assistance programs.

Employees with confirmed drug or alcohol abuse will be given an opportunity to continue their employment with the Town through any of the following:

1. Personal choice by enrolling in an outpatient program consisting of counseling at the employee's cost, or

2. Assigned/referred enrollment in a program, outpatient or inpatient, consisting of treatment for chemical dependency as needed at the employee's cost. The type of program will be contingent upon the diagnosis of a licensed practitioner and at the employees cost.

Any time lost will be treated as a sick leave absence with compensation subject to the availability of accumulated sick and vacation time.

VII. RETURN TO WORK

Any employee who has been suspended due to a positive test and been given the opportunity to retain their employment with the Town may not return to safety sensitive work, as defined by their supervisor, until such time as he/she has accomplished the following:

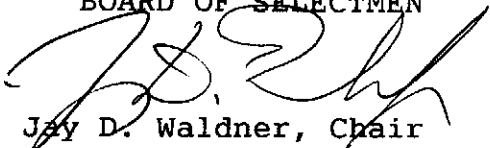
1. Passed a subsequent drug test, at personal expense.
2. Provided evidence of the completion of an approved substance abuse program.
3. Agreed to all post-return random follow-up testing.


In addition, Driver employees shall also be governed by the US DOT regulations including follow-up testing at the employee's expense.

Any employee who returns to work after a drug or alcohol related suspension and is subsequently involved in another drug or alcohol related incident while performing his or her duties will be terminated from the Town's employment.

The above policy was adopted on February 8, 1996 by the Plainfield Board of Selectmen.

BOARD OF SELECTMEN


Jay D. Waldner, Chair


Sheila M. Stone


Judith A. Belyea

preamble

Whereas: The Town of Plainfield is committed to providing a safe environment for its employees.

Whereas: Harassment, physical or verbal, is prohibited by State and Federal Law.

Now Therefore, The Plainfield Board of Selectmen has enacted the following policy:

TOWN OF PLAINFIELD HARASSMENT POLICY

It is the policy of the Town of Plainfield that it will not tolerate verbal or physical conduct by any employee which harasses, disrupts, or interferes with another employee's work performance or which creates an intimidating, offensive, or hostile environment. Any employee, supervisor, or manager who is found after appropriate investigation to have engaged in harassment of another employee will be subject to appropriate disciplinary action up to and including termination.

Any employee who believes that the action or words of a supervisor or fellow employee constitute unwelcome harassment has a responsibility to report the complaint, in writing, as soon as possible to the Chairperson of the Board of Selectmen.

All such complaints will be investigated promptly and in an impartial and in as confidential a manner as possible. In all cases the employee making the complaint is to be advised, in writing, of the Selectmen's findings and/or conclusion. Any employee, supervisor, or manager who is found after appropriate investigation to have engaged in harassment of another employee will be subject to appropriate disciplinary action up to and including termination.

Adopted: June 29, 1994

PLAINFIELD BOARD OF SELECTMEN

Judith A. Belyea
Judith A. Belyea, Chairperson

J. D. Waldner
Jay D. Waldner

Sheila M. Stone
Sheila M. Stone

Preamble

Whereas, each employee of the Town of Plainfield is expected to act in a professional manner in accordance with his/her position.

Whereas, each employee is expected to perform the duties of their position as outlined by the Town's personnel policies and position descriptions, and at the direction (verbal or written) of his/her supervisor.

Now Therefore, for the protection of Town property and other employees, the Selectmen have established the below disciplinary procedure to be utilized by Department Heads as deemed necessary.

TOWN OF PLAINFIELD DISCIPLINARY POLICY

The following establishes Plainfield's disciplinary process. Discipline may be initiated at any step of the process depending on the seriousness of the offense. In all cases, the rule, policy, instruction or procedure that was violated will be reviewed with the employee to reinforce the behavior expected.

The following are examples of the types of employee conduct that may lead to disciplinary action.

- a) absenteeism
- b) tardiness
- c) insubordination
- d) unacceptable performance
- e) the use of alcohol or drugs
- f) falsification of documents concerning payroll or other departmental operations
- g) willful negligent destruction of public and/or private property
- h) obscene language or a violent act directed at other employees or the public
- i) theft of public or private property
- j) failure to comply with safety requirements

A. VERBAL WARNING - Any infraction of the rules, policies, instructions or procedures will warrant a verbal warning from the employee's immediate supervisor. In giving the warning the supervisor must inform the employee of the specific nature of the violation, remedial actions, and the consequences of further violations which may include, but not be limited to a written warning, suspension and or discharge. A brief written description of the incident causing the verbal warning will be placed in the employee's personnel file by the immediate supervisor

B. WRITTEN WARNING - Any subsequent or serious violation of the rules, policies, instructions or procedures of the department may result in a written warning. A written warning is a more serious form of discipline and is specifically designed to alert the employee as to the seriousness of his/her deficiencies and

potential action for further violation of the policies, procedures or rules. The employee will be asked to sign the warning to acknowledge receipt and understanding of the contents. A copy of the warning will be made available to the Board of Selectmen and placed in the employees personnel file.

C. SUSPENSIONS - Any subsequent or serious violation of the rules, policies, instructions or procedures of the organization may result in the suspension of the employee. The Department Head may suspend the employee for up to three (3) working days without pay. Suspensions of a longer duration must be approved by the Board of Selectmen.

D. TERMINATION - Employees may be terminated from employment for a single serious violation of the rules, policies, instructions or procedures, and/or for repeated violations of the rules, policies, instructions or procedures. The employee shall be advised in writing of the reason for why he/she is being terminated. A copy of the dismissal to be placed in the employee's personnel file.

In the case of Written Warning, Suspension or Termination the employee will be given the opportunity to explain his/her actions prior to the imposition of the discipline.

In the case of Termination the Department Head will advise the Board of Selectmen in writing of his/her intentions prior to releasing the employee.

Any employee need not have been suspended for any previous violations before being terminated.

Employees who feel that they have been disciplined unfairly will first discuss the issue with their immediate supervisor. The next level of recourse will be to the Board of Selectmen in the form of a written statement detailing the employee's concerns. The Selectmen will respond, in writing, within fourteen days to any such statement.

This disciplinary policy may be superseded by an existing department disciplinary policy with the written approval of the Board of Selectmen.

PLAINFIELD BOARD OF SELECTMEN


Jay D. Waldner, Chair


Sheila M. Stone


Judith Belyea

APR 5 1995

STATEMENT OF SAFETY POLICY

The Town of Plainfield values the health, welfare, and safety of every employee and intends to provide a safe and healthful workplace. Accidents cause untold suffering and financial loss to our employees and their families.

In pledging its full support of the safety process, the selectmen recognize certain obligations:

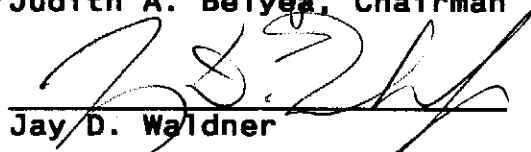
1. That prevention of accidents and protection of all resources are guiding principles.
2. That all operational decisions affecting safety must receive the same consideration as those affecting production or quality.
3. That safe working conditions and methods are of prime importance and take precedence over shortcuts and "quick fixes."
4. That the Town of Plainfield will comply with all safety laws and regulations.
5. That feedback will be welcomed from all employees.
6. That all employees will follow all safety rules, take no unnecessary chances, use all safety guards and equipment, and make safety an integral part of their lives.

As an employee of the Town of Plainfield, you have a responsibility to yourself, your family, your co-workers, and the community to understand and follow our safety procedures. We must be alert in detecting and taking steps to remedy potentially hazardous conditions. Above all, we must exercise concern for others to help ensure everyone's safety, well-being, and productivity.

Your efforts will make the difference!

BOARD OF SELECTMEN


Judith A. Belyea, Chairman


Jay D. Waldner


Sheila M. Stone

12/28/94
Date

Posted 12/29/94

Preamble

Whereas, the Plainfield Board of Selectmen wishes to encourage all injured employees to return to work as soon as they are able.

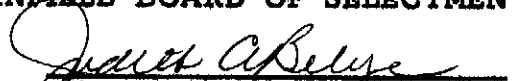
Whereas, RSA 281-A:23-b requires employers with more than five employees to develop a temporary alternative work plan.

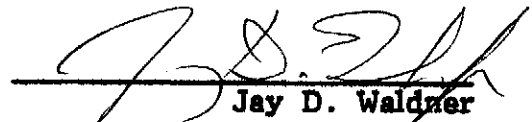
Now therefore, The Plainfield Board of Selectmen with the assistance of the Compensation Fund of New Hampshire has enacted the following policy:

TEMPORARY ALTERNATE DUTY

In compliance with RSA 281-A:23-b, The Town of Plainfield will be providing temporary alternative work opportunities to all employees disabled by a work related injury or illness. As soon as the treating physician has released an injured employee to lighter duties, the employee will be called upon to return to work. Said work is likely to involve different duties or a different schedule and may involve reassignment to other departments.

PLAINFIELD BOARD OF SELECTMEN


Judith A. Belyea, Chairperson


Jay D. Waldner


Sheila M. Stone

dated 9-22-94

Preamble

Whereas, The use of seat belts in motor vehicles has proven to be a positive factor in the reduction of personal injury in the event of vehicle accidents.

Whereas, The State of New Hampshire Department of Labor Administrative Rules for Public Employee Safety and Health, Chapter 277, Section 1403.50, require the use of appropriate personal protective equipment. Seat belts are considered to be personal protective equipment; therefore, the Town of Plainfield is charged under state law to require their use while on Plainfield business.

Now Therefore, The Plainfield Board of Selectmen has enacted the following policy:

TOWN OF PLAINFIELD SEAT BELT USAGE POLICY

All Plainfield employees are required to wear seat belts while operating or riding in any vehicle while on Plainfield business. This applies to personally owned vehicles, as well as the vehicles of others.

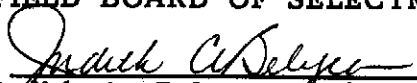
In addition, passengers in vehicles operated by Plainfield staff while on Plainfield business are required to wear seat belts.

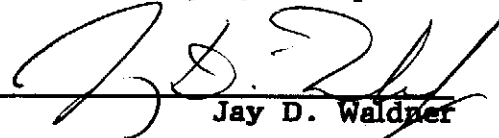
This requirement shall not apply in the case of vehicles in which the manufacturer has not installed seat belts.

Plainfield employees are forbidden from disengaging or otherwise disarming automatic seat belt systems.

Employees found to be violating this policy may be subject to disciplinary action by their immediate supervisor and/or the Plainfield Board of Selectmen.

PLAINFIELD BOARD OF SELECTMEN


Judith A. Belyea, Chairperson


Jay D. Waldner


Sheila M. Stone

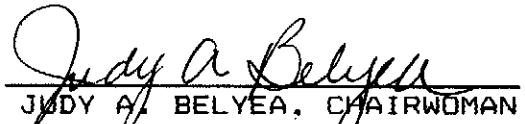
TOWN OF PLAINFIELD POLICY STATEMENT

INDEMNIFICATION

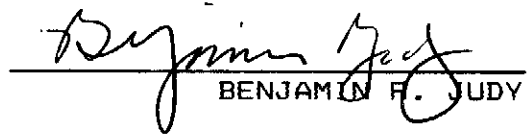
READOPTED 7/10/91

Per RSA 31:105 the Plainfield Board of Selectmen has voted to indemnify and save harmless for loss or damage any person employed by the Town and any member or officer of its governing boards, administrative staff or agencies from personal financial loss and expense, including reasonable fees and costs, if any, arising out of any claim, demand, suit or judgement by reason of negligence or other act resulting in accidental injury to a person or accidental damage to or destruction of property if the indemnified person at the time of the accident resulting in the injury, damage or destruction was acting in the scope of his/her employment or office.

THE BOARD OF SELECTMEN


JUDY A. BELYEA, CHAIRWOMAN


JAY D. WALDNER


BENJAMIN F. JUDY

Note: This reaffirmation of the indemnification policy is made as part of a general policy update procedure conducted in July 1991.

TOWN OF PLAINFIELD POLICY STATEMENT
JULY 17, 1991
SUBJECT: EMPLOYEES CALLED BACK TO WORK

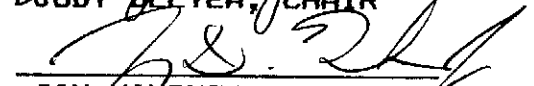
Town of Plainfield hourly employees who are called back to work without prior notice on the same day after once leaving work or before the next regular starting time, shall be compensated at one and one half time their hourly rate for the hours worked and shall be guaranteed a minimum of not less than three (3) hours pay.

APPROVED AND ADOPTED
DATE 7/17/91

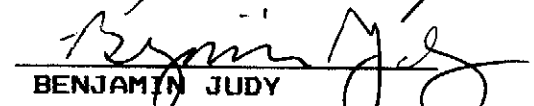
THE BOARD OF SELECTMEN



JUDY BELYEA, CHAIR



JAY WALDNER



BENJAMIN JUDY

TOWN OF PLAINFIELD POLICY STATEMENT

OCTOBER 31, 1990

SUBJECT: HIGHWAY EMPLOYEES ATTENDING SEMINARS/WORKSHOPS

Town of Plainfield Highway Department hourly employees, who with Road Agent approval, attend a job related seminar/workshop outside of the normal work day shall be compensated for the hours spent going to, attending, and returning from, the seminar workshop. Overtime compensation shall be based on the pay period total rather than the daily total.

APPROVED AND ADOPTED

DATE 12/5/90

THE BOARD OF SELECTMEN

Bruce W Baird

BRUCE W. BAIRD, CHAIR

Judy Belyea
JUDY BELYEA

J. D. Waldner
JAY WALDNER

TOWN of PLAINFIELD, NEW HAMPSHIRE

Incorporated 1761

BOARD of SELECTMEN

HC #64 Box 16A • Meriden, New Hampshire 03770

(603) 469-3201



Mill Bridge

December 23, 1987

From: Selectmen

To: All Departments

To reduce the risk of injury, the Selectmen feel they must limit operators and passengers of Town owned equipment/vehicles to employees only.

Bruce W Baird

Bruce W. Baird, Chairman

Judith A Belyea

Judith A. Belyea

Peter W Haubrich

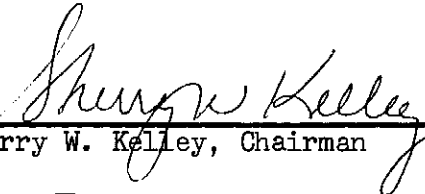
Peter W. Haubrich

TOWN OF PLAINFIELD

POLICY

It continues to be the policy of the Town of Plainfield that no private vehicle will be filled with fuel from the town pumps.

If a private vehicle is used for town business, compensation will be made thru a payment for milage.



Sherry W. Kelley, Chairman



Peter W. Haubrich



David W. Stockwell