

(INCOMPLETE) LISTING OF TOWNS/CITIES WITH 4-DAY WORKWEEKS

(SORTED BY POPULATION)

1. (707) St Agatha has changed to 4 day a week as of May 1st, but we are not 10 hours days due to our population not being many, we are 700-800 people. Our weekly times are Mondays Closed, Tuesday & Wednesday 7:30am-5:00pm, Thursday 7:30am-6:00pm, Friday 7:00am-4:00pm

2. (1,054) Solon is currently open 34 hrs a week. M-Th 8-4 (not closing for lunch) with extended hours on Wed till 6pm. We used to be open only M, W & F (only 7 hrs /day) but streamlined to M-Th. Only a couple of people have outwardly complained about not being open on Fridays but overall, the best decision we've made.

3. (1,086) Garland - The Town Clerk and myself work 4 nine hour days for 36 hours per week and we have one part-time assistant who works 4 five hours days (20hrs). We work Tuesday - Friday and this seems to work well for everyone.

4. (1,156) Fayette – Mon, Tues, Wed 7 – 4:30, Thurs 7-6:30 closed Friday

5. (1,187) Wayne changed last year to a 4-day work week, Tues thru Friday. We are considered full time at 32 hours total=full time benefits...residents seemed to adjust without any complaints.

6. (1,350) Chesterville – Tues, Thurs & Fri 9-5, closed Mon & Wed

7. (1,530) Peru has been a 4/10 town for a very long time. We are closed on Wednesday each week.

8. (1,564) Pownal we have been a 4 day work week for about 13 years. We do a long day on Monday (open until 6:30) and then regular 9-hour days Tuesday, Wednesday, and Thursday. That gives us a 38-hour work week with being open for 34 hours a week to residents. It works VERY well! It is also a great recruitment option for new employees. Who doesn't want a 3-day weekend!!

9. (2,081) Damariscotta made the switch to 4 10-hour days in October of 2018. We pulled some data from Trio and found that we only had 12 people take advantage of our late (one hour extra) night over 5 years. We set our hours to M, T, TH 7am - 5:30pm and we always did 1-5 on Wednesdays with us being here at 7:30 Wednesday morning to work on state reporting etc. We have far more people utilize the 7:30 opening time than we ever did on the late night! Most customers find they can hit us before they go to work. The townspeople were a mix of positive & negative comments. We all love our Fridays off! No one is going to be completely happy all the time - some want late evening hours some will want early morning. I think we figured out that with the 4 10's we are actually here a few more hours (that's how we sold the Board on the idea)

10. (2,202) Canaan has not changed but are considering it for next year and adding a 3rd full time position.

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11. (2,212) Orland - The Town of Orland changed to 4 - 8 hour days about 2 years ago (we use to have 5 - 6.5 hour days), and the staff loves it! Some of the residents complain about us not being open on Mondays, but most like the extended hours on the days we are open. I hope this is helpful!
12. (2,593) Mexico Hours: Monday Closed, Tuesday 8-4, Wednesday 8-6, Thursday 8-4, Friday 8-4
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13. (2,635) Readfield – Mon & Tue 8:30-4:30, Wed 12-6, Fri 7:30-3:30, closed Thursday
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14. (2,697) Pittston just started this week, Monday Closed, Open Tuesday, Thursday, Friday – 9 am to 5 pm – Wed 11 am to 7 pm. I work 4 10 hr. days. Too soon to tell how it is working.
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15. (2,729) Chelsea – Tues – Fri 8:30-4:30, Wed 8:30-6, closed Mondays
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16. (2,756) Benton – Mon, Tues, Thurs, Fri 8 A – 3 P, closed Wed.
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17. (2,852) Corinth – Tues – Thurs 8-6, Fri 8-4, closed Mondays
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18. (2,941) Farmingdale – Mon, Tues, Thurs 7:30 -4, Wed 10-7, closed Friday
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19. (3,088) Holden – Mon – Thurs 8-5:30 pm
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20. (3,097) Alfred did not necessarily change to a 4-day work week, it's been that way for some time. However, we did recently change our hours to 4-9hr days, working 8-5 daily. I think like most things there were residents that were upset, and those that understood. The biggest part of our change was taking the Tuesday late night away. This was done by choice of our Board.
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21. (3,483) Clinton – Mon, Tue, Thurs 7-4:45, Wed 7-6, closed Friday.
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22. (3,505) Richmond has been 4-10 hours day for a few years now. Mon-Thurs 7am to 5pm. Our residents know our hours. They are happy they can get their business done before they go to work 😊
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23. (3,720) Litchfield – Mon – Thursday 8:30 – 6
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24. (3,810) Wiscasset does the 4 – 10 hour days. We open at 7am and close at 5. We work (cash-up etc....) until 5:30. We have a major traffic problem here in Wiscasset and it's almost impossible to access the Town Office especially on Fridays. The majority of residents love the hours. Very few have had issues with it.

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25. (4,220) Monmouth, Hours: Monday - 10am to 6pm; Tuesday - Thursday - 9am to 5pm.

26. (4,414) China **Town Office Hours** Monday, Tuesday, Thursday, Friday 7:30am - 4:30pm
Closed Wednesdays (Closed all State & Federal Holidays.)

27. (6,381 Oakland, Monday-Thursday, 7:00am – 5:00pm.) Hello Mary - I know we've already spoken about the Monday thru Thursday hours/days. Prior to the new schedule we were working five (5) ten (10) hour days which started in April 2021. We worked the schedule so that everyone would have a day off during the week. However, we found that between vacation time, training and some working in two (2) departments this was getting impossible. On May 1, 2023, we started our new schedule, as it is now, and seems to be going well. Of course we have some individuals that make unpleasant comments but they are the same group that unfortunately show little regard for our office. We constantly remind our patrons of the new hours. We encourage others that feel the need to come in earlier than 7:00 am, then we will be here for them. Surprisingly, there are more positive comments that make up for those which are negative. This past Friday I came into the office for a bit in the morning. I am on salary, so no extra pay, but a good time to come in with the office being **closed and no phones!** Jan

28. (6,675) Elliot – Mon-Thurs 7-4:30

29. (7,685) Winslow, I know we talked the other day, but I just wanted to reply to this for the Selectboard and anyone else there. We've been open Monday-Thursday from 8 am – 6 pm for about a year and a half. The few complaints we get are far outweighed by the people who are happy that they can make it here after work. The hours give residents more flexibility. As far as employees, most of our employees love the schedule. 3-day weekends make such a difference and allow more of a life/work balance. We do allow flexibility for employees in positions that can reasonably be accommodated who prefer to work 5 – 8-hour days or slightly different hours. These positions are mainly ones that don't need to be available to the public for the full 40 hours a week such as Human Resources, Assessing, Town Manager, etc. Many of them work 8-5 and come in for the extra hours on Friday.

30. (8,098) Cumberland – Mon – Wed 8-5, Thurs 8-6, closed Fridays

31. (8,321) Bath Monday - Thursday 7:30 AM - 12:00PM, 1:00PM - 5:30 PM

32. (9,596) Kittery, we ended up changing from the 4 10-hour days back to the 5 days a week due to not being open on Fridays and the Clerk's staff having young kids. We did not get home until well after 6:30pm, which made it difficult for childcare. Just wanted to share a different view on the 4 – 10 hours days. I LOVED them when I didn't have a toddler though hahahaha. Our residents liked it too, but we had a few people that hated it and wanted us open on Fridays as well.

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33 (11,964) Falmouth is 7-5 on Mondays and 8-5 Tuesday through Thursday! Love it!

34 (17,549) Gorham started a 4 day work week on July 1. The first week went well. We work from 7-5 Monday - Thursday. We went from working 8-4 M-W, 8-6:30 Thur and 8-1 Friday so it will get some getting used to for our late night customers. Hopefully it catches on soon. The employees enjoy the 3 day weekend!

35 (19,214) Saco hasn't changed the hours yet. We do have our Police Dept. going before the City Council on Monday night (07/10/202) to see if they can change to a 4 day-10-hour schedule. (19,214) -10-hour schedule.

36 (20,571) Scarborough went to 4 - 10-hour days on May 1st and we have positive comments over all - some negative, but mostly positive. Gorham and Windham both went to 4 - 10s July 1st I believe.

37 (20,625) Sanford switched almost a year ago, will be a year at the end of August. We still have customers that try to come on Friday's and are discouraged by the locked door to our office. It is a little tricky as the school department administrative office is right above us on the 2nd floor (and the only office open) so the outside doors are open for people to come inside. Most of the staff have adjusted to the longer 10-hour days and enjoy the 3-day weekends. I am still struggling with it (call me old fashioned I guess!) as I used to stay in the office for an hour or two to get caught up before leaving for the day. Now working a 10-hour day and trying to stay and accomplish anything is difficult as the brain gets tired and hard to focus. Mondays tend to be busier than before and when there's a holiday on Monday, it is crazy on Tuesday after a 4-day weekend. It is nice though to have that weekday to do running around and errands that used to be crammed in on Saturday mornings. I guess I will get used to it eventually. . **MON – THUR 7:30 am-5:30 PM *CLOSED ON FRIDAYS***