

**MEMORANDUM OF AGREEMENT**  
**BY AND BETWEEN**  
**THE CITY OF HOLYOKE**  
**AND N.A.G.E. R1-180, CLERICAL UNION**

The City of Holyoke (hereinafter referred to as "City") and N.A.G.E. R1-180, Clerical Union (hereinafter referred to as "Union"), hereby agree to the following terms, conditions, and understandings:


1. The Local Inspector position and Plumbing & Gas Inspector position are covered by the Union's collective bargaining agreement.
2. Due to inability to hire candidates into the Local Inspector position and a need to increase the rate for the Plumbing & Gas Inspector position, the City has proposed to increase the annual compensation by Ten Thousand Dollars (\$10,000). Said increase shall be effective on July 1, 2022 in regard to the Plumbing & Gas Inspector, and upon hire of the Local Inspector. Said amount shall be converted into an hourly increase for each step.
3. The Union agrees to said increases.
4. This Agreement is not precedent setting for any same or similar circumstance in the future.
5. There are no other agreements, either verbal or written, between the parties regarding the subject matter of this Agreement.

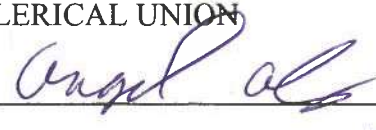
FOR THE CITY OF HOLYOKE

FOR N.A.G.E. R1-180,  
CLERICAL UNION

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

  
\_\_\_\_\_  
6/29/2022

  
\_\_\_\_\_  
6/29/2022

**SETTLEMENT AGREEMENT  
BY AND BETWEEN THE CITY OF HOLYOKE  
AND THE HOLYOKE PROFESSIONAL SUPERVISOR ASSOCIATION**

The City of Holyoke and the Holyoke Professional Supervisor Association hereby agree to the following terms, conditions, and understandings to be incorporated into the successor collective bargaining agreement. This Settlement Agreement is subject to ratification by the respective constituent bodies.

1. Article I – Recognition: Delete Section 3.
2. Article II – Holidays: In Section 1, add “Juneteenth”
3. Article III – Vacations: In Section 4, change “November 1<sup>st</sup>” to “December 31<sup>st</sup>”
4. Article IV – Sick Leave and Short-Term Disability: Add a new section to read as follows:

“Full-time employees shall receive five (5) sick days per calendar year. Part-time employees who are eligible for sick time shall receive a prorated portion of the five (5) days based on the number of hours worked. Unused sick days, or any portion thereof, are paid at the end of the calendar year one-for-one, within thirty (30) days following the end of said calendar year. New employees to the bargaining unit become eligible for short-term disability coverage on the first day of the month following the employee’s date of hire and shall receive a prorated portion of the five (5) sick days based on the start date and when it falls in a given calendar year.

Employees who have a “sick bank” remaining from employment with the City prior to implementation of the short-term disability plan shall be paid out for accrued but unused sick time at the time of death, retirement, or resignation as follows: one (1) day for every three (3) unused sick days with a maximum payment of Five Thousand Dollars (\$5,000). The list of bargaining unit members that qualify for this benefit and the number of accrued days is on file with the Personnel Department.
5. Article V – Funeral Leave:
  - a. In Section 2, reword the second sentence to read as follows: “Employees may be required to provide documentation to verify their bereavement leave.”
  - b. In Section 4(c), change “company” to “City” in both locations.
6. Article VII – Cost of Living Adjustment: Effective July 1, 2022, the positions listed in item 9 below shall receive the exact salary listed below.
7. Article XVIII – Non-Discrimination Clause: In Section 1, add “gender identity, pregnancy, pregnancy-related condition” to the first and second sentences.
8. Article XX – Suspicion-Based Drug Testing: In Section 2, delete the last sentence.
9. Article XXI – Duration: Change the dates to reflect a one-year duration.

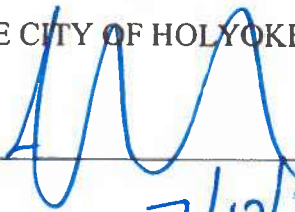
10. Exhibit "A" – Classification & Compensation Plan:

- a. See attached updated salary chart.
- b. Change the Sealer grade from 8 to 9.
- c. Change the Senior Civil Engineer grade from 9 to 11.
- d. Effective July 1, 2022, or upon ratification of the agreement by both parties, whichever is later, implement the following salary adjustments for the individuals currently holding the following positions:

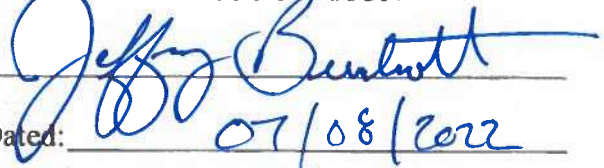
i. Chief Procurement Officer	\$75,000
ii. Assistant Director of Planning/Principal Planner	\$75,000
iii. Planner II	\$58,000
iv. Assistant Director of Economic Development	\$75,000
v. Director of Public Health	\$78,000
vi. Safety Inspector	\$50,000
vii. Assistant Director of Council on Aging	\$55,000
viii. Director of Veteran Services	\$75,000
ix. Director of Council on Aging	\$75,000
x. Assistant Director of Parks & Recreation	\$55,000
xi. Animal Control Officer	\$50,000
xii. Building Commissioner	\$85,000
xiii. Director of Conservation & Sustainability	\$65,000
xiv. Wistariahurst Director	\$63,000
xv. City Historian	\$55,000
xvi. Assistant Building Commissioner	\$72,000
xvii. Inspector of Wires	\$70,000

- 11. Add a new Exhibit "C" which shall be a list of the positions, the respective terms of office, and each position's appointing authority (see attached).

FOR THE CITY OF HOLYOKE

  
\_\_\_\_\_  
Dated: 7/12/2022

FOR THE HOLYOKE PROFESSIONAL  
SUPERVISOR ASSOCIATION

  
\_\_\_\_\_  
Dated: 07/08/2022

## Exhibit "C"

### UNIT A – DEPARTMENT HEADS

1. Director of Parks & Recreation – Appointed for a term of five (5) years by the Parks & Recreation Commission and confirmed by City Council
2. Director of Conservation and Sustainability - Appointed for a term of five (5) years by the Conservation Commission
3. Director of the Council on Aging - Appointed for a five (5) year term by the Mayor
4. Director of Wistariahurst – Appointed for a five (5) year term by the Mayor
5. Veterans Services Commissioner- Appointed for a term of one (1) year by the Mayor, subject confirmation by City Council
6. Chief Procurement Officer - Appointed for the first term of three (3) year by the Mayor and then subsequent terms of four (4) years, by the Mayor, subject to confirmation by the City Council
7. Director of Public Health - Appointed for a five (5) year term by the Board of Health
8. Building Commissioner – Appointed for a term of three (3) years by the Mayor

### UNIT B - PROFESSIONALS

1. Assistant Building Commissioner – Appointed by the Mayor for a period of three years
2. Chief Inspector of Wires - Hired by the Mayor
3. Property Maintenance and Demolition Supervisor – Hired by the Building Commissioner
4. Animal Control Officer – Appointed by Board of Health
5. Assistant Director of Planning / Principal Planner – Hired by the Planning Board
6. Planner II – Hired by the Planning Board
7. Planner I – Hired by the Planning Board
8. Assistant Superintendent / City Engineer - Appointed by the Mayor
9. Senior Civil Engineer – Hired by the Board of Public Works
10. Safety Officer – Hired by the Board of Public Works
11. National Service Officer – Appointed by the Director of Veterans Services
12. Assistant Director of Parks & Rec (formerly Recreation Coordinator) – Hired by the Parks & Recreation Commission
13. Assistant Director of Economic Development – Hired by the Director of Planning and Economic Development
14. Development Specialist – Hired by the HEDIC Board/ Director of Planning and Economic Development

15. Senior Project Manager – Hired by the Director of Planning and Economic Development

16. Assistant Director of Council on Aging – Hired by the Director of Council on Aging

17. City Historian- Hired by the Mayor

18. Sealer of Weights and Measures- Hired by the Mayor

19. Mass in Motion Coordinator- Grant funded, hired by the  
Director of Planning and Economic Development

## EXHIBIT A

<b>CLASSIFICATION &amp; COMPENSATION PLAN</b>			
<b>Professional Supervisors Association</b>			
<i>Effective July 1, 2022</i>			
	MIN	MID	MAX
<b>GRADE 6</b>	<b>\$40,558.69</b>	<b>\$46,642.49</b>	<b>\$53,638.87</b>
<b>GRADE 7</b>	<b>\$43,567.25</b>	<b>\$50,102.34</b>	<b>\$57,617.69</b>
Safety Inspector Animal Control Officer			
<b>GRADE 8</b>	<b>\$47,930.18</b>	<b>\$55,119.71</b>	<b>\$63,387.66</b>
Assistant Director of Parks & Recreation Planner I Development Specialist National Service Officer			
<b>GRADE 9</b>	<b>\$53,006.48</b>	<b>\$60,957.45</b>	<b>\$70,101.07</b>
Assistant Director of Council on Aging Curator & City Historian Planner II Senior Project Manager Sealer of Weights & Measures			
<b>GRADE 10</b>	<b>\$58,641.06</b>	<b>\$67,437.22</b>	<b>\$77,552.80</b>
Director of Wistariahurst Museum Conservation & Sustainability Director Veteran's Services Commissioner Property Maintenance & Demolition Supervisor Chief Official of Wires Assistant Building Commissioner			
<b>GRADE 11</b>	<b>\$64,864.96</b>	<b>\$74,594.70</b>	<b>\$85,783.91</b>
Assistant Director of Planning Assistant Director of Economic Development Senior Civil Engineer			
<b>GRADE 12</b>	<b>\$71,760.86</b>	<b>\$82,524.99</b>	<b>\$94,903.74</b>
Building Commissioner Director of Council on Aging Director of Parks & Recreation Chief Procurement Officer			
<b>GRADE 13</b>	<b>\$77,788.32</b>	<b>\$89,456.57</b>	<b>\$102,875.05</b>
Assistant Superintendent/City Engineer Director of Public Health			