

# **Collective Bargaining Agreement**

**Between**

**City of Stamford**

**and**

**Stamford Municipal Supervisory Employees Union**

**Local #2657 of**

**Council #4 of the American Federation of State, County and Municipal  
Employees, AFL-CIO**

**Effective July 1, 2023 ~ June 30, 2026**

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**AGREEMENT** made by and between the City of Stamford (hereinafter referred to as the City) and the American Federation of State, County and Municipal Employees Local 2657 (hereinafter referred to as the Union).

**WITNESSETH**

That in order to increase general efficiency and maintain the existing harmonious relationship between the City and its Supervisors, it is hereby agreed as follows:

**ARTICLE I**  
**RECOGNITION**

**SECTION 1.0**

The City hereby recognizes the Union as the sole and exclusive bargaining agent with respect to wages, hours and conditions of employment of all Supervisors as certified by the Board of Labor Relations in Decision No. 1748-A dated July 24, 1979, and as modified by Decision No. 3037 dated September 2, 1992. The following positions have been removed from the Bargaining Unit: Director of OPM and the Bureau Chief for Parks and Recreation.

**ARTICLE II UNION SECURITY**

**SECTION 2.0**

The Employer agrees to deduct, from the pay of all existing and new employees covered by this Agreement, who authorize such deductions from their wages, such membership dues as may be fixed by the Union.

**SECTION 2.1**

Upon receipt of an employee's signed authorization to deduct membership dues or voluntary agency fees, the Employer agrees to deduct from the pay of the employee an amount as established and periodically adjusted by the union. Such deductions shall continue unless the employer is notified in writing by the union that the employee is no longer a member. The union reserves the right to modify and or replace the deduction authorization form.

The parties recognize that the authorization of the Union to payroll deductions is an agreement solely between the Union and its members which the member may revoke consistent with the Union's membership rules. Should a bargaining unit member approach the Employer or its agent to terminate or modify his or her contractual relationship with the Union, that bargaining unit member will be directed to communicate such intent directly with the Union.

The employer agrees to deduct from the pay of each employee who has signed an authorized payroll deduction card, a sum certified by the Secretary/Treasurer of the Union as Union dues. Such deduction will be periodically made from the payroll at times agreed upon by the Employer and the Union, and the total deductions so made shall be mailed or electronically delivered to AFSCME Council 4 on a

weekly/bi-weekly/monthly basis. Such deduction shall continue for the duration of this Agreement and/or any extension hereof unless otherwise notified by Council 4.

## **SECTION 2.2**

The Employer shall provide easily accessible space for the posting of official Union notices in all principal places of employment. The Union is permitted to use City telephones, voice mail and interoffice mail for the purpose of providing notification(s) to its Members regarding Union business.

## **SECTION 2.3**

Within ten (10) calendar days of the signing of the Agreement, the Employer shall post and maintain an electronic copy of this agreement on the City website or other platform which can be accessed by employees. The Employer shall notify the Union President when the Agreement has been posted and provide the Link to access the Agreement.

## **SECTION 2.4**

The Secretary of the Union shall be notified of all newly hired employees and their respective positions as soon as they have been hired. The Union will be granted access to new Employees during the orientation period for the purpose of discussing issues of concern to the Union. This will be paid time for the new employee and the Union representative on duty, not to exceed twenty (20) minutes.

## **SECTION 2.5**

The Union agrees to indemnify and hold harmless the City for any loss or damage arising from the operation and execution of this Article.

## **SECTION 2.6**

The City will furnish regular dues reports in compliance with Connecticut PA 21-25.

## **ARTICLE III** **SENIORITY**

## **SECTION 3.0**

Upon request, the Employer shall prepare a list of all full-time employees showing their seniority in length of service with the Employer. The length of service of the employee with the Employer shall determine the seniority of the employee.

## **SECTION 3.1**

The principle of seniority shall govern and control in all cases and matters relating to decrease in the work force, preference in assignment to stand-by and overtime, and vacation selection. Promotions shall be in accordance with the Classified Service Rules of the City of Stamford as amended.

## **SECTION 3.2**

The Employer shall notify, in writing, the Secretary of the Union immediately of any vacancies or new positions in the bargaining unit and shall post notice of the available position(s) on all bulletin boards within ten (10) days of the vacancy or establishment of new position(s).

## **SECTION 3.3**

The probationary period will be of sufficient length to enable the appointing authority to observe the employee's ability to perform the duties pertaining to the position. The probationary period shall be three (3) months in the case of an appointment from a promotional list. In the case of a new employee, the minimum probationary period shall be six (6) months. Upon expiration of the minimum period for new employees, the employee will be deemed permanent unless the probationer and the Director of Human Resources are given written notice that the probationary period will be continued. In the event the probationary period is extended beyond six (6) months, the employee may use accrued leave, subject to approval. The maximum length of the probationary period shall be one (1) year. Upon permanent appointment, the employee's seniority shall be calculated from the date of hire.

## **SECTION 3.4**

Layoffs shall be made among incumbents by classification, in order of seniority, in that particular classification within the Office. Employees will be given two (2) weeks' notice of layoff, or in lieu of such notice, two (2) weeks of pay. Before a full-time employee is laid off in any classification, all temporary, provisional, probationary, part-time and permanent part-time employees within that classification shall be laid off, in that order, from the same Office. An employee facing lay off may bump the least senior employee occupying the same classification. Any employee to be laid off shall have the right to revert to job classifications previously held for which they are qualified provided they have greater seniority than the employee occupying an equal or lower classification. Any employee so laid off shall be placed on the re-employment list for a period of two (2) years and shall be rehired in the event of a vacancy in the classification previously held for which the employee is qualified in reverse order to the layoff. Any employee rehired pursuant to the provisions of Section 3.4 shall be rehired at a level that is not less than the pay grade at the time of lay off. Any employee so rehired shall also receive the same pension or deferred compensation. Medical and life insurance benefits shall be commensurate with current available benefits for members of the MAA.

## **SECTION 3.5**

In the event an employee is placed on layoff, the employee will be paid for all accrued vacation leave time. Further, the employee shall receive severance pay in the amount of two (2) weeks of salary for each year of service to the City, up to a maximum of 16 (sixteen) weeks. Following the expiration of the employee's active City health insurance, the employee will be eligible to continue your health care coverage pursuant to the provisions of the Consolidated Omnibus Reconciliation Act of 1986 ("COBRA"), as amended, and the requirements and limitations thereof. The City will waive the employee's COBRA premiums for a period of six (6) months following the Separation Date (the "COBRA Benefits"); provided, however, the City's obligation to waive COBRA premiums will cease

in the event that the employee becomes eligible for similar alternative health coverage. Y The employee must notify the City within one (1) week of becoming eligible for such alternative health coverage. In accepting such severance package, the employee and union agree to waive any and all grievance rights under the collective bargaining agreement. Further, the employee agrees to sign waivers releasing the City from any and all claims related to the layoff.

## **ARTICLE IV** **HOURS OF WORK, OVERTIME AND PREMIUM PAY**

### **SECTION 4.0**

A. The normal days of work shall be Monday through Friday. For all employees, individual hours will be set by the employee's Director. An employee may work a flexible work schedule with the approval of his/her Director or Superintendent of Schools. Further, the number of hours of work and the length of the workday for salaried positions shall be dictated by the time necessary to complete the required work assignments.

B. All employees hired after July 1, 1997, who are designated non-exempt, will be required to work at least a thirty-seven and one-half (37-1/2) hour work week.

### **SECTION 4.1**

A. Employees covered by this Agreement are broken into three (3) categories: exempt employees, exempt employees eligible for additional compensation and non-exempt employees.

B. Non-exempt employees listed in Appendix D (excluding those designated below in Section C. below), will receive overtime, computed at the rate of one and one-half (1½), for hours actually worked in excess of their normal work week listed. An employee may request to substitute compensatory time off in lieu of overtime payment, calculated at rate of one and one-half (1½) hours for each overtime hour worked in excess of their normal workweek. If a department lacks the necessary funds, compensatory time will be substituted in lieu of overtime pay. The employee may accrue compensatory time up to the maximum allowed by law. All accrued compensatory time must be exhausted prior to an employee utilizing his/her vacation leave time.

C. Exempt employees listed in Appendix C may be eligible for additional compensation as follows. Employees in the listed classifications who are required to work on snow removal, leaf pick-up, flood and hurricane damage or any other natural disaster, or any other day that has been declared an emergency by the Mayor, shall be paid their regular straight time hourly rate for all hours worked. If such work is performed on a holiday, the employee will also receive their holiday pay. Further, exempt employees in the classification listed in Appendix C who are called in after normal hours for Department emergencies, as determined in the sole discretion of the employee's Director (Director of Legal Affairs, Director of Administration, Superintendent of Schools, Director of Operations and Director of Public Safety, Health and Welfare), shall be paid their straight time hourly rate for all hours worked. Determinations of emergencies made by the employee's Director are not subject to the grievance and arbitration procedure.

D. Nothing in this Agreement prevents the parties from entering into agreements for increased compensation for employees who are requested to complete projects that are above and beyond an employee's defined job duties.

#### **SECTION 4.2**

Eligible employees working a second shift (one commencing after 2:00 p.m.) shall receive a shift differential of seven (7%) percent over their regular rates, and employees working a third shift (one commencing after 10:00 p.m.) shall receive a shift differential of twelve (12%) percent over their regular rates.

Employees whose work shift begins after 10:00 p.m. but before 3:00 a.m. shall be paid the third shift differential of twelve percent (12%) for the entire shift worked. Employees whose work shift begins on or after 3:00 a.m. but before 7:00 a.m. shall be paid the third shift differential of twelve percent (12%) only for those hours worked between the hours of 3:00 a.m. and 7:00 a.m.

No shift premium shall be payable for emergency call-outs, stand-by time, or overtime unless specifically provided herein. An employee must actually work the shift to be eligible for shift differential.

#### **SECTION 4.3**

A. Call-Back. Eligible employees called into work after completion of his or her regularly scheduled workday shift shall receive a minimum of two (2) hours call-in pay at his or her regular overtime rate as defined in Section 4.1 above and Section 4.2 above.

B. Stand-By. The one (1) employee currently receiving stand-by that is specifically required by his/her Director, or his/her designee, to be on stand-by for a designated week, will continue to receive stand-by pay. The fifteen (15) hours stand-by pay will be considered compensation for the first ten (10) hours overtime worked. After which time the employees will receive additional overtime payments in accordance with the contract. Employee on standby is not eligible for the minimum callback or differential. Upon the incumbent's separation of employment, stand-by pay will no longer exist.

#### **SECTION 4.4**

Non-exempt employees as listed in Appendix E, will receive a fifteen (15) minute break in the morning and a fifteen (15) minute break in the afternoon. Breaks may not be connected to lunch or the end of one's shift.

**ARTICLE V**  
**HOLIDAYS**

**SECTION 5.0**

The following shall be paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
President's Day	Veteran's Day
Good Friday	Thanksgiving Day
Memorial Day	Day after Thanksgiving Day
Juneteenth Day	Christmas Eve after 12:00 Noon
Fourth of July	Christmas Day

Exempt employees only, have the ability, with the approval of their director, or their designee, to work holidays. In return for working, the individual will be permitted to "float" the holiday.

**SECTION 5.1**

Holidays falling on a Saturday shall be celebrated on the preceding day. Holidays falling on a Sunday shall be celebrated on the following Monday.

**SECTION 5.2**

Whenever the Mayor of Stamford or the Board of Representatives declares a day as a holiday, commemorative day, or a day of mourning, it shall be a day off with full pay for the employees covered by this Agreement.

**ARTICLE VI**  
**VACATIONS**

**SECTION 6.0**

A. Employees shall earn a maximum of twenty (20) days per year, accrued at the rate of one and two-thirds (1.66) days per month, until their twentieth (20th) year of service. Once an employee has reached twenty (20) years of service he/she shall immediately earn one (1) day per year for each year of service to a maximum of twenty-five (25) days of vacation. No probationary employee shall be eligible for the use of vacation, unless approved by his or her Director, or their designee, except as set forth in Section 3.3. Employees must receive written consent of their superior for vacation time off. Notwithstanding the foregoing, the maximum vacation accrual for employees hired after September 16, 2016, shall be twenty (20) days.

B. Employees hired after July 1, 1997, shall earn fifteen (15) days per year, accrued at the rate of one and one-quarter (1.25) days per month. Once an employee has reached three (3) years of service, and for each year thereafter, he/she shall receive twenty (20) vacation days annually, accrued at the



rate of one and two-thirds (1.66) days per month. Once an employee has reached twenty (20) years of service he/she shall immediately earn one (1) day per year for each year of service to a maximum of twenty-five (25) days of vacation. Employees must receive written consent of their superior for vacation time off. Notwithstanding the foregoing, the maximum vacation accrual for employees hired after September 16, 2016, shall be twenty (20) days. An employee is not eligible to use his/her vacation until completing their probationary period, unless approved by his/her Director, except as set forth in Section 3.3.

### **SECTION 6.1**

Vacations shall be granted at the time requested by the employee. If the nature of the work makes it necessary to limit the number of employees on vacation at the same time, the employee with the greater seniority within the job classification in the department shall be given his/her choice of vacation period in the event of any conflict over vacation period.

### **SECTION 6.2**

If a holiday occurs during the calendar week in which a vacation is taken by an employee, the employee's vacation period shall be extended one (1) day for each holiday.

### **SECTION 6.3**

Employees shall be allowed to carryover up to forty-five (45) days of earned vacation leave at fiscal year-end. Employees shall annually have the option to cash out accrued vacation in excess of thirty (30) days at fiscal year-end at the rate of 75% of the employee's regular daily pay rate. Employees who choose this option shall receive the vacation payout by the last pay period in August. Employees are eligible for payout of a maximum of thirty (30) days upon separation of employment at 100% of their regular daily pay rate and at 75% for any days in excess of thirty (30) days, unless such separation is due to a layoff where sufficient notice is not provided. In such a case, the employee will be eligible for payout of all their vacation leave. The limit for maximum carryover may be exceeded with the approval of the employee's Director and the Director of Human Resources.

## **ARTICLE VII** **LEAVE PROVISIONS**

### **SECTION 7.0**

A. Each employee will be credited with one and one-quarter (1-1/4) days of sick leave per month. Sick leave, if unused, may be accumulated to a maximum of one hundred fifty (150) days. Employees shall have the right to use five (5) days of accumulated sick leave in any year for the purpose of family illness.

B. Employees hired after July 1, 1997, during their first year shall receive ten (10) days sick leave with pay computed on the basis of .833 days for each completed month of service, through to the first July 1<sup>st</sup>. Effective July 1, 2005 and each July 1<sup>st</sup> thereafter, employees shall receive twelve (12) sick days per year, three (3) of which will go into the sick leave bank and once an employee has contributed

a maximum of thirty (30) days to the bank, all twelve (12) days or part thereof shall be credited to the employee. Employees may apply for sick days beyond their personal bank in accordance with the MAA Sick Leave Bank. Employees may apply for sick leave days beyond their personal bank in accordance with Section 7.8 below. There shall be no maximum accumulation for sick leave days in an employee's personal bank. Employees hired after July 1, 1997, will receive no payout for unused sick leave. Employees are not eligible to use sick leave until completion of their probationary period.

C. All employees must make an effort to call-in and report absence due to illness, to his/her immediate supervisor prior to the scheduled start of his/her shift on each day that he/she is absent. In the event that is not possible, employees will notify their supervisor during the shift. When calling in, the employee will notify his/her supervisor if it appears that the absence may be extended and the length of the anticipated absence.

D. An employee promoted into the Stamford Municipal Supervisory Employees Union from another bargaining unit after July 1, 1997, will have his/her accrued sick leave bank frozen and valued at the rate prior to the promotion to the Stamford Municipal Supervisory Employees Union. Upon retirement, the employee will be paid for fifty percent (50%) of this accrued sick leave time, up to a maximum of seventy-five (75) days. Upon promotion, the employee will receive benefits as if he/she were a new hire under Section 7.0(B) above.

### **SECTION 7.1**

Upon retirement, employees hired before July 1, 1997, shall receive payment for one-half (1/2) the total accumulated sick leave on the basis of current wages. In the event of an employee's death, regardless of hire date, his/her estate shall receive the payment equal to 100% of the remaining accrued sick leave, excluding any accrued leave related to a sick bank allocation. This payment shall be made as soon as practicable after the City receives a certified copy of the employee's death certificate.

### **SECTION 7.2**

Employees are entitled to up to five (5) consecutive working days funeral leave with pay at the time of death of a spouse, parent, child, grandparent, grandchild, brother or sister, and three (3) consecutive working days funeral leave with pay at the time of death of a father-in-law, mother-in-law, brother-in-law, or sister-in-law. At the discretion of the Department Head, where unusual circumstances and equity dictate, one (1) working day may be granted with pay at the time of death of any other relative not described in this section in order to attend the funeral of that person. An additional day may be granted for the purpose of travel at the discretion of the supervisor.

### **SECTION 7.3**

- a) Jury Duty: Employees shall be entitled to full pay at current base rate for absence due to jury duty, provided that reimbursement for same and regular pay together does not exceed employees' regular wage. The employee shall give adequate notice to jury call so that an appeal to be excused from jury duty can be made.

- b) Injury Leave: Injury Leave, as distinguished from sick leave, shall mean paid leave given to an employee due to absence from duty caused by an accident or injury that occurred while the employee was engaged in the performance of his/her duties. Employees covered by the Workers' Compensation Act are paid stated amounts due to injuries sustained on the job. While employees await payment for absences from work due to such compensable injury or illness, they shall be allowed to use sick leave and/or vacation time pending the start of their retro-active compensation payments. Adjustments to restore full sick leave and vacation time accruals used during the interim shall commence upon the start of those payments.

The maximum length of time an employee can be on workers' compensation and not performing his/her regular duties, shall be twelve (12) months or when maximum medical improvement is reached, whichever is sooner. At that point in time, a determination will be reached as to whether or not the employee can perform the essential functions of the job. Employees shall have the option to supplement workers' compensation payments by first utilizing sick and then vacation time to make themselves whole.

- c) Modified/Light Duty: The City may assign a member who is on Worker's Compensation leave to modified or light duty consistent with the finding of the Worker's Compensation insurance carrier case evaluation and/or the City's network physician. In doing so, the City may temporarily change the employee's schedule and/or assignments for the duration of the light/modified duty. The City reserves the right to limit the number of positions on restricted /modified duty. These assignments are intended to transition employees back to full duty and are not permanent in nature.
- d) Military Leave: An employee, who is a member of the reserve corps of any branch of the armed forces of the United States, as defined by section 27-103, shall be entitled to be absent from his or her duties or services while engaged in required field training in such reserve corps. The period of paid absence in any calendar year shall not exceed fifteen (15) working days. During these fifteen (15) working days, employees will receive full pay from the City.
- e) Not more than two (2) Union Officials shall be allowed the required time without loss of pay to attend official Union conventions and conferences. The maximum time per year shall be limited to eight (8) days off per delegate.
- f) Any employee will be given time off with pay in order to attend a seminar, training session or the like which is in connection with his/her City position when requested to do so by his/her Department Head in writing or when approved by the Department Head, in advance, in writing that professional license or job duties requires attendance. Should the employee use his/her own automobile for this purpose, outside of the City of Stamford, the City will reimburse him/her at the IRS rate per mile, plus toll fees, hotel charges and meals. If the employee travels by other means, he/she shall be reimbursed for the cost of the fare.
- g) i. Each employee shall be granted three (3) personal leave days per year to take care of personal business (e.g., house closings, court appearances, school conferences, etc.). These days may not be used to extend a vacation or a holiday. Personal days may not be accumulated from year to year.

ii. Notwithstanding the foregoing, all MAA employees hired before July 1, 1997, will receive four (4) personal leave days per year. Employees promoted into the Stamford Municipal Supervisory Employees Union after July 1, 1997, shall only be entitled to three (3) personal leave days per year.

#### **SECTION 7.4**

A regular employee, upon proper application in writing to, and upon written approval by the Department Head, may obtain a continuous leave of absence without pay for a period not to exceed three (3) months. At the expiration of such leave, the employee shall be reinstated in the service without loss of any of his rights, unless the position is no longer available due to a budgetary reduction in staff. Failure on the part of an employee to report promptly at the expiration of the leave of absence, except for satisfactory reasons submitted in advance, shall be a cause of dismissal. Leave of absence without pay, however, will not be granted until after all the employee's accumulative annual leave has been exhausted and if leave without pay is granted on account of sickness, until all his accumulative sick leave has been exhausted. No annual leave or sick leave may be accumulated during a leave of absence without pay. Extensions of leave for additional three (3) month periods may be granted by the Director of Human Resources, but in no case shall the total period of time exceed two (2) years.

#### **SECTION 7.5**

Employees entering the Military Service of the United States shall be entitled to indefinite leave without pay.

#### **SECTION 7.6**

No employee shall lose any seniority standing because of any military service, including service in the National Guard or Organized Reservists.

#### **SECTION 7.7**

##### **MAA Sick Leave Bank**

- a) The "sick leave bank" is established to be used to provide additional paid sick leave for extreme hardship cases due to personal illness and/or personal injury and are not intended for casual use. Any employee hired before July 1, 1997, may contribute two (2) days of sick leave per fiscal year to the sick bank. Any day contributed shall be deducted from the contributing individual's accumulation of sick leave. Employees hired after July 1, 1997, after completing their probationary period will have three (3) of their twelve (12) annually allotted sick leave days assigned to the MAA Sick Leave Bank until they reach a balance of thirty (30) in accordance with Section 7.0. Only employees who contribute to the bank are eligible to participate.
- b) A committee shall be established consisting of two (2) persons designated by the Union and two (2) persons designated by the City, and the Director of Human Resources, who shall act as

chairperson. The committee shall develop procedures for applying and granting of sick leave from the bank. The committee shall: (1) require a doctor's certificate regarding the illness; (2) limit to sixty (60), seventy-five (75) days for employees hired after 07-01-97, the number of days granted to any employee, in any given fiscal year per (d) below); (3) consider the seriousness, nature and projected duration of the illness or disability involved; and (4) consider the applicant's prior record of sick leave use.

- c) The granting of any sick leave days shall be by majority vote of the committee members; the chairperson will vote only in the event of a tie vote. All votes shall be final.
- d) Any employee who has exhausted his or her sick leave may apply, in writing, to the Sick Leave Committee for a grant of sick leave from the sick leave bank. The number of days granted shall be determined by the committee but shall not exceed thirty (30) days. A written request for a second thirty (30) day grant may be submitted; however, the total number of days granted may not exceed sixty (60) days in a fiscal year, except for employees hired after 07-01-97, who shall be eligible for seventy-five (75) days in a fiscal year.
- e) In no case will an employee receive a sick leave donation when absent due to a work-related injury.
- f) Days from the sick leave bank may not be granted to employees who are permanently unable to return to work or who are not able to return to work within the reasonably foreseeable future, as determined by medical evaluation.
- g) Employees who reach the current sick leave accumulation cap of one hundred and fifty (150) days will have all days earned in excess of 150 deposited in the sick leave bank.
- h) In the event a request is made that would result in a negative balance to the bank, the City will honor the request.
- i) An employee who files a workers compensation claim, and at the time of filing has less than ten (10) sick leave days, may access the sick leave bank for leave not to exceed a total of ten (10) days, pending approval of the claim.

## **ARTICLE VIII** **WAGES**

### **SECTION 8.0**

The annual wages of employees covered by this Agreement shall be as set forth in-Appendix A.

- A. Effective July 1, 2023, the wage rates in effect on June 30, 2023, will be increased by three percent (3.00%) and will be retroactive to July 1, 2023.
- B. Effective July 1, 2023, the wage rates in effect on June 30, 2024, will be increased by three percent (3.00%); and in addition, employees shall receive a one-time non-pensionable payment of three hundred twenty-five dollars (\$325.00).

- C. Effective July 1, 2024, the wage rates in effect on June 30, 2024, will be increased by three percent (3.00%).

**SECTION 8.1**

- i. Employees temporarily assigned to perform the duties of a position in a higher classification for a continuous period in excess of two (2) weeks shall be compensated for the work at the higher rate, retroactive to the commencement of the assignment, in accordance with the rule governing a promoted employee set forth in paragraph three (3) of Appendix A herein.
- ii. If the period extends beyond July 1, and the employee was assigned to the position before April 1, the employee shall receive a step increment if there is a step increment provided in the salary schedule for the higher classified position.

**SECTION 8.2**

- i. Each employee hired before September 15, 2016, shall receive longevity pay in accordance with the following:

After 10 <sup>th</sup> Anniversary	\$350
After 15 <sup>th</sup> Anniversary	\$450
After 20 <sup>th</sup> Anniversary	\$550
After 25 <sup>th</sup> Anniversary	\$650

Employees hired after September 15, 2016, shall not be eligible for longevity pay.

- ii. Longevity payments will be made lump sum during the month of December each year. An employee, who will be eligible for longevity during the fiscal year, will receive his/her longevity in December (ex. Employee with ten years as of February 20<sup>th</sup> during the fiscal year will receive longevity pay in December, two months earlier. Conversely, an employee who reaches ten years as of August 20<sup>th</sup> will receive longevity in December, four months later). Pro rata payments shall be made upon termination, using July 1<sup>st</sup> as the date, which the pro-rating begins (ex. employee who leaves in August will receive two-twelfths [2/12] of their annual longevity). Longevity shall be a component of an employee’s pensionable annualized base rate.
- iii. Employees who are eligible for longevity pay will be required to make pension contributions on their longevity pay.

**SECTION 8.3**

The City shall reimburse employees for mileage at the current IRS rate. Employees will submit a mileage log, provided by the City, on a monthly basis to be eligible for reimbursement. Additionally, employees will be reimbursed for parking fees, upon submission of receipt.

## **SECTION 8.4**

The City reserves its right to switch to a bi-weekly payroll provided it does so with a total of at least four hundred (400) or more employees, including this bargaining unit. Mandatory electronic deposit with electronic records shall be implemented for all unit employees. However, no employee shall be denied the right to receive paper statements unless the City is able to provide computer access to a digital statement at that employee's workplace.

Upon providing the Union and members with ninety (90) days written notice, the City may implement, on a one-time basis, a five-day payroll lag without further negotiations with the Union. The lag shall be implemented by delaying the delivery of each weekly paycheck by one (1) business day until a five-day lag has been accomplished. For example, upon implementation of the payroll lag the weekly paycheck that would be due on a Friday will be issued on the following Monday. Thereafter, the next four (4) successive weekly paychecks will be issued on Tuesday, Wednesday, Thursday and Friday, thereby creating a five-day payroll lag. At termination of employment with the City, the employee shall be paid the five-days of payroll lag with one's final paycheck which will be paid with the first full payroll period following the date of termination. Following the implementation of the payroll lag, newly hired employees will receive their first paycheck on a five-day lay basis. In the event the City elects to implement the payroll lag in a manner different than provided in this paragraph, the City will be required to negotiate and reach agreement with the Union on the alternative implementation prior to its implementation.

## **SECTION 8.5**

An annual educational non-pensionable stipend in the following amounts shall be paid on or about December 15<sup>th</sup> of each year to an employee who holds or subsequently receives a degree from an accredited college or university and said degree exceeds the minimum job requirements of the position held by the employee.

Bachelor's Degree:	\$250.00
Master's Degree:	\$500.00.

## **SECTION 8.6:**

A non-pensionable stipend of \$25 per month shall be paid to employees who are certified by City in a second language, which will be paid in arrears at end of each fiscal year. Language(s) that qualify and qualification procedures to be determined by the City. The City may require reasonable requalification.

## **SECTION 8.7:**

- A. The allocation of a classification to a salary grade shall initially be established by the City and finalized after negotiations with the Union. The following compensable factors shall be considered in determining a position's allocation to a salary grade:
  - (i) internal equity among similar positions within the bargaining unit.



(ii) the position's wage competitiveness with similar or related positions in municipalities in the greater Stamford area.

(iii) the specialized skills, technical knowledge, education, and experience necessary to meet the minimum qualifications for the position including any special occupational certifications.

(v) the degree to which the position is free to develop answers to problems encountered ranging from solving problems by following routine instructions with no deviation to solving problems within broader confines of organizational policy, sound business judgment, and the regulatory framework of the organization; including the complexity and uniqueness of the problems normally encountered by the position.

(vi) the accountability or the measured effect on the job on end results including the magnitude or size of the area in which the job operates (single unit, department, or city-wide), whether the job has a direct, controlling, or primary impact or an interpretive, advisory, or facilitating role.

(vii) the degree to which the position can act without consulting higher authority.

(viii) the number of employees supervised by the position and the extent that such position(s) have subordinate supervisory responsibilities.

B. In the event the City and the Union reach an impasse in determining the appropriate salary grade the dispute shall be submitted to arbitration under the provisions of Article XII, section 12.2. After consideration of the evidence and arguments presented, the arbitrator(s) shall issue a decision based on the criteria as set forth in paragraph A.

C. The Union or a department head, may request that the Director of Human Resources direct that a job analysis be performed of an existing classification where in the opinion of the Union, employee, or department head, the job duties or level of the work has increased substantially. Upon completion of the job analysis, any proposed changes to the classification shall be submitted to the Personnel Commission for their adoption or notation. Any proposed change in the salary grade proposed by the City or Union shall become final upon the agreement of the City and Union. In the event of a dispute between the City and the Union as to whether substantial job duties or level of work exist, or as to the appropriate salary grade, such dispute shall be submitted to arbitration pursuant to paragraph B.

## **ARTICLE IX** **DISCIPLINARY PROCEDURES**

### **SECTION 9.0**

The City of Stamford believes in a fair and progressive disciplinary process. All disciplinary actions shall be applied in a fair manner and shall not be inconsistent with the infraction for which the disciplinary action is being applied. The parties agree that certain violations may be of a more serious nature and the progressive steps of discipline outlined in Section 9.1 may not be adhered to in these cases.

### **SECTION 9.1**



Disciplinary action shall normally include:

- a) oral warning
- b) written warning
- c) suspension without pay
- d) discharge

### **SECTION 9.2**

All suspensions and discharges must be in writing with reason given and a copy given to the employee at the time of suspension or discharge.

### **SECTION 9.3**

No employee shall be discharged or otherwise disciplined except for just cause.

### **SECTION 9.4**

The parties agree that the disciplinary process outlined above supersedes and replaces all disciplinary procedures set forth in the Classified Service Rules.

## **ARTICLE X** **INSURANCE AND PENSION**

### **SECTION 10.0 - Health Insurance**

The City will apply for the State Partnership Plan (“SPP”), subject to the following conditions:

In the event any of the following occur, the City or the Union may reopen negotiations in accordance with MERA as to the sole issue of health insurance, including plan design and plan funding, premium cost share and/or introduction of replacement medical insurance in whole or in part:

- (a) If the City’s application for the SPP is denied; and/or
- (b) If the SPP in its current form is no longer available; or if the benefit plan design of the SPP is modified as a result of a change in the State’s collective bargaining agreement with SEBAC, if such modifications would substantially increase the cost of the medical insurance plan offered herein. Reopener negotiations shall be limited to health insurance plan design and funding, premium cost share and/or introduction of an additional optional health insurance plan; and/or
- (c) If Conn. Gen. Stat. Section 3-123rrr et seq. is amended, or if there are any changes to the administration of the SPP, or if additional fees and/or charges for the SPP are imposed so as to affect the City, any of which amendments, changes, fees or charges (individually or collectively) would substantially increase the cost of the medical insurance plan offered herein. Reopener negotiations

shall be limited to health insurance plan design and funding, premium cost share and/or introduction of an additional optional health insurance plan; and/or

(d) In any negotiations triggered under the above as well as negotiations for a successor to this collective bargaining agreement, the parties shall consider the following additional factors:

- Trends in health insurance plan design outside of the SPP;
- The costs of different plan designs, including a high deductible health plan structure and a PPO plan structure.

Should such negotiations be submitted to arbitration for resolution, the arbitration panel shall consider the foregoing in applying the statutory criteria in making its ruling. In addition, the arbitrators shall consider the City’s position that the High Deductible Health Plan proposed during negotiations should be the baseline for such negotiations and shall also consider the Union’s position that the High Deductible Health Plan should be an option for employees.

(e) The SPP contains a Health Enhancement Plan (HEP) component. All employees participating in the SPP are subject to the terms and provisions of the HEP. In the event SPP administrators impose a HEP non-participation or noncompliance per month premium cost increase or annual deductible, those sums shall be paid 100% in their entirety by the nonparticipating or non-compliant employee. No portion or percentage shall be paid by the City. The per month premium cost increase shall be implemented through payroll deduction, and the annual deductible shall be implemented through claims administration.

NOTE:

Dental and vision to remain with City plans

**SECTION 10.1 - Dental and Vision**

The City will provide a PPO dental plan as follows:

<u>Co-insurance</u>		<u>Deductibles</u>	
Class A Expense	100%	Class A	None
Class B Expense	80%	Class B & C	\$50/\$100
Class C Expense	75%		
Orthodontics	50%	Orthodontics	None

Maximums

Annual Max	\$1,750/per covered dependent
Orthodontics	\$2,500 lifetime/per covered dependent

The City shall provide and pay for an optical plan, which shall yearly provide the following benefits for each employee and his/her dependents:

\$ 68.75 for eye exams

\$138.50	for eyeglass frames
\$ 60.50	for single lenses
\$ 99.00	for bifocal lenses
\$137.50	for progressive lenses
\$247.50	for contact lenses (when medically prescribed)

**SECTION 10.2 - Life Insurance**

A. Effective upon the execution of this agreement, the City shall provide and pay for one hundred thousand dollars (\$100,000) of a term life insurance policy for each employee. Employees will be charged imputed income on life insurance in excess of IRS limits.

B. Employees may buy from the City insurer additional group life insurance in the amount of one hundred thousand dollars (\$100,000) at the actual prevailing rate charged the City.

**SECTION 10.3 - Retiree Insurance**

**A. Retiree Benefits**

- i. Pre Age Sixty-Five (65): The City will make available to employees, including eligible dependents, who retire with a pension from the City of Stamford Classified Employee’s Retirement Fund, the medical benefits plan made available to active employees from time to time, providing for hospital and medical benefits, but not including dental or vision benefits.
- ii. Post Age Sixty-Five (65): For employees hired prior April 3, 2012, the City will provide supplementary coverage to Medicare, not including dental or optical, as outlined in the Summary Plan Description.
- iii. Employees hired after April 3, 2012, shall not be entitled to supplemental Medicare coverage from the City of Stamford.

**B. Retiree Costs**

- i. Cost to age 65: Employees eligible for Retirement, as set forth in §10.4 F and K below, on or before June 30, 2014, shall pay 33% of the cost of the pre-age-65-retiree health plan. Employees eligible for Retirement as set forth in §10.4 F and K below, after June 30, 2014, shall pay 50% of the cost of the pre-age 65-retiree health plan.
- ii. Cost Post 65: Employees eligible for Retirement, as set forth in §10.4 F and K below, on or before June 30, 2014, shall pay 33% of the cost of the post-age-65 Medicare supplement plan. Employees eligible for Retirement, as set forth in §10.4 F and K below, after June 30, 2014, shall pay 50% of the cost of the pos-age-65 Medicare supplement plan.
- iii. Each employee, who retires and when sixty-five (65) years of age or older, shall receive premium reimbursement for coverage paid for under Medicare Part B. An employee

who retires and whose retirement income requires that the employee pay an amount in excess of the Medicare Part B standard premium amount shall only be reimbursed for the standard premium amount.

Employees hired after July 6, 2020, shall not be eligible for any Medicare Part B premium reimbursement.

Employees hired July 6, 2020, will not be entitled to retiree insurance.

#### **SECTION 10.4 - Pension Benefits**

A.

1. Each employee hired prior to the ratification of this Agreement on April 3, 2012, or is promoted into the Union from another bargaining unit and was a participant in the City of Stamford Classified Employees Retirement Fund (“CERF”) shall be and remain covered by the CERF, as described in Section C-7-30-1 through 11 of the Charter of the City of Stamford, as amended and revised, and as modified by the terms of this and previous collective bargaining agreements between the City and the Union.
2. Each employee hired after ratification April 3, 2012, shall not become members of the CERF, but shall be eligible to contribute to a 457 deferred compensation plan. The City shall match the employee’s contribution by way of a contribution to a 401(a) money purchase plan. The City’s contribution shall not exceed five and one-half percent (5.5%) of the employee’s annual wages. The 401a contributions will be made within thirty (30) days of the close of each quarter. Effective July 1, 2023, the City’s contribution shall increase to a maximum of six percent (6%) of the employee’s annual wages.
3. All City employees participating in the CERF plan, regardless of years of service, shall make pension contributions, except those exempt from such contributions as of April 3, 2012.

B. The parties agree to consolidate the custodial and asset management of the CERF Plan, the Police Pension Plan, the Fire Pension Plan and the Custodians and Mechanics Pension Plans (all as outlined in the Charter of the City of Stamford, amended and revised and modified by the terms of their respective collective bargaining agreements).

C. The cost of actuarial and associated administrative expenses for the CERF will be paid for by the Plan.

D. The provisions of the classified pension fund as provided by Article X of this agreement will be modified to provide for non-work-related disability pension eligibility for individuals with ten (10) or more years of credited service.

E. Effective July 6, 2020, the employee contribution to the CERF shall be six and one quarter percent (6.25%) of the employee’s base annual salary. Effective July 1, 2016, the employee contribution to the CERF shall be six percent (6%) of the employee’s base annual salary.

F. The Normal Retirement Date for employees covered by this agreement shall be age sixty (60) with at least ten (10) years credited service to the City, or age fifty-eight (58) with at least fifteen (15) years credited service to the City.

G. The reductions for early retirement under the CERF for employees covered by this agreement shall be reduced from the current fifty-five one hundredths (.55) of one (1) percent per month to twenty-five one hundredths (.25) of one percent per month, for the first thirty-six (36) months prior to the normal retirement date. Any time beyond the first thirty-six (36) months, shall be reduced by the current fifty-five one hundredths (.55) of one (1) percent per month.

H. Provided the requirements under Section 414(h) of the I.R.C. are met, the City will “pick-up” contributions in accordance with a 414(h) I.R.C. plan that will enable employees to have pension contributions deducted on a pre-tax basis.

I. The City will contribute to the CERF the amount actuarially necessary to fund the plan.

J. The spouse of an employee who dies while an active member from a non-service-related cause, who at the time of death was eligible to retire under either subparagraphs F or K of Section 10.4 shall receive a death benefit calculated as if the employee was eligible for retirement in accordance with the provision of the CERF Plan.

K. Effective March 21, 2002, the CERF plan will be amended to provide employees covered by this collective bargaining agreement with an option allowing eligible employees to retire at twenty-five (25) years of credited service, regardless of age, without reductions.

L. The CERF plan will be amended to provide that the definition of “base annual salary” will change from the average of the highest two (2) of the last five (5) years base annual salary to be the annualized base rate the employee is earning as of the date of his/her retirement.

M. Employees will be considered fully vested in their benefits after completion of five (5) years of credited service.

N. The City may, in its sole discretion, offer employees, with vacation and/or sick leave banks, who are eligible for pay-out, the following options, upon retirement:

- a. Exchanging up to a total of One Hundred (100) vacation/sick leave days for additional pension credit. The calculation will be based on twenty-five (25) vacation/sick leave days equating to an additional one percent (1%) added to his/her pension, up to a maximum of four percent (4%). No pension will exceed the maximum of seventy percent (70%); or
- b. Exchanging vacation leave days for a one-time, lump-sum pension bonus, equating to the dollar amount calculated by multiplying the number of days vacation/sick leave times their daily rate at time of retirement.

The cost of this section will be borne entirely by the City of Stamford Classified Employees Retirement Fund (CERF).

In the event the City elects not to offer the above options, employees eligible for sick leave payout, will be paid out for his/her accrued sick leave in accordance with Section 7.2 above.

O. Employees who retire after the ratification of this agreement, April 3, 2012, and who are eligible to participate in the CERF, will be covered by the provisions of the CITY OF STAMFORD CLASSIFIED EMPLOYEES RETIREMENT FUND ADJUSTMENT, attached hereto as APPENDIX G.

P. For anyone promoted from another union into the MAA, where they were previously participants of the CERF plan, they will maintain the multiplier they had prior to the time they were promoted into the MAA, and they will pay the same 6.25% as all other MAA members. They will be subject to the Pension Promotion Rule described below. For anyone promoted from another union into the MAA, where they were not previously participants of the CERF plan, shall not participate in the CERF plan but may elect to participate in the 457-match plan. (For example, if an employee who is in the IUOE and who is participating in the 457 is selected for a new position in the MAA, the person will only be eligible for the 457 plan). Effective July 1, 2023, any employee who is promoted (or who had been previously promoted) into a position represented by the MAA bargaining unit, and who continues to participate in CERF, shall receive the pension multiplier in effect for current MAA participants for each year of service credit in a MAA represented position. Service credit earned prior to promotion shall remain as set forth in the prior collective bargaining agreement from which promoted.

A current participant in the CERF plan who is promoted will have to choose one of the following options with respect to their pension on the new salary:

- i. Pay the City (buy-back) the value of the higher pension, to a maximum of ten (10) years of service. For example, if the difference between the current salary and the new salary is \$10,000, and the person has twelve (12) years of service, the employee would pay the City the employee's contribution, at 6.25% per year, for the time. In this example, the cost would be \$6,000 (6.25% of \$10,000 x 10 years = \$6,250). The employee would immediately be entitled to a base salary for pension purposes based on their new salary. Moreover, the person would not be eligible to receive the pension on the new salary until after he/she is in the new position for one (1) year. The City will allow the buy-back through payroll deductions over one year or from rollover from the 457 plan.
- ii. Choose a graduated six (6) year schedule for the increase in salary to be used in the calculation of base annual salary for pension purposes. No portion of the increase will be incorporated into pension calculation during the first year following the promotion, 20 percent will be incorporated in the 2<sup>nd</sup> year, 40 percent will be incorporated in the 3<sup>rd</sup> year, 60 percent in the 4<sup>th</sup> year, 80 percent in the 5<sup>th</sup> year, and 100 percent will be incorporated in the 6<sup>th</sup> and subsequent years following the promotion in accordance with IRS regulations (see attached).
- iii. The employee can freeze their pension at the salary of the pre-promotion position, and not make any further pension contribution on the increase in salary attributed to the promotion. The employee may elect to participate in the 457-match plan.

For pension calculation purposes in (b) and (c) above, the pre-promotion rate of pay shall incorporate any general wage increase(s) for that position as well as longevity pay.

Q. Military Service Buy-Back:

- i. Military Service Buy-Back: Effective July 1, 2005, employees hired before July 1, 2005 who have served in the United States Military shall be given up to six (6) months to exercise an option to buy back up to a maximum of three (3) years of their service time, credited under the City of Stamford Classified Employees Retirement Fund (CERF) and allowed up to twenty-four (24) months in equal payroll deducted installments to pay for such credited service. The maximum of three (3) years of buy-back includes all previous time purchased. Such time shall not count toward vesting in the Fund but shall be included in calculation of years of service.
- ii. Newly hired employees shall also be entitled to such buy-back credit with six (6) months to exercise the same option and twenty-four (24) months from their hire date, to pay for such service time up to a maximum of three (3) years. Such payments shall be made by payroll deduction.

R. One-time Buy-Back:

Employees employed as of the date of ratification shall be allowed to pay, on or before June 30, 2014, three percent (3%) of their 2011-2012 base salary for one year of service credit for the purposes of retirement eligibility and benefit calculation. The additional two percent (2%) of salary attributable to that one year of service credit shall first be included in the monthly pension following the employee's 65<sup>th</sup> birthday. Notwithstanding the foregoing, under no circumstances shall the employee receive credit for more than thirty-three (33) years of service.

S. Nothing in the Collective Bargaining Agreement shall limit the Superior Court of the State of Connecticut's authority to revoke or reduce an employee's or former employee's pension pursuant to C.G.S. § 1-110, *et. Al*

T. Upon reaching 25 years of service and 60 years of age, an employee may voluntarily elect to stop making contributions to the CERF pension plan and shall not accrue any further service credits under that plan, thereby freezing the employee's pension multiplier. However, the employee's salary for the purposes of calculating his/her pension will not be frozen, and any future salary increases will be applied upon retirement in calculating the employee's pension amount according to the terms of the CERF plan.

U. Each employee who participates in the 457/401-a deferred compensation plan and is not a CERF participant, as provided in Section 10.4 (A) (2) of the collective bargaining agreement, shall receive a one-time lump sum payment in the amount of \$150 paid to their deferred compensation account.



### **SECTION 10.5 - Employee Assistance Program**

The City shall establish and maintain an Employee Assistance Program (EAP). The provisions of the current program regarding confidentiality shall be maintained.

### **SECTION 10.6 - Waiver of Medical, Dental and Vision Benefits**

An employee who is eligible for health benefits provided by the City and where such benefits are extended to his/her spouse and/or child(ren), the employee may voluntarily elect, subject to Section 125 of the Internal Revenue Code, to waive all medical/dental/vision benefits, and in lieu thereof, be remunerated an annual amount of three thousand five hundred dollars (\$3,500), provided the employee has notified the Benefit Manager's Office during the enrollment period. In order to be eligible for this annual payment, the employee must provide evidence of similar coverage under another group health benefit program which is not obtained through the City of Stamford or Stamford Board of Education group health benefit program(s). If an eligible employee has waived his/her insurance benefits the previous year and does not notify the Benefit Manager's Office of his/her selection for the coming fiscal year, the waiver will remain in effect. Payment for the waiver will be made in two (2) equal installments, six (6) months apart (January and July).

An eligible employee choosing this option shall be able to rescind such option during the annual open enrollment window period, or as a result of a change in "family status". A change in "family status" results from the eligible employee's marriage, divorce, birth or adoption of a child, death of a spouse or child, or the loss of other health benefit coverage. An employee wishing to change this waiver option must give the Benefit Manager's Office at least fifteen (15) days advance written notice. If such option is rescinded, all prior rescinded coverage will become effective at the beginning of the month following the written notice to reinstate such coverage. An eligible employee, who reinstates health benefits during the medical plan year, must reimburse the City the money received for waiving such insurance coverage. In lieu of a lump sum re-payment, an employee may elect to reimburse the City in weekly installments through payroll deduction, over a six (6) month period. An employee whose spouse is also employed by the City of Stamford and eligible for the same health insurance benefits is not eligible for this waiver payment.

### **SECTION 10.7 - Employee Contributions**

A. When the City successfully transitions the employees' medical coverage from their respective current providers to having the Connecticut Partnership Plan become the sole provider of medical benefits, all employees covered by the Connecticut Partnership Plan, except for employees who have waived health insurance coverage under Section 10.6, employees shall contribute, pursuant to Internal Revenue Code Section 125, on a pre-tax payroll deduction basis seventeen and one-half percent (17.5%) of the premium equivalent rate for their single, two person (two (2) times single coverage), and family coverage (two and one-half (2) times single coverage), respectively. Effective July 1, 2024, the employee contribution shall increase to eighteen percent (18%); and effective July 1, 2025, the employee contribution shall increase to eighteen and one-half percent (18.5%).



## **SECTION 10.8 - Administration of Benefits**

The City will provide the medical, dental, vision and/or prescription drug benefits as set forth in this agreement through a properly licensed insurance company in the state of Connecticut, or through an alternative self-insured arrangement. If benefits are self-insured by the City, employees shall have all claims adjudicated in conformance with applicable confidentiality standards, along with the same internal rights of appeal extended by the service provider as if the benefits were insured. In no event shall, the coverages and benefits provided through an alternative insurance carrier, managed care vendor, either self-insured or self-administered will be less than the benefits and coverage's as set forth in Exhibit I. The size and scope of a preferred provider network of physicians, hospitals, dentists, optometrists, etc. shall not be a factor in determining the duplication of benefits by an insurance carrier or managed care vendor. It is agreed that an alternative insurance carrier or managed care vendor can be selected by the City provided that the new insurance carrier or managed care vendor network includes seventy (70%) percent of the hospitals and physicians in Fairfield County of the original preferred provider network of hospitals and physicians. The City retains the sole and exclusive right to select and/or change insurance carriers or managed care vendors. The City shall review any proposed changes with the Union prior to implementation, and if there is a disagreement on the level of benefits, coverages or services provided with the proposed insurance carrier and/or managed care provider, the Union may submit the issue to binding arbitration.

## **SECTION 10.9 - Flexible Spending Accounts**

The City shall make available under IRS Section 125, a pre-tax Medical Reimbursement Account, Dependent Care Reimbursement Account (up to the maximum allowed by the Internal Revenue Code) and pre-tax employee health insurance premiums to the extent allowed by law.

# **ARTICLE XI** **WORKING RULES, UNION ACTIVITIES**

## **SECTION 11.0**

Time off with pay shall be granted to four (4) employees for purposes of negotiations with the Employer.

## **SECTION 11.1**

If any section, sentence, clause or phrase of this Agreement shall be held for any reason to be inoperative, void or invalid, the validity of the remaining portions of this Agreement shall not be affected thereby, it being the intention of the parties in adopting this Agreement that no portion thereof, or provision herein shall become inoperative or fail by reason of invalidity of any other portion or provision and the parties do hereby declare that it would have severally approved of and adopted the provisions contained herein, separately and apart from the other.

## **SECTION 11.2**

The City shall provide an MAA Training and Tuition Fund in the amount of Fifty-Five Thousand Dollars (\$55,000) per fiscal year, for those employees meeting the requirements contained herein. Any monies remaining in the fund as of June 30<sup>th</sup> of each fiscal year will be forfeited.

The fund will be administered by two (2) representatives from the union and two (2) representatives from the City. Training requests shall be approved on the basis that the training will allow the employee to enhance his/her current skills or proficiency and enable them to enhance their job performance or provide skills enhancement that will directly assist their ability for promotional opportunities. Tuition requests shall be approved on the basis that the courses are directly related to the employee's current position or directly related to the qualification criteria for a higher related position within the bargaining unit. Such request and approval must be obtained prior to the individual enrolling for the course(s) and must be approved by a majority of the training and tuition fund committee, and such decision shall be final and not subject to the Grievance and Arbitration Procedure. Requests may be approved or denied without regard to tuition reimbursement past practice. Reimbursement will be paid upon receipt of evidence of satisfactory completion of the course(s) with a grade of C or better. Probationary employees are not eligible for tuition and book reimbursement. An employee must still be employed by the City to be eligible to receive the reimbursement.

Undergraduate-level courses: educational reimbursement up to \$5,250, or the applicable IRS limit, per calendar year per employee are non-taxable. Reimbursement in excess of \$5,250, or the applicable IRS limit, per calendar year per employee are taxable and subject to tax withholding.

Graduate-level courses: educational reimbursement, up to \$5,250, or the applicable IRS limits, per calendar year per employee are non-taxable. Reimbursements in excess of \$5,250, or the applicable IRS limits, per calendar year per employee are taxable and subject to tax withholding.

## **ARTICLE XII** **GRIEVANCE PROCEDURE**

### **SECTION 12.0**

**Step One:** In the event that any employee shall be disciplined, suspended, discharged or reduced in grade and the employee feels that such action was taken without just cause or an employee or his Union representative may attempt to adjust the matter with his Department Head within ten (10) working days after the action was taken or the dispute arose. Within five (5) working days after the Department Head receives such grievance, he/she shall arrange to meet with the affected employee or his/her Union representative. In the event a dispute shall arise concerning the interpretation of performance of this contract, an employee or his Union representative may attempt to adjust the matter with his Department Head within thirty (30) calendar days after the action was taken or the dispute arose. Within five (5) working days after the Department Head receives such grievance, he shall arrange to meet with the affected employee or his Union representative.

## **SECTION 12.1**

**Step Two:** If within ten (10) working days after such meeting, the matter has not been resolved, the employee or his Union representative may present the grievance, in writing, to the Director of Human Resources, or his designee, who shall arrange a meeting within ten (10) working days of receipt of the grievance.

## **SECTION 12.2**

**Step Three:** If within ten (10) working days after such meeting the matter has not been resolved, the Union representative may petition the State Board of Mediation and Arbitration for arbitration within twenty (20) days after the expiration of the said ten (10) days. The Board shall hear and act upon the matter in accordance with its rules and regulations and the decision of the Board shall be final and binding on all parties. The arbitrators may not add to or subtract from the contract, but their decision shall be based solely on the terms of the contract.

## **SECTION 12.3**

The procedures contained in this Article XII shall be the sole and exclusive procedures for settling disputes or appealing from disciplinary actions, suspensions, discharges, or demotions. Nothing herein shall diminish the statutory rights of the Union or individual employees.

## **SECTION 12.4**

The time limits described in this section may be waived by agreement of the parties to this Agreement.

## **SECTION 12.5**

One (1) steward and the grievant shall be granted time off with full pay for grievance hearing at Step 1 of the grievance procedure. One (1) steward, one (1) officer, and the grievant shall be granted time off with full pay for grievance hearings at all subsequent steps if the grievance is not settled at Step 1.

## **ARTICLE XIII** **ADA COMPLIANCE**

## **SECTION 13.0**

Nothing in this Agreement shall prohibit the City from taking steps to comply with the requirements of the Americans with Disabilities Act (ADA).

**ARTICLE XIV**  
**DRUG AND ALCOHOL POLICY**

**SECTION 14.0**

All employees are covered by the City of Stamford Drug and Alcohol Policy incorporated herein as Appendix E.

**ARTICLE XV**  
**FAMILY AND MEDICAL LEAVE**

Family and medical leave requests shall be governed in accordance with the federal Family and Medical Leave Act. The City is not responsible for providing health insurance benefits beyond that required by law. Employees requesting leave, under the FMLA, for medical purposes (their own or a family member designated under the FMLA), or for the birth/adoption of a child, or the placement of a foster child, must use all accrued paid leave time (vacation, sick and personal) prior to receiving leave without pay. Except that, an employee can preserve two (2) weeks of vacation leave, provided that said vacation cannot be used within one (1) month of the end of a family medical leave. Such paid leave time shall be counted towards the twelve (12) weeks allowed under the FMLA.

**ARTICLE XVI**  
**MANAGEMENT RIGHTS**

**SECTION 16.0**

- a. All statutory and inherent managerial rights, prerogatives, and functions are retained and vested exclusively in the City, including but not limited to the rights, in accordance with its sole and exclusive judgment and discretion, to recruit, select, train, promote, discipline, transfer, layoff and discharge personnel; determine the number and type of positions and organizational structure required to provide services; define the duties and responsibilities of each position and of each department; acquire and maintain essential equipment and facilities required to conduct the business of providing public services; contract for services with other units of government and/or private contractors for the provision of services to or by the City; establish and amend policy, procedures, rules and regulations regarding employee standards of conduct and the manner in which work is performed; perform the tasks and exercise the authorities granted by statute, charter and ordinance to municipal corporations. The City's failure to exercise any right, prerogative, or function hereby reserved to it, or the City's exercise of any such right, prerogative, or function in a particular way, shall not be considered a waiver of the City's right to exercise such a right, prerogative or function or preclude it from exercising the same in some other way.
- b. No employee shall have the benefit of a take home City vehicle, other than in emergency situations.

**ARTICLE XVII**  
**DURATION**

**SECTION 17.0**

Upon approval of the Board of Representatives of the City of Stamford this Agreement shall go into effect on, July 1, 2023, except as otherwise provided for herein. It is understood that the provisions of this collective bargaining agreement shall be paid retroactivity unless otherwise noted.

**SECTION 17.1**

This Agreement shall remain in full force and effect up to and including June 30, 2026. It is understood and agreed that all matters subject to collective bargaining between the parties have been covered herein and that it may not be opened before said date for change in its terms or additions of new subject matter. Any and all Memoranda of Understanding entered into previously and/or subsequently by and between and/or on behalf of the MAA and/or any one or all of its membership with the Human Resources Department and/or Administration of the City of Stamford shall be deemed to be incorporated by reference into any Collective Bargaining Agreement entered into by the parties.


**SECTION 17.2**

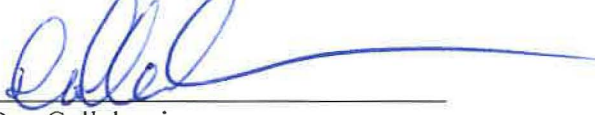
The Union shall submit in writing to the City, no later than one hundred and twenty (120) days prior to June 30, 2026, its proposals for renewal and modification of this Agreement. The parties agree that after receipt of such proposals they will promptly enter into negotiation with respect to such renewal or modification with the objective of completing it as soon as possible.


IN WITNESS WHEREOF, the parties have caused their names to be signed on the  
12<sup>th</sup> day of DECEMBER, 2023


**FOR THE CITY OF STAMFORD**

**LOCAL 2657, COUNCIL #4  
AFSCME, AFL-CIO**

  
\_\_\_\_\_  
Caroline Simmons  
Mayor

  
\_\_\_\_\_  
Dan Colleluori  
President

  
\_\_\_\_\_  
Dr. Paula A. Russell Nisbett  
Director of Human Resources

  
\_\_\_\_\_  
Paul Lavallee  
Staff Representative, AFSCME Council #4

APPENDIX A  
MAA CLASSIFICATION AND SALARY SCHEDULE

**Pay Grade MA01**

Case Manager
Census Coordinator
Deputy Registrar of Voters

**Pay Grade MA02**

Animal Control Manager
Central Services Supervisor
Junior Transportation Planner

**Pay Grade MA03**

Assistant Program Director
Economic Development Specialist

**Pay Grade MA04**

Account Analyst - WPCA
Admin Assistant Data Analyst
Admin Assistant - Land Use
Admin Assistant Office of Operations
Admin Assistant-WPCA
Administrative Assistant/Data Analyst – EG Brennan Golf Course
Assistant Supervisor of Vehicle Maintenance
Assistant Town Clerk
Benefits Specialist C1017
Buildings and Facilities Supervisor (Parks & Rec Dept)
Clerk/Staff Analyst - Board of Finance
Economic Development Analyst
HR Analyst - BOE
Ice Rick Maintenance Supervisor
Junior Accountant
Operations Program Specialist
Retirement Benefits Specialist

Senior Head Cashier
Traffic Analyst

**Pay Grade MA04F**

Account Analyst - WPCA
Assistant Superintendent of Greens/Grounds Foreman
Fleet Foreman C377
Operations Foreman 40 C952
Vehicle & Equipment Foreman C1086

**Pay Grade MA05**

Assistant Chemist
Buyer
Delinquent Revenue Collector
Engineering - Admin Assistant
Landscape Specialist C487
Public Safety Analyst

**Pay Grade MA06**

Administrative Supervisor - Fire
Administrative Supervisor - Health
Contract Compliance Officer
Executive Assistant to the Dir of Legal Affairs
Information Manager
Office Supervisor – Data Analyst
Registrar of Student Enrollment
Transportation Specialist

**Pay Grade MA07**

Administrative Assistant - Board of Reps
Administrative Officer – Community Development
Administrative Officer – Public Safety, Health & Welfare

Administrative Officer - WPCA and Sewer Commission
Administrative Officer
Assistant Director Human Rights Commission
Assistant Facilities Manager
Assistant School Facilities Manager – BOE
Benefits Manager
Beh. Hlth., Hlth Promotion, & Emerg. Response Specialist
Computer Network Engineer – BOE
Computer Network Engineer - Info Services Division
Director of Mandated Services
Golf Course Superintendent
HR Generalist - BOE
HR Generalist - City
Main & Construction Supervisor - WPCA
Operations Program Specialist II
Operations Supervisor - Solid Waste
Public Health Emergency Response Coordinator
Revenue Accountant
C Senior Administrative Assistant to Mayor
Supervisor of Vehicle Maintenance
Systems Application Analyst
Systems Programmer
Traffic Analyst
Traffic Maintenance Supervisor

**Pay Grade MA07S**

Facilities Maintenance Supervisor
Ice Rink Manager
Operations Supervisor, Collections, Transfer Station, Highways
Public Safety Dispatcher Supervisor
Traffic Signal Operations Supervisor



**Pay Grade MA08**

Administrative Officer – CD
Assistant Payroll Manager
Associate Planner
CAMA Manager (Unclassified)
Chemist
Computer System Administrator – ECC
Deputy Tax Assessor
Desktop Administration Manager
Director of Social Services
Director – Youth Service Bureau
Environmental Planner
Employee Benefits Administrator
IT Supervisor – Police & Public Safety
Laboratory Director-WPCA
Management Analyst
Personnel Analyst II/Benefits
PHN Supervisor – Community Nursing
PHN Supervisor – School Nursing
Planning Analyst
Retirement Pension & Benefits Specialist
Safety and Training Officer
Senior Buyer
Time and Attendance Assistant Manager
Tax Collection Manager
Taxation Services Supervisor

**Pay Grade MA09**

Advance Practical Nurse
Assistant Plant Supervisor - WPCA
Business Services Manager - Dept of Parks & Rec
Collection System Supervisor - WPCA
Coordinator Inspection/Plan Review
Coordinator of Major Project and Records
Customer Service Supervisor
Deputy Chief Building Official
Director of Emergency Communications Center

Energy/Utility Manager
Information Manager
Principal HR Generalist
Public Affairs Officer (Unclassified)
Public Health Emergency Response Coordinator
Regulatory Compliance Administrative Officer
Revenue Services Manager
Transportation Manager

**Pay Grade MA10**

Accountant
Assistant Director of Revenue Services
Assistant Director of Tax Collection
Assistant Planning and Zoning Director
Chief Citation Officer C1052
Client Server Administrator
Community Development Director/Director of Housing
Coordinator of Inspection and Plan Review – Engineering
Data Base Administrator
Deputy Assessor
Director of Assessment & Collection
Executive Director Environmental Protection Board
Human Resources Manager
Information Manager
Internal Auditor
IT Project Manager
Information Technology Supervisor for Police and Public Safety
Lab Director-Health
Network Administrator
Manager of Public Health Programs
Management Analyst - OPM
Plant Supervisor - WPCA
Principal Housing Planner
Principal Planner
Process Control Engineer

Project Accountant – Data Analytics
Project Accountant – Financial Reporting
Project Accountant – School Construction
Project Manager, Economic Development
Senior Human Resources Generalist - BOE
Senior Management Analyst
Senior Management Analyst - BOE
Sustainability and Energy Manager
Technical Field Service Manager
Technical Management Analyst
Time & Attendance Manager
Transportation Planner

**Pay Grade MA11**

Assistant Director of Information Services
Director of Environmental Inspections
Divisional Finance Manager
Finance Manager - WPCA
Grants Officer
Human Resources Information Systems (HRIS) Manager
Manager of Application Support
Payroll Supervisor
Principal Engineer
Purchasing Manager
School Facilities Manager - BOE
Senior Payroll Manager
Senior Construction Manager
Senior Management Analyst-BOE
Supervising Engineer - WPCA

**Pay Grade MA12**

Administration Manager
Assistant Controller
Assistant OPM Director
Budget and ERP Business System Admin. Manager
Building Official
Director of Facilities and Sustainability
Director of Land Use Administration

Director of Parks & Recreation
Fleet Manager
Internal Audit Manager
Public Services Bureau Chief
Productivity & Benchmarking Manager
Risk Manager (Unclassified)
Superintendent of Recreation
Supervisor of Liquid Waste - WPCA
Supervisor of Recycling and Sanitation
Road Maintenance Division Manager
Traffic Engineer
Treasurer

**Pay Grade MA13**

Assessor
Assistant Director Health
Director/Environmental Health
Cyber Security/ Cloud Manager
Deputy Bureau Chief of Transportation, Traffic & Parking
Deputy City Engineer/Transportation Director
Director of School Construction
Director of Tax & Revenue Collection
Information Service Director
Land Use Bureau Chief
Senior Regulatory Manager

**Pay Grade MA14**

City Engineer
Controller
Exec Director - WPCA

RULES GOVERNING STEP MOVEMENT:

- 1) All employees who are employees of the City of Stamford upon becoming employees included within this bargaining unit shall be placed in the step closest to but higher than their present rate of pay.
- 2) Effective July 1, 1980, and each year thereafter, employees shall advance one (1) step until they reach the highest step.
- 3) Promoted employees shall be placed in their new salary grade at a step which is closest to but greater than their present rate of pay. In the event that this placement results in less than a ten percent (10%) raise above their present rate of pay, then they shall be placed at the next higher step but not above the maximum for the salary grade.
- 4) Demoted employees shall be placed in the step closest to their current rate of pay.

**7/1/2023 Annual Rate (3.00% GWI)**

<u>Grade</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>	<u>Step G</u>
MA01	\$63,741	\$66,783	\$69,799	\$72,818	\$75,845	\$78,863	\$82,017
MA02	\$67,959	\$71,166	\$74,375	\$77,592	\$80,804	\$84,014	\$87,376
MA03	\$72,116	\$75,572	\$79,034	\$82,488	\$85,943	\$89,407	\$92,979
MA04	\$76,658	\$80,333	\$84,007	\$87,680	\$91,351	\$95,025	\$98,828
MA4F	\$81,768	\$85,688	\$89,608	\$93,525	\$97,440	\$101,361	\$105,417
MA05	\$81,345	\$85,204	\$89,074	\$92,941	\$96,805	\$100,666	\$104,695
MA06	\$86,597	\$90,738	\$94,873	\$99,023	\$103,149	\$107,293	\$111,588
MA07	\$91,876	\$96,229	\$100,585	\$104,946	\$109,294	\$113,654	\$118,198
MA07N	\$113,735						
MA07S	\$98,000	\$102,645	\$107,291	\$111,944	\$116,580	\$121,231	\$126,078
MA08	\$97,753	\$102,351	\$106,955	\$111,560	\$116,152	\$120,753	\$125,591
MA09	\$103,841	\$108,742	\$113,643	\$118,536	\$123,439	\$128,339	\$133,472
MA10	\$110,212	\$115,354	\$120,495	\$125,639	\$130,788	\$135,922	\$141,362
MA11	\$118,075	\$123,411	\$128,748	\$134,086	\$139,426	\$144,764	\$150,552
MA12	\$124,559	\$130,409	\$136,267	\$142,122	\$147,967	\$153,847	\$159,978
MA13	\$132,088	\$138,293	\$144,497	\$150,704	\$156,926	\$163,111	\$169,635
MA14	\$140,220	\$146,802	\$153,390	\$159,978	\$166,558	\$173,146	\$180,071

### 7/1/2024 Annual Rate (3.00% GWI)

Grade	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>	<u>Step G</u>
MA01	\$65,653	\$68,786	\$71,893	\$75,003	\$78,121	\$81,229	\$84,477
MA02	\$69,997	\$73,301	\$76,607	\$79,920	\$83,229	\$86,535	\$89,997
MA03	\$74,280	\$77,839	\$81,405	\$84,962	\$88,522	\$92,089	\$95,768
MA04	\$78,957	\$82,743	\$86,528	\$90,311	\$94,091	\$97,876	\$101,793
MA4F	\$84,221	\$88,259	\$92,296	\$96,331	\$100,363	\$104,402	\$108,579
MA05	\$83,786	\$87,760	\$91,746	\$95,730	\$99,709	\$103,686	\$107,835
MA06	\$89,195	\$93,461	\$97,719	\$101,993	\$106,244	\$110,512	\$114,936
MA07	\$94,632	\$99,116	\$103,603	\$108,094	\$112,573	\$117,064	\$121,744
MA07N	\$117,147						
MA07S	\$100,940	\$105,724	\$110,510	\$115,302	\$120,078	\$124,868	\$129,861
MA08	\$100,685	\$105,421	\$110,164	\$114,907	\$119,637	\$124,375	\$129,359
MA09	\$106,956	\$112,004	\$117,053	\$122,093	\$127,142	\$132,189	\$137,477
MA10	\$113,518	\$118,814	\$124,110	\$129,408	\$134,711	\$140,000	\$145,603
MA11	\$121,617	\$127,113	\$132,611	\$138,109	\$143,609	\$149,107	\$155,069
MA12	\$128,295	\$134,321	\$140,355	\$146,386	\$152,406	\$158,462	\$164,777
MA13	\$136,051	\$142,442	\$148,832	\$155,225	\$161,634	\$168,004	\$174,724
MA14	\$144,426	\$151,206	\$157,992	\$164,777	\$171,555	\$178,340	\$185,474

### 7/1/2025 Annual Rate (3.00% GWI)

<u>Grade</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>	<u>Step F</u>	<u>Step G</u>
MA01	\$67,622	\$70,850	\$74,050	\$77,253	\$80,464	\$83,666	\$87,011
MA02	\$72,097	\$75,500	\$78,905	\$82,317	\$85,725	\$89,131	\$92,697
MA03	\$76,508	\$80,174	\$83,847	\$87,511	\$91,177	\$94,852	\$98,641
MA04	\$81,326	\$85,225	\$89,124	\$93,020	\$96,914	\$100,812	\$104,847
MA4F	\$86,748	\$90,907	\$95,065	\$99,221	\$103,374	\$107,534	\$111,837
MA05	\$86,299	\$90,392	\$94,498	\$98,602	\$102,700	\$106,796	\$111,070
MA06	\$91,871	\$96,264	\$100,651	\$105,053	\$109,431	\$113,828	\$118,384
MA07	\$97,471	\$102,089	\$106,711	\$111,337	\$115,950	\$120,576	\$125,396
MA07N	\$120,661						
MA07S	\$103,968	\$108,896	\$113,825	\$118,761	\$123,680	\$128,614	\$133,756
MA08	\$103,706	\$108,584	\$113,469	\$118,354	\$123,226	\$128,107	\$133,239
MA09	\$110,165	\$115,364	\$120,564	\$125,755	\$130,956	\$136,155	\$141,601
MA10	\$116,924	\$122,379	\$127,833	\$133,291	\$138,753	\$144,200	\$149,971
MA11	\$125,265	\$130,927	\$136,589	\$142,252	\$147,917	\$153,580	\$159,721
MA12	\$132,144	\$138,351	\$144,566	\$150,777	\$156,978	\$163,216	\$169,720
MA13	\$140,133	\$146,715	\$153,296	\$159,882	\$166,483	\$173,044	\$179,966
MA14	\$148,759	\$155,742	\$162,732	\$169,720	\$176,702	\$183,690	\$191,038

**APPENDIX B**  
**Exempt Employees**

Advanced Practical Nurse  
Administrative Assistant – Land Use  
Administrative Assistant - Operations  
Administrative Assistant/Data Analyst – E.G. Brennan  
Administrative Officer - Community Development  
Administrative Officer – Public Safety, Health and Welfare  
Administrative Manager – WPCA  
Administrative Supervisor – Fire  
Administrative Supervisor - Health  
Assessor  
Assistant City Engineer  
Assistant Controller  
Assistant Director of Human Rights Commission  
Assistant Director of Information Services  
Assistant Director of Health/Director of Environmental Health  
Assistant Director of Health/Director of Nursing and Dental Hygiene  
Assistant Director of OPM  
Assistant Director of Revenue Services  
Assistant Director of Tax Collection  
Assistant Facilities Manager  
Assistant School Facilities Manager – BOE  
Assistant Payroll Manager  
Assistant Planning and Zoning Director  
Assistant Plant Supervisor  
Associate Planner  
Behavioral Health, Health Promotion and Emergency Response Specialist  
Benefits Specialist  
Budget and ERP Business System Administrative Manager  
Building Official  
Chief Citation Officer  
City Engineer  
Clerk/Staff Analyst – Board of Finance  
Client/Server Administrator  
Community Development Director/Director of Housing  
Controller  
Cyber Security/Cloud Manager  
Collection System Supervisor – WPCA  
Computer Network Engineer – BOE  
Computer Network Engineer – Info. Services Div.  
Contract Compliance Officer Project  
Coordinator of Inspection and Plan Review - Engineering  
Coordinator of Major Projects and Records

Customer Service Supervisor  
Data Base Administrator  
Deputy Bureau Chief of Transportation, Traffic and Parking  
Deputy Chief Building Official  
Deputy City Engineer/Transportation Director  
Deputy Tax Assessor  
Desktop Administration Manager  
Director of Assessment and Collection  
Director of Assessment and Taxation  
Director of Tax and Revenue Collection  
Director of Emergency Communication Center  
Director of Environmental Inspections  
Director of Facilities and Sustainability  
Director of Land Use Administration (Zoning Enforcement)  
Director of Mandated Services  
Director of Parks and Recreation  
Director of Social Services  
Director of School Construction  
Divisional Finance Manager  
Economic Development Analyst  
Employee Benefits Administrator  
Energy and Utility Manager  
Environmental Planner  
Executive Director – Environmental Protection Board  
Executive Director – Water Pollution Control Authority  
Facilities Manager  
Finance Manager - WPCA  
Grants Officer  
Housing Coordinator  
Human Resources Generalist  
Human Resources Generalist - BOE  
Human Resources Information Systems (HRIS) Manager  
Human Resources Manager  
Information Manager  
Information Services Director  
Information Technology Supervisor for Police and Public Safety  
Internal Audit Manager  
Internal Auditor  
IT Project Manager  
IT Supervisor – Police and Public Safety  
Laboratory Director – Health  
Laboratory Director - WPCA  
Land Use Administrative Officer  
Land Use Bureau Chief  
Management Analyst  
Manager of Application Support



Manager of Benefits – BOE  
Manager of Public Health Programs  
Network Administrator  
Office Supervisor – Data Analyst  
OPM Director  
Management Analyst  
Personnel Analyst II – Benefits  
Planning Analyst  
Planning and Zoning Director  
Plant Electrician  
Plant Supervisor- WPCA  
Principal Engineer  
Principal Housing Planner  
Principal Human Resources Generalist  
Principal Planner  
Process Control Engineer  
Productivity & Benchmark Manager  
Project Accountant – School Construction  
Project Accountant – Data Analytics  
Project Manager – Economic Development  
Public Affairs Officer  
Public Health Nurse Supervisor/PHNII  
Public Health Nurse Supervisor/PHNIII  
Public Health Emergency Response Coordinator  
Public Safety Analyst  
Public Services Bureau Chief  
Purchasing Agent  
Purchasing Manager  
Regulatory Compliance Administrative Officer  
Registrar of Student Enrollment  
Revenue Accountant  
Revenue Service Manager  
Retirement Benefit Specialist  
Risk Manager  
School Facilities Manager  
Senior Administrative Assistant to Mayor  
Senior Buyer  
Senior Construction Manager  
Senior Head Cashier  
Senior Human Resources Generalist - BOE  
Senior Payroll Manager  
Senior Management Analyst  
Senior Management Analyst – BOE  
Senior Regulatory Compliance Manager  
Social Services Commission Coordinator  
Supervising Engineer - WPCA

Supervisor of Recycling and Sanitation  
Supervisor – Water Pollution Control Bureau  
Sustainability and Energy Manager  
Systems Application Analyst  
Systems Programmer  
Tax Collection Manager  
Technical Field Services Manager  
Technical Management Analyst  
Time and Attendance Manager  
Time and Attendance Assistant Manager  
Traffic Analyst  
Traffic Engineer  
Treasurer  
Transportation Manager  
Transportation Specialist

**APPENDIX C**  
**Exempt Employees Eligible for Additional Compensation**

Accountant  
Administrative Assistant – Board of Representatives  
Buyer  
CAMA Manager/Special Assistant Assessment  
Chemist  
Computer System Administrator - ECC  
Coordinator of Inspections and Plan Review  
Delinquent Revenue Collector  
Director of Youth Services Bureau  
Executive Assistant - Corporation Counsel  
Fleet Manager  
Golf Course Superintendent  
Human Resources Analyst - BOE  
Ice Rink Maintenance Supervisor  
Ice Rink Manager  
Junior Accountant  
Junior Transportation Planner  
Manager of Applications Support  
Operations Program Specialist II  
Road Maintenance Division Supervisor  
Safety & Training Officer  
Senior Executive - Business Recruitment  
Traffic Signal System Engineer  
Superintendent of Recreation  
Supervisor of Vehicle Maintenance  
Taxation Services Supervisor  
Traffic and Parking Supervisor  
Transportation Planner

APPENDIX D  
**Non-Exempt Employees**

Animal Control Manager  
Assistant Chemist  
Assistant Supervisor of Vehicle Maintenance  
Assistant Town Clerk  
Case Manager  
Assistant Program Director  
Assistant Superintendent for Greens and Grounds  
Census Coordinator  
Central Services Supervisor  
Deputy Registrar of Voters  
Economic Development Specialist  
Facilities Maintenance Supervisor  
Fleet Foreman  
Ice Rink Maintenance Supervisor  
Ice Rink Manager  
Landscape Specialist  
Operations Foreman  
Operations Foreman – Recycling and Sanitation  
Operations Program Specialist  
Operations Supervisor  
Traffic Signal Operations Supervisor  
Vehicle and Equipment Foreman

Employees hired into hourly positions after July 1, 1997, will be required to work the hours outlined in Article 4.0, Section B.

**APPENDIX E**  
**City of Stamford Drug and Alcohol Policy**

**I. Policy**

The City of Stamford and the Union recognize that illegal use of drugs and abuse of alcohol are a threat to the public welfare and a safe work environment. Moreover, it is understood that illegal drug use and alcohol abuse severely lowers productivity and quality of work performed. Therefore, the City and the Union will take steps necessary to eliminate illegal drug use and alcohol abuse, including but not limited to drug and alcohol testing, education and drug rehabilitation. As the initial goal of this Drug and Alcohol Policy, and in order to facilitate rehabilitation, the City shall provide assistance towards rehabilitation for any member who seeks such assistance from the City in overcoming an addiction to, dependence on, or problem with drugs and/or alcohol.

**II. Definitions**

- A. Alcohol or Alcoholic Beverages - Any beverage that has an alcohol content.
- B. Drug - Any substance (other than alcohol) capable of altering the mood, perception, pain level or judgment of the individual consuming it.
- C. Prescribed Drug - Any substance prescribed, for the individual consuming it, by a licensed medical practitioner.
- D. Illegal Drugs - Any drug or controlled substance, the sale or purchase and consumption of which is illegal.
- E. Supervisor - The employee's immediate supervisor.
- F. Employee Assistance Program (EAP) - An employee assistance program provided by the City of Stamford.
- G. Tardiness - Documented late four (4) times to work in one year starting on the date of the first occurrence.
- H. Drug Test - The compulsory production and submission of urine by employee in accordance with policy procedures as herein set forth, for chemical analysis to detect prohibited drug use.
- I. Reasonable Suspicion - The quantity of proof or evidence that is more than a mere hunch, but less than probable cause. Reasonable suspicion must be based on specific, objective facts and any rationally derived inferences from those facts about the conduct of an individual that would lead the reasonable person to suspect that an individual is or has been using illegal drugs or alcohol while on or off work time. Reasonable suspicion includes, but is not limited to:
  - 1. Involvement in a fatal or serious bodily injury accident or in an accident involving substantial damage (exceeding \$50,000.00) on-duty; or
  - 2. An observable phenomenon, such as direct observation of drug/alcohol use or the physical symptoms of being under the influence of a drug/alcohol; or
  - 3. A pattern of abnormal conduct or erratic behavior; or
  - 4. An arrest and conviction of a drug related offense; or
  - 5. Information provided by reliable and credible sources that have been independently corroborated.

- J. Medical Review Officer - A licensed physician with knowledge of substance abuse disorders. This officer will be jointly agreed upon by the City and the Union.
- K. monitor - To oversee in strictest of confidence an employee progress in a rehabilitation program in an effort to determine employee's eligibility for continued employment.

### III. **Education and Information**

- A. All employees shall be informed and given a copy of the City's Drug and Alcohol Testing Policy. All newly hired employees will be provided with this information. Prior to any testing, the employee will be required to sign the attached consent and release form. Employees who voluntarily come forward and ask for assistance to deal with a drug or alcohol problem shall not be disciplined by the City, unless such action is motivated by an ordered drug/alcohol test, or there is other misconduct.
- B. All supervisors will be trained on the standards of "reasonable suspicion" and all aspects of this policy, prior to its implementation.

### IV. **Prior to Implementation of Policy**

- A. Any employee that feels that he or she has developed an addiction to, dependence upon, or problem with alcohol and/or drugs, legal or illegal, is encouraged to seek assistance. Entrance into the Employee Assistance Program (EAP) can occur by self-referral, recommendation, or referral by supervisor upon the member's request.
- B. Requests for assistance by any of the above will remain confidential between the employee and the employee assistance personnel.
- C. The Medical Review Officer will be the only member to monitor an individual's progress through the Employee Assistance Program.
- D. Rehabilitation itself is the responsibility of the employee. Every attempt will be made by employees to schedule rehabilitation and counseling during non-working hours.
- E. To be eligible for continuation of employment, the employee must provide through the Employee Assistance Program that he/she is continuously enrolled in a treatment program and actively participating in that program.
- F. Upon successful completion of treatment, and a written statement to that effect to the Department, the member shall be returned to active status without reduction in pay or seniority.

### V. **Violations**

- A. Alcoholic Beverages
  - 1. No alcoholic beverages will be brought into or consumed while on duty.
  - 2. Drinking or being under the influence of alcoholic beverages while on duty may subject the employee to discipline, up to and including termination.

3. Any member whose off-duty use of alcohol leads the City to reasonably suspect that it is resulting in excessive absenteeism or tardiness or inability to perform duties in a satisfactory manner, may be referred to the Employee Assistance Program for rehabilitation in lieu of or in conjunction with disciplinary action being taken. In the event the employee refuses or fails rehabilitation, disciplinary action for the violation committed may be imposed, up to and including termination of employment.

**B. Prescription Drugs**

1. Any member under long-term use of a prescription drug, which may affect the performance of his/her job duties, shall notify his/her Department Head.
2. No prescription drug shall be brought upon the work premises by any person other than the person for whom the drug is prescribed, by a licensed medical practitioner, and shall be used only in the manner, combination and quantity prescribed.
3. Any employee whose use of prescription drugs results in any violation of the rules and regulations of the City including, but not limited to, excessive absenteeism or tardiness, or inability to perform duties in a satisfactory manner, may be referred to the Employee Assistance Program for rehabilitation in lieu of or in conjunction with disciplinary action being taken. In the event the employee refuses or fails rehabilitation, disciplinary action for the violation committed may be imposed, up to and including termination of employment.
4. No employee shall ingest any prescription drugs in amounts beyond the recommended dosage.

**C. Illegal Drugs**

1. The use of an illegal drug, or controlled substance, or possession of them on or off-duty is cause for immediate termination.
2. The sale, trade or delivery of illegal drugs, or controlled substances by an employee to another person, will subject the employee to termination and referral to law enforcement authorities.

**V. Procedures**

The procedures relative to employees thought to be using, possessing, or under the influence of alcohol or chemicals while on-duty shall be as follows:

- A. All employees shall report to their places of employment fit and able to perform their required duties and shall not by any improper act render themselves unfit for work.
- B. A supervisor, who has reasonable suspicion to believe an employee is under the influence of drugs, alcohol, or chemicals, shall immediately notify the Department Head or the highest authority in the department available and stop the employee from conducting any further work.
- C. Both the immediate supervisor and the Department Head, if available, will interview the employee. After the interview, if both supervisors concur that there is reasonable suspicion that the employee is under the influence of alcohol, drugs, or chemicals, the employee shall be taken to the facility at the time which does a urine analysis, or can have the testing lab send a person

qualified to take a urine specimen into custody, to the station where the employee is assigned. The employee upon request shall be entitled to the presence of a Union Representative before testing is administered.

- D. Both supervisors shall document reasons and observations while the cause is still fresh in their minds and the details can be recalled.
- E. If an employee believes his/her supervisor may be under the influence of drugs, alcohol, or chemicals, he/she shall immediately notify the individual's superior officer in the chain of command. The individual believed to be under the influence shall be governed by the same rules and standards set forth under this policy.
- F. If the employee is willing to sign the appropriate release form, the lab or urine specimen custodian shall retrieve in a proper manner and place the urine specimen and shall perform a drug and alcohol test.
- G. It should be made clear to the employee before he/she signs the release form that the results will be made available to the Department head and may be used for rehabilitation and/or disciplinary action of the employee.
- H. If the employee refuses to submit to the test, the test result shall be deemed "positive" and appropriate disciplinary action will be taken.
- I. The results, if positive, will be forwarded to the Medical Review Officer who shall examine alternate medical explanations for any positive test result. This action could include conducting a medical interview with the individual, review of the individual's medical history, or review of any other relevant biomedical factors. The Medical Review Officer shall review all medical records made available by the tested individual when a confirmed positive test could have resulted from legally prescribed medication.
- J. A split sample shall be reserved in all cases for an independent analysis in the event of a positive test result. All samples must be stored in a scientific acceptable preserved manner as established by Substance Abuse and Mental Health Services Administration (SAMHSA). All positive confirmed samples and related paperwork must be retained by the laboratory for at least six (6) months or for the duration of any grievance disciplinary action or legal proceedings, whichever is longer. At the conclusion of this period, the paperwork and specimen shall be destroyed as allowed by law.
- K. Upon the confirmation of a positive test result, the employee shall be enrolled in a Primary Care Rehabilitation Program. The Director shall be notified. The type of treatment and the length of the program shall be determined jointly by the Director of the Employee Assistance Program (EAP) and the facility providing the care. Any and all costs incurred above and beyond that which is covered by the employee's insurance policy shall be paid for by the City of Stamford.
- L. If confirmatory testing results are negative, all samples shall be destroyed and records of the testing expunged from the employee's file, as allowed by law.



- M. During the rehabilitation period, an employee's position shall be protected, further seniority shall not be infringed. This protection shall only be available to employees during rehabilitation periods.
- N. The primary care program shall make the determination as to the time and program of after-care (out patient care) needed by the patient. The City of Stamford shall incur all expenses after exhaustion of all medical insurance.
- O. Rejection of treatment, or failure to complete all aspects of the program, including attendance to all follow-up maintenance meetings shall subject the employee to termination.

## VII. **Discipline**

After all reviews and split sample testing (when requested) has occurred, the following shall apply for positive test results:

- A. The first positive test will result in a three (3) day unpaid suspension with a mandatory referral to EAP. A treatment program will be developed by the provider. The employee shall be obligated to continue and complete the requirements of the program as a condition of continued employment. The employee shall also be subject to random testing over the next two (2) years, or as required by the rehabilitation program, whichever is longer.
- B. If the employee tests positive for a second time, the employee shall be suspended for five (5) days and be re-evaluated by the EAP provider. The employee shall be required to follow the recommended treatment program and be subject to follow-up drug and alcohol testing.
- C. If an employee tests positive for a third time, the employee shall be terminated.
- D. This agreement does not limit the City's ability to impose more severe discipline, up to and including termination, for underlying misconduct beyond the positive drug and alcohol test.
- E. If the employee refuses to take the test, or does not show up for the test, it will be considered a positive test for the purpose of this agreement.

## VIII. **Random Testing**

Except as required by statute for employees with a Commercial Driver's License, random or mass testing is prohibited except for members enrolled in active or after-care programs and probationary employees, or as allowed by law.

## IX. **Laboratory**

- A. The City shall use a NIDA certified lab. For the purposes of determining a positive test under the provisions of this policy, the cutoff levels/values shall be set by Substance Abuse and Mental Health Services Administration (SAFHSA).

B. The City will be required to keep the results confidential, and it shall not be released to the general public, unless ordered by the courts.

X. **Changes in Testing Procedures**

The parties recognize that during the life of this agreement, there may be improvements in the technology of testing procedure, which provide more accurate testing. In the event, the parties will discuss whether to amend this procedure to include such improvements.

XI. **Right of Appeal**

The employee has the right to challenge the results of the drug or alcohol test and any discipline imposed.

XII. **Union Hold Harmless**

This drug and alcohol-testing program was initiated at the request of the City. The City assumes sole responsibility for the administration of this policy and shall be solely liable for any legal obligations and costs arising out of the provisions and/or application of this collective bargaining agreement relating to drug and alcohol testing.

The Union shall be held harmless for the violation of any worker rights arising from the administration of the drug and alcohol-testing program.

The individual members of the Union will be solely responsible for their individual actions.

**APPENDIX F**  
**CERF RETIREMENT FUND ADJUSTMENT**

This Agreement, CITY OF STAMFORD CLASSIFIED EMPLOYEES RETIREMENT FUND ADJUSTMENT, dated January 8, 2002, is entered into in accordance with the provisions of Section 10.4, of the July 1, 2001 - June 30, 2005 Collective Bargaining Agreement between the CITY OF STAMFORD and LOCAL #2657 OF COUNCIL#4, AFSCME, AFL-CIO.

Effective January 1, 2000, all active members who thereafter retire (Member) shall be eligible to receive the following benefits:

1. An adjustment, based upon the plan's "Average Annual Return" as defined herein, in pension benefits payable to each Member, commencing January 1, 2003, retroactive to July 1, 2002, who has attained age 62 and has received or has been credited with at least twelve monthly pension payments prior to July 1, 2002.

2. Thereafter on January 1 of each third year (effective date), retroactive to the prior July 1, the pension benefit payable to each member who has attained age 62 and has received or has been credited with at least twelve monthly pension payments prior to said July 1 of each third year (Eligible Member) shall be adjusted.

3. The adjustment shall be based upon the average annual investment return (Average Annual Return) earned by the City of Stamford Classified Employees Retirement Fund for the 36 month period ending on July 1, six months prior to the Effective Date of the adjustment. The Average Annual Return shall be determined by the Plan's Trustee using the dollar weighted rate-of-return methodology. The Average Annual Return shall be determined as the geometric average of the annual return of each of the three years.

4. An adjustment account will be established as of July 1, 1999, with a zero balance. Beginning July 1, 2002, and on July 1 of each third year thereafter, the adjustment account balance will be re-determined as follows:

a. The adjustment account balance will equal the adjustment account balance as of the July 1 three years prior plus Item b(1)(c) less Item b(ii)(c) plus Item C minus Item d.

b. The adjustment account will be credited or debited for investment performance, as follows:

1. If the average Annual Return is greater than 10%, the adjustment account will be credited as follows:

- i. Subtract 10% from the Average Annual Return.
- ii. Multiply the result in item (i) by 50%.

- iii. Multiply the result in item (ii) by the pension benefit obligation for each Member receiving or who is credited with monthly pension payments as of the July 1 six months prior to the Effective Date.
  2. If the Average Annual Return is less than 6%, the adjustment account will be debited as follows:
    - i. Subtract the Average Annual Return from 6%.
    - ii. Multiply the result of item (i) by 50%.
    - iii. Multiply the result in item (ii) by the pension benefit obligation for each Member receiving or who is credited with monthly pension payments as of the July 1 six months prior to the Effective Date.
  3. If the Average Annual Return is greater than or equal to 6% and less than or equal to 10% no credit or debit will be made to the adjustment account.
  - c. The adjustment account will be credited with the Average Annual return for each of the prior three years.
  - d. The adjustment account will be debited for adjusted pension payments (including interest at the Average Annual Return Rate) paid during the prior three years.
5. The percentage increase equals Item (a) less Item (b) divided by Item (c).
  - a. The adjustment account balance as of the July six months prior to the Effective Date of the adjustment.
  - b. The pension benefit obligation as of such July 1 for prior year adjustments of all Eligible Members.
6. The pension adjustment will be the percentage increase multiplied by the amount currently being paid to Eligible Members subject to the following limitations:
  - a. If the percentage increase is greater than 4%, the percentage increase will be limited to 4%. Any excess adjustment account credit from Item 4(b)(1)(iii) will remain in the adjustment account.
  - b. If the percentage increase is negative, no adjustment will be made. Any excess adjustment account debit from Item 4(b)(1)(iii) will remain in the adjustment account.
7. The pension benefit obligation will be determined by the plan's actuary in accordance with actuarial assumptions with respect to interest and mortality as used in the most recent actuarial valuation report. Pension benefit obligation will have the meaning as such time is defined in Government Accounting Standards Board Statement No. 5.

8. The adjustments referred to above shall be fully applicable to the eligible survivors of deceased Members as of the Effective Date such Member became or would have become an Eligible Member.

C. A copy of this written agreement will be filed with the Plan Trustees (Amendment and Declaration of Trust dated June 16, 1971). The Trustees shall formulate, adopt and promulgate in good faith investment plans, programs and decisions, in accordance with the Declaration of Trust provisions which in their opinion are desirable to facilitate the administration of the Plan consistent with the intent and provisions of this agreement.

D. This agreement, CITY OF STAMFORD CLASSIFIED EMPLOYEES RETIREMENT FUND ADJUSTMENT, dated \_\_\_\_\_, shall be incorporated into the parties' Collective Bargaining Agreement, as amended.

Included in Appendix D is an example illustrating calculations for earned Classified Employees pension adjustments.

E. Notwithstanding anything contained herein to the contrary, it is specifically agreed by the parties that nothing contained herein shall prevent any increase to current retiree benefits based upon any voluntary negotiations and agreement of the parties or by operation of law.

First Adjustment

Plan Assets:	\$70,000
Pension Benefit Obligation:	70,000.00 = $\frac{63,000,000 \text{ active divided by pre-99 retirees}}{7,000,000 \text{ retired on or after 1/1/99}}$ 1,750,000 over age 62 & retired 12 mos.
Average annual return	12%
Adjustment account credit	$1\% \times 7,000,000 = 70,000$
Adjustment account	$0 \text{ divided by } 70,000 = 70,000$
Pension adjustment	$70,000/1,750,000 = 4\%$

Second Adjustment

Plan assets:	\$78,000,000
PBO:	$75,000,000 = \frac{67,000,000 \text{ active divided by pre-99 retirees}}{8,000,000 \text{ retired on or after 1/1/99}}$ 2,000,000 over age 62 & retired 12 mos.
Average annual return	14%
Adjustment account credit	$2\% \times 8,000,000 = 160,000$
Adjustment account	$70,000 - 7,000 \text{ divided by } 9,300$ $\text{divided by } 160,000 = 232,300$ (prior year balance - benefits paid)

PBC for prior adjustments	divided by investment return divided by credit)
Pension adjustment	68,300
	$(232,300 - 68,300)/2,000,000 = 8.2\%$
	4% cap applicable

Third Adjustment

Plan assets	\$78,000,000
PBC	80,000,000 = 70,000,000 active divided by pre-99 retirees
	10,000,000 retired on or after 1/1/99
	2,500,000 over 65 retired 12 mos.
Average annual return	4%
Adjustment account	-1% x 10,000,000 = 100,000
Adjustment account	232,300 - 14,800 divided by 9,000 - 100,000 = 126,000
PBO for prior adjustments	144,600
Pension Adjustments	$(126,500 - 144,600)/2,500,00 = \text{less than } 0\%$ 0% applicable

## APPENDIX G

### Memorandums of Agreement and Memorandums of Understanding

#### Side Letter No. 1 – M MOU Bringing Head Nurses in the Union

##### Memorandum of Agreement

The parties to this settlement, the City of Stamford (hereinafter the “City”) and Local #2657 of the American Federation of State, County and Municipal Employees (hereinafter the “Union”) hereby agree as follows for transitioning *Head Nurses* into the Union:

Except as specifically amended for in the sections below, *Head Nurses* at the Smith House Health Care Center will be covered by all provisions of the MAA contract titled *Collective Bargaining Agreement Between the City of Stamford and Stamford Municipal Supervisory Employees Union, Local #2657 of Council #4 of the American Federation of State, County and Municipal Employees, AFL-CIO, Effective July 1, 2001 – June 30, 2005*.

1. The regularly scheduled hours of nurses at the Smith House Skilled Nursing Facility (hereinafter referred to as Smith House) shall be 40 hours per week inclusive of one-half (1/2) hour paid meal period. Afternoon, night and weekend shifts shall be continued in effect during the term of this Agreement. No employee shall be employed on a “split-shift”; i.e., a shift in which there are two (2) regular working periods in a day separated by a period in excess of one (1) hour for a meal. Notwithstanding the foregoing, it is understood that, except in case of emergencies where the City has made reasonable efforts to staff Smith House and has been unable to do so, Smith House nurses shall only be required to work on alternate weekends.
2. Each employee who has or obtains hereafter, an advanced degree, will receive an annual payment in accordance with the following schedule:

<u>Degree</u>	<u>Amount</u>
Three (3) full years of credits towards a B.S./B.A. degree from any accredited university	\$ 500.00
B.S. degree from an accredited university	\$ 800.00
Master’s degree (M.S., M.A., or Master of Public Health) from an accredited university	\$1200.00

Lump sum payments under this section will be made each December. Educational payments will continue to count towards the employee’s pension in calculating base salary. The additional salary rates provided for above shall become effective the December following the completion of the educational requirement referred to, upon verification by the institution attended. Employees hired after July 1, 1997 will only be eligible for education incentive if the degree, and/or credits, is in a nursing related field.

3. Each nurse who obtains a certification from the American Nursing Association (ANA) in gerontology will receive an additional two hundred dollars (\$200.00) per year for each certification. Said payments will be made during the month of December.
4. Smith House Nurses working on Saturday shall receive a weekend differential of ten percent (10%) over their regular rate for all hours worked on Saturdays. Smith House Nurses working

on Sunday shall receive a weekend differential of fifteen percent (15%) over their regular rate for all hours worked on Sundays. Smith House Nurses working the afternoon or night shift shall receive a differential of twelve percent (12%) over their regular or weekend rate as the case may be, for all hours worked on such shifts.

5. Overtime assignments will be offered to permanent part-time nurses and full-time nurses, by rotation from a list. Employees who refuse the overtime will go to the bottom of the overtime list. Should no permanent part-time or full-time nurse fill the overtime, the mandatory overtime assignment will be filled by rotation, beginning with the least senior nurse.
6. Employees required to cover both house and floor or two (2) floors shall be compensated at one and one-half (1-1/2) times their regular rate of pay for all such work.
7. Vacation policies for Smith House Nurses, in effect as of July 1, 1974, which provides for one and two thirds (1-2/3) paid vacation days for each month within a calendar year for a total of twenty (20) days will remain in effect. Employees hired after the execution date of this memorandum will receive vacation leave in accordance with Article VI of the MAA contract.
8. Employees hired before July 1, 1997 will receive, lump sum, fifteen (15) sick days each year. In the employees second year of employment, and for each year thereafter, an employee will receive an additional sick day for each year of service. Employees hired after July 1, 1997 will receive sick leave in accordance with Section 7.0(B) of the MAA agreement.
9. For employees hired before July 1, 1997, the maximum accumulation of unused sick leave shall be one hundred fifty (150) days. When an employee is required to take leave for part of a day on account of illness or injury, such time off shall not be charged against sick leave if the employee has worked at least one-half (1/2) of the day.
10. The following shall be paid holidays: New Year's Day, Martin Luther King's Birthday, President's Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, day after Thanksgiving, and Christmas Day. Christmas Eve after 12 o'clock noon shall be a holiday for all Nurses other than Smith House Nurses. One-half (1/2) day on Christmas Eve shall be a holiday for Smith House Nurses on all shifts.
11. Full-time employees shall be compensated at two and one-half (2½) times their respective regular straight time rates for any work performed on any of the aforesaid holidays, or on Easter Sunday as such.
12. All nurses regularly working premium shifts receive regular pay, plus the differential, while on any leaves with pay, holidays and vacations.
13. If any such holiday falls on a Saturday or on a scheduled day off of a Smith House Nurse, employees not working on such day shall receive in lieu of such holiday a compensatory day off, at such time as will not interfere with the efficient operation of the department in which they are employed. All holidays will be rotated as equally as possible among Smith House Nurses with first preference being given to permanent full time employees; however, in cases of emergency, employees may be asked and may be assigned to work on additional holidays.
14. Employees will continue to receive three (3) personal leave days per fiscal year.



15. The City shall pay to all Nurses a uniform allowance of Three Hundred Fifty (\$350.00) Dollars per year. The uniform allowance shall be payable in September for all other employees. Any employee hired after the September uniform allowance payment will receive a pro-rated allowance, lump-sum, in the amount of thirty dollars (\$30.00) for each month between their date of hire and the following month of September (ex. an individual hired in December receives \$270.00, which is nine months times \$30.00).
16. Benefit service for pension purposes for permanent part-time employees (employees who are regularly scheduled to work twenty or more hours per week) will be determined as follows:

Smith House Nurses: Employees will receive credit for permanent part-time pension credit on the basis that two thousand and eighty (2080) hours equals one full year of service (52 weeks time 40 hours per week). Therefore, pension service credit will be the number of hours (but no more than 2080) divided by 2080.

Total benefit service years (excluding other full-time service which will be determined in the usual manner) will be sum of the amount determined above, for each fiscal year (or portion thereof) that the employee worked. In no event will an employee receive credit for more than one year for any fiscal year.

Weekly pension contributions and the crediting of pension service will be based on the employees regular base weekly schedule and any applicable longevity and/or educational payments. Employees will not be permitted to make contributions on hours in excess of their regular weekly schedule. Furthermore, employees will not receive pension service credit for overtime, leaves of absence without pay, and/or for any hours in excess of their regular schedule.


17. Effective July 1, 2002, employees will receive wage increase consistent with Article VIII (Wages) of the MAA contract.
18. Effective January 1, 2003, employees will be covered by Article X (Insurance and Pension) of the MAA contract

Date: \_\_\_\_\_

**FOR THE CITY**

  
 \_\_\_\_\_  
 William C. Stover  
 Director of Human Resources

**FOR THE UNION**

  
 \_\_\_\_\_  
 Pete Lucia  
 President, AFSCME Local #2657

**CITY OF STAMFORD**

**AND**

**MAA LOCAL 2657, AFSCME COUNCIL**

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**INCREASE IN HOURS**

**DECEMBER 15, 2014**

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Agreement (hereinafter "Agreement") is made between the City of Stamford (hereinafter "City") and MAA Local 2657 ( hereinafter "Union").

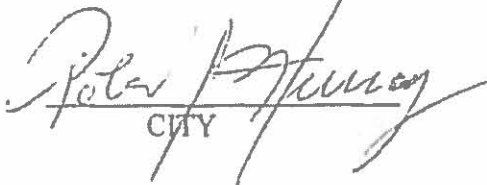
**WHEREAS**, The City is an employer as defined in the Municipal Employees Relations Act (hereinafter "The Act");

**WHEREAS**, William Bemonte and Ronald D'Amico are employed as Operations Foremen and Ronald Markey and Phillip D'Amico are employed as Landscape Specialists (hereinafter "Employees")

**WHEREAS**, Their respective assignments generally require Employees to work forty (40) hours per week.

**NOW, THEREFORE**, all parties, as evidenced by their signatures below, or the signature of their duly appointed representative, hereby agree as follows:

1. The hours worked per week by the Employees shall hereby increase to forty (40) hours effective as soon as possible after execution of this memorandum.
2. Employees shall be compensated based upon a forty (40) hour work week.
3. This Agreement is entered into without precedent or prejudice to either party and shall only be used to enforce the terms of this particular Agreement.

  
CITY

  
UNION

CITY OF STAMFORD	)
	)
And	)
	) Water Pollution Control
	) Authority Bureau Chief
	) Retitle to Executive Director – WPCA and
	) Reclassify from A-13 to A-14
AFSCME LOCAL 2657 (MAA)	)
	)
	)

**MARCH 1, 2013**

**MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement (hereinafter "Agreement") is made between the City of Stamford (hereinafter "City") and MAA Local 2657 (hereinafter "Union").

**WHEREAS**, The City is an employer as defined in the Municipal Employees Relations Act (hereinafter "The Act");

**WHEREAS**, The Union is the sole bargaining representative for the position of;

**WHEREAS**, The classification of Water Pollution Control Authority Bureau Chief is currently a salary grade A - 13;

**WHEREAS**, Over time the titles of Water Pollution Control Authority Bureau Chief, Executive Director – WPCA, Bureau Chief of the Water Pollution Control Bureau Chief, Supervisor of Solid Waste and Bureau Chief – WPCA have all been used interchangeably, resulting in confusion;

**WHEREAS**, The position has changed from what was intended when it was last revised in January 2012; and


**WHEREAS**, The City and the Union agree that the job duties, responsibilities, training and experience have evolved from what was originally contemplated.

**NOW, THEREFORE**, the parties agree to the following:

1. The job classification of Water Pollution Control Authority Bureau Chief, shall be retitled to Executive Director – WPCA;
2. The Executive Director – WPCA shall be reallocated from grade A-13 to A-14 effective Friday, March 1, 2013.
3. This memorandum of Agreement is entered into without precedent or prejudice to either party, and shall not be used as evidence in any other matters between the parties.

  
\_\_\_\_\_  
CITY

  
\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
UNION  
Timothy R. Beahm, President

  
\_\_\_\_\_  
DATE

**Settlement Agreement  
Between The City of Stamford  
And AFSCME, Local 2657, M.A.A.  
(Susan Kisken)**

The parties to this settlement, The City of Stamford (hereinafter the "City"), the American Federation of State, County and Municipal Employees, Local #2657, M.A.A. (hereinafter the "Union") (Susan Kisken) hereby agree as follows:

WHEREAS, Ms. Kisken has been and continues to perform job responsibilities/duties outside the scope of her current job description for Coordinator of Inspections and Plan Review; and

WHEREAS, the City is willing to revise Ms. Kisken's job classification to include additional job responsibilities with a corresponding salary reallocation; and

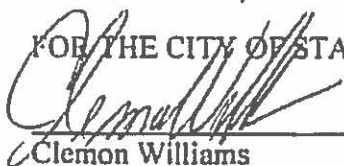
WHEREAS the parties wish to resolve all issues surrounding Ms. Kisken's job responsibilities and compensation,

NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:


1. Under the provisions of Article 8.1 of the current collective bargaining agreement between the City and the Union, the parties agree to reallocate the position of Coordinator of Inspections and Plan Review from an A-08 salary grade to a salary grade A-10.
2. The incumbent, Ms. Kisken will be slotted at salary grade A-10 step (G). This position is salaried and as such is not eligible for overtime payment.
3. The parties agrees that Ms. Kisken's job description will be revised to reflect the additional job responsibilities that justify the salary upgrade.
4. The parties agree that this settlement is entered into without precedent or prejudice with regard to any other employee, except Ms. Kisken.
5. Further, the Union agrees not to raise it in any future matter, or use it as a basis for reallocation of any other position.

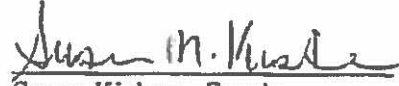
Date: 2-8-17

FOR THE CITY OF STAMFORD:

  
\_\_\_\_\_  
Clemon Williams  
Director of Human Resources

FOR THE UNION:

  
\_\_\_\_\_  
Dan Colletouri  
MAA Union President

  
\_\_\_\_\_  
Susan Kisken - Employee

CITY OF STAMFORD

MR. &  
DAVID MARTIN  
DIRECTOR OF OPERATIONS  
LORIE ORGERA



MR. & MRS.  
LOUIS CASOLA, JR., P.E.  
CITY ENGINEER

OFFICE OF OPERATIONS  
ENGINEERING BUREAU

INTEROFFICE MEMORANDUM

To: Clemon Williams, Director of Human Resource

From: Lou Casola, City Engineer *LC*

Date: December 12, 2016

Subject: Reclassification for Coordinator of Inspections and Plan Review – Engineering

Based on increased responsibilities and associated cost savings, I am requesting the reclassification the position of the *Coordinator of Inspections and Plan Review – Engineering* from grade A08 to a grade A10.

Increased Responsibilities:

The responsibility for this position has been expanded to carry out mandated USEPA regulatory compliance associated with the MS4 General Permit for Municipal Stormwater Systems. This duty is performed through plan reviews on new developments and capital projects to conform to the requirements set forth in the pollutant discharge elimination system permit. This function requires working with land use boards to develop new city regulations to enforce adherence to mandated requirements being reported to DEEP and EPA for permit renewals. This duty requires the ability to develop and interpret policies and regulations to validate compliance with the Permit for Discharge of Stormwater from Municipal Storm Sewer Systems.

The amount of work and level of responsibilities for this position has significantly increased due to the complexities associated with the review and acceptance of many Harbor Point projects. This project is one of the largest private developments in Stamford's history. Over the past 8 years, 11 new buildings were constructed. There are 13 more buildings to go which does not include the redevelopment of the 14 acre original boat yard site along with projects beyond that of the original approved TIF area. In addition to engineering plan review to examine on and off site impacts, this position reviews complex cost estimates to establish, reduce, and closeout multiple bonds required for development, ensures that easements are secured, reviews environmental land use regulations, reviews maintenance agreements, accepts acceptance of TIF infrastructure, and certifies that the construction meets the intent of the approved design including review of filings with Stamford Land Records. Most recently, one of the most publically scrutinized projects associated with this development was approved. The Boat Yard project which spans across 3 different sites.

The level of responsibilities carry over to other large and small scale private development projects including the Stamford Hospital, redevelopment of the Housing Authority projects, Southfield Landing,

Park Square West, Parcel 38, and Metro Green to name just a few. Furthermore, the Engineering Coordinator of Inspections and Plan Review position manages several million dollars of citywide drainage improvement capital projects. The responsibilities include but not limited to prepare the construction bid documents, perform technical reviews of project designs, inspect construction progress, and closeout. Recent drainage and roadway improvement projects include Skymeadow Drive Phases I and II, and Skyline Lane and site reviews of the new police station and school projects located on Strawberry Hill Ave.

In addition to the level of complex responsibilities, this position requires a Connecticut Professional Engineer's license which is not required for other grade A10 positions.

Cost Savings:

Prior to July, 2010, similar duties and responsibilities were carried out by two (2) positions that include a grade A12 Assistant City Engineer and a grade V16 Staff Engineer. I estimate that approximately 40% of the Assistant City Engineer's time was spent on the oversight of large scale private development plan reviews and approximately 80% of the Staff Engineer's time was spent on inspections and plan review of small scale development, and management of citywide drainage improvement projects. These former two positions are no longer included in the Department's operating budget. Since November 2012, the Department carries one Coordinator of Inspections and Plan Review. Even with the reclassification, the regular payroll savings is over \$15,000 per year compared to FY09/10 organization. This savings is further magnified when you take into consideration overtime and pension which the Engineering Coordinator of Inspections and Plan Review is not entitled to, based on the MAA contract that was adopted in the winter of 2012.

This reclassification will be funded from the payroll savings based on the new hire in the Department for Office Support Specialist position at a lower step during FY16/17. There shall be no increases to the adopted operating budget.

I would like to present this item to the Personnel Commission meeting on 12/15/16. Thank you in advance for your prompt consideration in this matter.

Attached is a copy of the proposed job description along with a copy of a redlined copy of the proposed description.

CITY OF STAMFORD

AND

M.A.A. UNION

HSA FUNDING AND FEES

DECEMBER 21, 2016

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Agreement (hereinafter "Agreement") is made between the City of Stamford (hereinafter "City") and M.A.A. (hereinafter "Union").

WHEREAS, The City and the Union are parties to a Collective Bargaining Agreement ("CBA") dated July 1, 2014-June 30, 2018;

WHEREAS, The CBA contains language permitted employees to voluntarily switch from a Point of Service Health Plan to a High Deductible Health Insurance Plan effective January 1, 2017; and

WHEREAS, the CBA provides for the City to contribute a certain percent of the employee's deductible to the employee's Health Savings Account ("H.S.A.") during each year of the contract;

WHEREAS, The CBA does not address the issue of a bank fee in the amount of \$1.75 or funding by the City to an employee's H.S.A. beyond January 1, 2018;

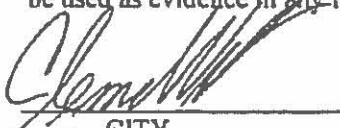
WHEREAS, The City wishes to encourage employees to participate in the High Deductible Health Insurance Plan by removing any concerns about the City's willingness to continue funding the H.S.A. beyond the expiration date of the CBA and fees incurred in connection with maintaining the H.S.A.

NOW, THEREFORE, the parties agree as follows:

1. Beginning January 1, 2017, the City shall pay the H.S.A service fee (monthly account maintenance fee) charged by H.S.A. Bank when the account falls below \$3000 in a month. The monthly fee is currently \$1.75. If the bank increases the monthly fee to \$5.00 or more, the City will notify the Union and the parties will renegotiate the terms of this Agreement.

2. The City agrees to contribute to the H.S.A. of each employee who is enrolled in the HDHP on January 1 of each year, an amount equal to 50% of the employee's annual deductible based on the election of coverage in effect on that date (Single, \$2000 deductible, Family \$4000 deductible) until the parties reach an agreement on City funding either through CBA negotiations or by a new memorandum of understanding.

3. This Agreement is entered into without precedent or prejudice and cannot be used as evidence in any future matter.

  
\_\_\_\_\_  
CITY  
12/21/16 Date

  
\_\_\_\_\_  
UNION



CITY OF STAMFORD

AND

MAA LOCAL 2657, AFSCME COUNCIL

:  
: TENTATIVE AGREEMENT 9/1/16  
: COLLECTIVE BARGAINING AGREEMENT  
: JULY 1, 2014-JUNE 30, 2018  
:  
: NOVEMBER 4, 2016  
:  
:

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding is made between the City of Stamford (hereinafter "City) and MAA Local 2657 ( hereinafter "Union").

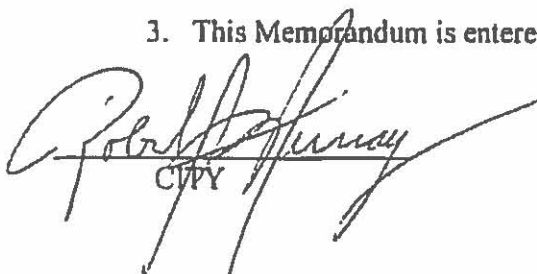
**WHEREAS**, The City is an employer as defined in the Municipal Employees Relations Act (hereinafter "The Act");

**WHEREAS**, The Union is the exclusive bargaining representative for all Supervisors as certified by the State of Connecticut Board of Labor Relations in Decision No. 1748-A and modified by Decision No. 3037;

**WHEREAS**, The Tentative Agreement (hereinafter "TA") of 9/1/16 contains two (2) errors which the parties acknowledge and wish to correct.

**NOW, THEREFORE**, all parties, as evidenced by their signatures below, or the signature of their duly appointed representative, hereby agree as follows:

1. The language contained in Issue 21 of the TA which states, "Effective July 1, 2016, the employee contribution to the CERF shall be six percent (6%) of the employee's base annual salary" shall be replaced by the following: "Effective upon ratification by the parties, the employee contribution to the CERF shall be six percent (6%) of the employee's base annual salary."
2. The language contained in Issue 26 regarding the funding of the deductible for the HDHP/HAS plan included the following: "June 30, 2018 50%", which was not part of the negotiations and shall be removed
3. This Memorandum is entered into without precedent or prejudice to either party.

  
CITY

  
UNION

CITY OF STAMFORD :  
AND : OPERATIONS MANAGER  
AFSCME LOCAL 2657 (MAA) : OCTOBER 7, 2013

**MEMORANDUM OF AGREEMENT**

This Memorandum of Understanding (hereinafter "Understanding") is made between the City of Stamford (hereinafter "City) and MAA Local 2657 ( hereinafter "Union").

**WHEREAS**, The City is an employer as defined in the Municipal Employees Relations Act (hereinafter "The Act");

**WHEREAS**, The Union is the sole bargaining representative for the job classification of Operations Manager (hereinafter "Position");

**WHEREAS**, The classification is currently an A-10;

**WHEREAS**, The position is currently vacant, and

**WHEREAS**, The City desires to further refine the Operations Manager position with specific duties to Parks and Facilities Management and the parties agree that the job duties/responsibilities should be modified to reflect this change.

**NOW, THEREFORE**, the parties agree to the following:

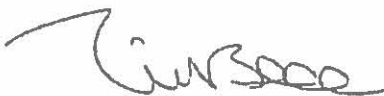
1. The job classification of Operations Manager shall be subtitled to reflect two separate job descriptions. They shall be known as Operations Manager-Administration" and Manager-Parks and Facilities.

2. This Memorandum of Agreement is entered into without precedent or prejudice to either Party and shall not be used as evidence in any other matters between the parties.

  
\_\_\_\_\_

CITY

Ernest R. Hassid, DR.  
Director of Human Resources

  
\_\_\_\_\_

UNION

CITY OF STAMFORD :  
AND : OPERATIONS MANAGER  
AFSCME LOCAL 2657 (MAA) : OCTOBER 1, 2013

**MEMORANDUM OF AGREEMENT**

This Memorandum of Understanding (hereinafter "Understanding") is made between the City of Stamford (hereinafter "City) and MAA Local 2657 ( hereinafter "Union").

**WHEREAS**, The City is an employer as defined in the Municipal Employees Relations Act (hereinafter "The Act");

**WHEREAS**, The Union is the sole bargaining representative for the job classification of Administrative Bureau Chief/Superintendent of Parks and Recreation (hereinafter "Position");

**WHEREAS**, The classification of the Position is currently an A-12;

**WHEREAS**, The Position is currently vacant;

**WHEREAS**, The Position has changed from what was intended when it was last revised in June of 2005; and

**WHEREAS**, The City and the Union agree that the job duties and responsibilities should be modified to reflect this change.

**NOW, THEREFORE**, the parties agree to the following:

1. The job classification of Administrative Bureau Chief/Superintendent of Parks and

Recreation shall be retitled to Operations Manager.

2. In consideration of eliminating certain duties involving the Parks and Recreation Department and the Citizens' Service Center, the salary scale shall be reallocated from an A-12 to an A-10.
3. This Memorandum of Agreement is entered into without precedent or prejudice to either party and shall not be used as evidence in any other matters between the parties.

  
CITY

  
UNION

## MEMORANDUM OF UNDERSTANDING

WHEREAS, The City of Stamford (hereinafter the "City") and Stamford Municipal Supervisory Employees Union AFSCME Council 4, Local 2657 (hereinafter the "Union") are parties to a collective bargaining agreement;

WHEREAS, The City and the Union wish to address situations where an individual or individuals were originally hired by the City in an unclassified position;

WHEREAS, Individuals in an unclassified position are not eligible for participation in the CERF pension fund;

WHEREAS, Individuals have transferred or been rehired from an unclassified into a classified position;

WHEREAS, Certain individuals in classified positions are eligible to participate in the CERF pension fund; and

WHEREAS, Individuals may desire to buy back previous service time from an unclassified position for the purpose of increasing pension credit:

NOW THEREFORE, the parties agree as follows:

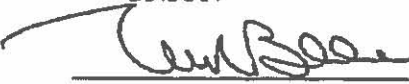
1. Current bargaining unit members who formally held unclassified positions with the City and subsequently moved into a classified position shall be allowed to buy back prior service time accumulated during their tenure in the unclassified position. This buy-back applies only to increase pension credited service and does not add to seniority.
2. Members who are eligible for buy-back shall have until November 1, 2013 to elect the buy-back.
3. This memo is entered into without precedent or prejudice and will not be raised in any future matters between the parties.

Date 8/2/13

CITY

  
\_\_\_\_\_  
Emmet P. Hibson, Jr.

UNION

  
\_\_\_\_\_  
Timothy Beeble