



# City of Woburn Massachusetts

City Hall  
10 Common Street  
Woburn, MA 01801

Tel: 781-897-5901  
[www.cityofwoburn.com](http://www.cityofwoburn.com)

**Scott D. Galvin**  
*Mayor*

November 9, 2018

To All Department Heads:

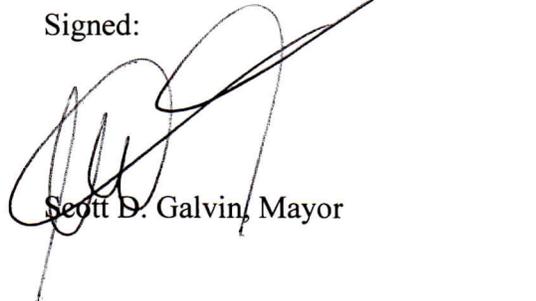
Attached are the **2019 Holiday Schedules** for:

- City Hall Schedule (which applies to all members of the City Hall Workers Union, Teamsters Local 25 Department Head and Professional Staff Union and to the Non-Union, Department Head and Non-Union, Non-Department Head employees who work at City Hall or related offices).
- The Department of Public Works, Cemetery Department and Parks Department Employees Union Contract Schedule (which applies to all members of this union and to the Department Heads of the listed departments).

Please distribute copies and/or post the **2019 Holiday Schedules** in a prominent place in your department for all employees to see.

If there are any questions regarding the schedules, please call Elaine Pruyne, Director of Human Resources, at 781-897-5956.

Signed:



Scott D. Galvin, Mayor

Attachments

**CITY OF WOBURN**  
**2019 HOLIDAY OBSERVANCE SCHEDULE**  
**CITY HALL and RELATED OFFICES**

New Year's Day	Tuesday January 1, 2019
Martin Luther King Day	Monday, January 21, 2019
Presidents Birthday	Monday, February 18, 2019
Patriots Day	Monday, April 15, 2019
Good Friday Half Day	Thursday, April 18, 2019 City Hall closes at 4:30 p.m. Friday, April 19, 2019 City Hall closes at noontime
Memorial Day	Monday, May 27, 2019
July Fourth	Thursday July 4, 2019
Labor Day	Monday, September 2, 2019
Columbus Day	Monday, October 14, 2019
Veterans Day	Monday November 11, 2019
Thanksgiving Day	Thursday, November 28, 2019
Day after Thanksgiving	Friday, November 29, 2019
Christmas Eve	Tuesday December 24, 2019
Christmas Day	Wednesday December 25, 2019

**CITY OF WOBURN**

**2019 HOLIDAY SCHEDULE**

**DPW, CEMETERY AND PARKS DEPARTMENT EMPLOYEES UNION CONTRACT**

New Year's Day	Tuesday January 1, 2019
Martin Luther King Day	Monday, January 21, 2019
Presidents Birthday	Monday, February 18, 2019
Patriots Day	Monday, April 15, 2019
Memorial Day	Monday, May 27, 2019
July Fourth	Thursday July 4, 2019
Labor Day	Monday, September 2, 2019
Columbus Day	Monday, October 14, 2019
Veterans Day	Monday November 11, 2019
Thanksgiving Day	Thursday, November 28, 2019
Day after Thanksgiving	Friday, November 29, 2019
Christmas Day	Wednesday December 25, 2019
Floating Holiday	Each employee is entitled to one (1) floating holiday per year which must be declared by the employee thirty days in advance of the date and must have approval from the Department Head.