



# Haverhill

Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Mary Carrington, HR Director – [mcarrington@cityofhaverhill.com](mailto:mcarrington@cityofhaverhill.com)

Denise McClanahan, HR Technician – [dmcclanahan@cityofhaverhill.com](mailto:dmcclanahan@cityofhaverhill.com)

TO: Mayor James J. Fiorentini

FROM: Mary Carrington, Human Resources Director

DATE: May 8, 2014

RE: Salary Ordinance & MOA submission

Attached please find an ordinance and two Memorandum of Agreements for the Library Employees Group as a result of their recent negotiations. Please submit these documents to the next City Council meeting for action.

MC/dlm

*submitted to Mayors office 5-8-14*

Memorandum of Agreement  
Between  
The City of Haverhill and  
The Library Employees Group  
Teamsters Local #170

**ARTICLE 9: SECTION 1 -**

**Wages:** Two year contract: July 1, 2012 to June 30, 2013  
July 1, 2013 to June 30, 2014

1.5 % salary increase effective 7-1-2012  
1.5 % salary increase effective 7-1-2013

**ARTICLE 9: SECTION 3**

**Professional Development Allowance** - Effective July 1, 2012 Change the amount of Professional Development from \$350 to \$500 per year. This allowance shall be pro-rated for part-time employees according to hours worked (20 hour employees shall receive \$250.

**ARTICLE 9: Section 4**

**Bi-Weekly Payroll** - The City reserves the right to change its weekly payroll process to a bi-weekly basis for the employees of the City of Haverhill. The City will provide written notice to the Union ninety (90) days prior to implementation of the bi-weekly process which shall not be sooner than July 1, 2014.

**ARTICLE 9: Section 5**

**Time and Attendance Software**

The City reserves the right to implement a time and attendance software program to help monitor employee time and attendance, which will simplify timecard and attendance tracking, data entry and time-off approval processing. The City will provide written notice to the Union ninety (90) days prior to the implementation of this software.

**ARTICLE 8: Section 1**

Work Week - Change 5:30 P.M. to 5:00 P.M.

2<sup>nd</sup> paragraph - remove the title of Literacy Coordinator and Outreach Community Liaison. Change 5:30 P.M to 5:00 P.M.

Add the following - 4<sup>th</sup> paragraph

All part-time employees shall be provided with a ten (10) day notice of a change to their work schedule.

**ARTICLE 12: Section 16**

**Furlough Days** - Any outstanding furlough days will be compensated on or after July 1, 2013.

Delete in its entirety

**Article 15 - Section 1**

**Health Reimbursement Account**

**Delete the following:**

The City will establish a Health Reimbursement Account to reimburse co-payments that exceed \$250 per individual and \$400 per family, per calendar year, that are incurred as a result of the following co-payments: \$250 per inpatient hospitalization and \$150 for outpatient surgery.

**Replace with the following:**

**Health Reimbursement Account**

Plan requirements are subject to change if there are plan design changes to the eligible health plans offered by the Public Employee Committee (PEC). All permanent-part-time (20 hours or more) and all full-time employees are eligible for the existing health insurance offerings by the City of Haverhill.

**Delete from contract:**

Both parties understand and agree that the city, apart from this contract, is currently negotiating with the Public Employee Commission (PEC) to join the Group Insurance Commission (GIC). Both parties also understand that there is currently legislation pending before the State legislature that will allow cities to join the GIC.

In the event that the city joins the GIC during the term of this contract, both parties agree that this will not be a violation of this contract.

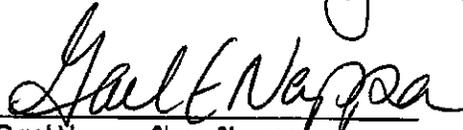
In the event that the city joins the GIC during the term of this contract and in the event that the city's percentage contribution is 80% or less, the parties agree that as of the date the city joins the GIC, the union members will receive an additional 2% pay increase.

Date: April 29, 2014

\_\_\_\_\_  
James J. Fiorentini, Mayor

\_\_\_\_\_  
William D. Cox, Jr., City Solicitor

  
\_\_\_\_\_  
Ed Adley, Teamsters Business Agent

  
\_\_\_\_\_  
Gael Nappa, Shop Steward

Memorandum of Agreement  
Between  
The City of Haverhill  
And  
The Library Employees Group  
Teamsters Local #170

**Article IX: WAGES AND LONGEVITY**

Two year contract: July 1, 2014 to June 30, 2015  
July 1, 2015 to June 30, 2016

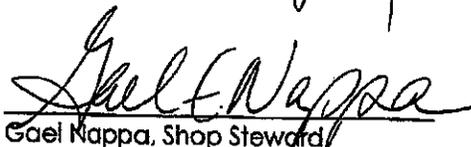
1.25 % salary increase effective 7-1-2014  
1.25 % salary increase effective 7-1-2015

Date: April 29, 2014

\_\_\_\_\_  
James J. Fiorentini, Mayor

\_\_\_\_\_  
William D. Cox, Jr., City Solicitor

  
\_\_\_\_\_  
Ed Adley, Teamsters Business Agent

  
\_\_\_\_\_  
Gael Nappa, Shop Steward



DOCUMENT

11 E of 2014

# CITY OF HAVERHILL

In Municipal Council

ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
LIBRARY

BE IT ORDAINED by the City Council of the City of Haverhill that Document 67K of 2010 is hereby amended by the following:

**Amend ARTICLE 9: SECTION 1 - WAGES to read as follows:**

EFFECTIVE 7/1/2012 1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$692.74	\$723.93	\$755.87	\$787.73	\$820.15
Head Custodian	\$692.74	\$723.93	\$755.87	\$787.73	\$820.15
Literacy Coordinator	\$692.74	\$723.93	\$755.87	\$787.73	\$820.15
Library Assistant	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Bookkeeper	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Secretary	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Outreach Community Liaison	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Sr. Custodian	\$617.42	\$648.04	\$678.67	\$706.97	\$736.42
Library Tech Asst.	\$552.44	\$568.71	\$584.97	\$601.22	\$617.42
Library Clerk	\$503.70	\$519.97	\$536.18	\$552.44	\$568.71
Jr. Custodian	\$503.70	\$519.97	\$536.18	\$552.44	\$568.71

EFFECTIVE 7/1/2013 1.5%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$703.13	\$734.79	\$767.21	\$799.55	\$832.46
Head Custodian	\$703.13	\$734.79	\$767.21	\$799.55	\$832.46
Literacy Coordinator	\$703.13	\$734.79	\$767.21	\$799.55	\$832.46
Library Assistant	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Bookkeeper	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Secretary	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Outreach Community Liaison	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Sr. Custodian	\$626.68	\$657.76	\$688.85	\$717.57	\$747.47
Library Tech Asst.	\$560.73	\$577.24	\$593.74	\$610.24	\$626.68
Library Clerk	\$511.26	\$527.77	\$544.23	\$560.73	\$577.24
Jr. Custodian	\$511.26	\$527.77	\$544.23	\$560.73	\$577.24

EFFECTIVE 7/1/2014 1.25%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$711.92	\$743.97	\$776.80	\$809.54	\$842.86
Head Custodian	\$711.92	\$743.97	\$776.80	\$809.54	\$842.86
Literacy Coordinator	\$711.92	\$743.97	\$776.80	\$809.54	\$842.86

Library Assistant	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Bookkeeper	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Secretary	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Outreach Community Liaison	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Sr. Custodian	\$634.52	\$665.98	\$697.46	\$726.54	\$756.81
Library Tech Asst.	\$567.74	\$584.45	\$601.16	\$617.87	\$634.52
Library Clerk	\$517.65	\$534.37	\$551.03	\$567.74	\$584.45
Jr. Custodian	\$517.65	\$534.37	\$551.03	\$567.74	\$584.45

EFFECTIVE 7/1/2015 1.25%	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Division Head	\$720.82	\$753.27	\$786.51	\$819.66	\$853.40
Head Custodian	\$720.82	\$753.27	\$786.51	\$819.66	\$853.40
Literacy Coordinator	\$720.82	\$753.27	\$786.51	\$819.66	\$853.40
Library Assistant	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Bookkeeper	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Secretary	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Outreach Community Liaison	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Sr. Custodian	\$642.45	\$674.31	\$706.18	\$735.62	\$766.27
Library Tech Asst.	\$574.83	\$591.76	\$608.68	\$625.59	\$642.45
Library Clerk	\$524.12	\$541.05	\$557.92	\$574.83	\$591.76
Jr. Custodian	\$524.12	\$541.05	\$557.92	\$574.83	\$591.76

Amend ARTICLE 9: Section 3. Professional Development  
Effective July 1, 2012 change the amount of Professional Development from \$350 to \$500 per year.

Approved as to legality:

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City Solicitor