

**AGREEMENT BETWEEN**  
**THE CITY OF NEW HAVEN**  
**AND**  
**UPSEU, LOCAL 424, UNIT 128**

**JULY 1, 2020 - JUNE 30, 2025**

Ratified by BOA 4/3/23.

## **TABLE OF CONTENTS**

Page

<a href="#"><u>PURPOSE</u></a>	3
<a href="#"><u>l_Toc134028825</u></a>	
<a href="#"><u>ARTICLE 2 - General</u></a>	3
<a href="#"><u>l_Toc134028827</u></a>	
<a href="#"><u>ARTICLE 4 - Union Security And Check-Off</u></a>	5
<a href="#"><u>l_Toc134028829</u></a>	
<a href="#"><u>ARTICLE 6 - Vacations</u></a>	9
<a href="#"><u>l_Toc134028831</u></a>	
<a href="#"><u>ARTICLE 8 - Overtime</u></a>	12
<a href="#"><u>l_Toc134028833</u></a>	
<a href="#"><u>ARTICLE 10 - Sick Leave</u></a>	14
<a href="#"><u>l_Toc134028835</u></a>	
<a href="#"><u>ARTICLE 11 - Time Allowance For Death In Family</u></a>	19
<a href="#"><u>l_Toc134028837</u></a>	
<a href="#"><u>ARTICLE 13 - Grievance Procedure</u></a>	21
<a href="#"><u>l_Toc134028839</u></a>	
<a href="#"><u>ARTICLE 15- Wages</u></a>	23
<a href="#"><u>l_Toc134028841</u></a>	
<a href="#"><u>ARTICLE 17 – Longevity</u></a>	26
<a href="#"><u>l_Toc134028843</u></a>	
<a href="#"><u>ARTICLE 19 - Prior Practices</u></a>	27
<a href="#"><u>l_Toc134028845</u></a>	
<a href="#"><u>ARTICLE 21 - Insurance</u></a>	28
<a href="#"><u>l_Toc134028847</u></a>	
<a href="#"><u>ARTICLE 23 - Union Activities</u></a>	32
<a href="#"><u>l_Toc134028849</u></a>	
<a href="#"><u>ARTICLE 25 - Disciplinary Procedures</u></a>	33
<a href="#"><u>l_Toc134028851</u></a>	
<a href="#"><u>ARTICLE 27 - No Strike Provision</u></a>	34
<a href="#"><u>l_Toc134028853</u></a>	
<a href="#"><u>ARTICLE 29 - Special Provisions</u></a>	35
<a href="#"><u>l_Toc134028855</u></a>	
<a href="#"><u>ARTICLE 31 - Residency</u></a>	35
<a href="#"><u>l_Toc134028857</u></a>	
<a href="#"><u>ARTICLE 33 - Supervisory Clause</u></a>	36
<a href="#"><u>l_Toc134028859</u></a>	
<a href="#"><u>ARTICLE 35 - Miscellaneous</u></a>	36
<a href="#"><u>l_Toc134028861</u></a>	
<a href="#"><u>ARTICLE 37 - Savings Clause</u></a>	37
<a href="#"><u>l_Toc134028863</u></a>	
<a href="#"><u>ARTICLE 39 - Duration And Contract Renewal</u></a>	46
<a href="#"><u>l_Toc134028865</u></a>	
<a href="#"><u>SCHEDULE B: WAGES FY 2022 (7/1/21-6/30/22)</u></a>	47
<a href="#"><u>l_Toc134028867</u></a>	

[SCHEDULE D: WAGES FY 2024 \(7/1/23-6/30/24\)](#)48

[l\\_Toc134028869](#)

[SCHEDULE F: Bargaining Unit Classification](#)49

[l\\_Toc134028871](#)

[MEMORANDUM OF UNDERSTANDING](#)63

[l\\_Toc134028873](#)

[SETTLEMENT AGREEMENT: Cross-Training of Bridge Tenders](#)66

[l\\_Toc134028875](#)

[MEMORANDUM OF UNDERSTANDING: Caretaker Consolidation](#)69

[l\\_Toc134028877](#)

[MEMORANDUM OF UNDERSTANDING: Pay Differential for Stagehands](#)73

[l\\_Toc134028879](#)

[MEMORANDUM OF UNDERSTANDING: Training](#)75

[l\\_Toc134028881](#)

[HIP PROGRAM DETAILS](#)81

## **PURPOSE**

It is the purpose of this Agreement to promote harmonious relationships between the City of New Haven and its employees in order that more efficient and progressive public service shall be rendered to the citizens of New Haven.

## **ARTICLE 1 - Recognition**

### **Section 1**

The City hereby recognizes UPSEU Local 424, Unit 128 hereinafter referred to as the Union, as representing all employees holding the classifications listed in Schedule F.

### **Section 2**

The City recognizes the Union as the sole and exclusive representative of all employees in the bargaining unit as set forth in Section I of this Article in relations to wages, hours of work, working conditions and conditions of employment for the term of this Agreement. It is understood that this Agreement is negotiated under, and where applicable, shall be governed by the Municipal Employees Relations Act of the State of Connecticut.

### **Section 3**

It is further understood that the right of an employee or employees to present his or their own requests or to adjust his or their own grievances shall not be limited or impaired by this Agreement if it does not conflict with the provisions of this Agreement and that the Union is notified at once of the settlement reached.

### **Section 4**

The City will ensure that all temporary appointments (as defined by Civil Service) working in bargaining unit classifications will be tested within the time limits specified in the Civil Service Rules and Regulations. The City shall furnish the Union President or his/her designee information on the status of temporary appointments upon written request.

### **Section 5**

The City of New Haven shall provide the Union with one copy of each of its union contracts upon their effective dates.

## **ARTICLE 2 - General**

### **Section 1**

Wherever the following terms appear throughout this Agreement the following definitions of those terms shall apply:

- (A) "Permanent, Full Time Employee" = An employee appointed to a General Fund position scheduled to work at least 35 hours per week.
- (B) "Continuous Employment" = Service unbroken by resignation, retirement, or termination.
- (C) "Vacation Year" = January 1 through December 31.
- (D) "Regular Work Week" = Five consecutive days (of seven, seven and one-half or eight hours per day) of work.

- (E) “Part Time Employees” = Any employee not regularly scheduled to work at least 20 hours per week.
- (F) “Temporary Employees” = Employees hired on a daily, weekly, or monthly basis, excluding employees given a 90-day temporary appointment pending Civil Service examination.
- (G) “Seasonal Employees” = Employees only hired at a particular time of the year for a limited period of time.
- (H) “Contractual Employees” = Employees hired pursuant to a specific employment contract related to a particular project for a specified period of time.
- (I) “Special Fund Employees” = An employee whose salary is not paid out of the General Fund of the City of New Haven.
- (J) “Probationary Period” = Each employee covered by this policy shall be subject to an initial probationary period of 120 calendar days.

- (1) The probationary period is part of the examination process for classified employees. Unclassified employees are likewise subject to evaluation during probationary period.

An employee may be terminated at any time during the initial probationary period. Such discharge is without right of appeal through the grievance process outlined in Article 13. Employees so terminated should be notified in writing and advised of the reason for the termination.

- (2) Time spent in a temporary appointment shall not be credited toward the required 120 calendar day probationary period necessary for permanent appointment.

- (3) Employees who are promoted and fail the probationary period for the promoted position shall be returned to their former position at the same range and step and corresponding salary that they were making prior to the promotion.

## Section 2

The benefits, economic and otherwise, set forth in this Agreement shall be final and binding on both parties for the life of this Agreement. The provisions and conditions of this Agreement shall not be changed or altered in any way whatsoever for the life of this Agreement, except as otherwise provided for in Section 3 of this Article.

## Section 3

In the event either party to this Agreement wishes to propose that a change, addition, modification, correction, or deletion in this Agreement be made, the following procedure will be adhered to:

- (A) The party proposing the change, addition, modification, or deletion shall reduce such to writing and mail it to the City or Union, as the case may be, within a reasonable time.
- (B) Thereafter, and within a two-week period, a meeting of representatives of the parties shall be held to discuss the matter. This time requirement may be waived upon mutual agreement.
- (C) If agreement is reached on the proposal, such will be reduced to writing and referred to the City and the Union for ratification, with the recommendation of both parties if such ratification is necessary for implementation.

(D) In the event that no agreement is reached under this Article it shall not be subject to the Binding Arbitration procedures under the M.E.R.A., except that Mediation can be utilized.

#### Section 4

Any agreed upon and ratified change, addition, modification, or correction and/or deletion to this Agreement shall become an addendum hereto and become a part hereof.

#### Section 5

Nothing herein shall require either party hereof to agree to any particular proposal submitted pursuant hereto. The obligation of both parties is only to discuss any proposal submitted pursuant to this provision.

### **ARTICLE 3 - Rights Of Employer**

#### Section 1

The Employer maintains the exclusive right to direct the work force. This right shall include, but shall not be limited to, the right to: (A) direct employees; (B) hire, promote, transfer, and assign; (C) suspend, demote, discharge, or take other disciplinary action; (D) relieve employees from duty due to lack of work or for other legitimate reasons; (E) take any action necessary in order to maintain the efficiency of City Departments, determine the methods, means, manner and personnel by which services shall be rendered; and (F) to take any actions necessary in situations or emergency to carry out the responsibility of the City to the citizens of New Haven. In administering this Section, the Employer shall be bound by the obligations of law and the provisions of this Collective Bargaining Agreement. This Section, as all other Sections, is subject to the Grievance Procedure.

#### Section 2

The right to make reasonable rules and regulations shall be considered an acknowledged function of the City. In making rules and regulations relating to personnel policy, procedures, practices and matters of working conditions, the City shall be bound by the obligations imposed by law, as well as the responsibilities set forth in this Agreement.

### **ARTICLE 4 - Union Security And Check-Off**

#### Section 1

Any employee covered by this collective bargaining agreement may become a member of the Union following his/her date of hire.

#### Section 2

The City agrees to deduct monthly Union dues from the pay of employees who give written authorization for such deductions and to transmit dues collected to the authorized Union Officer designated in writing to the Controller of the City of New Haven by the President and Treasurer of the Union.

#### Section 3

Deductions will be made once monthly.

#### Section 4

The City shall notify the Union within 30 days of any new employee hired in any Department. The City shall provide the UPSEU Labor Relations Representative via email within 30 days from the employee's date of hire, the following information: 1) first and last name; 2) work location/department; 3) pay rate; 4) work phone number; 5) work email address; and 6) home address.

#### Section 5

The City's obligation is limited solely to making such deduction, if the amount of wages permit, and such obligation shall cease at the time the employee is terminated, laid off for lack of work, or ceases to be a union member. The Union agrees to save the City harmless from any action growing out of this Article.

### **ARTICLE 5 - Seniority**

#### Section 1

Seniority is defined as the total length of continuous service with the City of New Haven except for the purpose of determining which employees shall be laid off pursuant to the procedures set forth in this Article. For the purpose of determining who shall be laid off, seniority is defined as the total length of continuous service as an employee in any Local 424, Unit 128 classified position in the General Fund of the City of New Haven.

#### Section 2

The City of New Haven's Civil Service Rules and Regulations are hereby incorporated as an integral part of this Agreement, except where such Rules and Regulations are not subject to any aspect of collective bargaining as set forth in the Municipal Employee Relations Act of the State of Connecticut.

#### Section 3

For the purpose of this Agreement, when the term full time permanent employee is used, it shall mean an employee who has successfully completed his probationary period and has been permanently appointed to a position in the classified service by the appointing authority, subject to the provisions of the Civil Service Rules and Regulations.

All new employees shall serve a probationary period of one hundred twenty (120) calendar days. Such employees shall be considered at-will employees for the probationary period and shall not be eligible for health benefits, personal days or sick days until satisfactorily completing their probationary period; provided, however, employees shall be eligible for health benefits in accordance with the Affordable Care Act, if applicable. Once the employee has satisfactorily completed his/her probationary period, the accrual of sick leave and vacation time shall be determined by the employee's original date of hire.

#### Section 4

When a vacancy occurs in any of the shifts, the Department Head, in the Department where the vacancy occurs, will offer the opening to the employees within the same classification in his/her own Department, awarding the shift to the interested employee with the most seniority.

Senior employees shall not be denied preference for vacancies within departmental classification for malicious reasons.

#### Section 5

In the event that a vacancy occurs in a bargaining unit classification, or a new position is created within the bargaining unit, such jobs shall be posted in all City Departments for five (5) working days provided there is

no Civil Service List already existing and established in accordance with the Civil Service Rules and Regulations.

No temporary employees shall be allowed to remain in positions once the position has been filled from a Civil Service List (provided such position is filled within six (6) months from the certification of the List). No exceptions shall be allowed absent agreement between the City and the Union.

## Section 6

(A) Whenever it becomes necessary to reduce the number of employees in a given class because of lack of work or lack of funds, the employee(s) with the least seniority within each class within the total classified service shall be removed first.

(B) The reduction in the classification of budgeted bargaining unit positions shall be made in the following order:

1. Seasonal
2. Part time
3. Temporary
4. Probationary
5. Permanent

(C) If a permanent employee with less than five (5) years seniority is to be laid off, his/her name will automatically be placed on a re-employment list in order of seniority by classification.

(D) If a permanent employee with five (5) years or more seniority is to be laid off from one classification within the bargaining unit, by reason of seniority, he will be placed in the same or another classification within the bargaining unit, to which he has been previously certified and permanently appointed, under Civil Service Rules and Regulations, providing he has more seniority than the employee with the least seniority in that classification.

(E) If a permanent employee with five (5) years or more seniority is removed from his classification by reason of seniority and he/she has not been previously certified and permanently appointed to another classification, he/she will be placed in a lower classification within the bargaining unit, to a position he/she is capable of performing immediately without training, provided he has more seniority than the person with the least seniority in that classification. Representatives of the City and Union will meet to determine to which job, if any, such placement will be. Such employee will be required to take the appropriate Civil Service Examination in order to become certified to his new position.

(F) An employee may select a layoff rather than accept placement under (D) and (E) above.

(G) An employee placed under (D) or (E) above will be placed in the same range and step as was the person he/she displaces.

(H) All employees laid off shall have their names placed on a re-employment list in order of seniority. There shall be a re-employment list for each classification in which layoffs are made. An individual's name shall remain on the re-employment list for two (2) years or until re-employed, whichever occurs first.

(I) After a layoff has occurred, the following procedure shall be followed in filling vacancies:

1. The City shall first restore to such vacancy, by seniority, an employee on the active payroll who was removed from the position by the cutback.



2. If the job cannot be filled under (1) above, the City shall offer the position to an individual on the re-employment list with the most seniority who had been previously certified to the position to be filled.

3. If the position is not filled under the provisions of (1) or (2) above, the City will fill the vacancy under the provisions of the Civil Service Rules and Regulations.

4. Employees on a layoff status shall continue to accumulate seniority for two (2) years from the effective date of the layoff. The time spent on layoff shall not be deemed to interrupt the continuity of employment for employees recalled within said two-year period. Any employee not recalled to work during this period shall lose all seniority rights and shall be treated as a new employee for all purposes.

5. Any employee recalled from layoff status shall be placed in the same range and step he/she occupied at the time of the layoff.

(J) Two (2) refusals by an employee to return to a position under (I) 1 and 2 above will result in his/her name being removed from the Civil Service Re-Employment List.

### Section 7

The City shall provide the Union on or about January 1 and July 1 of each year an updated list of all bargaining unit employees which shall include the employee's address on file with the City and the date of hire.

With respect to new employees, the Union will be notified within thirty (30) days of an individual's hire, the employee's name, address, title, position number, department, salary, and date of hire.

### Section 8

In the event of a loss of a grant or a reduction in funds whereby the City has to reduce personnel funded by special funds or grants, those employees holding positions that were cut from the grant shall be laid off unless they are qualified to fill another position in the project. Such employees shall have recall rights for a period of two (2) years.

### Section 9

Changes in job duties and responsibilities, including those necessary to comply with the Americans with Disabilities Act, that significantly impact on wages, hours, or conditions of employment shall be negotiated in accordance with the M.E.R.A.

### Section 10

Employees shall not be eligible for health benefits, personal days, or sick days until satisfactorily completing their probationary period. Once the employee has satisfactorily completed his/her probationary period, the accrual of sick leave, vacation time and personal dates shall be determined by the employee's original date of hire.

### Section 11

The City of New Haven agrees that any UPSEU Local 424, Unit 128 member who is transferred or promoted to any position included in Locals 3429, 287, 884, 3144 or UPSEU Local #424, Unit 34 shall be able to carry over all unused sick leave and vacation pay and further agree that his time in Local 424, Unit 128 shall be credited towards vacation accruals.

## **ARTICLE 6 - Vacations**

### **Section 1**

The purpose of vacations is to permit a period of rest and recreation for each employee. This purpose is best served if the vacation period is taken at one time.

### **Section 2**

All full-time employees regularly scheduled to work twelve (12) months during each fiscal year shall receive ten (10) working days paid vacation after having worked and completed one (1) full year of continuous service for the City of New Haven.

All full-time employees regularly scheduled to work twelve (12) months during each fiscal year and who have worked and completed five (5) years or more of continuous service shall receive fifteen (15) working days paid vacation.

All full-time employees regularly scheduled to work twelve (12) months during each fiscal year and who have worked and completed twelve (12) years or more of continuous service shall receive twenty (20) working days paid vacation.

All full-time employees, hired prior to July 1, 2013, regularly scheduled to work twelve (12) months during each fiscal year and who have worked and completed twenty (20) working years or more of continuous service shall receive twenty-five (25) working days' vacation.

### **Section 3**

Annual vacation allowance may not be accumulated from one year to another, i.e., it must be taken within the year it is earned.

Employees shall be allowed to carry over vacations, however, no employee shall be permitted to have more than forty (40) days' vacation to his/her credit at any time. Should an employee retire or resign they would only be paid for a maximum of six weeks (30 days).

### **Section 4**

Holidays which fall within the vacation period shall not be counted as vacation days but shall be holidays.

### **Section 5**

The time for taking vacations shall be submitted for approval to the Department Head at least two weeks in advance for more than one week off, and at least one week in advance for more than three days off.

Employees who wish to utilize single vacation days shall submit the request at least two days in advance and may be denied based on operational needs. Where conflicts between employees arise, seniority shall govern. In the event of identical seniority, the vacation is granted to whomever requests the time off first, where multiple requests are made for the same period if there are sufficient employees to cover the assignments. Seniority shall prevail in setting up vacations, however, in no case shall a less senior employee's vacation request be denied and/or rescinded if said employee received approval of such request more than thirty (30) calendar days prior to the start date of said vacation. Vacations may be taken at any time during the calendar year in accordance with the provisions of this Section.

### **Section 6**

The vacation pay for an eligible employee shall be based upon his regular annual salary reduced to and paid as the employee's regular weekly earnings.

## Section 7

An employee who is discharged shall not be eligible for vacation pay.

## Section 8

In the event of death in the immediate family, as defined in Article 11 of this Agreement, and such death occurs while the employee is on vacation, such period of leave shall not be charged to vacation.

## Section 9

Upon the death of an employee the amount of unused vacation pay shall be paid to his/her beneficiary.

# **ARTICLE 7 - Hours Of Work**

## Section 1

The standard payroll period shall be from 12:01 a.m., Sunday until 12 midnight the following Saturday.

## Section 2

Employees shall be entitled to an unpaid meal break as follows:

35 hour/week employees receive a one-hour meal break;

40 hour/week employees receive a half hour meal break (except for Bridgetenders who receive a paid half-hour meal break).

In addition to the above referenced meal break, any bargaining unit member who works a full eight-hour workday shall normally enjoy two (2) ten (10) minute paid breaks. The first break shall begin at 10:00 am and the second at 2:00 pm. The parties agree that in the event the operational needs of the Department prohibit the taking of these ten (10) minute breaks, said forfeiture of break time shall not be subject to the contractual grievance procedure. Employees do not have the option to skip any breaks to leave early or arrive late.

## Section 3

In times of emergency as determined by the Department Head or his/her designee, all full-time employees are subject to assignment to any additional duties and hours as required. Hours of operation shall be determined by the Director of Parks and Public Works, or his/her designee based on the department's needs supporting the emergency event.

An emergency is an urgent, unexpected, and unusually dangerous situation that poses an immediate risk to health, life, property, or environment and requires immediate action.

Any full-time employee who is qualified and fails to report to duty when called during an emergency shall be subject to appropriate disciplinary action. Allowance may be made for special conditions such as sickness, with direct communication to the supervisor and/or supporting documentation, such as a doctor's note, in failing to report for work.

## Section 4

If City Hall and/or other agencies are open and various departments of the City are functioning, employees who do not report to work or who do not report to work within a reasonable hour shall be charged with loss of pay for that day.

## Section 5

Whenever the Mayor determines that City Hall and/or other City agencies must be closed for any reason, the following shall prevail:

- (A) Employees who are allowed to go home or not required to come to work shall not lose any compensation nor will they be charged sick leave for that day or portion of the day.
- (B) Employees who are required to work due to the nature of their duties or are called into work under Section 3 above shall receive compensatory time for all hours that they worked during any such period of close down determination declared by the Mayor. In addition, these employees shall receive their normal compensation for all hours worked as specified by other terms of this Contract.

## Section 6

Set forth below are the hours of work of employees in UPSEU Local 424, Unit 128. Said hours of work and/or work schedules shall, for the purpose of this Agreement, be construed to be the regular work week, and/or hours of work for the employees assigned to or currently holding said positions.

### Work Week Hours

<b>Department</b>	<b>Classification</b>	<b>Work Week</b>
Police	Police Mechanic Mechanic Building Attendant II	Sun-Sat, 8 am – 4 pm; 4 pm -12 am
Parks & Rec.	Park Foreperson Parks and Public Works Technician Electrician Plumber Heavy Duty Equipment Oper. II Caretaker Tree Trimmer II Groundswoker II Mechanic	All Park positions: Sun-Sat, 40 hrs., rotating seasonal shifts, 7am-3:30 and  2:00 pm – 10:30 pm
Public Works	Bridge Foreperson Maintenance Worker Spare Bridge Tender	M-F, 7-3 pm Sun-Sat, 40, split weeks, 5-1, 1-9 and 9-5.
Animal Shelter	Kennel Worker Municipal Assistant Animal Control Officer	M-F, 9-5 pm; Sun-Thurs 9-5 pm; Tues-Sat, 9-5 pm; on call from Friday 5 pm to Monday 9 am, assigned on a weekly rotating basis
Livable City Initiative	Property Maintenance Worker I	M-F, 8-4 pm
Fire Department	Fire Property and Equipment Technician Special Mechanic Fire	M-F, 8-4 pm (if called in outside of hours, receive 4 hours minimum overtime)

## NOTES:

The above limitations notwithstanding, the hours worked by Bridge Tenders and Maintenance Worker Spare Bridge Tenders shall be determined by the Department and may be altered on a seasonal basis. Schedules and assignments shall be consistent with governing Coast Guard regulations and shall be bid by seniority at such times as the Department deems appropriate. All Bridge Tenders and Maintenance Worker Spare Bridge Tenders shall be eligible for all bridge assignments relative to their titles and no prior assignments or incumbencies shall apply to any bids.

### Section 7 - Flex Time

(A) The City of New Haven, if it decides to do so, may offer a flexible work schedule to employees in City Departments, Offices and Bureaus. Employees shall only work such flexible hours on a volunteer basis. The flexible work schedule shall be within the City pay period of Sunday through Saturday.

(B) An employee or other City Department may request a flexible work schedule and such schedule may be implemented if it fits the needs of the City and there is mutual agreement between the employee and his/her Department Head. Flexible work schedules may be established within the confines of the workday or workweek. Such schedule shall be negotiated by the Union and the City and shall be subject to an annual review with either the Union or the City reserving the right to cancel the agreement.

Any dispute(s) shall be submitted to a mutually agreed upon Mediator of the State Board of Mediation and Arbitration. If the parties are unable to agree on the Mediator, the State Board shall appoint such a Mediator. The Mediator shall resolve the dispute(s) and his/her decision shall be binding on the parties.

(C) Employees who volunteer for a flexible work schedule must be able to provide the necessary services to the public as determined by the Department Head.

## **ARTICLE 8 - Overtime**

### Section 1

Time and one-half the current hourly rate of pay shall be paid in each or any of the following instances:

- (A) After eight (8) hours in any workday, and
- (B) After forty (40) hours in any work week,
- (C) All time worked on Saturday and Sunday for 35-hour employees who work Monday - Friday,
- (D) All time worked on a 6th consecutive day or 7th consecutive day for employees working in 7-day operations.

### Section 2

The Department Head or his/her designee shall make all overtime assignments to bargaining unit employees and shall be consistent with the principle of distributing overtime as equitably as practicable among the bargaining unit employees holding the same job classification affected by the overtime assignment. When an employee does not avail himself of the opportunity to work overtime, it shall be recorded on the overtime chart as though he had worked.

### Section 3

An employee will work overtime when requested to do so by supervision provided such employee is given notice of such overtime at least twenty-four (24) hours or more in advance. Should an employee not receive

at least twenty-four (24) hours' notice of such overtime assignment he may decline such overtime assignment and shall not be credited with such overtime for purposes of determining equitable distribution.

#### Section 4

In the event that all affected employees refuse or are not available to work overtime, the least senior employee in the classification and area affected by the overtime must work such overtime.

If the classification consists of one or two employees who are not available, the supervisor shall ask for volunteers among his other qualified employees. If no such employee volunteers, then the supervisor shall have the right to assign the overtime to a qualified employee who must work the overtime. The assignment will be rotated on a seniority basis, with the qualified employee with the least seniority being assigned the overtime first.

#### Section 5

Sick time only shall not be credited as time worked for the purpose of computing overtime. All other approved time off under the terms of this Agreement shall be credited as time worked for the purpose of computing overtime.

### **ARTICLE 9 - Call-In Pay**

#### Section 1

Employees called in under the conditions set forth below, shall, in accordance with the provisions of this Article, be paid call-in pay computed at time and one-half their regular hourly rate. Employees shall receive this rate of pay to commence at the time the employee accepts the assignment. This rate of pay shall terminate when the employee has signed out or punched out upon termination of the job.

#### Section 2

For the purpose of this Agreement, an emergency is defined as a condition which, in the opinion of the Department Head or his/her designee, requires that corrective action be taken immediately and that in order to affect such corrective action, it is necessary to require an employee or employees to return to work prior to the employee's regularly scheduled starting time.

It is the intent of the parties, that this Article shall not apply to employees required to report early or at hours other than their regularly scheduled starting time due to another employee being absent, on vacation, or on any other authorized leave of absence. Employees required to report under such circumstances shall be compensated at their regular hourly rate.

#### Section 3

Employees called in for emergency work as defined above shall be paid in accordance with the following schedule:

- (A) If an employee is required to and reports for work three (3) or more hours prior to his regularly scheduled starting time, a minimum guarantee of four (4) hours pay at time and one-half his regular hourly rate.
- (B) If an employee is required to and reports for work less than three (3) hours prior to his regularly scheduled starting time, time and one-half his regular hourly rate will be paid for all hours worked up to his regular starting time.

## Section 4

Hours worked under the Call-in provisions of this Agreement shall be used in the computation of hours under the overtime provisions of this Agreement. That is to say that in order to be eligible to receive overtime pay at a premium rate, an employee must have completed his regularly assigned shift. In like manner, hours worked under the call-in provisions of this Agreement, shall not be counted in determining if an employee has worked in excess of forty (40) hours during a given work week.

## Section 5

The provisions of Section 3 shall not apply to employees who are on call. Instead, on-call employees are paid specifically as follows:

Tree Division: On-call in the Tree Trimming Division shall be assigned to two (2) bargaining unit members on a weekly rotating basis. Those on-call shall receive an additional 8 hours of straight time. For each call in, (defined as off regular scheduled hours), the employee on call shall be guaranteed a minimum of three (3) hours of time and one-half. If a member of the tree division is unavailable to be on call, a properly trained caretaker with appropriate experience may be assigned. An employee who is on call and fails to respond to a call in a timely manner shall forfeit the 8-hour call-in pay and be subject to progressive discipline. (MOU #34, paragraph 1)

Animal Shelter: Employees on call at the Animal Shelter shall receive 8 hours of additional pay for the week at straight pay. For each call in, the employee on call shall be guaranteed a minimum of two (2) hours of time and one-half. (MOU #2, paragraph 6)

Police Mechanics: Police Mechanics shall be assigned to be on call on a weekly rotating basis. The assigned employee will receive 8 hours of additional pay at straight pay. For each call in, the employee on call shall be guaranteed a minimum of four (4) hours of time and one-half.

## **ARTICLE 10 - Sick Leave**

### Section 1

Employees hired before July 1, 1998, shall be covered by the provisions of this Article in its entirety. Employees hired on or after July 1, 1998, shall only be covered by Sections 2, 5, 8, 9, 10 and 12 of this Article.

### Section 2

Sick leave shall be considered to be the absence from duty with pay of bargaining unit employees for the following reasons:

- (A) Illness or injury except where directly traceable to employment by an Employer other than the City of New Haven and where illness or injury is commensurable under State Law.
- (B) For medical or dental examination or treatment for which arrangements cannot be made outside of working hours.
- (C) When exposure to contagious disease endangers the health of other employees.
- (D) Sick leave may be used for illness, incapacity, or injury to a member of the employee's immediate family, that requires the employee's personal attendance, provided, however, that in the event the absence shall extend beyond two (2) days, the City shall require proof of same, and provided further that the employee's spouse is in no way available for said attendance.

The use of sick leave for purposes other than sickness as defined in the sick leave plan will result in appropriate disciplinary action.

### Section 3 - Sick Leave Allowance

(A) Sick leave shall be earned by each permanent employee in the bargaining unit, at the rate of one and one-quarter days for each calendar month of service, the total of which shall not exceed fifteen (15) working days in any twelve (12) months.

Employees scheduled to work part time for the full fiscal year but less than what a permanent full-time employee shall be regularly scheduled to work, such employee shall accumulate sick leave at the rate of one and one quarter (1 ¼) days per month and the rate of compensation shall be determined by multiplying the number of hours in his normal daily work schedule times his regular hourly rate of pay. (Employees scheduled to work less than twenty (20) hours per week, part time, seasonal, (as defined in the M.E.R.A.) temporary and employees employed on emergency basis are not eligible for sick leave unless otherwise required by law.)

(B) Sick leave earned in any month of service shall be available at any time during any subsequent month.

(C) No sick leave with pay in excess of the leave accumulated to a permanent employee's credit may be granted unless authorization in advance by the Director of Labor Relations. Such authorization shall not exceed one (1) year's sick leave allowance.

### Section 4 - Sick Leave Accumulation

(A) All unused sick leave of any employee during continuous employment may be accumulated up to a maximum of one hundred fifty (150) working days.

(B) For each seven and one-half working days of sick leave earned after the maximum accumulation has been reached, each permanent employee shall receive one (1) working day of leave with pay. Such earned leave shall be taken within the succeeding calendar year.

(C) Sick leave shall continue to accumulate during leaves of absence with pay and during the time an employee is on authorized sick leave or vacation time.

(D) No credit for sick leave shall be granted for time worked by an employee in excess of his normal work week.

### Section 5 - Medical Certificate Required

A medical certificate, acceptable to the appointing authority, is required:

(A) For frequent or habitual absence from duty and/or when in the judgment of the appointing authority there is reasonable cause for requiring such certificate.

(B) For any period of absence consisting of more than three (3) consecutive working days.

(C) When a member of the immediate family is critically ill or disabled.

### Section 6 - Sick Leave Accumulated At Retirement Or Death

(A) Upon retirement, an employee hired on or before July 1, 1998 shall be credited for the period of time corresponding to the amount of sick leave accumulated, up to a maximum of 120 days. Said credit shall be paid in a lump sum within one (1) month of the employee's retirement date.



(B) Upon the death of an employee hired on or before July 1, 1998, the amount of sick leave time credited to the employee up to a maximum of 120 days shall be payable to his beneficiary.

(C) If an employee is laid off and subsequently recalled within two (2) years of the date of layoff pursuant to Article 5, the sick leave balance that was credited to said individual at the time of layoff shall be restored to his credit upon recall.

If the employee is not recalled within two (2) years of the date of layoff, then he shall be paid a lump sum at the end of the two (2) years, equal to the number of sick days accrued at the time of layoff, up to a maximum of 120 days times the employee's daily rate of pay at the time the layoff occurred. If the employee dies during the two-year period, not having been recalled, said sum shall be paid to his/her estate.

(D) Employees who leave the City service in good standing and who have a minimum of thirty (30) sick days accrued at the time of separation, shall be paid for one-half the total number of accumulated days at the rate of pay then in effect.

#### Section 7 - Administration of Sick Leave

(A) Each Department Head shall be responsible for the administration of these provisions subject to the authority of the Controller's Office.

(B) There shall be maintained in each Department a record for each employee of all sick leave taken and accumulated. These records shall be subject to inspection by the Controller's Office, and he may require periodic reports to be submitted to him.

(C) During the effective period of this Agreement, a satisfactory method of informing individual employees of accumulated sick leave shall be established. Such procedure may include either of the following:

- 1) A record of an employee's accumulated sick leave shall be submitted to him upon his request at least once annually.
- 2) A record of an employee's accumulated sick leave shall be indicated on the employee's wage stub at established periodic intervals to be determined by the City, but not to be less than once annually.

#### Section 8

In any calendar year (January 1 through December 31) that an employee utilizes five (5) or fewer sick days, he/she shall accrue one (1) personal day for use in the next calendar year. In any calendar year that an employee utilizes three (3) or fewer sick days, he/she shall accrue two (2) personal days for use in the next calendar year.

Perfect Attendance Bonus: Each employee who works six (6) months without utilizing a sick day shall receive a one-hundred-dollar (\$100) lump sum payment (less normal payroll deductions). The six (6) month periods shall be calculated from January 1 through June 30 and from July 1 through December 31 of each year. Payment shall be made no later than the third paycheck in July and January respectively for the preceding six (6) months.

#### Section 9 – Leave Without Pay

Leave without pay may only be obtained in accordance with the Civil Service Rules and Regulations. Leaves of absence without pay of less than thirty (30) days shall be granted only if approved by the

employee's Department Head. Approval of leave without pay for unclassified employees must be obtained from their Department Head.

- (A) Employees granted a medical leave of absence may utilize any or all their accumulated sick leave before going on the leave without pay.
  - 1) Leave of absence without pay not to exceed one year is available to care for an ill child, parent, or spouse or for maternity or paternity purposes under medical conditions whereby the father is needed at home.
- (B) Employees on a leave without pay shall not continue to accumulate sick leave or vacation credits. However, the continuity of employment shall be preserved for purposes of vacation and longevity entitlement and other benefits based upon time in service.
- (C) Employees on a leave of absence without pay will be eligible to continue their health insurance coverage at the group rate. Arrangements to do so must be made in advance with the Department designated to handle such arrangements or the insurance coverage will be terminated.
- (D) When an employee returns from an approved leave of absence their medical insurance shall be reinstated and the City shall pick up coverage on the first day of the first full calendar month after they return.

#### Section 10 - Leave With Pay

Leave of Absence with pay may only be granted upon approval of the Labor Relations Director under extraordinary circumstances. Any request for such leave must be initiated, in writing, with accompanying letters from the Department Head and the local Union President or his/her designee, stating in detail the circumstances associated with the request and the reasons why the employee feels the request should be granted.

#### Section 11

Sick leave may be donated to fellow employees if authorized by the Union President and the Director of Labor Relations. Said approvals shall be reduced to writing without precedent and handled on a case-by-case basis. Sick leave can also be donated to a sick leave bank to be administered by a CILU Local #71 committee consisting of the President and two approved members. Any existing days that were previously donated and unused shall be placed into the sick leave bank.

#### Section 12 – Attendance Policy

Any employee who will be absent from work shall notify his/her supervisor as soon as possible (in no event less than 60 minutes prior to the scheduled shift start time, absent exigent circumstances). Such notification must be given by phone, personally and directly, to the supervisor. Employees are responsible for reporting their own absence to their immediate supervisor or in the event the immediate supervisor is not available, on the immediate supervisor's voice mail. Employees should not rely on, or request, others to notify supervisors of their absence unless they are physically unable to do so for themselves. Failure to provide said notice will result in an unexcused absence.

The Employer may require medical certification substantiating sick leaves of three (3) or more consecutive workdays.

Disciplinary action will begin after two (2) unexcused absences in one year. Days in which sick or vacation time is used or in which the absence is approved by management shall not be considered an unexcused absence for purposes of this policy. Absences of five (5) consecutive work days without notifying the

supervisor shall be considered as a voluntary quit except in cases where it is proven the employee was legitimately unable to provide notice.

Discipline shall be as follows:

First Infraction: Oral Warning  
Second Infraction: Written Warning  
Third Infraction: Suspension  
Fourth Infraction: Termination

## **ARTICLE 10A - Occasional Sick Leave and Short-Term Disability**

### **Section 1**

Only employees hired on or after July 1, 1998, shall be covered by the provisions of this Article.

### **Section 2**

Employees who have completed their probationary period shall be covered by a short-term disability policy as described herein. In addition, employees shall be allowed seven (7) paid sick days per year, to be credited January 1 of each calendar year after the employee has completed his/her probationary period.

In the case of a new employee, he/she shall not be credited with any paid sick days until his/her probationary period is completed; at which time the employee shall be credited with a pro-rated number of paid sick days retroactive to his/her date of hire for the first calendar year only.

All paid sick days credited in any one calendar year shall be forfeited if not used within that calendar year.

### **Section 3 INCOME PROTECTION PLAN**

#### **A. Purpose**

Disability benefits are designed to provide cash income to any employee who is totally disabled by a non-job-related injury or illness and is therefore prevented from performing the duties of his or her occupation for a period in excess of seven (7) consecutive calendar days.

#### **B. Eligibility**

To be eligible for disability benefits, an individual must be a full-time employee who has completed his/her ninety (90) day probationary period and must present medical documentation substantiating the disability.

#### **C. Short Term Disability**

1. Short term disability shall apply to any extended absence for sickness or non-job-related injury of more than seven (7) consecutive calendar days.
2. After the seventh (7th) day of consecutive calendar day absences and for a maximum duration thereafter of twenty-six (26) weeks, weekly benefits will be paid in the net amount of sixty-six and two-thirds percent (66-2/3%) of normal weekly straight time earnings, provided the employee is under the care of a licensed physician.

3. For all periods of any short-term disability, the employee shall be considered to be an active employee and entitled to any and all benefits provided by the Collective Bargaining Agreement between the City and the Union.

#### Section 4 - Administration of Sick Leave

- (A) Each Department Head shall be responsible for the administration of these provisions subject to the authority of the Controller's Office.
- (B) There shall be maintained in each Department a record for each employee of all sick leave taken, available and/or lost for each calendar year. These records shall be subject to inspection by the Controller's Office, and he/she may require periodic reports to be submitted to him/her.
- (C) During the effective period of this Agreement, a satisfactory method of informing individual employees of available sick leave in each calendar year shall be established. Such procedure may include either of the following:
  - 1) A record of an employee's available sick leave in the pertinent calendar year shall be submitted to the employee upon his/her request at least once annually.
  - 2) A record of an employee's available sick leave in the pertinent calendar year shall be indicated on the employee's wage stub at established periodic intervals to be determined by the City, but not be less than once annually.

#### Section 5

Employees shall not be allowed to donate any unused sick leave days to fellow employees; however, they shall be able to donate such days to the Sick Leave Bank with the proviso that he/she cannot be the recipient of any days from the Sick Leave Bank.

### **ARTICLE 11 - Time Allowance For Death In Family**

#### Section 1

Regular full-time employees may be absent from their assigned duties for five (5) days bereavement leave in connection with the death of a member of his/her immediate family for attending a memorial service and/or making funeral arrangements. Should any of these days be one of his/her regularly scheduled workdays, he/she will be compensated for such absence.

The immediate family shall include parent, mother-in-law, father-in-law, brother, sister, grandparent, grandchild, or other relative who is an actual member of the employee's household.

For the death of spouse or child the employee shall be allowed five (5) working days bereavement leave.

In no instance will the employee be compensated for more than five (5) days.

Any days taken for this purpose which are in addition to five (5) days authorized leave shall be considered as leave without pay.

#### Section 2

In addition to the provision provided for above, employees may attend funerals for other close relatives related by blood or marriage. When the funeral is held within the New Haven area, one day's leave will be granted/ When the funeral is held more than 50 miles away from New Haven, two (2) day's leave will be

granted. Any additional days off requested beyond the two (2) days shall be charged as leave without pay unless the employee designates such day(s) off as personal or vacation days.

### Section 3

If a question arises, the employee may be required to submit some proof of death.

### Section 4

If for any reason the funeral is delayed the employee does not have to take the time off immediately following the death. The time off will be to accommodate the date of the funeral but in no event will the employee be compensated more than the days due if taken immediately following the death.

## **ARTICLE 12- Holidays**

### Section 1

All eligible employees shall receive thirteen (13) paid holidays. The eleven (11) holidays, which shall be celebrated on the dates prescribed by law, are New Year's Day, Martin Luther King's Birthday, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Birthday, Veteran's Day, Thanksgiving Day, and Christmas Day. In addition, employees shall receive the Juneteenth holiday and one (1) floater holiday for use at their discretion.

If the floater holiday is not used by July 31 of the calendar year, the employee shall on August 1 select the floater holiday for use in the remainder of that calendar year. Seniority by rotation shall prevail in any areas of conflict. Further, any day declared a holiday by the Mayor of the City, and which results in a paid holiday for all City Departments shall also be observed as a holiday under this Article if such day is a normal work day. Employees who are required to work on such holidays shall, in addition to holiday pay, be paid at time and one-half their regular hourly rate for all hours worked on such holidays.

### Section 2

If a paid holiday falls on a Saturday, an employee entitled to receive compensatory time off for said holiday, shall be entitled to observe the holiday either on the Friday immediately preceding or on the first Monday immediately following the holiday. The determination of which compensatory day off is granted to said employee, as provided in this Section, shall be determined by seniority subject to Departmental programs.

### Section 3

An employee absent from duty on the two consecutive days before or two consecutive days following a holiday shall not be paid for such holiday unless his absence is covered under the sick leave plan, and he is receiving pay for such absence.

### Section 4

Employees on any authorized leave of absence shall not be entitled to holiday pay.

### Section 5

A holiday paid for but not worked shall be counted as a day worked for the purpose of computing overtime beyond forty (40) hours per week, or eight (8) hours per day, provided only if the holiday is a scheduled workday for the employee.

### Section 6

An employee shall be paid holiday pay based on regular day's pay computed on the employee's regular hourly rate.

## Section 7

Police Department employees whose positions are regularly scheduled for a 7-day operation shall be allowed to take a day in lieu of the holiday within 30 days before or no later than 30 days after the holiday, and will be paid at the rate of 1-1/2 for the holiday worked.

# **ARTICLE 13 - Grievance Procedure**

## Section 1

The term "grievance" as used in this Agreement shall mean any asserted violation of the specific terms or provisions of this Agreement.

The decision to subcontract shall not be subject to the grievance and arbitration procedure. The union shall maintain its rights under MERA.

It is understood by the parties that the intent of having a grievance procedure is to allow the Department to function in an orderly fashion and as such it is expected that all orders shall be followed by all employees. Should a dispute arise, the employee is expected to carry out his assignment without delay and file his grievance in accordance with the procedure outlined in this Article. Failure on the part of an employee to carry out a direct order of a Supervisor will be considered insubordination for which appropriate disciplinary action will be taken.

The Employer and the Union desire that all employees in the unit be treated fairly and equitably. It is intended that this grievance procedure will provide a means of resolving grievances at the lowest level possible and nothing in this Article should be interpreted as discouraging an employee and/or his representative from discussing any dissatisfaction, in an informal manner, with his immediate Supervisor, higher level Supervisor or Department of Labor Relations representative. Such discussions will not interfere with the right of any employee to process grievance through the grievance procedure. The Union shall be entitled to a grievance committee made up of three individuals from the bargaining unit.

## Section 2

Step 1: An employee with a grievance should first reduce the grievance to writing, either on a form mutually agreed to by the parties or in a letter. Such grievances must contain the following information: (1) A statement indicating his decision to process his grievance through the negotiated grievance procedure; (2) A statement presenting, in a concise manner, the details of the grievance; (3) A statement outlining the relief sought; and (4) Specific reference to the clause or clauses of the Agreement which the grievant feels have been violated. The employee and/or his chosen representative shall discuss the matter with his immediate Supervisor. In this discussion, the persons involved shall make an earnest effort to resolve this matter. The Supervisor shall make whatever additional investigation is necessary and shall give his answer as soon as practicable, but within three (3) working days. It is agreed that most grievances should be settled at this step.

Step 2: If the Union is not satisfied with the answer at Step 1, the Union shall submit the written grievance to the Department Head within five (5) working days after receipt of the Supervisor's answer in Step 1 above. The Union Grievance Committee shall meet with the Department Head in order to discuss the grievance. The Department Head shall give the Union a written answer to the grievance within five (5) working days.

Step 3: If the decision at Step 2 is not satisfactory to the Union, the Union may appeal, in writing, to the Director of Labor Relations within ten (10) working days after receiving the decision of Step 2.

Upon receipt of such an appeal, the Director or his designated representative will investigate the grievance and try to resolve it to the satisfaction of all parties. Prior to denying any grievance at this step, the aggrieved employee and/or the Union Grievance Committee, shall be afforded the right to meet and discuss the grievance with the Director or his representative. The decision of the Director or his representative will be made as soon as practicable, but no later than fifteen (15) working days after receipt of appeal from Step 2. The parties agree to hold monthly third step hearings.

### Section 3

Any grievance which is not taken up with the employee's immediate Supervisor within fifteen (15) calendar days after the occurrence of the matter (or after the Union should have reasonably known of the occurrence of the matter) out of which the grievance arises, shall not be presented, or considered at a later date. The Employer agrees that extenuating circumstances may arise where the employee will not have knowledge, within the time limits prescribed, of the matter which resulted in his becoming aggrieved and in such instances the Employer will give due regard and consideration to the time limits set forth above. Extensions to all time limits mentioned in this Article may be made by mutual agreement of the parties in writing.

### Section 4

At Steps 2 and 3 of this procedure, the Union shall be permitted to call no more than two (2) relevant witnesses. If either party wishes to call in additional witnesses, it will notify the other party.

### Section 5

Where a grievance is general in nature in that it applies to several employees having the same issue to be decided, it shall be presented directly at Step 2 of the grievance procedure, within the time limits provided for the submission of a grievance in Step 1.

### Section 6

An employee's grievance will be considered settled upon his written request, or when the complainant ceases to be a regular employee of the City, by resignation, or when time limits to appeal to the next step expires. If the City fails to answer within the prescribed time limits, unless a time extension has been mutually agreed upon as per Section 3 above, the grievance shall automatically advance to the next step.

### Section 7

Grievances will be heard at times most practical to do so. Should times occur during periods other than normal working hours of the grievant and/or other Union representatives, the City shall accept no financial obligation for such time spent by the grievant and/or other Union representatives.

### Section 8

The Union agrees that it shall cooperate with the City by making every effort to handle grievances in such a manner so as to cause a minimum of interference with normal operations of a Department.

### Section 9

It is recognized by both parties that on occasions a grievance may develop, the immediate disposition of which would be in the best interests of both parties (i.e. discharge or suspension). In such instances, the responsible Union official may contact the Labor Relations Director directly to acquaint him with the situation. At that time, a determination shall be made as to what procedure is to be followed.

## **ARTICLE 14 - Arbitration**

## Section 1

To be considered, a petition by the Union for arbitration shall be received by the Director of Labor Relations or his representative within fifteen (15) working days from the date of decision at Step 3 of the grievance procedure. Grievances not appealed within this time shall be considered as settled.

## Section 2

Petition for arbitration shall be in writing and contain the following items: (1) Signed approval to arbitrate by the Union, (2) The Section(s) believed violated; (3) The relief sought; and (4) A statement of the issue involved. In order that both parties may be fully prepared should a case go to arbitration, it is agreed that neither party may amend the grievance, including references to the Article(s) and/or Section(s) believed violated, after receipt by the Director of Labor Relations of the petition for arbitration.

## Section 3

The Arbitrator or arbitrators shall be the Connecticut State Board of Mediation and Arbitration, except as otherwise agreed upon by both parties to this Agreement.

## Section 4

The arbitration fee and expenses shall be borne equally by the parties to this Agreement. The Employer and the Union shall also share equally the expenses of all mutually agreed upon services considered desirable or necessary in connection with the proceedings

## Section 5

The arbitrator(s) designated in accordance with Section 3 of this Article shall conduct a hearing at which the facts and arguments relating to the dispute shall be heard. The arbitrator(s) jurisdiction to make an award shall be limited by the submission and confined to the interpretation or application of the provisions of this Agreement. The arbitrator shall not have jurisdiction to make an award which has the effect of amending, altering, enlarging, or ignoring the provisions of the Agreement in effect at the time of the occurrence of the grievance being arbitrated, nor shall the arbitrator have jurisdiction to determine that the parties by implication have amended or supplemented the Agreement, unless the parties shall expressly submit to him the issue as to whether such an Agreement by implication was made. The arbitrator(s) shall confine the award to a decision that the City or the Union has or has not violated a specific provision of this Agreement, and if such an award is in the affirmative, the award shall specify the remedy.

## Section 6

The written award of the arbitrator made in accordance with the above arbitration procedure shall be final and binding on the parties to this Agreement, subject only to court appeal of the decision.

# **ARTICLE 15- Wages**

## Section 1

Effective and retroactive to July 1, 2020, the salary schedule in effect on June 30, 2020, shall be increased by two percent (2%) and is Schedule A of the Agreement.

## Section 2

Effective and retroactive to July 1, 2021, the salary schedule in effect on June 30, 2021, shall be replaced by an updated wage scale and is Schedule B of the Agreement.



### Section 3

Effective and retroactive to July 1, 2022, the new salary schedule implemented on 7/1/21 shall be increased by three and one-half percent (3.5%) and is Schedule C of the Agreement.

### Section 4

Effective July 1, 2023, the salary schedule in effect on June 30, 2023, shall be increased by three and one-half percent (3.5%) and is Schedule D of the Agreement.

### Section 5

Effective July 1, 2024, the salary schedule in effect on June 30, 2024, shall be increased by three and one-half percent (3.50%) and is Schedule E of the Agreement.

Retroactivity on the above salary increases shall be implemented as follows:

- 1) First payment within 30 days of the Board of Alder ratification of this agreement.
- 2) Second payment on July 14, 2023.
- 3) Retroactivity is based on 2% for FY 2020/2021 and the difference between the new and the old rate of pay for FY 2021/2022 and 2022/2023.
- 4) Employees must be employed at the time of payment to receive the retroactivity.

### Section 6

When a bargaining unit employee reaches the top Step within his/her range as set forth in Schedule A, he/she shall remain at such Step for the life of this Agreement.

### Section 7

For the purpose of this Agreement, an employee's annual salary shall be the Step and amount shown in Schedule A through Schedule E.

For the purpose of this Agreement, an employee's regular weekly earnings shall be that portion of his regular annual salary which he receives each week. An employee's regular hourly rate shall be that portion of his regular weekly earnings reduced to an hourly rate determined by the number of hours in his normal weekly and/or daily work schedule.

In determining an employee's rate of pay for any monetary benefit under this Agreement, the basis to be used in such determination shall be the employee's regular annual, weekly, or hourly rate, whichever is appropriate in determining such benefit.

In no event shall any additional moneys received because of any other provisions of this Agreement be considered as a portion of any employee's regular annual, weekly, or hourly rate. The single and sole criterion for deciding any employee's annual, weekly, or hourly rate shall be the salary being paid in accordance with Schedule A through Schedule E.

### Section 8

Overtime shall be paid in accordance with the Fair Labor Standards Act (FLSA)

### Section 9

In the event a bargaining unit employee is promoted, his/her new salary shall be arrived at by following the principle of a promotional increase being equal to at least a Step increase in the employee's Range prior to promotion.

## Section 10: Car Allowance

Employees required by the City to use their personal car in the course of carrying out their job, shall receive an automobile allowance in accordance with the following effective the signing of the Contract:

(A) If the City anticipates that an employee will be required to use a car in the course of employment at least 4,000 miles per year, the employee will, at the City's option, either be provided a City car to use or be compensated at the IRS mileage rate. If the City elects not to provide a car to such employees, the City will pay, in addition to the mileage allowance, the difference in the employee's insurance premium that results from co-insurance the City on the employee's policy, upon presentation of adequate proof that said premium has been paid by the employee.

(B) All other employees who use their car during City business will be compensated at the IRS rate.

## Section 11

Employees required and assigned in a higher classification within Local 424, Unit 128 for more than one (1) working day in a working week shall be paid at the rate of the higher classification for the entire period that they are working in the higher classification.

## Section 12

Any UPSEU Local 424, Unit 128 employee who is temporarily assigned by the Department Head to work in a supervisory or management position shall be compensated an additional one dollar (\$1.00) per hour for all hours assigned.

## Section 13

While performing carpentry work, tradesmen shall receive a \$1.00 per hour differential. Should a tradesman not be available, the City may use caretakers to do carpentry work; in such event, the caretaker shall receive a \$2.00 per hour differential while performing such work.

## Section 14

Effective upon implementation, all bargaining unit members shall be paid via direct deposit.

# **ARTICLE 16 - Shift Differential**

## Section 1

Effective upon ratification by the Board of Aldermen, the shift differential for the second shift will be forty cents (\$.40) per hour and for the third shift shall be forty-five cents (\$.45) per hour.

Any employee, the majority of whose scheduled working hours fall between 2 p.m. and 11 p.m. shall receive the second shift differential.

Any employee, the majority of whose scheduled working hours fall between 11 p.m. and 8 a.m. shall receive the third shift differential.

## Section 2

Any other classification which currently receives a shift differential higher than those listed above shall continue the same differential.

## **ARTICLE 17 – Longevity**

### **Section 1**

All eligible bargaining unit employees hired prior to July 1, 2013, shall receive longevity pay as follows:

- (A) For those eligible employees, the amount of longevity pay shall be determined by multiplying that portion of their regular annual salary which an eligible employee has actually earned and received between January 1 and December 31, of the calendar year, by the appropriate percentage figure.
- (B) Longevity payments shall be made in a lump sum during the month of January, and such lump sum shall be the amount due each eligible employee for the immediately preceding calendar year and shall be arrived at in accordance with the procedure set forth in item (A) of this Article.
- (C) Longevity for a calendar year means that the employee receives such payment for only that portion of the calendar year in which he is eligible. For example, should an employee reach his service anniversary date in March, his longevity would be computed on that portion of his actual regular annual earnings which he earned and received from the next full pay period immediately following his service anniversary date through December 31.

### **Section 2**

Employees with more than six (6) (five [5] effective with the payment due in January 1988) but less than ten (10) years of continuous service shall have longevity computed at 1% or \$125 whichever is greater of their actual regular earnings, employees with more than ten (10) but less than twenty (20) years of continuous service shall have longevity computed at 3% or \$250 whichever is greater of their actual regular annual earnings, as set forth in item (A) above: Employees with more than twenty (20) years of continuous service shall have longevity pay computed using 4% or \$350 whichever is greater in accordance with item (A) above.

### **Section 3**

Longevity pay shall not be compounded from year to year. The appropriate percentage shall simply be applied to that portion of an eligible employee's regular annual salary which he has actually earned and received by December 31.

### **Section 4**

A pro-rata lump sum longevity payment will be made to employees who resign or are laid off or retire pursuant to the terms of the City Employees Retirement Fund. In the event of the death of an employee who would have been entitled to longevity, the pro-rata payment shall be made to the employee's beneficiary -- if no beneficiary then to the employee's estate. Payment shall be made for that portion of the calendar year which the employee worked prior to retirement, death, resignation, or layoff.

## **ARTICLE 18 - In-Service Training**

### **Section 1**

The City agrees that a sum of \$6,000 each year of this Agreement shall be set aside for the express purpose of being used for employee training programs and/or educational reimbursement. The City shall attempt to make payments for proper submissions if possible. However, the City shall not be obligated to make such payments.

## Section 2

It is further understood that the City may from time to time consult with the Union as to the contents of such programs, but the final decision as to the content and conduct of such programs shall rest solely and exclusively with the City, and in no event shall any aspect of such training programs or any decisions pertaining thereto, be subject to grievance, arbitration, or any other form of review by any third party whatsoever.

## Section 3 - Eligibility

Applicants for educational assistance must have at least one year of continuous service at the time of application.

- (A) All applications for education assistance must be made prior to the time of registration. Applications not made in advance will be rejected.
- (B) Course work for which assistance is being requested must be job related, or it must be of such a nature as to improve the employees' promotional opportunities, or it must be a requirement of a college or university degree program which is related to the employees development as a City employee.
- (C) Course work must be taken at an appropriately recognized and certified educational institution. No reimbursement is available under this policy for association meetings, conventions, institutional programs, or other similar forms of extracurricular programs.
- (D) Applications for educational reimbursement are available from the Department of Personnel and Civil Service. Completed applications are to be submitted by the Department Head for approval by the Personnel Director provided funds are available.
- (E) Special Fund employees shall only be eligible for education assistance if the grant or funds from which they are paid permit it or funds are available in the grant for education assistance.

## Section 4 - Reimbursement

The City will reimburse employees for actual allowable expenses incurred not to exceed one thousand dollars (\$1,000.00) per year. There shall be no semester limit in any calendar year.

- 1) Allowable expenses include tuition, books, lab fees, registration, and fees.
- 2) In order to be reimbursed, the employee must provide satisfactory evidence of completion of the course with a grade of "C" or higher for undergraduate school courses, or "B" or higher for graduate courses or a marking equivalent and proof of prior payment.

## Section 5

The Union President shall receive a written report from the Human Resources Department no later than July 31st of each Contract year. The report shall list which employees applied for educational assistance and which employees received reimbursement also listing the amount received. The report shall cover the preceding Contract year July 1st through June 30th.

## **ARTICLE 19 - Prior Practices**

Nothing in this Agreement shall be construed as abridging any right, benefit, or privilege that employees have enjoyed heretofore unless it is specifically included as a provision of this Agreement.

## **ARTICLE 20 - Non-Discrimination**

There shall be no discrimination, threat, penalty, coercion, or intimidation of any kind against any employee for reasons of race, creed, color, sex, sexual orientation, religious belief, union membership, national origin, political affiliation, age, handicap, or union activity. Disputes involving alleged discrimination shall not be arbitrable if the jurisdiction of the Connecticut Human Rights and Opportunity Commission (CHRO) or any federal or state court or agency has been invoked with respect to a claim of discrimination.

## **ARTICLE 21 - Insurance**

### **Section 1**

(A) Employees hired prior to the ratification of this agreement and scheduled to work twenty (20) hours per week or more and their eligible dependents shall have the option to be covered under one of two medical care programs known as Lumenos and Century Preferred PPO. Employees hired after the ratification of this agreement shall only be eligible for the Lumenos High Deductible Health Plan / HSA. The Medical Benefits Office maintains all governing plan documents and applicable riders. There will be an annual open enrollment period per contract year.

(B) The City shall change the prescription coverage from the National formulary to the Essential formulary with a mandatory mail in at 2x. The City shall adopt the Specialty Drug management provisions of the Ingenio Rx Specialty Accumulator Rules for the HDHP and the Ingenio Cost Relief program for the non-HDHP.

(C) During this agreement, the City may require continuing proof of spouse and/or dependent eligibility. New employees shall not be eligible for medical benefits for spouses and dependents until such time as they provide proper documentation. After an employee's enrollment, any change in dependent status must be communicated to the Medical Benefits Office. The City reserves the right to recoup claims improperly paid.

(D) Current employees as of the ratification date of this agreement may choose from the following health insurance plans, summaries of which are attached as Schedule H:

1. Lumenos High Deductible/HSA eligible plan ("HDHP")

- \$2,000/\$4,000 deductible
- City funding of deductible as follows: 50%
- Funding of the City's 50% portion shall occur as follows: one-half (1/2) on July 1 and one-half (1/2) on January 1 in each year of the contract.
- 10% In-network coinsurance
- In-network out-of-pocket maximum - \$4,000/\$8,000
- Out-of-network, out-of-pocket maximum \$6,000/\$12,000
- Co-pays after deductible \$15 generic; \$35 brand-formulary; \$60 brand non-formulary; 75% specialty
- Mandatory Specialty
- Employees not eligible to participate in an HSA shall be offered a health reimbursement account (HRA) plan with similar features to the Lumenos Plan

2. Century Preferred PPO – Offered only to employees hired prior to the ratification of this agreement, employees can "buy-up" to the Century Preferred PPO plan by paying the difference between the City's cost towards the HDHP and the total cost of the Century Preferred PPO plan. Prescription copays shall be \$15 generic; \$35 brand-formulary; \$60 brand-non formulary; and \$75 specialty.

(D) The City of New Haven Health Incentive Plan shall be continued and shall include the following components:

- (1) All family members shall designate a primary care physician.

- (2) Members and spouses shall have an age/gender appropriate routine annual medical exam with a physician during each calendar year.
- (3) Members and spouses must have a minimum of one dental cleaning/oral exam in each calendar year: and
- (4) Members and spouses with chronic conditions shall participate in Anthem's Condition Care outreach initiatives if contacted. Participation shall be defined as taking up to two phone calls annually from the insurance company.

See summary attached at Appendix H for a more complete list of plan requirements.

Employees who do not participate in the program shall be required to contribute an additional cost towards the plan selected as follows:

Single coverage:	\$50 per month
Two-person coverage:	\$75 per month
Family coverage:	\$100 per month

There will be a 90-day grace period to come in compliance which will include follow up by HR before any penalties are assessed. Penalties will cease on the first of the month following that in which compliance occurs.

## Section 2

Full Pay Dental Plan and Dependent Rider of Unmarried Children up to 26 years of age, and the Dental Riders A, B, C, D, shall continue for all eligible employees and eligible dependents covered by one of the above-referenced medical plans regardless of the plan chosen.

## Section 3

The City shall continue to provide and pay for the twenty thousand dollars (\$20,000) life insurance coverage to eligible employees.

## Section 4

The Vision Care Rider shall continue to be offered to all eligible employees and eligible dependents covered by one of the above-referenced medical plans regardless of the medical benefit plan chosen.

## Section 5

There shall be an open enrollment period, after which employees must contribute a percentage of the cost of his/her health and dental premiums based on the Allocation rates in effect at the time. These contributions shall be made through weekly payroll deductions as follows:

Year	Lumenos	Century Preferred PPO
Effective upon ratification of this agreement and effective July 1, 2023	10.0%	Buyup*
July 1, 2024, to June 30, 2025		
Income 60K to 80K	11.0%	Buyup*
Income above 80K	12.0%	Buyup*

\*Defined above in Section 1, paragraph 2.

Employees who elect the dental benefits shall be responsible for paying ten percent (10%) of the cost, based on the Allocation rate of the single, couple, or family plan selected.

#### Section 6

In the event there is a change in Connecticut Law which has the effect of divesting health care benefits from employees in same sex marriages, the parties agree to meet to negotiate a resolution of the issue.

#### Section 7

The City shall implement and maintain a Section 125 pre-tax wage deduction plan in accordance with applicable provisions of Section 125 of the Internal Revenue Code (and in accordance with any amendments to said provisions) so long as said provisions allow for such a plan. Said plan will be designed to permit exclusion from taxable income of the employees' share of health insurance premiums for those employees who complete and sign the appropriate wage deduction form. The City shall incur no obligation to engage in any form of impact bargaining if a change in law reduces or eliminates the tax-exempt status of the employee insurance premium contributions. Neither the Union nor any employee covered by this Agreement shall make any claim or demand nor maintain any action against the City or any of its members or agents for taxes, penalties, interest or other costs or loss arising from the use of the wage deduction form or from a change in law that may reduce or eliminate the employee tax benefits to be derived from this plan. Further, the parties agree that the health insurance benefits, and the administration of those benefits shall continue to be governed by the collective bargaining agreement and the carrier's insurance plan.

#### Section 8

All new employees shall serve a probationary period of one hundred and twenty (120) calendar days. Such employees shall be considered at-will employees for the probationary period and shall not be eligible for health benefits, personal days, vacation days or sick days until satisfactorily completing their probationary period; provided, however, employees shall be eligible for health insurance benefits in accordance with the Affordable Care Act, if applicable. The accrual of sick leave and vacation time shall be determined by the employee's original date of hire.

#### Section 9

The City shall provide the following medical insurance coverage for retirees:

- (A) The City shall continue to provide and pay for the medical insurance as described in Section 1 of this Article for all employees who retire on or after the ratification date of this Agreement who meet with following criteria:
- (1) Twenty-five (25) years of service or meets the criteria to retire under the Rule of 80.
  - (2) Twenty (20) years of service and retire with a service-oriented disability.
  - (3) Fifteen (15) years of service and retire on disability and meet the total and permanent requirement of Social Security
  - (4) Employees who retire on or after July 1, 1998, shall make a monetary contribution for a portion of the medical insurance premiums in an equal amount as called for with active employees. Provided the required contribution is made, said coverage shall continue until the retiree reaches age sixty-five (65).

Notwithstanding the foregoing, in addition to the plans set forth in Section 1, employees who are covered at the time of retirement by a plan that does not have a national network, may as an alternative to the plans set forth in Section 1, participate in the Century Preferred PPO so long as the City continues to offer such plan.

In that event the retiree shall “buy-up” to the PPO Plan, i.e., pay the difference in cost between the City’s cost for the HDHP Plan (cost less employee cost share) and the cost of the Century Preferred PPO Plan.

In addition, employees who retire after the Effective Date of this Agreement shall be required to re-enroll during open enrollment period, including after the execution of each new successor contract, along with the active members of Local 424, Unit 128. Such employees shall be entitled to choose among the medical insurance plan options offered to active members, at the same rate paid by such active employees.

Furthermore, for employees with more than ten (10) years of service as of July 1, 2010, such medical insurance shall be provided for the employee’s spouse.

(B) Spouses of employees who are still working but meet the above criteria and die while still an employee will be covered under this provision until such time as the employee would have reached age sixty-five (65).

(C) Spouses of retirees who are retired and meet the above criteria and die prior to age sixty-five (65) shall continue to be covered until such time as the retiree would have reached age sixty-five (65).

(D) Upon reaching age 65, retirees who satisfy the above criteria (and their spouses, provided that the employee has more than ten (10) years of service as of July 1, 2010) must apply for Medicare Parts A and B through Social Security Administration. For those retirees and eligible spouses who qualify for Medicare the City shall assist in providing coverage under Medicare Supplemental Plan C with unlimited pharmaceutical coverage until the retiree reaches age 70. If retiree dies prior to age 70 then his/her eligible spouse will continue to be covered by Medicare Supplemental Plan C with unlimited pharmaceutical coverage until such time as the retiree would have reached age 70 as if he/she lived. In addition, the City shall have the ability to pursue, with the cooperation of the retiree and/or covered individual, all age-appropriate riders and other forms of collateral coverage, which may serve to offset costs to the City. The retiree shall be responsible for paying the same premium cost sharing for the Medicare Supplemental Plan C as he/she was paying for the chosen medical plan coverage prior to turning age sixty-five.

(E) Employees hired on or after November 12, 2013, are not eligible for retiree medical coverage.

(E) To help offset the cost of providing retiree medical coverage set forth above, employees hired before November 12, 2013, shall contribute 1.25% of their base pay via payroll deduction:

Notwithstanding the foregoing, those employees listed in Appendix I who are eligible for retiree health coverage through other employers may opt not to be eligible for the retiree health insurance from the City and shall not be required to pay the above percentages of their pay towards the cost of retirement.

## Section 10

The City may change insurance carriers; however, the benefits enjoyed under the current plans will not be less than substantially equivalent. The Union will be notified prior to any change and if the Union wishes, the City will fully discuss any changes with them prior to their implementation. If a change of carriers is made, the amount that an employee is contributing for coverage in the program shall not be changed for the duration of this Agreement.

## **ARTICLE 22 - Workers Compensation**

### Section 1



In addition to existing rights the City has or may have to recover Workers Compensation payments from responsible third parties, the City shall have the right to recover any payment made by it to supplement said benefits from such a responsible party. If the employee recovers a judgment or otherwise settles his claim against a responsible third party, the City shall be reimbursed by the employee to the extent of the benefits paid by it.

## Section 2

The City agrees to hold UPSEU Local 424, Unit 128 harmless with respect to any liability on the employee's part as above set forth.

## Section 3

The City maintains the option to implement a Workers Compensation Preferred Provider Program in accordance with the Connecticut General Statutes Section 31-278 et al.

## Section 4

Sick time used by an employee for a work-related injury or illness shall be reimbursed back to the employee once the associated worker's compensation claim is approved.

## Section 5

Employees receiving Worker's Compensation benefits have the option to continue their pension contributions to maintain their continuity of benefits. Should an employee choose not to continue these contributions while collecting Worker's Compensation benefits, there will be an interruption in pension service credit for the time they are on Worker's Compensation.

# **ARTICLE 23 - Union Activities**

## Section 1

Union activities shall be carried on in such a manner so as not to interfere with Departmental activities and with the approval of Department Heads. However, this provision is not intended to exclude normal Union activities.

The Union shall notify the Director of Personnel, the Director of Labor Relations and the Controller's Office of the names of current Union Officers and Union Stewards.

## Section 2

Employees engaged in normal Union activities involving City officials shall not have their pay suspended if such meetings have the approval of the Director of Labor Relations. Employees shall notify their immediate supervisor at least twenty-four (24) hours in advance of such meetings.

## Section 3

The President of UPSEU, Local 424, Unit 128 shall have super seniority during layoffs.

# **ARTICLE 24 - Union Business Leave**

## Section 1

The President, Vice President, Secretary, Treasurer and any three (3) other individuals appointed by the Union, shall be granted leave from duty with full pay for all meetings between the City and the Union for the purpose of negotiating the terms of the labor Agreement, provided such meetings take place at a time during which such committee members are normally scheduled to work.

In addition to the committee, the Union may from time to time ask other members to attend bargaining sessions in order that such employees may present information to the parties of particular relevance and/or importance to a given issue under consideration. It is understood that the immediately aforementioned privilege will be exercised by the Union in a reasonable and responsible fashion.

## Section 2

A Union grievance committee of up to four (4) persons shall be granted leave from duty with full pay for all meetings between the City and the Union for the purpose of scheduled grievance hearings, when such meetings take place at a time during which such grievance committee members are scheduled to work.

## Section 3

Five officers of the Union, or their designees, shall be granted leave with pay to attend meetings of the UE Local 222, CILU/CIPU Statewide Council and the UE Local 222, CILU/CIPU Convention. The Union shall submit a letter to the Director of Labor Relations listing the names of those Union Officers and/or members who will represent the Union in the areas of Union activity set forth in this Article. In addition, the Union shall submit to the Director of Labor Relations the dates from the Union meetings referred to in this Section where such dates are fixed such as those of the UE Local 222, CILU/CIPU Statewide Council. Notification of attendance at meetings whose dates are not fixed shall also be made to the Director of Labor Relations when such become known to the Union, but in no event less than one (1) calendar week prior to such meetings.

## Section 4

All Union leave time shall be recorded on forms provided by the Department.

# **ARTICLE 25 - Disciplinary Procedures**

## Section 1

Department Heads of the various City Departments, or their designees, shall exercise full disciplinary authority consistent with their oath of office and their responsibility to direct employees to perform the required work duties in order to achieve Department program goals and satisfactory municipal services to the general public.

## Section 2

All disciplinary actions shall be applied in a fair manner and shall not be incongruous to the infraction for which the disciplinary action is being applied.

## Section 3

Normally, disciplinary actions shall include either (A) A verbal warning; (B) A written warning; (C) A suspension without pay; or (D) Discharge and shall ordinarily follow this order. Whatever disciplinary action is taken, the parties recognize that the merits of a given situation play an important role in determining what action is appropriate, and as such, it is not the intent of the parties that all discipline will necessarily follow the order or steps cited above. It is the intent of the parties that whatever the action, such action shall be consistent with Section 2 of this Article.

#### Section 4

All disciplinary actions may be appealed through the established grievance procedure.

#### Section 5

- (A) Employees shall only be disciplined for just cause.
- (B) All suspensions, discharges and warnings must be stated in writing and a copy given to the employee and the Union President.

#### Section 6

- (A) All verbal warnings and written warnings shall be removed from the employee's record after a period of one year if there has been no reoccurrence of the infraction and the employee has a good work record. All other disciplinary records, i.e., suspensions, loss of bidding rights, reduction in grade, shall be removed from an employee's work record after two (2) years if there has been no reoccurrence of the infraction and the employee has a good work record.
- (B) Once an employee has satisfied the prerequisites of (A) above, the Employer agrees that it will never bring the warnings or suspensions up again.

#### Section 7

Employees who are discharged during the probationary period shall not have recourse to appeal said discharge to Arbitration as specified in Article 14 of this Agreement.

### **ARTICLE 26 - Authority and Responsibility of The Civil Service Commission and the City Boards and Commissions**

No provision of this Agreement shall in any way contravene the authority and responsibility of the Civil Service Commission, and City Boards and Commissions as contained in the Charter and the Ordinances.

It is mutually agreed that the preceding paragraph shall not alter the terms of this Agreement.

### **ARTICLE 27 - No Strike Provision**

#### Section 1

The Union agrees that during the length of this Agreement it will not call or support or participate in any work stoppage or strikes against the City. The Union further agrees that any of its members participating in any work stoppage, strike, or slowdown may be summarily discharged by the City.

#### Section 2

The City agrees that there shall be no lockout of employees during the life of this Agreement.

#### Section 3

The Union agrees that it will use its best efforts to cause its member employees, individual and collectively, to perform and render legal and efficient work and services on behalf of the City and that neither its representatives nor its members will intimidate, coerce, or discriminate against any employee in any manner at any time.

## **ARTICLE 28 - Pension**

### **Section 1**

Schedule G attached hereto, a restatement of Articles I and II of the City Employees Retirement Fund (Special Act 379) incorporates negotiated amendments, which shall become effective upon the ratification of this agreement.

Changes to the pension language in Schedule G include the following:

Effective upon ratification of this agreement, the early retirement reduction factor for all bargaining unit participants of the CERF shall be 5%.

All bargaining unit employees hired after the ratification of this agreement shall also be subject to the following CERF pension changes:

Regular minimum retirement age for pension eligibility shall be age 65

The rule of 80/85 shall be eliminated

Options for joint and survivor benefits

## **ARTICLE 29 - Special Provisions**

### **Section 1**

Special Funded employees shall not be covered by the City pension but shall continue to be covered by Social Security.

### **Section 2**

Animal Shelter employee provisions are hereby incorporated and attached in Appendix A.

### **Section 3**

Employees who regularly use their private vehicles as part of their normal daily work assignment shall be provided with a free parking space by the City. All other employees shall be given a reduced rate (two-thirds the commercial rate) for parking in a garage or lot allocated by the Parking Authority.

## **ARTICLE 30 - Personal Leave**

Each employee shall be entitled to three (3) days per calendar year to be known as Personal Leave. Such leave shall be with pay and not charged against sick leave. All Personal Days must be utilized, or they will be lost.

If the number of employees who request personal leave defined under this section compromises the activities of a department or a division due to the number of individuals requesting a particular day, the department or division may deny the request in order to not disrupt the normal activities in such department or division. In such circumstances of conflict, seniority shall prevail.

An employee intending to utilize Personal Leave shall notify his Supervisor at least twenty-four (24) hours prior to taking such Leave unless such notification is impossible due to circumstances beyond the employee's control.

## **ARTICLE 31 - Residency**

There shall be no residency requirement for all bargaining unit employees.

## **ARTICLE 32 - Coverage**

The provisions of this Agreement shall be binding upon the Employer and its successors or assigns.

## **ARTICLE 33 - Supervisory Clause**

A Supervisor shall not perform work of a nature normally performed by an employee covered by this Agreement except in cases of emergency, correction of trouble or for purposes of training.

## **ARTICLE 34 - Uniforms**

### **Section 1**

The City of New Haven shall provide employees in the Departments listed below with uniforms which they shall be required to wear:

Public Works  
Parks & Recreation  
Animal Shelter

Uniform attire shall be determined at the sole discretion of the Department Head or his/her designee. Any attire required to be worn for safety purposes as determined by the Department Head or his/her designee shall not be considered a "uniform."

Effective July 1, 2017, employees shall receive an annual clothing allowance of \$100. The amount shall be increased by \$100 for any employees already receiving a clothing allowance as of June 30, 2017. Parks and Recreation Department employees shall be entitled to maintain an account at Work and Gear or a similar vendor, to facilitate work-related clothing purchases under this allowance.

### **Section 2**

Any other employees that are required to wear uniforms shall have said uniforms provided by the Employer. One set of personal protective equipment required in the performance of an employee's job duties shall be provided by the Employer.

### **Section 3**

All employees shall receive an annual credit of \$120 toward the purchase of shoes. The City shall provide the specifics of the shoe requirements annually for appropriate footwear to be purchased. Any price over the \$120 credit shall be the employee's responsibility. A receipt shall be required prior to reimbursement under this Section 3.

### **Section 4**

Mechanics in the Police and Fire garage shall be reimbursed upon presentation of receipts for up to \$250 per contract year for the replacement of tools.

## **ARTICLE 35 - Miscellaneous**

### **Section 1 - Health and Safety**

When the Union President discovers any unsafe or unhealthy working condition, he/she shall bring it to the attention of the responsible supervisor. If the issue cannot be resolved, the parties shall notify the Director of Labor Relations and the parties agree to sit down and discuss said condition promptly.

(A) There shall be formed a joint Management and Union Safety Committee consisting of two (2) members from Management and two (2) members from Local 424, Unit 128. This Committee shall meet at least once a month to discuss safety problems and appropriate safety and training programs. Either side may call upon employees who are involved or may have expertise in the problem before the Committee to attend such meetings. These meetings will be held during working hours and employees in attendance will suffer no loss of pay.

Corrective measure against hazardous and unsafe conditions shall be implemented promptly. The appropriate corrective action shall be the sole responsibility of the City. Any employee who reports an unsafe condition shall be free from any threat of retaliation or discipline for such reporting.

## Section 2 - Military Leave

(A) Any employee who is a member of the Reserve Corps of any branch of the Armed Forces of the United States, shall be entitled to leave of absence to attend required field training in such Reserve Corps.

(B) While engaged in such training, the employee shall receive the difference between the compensation received from military duty and regular pay as a City employee.

(C) Notification of Military Leave should be made in writing to the Department Head with a copy to the Controllers Office.

## **ARTICLE 36 - Subcontracting**

### Section 1

The City will comply with its obligation under the M.E.R.A. for any subcontracting in City departments.

### Section 2

The City may subcontract electrical, plumbing, and other trades work, as well as maintenance work for City-owned properties and buildings when in-house tradesmen are unable to keep up with the workflow. Work offered on an overtime basis shall be offered first to bargaining unit members, then to outside contractors and vendors.

The city shall not lay off bargaining unit members due to the above subcontracting and shall use its best efforts to fill any vacant bargaining unit positions.

### Section 3

Any bargaining unit member who participates in snow removal with the Public Works Department, shall receive pay and overtime at the Equipment Operator II rate of pay in the DPW collective bargaining agreement, if higher than the bargaining unit member's regular rate of pay.

## **ARTICLE 37 - Savings Clause**

### Section 1

If any Federal or State Legislation, governmental regulation or court decisions cause invalidation of any Article or Section of this Agreement, all other Articles and Sections not so invalidated shall remain in full force and effect.

## **ARTICLE 38 – Substance Abuse Policy**

## Section 1: Purposes

The purposes of this policy are as follows:

- A. To establish and maintain a safe, healthy working environment for all employees and to protect the public;
- B. To insure the reputation of the City of New Haven employees as good, responsible citizens worthy of public trust;
- C. To demonstrate a clear expectation and understanding that a drug test shall be an integral part of any regular physical exam required by the City and shall be considered a condition of entry/application to the employ of the City and in reasonable suspicion scenarios as defined herein;
- D. To reduce the incidents of accidental injury to person or property;
- E. To reduce absenteeism, tardiness, and indifferent job performance; and
- F. To provide assistance toward rehabilitation for any employee who seeks help in overcoming any addiction to, dependence upon, or problem with alcohol or drugs.

## Section 2: Definitions

- A. Alcohol or Alcoholic Beverages – means the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohol, including methyl and isopropyl alcohol
- B. Drug – means any substance (other than alcohol) capable of altering the mood, perception, pain level or judgment of the individual consuming it.
- C. Prescribed Drug – means any substance prescribed for the individual consuming it by a licensed medical practitioner.
- D. Illegal Drug – means any drug or controlled substance, the sale possession or consumption of which is illegal.
- E. Ranking Supervisor – means any supervisory employee who is the employee’s immediate supervisor in the chain of command, or the Department Head or his/her designee.
- F. Employee Assistance Program – means Employee Assistance Program provided by the City of New Haven or any agency/entity with whom the City has contracted to provide said program.
- G. Union President – means President of UPSEU, Local 424, Unit 128 or his designee.
- H. Refusal to Submit to Reasonable Suspicion Drug Testing – The refusal by an employee to submit to a drug or alcohol screening test based on reasonable suspicion will result in the employee’s immediate suspension without pay and subsequent disciplinary action, which may include dismissal from the City.

## Section 3: Testing Based Upon Reasonable Suspicion

- A. Purpose: This section is intended to specify the methods to be used by the City when an employee’s conduct, behavior, demeanor or statements have created reasonable suspicion that he or she has engaged in “substance abuse.” Substance abuse is defined for purposes of this section as the ingestion of an illegal drug or the abuse of alcohol or of a legally prescribed drug.

B. Voluntary Disclosure and Employee Assistance:

1. An employee who has completed his or her initial probationary period with the City and has engaged in substance abuse and voluntarily discloses this issue to his/her Department Head and requests treatment and rehabilitative assistance shall be given assistance under the City's Employee Assistance Program. Access of this type shall be limited to two occasions, provided that he or she has not previously failed to comply with the requirements of the program during a prior enrollment. An employee referred to the program shall not be disciplined for the substance abuse disclosed. However, failure to comply with the terms of this program shall subject the employee to discipline.

2. Any employee who returns to employment following completion of a program under the Employee Assistance Program shall be subject to follow-up testing as determined by the EAP provider.

C. Basis for Testing: The testing authorized under this policy shall be preceded by a determination by a supervisor that the conduct, behavior, demeanor, or statements of the employee have given that supervisor "reasonable suspicion" that the employee has engaged in substance abuse.

D. Preservation of Rights: This policy does not constitute a waiver of the rights of members of the bargaining unit regarding drug testing protection provided by United States or Connecticut Constitution or statutes.

E. Preliminary Determination of Reasonable Suspicion of Substance Abuse:

1. An order to undergo a test pursuant to this agreement shall be based on preliminary and final determinations of reasonable suspicion of substance abuse by designated supervisors. A supervisor shall base his or her preliminary determination on facts regarding the conduct, behavior, demeanor, and statements of the employee observed by that supervisor or reliably and speedily reported to him or her. This preliminary determination shall be followed by a final determination by a second supervisor who must confirm the preliminary determination for testing to be ordered.

2. Designated supervisors shall be the Department Head, Deputy Department Head and any supervisor acting in the capacity of the Department Head or Deputy Department Head. The City shall provide training for such designated supervisors, but the lack of such training of a particular supervisor shall not prevent his or her determination of reasonable suspicion of substance abuse, unless the lack of training is shown to have undermined the reliability of the determination.

F. Order to Undergo Test:

1. When a designated supervisor decides based on reasonable suspicion, the employee shall be informed of this preliminary determination and shall be immediately relieved of duty. The employee shall be entitled to Weingarten representation rights by a bargaining unit representative.

2. Following the determination, the employee shall be directed to immediately report to the designated testing facility. It is expected that the test will be administered within two (2) hours following the determination.

3. The employee shall be entitled to Weingarten representation during the sample production process.

G. Testing Procedures: The testing procedures shall be in accordance with those set forth in Appendix A of this Substance Abuse Policy. Test results shall not be used for disciplinary purposes unless they have been obtained in accordance with the procedures outlined in this section.

H. Confidentiality: Records of the process used to order a test and test results shall be maintained along with other employee medical records and shall be handled consistent with the policies respecting such



records. In addition, an employee who elects participation in the Employee Assistance Program shall be required to authorize the release of these records to the personnel utilized in that program.

I. What Constitutes a Refusal to Take a Test: The following actions may constitute a refusal to take a drug or alcohol test:

- Blatant refusal to submit to the testing procedure or engaging in any conduct that clearly obstructs the testing process; including being unavailable for testing;
- Failure to provide an adequate amount of breath for an alcohol breath test without a valid medical reason;
- Failure to sign the alcohol testing form;
- Failure to submit to a confirmation test for alcohol after a positive result;
- Failure to endorse items to verify chain of custody for any specimen;
- Failure to provide sufficient amount of urine for a drug test without a valid medical reason;
- Failure to provide necessary identification before submitting to test;
- Failure to remain available for such testing.

J. Consequences of Refusal to Take a Test: The consequences for refusal to take a required drug or alcohol test are the same as if the employee had tested positive for drug or alcohol use, as listed in Section 10 of this Policy. In addition, the refusal shall constitute insubordination and the employee shall be subject to discipline.

K. Cost of Required Tests: The City shall pay for the following tests:

- Pre-employment drug testing;
- Random testing;
- Reasonable suspicion testing.

The employee shall be responsible to pay for the following tests:

- Return to duty drug testing;
- Follow up testing; and
- Split analysis testing.

L. Transportation: The City will provide transportation for the employee to the testing facility when the employee is being tested under reasonable suspicion procedures. The City shall provide transportation for an employee to the employee's home when the employee tests positive under these procedures.

#### Section 4: Random Testing

A. Employees performing safety-sensitive functions will be tested for alcohol at a minimum annual rate of twenty five percent (25%) of the average number of positions, and at a minimum annual rate of fifty percent (50%) for controlled substance testing.

B. Random selection shall be performed independently by the City's third-party program administrator utilizing a computer based scientifically valid method of selection. The selection process shall give each employee an equal chance of being selected each time a selection is made.

C. The City shall conduct a minimum of four (4) selections annually, spread reasonably throughout the calendar year.

D. Each employee upon notification of selection for controlled substances and/or alcohol testing shall proceed immediately to the designated testing site.

#### Section 5: Post-Accident Testing

As soon as practicable following an accident, each surviving employee will be tested for alcohol and controlled substances when (1) the accident involved a fatality or serious injury or (2) the employee received

a citation for a moving traffic violation. An accident is defined as an incident involving a motor vehicle in which there is a fatality, an injury treated away from the scene, or a vehicle required to be towed from the scene.

An employee who is subject to post-accident testing must remain available for such testing, or the City may consider the employee to have refused to submit to it.

The City should make every attempt to test an employee for alcohol within two hours and for drugs within 32 hours of an accident. If an alcohol test has not been given within 8 hours of the accident, or a drug test has not been given within 32 hours, the City must cease trying to administer such test and must prepare and maintain on file a record stating the reason why the appropriate test was not promptly administered.

The requirements of this section should not be construed to require the delay of necessary medical attention for injured people following an accident or to prohibit an employee from leaving the scene of an accident for the length of time necessary to obtain necessary emergency medical care or to obtain any other assistance necessary at the accident site. However, employees must remain available for testing and shall not consume alcohol or drugs until the post-accident test has been performed.

#### Section 6: Return to Duty Testing

If an employee has engaged in prohibited conduct regarding alcohol and/or drug misuse, the employee must undergo a return to duty test prior to returning to the job. The test must indicate a breath alcohol concentration of less than 0.02 or a verified negative result for drug use. When an employee engages in prohibited conduct, the City must advise the employee of the resources available to evaluate and resolve drug and/or alcohol problems through the EAP program. In addition, each employee who engages in prohibited conduct must be evaluated by a substance abuse professional (SAP) who shall determine what assistance, if any, the employee needs in resolving drug and/or alcohol problems.

On a first offense for a positive alcohol test, if the SAP determines that the employee requires assistance in handling an alcohol problem, the employee must properly follow the prescribed rehabilitation program. If the rehabilitation program requires time off, said time off will be granted with or without pay for up to sixteen weeks without a loss of seniority or benefit eligibility. During the period of rehabilitation, the employee may elect to use any accrued vacation or sick time. Any paid time off (vacation or sick time) used in accordance with this provision shall be subtracted from the sixteen-week entitlement referred to herein.

On a first offense for a positive drug test, if the SAP determines that the employee requires assistance in handling a drug problem, the employee must properly follow the prescribed rehabilitation program. If the rehabilitation program requires time off, said time off will be granted with or without pay for up to sixteen weeks without a loss of seniority or benefit eligibility. During the period of rehabilitation, the employee may elect to use any accrued vacation or sick time. Any paid time off (vacation or sick time) used in accordance with this provision shall be subtracted from the sixteen-week entitlement referred to herein.

When an employee has properly followed the prescribed rehabilitation, the employee must then be reevaluated by the substance abuse professional. If the SAP determines that the employee has properly followed the rehabilitation program, then the employee must undergo a return to duty test with a negative result as prescribed herein before being allowed to return to the performance of his job. In the event the employee fails to comply with the prescribed rehabilitation or fails to pass a return to duty test he or she shall be subject to further discipline up to and including termination.

#### Section 7: Alcoholic Beverages

A. No alcoholic beverages will be brought onto City premises or consumed while on City premises. The Department will invoke appropriate disciplinary action for any violations.

B. Drinking or being under the influence of alcoholic beverages while on duty is cause for discipline.

## Section 8: Prescription Drugs

- A. No prescription drug shall be brought upon City premises by any employee other than the employee (or members of the employee's immediate family) for whom the drug is prescribed by a licensed medical practitioner, and shall be used only in the manner, combination and quantity prescribed.
- B. Where the employee has been informed that the use of a prescribed drug may pose a risk to the employee or others, the employee shall so advise his/her Department Head or Deputy Department Head.

## Section 9: Illegal Drugs

- A. The use or possession of an illegal drug or controlled substance by an employee, on or off duty, is cause for suspension or termination, and/or referral for criminal prosecution.
- B. The sale, trade or delivery of illegal drugs or controlled substances by an employee, on or off duty, to another person is cause for suspension or termination, and/or referral for criminal prosecution.

## Section 10: Procedures

The procedures of the City of New Haven regarding an employee using, possessing or under the influence of alcohol, drugs, or chemicals while on duty are as follows:

- A. An employee shall report to his place of assignment fit and able to perform his required duties and shall not by any improper act render himself unfit for duty.

STEP 1: Any Supervisor who has cause to suspect that an employee is under the influence of alcohol, drugs or chemicals shall immediately relieve said employee from duty with pay in order to protect said employee, fellow employees and the public from harm. Supervisors shall receive training by certified drug and alcohol experts on how to detect and process substance abuse cases.

STEP 2: The Supervisor shall immediately notify the Department Head, or in his absence, the ranking supervisor. Any employee being interviewed and/or tested may consult with and be accompanied by a representative of the Union. The Union representative may confer with and advise the employee before and after the testing process but shall not participate in the process in any way except as an observer. The interview/testing process will not be unreasonably delayed simply because a Union representative is unable to be present.

STEP 3: The Department Head, or in his absence, the ranking supervisor shall interview the employee concerning alleged alcohol or controlled substance abuse. Such interview shall be conducted to document the reasons and observations of the interviewers and to ascertain from the employee any recent use of prescribed drugs or non-prescribed drugs, or any indirect exposure to drugs that may result in a positive test.

STEP 4: If the interviewers document cause, then the employee will be given the following option(s):

- a. The employee may resign or retire, if eligible, without penalty or prejudice.
- b. The employee can claim that he/she is not under the influence of alcohol or illegal drugs.

1. If there is no criminal investigation pending, the employee can admit there is cause for reasonable suspicion of alleged alcohol or substance abuse, and shall, within 24 hours, enroll in an Employee Assistance program (EAP).

STEP 5: If the employee chooses paragraph (b) in Step 4, the test procedures set forth in Appendix A may be ordered by the Department Head or, in his absence, the ranking supervisor. A positive test shall result in the following discipline:

1. The first offense shall result in an immediate two (2) day suspension without pay.
2. Second or subsequent offenses shall be progressive in nature.

The employee shall have the right and shall not be denied the right to the presence of a Union Representative during any part of these procedures.

## APPENDIX A TESTING PROCEDURES

### *Testing procedures for drugs*

All drug testing will be done from urine specimens collected under highly controlled conditions at the following location: St. Raphael's Occupational Health & Rehabilitation Services at 789-3530. The person collecting the urine sample will be the same gender as the employee submitting the sample. The collection site will be secured to prevent any tampering or switching of samples. The City reserves the right to change and/or add providers.

When the employee has submitted a specimen, the collection person will determine whether there is enough urine for testing. If there is not enough, the employee may be asked to drink fluids and wait until the employee is able to provide enough urine to test. The urine collected from each employee will be divided into two different sample containers. This is known as a split specimen collection. The person collecting the specimen will divide the specimen into the two containers in the presence of the employee and will label both accordingly. The employee must ensure that the split samples are both accurately marked with the correct identification.

The primary sample is then tested for the presence of drugs, while the second or "split" sample is stored in a secured, refrigerated location. The initial test is the immunoassay test, which screens the sample for usage of the eleven (11) classes of drugs. The second test is a confirmation test. The labs that perform the tests must be certified by the Federal Department of Health & Human Services.

Initial Test Analyte	Initial Test Cutoff Concentration	Confirmatory Test Analyte	Confirmatory Test Cutoff Concentration
Amphetamines	300 ng/mL		500 ng/mL
Barbiturates	300 ng/mL		300 ng/mL
Benzodiazepines	300 ng/mL		300 ng/mL
Cocaine Metabolites	300 ng/mL	Benzoylcegonine	150 ng/mL
Opiate Metabolites	300 ng/mL		300 ng/mL
Oxycodone	100 ng/mL		100 ng/mL
Phencyclidine	25 ng/mL	Phencyclidine	25 ng/mL
Marijuana Metabolites	50 ng/mL	THCA	15 ng/mL
Methadone	300 ng/mL		300 ng/mL
Methaqualone	300 ng/mL		300 ng/mL
Propoxyphene	300 ng/mL		300 ng/mL

\*ng/ml means nanograms per milliliter. A nanogram is one billionth of a gram. A milliliter is one thousandth of a liter.

If the results of the initial test are negative, the testing laboratory will so advise the Medical Review Officer (MRO). The MRO is a licensed physician not employed by the testing laboratory who interprets the drug test results. The MRO's role includes making determinations that other factors besides drugs may be affecting a particular test result, and the MRO may conduct sessions with individual employees to learn more about their medical histories and other factors which might influence a test result.

If the results of the initial test exceed the test levels for any of the five (5) drug classes, a second (confirmation) test is performed. This test is done differently by using gas chromatography/mass spectrometry techniques. Only specimens that are confirmed positive on the second or confirmatory test are reported positive to the Medical Review Officer for review and analysis.

If the test result of the primary specimen is positive, the employee may request the Medical Review Officer to send the second (or split) specimen to a different certified lab for testing. If the result of the test of the split specimen is “negative”, the MRO shall cancel the test. If an employee wants the split specimen tested, he or she must advise the MRO within seventy-two (72) hours of being notified of the positive test result of the primary specimen.

The City will keep a record in the employee’s file showing the type of test (pre-employment, periodic, etc.); date of collection; location of collection; entity performing the collection; name of the lab; name of the MRO; and the test results.

*Testing procedures for alcohol*

Alcohol testing is done by testing breath, using a device called an Evidential Breath Testing Device (EBT). The EBT is a scientific instrument that determines the concentration of alcohol in the bloodstream by analyzing a specific amount of exhaled breath. The test result is a number representing the blood alcohol concentration (BAC), which is expressed in grams of alcohol per 210 liters of breath. The EBT prints out numbered copies of the test results. A BAC of 0.04 or greater indicates alcohol impairment. A BAC between 0.02 and 0.04 indicates likely alcohol impairment. A BAC less than 0.02 indicates no alcohol impairment.

People who have been trained and certified as breath alcohol technicians (BAT) will conduct the tests, check the EBT prior to testing to ensure its accuracy, and conduct the tests. Testing should be conducted in an area that allows the employees as much privacy as is feasible. The tester will always remain present during the testing procedure.

First, in the employee’s presence the BAT makes sure that the EBT is responding accurately. Then, a sealed mouthpiece is opened and placed into the device. The employee is required to blow into the mouthpiece for at least six seconds or until the EBT indicates that it has obtained enough air to test. The EBT will then print the test results, with a copy given to the employee.

If the initial test shows a reading less than 0.02 the test is recorded as “negative”. If the initial test results indicate a BAC of 0.02 or greater, a confirmation test will be conducted, after a fifteen (15) minute interval has passed to make sure that the sample was not tainted by recent use of food, tobacco, or other products. The confirmation test is done on the same EBT as the first test. If the two results are different, the confirmation test results are controlling. At this point, the breath alcohol test is completed; the employee must sign the testing form and be provided with a copy.

.....

Substance abuse testing that currently exists under the Commercial Drivers License (CDL) Policy shall continue pursuant to the terms of the policy. In addition, the policy may be extended by the City to all employees who operate City vehicles. In the event the City decides to extend the policy to all drivers, it shall first notify the Union in writing of its intent and the date of the implementation.

The parties understand that the testing means, and methods defined herein represent the current standard in the industry for such testing. As such, any testing defined in any City policies that are not consistent with the means and methods defined herein shall be considered updated to conform with this policy. The parties recognize that industry standards may change during the life of this policy. The parties agree to review the means and methods defined herein at reasonable intervals and to update such methods when required. The goal of the parties shall be to promote the most efficient, effective, and accurate methods available.

## ARTICLE 39 - Duration And Contract Renewal

### Section 1

The duration of this Contract shall extend from July 1, 2020, through June 30, 2025, and until a subsequent Contract is negotiated and becomes effective.

### Section 2

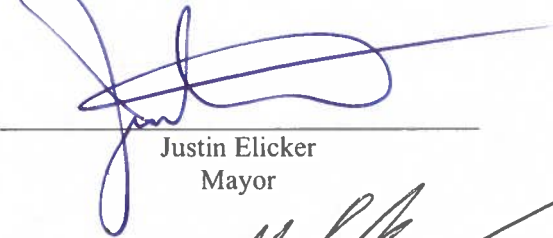
This Agreement contains the entire Agreement between the parties and shall not be altered or amended except by a written agreement signed by both parties hereto.

### Section 3

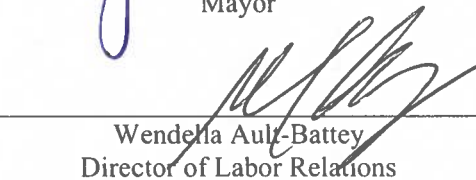
The terms of this Agreement shall take effect upon ratification/approval, unless otherwise noted.

In witness whereof, the Parties have caused their names to be signed on this 7<sup>th</sup> day of June, 2023.

City of New Haven

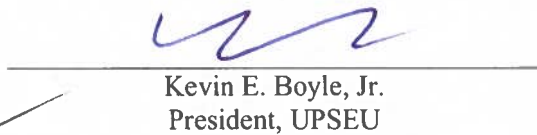


Justin Elicker  
Mayor

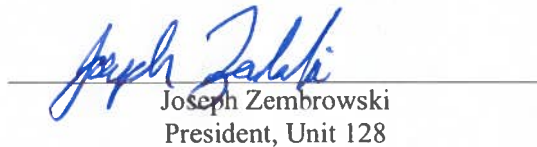


Wendella Ault-Batthey  
Director of Labor Relations

UPSEU



Kevin E. Boyle, Jr.  
President, UPSEU



Joseph Zembrowski  
President, Unit 128

**SCHEDULE A: WAGES FY 2021 (7/1/20-6/30/21)****FY 2021 (7/1/20-6/30/21)****2.00%****STEP**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>1</b>	42,310	43,177	44,049	44,915	45,786	47,075	48,365	49,657
<b>2</b>	46,591	47,692	48,792	49,891	50,990	52,564	54,137	55,714
<b>3</b>	49,891	50,990	52,708	53,190	54,288	55,895	57,506	59,117
<b>4</b>	51,541	52,638	53,737	54,841	55,939	57,559	59,181	60,803
<b>5</b>	53,190	54,288	55,392	56,489	57,353	59,225	61,094	62,968
<b>6</b>	57,738	58,838	59,935	61,032	62,136	63,787	65,437	67,091
<b>7</b>	60,636	61,736	62,831	63,932	65,030	66,685	68,336	69,988
<b>8</b>	67,085	68,184	69,280	70,380	71,479	73,134	74,786	76,515

**SCHEDULE B: WAGES FY 2022 (7/1/21-6/30/22)****FY 2022 (7/1/21-6/30/22)****0.00%****STEP**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>1</b>	46,756	51,605	0	0	0	0	0	0
<b>2</b>	49,990	56,829	0	0	0	0	0	0
<b>3</b>	53,223	60,300	0	0	0	0	0	0
<b>4</b>	55,381	62,020	0	0	0	0	0	0
<b>5</b>	58,063	65,377	0	0	0	0	0	0
<b>6</b>	61,599	68,433	0	0	0	0	0	0
<b>7</b>	63,754	70,077	0	0	0	0	0	0
<b>8</b>	67,921	76,562	0	0	0	0	0	0

**SCHEDULE C: WAGES FY 2023 (7/1/22-6/30/23)****FY 2023 (7/1/22-6/30/23)****3.50%****STEP**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>1</b>	48,393	53,412	0	0	0	0	0	0
<b>2</b>	51,740	58,819	0	0	0	0	0	0
<b>3</b>	55,086	62,411	0	0	0	0	0	0
<b>4</b>	57,320	64,191	0	0	0	0	0	0
<b>5</b>	60,096	67,666	0	0	0	0	0	0
<b>6</b>	63,755	70,829	0	0	0	0	0	0
<b>7</b>	65,986	72,530	0	0	0	0	0	0
<b>8</b>	70,299	79,242	0	0	0	0	0	0



**SCHEDULE D: WAGES FY 2024 (7/1/23-6/30/24)**

**FY 2024 (7/1/23-6/30/24)**

**3.50%**

**STEP**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>1</b>	50,087	55,282	0	0	0	0	0	0
<b>2</b>	53,551	60,878	0	0	0	0	0	0
<b>3</b>	57,015	64,596	0	0	0	0	0	0
<b>4</b>	59,327	66,438	0	0	0	0	0	0
<b>5</b>	62,200	70,035	0	0	0	0	0	0
<b>6</b>	65,987	73,309	0	0	0	0	0	0
<b>7</b>	68,296	75,069	0	0	0	0	0	0
<b>8</b>	72,760	82,016	0	0	0	0	0	0

**SCHEDULE E: WAGES FY 2025 (7/1/24-6/30/25)**

**FY 2025 (7/1/24-6/30/25)**

**3.50%**

**STEP**

<b>RANGE</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>1</b>	51,841	57,217	0	0	0	0	0	0
<b>2</b>	55,426	63,009	0	0	0	0	0	0
<b>3</b>	59,011	66,857	0	0	0	0	0	0
<b>4</b>	61,404	68,764	0	0	0	0	0	0
<b>5</b>	64,377	72,487	0	0	0	0	0	0
<b>6</b>	68,297	75,875	0	0	0	0	0	0
<b>7</b>	70,687	77,697	0	0	0	0	0	0
<b>8</b>	75,307	84,887	0	0	0	0	0	0

## **SCHEDULE F: Bargaining Unit Classification**

<b>Classification</b>	<b>Range</b>
Bridge Foreperson	7
Bridgetender	1
Building Attendant II*	1
Caretaker	2
Carpenter	7
Electrician	8
Fire Property and Equipment Technician	6
Grounds Worker II	2
Heavy Equipment Operator II	4
Kennel Worker	1
Lead Special Mechanic Fire	8
Maintenance Worker Spare Bridge Tender	1
Mechanic	7^
Municipal Assistant Animal Control Officer	3
Park Foreperson	5
Plumber	8
Police Mechanic	7
Property Maintenance Worker	1
Property Maintenance Worker II	6
Special Mechanic Fire	7
Tree Trimmer II	4
Parks and Public Works Technician	8

- Excluded are the Building Attendant I and Building Attendant II positions located at the Library.
- ^ Range 7 classifications, but receive a differential as well, so no Range listed on MUNIS

## **SCHEDULE G: Pension Provisions**

### **ARTICLE I - General Information**

#### **Section 1 - General Definitions**

As used in this plan the following terms shall have the following meaning:

The Fund or said Fund means the City of New Haven Employees Retirement Fund;

The City or said City means the City of New Haven;

The Board of Finance, Treasurer and the City Town/Clerk mean, respectively, such Board or Officer of said City;

Eligible employee or officer means any General Fund or full-time employee or paid full time officer, elected or appointed, of said City, except an employee or officer receiving benefits from or eligible for participation in any of the other pension or retirement funds of the City;

Full time employee means any permanent employee who works twenty (20) hours or more hours per week;

Member of said Fund means an eligible employee or officer who contributes to said Fund, or who has qualified for a disability annuity or a retirement benefit by reason of age and service;

Conditional member means a terminated employee who has ceased to contribute to the Fund but who has retained eligibility rights for a deferred pension;

He or his means "he" or "she" or "his" or "her", as may be appropriate.

The pay of a member means all compensation for services but shall not include allowance for a motor vehicle or other transportation.

Said Board or the Board means the Retirement Board created pursuant to the provisions of this plan.

#### **Section 2 - Retirement Fund; Assets, Administration**

There is established a Fund to be known as the "City of New Haven City Employees Retirement Fund" for the benefit of the members as defined in this plan. Said Fund shall consist of:

(1) All appropriations, gifts, or bequests made to the Fund from public or private sources for the purpose for which said Retirement Fund is established;

(2) All contributions by participating members; and

(3) All assets of the Employees Retirement Fund of said City heretofore created by an Act approved April 28, 1937, and subsequent amendment thereof.

The Treasurer of said City shall be the Treasurer of said Fund. The Retirement Board shall be the trustee thereof and have full control and management of all its securities and assets, with power to invest and reinvest the same in accordance with the provisions of the General Statutes governing the investment of Trust Funds. Said Board may, by written certificate, approved by the Board of Finance, and accepted by the appointee and filed with the City Town/Clerk, appoint an incorporated bank or trust company doing business

in said City as financial agent of said Board for such period as said Board may decide. Such appointee shall be, until otherwise ordered by said Board, the receiving and disbursing agent of said Board and said Fund. Said Board may turn over to such appointee the custody and possession of all or any part of the assets of said Fund to hold for and on account of said Board for such time as said Board may decide. For such services rendered by such appointee reasonable compensation shall be approved by said Board and paid to such appointee out of income of said Fund. All annuities and all repayments under this plan, and under any amendment hereof, shall be paid from said Fund.

### Section 3 - Retirement Board

The Retirement Fund shall be administered by a Retirement Board of seven (7) members as follows: The Mayor and Controller of said City, ex officio, three (3) persons appointed by the Mayor, and two (2) members of the Fund nominated and elected by members of the Fund (no more than one of which at any time shall be from the same collective bargaining unit). The terms of appointed members of the Retirement Board shall be three (3) years, beginning on January first, the term of one expiring at the end of each year. The terms of elected members of the Retirement Board shall be three (3) years, beginning on January first, said terms running concurrently. A member of the Retirement Board shall serve until his successor is named and has qualified, and the Mayor shall make such appointments to the Retirement Board as may be necessary to fill vacancies occurring during the term, except a vacancy in the positions of member representatives which shall be filled by the members of the Fund. No member of the Retirement Board shall incur any liability for any act done or omitted in the exercise of his duty, except due to his own willful misconduct and/or lack of good faith. The Retirement Fund shall indemnify and hold harmless each member of the Retirement Board for any and all claims or liabilities asserted against him by reason of his status as a member of the Retirement Board, except those claims or liabilities occasioned by his own willful misconduct and/or lack of good faith.

The Retirement Board shall submit annually to the Board of Finance of the City of New Haven a schedule of estimated appropriations of money necessary for the administration of this plan; and shall receive, control, manage and expend according to the provisions of this plan all of said Fund, including any moneys contributed by employees; and shall invest and reinvest all of said Fund in accordance with the provisions of the General Statutes governing trust funds. Said Board shall determine the eligibility of a member of the Retirement Fund and his rights under this act; shall make bylaws and regulations not inconsistent with law for the administration of this plan; shall hire and dismiss any employees necessary for the proper administration of this plan and fix their compensation and shall engage expert actuarial, legal, auditing, investment, and medical service when, in the judgment of the Retirement Board, it shall be advisable.

### Section 4 - Payment By City

The City of New Haven shall pay to the Retirement Board such amounts to fund the benefits provided by this Article as shall be determined by the Retirement Board based on sound actuarial principles. For each fiscal year, the City's payments shall be a percentage of the estimated total payroll of all participating members of the Retirement Fund. The City's payment shall also include the total administrative and other expenses of the Retirement Fund for each year.

### Section 5 - Annual Reports Of Retirement Board

The Retirement Board shall report annually to the Board of Aldermen of the City on the condition of the Retirement Fund.

### Section 6 - Exemption of Fund And Benefits From Taxation, Attachment, Execution, Etc., Fund And Benefits Declared Unassignable

The right of any person under the provisions of this Plan to any payment from said Fund, and said Fund itself, shall be exempt from any State, Municipal, Transfer or Inheritance Tax and shall not be subject to attachment, garnishment or execution and shall be unassignable.

## Section 7 - Limitations Of Actions

No action for any amount due under the provisions of this plan shall be brought but within two years after the right of action accrues. Any person legally incapable of bringing an action when the right accrues may sue at any time within the two years next after he becomes legally capable to institute suit. All amounts not claimed within said period shall remain absolutely a part of said Fund.

## Section 8 - Effect of (Workmen's) Worker's Compensation

Any member receiving payments under the Worker's Compensation Act shall not, at the same time, receive an annuity provided by the Retirement Fund, except to the extent that such annuity for each month exceeds the Worker's Compensation benefit payable for the same month. If payment of an award or stipulation under the Worker's Compensation Act has been made and the time covered by such award or stipulation has ended, the member may thereafter receive annuities under the Retirement Fund to the extent that he is otherwise qualified to participate in the Retirement Fund at the time.

## Section 9 - Accounts And Reserves

The Retirement Board shall maintain proper accounts and actuarial reserves for all benefits provided by this plan. These actuarial reserves shall include the following items:

- (1) A reserve to cover future payments on retirement annuities granted due to age and service;
- (2) A reserve to cover future payments on annuities granted due to disability;
- (3) A reserve to cover future payments of benefits granted to survivors; and

(4) The balance representing the remainder of the accumulated contributions made by the members and by the City, to be held as a reserve for benefits accruing in future years in accordance with the provisions of this plan.

## Section 10 - Actuarial Valuation

A complete valuation shall be made periodically (but at least biannually) by a qualified actuary in order to determine the amount of the reserve prescribed in Section 9 of this Article and the City's contributions prescribed in Sections 2 and 4 of this Article.

## Section 11 - Membership Classifications

When a member's status changes from one bargaining unit to another, he will automatically become covered by the provisions of the bargaining unit which covers his new classification and his years of Credit Service will not be broken or diminished by reason of such change.

## Section 12 -Optional Transfer Of Pension Credits In Event A Member Changes To, Or From, Permanent Employment Covered By the Policemen And Firemens Pension Fund

In the event of such change of employment within the City of New Haven the member can elect that the period of prior service for which he made contributions to the first Fund shall be included in determining the amount of his pension benefits under the second Fund to which he has transferred his participation. Such transfer of credits shall be contingent on a transfer of cash between the Funds equal to the actuarial reserve for his participating service in the first Fund, including both the employee's and the City's contributions therefor, and all rights to pension or other benefits under the first Fund will be terminated by such transfer.

## Section 13 - Miscellaneous

(A) In the event the Fund merges or consolidates with, or there is a transfer of assets or liabilities to any other Plan or Trust, each member would (if the Fund then terminated) receive a benefit immediately after the merger, consolidation or transfer which is equal to or greater than the benefit he would have been entitled to receive immediately before the merger, consolidation, or transfer (if the Fund had then terminated).

(B) Participation under the Fund will not give any member any right or claim except to the extent such right is specifically fixed under the terms of the Fund and there are Funds available therefor.

(C) If the Fund is terminated or if there shall be a complete discontinuance of the contributions under the Fund, the assets held in the Fund available for payment after provision for payment of all expenses of final liquidation or termination shall be allocated pursuant to the direction of the Board on the basis of actuarial valuations to the extent of the sufficiency of such assets for the purpose of providing retirement benefits determined by the Fund to have accrued under the Fund to the date of termination of the Fund. The allocation of the available assets in the Fund shall be in the manner and order described in the following paragraphs. If the amounts available shall be insufficient for a complete allocation in accordance with any paragraph, such amounts shall be allocated in a uniform manner to all persons in the group mentioned in such paragraph and no allocation shall be made under any subsequent paragraph.

(1) First, toward the payment of that portion of a member's benefit earned to date derived from his contributions (after reduction for annuity payments), whether to the contributing members, their survivors, or beneficiaries.

(2) Second, an amount shall be allocated, which when added to the amount indicated in Paragraph 1, will be sufficient to provide retirement benefits to all persons who were receiving benefits on the date of termination of the Fund and members remaining in the employ of the City who have reached their normal retirement date.

(3) Third, an amount shall be allocated, which when added to the amount indicated in Paragraph 1, will be sufficient to provide retirement benefits for members still in the service of the City who were eligible to retire on an early retirement date.

(4) Fourth, an amount shall be allocated, which when added to the amount indicated in Paragraph 1, will be sufficient to provide benefits earned to date by those members who have earned 10 years Credited Service (but are not identified in Paragraphs 2 or 3).

(5) Fifth, amounts then remaining shall be allocated to provide benefits for all members not provided for above.

Amounts allocated in accordance with (1) through (5) above, may be applied in the discretion of the Board to provide benefits through the purchase of paid-up annuities on an individual or group basis, through allocation of reserves within the then existing Fund and/or under a separate trust instrument or through participation in any other retirement plan or by any combination of these media or other means.

## **ARTICLE II - Provisions of The Retirement Plan Applicable To Employees Represented By UPSEU, Local 424, Unit 128.**

### Section 1 - Definitions

As used in this Article, the following terms shall have the following meanings:

Local 424, Unit 128 of the UPSEU or Local 424, Unit 128 member(s) means all the eligible employees, of the City of New Haven, for whom Local 424, Unit 128 or its successor has a legal responsibility to represent according to Public Act 159, as amended, of the State of Connecticut 1965 General Assembly. Eligible employees holding positions under new classifications, which shall come under the representation of Local 424, Unit 128 or its successor in the future, shall also accrue the terms and benefits of this Article.

Computation of the average rate for use in determining benefits under this Article shall be based on such member's basic rate of pay except that total earnings including overtime, if greater, will be used for any year when such member's contributions were based on such larger amount. Notwithstanding the foregoing, for employees with less than 10 years of service as of July 1, 2010, when used in this Article, the terms "pay" and "average rate" "average rate of pay," "average annual rate of pay" and "basic rate of pay" shall mean budgeted rate of pay, e.g., exclusive of overtime.

## Section 2 - Determination Of Contributions Or Participating Members

The rate of contributions shall be nine percent (9%), said percentage to be deducted from each eligible participating member's pay and transmitted to said Board.

## Section 3 -Provision For Refund Of Contributions Or Deferred Pensions For Members Withdrawing From Service; Provision For Refund Of Contributions Upon Death Of Member with No Qualified Survivors; Recovery From Disability

Withdrawal of contributions of a member shall not be permitted except in the event of discontinuance of employment. In the event of such discontinuance, the Retirement Board shall pay, upon request, to the member or to his representative, designated or otherwise, an amount equal to his total contributions to the Retirement Fund. Even if no such request is made, in the event of such discontinuance before the member has earned ten (10) or more years of Credited Service, the Retirement Board, in its sole discretion, may pay to the member, or to his representative, designated or otherwise, an amount equal to his total contributions to the Retirement Fund.

In the event of such discontinuance after ten (10) or more years of Credited Service and provided he does not qualify for greater benefits under the provisions of Section 6, any terminating member who does not request a refund of his contributions will be retained as a conditional member and will be eligible for a deferred pension commencing when he attains age sixty five (65) or upon such earlier date as may be elected by the member pursuant to section 6(g). Such deferred pension shall be for an amount determined as two percent (2%) of the conditional member's average rate of pay averaged over those five (5) years of service producing the highest average, for each year of Credited Service, subject to a maximum of seventy percent (70%) of such average rate of pay and reduced as provided in Section 6(g), if applicable. Such conditional member and his survivors will not be eligible for any disability, survivorship or other benefits which are provided for non-conditional members by other Sections of this Article. Any changes in the benefits and/or eligibility requirements for such benefits prescribed in this paragraph which are adopted after a conditional member has discontinued his employment with the City shall not apply to such conditional member.

In the event of a member's or a conditional member's death, the Retirement Board shall pay to his beneficiary, or to his estate if no named beneficiary is surviving, an amount equal to the excess, if any, of his total contributions over the total of any annuity payments made to him.

If a member is survived by a widow, widower or child or children under age eighteen (18), the Retirement Board, shall in lieu of such repayment of contributions, pay the survivorship benefits provided in Section 8 of this division. If the total benefit payments to such member and his surviving widow or widower and children shall be less than the amount of his total contributions, the amount of any excess shall be paid to the legal representative of the last survivor who received benefits.

A member whose disability benefits are terminated by reason of the member's recovery shall be entitled to the benefit of this Section, without regard to the amount of his Credited Service. Notwithstanding anything

in this Section to the contrary the Retirement Board shall not have the authority to pay any such member the amount of his total contributions to the Retirement Fund except upon such member's request.

#### Section 4 - Eligibility For Retirement

(A) Any member who has completed ten (10) years of Credited Service for the City shall be eligible for retirement according to the provisions of this Article at the age of sixty-five (65) years.

(B) For employees only hired before the ratification of this agreement, the sum of whose age and years of Credited Service for the City equals or exceeds eighty (80) shall be eligible for retirement according to the provisions of this Article. Notwithstanding the foregoing, any member who has less than 10 years of service as of July 1, 2010, must be at least age sixty-two (62) and have a sum of age and years of credited service which equals or exceeds eighty-five (85) in order to be eligible for retirement under this Article.

(C) Any member who has completed ten (10) years of Credited Service for the City shall be eligible for retirement on account of disability according to the provisions of Section 5.

(D) "Credited Service" for the purposes of this Article, shall mean that number of full and fractional years (calculated daily) with respect to which a member's pay is reduced by the amounts provided in Section 2.

(E) Notwithstanding anything contained herein to the contrary, in the event a member separates from the City's service and receives a refund of his contributions pursuant to Section 3, the member's Credited Service shall include only those full and fractional years (calculated daily) occurring after the latest such refund, with respect to which the member's pay is reduced by the amounts provided in Section 2, unless:

(1) The member, within six (6) months of his return to the City's service, requests a reinstatement of his Prior Credited Service, if any;

(2) The member's Prior Credited Service calculated as of the date of the latest refund exceeds the number of full and fractional years (calculated on a daily basis) falling between the date the member last separated from the City's service and the date first following such separation on which the member contributed to the fund pursuant to Section 2;

(3) The member repays the latest refund together with three (3%) percent interest compounded annually; and

(4) The member passes such medical examinations as the Retirement Board, in its sole discretion, shall prescribe. The Retirement Board shall have the sole discretion to determine whether the member has passed such medical examinations, and its decision shall be final and conclusive on all parties.

In the event a member satisfies all of the foregoing conditions, his Credited Service shall consist of those full and fractional years (calculated on a daily basis) occurring after the latest such refund with respect to which the member's pay is reduced by the amounts provided in Section 2 plus his Prior Credited Service.

For the purpose of this Section the term "Prior Credited Service" shall mean those full and fractional years (calculated on a daily basis) with respect to which the latest refund was made.

(F) "Credited Service" shall also include those full and fractional years (calculated daily) during which a member received a disability benefit, provided such member recovers from such disability, is rehired by the City, and thereafter earns at least five (5) years of Credited Service.



## Section 5 - Disability Annuities

Any member of the Retirement Fund who, after ten (10) years of Credited Service for the City, is permanently disabled from performing duties of the nature required by his job; or, irrespective of the duration of his employment, suffers such a disability which is shown to the satisfaction of the Board to have arisen out of or in the course of his employment by the City, as defined in the Worker's Compensation Act, shall be entitled to an annuity in an amount determined pursuant to Section 6; provided satisfactory proof of such disability shall be submitted to the Retirement Board.

The Retirement Board shall cause examinations to be made by at least two (2) impartial medical examiners to initially verify the existence of such disability.

The Retirement Board may, from time to time, call for similar medical evidence that the member continues to be permanently disabled. Such member shall be required to submit himself, to any medical examination requested by the Retirement Board. If the Retirement Board, upon competent medical evidence, concludes that the disability for which the member is receiving an annuity no longer exists, such Board shall thereupon order a discontinuance of all such annuities payable to such member, effective on the date which is ninety (90) days after the Board concludes that the disability no longer exists. Each member whose benefits are terminated in accordance with this paragraph shall, regardless of the number of his years of Credited Service, thereafter, be entitled to those benefits provided in the second paragraph of Section 3.

Disability annuity benefits shall be subject to the conditions set forth in Section 7.

## Section 6 - Retirement And Disability Benefits

(A) For employees retiring by reason of age and service (or by reason of disability), the Retirement Board shall pay to each eligible member an annuity for life in an amount determined as two percent (2%) of the member's average annual rate of pay averaged over those five (5) years of service producing the highest average, for each year (or fraction) of Credited Service; provided such annuity shall not exceed seventy percent (70%) of his average annual rate of pay averaged over those five (5) years of service producing the highest average. Such annuity shall be paid monthly at the rate of one-twelfth of the annual amount so determined. A minimum annual pension of two thousand dollars (\$2,000.00) or eighty percent (80%) of the employee's annual rate of pay at the time of his retirement, whichever is smaller, is hereby established for present and future annuities.

(B) For employees retiring by reason of disability arising out of and in the course of employment as defined in the Worker's Compensation Act, the Retirement Board shall pay to each eligible member an annuity for life in an amount determined as two percent (2%) of the member's average annual rate of pay averaged over those five (5) years of service producing the highest average, for each year (or fraction) of Credited Service; provided such annuity shall not exceed seventy percent (70%) of his average annual rate of pay averaged over those five (5) years of service producing the highest average. Such annuity shall be paid monthly at the rate of one-twelfth of the annual amount so determined. A minimum annual pension of two thousand dollars (\$2,000.00) or eighty percent (80%) of the employee's annual rate of pay at the time of his retirement, whichever is smaller, is hereby established for present and future annuities. Any pension payable by reason of such disability shall not be less than one-half of the member's annual rate of pay at the time of disability. This disability annuity benefit shall be subject to the conditions set forth in Section 7.

(C) For employees retiring by reason of disability arising after the completion of ten (10) years of Credited Service which is not a result of any pre-existing medical condition at date of employment, provided such disability was not incurred as a result of any other gainful employment, the Retirement Board shall pay to each eligible member an annuity for life in an amount determined as two percent (2%) of the member's average annual rate of pay averaged over those five (5) years of service producing the highest average, for each year (or fraction) of Credited Service; provided such annuity

shall not exceed seventy percent (70%) of his average annual rate of pay averaged over those five (5) years of service producing the highest average. Such annuity shall be paid monthly at the rate of one-twelfth of the annual amount so determined. A minimum annual pension of two thousand dollars (\$2,000.00) or eighty percent (80%) of the employee's annual rate of pay at the time of his retirement, whichever is smaller, is hereby established for present and future annuities. Any pension payable by reason of such disability shall not be less than one-half of the member's annual rate of pay at the time of disability. This disability annuity benefit shall be subject to the conditions set forth in Section 7.

(D) For employees retiring by reason of disability arising after the completion of ten (10) years of Credited Service which is a result of a pre-existing medical condition at the date of employment, provided such disability was not incurred as a result of any other gainful employment, the Retirement Board shall pay to each eligible member an annuity for life in an amount determined as two percent (2%) of the member's average annual rate of pay averaged over those five (5) years producing the highest average, for each year (or fraction) of Credited Service; provided such annuity shall not exceed seventy percent (70%) of his average annual rate of pay averaged over those five (5) years of service producing the highest average. Such annuity shall be paid monthly at the rate of one-twelfth of the annual amount so determined. A minimum annual pension of two thousand dollars (\$2,000.00) or eighty percent (80%) of the employee's annual rate of pay at the time of his retirement, whichever is smaller, is hereby established for present and future annuities. This disability annuity benefit shall be subject to the conditions set forth in Section 7.

(E) Any appointed official whose service is terminated involuntarily, not due to malfeasance or misfeasance in office, after completion of ten (10) years of service and attainment of the age of forty five (45) shall subsequently receive, commencing upon the attainment of the age of sixty-five (65) or upon qualification for disability annuity according to the provisions of this Article, an annuity for life equal to forty percent (40%) of his average annual rate of pay averaged over those five (5) years of service producing the highest average, plus two percent (2%) of such average annual rate of pay for each full year of service in excess of ten (10) years, provided such annuity shall not exceed fifty percent (50%) of his average annual rate of pay averaged over those five (5) years of service producing the highest average.

(F) Any member who is not eligible to receive a normal retirement or disability benefit under the provisions of this Section and who, after reaching the age of fifty five years and being a member of the Retirement Fund at the time, and after at least fifteen (15) years of Credited Service, is obligated to retire involuntarily from such service, which involuntary retirement is not due to malfeasance or misfeasance in office, shall receive an annual retirement benefit equal to forty percent (40%) of his average annual rate of pay averaged over those five (5) years of service producing the highest average, plus two percent (2%) of his average annual rate of pay averaged over those five years of his service producing the highest average, for each full or fractional year of Credited Service in excess of fifteen (15) years but in no event more than fifty percent (50%) of his annual rate of pay for said five (5) years of his service. This provision shall apply to any person retired on or after January 1, 1957, provided such person makes written application to the Retirement Board within one year after such involuntary retirement.

(G) Early retirement option: Any (i) active member, or (ii) conditional member having ten (10) or more years of Credited Service, or (iii) member whose disability benefits are terminated by reason of his recovery, may elect early retirement on any date which is ten (10) or fewer years prior to the date on which he would first become eligible for normal retirement as prescribed in subsections (A) or (B) of Section 4, in the case of an active member; or would have become eligible for normal retirement as prescribed in subsection (A) of Section 4 in all other situations covered by this Section had he remained in the City's employ. In such event his annuity, as determined by subsection (A) of this Section or Section 3, as the case may be, shall be reduced in amount by five percent (5%) for each full year by which his early retirement date precedes the earliest eligibility date for normal retirement as prescribed in subsections (A) or (B) of Section 4, in the case of an active member, or subsection (A) of

Section 4 in all other situations covered by this Section, with a further proportionate reduction for any fraction of a year.

#### Section 7 - Additional Conditions For All Disability Annuities

Any disability annuity which is approved by the Retirement Board shall be subject to adjustment on account of the member's earnings from employment or self-employment of any kind, and his pension shall be discontinued unless he files with the Retirement Board annually before April 30th a sworn statement of such earnings for the preceding calendar year as shown in his federal income tax return. The reduction in his disability annuity shall equal fifty (50%) percent of any excess of his earnings in the preceding calendar year over six thousand eight hundred dollars (\$6,800.00), but in no event shall such reduction exceed the amount of disability annuity paid for the period during which such excess earnings were earned. Such deduction shall be spread evenly over twelve (12) months, starting with the payment due on April 30th. No such adjustments for earnings shall be made after the disabled member attains the age of sixty-five. For anyone of these members whose period of credited membership shall have commenced after his fortieth birthday, the amount payable as a disability annuity (before adjustment for earnings) shall be limited to a percentage of his annual rate of pay at the time of disability this percentage is to be determined by multiplying two (2%) percent by the number of years of membership which he could have accumulated up to his sixty-fifth birthday if he were able to continue his employment for the City until that date.

#### Section 8 - Survivorship Benefits

- (A) For employees hired prior to the ratification of this agreement: Upon the death of a member who has participated in the Retirement Fund for a period of not less than six (6) months or who had been retired by reason of age and service, or by reason of disability, there shall be paid to or on account of his surviving child or children under eighteen years of age, and to his widow or widower, monthly benefits consistent with the table in this Section 8.
- (B) New employees hired after the ratification of this Agreement (April 3, 2023) shall be required to determine their survivorship benefits from the following options:

Life Annuity: A life annuity form of payment provides you with a monthly payment for your lifetime. Upon your death, monthly benefit payments will cease.

10 Years Certain and Life Annuity: A 10 year certain and life annuity form of payment provides you with a reduced monthly payment for your lifetime with 10 years of monthly payments guaranteed. Under this option, you accept a reduced benefit payable for your lifetime, but are guaranteed a minimum scheduled number of monthly payments for 120 months. This means that if you die after retirement, but before you receive the scheduled number of monthly payments, the balance of the guaranteed payments will be paid to your beneficiary.

Joint and Survivor: A joint and survivor annuitant form of payment provides you with a reduced monthly payment for your lifetime. Upon your death, monthly payments of 50%, 75%, or 100% of the original amount will be made to your survivor annuitant. Because your survivor annuitant would receive payments after your death, the relative financial effect of a joint and survivor annuitant form of payment is to reduce the monthly payments you would otherwise have received had payments been made to you as a life annuity. If you elect a joint and survivor annuitant form of payment, the actual payment amount will be determined based upon **your and** your survivor annuitant's actual ages.

Survivor Benefits: for the Joint and Survivor form of payments, the survivor's benefit is only payable if the chosen survivor is alive upon participant death. If the chosen survivor is not alive, then no additional benefit is payable upon participant death. The choice of survivor may not be changed after benefit payments have commenced.

## MONTHLY BENEFIT

Average Annual Pay	Widow or Widower Only	Widow or Widower +1 Child	Widow or Widower +2 or more children	One Child	Two Children	Three or More Children
\$2,400	\$130	\$200	\$200	\$70	\$140	\$200
3,000	140	225	250	85	170	250
3,600	150	250	300	100	200	300
4,200	160	270	320	110	220	320
4,800	170	290	340	120	240	340
5,400	180	310	360	130	260	360
6,000	190	330	380	140	280	380
6,600	195	345	400	150	300	400
7,200	200	360	420	160	320	420
7,800	200	370	440	170	340	440
8,400	200	375	460	175	350	460
9,000	200	380	480	180	360	480
9,600	205	390	500	185	370	500
10,200	210	400	525	190	380	525
10,800	215	410	550	195	390	550
11,400	220	420	575	200	400	575
12,000	225	430	500	205	410	600
12,600	230	440	625	210	420	625
13,200	235	450	650	215	430	650
13,800	240	460	675	220	440	675
14,400	245	470	700	225	450	700
15,000	250	480	725	230	460	725
15,600	225	490	750	235	470	750
16,200	260	500	775	240	480	775
16,800	265	510	800	245	490	800

In the event that payments are made pursuant to this Section to surviving children under eighteen years of age who are represented by more than one legal guardian, such payments shall be apportioned among such guardians in proportion to the number of children represented by each guardian, respectively.

(B) "Average Annual Pay" as used in computing survivorship benefits shall mean the average annual rate of pay received by the deceased member averaged over those five (5) years of service producing the highest average, or the duration of such service if less than five (5) years, subject to a maximum of sixteen thousand and eight hundred dollars (\$16,800.00) for such average annual pay. Notwithstanding the foregoing, for employees with less than 10 years of service as of July 1, 2010, the Average Annual Pay shall mean the budgeted rate of pay, e.g., exclusive of overtime.

(C) Upon the death of a member who has completed ten (10) years of Credited Service for the City or who has qualified for a disability annuity or a retirement benefit by reason of age and service, a minimum monthly benefit will be paid to his qualified survivors if greater than the amount determined from the benefit table above. Said minimum monthly benefit shall be equal to fifty percent (50%) of the amount of the monthly annuity to which the member would have been entitled if he had been permanently disabled on the date of his death, or fifty percent (50%) of the amount of his actual monthly annuity in the case of a member who has been receiving retirement or disability benefits from the Fund.

(D) In order to qualify for benefits under this Section a widow or widower must have been married to the deceased member at the time of his death and if such member had been retired due to age and

service or disability must have been married to him at the time of retirement. Proof of dates of birth of the children must be submitted before payments of benefits under this Section.

(E) These benefits in Section 8 shall no longer apply should such widow or widower remarry. In such cases he shall receive only such benefits as are payable to his children alone.

(F) Effective July 1, 1986, any employee who dies while still employed, the widow benefit shall be calculated by treating said deceased employee as if they retired on the date of death and then giving the widow or widower 50% of what the pension would have been.

#### Section 9 - Requirements for Participation

- (A) Any person who becomes an eligible employee of the City shall be required to participate in the Retirement Fund, except that a person who becomes an eligible employee on or after his sixtieth (60) birthday may choose to participate in either the Retirement Fund or Social Security.
- (B) Each eligible employee shall upon entering service submit to such medical examinations as the Retirement Board shall by regulation or by law provide to determine whether the eligible employee is then permanently disabled from performing duties of the nature required by his job and for use by the Retirement Board in evaluating future claims for disability. In the event any such employee refuses to submit to any such medical examination he shall bear the burden of proving by clear and convincing evidence that he is entitled to a disability benefit.
- (C) Section 9(A) shall be applied retroactively. Any employee hired after their sixtieth (60<sup>th</sup>) birthday may request retroactive application during a period not to exceed six months following ratification of this agreement by applying to the pension department to have their pension contributions and earnings returned to them.
- (D) An open period of six (6) months starting July 1, 1987, is hereby established during which any eligible employee, who had not previously enrolled as a member, may make written application for membership. Such application should specify that his membership is to be effective either from the date of his application without payment of back contributions, or from the date on which his service commenced. On the latter basis he must agree to pay all back contributions which would have been required for his prior services with three percent (3%) compound interest, the amount of which will be determined or estimated by the Retirement Board whose decision shall be final. Such payment must be made in a lump sum or in equal monthly installments of at least ten dollars (\$10.00) over a period not exceeding thirty-six (36) months. Such admission to membership will entail the discontinuance of any Social Security coverage on the member's subsequent earnings. Further, any retirement or disability annuity to which he becomes entitled in accordance with Section 6 will be subject to reduction by a Social Security adjustment in case he has elected retroactive membership on his prior service. This adjustment will be applied where the City has paid F.I.C.A. taxes for Social Security coverage on his prior earnings and will equal fifty percent (50%) of a proportion of the Social Security primary benefit available to him on date of his retirement. Such proportion shall be determined as the percentage which the total F.I.C.A. taxes paid on his earnings from the City bears to the total F.I.C.A. taxes paid on his earnings from all sources since January 1, 1938. Employees who had previously worked for CETA in City jobs without a break in service and/or Special Funds without a break in service or for Redevelopment (who were previously offered a chance to have such redevelopment time credited as pension time) shall specifically be included in this Section and be given the opportunity to buy back said periods of service.
- (E) This open period subject to the provisions and requirements of paragraph (C) will also be available to any member who wishes to establish credit for any period of non-participating prior service which preceded the effective date of his membership, provided such prior period was of at least twelve months' duration.
- (F) The provisions of paragraphs (D) and (E) for establishing retroactive membership credits will expire at the end of the open period on December 31, 1987.

#### Section 10 - Benefits For Periods Of Military Service

In determining benefits under Sections 6 and 7 credit shall be given for periods of military service in World War II, the Korean War or the Vietnam War subject to the following conditions: Any member who, after October 16, 1940, entered any branch of the armed forces of the United States or any service auxiliary thereto, or any civil emergency defense employment pursuant to requisition by the Federal or State Government, or any member who shall enter such services while the United States is at war, and who has been or shall be re-employed by the City within six (6) months after the termination of such military service, shall qualify for credit for his period of military service, provided he resumes his participation in the Retirement Fund, with an effective date antedating his entry into such service.

#### Section 11 - Preservation Of Benefits Paid Under Previous Acts

The provisions of this Article shall not affect the benefits already in course of payment in accordance with the provisions of previous acts.

#### Section 12 - Future Cost-Of-Living Adjustments

- A. Annually on each July 1, the monthly payments on those service annuities, disability annuities and survivors' benefits on which at least eighteen (18) monthly payments have been made will be increased, or decreased, for changes in the cost-of-living as indicated by the Federal Consumer Price Index, Urban Wage Earners and Clerical Workers, All Cities, Revised (1967-100 CPI-W). For this purpose the Retirement Board will determine and adjustment percentage for each July 1, by relating such index for the full calendar year prior to such July 1 to that for the next preceding full calendar year, but such adjustment percentage shall be limited to a maximum of one hundred three percent (103%) and to a minimum of ninety-seven percent (97%); further, no adjustment will be made where increase or decrease for the year is less than one-quarter (1/4) of one percent. However, the monthly benefit originally provided for a retired member or for a survivor shall never be reduced because of the accumulative effect of all cost-of-living adjustments. Notwithstanding the foregoing, for employees with less than 20 years of service as of July 1, 2010, the annual percentage shall be limited to a maximum of one hundred two percent (102%) and to a minimum of ninety-eight (98%); there shall be a lifetime cap of twenty percent (20%) on the amount of increase.
- B. Upon retirement, a member may elect to forego the benefits provided by this section in exchange for a buyout of all future cost of living adjustments (COLAS) at a rate of 40% of the actuarial value of the benefit.

#### Section 13 - Sick Leave Buy Back

The sick leave buy back provision fully described below shall permit up to one hundred and twenty (120) days of accumulated sick leave to be exchanged for no more than four (4) years of credited service (thirty [30] sick leave days shall equal one [1] year of credited service) under the following guidelines:

- 1) The number of sick leave days exchanged must have a value of at least one (1) year of service.
- 2) No more than thirty (30) employees (exclusive of the WPCA employees who may utilize the separate sick leave buy back provision contained in the Subcontracting Article of this Agreement) may elect this buy back opportunity; with the proviso that upon such election, the employee must retire no later than December 31 of a particular year. Should more than thirty (30) employees make this election, the most senior employees who provide a written notice of their intent to buy back sick leave shall be eligible to retire under this provision until the maximum is reached.
- 3) There shall be a "window" period in each year of the contract as defined by the Department of Finance, during which employees may elect to retire under this provision.

4) By exchanging their accumulated sick leave, employees may not receive more credited service than the maximum amount of credited service allowable under the Pension Plan.

5) Tax Liability: The determination of the purchased years of additional pension service credit will be predicated upon the corresponding gross cash equivalence of the accrued leave time utilized. The appropriate Federal and State withholding taxes will be deducted from the respective employee's gross cash equivalence and will be considered the employee's cost for purchase of these additional pension years of credited service. The employee's annual W2 wage statement will reflect the gross cash equivalence of all accrued leave days of service as taxable compensation. The appropriate Federal and State Tax liabilities on the gross cash equivalence will be reported as taxes paid.

Employees hired after November 12, 2013, shall not be eligible for the above sick leave buy back provision.

## MEMORANDUM OF UNDERSTANDING

The City of New Haven hereinafter referred to as the "City" and UPSEU Local 424, Unit 128 hereinafter referred to as the "Union" hereby agree to the following Memorandum of Understanding which was negotiated with the Contract and shall be binding on the parties:

### 1. Reclassification And Salary Adjustments

Whenever the Union President brings to the attention of the Director of Labor Relations that a salary inequity exists or that employees are performing increased duties, the parties shall sit down and try to rectify the situation. Any resolutions to said conditions shall be reduced to writing in the form of a stipulation.

### 2. Labor and Management Committee

The City and the Union shall meet to establish an on-going Labor and Management Committee. The composition, mechanisms, and guidelines of this Committee, as well as the subjects for discussion, shall be mutually determined by the parties. It is understood that this Committee shall not have the authority to negotiate additions to, subtractions from, or any other modifications of this Agreement, unless agreed to in writing by both parties.



## SETTLEMENT: Work Assignments; Delineation of Parks and Public Works

### **SETTLEMENT AGREEMENT**

between

**The CITY OF NEW HAVEN**

And

**UPSEU, LOCAL 424, UNIT 128**

**In settlement of MPP-34,408 and Grievance Dated 7/18/2022**

The City of New Haven (hereinafter referred to as the "City") and UPSEU, Local 424, Unit 128 (hereinafter referred to as the "Union" or "Employee(s)"), hereby agree as follows in full and final resolution of all pending matters including but not limited to the entitled MPP and the grievance filed by the Union on July 18, 2022:

1. The Department of Parks and Public Works houses two divisions: the Parks Division and the Public Works Division, each with distinct duties. In addition, the employees of each division belong to separate bargaining units. Both divisions currently fall under the supervision of Director Jeff Pescosolido.
2. The City agrees that all work belonging to the Parks Division, which includes assignments and work both during regular working hours and beyond regular working hours that are on an overtime basis, including work at what is currently known as the Ralph Walker Ice Rink, shall first be offered to qualified UPSEU Local 424 Unit 128 bargaining unit members (and when the work or assignments are on an overtime basis, the Overtime Article of the collective bargaining agreement, which is currently Article 8, will be adhered to and documented on a sign-up sheet or other mechanism). If the work is offered to and declined by Parks & Blue Collar bargaining unit employees, or there is insufficient staffing and/or the work is beyond the skill level or abilities of Parks Division bargaining unit members, then, following discussion between the Union and the department, the work may be offered to employees in the Public Works Division or to an outside vendor. If the work in question needs to be completed because of an emergency, then after it has been offered to Parks & Blue Collar bargaining unit employees but declined and documented by the supervisor, manager or director, or if there is insufficient staffing to meet the demands of the work beyond the Parks and Blue Collar employees available, it shall be offered to employees of the Public Works Division or subcontracted to an outside vendor.
3. Such discussions and agreed upon assignments as mentioned in paragraph 2 shall be memorialized in a memo by Director Pescosolido and/or his designee, with a copy to the union and the office of Labor Relations.
4. The language of paragraph 2 shall not be construed as an admission by the Union that such duties do not belong exclusively to Local 424, Unit 128.
5. The City agrees that it will continue to make all reasonable efforts to fill existing vacancies within the Parks Division.

X:\Kimi\New Haven Parks & Blue Collar Unit 128\Agreements\Drafts\MPP-34408 Subcontracting Settlement Agreement.docx

6. This Agreement shall not be considered or construed as an admission of any liability or any wrongdoing whatsoever on the part of any of the parties or their officers, agents or employees, or any contractual violation by parties.
7. This Agreement is neither practice nor precedent setting and shall not be used in any other dispute or forum except as necessary to enforce the terms of the agreement.

In witness whereof, the parties have caused their names to be signed on this 23<sup>rd</sup> day of August 2022.


City of New Haven

Local 424, Unit 128, UPSEU



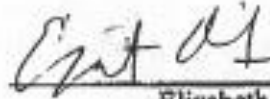
---

Wendella Ault Battey  
Director of Labor Relations  
City of New Haven



---

Joe Zembrowski  
President  
UPSEU, Local 424, Unit 128



---

Elizabeth Ditman  
UPSEU, Local 424, Unit 128

**SETTLEMENT AGREEMENT: Cross-Training of Bridge Tenders**

City of New  
Haven And  
Local 71, CILU

RE: **MPP-25,427**  
**July 15, 2005**

**SETTLEMENT AGREEMENT**

In full resolution of MPP-25,427 the City of New Haven and Local 71, CILU agree as follows:

1. The parties acknowledge that Local 71 is responsible for the maintenance of bridges.
2. Local 68 agrees to assist in the performance of bridge maintenance work so long as that work is being performed and directed by a Local 71 Bridge Division employee.
3. The City commits to undertake the cross-training of Bridgetenders to do bridge maintenance work. This training will be while the Bridgetenders are on their normal work shift and will not be done an overtime basis.
4. When Bridgetenders are directing bridge maintenance work they will be paid at the upgraded rate of Maintenance/Spare Bridgetender while doing that work.

In witness hereof, the parties have caused their names to be signed on this 15<sup>th</sup> day of July 2005.

City of New Haven

By:       \s\      

— Attorney Rodger W. Lehr, Jr.

By:       \s\      

Jack Mesner,  
President Local 71,  
CILU

By:       \s\        
Cathy Granath, Staff Representative  
Local 68, CILU

## **MEMORANDUM OF UNDERSTANDING: Building Attendants**

City of New Haven

And

Local 71, CILU  
Building Attendants

RE: 1 Union Avenue Maintenance

June 28, 2005

### **MEMORANDUM OF UNDERSTANDING**

WHEREAS, The City of New Haven (hereinafter the "City") and Local 71 (hereinafter the "Union") are parties to a collective bargaining agreement; and,

WHEREAS, A situation has developed with regard to general building and ground maintenance of 1 Union Avenue, City of New Haven Department of Police Services Headquarters, particularly related to the building cleanliness and upkeep; and,

WHEREAS, The parties have met and negotiated in good faith to develop a solution to this; and,

NOW, THEREFORE, The parties have reached the following agreement:

1. The City may hire outside vendor(s) to provide general building and ground maintenance to include cleaning, painting, mopping, vacuuming, mowing, edging, blowing, snow removal and other related maintenance services at 1 Union Avenue;
2. The vendor(s) shall perform such services until further notice;
3. The City agrees that all Union members currently employed as Building Attendants will remain as City employees and will not be laid-off from City employment due to any vendor work at 1 Union Avenue and, specifically, will remain as Building Attendants and that the job description will not be changed in any manner;
4. Building Attendants will be responsible for Police Substations (except City Hall), Department of Police Services Training Academy and ancillary buildings/grounds, Long Wharf buildings including the Visitor Center and the Pier Building, City Animal Shelter, and other City of New Haven and Public buildings as addressed in the current job description;
5. The Building Attendants will be headquartered at the 710 Sherman Avenue Police Training Academy or other suitable location;
6. It is agreed that this memorandum of understanding shall not set a precedent nor shall it constitute any form of a past practice on either party due to the unique circumstances as described above.
7. It is agreed that this memorandum of understanding shall not constitute a waiver by the Union of recognized bargaining unit work, but shall be limited to the terms and conditions defined herein.

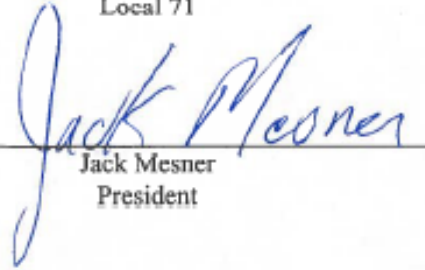
In witness whereof, the parties have caused their names to be signed on this 20<sup>th</sup> day of June 2005,

City of New Haven



Emmet P. Hibson, Jr.  
Director of Labor Relations

Local 71



By: \_\_\_\_\_

Jack Mesner  
President

## MEMORANDUM OF UNDERSTANDING: Caretaker Consolidation

City of New Haven  
and  
Local 71, UE Local 222 CILU/CIPU

RE: Memorandum of Understanding  
Caretaker Consolidation

February 8, 2010

### MEMORANDUM OF UNDERSTANDING

WHEREAS, The City of New Haven (hereinafter the "City") and Local 71, CILU, (hereinafter "Local 71") are parties to a collective bargaining agreement;

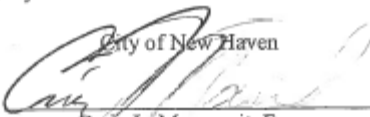
WHEREAS, The parties have met and discussed the issue of consolidating all of the Caretaker classifications (Caretaker I and III) into one Caretaker classification within the Local 71 bargaining unit; and

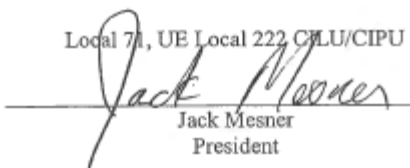
WHEREAS, The parties have reached an agreement regarding the terms and conditions of said consolidation.

NOW, THEREFORE, The parties agree as follows:

1. Effective upon the signing of this agreement, all bargaining unit members holding the position of Caretaker I and Caretaker III shall be reclassified as Caretakers (with duties pursuant to the attached consolidated job description) and shall be placed in the range and step of the Local 71 salary schedule noted in the attached spreadsheet;
2. Incumbent employees who do not hold a CDL as required by the attached new job description shall not be required as a condition of employment to obtain said CDL but are encouraged to do so. It is understood that all new hires shall be subject to the CDL requirement;
3. Neither this settlement agreement nor the terms of this settlement agreement shall set a precedent with respect to any other Local 71 bargaining unit member nor shall it constitute any form of a past practice on either party; and
4. Neither this settlement agreement nor the terms of this settlement agreement shall be used in any other matter or proceeding(s) other than to enforce the terms of this particular agreement.

In witness whereof, the parties have caused their names to be signed this 18<sup>th</sup> day of February 2010.

By:   
City of New Haven  
Craig L. Manemeit, Esq.  
Director of Labor Relations

By:   
Local 71, UE Local 222 CILU/CIPU  
Jack Mesner  
President

Skill in the use and care of tools, machines and equipment used in park maintenance.

**NECESSARY SPECIAL REQUIREMENT**

Possession of, or the eligibility for, a CDL.

Caretaker Consolidation 2010

Name	Range	Step	Salary	New Range	New Step	New Salary	Notes
Henrique Sealey	1	1	35,154	2	1	38,712	\$3,558 increase
John Magliochetti	1	3	36,598	2	1	38,712	\$2,114 increase
Hector Martinez	1	3	36,598	2	1	38,712	\$2,114 increase
Edwin Rodriguez	2	1	38,712	no change			
James Flynn	1	3	36,598	2	1	38,712	\$2,114 increase
Paul McGilton	1	3	36,598	2	1	38,712	\$2,114 increase
Carla Kornick	1	3	36,598	2	1	38,712	\$2,114 increase
Frank Melotti	1	3	36,598	2	1	38,712	\$2,114 increase
Benjamin Santiago	1	3	36,598	2	1	38,712	\$2,114 increase
Ismail Rey	1	1	35,154	2	1	38,712	\$3,558 increase
Dennis McCoy	1	3	36,598	2	1	38,712	\$2,114 increase
Staying the Same							
No change in salary; title change only							
Charles Brooks	2	1	38,712	no change			
Dominic Magliochetti	1	7	40,184	2	4	41,451	\$1,267 increase
Barry Bonner	1	8	41,258	2	5	42,365	\$1,107 increase
Keith Galberth	1	8	41,258	2	5	42,365	\$1,107 increase
Louis Laudano	2	4	41,451	no change			
Traynham Walter	2	6	43,673	no change			
Frank Somers	2	7	44,981	no change			



**MEMORANDUM OF UNDERSTANDING: Use of Electronic Monitoring**

City of New Haven  
And  
Local 71, UE Local 222 CILU/CIPU

RE: Memorandum of Understanding  
The Use of Electronic Monitoring

August 28, 2008

**MEMORANDUM OF UNDERSTANDING**

WHEREAS, The City of New Haven (hereinafter the "City") and Local 71, CILU, (hereinafter the "Union") are parties to a collective bargaining agreement; and

WHEREAS, The parties have met and have discussed the issue of using an Electronic Monitoring System.

WHEREAS, The parties have reached an agreement regarding the installation of an Electronic Monitoring System throughout the City.

WHEREAS, The parties have reached an agreement regarding the impact on the employees as a result of the use of such an Electronic Monitoring System.

NOW, THEREFORE, The following shall apply:

1. The City shall post, in a conspicuous place which is readily available for viewing by all affected employees, a notice concerning the types of electronic monitoring which the City may engage in.
2. The Union will have the right, once a month, to review the recordings that result from the use of the Electronic Monitoring System.
3. The Union will have the right review any recordings that results in disciplinary action against an employee.

In witness whereof, the parties have caused their names to be signed this 28<sup>th</sup> day of August 2008.

City of New Haven

71, UE Local 222 CILU/CIPU

By:

  
Craig L. Manemeit  
Director of Labor Relations

By:

  
Jack Mesner  
President

## MEMORANDUM OF UNDERSTANDING: Pay Differential for Stagehands

City of New Haven

Re: Pay Differential for SL320 Stage

And

Local 71, UE Local 222 CILU/CIPU

July 27, 2017

### MEMORANDUM OF UNDERSTANDING

WHEREAS, the City of New Haven (hereinafter the "City") and Local 71, CILU (hereinafter the "Union") are parties to a collective bargaining agreement; and

WHEREAS, work associated with the new SL320 stage requires either certifications not required in the job descriptions of Local 71 employees or greater physical demands.

NOW, THEREFORE, the parties have agreed to the following terms and conditions of this agreement:

1. A Local 71 employee utilizing SL320 certification shall be entitled to additional compensation of one hundred dollars (\$100.00) beyond whatever wages are owed pursuant to other contractual provisions for each occasion involving the erection or breakdown of a SL320 stage.
2. Stagehand(s) who assist in the erection or breakdown of a SL320 stage shall be entitled to additional compensation of fifty dollars (\$50.00) for each such event beyond whatever wages are owed pursuant to other contractual provisions.
3. Stagehand shall be defined as a Local 71 employee who meets the minimum qualifications and is working in the operation of the SL320 and related decking extensions. The minimum qualifications of a stagehand include: Lifting of up to 100 pounds; listening; following instructions; sitting, standing, and crouching for up to two hours; and climbing, use of ladder.
4. Neither this agreement nor the terms of this agreement shall be used in any other matter or proceeding other than to enforce the terms of this particular agreement.

In witness thereof, the parties have caused their names to be signed this 1<sup>st</sup> day of August, 2017.

City of New Haven

Local 71, UE Local 222 CILU/CIPU

By: Scott B. Nabel

Scott B. Nabel  
Public Safety Human Resources Manager

By: James Wankowicz

James Wankowicz  
President

**MEMORANDUM OF UNDERSTANDING: Random Drug Testing**

City of New Haven  
And  
Local 71, UE Local 222 CILU/CIPU

RE: Random Drug Testing

#25

November 25, 2014

**MEMORANDUM OF UNDERSTANDING**

WHEREAS, The City of New Haven (hereinafter the "City") and Local 71, CILU, (hereinafter the "Union") are parties to a collective bargaining agreement; and

WHEREAS, In 2012 the City had implemented random drug testing for safety sensitive positions pursuant to the language in the collective bargaining agreement; and

WHEREAS, The union did not agree with the implementation of such testing; and

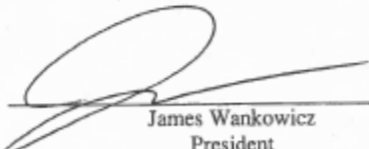
WHEREAS, The parties have discussed what random testing is to be performed on behalf of the City with regard to Local 71.

NOW, THEREFORE, the parties have agreed to the following:

1. Effective upon the signing of this MOU, the City shall revert to random drug testing exclusively for CDL holders and shall no longer require random testing on safety sensitive positions.
2. The Union agrees to withdraw MPP-31,217.

In witness whereof, the parties have caused their names to be signed this 25th day of November 2014.

City of New Haven  
By:   
Marcus Pace  
Director of Labor Relations

71, UE Local 222 CILU/CIPU  
By:   
James Wankowicz  
President

## **MEMORANDUM OF UNDERSTANDING: Training**

City of New Haven  
And  
Local 71, UE Local 222 CILU/CIPU

**RE: Memorandum of Understanding  
Training**

**November 3, 2014**

### **MEMORANDUM OF UNDERSTANDING**

WHEREAS, The City of New Haven (hereinafter the "City") and Local 71, CILU, (hereinafter the "Union") are parties to a collective bargaining agreement;

WHEREAS, The agreement (Article 18) does not expressly address several issues associated with training which have recently arisen;

WHEREAS, The parties wish to supplement Article 18 by creating clear and consistent parameters regarding training for the various Departments which employ members of the bargaining unit.

NOW, THEREFORE, the parties have agreed to the following:

1. Training shall be considered either required (mandated by the Department) or authorized (permitted by the Department, regardless of whether the Department seeks volunteers or a member seeks an opportunity).
2. The City shall bear all costs associated with required training. Any costs associated with authorized training shall be at the discretion of the Department Head, who shall communicate to the employee whether the employee will be responsible for any/all costs.
3. The employee's work schedule shall be adjusted to meet the hours of training. In instances where training is less than a full work day, the employee must return to work where after a reasonable commute time, the employee would have two or more work hours remaining in his/her regular work day.
4. Unless the Department Head directs or authorizes alternate arrangements, the employee is to report to his/her Department and take a City vehicle to the training. The employee will return the vehicle at the conclusion of the training. Employees who normally punch a timeclock at the start and end of their workdays would do so on training days as well.
5. The Department Head will instruct the employee when and where to report, and the employee's work day will begin at that time. Overtime rules based on contractual provisions shall apply based on this arrival time.

K:\Gen71\Memos of Understanding\Training.doc

6. Where the Department Head does not require the employee to report to New Haven to obtain a City vehicle, the work hours will be calculated as if the employee were travelling to the training from New Haven. However, the employee will not be entitled to mileage reimbursement for using a personal vehicle.

In witness whereof, the parties have caused their names to be signed this 17<sup>th</sup> day of November 2014.

City of New Haven

Local 71, UE Local 222 CILU/CIPU

By: Scott B. Nabel  
Scott B. Nabel  
Public Safety Human Resources  
Manager

By: James Wankowicz  
James Wankowicz  
President

## Health Insurance Matrix

Local 424-128 - Matrix Effective 07/01/2023			Employees hired after 7/1/2023 may only elect Lumenos HSA Plan		
			↓	↓	↓
Benefit	PPO Plan - 2023	High Deductible Health Plan - 2023			
Cost Shares	<p>In Network services subject to copays</p> <p>Out-of- Network services subject to deductible and coinsurance</p> <p>Copay - \$15 EPHC PCP; Other PCP provider \$25; \$30 Specialist OV</p> <p>\$150 Emergency Room; Ambulatory Services \$100; Urgent Care \$100; \$200 Outpatient Surgery; \$250 Hospital Admission</p> <p>\$75 High Cost Diagnostic up to \$375 maximum per year</p> <p>Lifetime Max. In &amp; Out Network - Unlimited</p>	<p><u>Deductible:</u> \$2,000 Ind / \$4,000 family shared in and out of network</p> <p><u>In-Network:</u> covered at 90% after deductible;</p> <p><u>Out-of-Network:</u> covered at 80% after deductible</p> <p><u>In-Network:</u> \$4,000 Ind / \$8,000 family cost share maximum;</p> <p>As of July 1, 2016 no one member of a family plan will have out of pocket cost exceeding \$6,850</p> <p><u>Out-of-Network:</u> \$6,000 Ind / \$12,000 family cost share maximum</p> <p>Lifetime Max. In &amp; Out Network - Unlimited</p>			
Out-of-Network (OON) Benefit					
	<p>OON Network Deductible - \$2,000 Ind / \$4,000 family</p> <p>Coinsurance - member pays 20% after deductible</p> <p>Cost Share Maximum - \$6,000 Ind / \$12,000 family</p> <p>Lifetime Max. In &amp; Out Network - Unlimited</p>	<p>OON Network Deductible (combined with In-Net) - \$2,000 Ind / \$4,000 family</p> <p>Coinsurance - member pays 40% after deductible</p> <p>Cost Share Maximum - \$10,000 Ind / \$20,000 family</p> <p>Lifetime Max. In &amp; Out Network - Unlimited</p>			
Participating In State Network					
	Uses the Century Preferred PPO Network for In-Network Services - Services from any other providers would be an Out-of-Network Benefit	Uses the Century Preferred PPO Network for In-Network Services - Services from any other providers would be an Out-of-Network Benefit			
Participating Out of State Network					
	Uses the National BlueCard PPO Network for In-Network Services - Services from any other providers would be an Out-of-Network Benefit	Uses the National BlueCard PPO Network for In-Network Services - Services from any other providers would be an Out-of-Network Benefit			
PREVENTIVE CARE	All Preventive services are provided in accordance with guidelines established by Health Care Reform	All Preventive services are provided in accordance with guidelines established by Health Care Reform			
Pediatric	<p>No Copay</p> <p>Exams allowed per established Health Care Reform Schedules. Visit: <a href="https://www.healthcare.gov/preventive-care-children/">https://www.healthcare.gov/preventive-care-children/</a> for more information</p>	<p>Deductible Waived - No Copay</p> <p>Exams allowed per established Health Care Reform Schedules. Visit: <a href="https://www.healthcare.gov/preventive-care-children/">https://www.healthcare.gov/preventive-care-children/</a> for more information</p>			
Adult	<p>No Copay</p> <p>Exams allowed per established Health Care Reform Schedules. Visit: <a href="https://www.healthcare.gov/preventive-care-adults/">https://www.healthcare.gov/preventive-care-adults/</a> for more information</p>	<p>Deductible Waived - No Copay</p> <p>Exams allowed per established Health Care Reform Schedules. Visit: <a href="https://www.healthcare.gov/preventive-care-adults/">https://www.healthcare.gov/preventive-care-adults/</a> for more information</p>			
Immunizations	Per Healthcare Reform guidelines	Per Healthcare Reform guidelines			
Gynelological / Obstetrics	<p>\$0 Copay for annual preventive exam</p> <p>\$30 Copay Maternity - First Visit Only</p>	<p>Deductible waived - No Copay for annual preventive exam</p> <p>10% after deductible for maternity</p>			
Mammography	<p>Age 40-49 as recommended by provider</p> <p>\$0 Copay age 50 and over once every 2 years</p>	<p>Age 40-49 as recommended by provider</p> <p>Deductible waived - No copay age 50 and over once every 2 years</p>			
Vision (See BVV rider fact sheet for additional vision benefits)	No Copay (once every 2 calendar years)	Deductible waived - No Copay (once every 2 calendar years)			

Local 424-128 - Matrix Effective 07/01/2023			Employees hired after 7/1/2023 may only elect Lumenos HSA Plan		
			↓	↓	↓
Benefit	PPO Plan - 2023	High Deductible Health Plan - 2023			
MEDICAL SERVICES					
PCP Designation	Members must designate a PCP for subscribers and dependents	Members must designate a PCP for subscribers and dependents			
Medical office visits	\$15 EPHC PCP; Other PCP provider \$25; \$30 Specialist OV EPHC (Enhanced Personal Healthcare Providers)-These providers have committed to providing enhanced care in terms of managing your overall	10% after deductible up to out of pocket maximum			
Physical or Occupational Therapy	\$30 Copay 30 Combined Visits for PT, OT, ST; prior auth is required on pt/ot	10% after deductible 60 Combined Visits for PT, OT, ST; prior auth is required on pt/ot			
Speech Therapy	\$30 Copay 30 Combined Visits for PT, OT, ST	10% after deductible 60 Combined Visits for PT, OT, ST			
Chiropractic Services	\$30 Copay 20 visit maximum per calendar year	10% after deductible 12 visit maximum per calendar year			
Allergy Services	\$30 Copay	10% after deductible up to out of pocket maximum			
Diagnostic, Lab & X-ray	Covered	10% after deductible up to out of pocket maximum			
High Cost Diagnostic (MRI, MRA, CAT, CTA, PET, Spect Scans)	\$75 copay per service up to \$375 maximum per year; requires prior auth	10% after deductible up to out of pocket maximum; requires prior auth			
Outpatient Mental Health & Substance Abuse	\$25 Copay	10% after deductible up to out of pocket maximum			
EMERGENCY CARE					
Emergency Room	\$150 Copay (waived if admitted)	10% after deductible up to out of pocket maximum			
Urgent Care	\$100 Copay	10% after deductible up to out of pocket maximum			
Walk-In Centers	\$25 Copay	10% after deductible up to out of pocket maximum			
Ambulance (Land, Air, Water)	No charge - subject to medical necessity	10% after deductible up to out of pocket maximum - subject to medical necessity			
INPATIENT HOSPITAL - All admissions require Pre-Certification					
Inpatient - General / Medical / Surgical / Maternity (Semi-Private)	\$250 Per Admission Copay	10% after deductible up to out of pocket maximum			
Ancillary Services, Medications, and Supplies	Covered	10% after deductible up to out of pocket maximum			
Mental Health	\$250 Copay Per Admission	10% after deductible up to out of pocket maximum			
Substance Abuse	\$250 Copay Per Admission	10% after deductible up to out of pocket maximum			
Rehabilitative Services	\$250 Copay Per Admission 60 Days Per Calendar Year	10% after deductible up to out of pocket maximum 100 Days Per Calendar Year			
Skilled Nursing Facility	\$250 Copay Per Admission 120 Days Per calendar Year	10% after deductible up to out of pocket maximum 100 Days Per Calendar Year			
Pre-Admission Testing	Covered	10% after deductible up to out of pocket maximum			



Local 424-128 - Matrix Effective 07/01/2023			Employees hired after 7/1/2023 may only elect Lumenos HSA Plan		
			↓	↓	↓
Benefit	PPO Plan - 2023	High Deductible Health Plan - 2023			
OTHER SERVICES					
Outpatient Surgery	Prior Authorization May Be Required \$200 Copay at Hospital Facility; \$100 Copay Ambulatory Surgical Center	Prior Authorization May Be Required 10% after deductible up to out of pocket maximum			
Durable Medical Equipment (Including Prosthetics)	Covered at 100%	10% after deductible up to out of pocket maximum			
Home Health Care	Covered - up to 200 visit per calendar year OON-\$50 Deductible & 20% Coinsurance	10% after deductible up to out of pocket maximum up to 100 Days Per Calendar Year			
Hospice	Covered	10% after deductible up to out of pocket maximum			
Acupuncture	\$30 Copay	10% after deductible up to out of pocket maximum			
Orthotics	Not Covered	Not Covered			
TMJ	Not Covered	Not Covered			
Gastric Bypass	Covered - copay subject to service location	10% after deductible up to out of pocket maximum			
Infertility	\$30 Office Visit Copay Coverage up to State Mandate Level - Prior Auth required Some Restrictions May Apply	10% after deductible up to out of pocket maximum Coverage up to State Mandate Level - Prior Auth required Some Restrictions May Apply			
PRESCRIPTIONS					
RETAIL (up to 30 day supply)					
Generics	\$15	After deductible, \$15			
Formulary Brand	\$35	After deductible, \$35			
Non-Formulary Brand	\$60	After deductible, \$60			
SPECIALTY MEDICATIONS	\$75	After deductible, \$75			
MAIL ORDER (up to 90 day supply)					
Generic	\$30	After deductible, \$30			
Formulary Brand	\$70	After deductible, \$70			
Non-Formulary Brand	\$120	After deductible, \$120			
ADDITIONAL PROVISIONS	Mandatory Mail Order; Mandatory Generic; Step Therapy; Prior Authorization; Quantity Limits; Half Fill Program; Specialty Cost Relief	mandatory mail order, mandatory generic, step therapy, prior Authorization; Quantity Limits; Half Fill Program; Specialty Accumulator Rules			



## City of New Haven Preventive Health Program

### Objective

The City of New Haven is seeking to develop an employee incentive program that encourages their member population to obtain appropriate preventive care screenings, recommended by age and gender, in an effort to promote healthier lifestyles and enable members and providers to identify potential health issues that may impact the quality of life for the member and require immediate treatment planning.

### Overview of Program

#### A. PCP Designation

Members must designate a PCP for self and spouse\*

- EPHC PCPs provide member with lower office visit copay
- Non-EPHC PCPs: Standard member copay amount

*\*Please note, PCP designation can be entered on the application at the time of enrollment in the members health plan option*

#### B. Preventive Health Measures

Members are encouraged to comply with specific preventive health measures:

<u>Preventive Screening/Service</u>	<u>Age/Gender</u>	<u>Frequency</u>
Preventive Screening	18 +; Male and Female	Annual
Glucose Screening	18+ Male and Female	Annual
Cervical Cancer Screening	21 + Female	Every 3 years
Dental Cleaning	All ages; Male and Female	Annual
Breast Cancer Screening	40+; Female	Baseline at age 40
Colorectal Cancer Screening	50+; Male and Female	Baseline at age 50
Prostate Cancer (PSA)	50+; Male	Baseline at age 50

#### C. Chronic Health Conditions Compliance

Members with the following chronic health conditions who are identified to participate in Anthem's ConditionCare disease management program, must actively participate in program:

- Asthma
- Diabetes
- COPD
- CAD
- Heart Failure

### HIP PROGRAM DETAILS

Under the Health Incentive Plan (HIP) the member will be required to:

1. Designate a PCP, each covered individual will have to identify a doctor as their personal physician with Anthem.
2. Have the recommended preventative screenings and/or physical examination with a physician as is age and gender appropriate
  - Annual Biometric screenings, BMI, glucose, blood pressure & cholesterol (for most members this is part of the annual physical)
  - Cervical cancer screening for females over 21 every 3 years
  - Baseline mammogram for females over 40
  - Baseline colonoscopy for all after 50
  - Prostate screening for males over 50
  - At least one routine dental checkup and cleaning annually
3. Chronic Health Compliance – members who have been identified with certain chronic health conditions must participate in the ConditionCare Disease Management program. Compliance is based solely on participation, for example, does the member take the phone call from the nurse case manager who will monitor medication usage and the like. It is not based on any clinical outcome.

More particularly, members are identified based on clinical data by Anthem, and then they are contacted by a case manager from Anthem, who reviews their treatment and medication, etc. to help insure they are managing their condition properly. Please note that ConditionCare is already part of your plan today. Members with these diseases are already being contacted. All the HIP does is require them to take the phone call and interact with the case manager and not ignore the call as happens today.

Tracking Compliance – Compliance will be tracked on a calendar year basis, then it will take several months to contact those not in compliance before instituting the penalty payment the following July 1<sup>st</sup>. It will work as follows:

Assuming this contract is settled and effective July 1, 2017, the Board would not actually begin tracking HIP compliance until calendar year 2018. The Board will receive data from Anthem in February of 2019 for the previous calendar year and contact all those not in compliance. They would then have until June to get in compliance or furnish documentation that they were already in compliance. Those that do not would begin paying the additional monthly medical deduction in July of 2019. They will pay that additional fee for each month they remain non-compliant; as soon as they are in compliance, however, the additional fee will be removed.

The penalty will be an additional monthly charge for medical of Single \$50, Two Person \$75 and Family \$100. It does not matter how many items you are in non-compliance on, one or more, the penalty is the same. The member can appeal the penalty. More importantly, they will have to have been notified several times in writing prior to any penalty being implemented. The Board will review for compliance annually on a calendar year basis. Any penalties will not be assessed until the following July 1<sup>st</sup>.

**No member will ever be fined for following the advice of their doctor. The ConditionCare program and the nurse case manager are only involved to reinforce what the doctor is advising, not replace it.**