

**Massachusetts  
Municipal  
Association**

60 Temple Place, RECEIVED BY  
Boston, Massachusetts 02111-1111 (617) 426-7272  
OFFICE OF CITY CLERK

1986 MAY 19 AM 11:07

Dear Local Official:

CAMBRIDGE MA.

We are happy to offer a pair of additional Workshops about Coping with the Fair Labor Standards Act. Two things have happened since our previous set of panel presentations last Fall:

1. The Federal Government amended the F.L.S.A. on November 19, 1985, regarding comp time, dual employment, special details, shift swapping, and volunteers; and
2. The U.S. Department of Labor issued draft regulations under the amendments on April 18, 1986.

The amendments made the F.L.S.A. effective for local governments on April 15, 1986. We waited for the regulations to issue, however, and for counsel to have a chance to study them, before scheduling these Workshops.

Cities and towns are not required to make payments to employees under the F.L.S.A. until August 1, 1986, which carries us into the new fiscal year. Nevertheless, what will be owed is retroactive to April 15th.

The same experienced labor lawyers who were so well received last Fall have agreed to two return engagements, on June 4 and 11, 1986. Both dates are Wednesdays, and the Workshops will be held in the mornings.

Note that the second Workshop, on the 11th, will be held at a different location from the one on the 4th. The second Workshop will take place in Holyoke, in response to requests we have received to bring our programs to the Western part of the Commonwealth.

If you plan to attend the session in Holyoke, please be sure to register as much in advance as possible. If we do not receive at least 100 registrants who have paid in advance by May 30th, we will not be able to cover our fixed costs and shall have to cancel that Workshop.

In the event that the session in Holyoke has to be called off, registrants will have the option of attending the first Workshop on the 4th or requesting a refund. Similarly, we have encountered capacity problems at our earlier Workshops about the F.L.S.A. and have had to defer some registrants to overflow dates. We are therefore asking those who sign up for the sessions to furnish a phone number and mailing address through which we can inform them of such developments.

(continued)

The first Workshop, on the 4th, will be held in Westborough, as were the three last Fall. Maps and directions for both locations are enclosed.

The program for the Workshops will be the same in both places, but it is updated from last Fall:

Dee Moschos will discuss the amendments and new regulations as they apply generally to municipal employees while reviewing the unchanged basics.

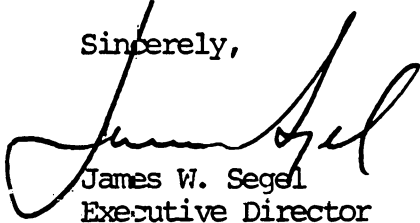
Phil Collins will treat Police and Fire, again as affected by the amendments and new regs, but pointing out what new rules still remain in force as a result of the Garcia case.

Paul Kingston will present some typical wage calculations under the latest version of the law. The examples will be taken from several different municipal departments and designed to show how to implement all the "debits and credits" when calculating a payroll under the F.L.S.A.

The cost of the Workshops is again being held to \$30 per person by excluding any lunch. These are working sessions, and we want them to be affordable to every municipality.

As we reported earlier, the amendments somewhat alleviated the financial burden of the Garcia decision, but much remains, and certainly nothing has been done to simplify administration or record-keeping for cities and towns. We strongly urge you to be sure that those in your governmental structure who manage, deploy, and pay personnel in any of your departments are informed of these Workshops.

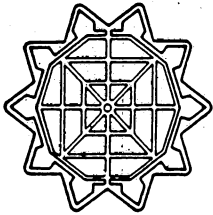
Sincerely,



James W. Segel  
Executive Director

JWE/gr

P.S. The regulations take up 21 pages in the Congressional Record. All those who attend either Workshop will receive a full copy, and for those who cannot attend, an order form for a copy of the regs in enclosed.



**Massachusetts  
Municipal  
Association**

60 Temple Place  
Boston, Massachusetts 02119

RECEIVED BY  
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1986 MAY 19 (617) 426-7272  
CAMBRIDGE MA.

**COPING WITH THE FEDERAL**

**FAIR LABOR STANDARDS ACT**

**A Workshop for Municipal Officials  
of  
Massachusetts**

Day/Date

Wednesday, June 4, 1986

Wednesday, June 11, 1986

Place

Room 201  
Central New England College  
3 Westborough Business Park  
Research Drive  
Westborough

Frost 271  
Holyoke Community College  
303 Homestead Drive  
Holyoke

Directions  
(see map)

On Route 9, just off  
Route 495, just north  
of the Mass Pike

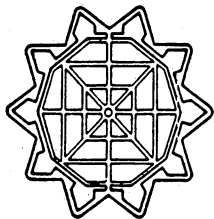
On Route 202, West of  
I-91, north of the Mass  
Pike

Time

8:30 a.m. - 9:30 a.m.      Registration

9:30 a.m. - 12:30 p.m.      Workshop

(over)



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60 Temple Place  
Boston, Massachusetts 02111 - (617) 426-7272

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A G E N D A

- 8:30 a.m.      Registration
- 9:30 a.m.      How the amendments of November 19, 1985, do and do  
not affect municipal employees generally.
- Speaker:   Demitrios M. Moschos, Esquire  
                               Mirick, O'Connell, DeMallie & Lougee  
                               Worcester
- 10:30 a.m.      How the amendments of November 19, 1985, affect  
employees of municipal police and fire departments.
- Speaker:   Philip Collins, Esquire  
                               Holland, Crowe & Drachman  
                               Boston
- 11:30 a.m.      How to calculate four typical paychecks under the  
FLSA:
- 35-hour week  
                               40-hour week  
                               policeman  
                               firefighter
- Speaker:   Paul J. Kingston  
                               Kingston & Associates  
                               Boston
- 12:30 p.m.      Adjourn

## Holyoke Community College

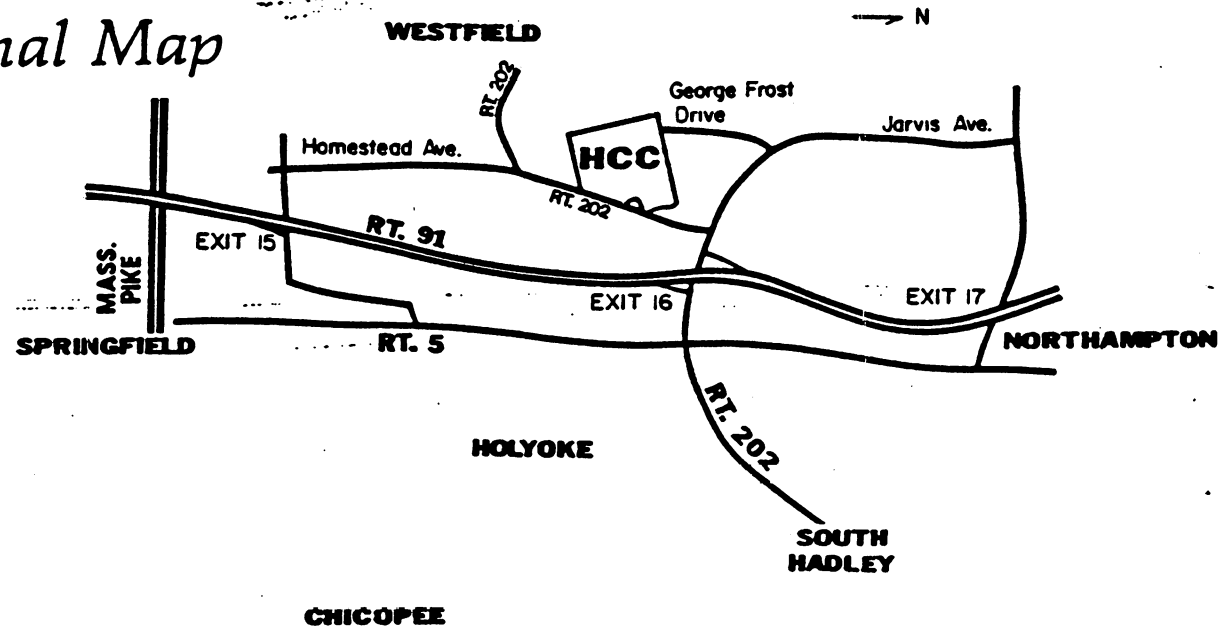
303 HOMESTEAD AVE.  
HOLYOKE, MASS. 01040  
(413) 538-7000

### DIRECTIONS

From Mass. Turnpike. Leave Turnpike at Exit 4, take I-91 North to Holyoke.

From I-91. Leave I-91 at Exit 16, proceed south on Rt. 202 for 0.8 mile to campus entrance.

### *Directional Map*



## HOW TO REACH THE WESTBOROUGH CAMPUS

### FROM ROUTE 9 EASTBOUND:

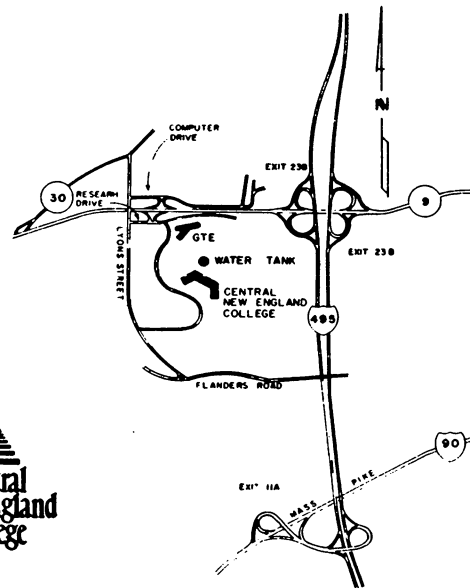
Take the Flanders Road (Research Drive) exit. Turn left at end of ramp, then immediate right into driveway in front of GTE Sylvania. Follow the road to the top of the hill past new Consumers Bank offices. Building with the flags on your left is Central New England College.

### FROM ROUTE 9 WESTBOUND:

Take the Flanders Road (Computer Drive) exit. Turn left at end of ramp, then left again to cross over Route 9, then left again, heading toward the silver GTE building. Turn right into driveway in front of GTE Sylvania. Follow the road to the top of the hill, past new Consumers Bank offices. Building with the flags on your left is Central New England College.

### FROM ROUTE 495 NORTH:

Take the Route 9 West exit. Once on Route 9, take the Flanders Road exit. Turn left at end of ramp, then left again to cross over Route 9, then left again, heading toward the silver GTE building. Turn right into



755-4314  
366-5747

driveway in front of GTE Sylvania. Follow the road to the top of the hill, past new Consumers Bank offices. Building with the flags on your left is Central New England College.

### FROM ROUTE 495 SOUTH:

Take the Route 9 West exit (Westborough/Shrewsbury). Once on Route 9, take the Flanders Road exit. Turn left at end of ramp, then left again to cross over Route 9, then left again, heading toward the silver GTE building. Turn right into driveway in front of GTE Sylvania. Follow the road to the top of the hill, past new Consumers Bank offices. Building with the flags on your left is Central New England College.

### FROM MASS PIKE ROUTE

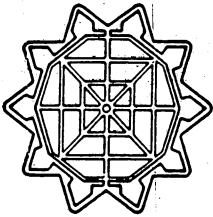
#### 90 WESTBOUND:

Take either Route 9 or Route 495 and follow directions as noted above.

### FROM MASS PIKE ROUTE

#### 90 EASTBOUND:

Take either Route 9 or Route 495 and follow directions as noted above.



**Massachusetts  
Municipal  
Association**

60 Temple Place  
Boston, Massachusetts 02118 - (617) 426-7272

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**CAMBRIDGE MA**  
REGISTRATION FORM

Coping with the F.L.S.A.

Wednesday, June 4, 1986

Central New England College

Westborough

Please return by May 28, 1986, to:

Administrative Services  
Massachusetts Municipal Association  
2nd Floor  
Sixty Temple Place  
Boston, MA 02111

Please register the following for the F.L.S.A. Conference on  
Wednesday, June 4, 1986, at Central New England College:

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Municipality \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Telephone number through which you can  
be reached during the business day or  
where a message can be left \_\_\_\_\_

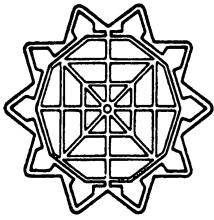
The registration fee of \$30 per person

\_\_\_\_\_ is enclosed.

\_\_\_\_\_ will follow.

\_\_\_\_\_ will be paid at door.

\_\_\_\_\_ should be billed @ \$5 additional per person.



**Massachusetts  
Municipal  
Association**

60 Temple Place  
Boston, Massachusetts 02111 - (617) 426-7272

**REGISTRATION FORM**

**Coping with the F.L.S.A.**

**Wednesday, June 11, 1986**

**Holyoke Community College**

**Holyoke**

Please return by May 30, 1986, to:

Administrative Services  
Massachusetts Municipal Association  
2nd Floor  
Sixty Temple Place  
Boston, MA 02111

Please register the following for the F.L.S.A. Conference on  
Wednesday, June 11, 1986 at Holyoke Community College:

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Municipality \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Telephone number through which you can  
be reached during the business day or  
where a message can be left \_\_\_\_\_

The registration fee of \$30 per person

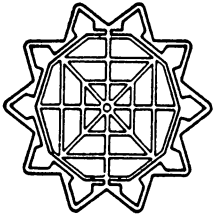
\_\_\_\_\_ is enclosed.

\_\_\_\_\_ will follow.

\_\_\_\_\_ will be paid at door.

\_\_\_\_\_ should be billed @ \$5 additional per person.





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REQUEST FOR COPY OF  
DRAFT REGULATIONS

Please send a copy of the Proposed Rules of the Wage and Hour Division, U.S. Department of Labor, entitled, "Application of the Fair Labor Standards Act to Employees of State and Local Government" (21 pages), to:

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Payment of \$3.15 is enclosed to cover the cost of duplication, handling, and mailing.

8.

S-378

Comm. from James W. Segel, Exec. Dir., Mass.  
Municipal Assoc. Re: two workshops being  
offered entitled "Coping With the Federal  
Fair Labor Standards Act" to be held on June  
4 & 11, 1986 in Westborough & Holyoke.

In City Council,

June 2, 1986

Placed in File