

RDC
94B

Memorandum of Agreement
Between
The City of Haverhill
And
The Water Department Teamster Group

1. Terms: Effective from July 1, 2012 through June 30, 2013
Effective from July 1, 2013 through June 30, 2014

2. Wages: General wage increase as follows:

Effective July 1, 2012	1.5%
Effective July 1, 2013	1.5%

3. Article VI - Section 2. Water Department Stand-by and Week-end Shifts

Any employee called in on an emergency situation (during week-days) shall be paid a minimum of three (3) hours at the overtime rate; however, he/she may be required to remain on the job for the three (3) hours depending upon the nature of the emergency situation.

4. Article VII - Section 5. Clothing Allowance

The City reserves the right to provide and maintain uniforms instead of paying a clothing allowance. If the City provides and maintains uniforms, the City agrees to pay those employees a boot allowance of \$100.00 per fiscal year. The City will provide written notice to the Union ninety (90) days prior to implementation. The uniforms are City property and must be returned prior to an individual leaving his or her job.

Effective July 1, 2012 Members who do not receive a clothing allowance shall receive a professional development allowance of \$150.00 per year. (Clerical and the Meter Reader position).

5. Article VII - Section 8. Safety Representatives and Joint Safety Committee - The City and Union agree to establish a joint safety committee comprised of three representatives from the bargaining group and two representatives from a supervisory classification, which may include the Deputy DPW Director, Water Maintenance Supervisor, Water Service Inspector and/or General Foreman. The safety representatives representing the bargaining group shall include two (2) representatives from Maintenance-oriented job classifications and one (1) representative from Meter-oriented job classification. The three (3) representatives shall be elected by the bargaining group job classifications represented and shall be paid twenty-five cents (\$0.25) per hour above their regular rate of pay. Representatives shall be elected annually in November and serve for a period of one year beginning January 1. Representatives are prohibited from serving consecutive terms, but may serve again after vacating the position for a term. These safety representatives shall have both a thorough knowledge of and ability to execute the work performed by the employees they represent.

The role of the committee is to provide an opportunity for management and the union to consult with each other on safety and training issues. The committee shall be responsible for the following:

- Submit an annual agenda to the Deputy DPW Director for review and approval;
- Organize and schedule safety meetings and training sessions;
- Review safety rules and practices and recommend updates and improvements;
- Evaluate the effectiveness of safety rules and procedures;
- Analyze incident, accident and injury reports;
- Perform safety inspections of facilities, equipment and jobsites;
- Right to Know Compliance and MSDS updates;
- Other safety-related issues.

6. Article VII - Section 10 Licenses and Certifications

All employees shall maintain in good standing any license and/or certification required by their job description for the duration of their employment in that job description.

All employees shall possess the valid licenses and/or certifications at the necessary level required by applicable state laws, rules and regulations as required to perform the duties and responsibilities of their job. Existing employees having a classification equal to or above Plumber/Craftsman are required to pass the Grade 3 Distribution Operator license examination on a timetable established by the Deputy DPW Director.

The City agrees to pay registration fees, initial examination fee (for each certification level) and annual license renewal fees. Employees shall submit properly completed license and certification renewal forms to department administration staff for payment not less than forty-five (45) days before expiration. The employee shall be responsible for payment of any late fees if the required paperwork is not submitted as described above.

6. Article VII – Section 10 Licenses and Certifications – cont'd

If an existing employee, employed at the time of ratification of this agreement, lacks the required license to perform the duties and responsibilities of their job or loss of the required license or certification resulting from the actions (or lack thereof) of an employee shall be considered just cause for and may result in reclassification at the applicable rate of pay for the reclassified position. Any employee hired after ratification of this agreement shall be subject to the licensing requirement and may be terminated for failure to comply.

7. Article VII - Section 10 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.

8. Article VII - Section 11 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.

9. Article XIII:

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 full-time employees are eligible for the existing health insurance offerings by the City of Haverhill.

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CITY CLERK OFFICE
HAVERHILL, MA.

10. Article XIII: 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.

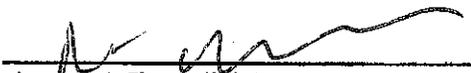
In the event that the city joins the GIC during the term of this contract, both parties agree that this will not be a violation of this contract.

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.

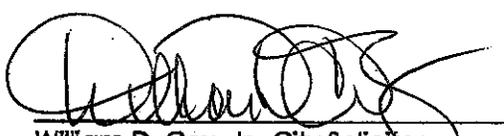
11. Article V Section 1A - Add to Contract: Reduction in Force

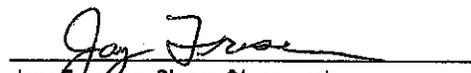
In the event of a lay-off/reduction in force, all part-time employees shall be laid-off and/or have hours reduced before any full-time employees are laid-off or have hours reduced.

Date: October 9, 2013


James J. Fiorentini, Mayor


Ed Adley, Teamsters Business Agent


William D. Cox, Jr., City Solicitor


Jay Frasca, Shop Steward

IN CITY COUNCI: October 29 2013

PLACED ON FILE

Attest:

Acting City Clerk



DOCUMENT

CITY OF HAVERHILL

In Municipal Council

ORDERED:

MUNICIPAL ORDINANCE
MUNICIPAL ORDINANCE RELATING TO SALARIES

CHAPTER
WATER GROUP

BE IT ORDAINED by the City Council of the City of Haverhill that Document 67-1 of 2010 is hereby amended as follows:

EFFECTIVE 7/1/2012 1.5% (For current employees as of 7/1/10)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
General Foreperson	\$ -	\$ 27.35	\$ 28.27				
W. Maintenance Craftsperson/Plumber Bkfl	\$ -	\$ 24.12	\$ 25.04				
W. Maintenance Craftsperson/Plumber	\$ 22.56	\$ 23.48	\$ 24.40				
Carpenter/Maintenance Person	\$ 22.56	\$ 23.48	\$ 24.40				
Meter Reader	\$ 19.95	\$ 20.87	\$ 21.80				
Meter Reader/Installer/Craftsperson	\$ 18.19	\$ 19.12	\$ 20.03				
Meter Repairman/Installer	\$ 18.19	\$ 19.12	\$ 20.03				
Motor Equipment Operator B&G	\$ 19.20	\$ 20.12	\$ 21.04				
W. Maintenance Person	\$ 18.53	\$ 19.45	\$ 20.38				
Meter Installer	\$ 17.48	\$ 18.39	\$ 19.31				
Laborer/Watchperson	\$ 17.48	\$ 18.39	\$ 19.31				
Meter Installer/Tester	\$ 17.48	\$ 18.39	\$ 19.31				
Meter Reader/Installer	\$ 17.48	\$ 18.39	\$ 19.31				
Lead Account Clerk	\$ 622.23	\$ 640.96	\$ 658.77	\$ 677.85	\$ 697.51	\$ 717.79	\$ 753.67
Lead Clerk (40 hours)	\$ 711.12	\$ 732.52	\$ 752.88	\$ 774.69	\$ 797.16	\$ 820.32	\$ 861.34
Office Account Clerk	\$ 653.34	\$ 673.01	\$ 691.70	\$ 711.74	\$ 732.39	\$ 753.67	\$ 791.35

EFFECTIVE 7/1/2012 1.5% (For new employees hired after 7/1/10)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
General Foreperson	\$ -	\$ 26.55	\$ 27.45				
W. Maintenance Craftsperson/Plumber Bkfl	\$ -	\$ 23.41	\$ 24.31				
W. Maintenance Craftsperson/Plumber	\$ 21.90	\$ 22.80	\$ 23.69				
Carpenter/Maintenance Person	\$ 21.90	\$ 22.80	\$ 23.69				
Meter Reader	\$ 19.37	\$ 20.26	\$ 21.16				
Meter Reader/Installer/Craftsperson	\$ 17.66	\$ 18.56	\$ 19.45				
Meter Repairman/Installer	\$ 17.66	\$ 18.56	\$ 19.45				
Motor Equipment Operator B&G	\$ 18.64	\$ 19.54	\$ 20.42				
W. Maintenance Person	\$ 17.99	\$ 18.89	\$ 19.79				
Meter Installer	\$ 16.97	\$ 17.85	\$ 18.75				
Laborer/Watchperson	\$ 16.97	\$ 17.85	\$ 18.75				
Meter Installer/Tester	\$ 16.97	\$ 17.85	\$ 18.75				
Meter Reader/Installer	\$ 16.97	\$ 17.85	\$ 18.75				
Lead Account Clerk	\$ 604.11	\$ 622.29	\$ 639.58	\$ 658.10	\$ 677.19	\$ 696.88	\$ 731.72
Lead Clerk (40 hours)	\$ 690.41	\$ 711.18	\$ 730.95	\$ 752.12	\$ 773.94	\$ 796.42	\$ 836.25
Office Account Clerk	\$ 634.31	\$ 653.41	\$ 671.55	\$ 691.01	\$ 711.06	\$ 731.72	\$ 768.30

EFFECTIVE 7/1/2012 1.5% (For current employees as of 7/1/10)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
General Foreperson	\$ -	\$ 27.76	\$ 28.70				
P.W. Maintenance Craftsperson/Plumber Bkfl	\$ -	\$ 24.48	\$ 25.42				
P.W. Maintenance Craftsperson/Plumber	\$ 22.90	\$ 23.84	\$ 24.76				
Carpenter/Maintenance Person	\$ 22.90	\$ 23.84	\$ 24.76				
Meter Reader	\$ 20.25	\$ 21.18	\$ 22.12				
Water Meter Reader/Installer/Craftsperson	\$ 18.46	\$ 19.40	\$ 20.33				
Water Meter Repairman/Installer	\$ 18.46	\$ 19.40	\$ 20.33				
Motor Equipment Operator B&G	\$ 19.48	\$ 20.42	\$ 21.35				
P.W. Maintenance Person	\$ 18.81	\$ 19.75	\$ 20.69				
Water Meter Installer	\$ 17.74	\$ 18.66	\$ 19.60				
Laborer/Watchperson	\$ 17.74	\$ 18.66	\$ 19.60				
Water Meter Installer/Tester	\$ 17.74	\$ 18.66	\$ 19.60				
Water Meter Reader/Installer	\$ 17.74	\$ 18.66	\$ 19.60				
Head Account Clerk	\$ 631.57	\$ 650.58	\$ 668.65	\$ 688.01	\$ 707.97	\$ 728.55	\$ 764.98
Head Clerk (40 hours)	\$ 721.79	\$ 743.51	\$ 764.17	\$ 786.31	\$ 809.12	\$ 832.62	\$ 874.26
Office Account Clerk	\$ 663.14	\$ 683.10	\$ 702.08	\$ 722.42	\$ 743.38	\$ 764.98	\$ 803.22

2186

EFFECTIVE 7/1/2012 1.5% (For new employees hired after 7/1/10)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
General Foreperson	\$ -	\$ 26.95	\$ 27.86				
P.W. Maintenance Craftsperson/Plumber Bkfl	\$ -	\$ 23.77	\$ 24.68				
P.W. Maintenance Craftsperson/Plumber	\$ 22.23	\$ 23.14	\$ 24.04				
Carpenter/Maintenance Person	\$ 22.23	\$ 23.14	\$ 24.04				
Meter Reader	\$ 19.66	\$ 20.57	\$ 21.48				
Water Meter Reader/Installer/Craftsperson	\$ 17.92	\$ 18.84	\$ 19.74				
Water Meter Repairman/Installer	\$ 17.92	\$ 18.84	\$ 19.74				
Motor Equipment Operator B&G	\$ 18.92	\$ 19.83	\$ 20.73				
P.W. Maintenance Person	\$ 18.26	\$ 19.17	\$ 20.08				
Water Meter Installer	\$ 17.22	\$ 18.12	\$ 19.03				
Laborer/Watchperson	\$ 17.22	\$ 18.12	\$ 19.03				
Water Meter Installer/Tester	\$ 17.22	\$ 18.12	\$ 19.03				
Water Meter Reader/Installer	\$ 17.22	\$ 18.12	\$ 19.03				
Head Account Clerk	\$ 613.17	\$ 631.63	\$ 649.17	\$ 667.97	\$ 687.35	\$ 707.33	\$ 742.70
Head Clerk (40 hours)	\$ 700.76	\$ 721.85	\$ 741.91	\$ 763.40	\$ 785.55	\$ 808.37	\$ 848.79
Office Account Clerk	\$ 643.83	\$ 663.21	\$ 681.63	\$ 701.38	\$ 721.72	\$ 742.70	\$ 779.83

2122

Amend Article VII-Section 5. Clothing Allowance by the following:

Effective July 1, 2012 Members who do not receive a clothing allowance shall receive a professional development allowance of \$150.00 per year. (Clerical and Meter Reader positions)

Approved as to legality:

Water Department MOA

City Solicitor