

6/30/15

AGREEMENT
BETWEEN
TOWN OF EAST LONGMEADOW
AND
THE INTERNATIONAL BROTHERHOOD OF POLICE
OFFICERS, LOCAL 482

Chief Jeff Dalessio

EFFECTIVE: JULY 1, 2015 THROUGH JUNE 30, 2018

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ARTICLE I
AGREEMENT

This Agreement is made between the Town of East Longmeadow acting by and through its Board of Selectmen (hereinafter referred to as the "Town" or the "Employer") and the International Brotherhood of Police Officers, Local 482 (hereinafter referred to as the "Union"). This Agreement is entered into pursuant to the provisions of Chapter 150E of the Massachusetts General Laws.

ARTICLE II
RECOGNITION AND UNION REPRESENTATION

The Employer recognizes the Union as the sole and exclusive bargaining agent for the purpose of collective bargaining as to salaries, wages, hours and other conditions of employment for all permanent patrol officers and permanent sergeants in the Police Department of the Town of East Longmeadow, but excluding any special, reserve or auxiliary police.

Permanent patrol officers shall include full-time officers during their probationary period. In matters of discipline and discharge, as well as Civil Service status, probationary employees will not derive any rights from this Agreement that are not granted them under Civil Service.

The Union agrees that it shall act as the exclusive bargaining agent for all employees covered by this Agreement and it shall act, represent and negotiate and bargain collectively for all employees within the bargaining unit. It shall be responsible for representing the interests of such employees without discrimination and without regard to union or non-union membership. The term "employees" shall mean all permanent patrol officers and permanent sergeants in the Department.

Pursuant to such representation, the Employer will allow an employee who serves on the bargaining committee the opportunity to attend any bargaining session with the Employer that may be scheduled during his/her regular hours of work without loss of pay while so engaged, with the provision that he/she notify the Chief twenty-four (24) hours in advance of the date and place of such absence for such purpose.

ARTICLE III
DUES AND CHECK-OFF

The Town agrees to deduct the Union dues monthly from the pay of employees who sign authorization cards so providing. Such deduction will be in accord with the provisions of Section 17A of Chapter 180 of the Massachusetts General Laws.

ARTICLE IV
NON-DISCRIMINATION

Neither the Employer nor the Union shall discriminate against any employee with respect to promotion, assignment or any other matter relating to wages, hours or working conditions because of race, creed, color, age, sex or union membership or union activities or lack of union membership, or because he/she filed or processed any grievance under this Agreement or instituted any proceeding under any State or Federal Statute relating to wages, hours or conditions of employment. All employees covered by the terms of this Agreement shall receive equal and full protection hereunder.

ARTICLE V
MANAGEMENT RIGHTS

Except where such rights, powers and authority are specifically abridged or limited by the provisions of this Agreement, the Board of Selectmen, acting as the Board of Police Commissioners through and by the Chief of the Department, has and will continue to retain, whether exercised or not, all of the rights, powers and managerial authority heretofore vested in it. It shall have the responsibility, obligations and prerogatives of management of the Police Department. Such rights shall include but not be limited to:

- (a) To determine the selection, care and use of equipment and property of the Town.
- (b) To establish, alter and supervise Departmental policies.
- (c) To establish or discontinue Departmental procedures.
- (d) To select, appoint, promote and otherwise evaluate Department personnel.
- (e) To prescribe and establish reasonable rules and regulations for the maintenance of good order and efficient operation of the Department.
- (f) To determine the incidental duties of the Department employees.
- (g) To select the badges to be worn by police officers.
- (h) To assign some or all dispatch duties to civilians.

The manner of exercise of such rights may be subject to the Grievance Procedure contained in this Agreement but the rights of management shall not be subject to review in the Grievance Procedure.

ARTICLE VI
BULLETIN BOARD

The Union shall be permitted a space of four feet by four feet for notices on the bulletin board in the training room. Such notices may include general information relative to Union office elections as well as general business notices of the unit.

It is agreed that no derogatory material as to any person or group of persons will be posted thereon at the direction of or with the approval of the unit.

ARTICLE VII
NO STRIKES

The Town and the Union both recognize that it is unlawful for any employee to engage in, induce or encourage any strike, work stoppage, slowdown or withholding of services, and it is agreed that neither the Union, its officers or agents, nor any employee covered by this Agreement shall engage in any such act or activities.

ARTICLE VIII
MAINTENANCE OF BENEFITS

Benefits relating to present conditions of employment not specifically enumerated in this Agreement that are extended to employees with the authority of the Board of Selectmen shall continue to remain in effect.

ARTICLE IX
GRIEVANCE PROCEDURE

Section 1:

Any grievance or dispute which may arise between the parties concerning the application or interpretation of this Agreement, unless specifically excluded by this Agreement, shall be settled in the following manner:

Step 1:

The grievant, Union President or his designee shall reduce the grievance in writing and present it to the Chief, or in the absence of the Chief, to the next superior officer in charge within seven (7) days of the date of the grievance or his/her knowledge of its occurrence.

The written grievance shall contain a statement of the grievance and the facts involved, the provisions of this Agreement alleged to be violated and the remedy requested.

The Chief, or next superior officer in charge, shall attempt to adjust the dispute and shall render a written decision within seven (7) days from receipt of the grievance.

Step 2:

If the grievance has not been resolved or if the Chief has failed to render a decision within the time provided, the Union may present it in writing to the Selectmen within five (5) days from receipt of the decision from the Chief or next superior officer or the expiration of time when such decision was due, whichever is later. The Selectmen or their designated representative shall meet with the parties to the grievance within fifteen (15) days after receipt of the grievance and shall render a decision in writing, stating the basis for such decision within fourteen (14) days from the date of such meeting.

Step 3:

In the event that the grievance is not resolved at Step 2, the Union may notify the Selectmen in writing that it intends to submit the grievance to arbitration. Such notice shall be served within ten (10) days after receipt of the decision as outlined in Step 2 or the expiration of the time fixed for such decision, whichever is later. Arbitration will be initiated within twenty (20) days of notice thereof.

Arbitration of any grievance under this Procedure shall be before an Arbitrator mutually agreed upon by the Union and Selectmen and if no agreement can be made then before an Arbitrator to be appointed by the American Arbitration Association and in accord with its rules. Such proceedings, whenever feasible, will be held in East Longmeadow and the expense will be borne equally by the parties hereto, The Arbitrator's decision will be in writing and shall state his findings of fact, reasoning and conclusion. Such decision shall be final and binding upon the Town, the employee and the bargaining unit; however, nothing contained herein shall deny to either party any legal action in order to gain relief from, or to enforce rights under any arbitration findings.

The Arbitrator shall be without power or authority to make any award the terms of which are in conflict with other express provisions of this Agreement or any rules or regulations of the Department, the Civil Service Commission or the Retirement Board.

No grievance or dispute within the jurisdiction of some other administrative body shall be arbitrable under any section of the contract.

Section 2:

Grievances not processed within the time periods set forth herein shall be deemed to have been waived. The parties may agree to time extensions by mutual agreement.

Section 3:

The Town, Union or grievant shall have the right to be represented by counsel at their own expense at all stages of the proceedings.

Section 4:

The grievant shall not suffer loss of pay for time spent by him/her during his/her regular hours of work in attendance upon a meeting as set forth in Steps 2 and 3 above.

Section 5:

The Town shall have the right, within its discretion, to require any arbitration other than a discharge to follow the Expedited Arbitration process under the AAA rules. Subject to the approval of the Union, discharge matters may also be submitted to Expedited Arbitration.

ARTICLE X
DISCIPLINE AND DISCHARGE

An employee beyond the probationary period, in the event of disciplinary action shall be disciplined, suspended, discharged, dismissed or removed in accord with provisions of law relating thereto.

A letter of reprimand entered into an employee's file will be removed after the passage of two (2) years wherein no other intervening disciplinary action was taken, imposed and sustained.

An employee requested to submit a special report which may tend to incriminate him in a criminal proceeding shall have the right to consult an attorney and/or a Union representative before submitting such report.

If a superior officer has reason to orally reprimand an employee, he shall do so in a manner that will not unduly embarrass the employee before the public or fellow employees.

ARTICLE XI
SENIORITY AND EXTRA WORK

Seniority: The parties agree that as the word "seniority" is used in this clause, as well as other provisions of this Agreement, that such word shall mean continuous service in the Police Department of the Town. It is mutually recognized that the term "seniority" under Civil Service Statute, rules and regulations thereof and matters pertaining to Civil Service will be governed by the definition of "seniority" as set forth under applicable Civil Service law.

Section 1:

The Town and the Union recognize that the principal factors in job assignments are the efficiency and integrity of the Police Department and the Town retains its inherent managerial rights to the appointment, promotion, assignment and transfer of employees. The Town, however, in making shift assignments of uniformed patrol officers will give due consideration to an employee's seniority, physical condition, personal hardship and

particular abilities when making such assignments. Therefore, when such a shift assignment is made, if the efficiency of the Department will not, in the Chief's judgment, be affected and the other factors are equal, the senior patrol officer shall be given the assignment.

In the uniform service as to classifications of sergeant as well as patrol officers, there is hereby established an annual shift bid program. Between the period November 1st and December 1st, employees, within classification, may bid by seniority in grade, into a uniformed position on another shift for payroll period in the next succeeding January. Employees will bid the desired shift by seniority.

In the changeover week, i.e., first pay period of January, the Town will be held harmless for overtime by an employee who had bid into another shift who, as a consequence of the shift change, may be required to work in excess of four (4) consecutive days or forty (40) hours in a payroll period due to the changeover from one shift to another. An employee who due to the changeover works less than forty (40) hours will not be paid less than his/her weekly pay. It will be the responsibility of such employee to work his/her complete hours as well as the hours of work in the initial week of the changeover. The same obligation will be imposed on the employee who has been caused to change his/her shift.

Section 2:

All outside paid police details that require a police officer to insure public safety shall be offered first to all regular officers on their days off, who have been off eight (8) consecutive hours since his or her last tour of duty and who will be off at least eight (8) hours prior to the start of their next regularly scheduled shift, and who shall be given the right of first refusal on a seniority basis and then, being unable to secure a regular officer on his/her day off, said detail shall be offered on a seniority basis to all regular officers who are not on their days off, provided that, by accepting such detail, the officer not on his day off shall in no way interfere with his regular shift assignment or work more than thirteen (13) consecutive hours. In the event that the service of a regular officer cannot be secured for an outside detail, a special officer may be assigned.

The Department may establish of list of special officers, including retired officers for the purpose of filling vacant outside details in accordance with the above paragraph.

An outside detail is defined for the purposes herein as a tour of duty outside the regular hours of work, which detail arises on the request of a third party outside the Department and paid for by such third party.

For the purposes of expeditious payment to the employees who render services to outside third party vendors, the Selectmen have agreed to sponsor the establishment of a fund as provided under M.G.L.A. Chapter 44, Section 53C as well as to request the funding of such fund to the extent of twenty-five hundred dollars (\$2,500.00).

In accord with the provisions of such Law, there is hereby established an administrative

fee of ten percent (10%) which will be paid by the person, firm or organization requesting such private detail to the employer.

Any entities requesting detail shall give two (2) hours' notice or more to cancel a detail and that if the notice is less than two (2) hours then the officer(s) assigned to the detail will be paid a four (4) hour minimum by the contracting entities. This provision will be effective upon reasonable notice to the entities requesting detail after the ratification of the labor agreement, such notice to be determined at the discretion of the Chief but no more than ninety (90) days.

Section 3:

All extra work assignments shall be offered first to officers on their days off who have been off eight (8) consecutive hours since their last tour of duty and who will be off at least eight (8) hours prior to the start of their next regularly scheduled shift or extra work assignment, and who shall be given the right of first refusal on a seniority basis. Then it shall be offered, on a seniority basis, to all officers who are not on their days off but are able to perform such extra work assignments without interfering with their normal shift assignment. No officer shall work more than twelve (12) consecutive hours unless an emergency situation arises requiring the presence of the officer, in which case the officer shall remain on duty until the officer's service is no longer required.

If an extra work assignment cannot be filled voluntarily, the least senior officer working contiguous to the unfilled shift shall be held over or called in, but no officer shall be required to work more than twelve (12) consecutive hours. If the officers working contiguous to the unfilled assignment are ineligible to work, the least senior officer not on day-off status will be required to work the assignment. As a last resort, the least senior officer on day-off status may be required to work the assignment.

An extra work assignment is defined for the purpose herein as a fill-in of a regularly scheduled tour of duty and/or any other detail scheduled by the Department and paid for by the Town.

Section 4:

The probation period for new officers shall be twelve (12) months, or such longer period as to extend for a six (6) month period from completion of the Academy. However, in no event shall the probation period exceed eighteen (18) months from date of appointment. Time in the Academy shall not be counted toward the above-noted twelve-month probation period.

The Union agrees that it has no objection to the Town implementing policies and practices that will obligate trainees who fail to complete the police academy to repay the town for the cost of training and/or any license to carry permits issued during training.

ARTICLE XII
HOURS OF WORK

Section 1:

The hours of duty of the Department shall consist of four (4) shifts: first (0700-1500 hours), second (1500-2300 hours), third (2300-0700 hours) and fourth (1900-0300 hours). Each shift shall contain an additional thirty (30) minutes.

This additional thirty (30) minutes will be paid at a straight time rate and shall be considered base pay. The additional thirty (30) minutes shall be scheduled by the Chief either prior to, after, or partially both the above shift hours. Such shifts shall be arranged and administered by and under the discretion and sole control of the Chief.

Section 2:

- (a) The regular hours of work for police officers assigned to regular uniform duty shall consist of four (4) consecutive days work and two (2) consecutive days off.
- (b) The court officer works first shift, Monday through Friday concurrent with the work week of the court will receive an additional day off each two months — six days annually in addition to the eleven holidays — in consideration of working the Monday through Friday schedule. The six days will be credited to the court officer one at a time for each two months actually assigned and actually worked as the court officer.
- (c) The fifth uniform sergeant shall work two third shifts and two second shifts 1500 to 2300. The sixth sergeant shall be assigned to the first shift and will perform administrative duties for two days and serve as shift supervisor for the other two days of his/her four day work cycle. In the event of a public safety or fiscal emergency, the sixth sergeant may be assigned otherwise if the operational needs of the Department so require. The parties agree that this provision does not obligate the Town to retain a specific number of sergeants.
- (d) The School Resource Officer (SRO) will be assigned to the first shift, Monday through Friday concurrent with the work week of the East Longmeadow Public Schools. Hours may be flexed by mutual agreement with the Chief to account for after-school events the SRO should attend. He/she will receive an additional day off each two months — six days annually in addition to the eleven holidays — in consideration of working the Monday through Friday schedule. The six days will be credited to the SRO one at a time for each two months actually assigned and actually worked as SRO.
- (e) The Department will modify the position of Detective/Sergeant (formerly Court Officer/Sergeant) and create the position of Detective who will work the first shift.

Each shall receive a stipend of \$20.00 per week, but these positions will remain Sergeant and Patrol Officer for all contractual and Civil Service purposes. The detective position shall be posted for all interested applicants. The Detective Bureau will work the same days as the Court Officer and have similar work schedule (section b).

An employee shall be paid his/her regular weekly salary for working this standard work schedule throughout a seven (7) day calendar week.

The parties agree that mandatory direct deposit and biweekly payroll may be implemented by the Town at any time following the ratification of the Agreement by the parties, provided required statutory notice is provided.

Section 3:

All employees shall be afforded the opportunity to accept overtime service, but there shall be no discrimination against any employee who declines to work overtime on a voluntary basis. Employees shall have the option of declining offered overtime, but in the event that sufficient personnel do not accept such offered overtime on a voluntary basis, or in the event that time does not permit substitution of volunteers, such additional personnel as are deemed necessary by the Chief of Police or his designee shall be required to work overtime on an assigned basis. For such service, the employee will be compensated at a rate of pay applicable as provided for herein in Article XIII, Section 3.

Section 4:

For the purposes of training (in the patrol and non-patrol services), as well as the accommodation of non-patrol functions (i.e., the safety officer and specific investigative work scheduling), a program of temporary duty is hereby established to be conducted under the following conditions:

- (1) The temporary duty may replace the officer's regular shift if the duty is performed on the same workday. Under this circumstance, the temporary duty day will be for the entire eight (8) hours.
- (2) Temporary duty performed in excess of the regular eight (8) hour work day shall be paid at the rate of time and one half (1 1/2). The workday is understood to include the time required for the actual duty performed (e.g., the time of the training session) and in the case of an out-of-town assignment, the actual travel time expended.
- (3) The officer has a choice to accept overtime payment in the form of money or time. The Chief may ask for a prior commitment from the officer as to what form the payment will be taken. If the form of payment is in time, the Chief may also ask for a commitment as to when the time will be taken.

- (4) It is understood that an officer may give a commitment to the Chief as to which choice of benefit the officer will exercise. Such commitment will be done without waiving any contractual benefit.

Section 5 — Interchange of Shifts:

Any officer desiring to exchange his/her day off may do so if he/she can "swap" with another officer having the day desired, subject to the approval of the Chief. Such "swap" will not entitle either participant to additional compensation for overtime to the financial disadvantage of the Town.

Section 6:

Any time a day is mentioned in the collective bargaining agreement, such as sick, holiday, personal or vacation days, a day shall be interpreted as eight and one-half (8 1/2) hours.

**ARTICLE XIII
PAY**

Section 1 — Weekly Pay:

For those employees hired *before* July 1, 2013

<u>Positions</u>	<u>Hourly Rates</u>				
	FY 2016 Rate	FY 2017 Rates		FY 2018 Rates	
			As of 7/1/16	As of 1/1/17	As of 7/1/17
	0% Increase	1.5% Increase	1% Increase	2% Increase	0.5% Increase
Entry Level	\$26.6904	\$27.0908	\$27.3617	\$27.9089	\$28.0484
Post-Academy	\$28.2651	\$28.6891	\$28.9760	\$29.5555	\$29.7033
Senior Patrol Officer	\$29.7375	\$30.1836	\$30.4854	\$31.0951	\$31.2506
Sergeant	\$35.5852	\$36.1190	\$36.4802	\$37.2098	\$37.3958

(2% to Post-Academy, Senior Patrol Officer and Sergeant)

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For those employees hired *after* July 1, 2013

<u>Positions</u>	<u>Hourly Rates</u>				
	FY 2016 Rate	FY 2017 Rate		FY 2018 Rate	
		As of 7/1/16	As of 1/1/17	As of 7/1/17	As of 1/1/18
	0% Increase	1.5% Increase	1% Increase	2% Increase	0.5% Increase
Entry Level	\$22.5000	\$22.8375	\$23.0659	\$23.5272	\$23.6448
After One Year (Including Academy)	\$25.5000	\$25.8825	\$26.1413	\$26.6642	\$26.7975
After Two Years	\$27.4342	\$27.8457	\$28.1242	\$28.6867	\$28.8301
Senior Patrol	\$29.7375	\$30.1836	\$30.4854	\$31.0951	\$31.2506
Sergeant	\$35.5852	\$36.1190	\$36.4802	\$37.2098	\$37.3958

(2% increase for After One Year (Including Academy, After Two Years, Senior Patrol and Sergeant)

In accord with prior practice, weekly pay will be calculated as an average of hours scheduled to be worked over the six (6) week cycle.

Section 2 — Certain Rates of Pay:

Rates of pay for outside paid police details (see Article VII, Seniority Rights in Job Assignments) shall be as follows:

- (a) Time and one-half (1 1/2) the hourly rate of the top sergeant's rate at twenty-five (25) years of service with a four (4) hour minimum. Detail pay shall be the overtime rate, effective after execution of this Agreement and appropriate notice to payers.
- (b) Employees performing such outside details shall be paid at a time-and-one-half (1 1/2) rate of the applicable rate for hours worked in excess of eight (8) hours in a day.
- (c) Payments for services hereunder shall be made to the Town Treasurer and then paid, subject to appropriate deductions, to the employee who performed the service.
- (d) Employees engaged in outside details shall, as in all other instances, comply with the orders of superior officers while performing such outside details. Nothing

herein shall prevent assignment of superior officers to supervise outside paid details.

- (e) The rate of overtime pay for patrol officers and sergeants working overtime details paid for by the Town shall be paid at the rate specified in Article XIII, Rates of Pay, Section 3.

The rate of overtime pay for officers working extra details not paid for by the Town on the holidays specified in Article XV shall be double the rate specified in Article XIII, Section 2, subsections (a), (b) and (c).

Section 3 — Overtime, Extra Work Assignments or Call-in Pay:

- (a) All assigned, authorized or approved services outside of an employee's regularly scheduled tour of duty (other than off-duty paid police details or court time) including service on a scheduled day off or during vacation periods, shall be deemed overtime service and employees shall be compensated therefor at the rate of time and one-half ($1\frac{1}{2}$) their straight-time hourly rate of pay.
- (b) Overtime service shall not include an out-of-town tour of duty which substituted for a regularly scheduled tour of duty by mutual agreement between Employer and employee nor shall it include a swapped tour of duty between individual employees by their mutual agreement with the Chief's approval.
- (c) For purposes of calculation of overtime under FLSA, the payroll period shall consist of twenty-eight (28) days as provided by the law. Each fiscal year shall start the twenty-eight (28) day period, resulting in one (1) overlap period bridging the following year. This subsection is for the establishment of a FLSA pay period only. It shall not add, subtract or change in any way any overtime provisions contained in the collective bargaining agreement.

Section 4 — Breathalyzer Call-Back:

An employee will be entitled to a two (2) hour time-and-one-half ($1\frac{1}{2}$) rate for call-back after the end of his/her regular shift for the purpose of administering a breathalyzer examination.

There will be a minimum call-back requirement of two (2) hours at a time-and-one-half ($1\frac{1}{2}$) rate for serious motor vehicle accident investigative work as well as photographic investigative efforts which necessarily have to be pursued as soon as practicable and the overtime call back is warranted.

There will be a minimum payment of four (4) hours when an employee is called in or called back. This four (4) hour minimum of overtime service is to apply when an employee has left his/her place of employment (i.e., is off duty) after having completed his/her regular shift and

is called in prior to four (4) hours preceding the commencement of his/her next shift.

These provisions do not expand overtime that is an extension of the shift at the end or preceding the work day. An employee may be held over or called before the shift and until the shift starts without subjecting the employer to a four (4) hour minimum. This clause is not to permit pyramiding or duplication of overtime and/or premium rates of pay provided for within this contract, if any.

Section 5:

Consistent with the exiting practice of the parties to this Agreement, pyramiding of regular base pay with other forms of premium compensation under this Article is prohibited.

Section 6 — First Responder Stipend:

Starting at the ratification of the contract by the parties, the Town of East Longmeadow shall provide a First Responder stipend, not to be added to the base rate of pay, of one hundred dollars (\$100.00) per year for all unit members who are eligible for the stipend. To be eligible, unit members must meet the following conditions:

1. They must attend and be certified in all First Responder training that may be required of them by the Town's Police Department at the Town's discretion, including but not limited to training and certification in the administration of Naloxone (i.e., NARCAN):
2. They must be trained and certified prior to the start of the fiscal year in which the stipend will be received and be trained and certified the entire fiscal year; and
3. The stipend shall be paid out to all eligible officers in the lasty payroll of the fiscal year.

Section 7:

Pursuant to the parties agree that payments under this Agreement considered "supplemental wages" under the IRS rules shall be subject to either Option A or Option B as provided in IRS Circular E, as amended.

ARTICLE XIV
LONGEVITY

Employees who have completed ten (10) or more years of service in the Department shall be provided an annual longevity benefit, payable the first week of December, in the amount of:

- | | |
|---|------------|
| 1. After Ten (10) years of service: | \$1,000.00 |
| 2. After Fifteen (15) years of service: | \$1,250.00 |
| 3. After Twenty (20) years of service: | \$1,500.00 |
| 4. After Twenty-Five (25) years of service: | \$2,000.00 |
| 5. After Thirty (30) years of service: | \$2,250.00 |

ARTICLE XV
HOLIDAYS

Annually in the last pay period of June of the fiscal year, employees shall be paid for eleven (11) holidays occurring in the fiscal year period. Such days are:

Independence Day	New Year's Day
Columbus Day	President's Day
Labor Day	Martin Luther King Day
Veterans' Day	Patriots' Day
Thanksgiving Day	Memorial Day
Christmas Day	

Effective in FY 2017, the day after Thanksgiving will be added as a new Holiday.

An employee who begins employment during the fiscal year will receive payment for such days that occurred in the duration of his/her employment. This rule will apply also to employees who retire prior to the end of the fiscal period. Such employee will receive the holiday benefit for such holidays that occurred during the time of actual employment.

If feasible, it is the desire of the unit to be paid this benefit on a separate pay check at the time of its disbursement.

Starting on July 1, 2016, police officers shall no longer receive Holiday pay in one lump sum at the end of the year but shall receive pay for each holiday on the pay period following the actual holiday.

ARTICLE XVI
PAID TIME OFF

Section 1 — Vacation:

An employee who reaches his/her anniversary date of employment shall, for the purposes of determining his/her vacation period, be deemed to have worked for the whole year and shall receive the following vacation:

<u>Service on Anniversary Date</u>	<u>Vacation</u>
------------------------------------	-----------------

- | | | |
|-----|-----------------------|-----------------------------------|
| (a) | one (1) year: | two (2) weeks |
| (b) | five (5) years: | three (3) weeks |
| (c) | ten (10) years: | four (4) weeks |
| (d) | fifteen (15) years: | four (4) weeks and one (1) day |
| (e) | sixteen (16) years: | four (4) weeks and two (2) days |
| (f) | seventeen (17) years: | four (4) weeks and three (3) days |
| (g) | eighteen (18) years: | four (4) weeks and four (4) days |
| (h) | nineteen (19) years: | five (5) weeks |

The above vacations shall be predicated upon the basis of five (5) days of vacation for each week indicated and the word "week" shall be defined as calendar week. Employees who have not scheduled and gotten approved vacation time from the Chief by May 1st will be subject to Departmental scheduling of any vacation not taken by that date.

The vacation period shall extend from July 1st through June 30th and the number of employees permitted to take vacation periods simultaneously will be discretionary with the Chief. The minimum number of employees on the same shift allowed to take a vacation at the same time will be two (2). The Chief's discretion will govern whether more than two (2) may be allowed to go at one time.

Vacation periods will be granted by seniority. On April 1st of each year, a vacation schedule will be posted. Employees will request their vacation preference for the vacation year commencing July 1st between April 1st and May 1st. Seniority of service will govern the granting of periods requested. An employee who does not assert a vacation preference between such dates will not be entitled to the seniority preference he/she would otherwise enjoy.

It is the express desire of the unit that vacation periods granted for Christmas week will be on a rotating seniority basis from year to year so that the most senior officer on a shift who has not had the benefit of vacation during such week will be entitled to such vacation benefit and the succeeding year the next most senior will rotate into first preference for so exercising such vacation option so that no one employee will annually monopolize the taking of such week as vacation.

With the permission of the Chief, each employee may carry over up to one (1) week of unused vacation to the next fiscal year. No permission is necessary for an employee whose anniversary date for additional vacation is in May or June to carry over a newly-credited week into the next fiscal year. Employees shall also have the option, on notice to the Chief no later than June 1st of any year, to sell back to the Town up to one (1) week of vacation, payment to be provided no later than the payroll containing the first week of the immediately following July.

Employees who have not scheduled and gotten approved vacation time from the Chief by May 1st will be subject to Departmental scheduling for the vacation time not scheduled and approved by that date; such time must be requested in advance, there is no seniority preference for competing requests and therefore requests will be considered by the Chief on a first-come, first-served basis, and in the absence of an emergency shall be submitted twenty-

four (24) hours in advance of the time(s) requested, except for flex days available to current employees, as follows:

- Employees with two (2) weeks' vacation may use two (2) vacation days without requiring twenty-four (24) hour prior approval.
- Employees with three (3) weeks' vacation may use five (5) vacation days without requiring twenty-four (24) hour prior approval.
- Employees with four (4) weeks' vacation may use eight (8) vacation days without requiring twenty-four (24) hour prior approval.
- Employees with five (5) weeks' vacation may use ten (10) vacation days without requiring twenty-four (24) hour prior approval.

Section 2 — Sick Leave:

Employees shall be credited with thirteen (13) sick days annually on July 1st. Unused sick leave as of such date is accumulated without limitation. Unused sick leave or personal leave is forfeited upon an Officer's separation of employment.

Sick Leave with pay shall be granted subject to the following provisions:

- (a) Sickness of any employee is a condition precedent for the taking of such leave and eligibility for payment hereunder except as otherwise provided below.
- (b) The Chief or his designee shall investigate and ascertain the validity of any request for sick leave and approve the request for same prior to sick leave payment.
- (c) A physician's certificate may be required by the Department of the employee's physician for sick leave requests involving a holiday, a weekend or for a duration of three (3) consecutive work days.
- (d) Officers requesting non-emergency use of sick leave will give the Chief seventy-two (72) hours' notice.

Personal Leave: The Chief or Supervisor may grant use of up to three (3) paid personal days per year for justifiable personal reasons. Such days may not be accumulated or carried over into another contract year. The three (3) paid personal days will not be deducted from an employee's accumulated sick leave.

Section 3 — Court Time:

An employee who while off duty is required to appear as a witness for the Commonwealth in a criminal case in District, Juvenile or Superior Court shall be compensated at a time-and-one-half (1^{1/2}) hourly rate of pay while in attendance, with a minimum payment of four (4) hours' pay at a time-and-one-half (PA) hourly rate of pay; except that where such

appearance is contiguous to actual work hours, such employee shall be paid for actual time in attendance, other than actual work hours, at a time-and-one-half (1V2) hourly rate of pay. It is further provided that no pay is earned for a day if the officer is late for court and therefore the case is dismissed or rescheduled.

An employee who is required to be at court through the normal lunch break (i.e., 1:00 p.m. to 2:00 p.m.) will be reimbursed ten dollars (\$10,00) for a lunch. In addition, the Department will reimburse the employee the actual receipted cost for parking expense. This applies when a Departmental cruiser is not used by the employee.

Employees actually working the evening shift who are required to appear at a magistrate hearing at 2:00 p.m. shall be paid from 1:30 p.m. and a Department vehicle, if available, will be provided.

Employees actually working the day shift shall be compensated pursuant to the first Paragraph of this Article until they return to the East Longmeadow Police Department.

Civil Appearance:

The provisions of this Court Time Article will apply to court appearances other than criminal cases in which a governmental entity may not necessarily be a party. The individual employee will forthwith notify the Chief's office of the notice appearance in a manner prescribed by the Department to expedite coverage due to his/her absence as well as the expeditious billing of such requesting party for the officer's contemplated time in fulfilling such court appearance.

It is the Department's intention to fund such appearances out of and consistent with the outside detail third-party vendor administrative fee set forth in Subsection 2 of Article XIII.

It is not the intention of either the Employer or the Union by the terms herein to erode, tarnish or otherwise impact on the efficiency or necessity of any litigant's capacity under law to employ or utilize his/her subpoena powers as a litigant in the civil courts.

Section 4 — Bereavement:

Bereavement leave shall be granted employees without loss of pay subject to the following provisions:

- (a) If death in the family of an employee is that of a mother, father, sister, brother, grandparent, mother-in-law or father-in-law, the employee shall receive up to three (3) days' leave, provided further that all such days of leave are the employee's regular working days and are taken within seventy-two (72) hours after death of that relative.
- (b) If death in the family of the employee is that of brother-in-law, sister-in-law, uncle or aunt, the employee shall receive up to one (1) day leave, provided

further that such day of leave is the employee's regular working day and is taken to attend the funeral of such relative.

- (c) In the event of the demise of an employee's spouse or child, the employee shall be granted one (1) calendar week off without loss of pay, immediately following the death.

Section 5 — Jury Duty:

An employee required to serve as juror shall be paid an amount equal to the difference between the compensation received for such service and his/her regular pay. Employees are expected to report for work when not required by the Court. Employees will be granted time off for Jury Duty consistent with the Jury Commissioner's regulations.

Section 6 — Compensatory Time:

Any employee who takes compensatory time off in lieu of overtime payment shall notify the Chief not less than seventy-two (72) hours in advance of the time he/she shall take such compensatory time off. Failure to provide such seventy-two (72) hour notice shall cause the taking of such compensatory time off to be subject to the discretion of the Chief. The Chief may waive the seventy-two (72) hour notice where the taking of the time does not require overtime services to replace the officer.

Concurrent with the execution of this Agreement, employees will be allowed to accumulate up to sixty (60) hours of compensatory time in a fiscal period with the option to carry over into the succeeding fiscal year up to forty (40) of such sixty (60) hours. In the event of the carry-over, such time will be taken in the form of time off and in no event will be convertible to a rate of pay higher than what existed at the time that it was earned. In no event will more than forty (40) hours be permitted to be carried from one fiscal period over to a succeeding period without written approval of the Chief, the Selectmen and the Union pursuant to a proper vote by the Selectmen and the Union Executive Committee.

Section 7 — Sick Leave Credit:

An employee who reaches twenty-five (25) years of service as a police officer for the Town shall, effective the next full fiscal year, no longer be eligible for the thirteen (13) day annual sick leave credit, and effective the first full payroll period for that fiscal year, his/her hourly rate will be increased by five percent (5%).

ARTICLE XVII
INSURANCE

During the term of this Agreement and subject to compliance with Chapter 32B Insurance Advisory Committee obligations, the Employer may implement changes in carriers, administrators, coverage, amount of premiums, and co-pays; provided, however, that no such changes shall become effective until the Union shall be given notice thereof, and

a period of at least fourteen (14) days within which to meet with the Employer and negotiate as to the impact of the changes to the employee. It is understood and agreed that this provision will terminate when the contract expires on June 30, 2010.

During the terms of this contract, if the present indemnification plan in the insurance program and the present group life insurance program remain available, the Town will continue to contribute one half ($\frac{1}{2}$) of the premium cost for a participating employee. If increased benefits under these programs are made available to Town employees generally during the term of this Agreement, the increased benefit program will be made available to employees covered by this Agreement.

An employee enrolled in a health maintenance organization insurance plan, i.e., other than the basic indemnity plan referred to in the first Paragraph, will pay no more than thirty percent (30%) of the monthly cost and the Town will pay the seventy percent (70%) balance.

ARTICLE XVIII **EDUCATIONAL INCENTIVE**

Section 1:

The Town has accepted the provisions of M.G.L. c. 41, §108L (the Quinn Bill) to be effective July 1, 1998 and to provide educational benefits thereunder to qualified employees. Said benefits shall be based on base salary alone, as set forth in Article XIII, Section 1, without regard to overtime pay, compensatory time pay, holiday pay, court time pay, longevity pay or any other form of economic benefit whatsoever received by an employee. Conversely, all of said benefits will be computed on base pay alone, to include overtime pay rates. Said benefits will be paid to qualified employees in the last check issued in January of each year.

Section 2:

If the Commonwealth does not fully reimburse the Town its half share of the benefits paid to employees under Section 108L, the Town shall fund the entire amount.

Section 3:

Employees not eligible for the above-described Quinn Bill benefits due to being hired after July 1, 2009 shall be provided with a Town Educational Incentive equal to 5% for an Associates degree, 10% for a Bachelor's degree and 12.5% for a Masters degree, it being understood that the Town shall pay such benefits only for degrees in criminal justice or criminal justice management in programs and schools approved in advance by the Town.

Section 4:

Except as provided in this Article, no educational benefits in any form whatever, whether

referenced by contract, Town policy, past practice or otherwise, shall be applicable to employees covered by this Agreement.

ARTICLE XIX **POLICE TRAINING**

Section 1:

An employee required by the Department to attend out-of-town police training courses will be entitled to reimbursement of five dollars (\$5.00) for breakfast, ten dollars (\$10.00) for lunch and fifteen dollars (\$15.00) for dinner per day while in attendance at such training course. Employees who are assigned to the Police Academy as initial appointees to the Department will, continue to receive a daily three dollar and fifty cent (\$3.50) meal allowance provision during the weeks of such initial training, The Department will provide a mileage allowance for the use of an employee's personal vehicle in accord with the allowance provided generally to Town officials and managers.

Section 2:

Employees who use their personal vehicle to attend out-of-town police training beyond fifteen (15) miles from the Police Station will not be eligible for mileage reimbursement if a Department vehicle is available for use. Employees who use their personal vehicle to attend out-of-town police training within fifteen (15) miles from the Police Station will continue to enjoy the mileage reimbursement benefit,

Section 3:

Initial appointees will not receive mileage reimbursement for travel to and from M.C.J.T.C. recruit training. In consideration of the Town investment for employees' Academy training, an employee shall reimburse the Town for the Academy fee as it then exists (currently twenty-five hundred dollars (\$2,500.00)) after completion of the Academy. Reimbursement shall be by regular pay deductions of fifty dollars (\$50.00) until fully paid.

ARTICLE XX **UNIFORM ALLOWANCE**

Employees shall comply with the uniform policy of the Town as administered by the Chief. No substantial changes in the policy will be implemented without notice and bargaining with the Union.

For fiscal year 2011 commencing July 1, 2010, each employee shall, on October 1' and March be paid a clothing allowance of four hundred dollars (\$400) each period.

Effective fiscal year 2012 commencing July 1, 2011, the allowance shall be discontinued, and employees shall have their regular weekly base wage increased by \$15.38, rising effective

July 1, 2012 to \$18.00 and effective July 1, 2013 to \$20.00 per week. Employees shall be fully responsible for the purchase and care of required uniform items.

Notwithstanding the foregoing paragraph, during an employee's first year of employment, he/she shall receive four hundred dollars (\$400) at the commencement of employment and another four hundred dollars (\$400) upon the completion of the probationary period, at which time the weekly base increase set forth in the foregoing paragraph shall take effect.

ARTICLE XXI
INDEMNIFICATION

Section 1:

The indemnification provisions contained in Section 100 of Chapter 41 of the Massachusetts General Laws shall apply during the term of this Agreement.

Section 2:

The Town will pay the periodic fee charged to employees for the license-to-carry permit.

ARTICLE XXII
RETIREMENT

A police officer who has been employed by the East Longmeadow Police Department for twenty-five (25) years or more and submits and retires in accordance with this provision will be eligible to receive a one-time payment up to ten thousand dollars (\$10,000) at the time of retirement based upon years of service with the department according to the following schedule:

Twenty-five (25) years	\$10,000
Twenty-four (24) years	\$9,000
Twenty-three (23) years	\$8,000
Twenty-two (22) years	\$7,000
Twenty-one (21) years	\$6,000
Twenty (20) years	\$5,000

In order to qualify for the benefit stated above, the officer intending to retire must give twelve (12) months' notice in writing to the Board of Selectmen which may be waived in certain circumstances.

The officer's notice to retire must include a letter of resignation with a date certain. The effect of the letter of resignation is to resign from the East Longmeadow Police Department on a fixed date. Once the letter is accepted the East Longmeadow Board of Selectmen has no further obligation to employ the officer after the date of resignation.

ARTICLE XXIII
ANNUAL EXAMINATION

Annually, an employee will be entitled to a physical examination conducted by a physician selected by the Town, Such examination shall consist of a so-called "profile" complete examination, a urinalysis and an electrocardiogram. Services requested by the employee or provided by the examining physician beyond those outlined above will be in the financial responsibility of the employee, The employee will have this benefit available on a voluntary basis unless the Department wishes to have the employee examined. In that event, it may require an employee to be examined.

ARTICLE XXIV
SAFETY COMMITTEE

A Safety Committee comprised of three (3) employees shall meet with the Chief or his designee upon a ten (10) day request to do so for the purpose of discussing and recommending matters of general safety and health. The notice of the meeting shall specify an agenda of items for discussion.

ARTICLE XXV
DRUG/ALCOHOL-FREE WORKPLACE

Section 1:

It is the intent and obligation of the Town to provide a drug-free/alcohol-free, healthy, safe and secure work environment for all employees. No employee shall report to work under the influence of alcohol or illegal drugs.

Section 2:

While on duty, the unlawful manufacture, distribution, dispensation, possession or use of any controlled substance, or the use of alcohol, is absolutely prohibited. If it is determined that there are violations of this policy, appropriate disciplinary action will be in accordance with Civil Service law in conjunction with collective bargaining language, if appropriate.

Section 3:

The Town recognizes drug dependence abuse as a potential health, safety and security problem. Employees needing help in dealing with such problems are encouraged to use health insurance plans, as appropriate. All contacts are confidential and conscientious efforts to seek help with drug and alcohol dependency will not jeopardize an employee's job.

Section 4:

As required by Federal law, employees directly engaged in the performance of work pursuant to the provisions of a federal grant or contract must, as a condition of employment, abide by the terms of the above policy and must report any conviction under a criminal drug statute for violations of this policy to the appropriate Department Head within five (5) days after the conviction. The Town must then notify the contracting agency within (10) days after receiving notice of conviction as required by the Drug-Free Workplace Act of 1988.

ARTICLE XXVI
SEVERABILITY

Should any provisions of this Agreement be found to be in violation of any Federal or State Law or Civil Service Rule by a court of competent jurisdiction rendering such provision void, all other provisions contained herein shall remain in full force and effect for the duration of the Agreement.

ARTICLE XXVII
DURATION, TERMINATION, MODIFICATION

Section 1:

The Town and the Union agree that this Agreement shall be in full force and effect between the dates of July 1, 2015 and midnight of June 30, 2018, and thereafter shall automatically renew itself for successive terms of one (1) year.

Section 2:

Either party on or after June 30, 2017 may terminate this Agreement as of June 30, 2018 or any subsequent anniversary thereof by transmitting through the Registered U.S. Mails a written notice to do so by the giving of thirty (30) days' notice to the authorized signatory of the other party to the Agreement.

Section 3:

If either party seeks to commence negotiations for the period subsequent to June 30, 2018, such party will notify the other of their intent to do so in writing, indicating the particular Articles to be modified and outlining the written form of the proposed modification not less than sixty (60) days prior to the date of expiration and not more than one hundred eighty (180) days before such date. Not later than thirty (30) days following receipt of such notice, the parties or their designees shall commence negotiations for the formation of an amended Agreement. Such Agreement will be for the period beginning with the next succeeding July 1st. If no amended Agreement is reached by such date, this Agreement as set forth in Paragraph (1) above will remain in full force and effect until the signing of an amended Agreement or until a termination

has been effected in accord with Paragraph (2) above.

Section 4:

The parties agree if negotiations fail resulting in arbitration the retroactivity of benefits including wages may be introduced for determination by the arbitrator.

**ARTICLE XXVII
SIGNATURE CLAUSE**

In witness whereof, the Town of East Longmeadow has caused its corporate seal to be hereto affixed and this Agreement to be signed in its name and behalf by the Board of Selectmen and its Police Chief and the International Brotherhood of Police Officers, Local #482, by its President and duly authorized representatives has caused this Agreement to be signed in its name and behalf on this 23 day of November, 2016.

**TOWN OF EAST LONGMEADOW
OFFICERS**

**LOCAL 482, INTERNATIONAL
BROTHERHOOD OF POLICE**

Danese Manard
Chairman *Acting Town Manager*

[Signature]

Selectman

[Signature]

Selectman

[Signature]
Chief of Police

[Signature]
Robert F. Dickson, IBPO

MEMORANDUM OF UNDERSTANDING

In connection with the execution of the 2010-2013 labor agreement, it is further understood between the parties as follows:

- (a) During the term of this Agreement, if state or federal laws or regulations are placed in effect which provide significant potential benefit to the Town or to the employees, either party shall have the right to negotiate as to the implementation impact of such, and the Town may take advantage of the new benefits after at least two weeks of bargaining, provided that the Union reserves its rights of bargaining over the impact of any Town decision.
- (b) Bicycle Patrol — The Town of East Longmeadow and the Union agree that the Town may implement a bicycle patrol on a voluntary basis. It is understood that bicycle patrols shall supplement and add to regular shift assignments. Officers who volunteer for the bicycle patrol shall be committed to serve the program for an entire season. The season shall be defined as April 15th of each year to October 15th of the same year.
- (c) The Town agrees that its Board of Selectmen and/or its Police Chief will, in the future, absent emergency conditions, engage in reasonable impact bargaining in advance with the Union as to any proposed assignments not previously made and not falling within generally understood concepts of police operations and duties.
- (d) The Town of East Longmeadow and the Union agree to actively participate in negotiating, drafting and implementing a new employee handbook.
- (e) The Union has agreed to the Town's selection of new badges for implementation, without waiving its rights of bargaining as to future uniform changes.
- (f) Other than as set forth in this Agreement and Memorandum of Understanding, there are no other written agreements between the Town and the Union except as may be executed in writing after the date of execution of this Agreement.
- (g) Detail pay for the Independence Day Parade shall be fifty dollars (\$50.00) per hour.
- (h) The Town will pay a Civil Service promotional examination fee for officers who obtain a passing grade.
- (i) The Town may hire civilian dispatchers for some or all hours of operation, and the Local agrees to cooperate with the Town's training and integration program; provided, however, that the use of dispatchers shall not reduce current staffing levels, nor shall a dispatcher be counted as a police officer for staffing levels. It is the understanding of the parties that if the civilian dispatch program is to be funded in the Department budget, implementation will be

reasonably delayed pending negotiations as to protection of the officers.

- (j) The Union agrees to extend the time for Town Meeting vote on funding of this Agreement to September/October.
- (k) Upon written request made by the Union or by the Town prior to fiscal years 2012 and/or 2013, the parties agree to reopen negotiations with respect to wages.
- (l) Upon execution, a Side Letter of Understanding as to the implementation of a K-9 Program shall be appended to this Agreement.
- (m) Effective January 1, 2012 or on the first pay day thereafter, the parties agree to a bi-weekly pay schedule.
- (n) A wage re-opener shall be addressed for July 1, 2012, and the contract expires on June 30, 2013.
- (o) Prior to the changes made effective as of January 1, 2012, the provisions of Article XII, Sections 1, 2 and 6 read as follows:

Section 1:

The hours of duty of the Department shall consist of four (4) shifts: first (0700-1500 hours), second (1500-2300 hours), third (2300-0700 hours) and fourth (1900-0300 hours). Each shift shall also contain an additional contiguous fifteen (15) minute period which shall be scheduled within the discretion of the Chief either prior to or after the above shift hours. Such shifts shall be arranged and administered by and under the direction and sole control of the Chief

Section 2:

- (a) The regular hours of work for police officers assigned to uniform duty shall consist of four (4) consecutive days of eight (8) continuous hours and fifteen (15) minutes of duty per day followed by two (2) consecutive days off.
- (b) The court officer who is assigned and works 0700-1500 Monday through Friday concurrent with the work week of the court will receive an additional day off each two months — six days annually in addition to the eleven holidays — in consideration of working the Monday through Friday schedule. The six days will be credited to the court officer one at a time for each two months actually assigned and actually worked as the court officer.
- (c) The fifth uniform sergeant shall work two night (third) shifts 2300-

0700 and two evening (second) shifts 1500-2300. The sixth sergeant shall be assigned to the first shift and will perform administrative duties for two days and serve as shift supervisor for the other two days of his/her four day work cycle. In the event of a public safety or fiscal emergency, the sixth sergeant may be assigned otherwise if the operational needs of the Department so require. The parties agree that this provision does not obligate the Town to retain a specific number of sergeants.

- (d) The School Resource Officer (SRO) will be assigned to work the 0700-1500 hour shift Monday through Friday concurrent with the work week of the East Longmeadow Public Schools, Hours may be flexed by mutual agreement with the Chief to account for after-school events the SRO should attend. He/she will receive an additional day off each two months — six days annually in addition to the eleven holidays — in consideration of working the Monday through Friday schedule. The six days will be credited to the SRO one at a time for each two months actually assigned and actually worked as SRO.

An employee shall be paid his/her regular weekly salary for working this standard work schedule throughout a seven (7) day calendar week.

Section 6:

Any time a holiday is mentioned in the collective bargaining agreement, such as sick, holiday, personal or vacation days, a day shall be interpreted as eight and one-half (8 1/2) hours.

— End of Memorandum of Understanding —

MEMORANDUM OF UNDERSTANDING

TOWN OF EAST LONGMEADOW

And

IBPO Local 482

On September 3, 2013, representatives of the IBPO and the Town met and discussed agreed upon changes to the collective bargaining agreement with regards to the increase in detail rates for officers. The changes would result in an increase in wages for officers working details for projects other than details paid for by the Town (i.e. School functions or Board of Public Works Projects).

During this meeting the issue was raised regarding details for construction projects performed by state workers on state maintained property. The concern raised by the Town was the situation where the State of Massachusetts would be allowed to only pay the lower detail rate currently paid by the Town for Town projects but the Town would be obligated to pay officers the increased detail rate agreed upon during these recent negotiations.

The parties discussed the fact that rarely does the State conduct construction projects within the Town but recognize that on at least one occasion it happened.

Therefore the parties agree that while the Town will charge the current rate applicable to all non-town jobs in accordance with the collective bargaining agreement. However, if the above situation arises in which the State, on one of its projects, is allowed to only pay the Town rate the parties will meet to discuss the proper compensation for the officers working the detail.

Dated this ____ day of September, 2013

Town of East Longmeadow



Town of East Longmeadow
SALARY TABLES

07/05/2017 09:10
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EFF. DATE	GROUP/BU	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
07/01/2017	TPOL POLICE	PEL	POLICE ENTRY	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 2.0000%												
No Dollar amount used.												
	STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY					
	00	0.0000	.0000	0.0000	0.0000	0.00	0.00					
	01	0.0000	23.5273	188.2180	1,882.18	48,936.68						
	02	0.0000	26.6643	213.3140	2,133.14	55,461.64						
07/01/2017	TPOL POLICE	PPA	POL-AFTER2YRS	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 2.0000%												
No Dollar amount used.												
	STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY					
	00	0.0000	.0000	0.0000	0.0000	0.00	0.00					
	01	0.0000	28.6868	229.4940	2,294.94	59,668.44						
07/01/2017	TPOL POLICE	PPX	SENIOR PATROL X	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 2.0000%												
No Dollar amount used.												
	STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY					
	00	0.0000	.0000	0.0000	0.0000	0.00	0.00					
	01	0.0000	32.6500	261.2000	2,612.00	67,912.00						
07/01/2017	TPOL POLICE	PSP	SENIOR PATROL	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 2.0000%												
No Dollar amount used.												
	STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY					
	00	0.0000	.0000	0.0000	0.0000	0.00	0.00					
	01	0.0000	31.0953	248.7620	2,487.62	64,678.12						
07/01/2017	TPOL POLICE	PSS	SERGEANT	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 2.0000%												
No Dollar amount used.												
	STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD RATE	PERIOD SALARY	ANNUAL SALARY					
	00	0.0000	.0000	0.0000	0.0000	0.00	0.00					
	01	0.0000	37.2099	297.6790	2,976.79	77,396.54						

EFF. DATE	GROUP/BU	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/PERIOD	DAYS/PERIOD	HRS/PERIOD	DAYS/PERIOD	USE PCT
07/01/2017	TPOL POLICE	PSX	POLICE ENTRY	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	10.00	80.00	2080.00	N
Change was made by 2.0000%												
No Dollar amount used.												
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY							
00	0.0000	0.0000	0.0000	0.00	0.00							
01	0.0000	39.0704	312.5630	3,125.63	81,266.38							

** END OF REPORT - Generated by Olga Bones **



a better way to work

03/28/2017 08:31 olga.bones | Town of East Longmeadow | SALARY TABLES | P 1 | pmgrstep

EFF. DATE	GROUP/BU	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/DAY	HRS/PERIOD	DAYS/PERIOD YEAR	HRS/YEAR	USE PCT
01/01/2017	TPOL POLICE	PEL	POLICE ENTRY	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 1.0000%												
No Dollar amount used.												

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	23.0659	184.5270	1,845.27	47,977.02
02	0.0000	26.1414	209.1310	2,091.31	54,374.06

EFF. DATE	GROUP/BU	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/DAY	HRS/PERIOD	DAYS/PERIOD YEAR	HRS/YEAR	USE PCT
01/01/2017	TPOL POLICE	PPA	POL-AFTER2YRS	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 1.0000%												
No Dollar amount used.												

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	28.1243	224.9940	2,249.94	58,498.44

EFF. DATE	GROUP/BU	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/DAY	HRS/PERIOD	DAYS/PERIOD YEAR	HRS/YEAR	USE PCT
01/01/2017	TPOL POLICE	PPX	SENIOR PATROL X	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 1.0000%												
No Dollar amount used.												

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	32.0098	256.0780	2,560.78	66,580.28

EFF. DATE	GROUP/BU	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/DAY	HRS/PERIOD	DAYS/PERIOD YEAR	HRS/YEAR	USE PCT
01/01/2017	TPOL POLICE	PSP	SENIOR PATROL	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 1.0000%												
No Dollar amount used.												

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	30.4855	243.8840	2,438.84	63,409.84

EFF. DATE	GROUP/BU	GRADE/RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS DAY	HRS/DAY	HRS/PERIOD	DAYS/PERIOD YEAR	HRS/YEAR	USE PCT
01/01/2017	TPOL POLICE	PSS	SERGEANT	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	N
Change was made by 1.0000%												
No Dollar amount used.												

STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY
00	0.0000	.0000	0.0000	0.00	0.00
01	0.0000	36.4803	291.8420	2,918.42	75,878.92

EFF. DATE	GROUP/BU	GRADE/ RANK	DESCRIPTION	PAY BASIS	FREQUENCY	CALC	PERIODS	HRS/ DAY	HRS/ PERIOD	DAYS/ PERIOD	HRS/ YEAR	DAYS/ YEAR	USE PCT
01/01/2017	TPOL POLICE	PSX	POLICE ENTRY	B BIWEEKLY	B BIWEEKLY	21	26.0000	8.00	80.00	10.00	2080.00	260.00	N
Change was made by 1.0000%													
No Dollar amount used.													
STEP/LEVEL	PERCENT	HOURLY RATE	DAILY RATE	PERIOD SALARY	ANNUAL SALARY								
00	0.0000	.0000	0.0000	0.00	0.00								
01	0.0000	38.3043	306.4340	3,064.34	79,672.84								

** END OF REPORT - Generated by Olga Bones **

