



# Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

*Thomas F. Cooke - Director of Administrative Services*

## BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Approval of Tentative Agreement with CSEA Secretarial, Clerical & Library Town Employees' Association
2. **Date of submission:** December 6, 2012
3. **Date of Board Meeting:** December 10, 2012

4. **Individual or Entity making the submission:**

Town of Simsbury Bargaining Committee:

Thomas F. Cooke – Director of Administrative Services

Sean M. Kimball – Deputy Director of Administrative Services

5. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

*The Individual or Entity making the submission requests that the Board of Selectmen:*

Approve the proposed Tentative Agreement between the Town of Simsbury and The Simsbury Secretarial, Clerical & Library Town Employees Association, CSEA, Service Employees International Union Local 2001 and authorize the First Selectman to execute the collective bargaining agreement as modified.

6. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**

Thomas F. Cooke – Director of Administrative Services – (860) 658-3264

Sean M. Kimball – Deputy Director of Administrative Services – (860) 658-3274

7. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

The Tentative Agreement with the CSEA Secretarial, Clerical & Library unit (the "SC&L Unit") closely tracks the provisions of agreements previously approved for the other two CSEA units (the Administrative unit and the Supervisors unit). The proposed contract covers 41 full-time and part time employees. **The bargaining unit ratified the contract on December 5, 2012.**

### **Economic Terms of Tentative Agreement**

#### **Period of Agreement:**

- July 1, 2011 – June 30, 2015 (except for OPEB and Pension contributions described below, which will extend to later dates)

#### **Wages:**

- 2% increases annually, retroactive to July 1, 2011

#### **OPEB Contribution:**

- Employees will contribute a percentage of compensation to the OPEB fund for a period of ten years:
  - Current employees:
    - July 1, 2013: 0.5%
    - July 1, 2014: 1.0%
    - July 1, 2015: 1.5%
    - July 1, 2016 to June 30, 2023: 2%
  - New employees:
    - 2% for 10 years effective upon execution of agreement

#### **Pension Contribution:**

- Current employees will increase pension contributions from 2% to 5% of contribution according to the following schedule:
  - July 1, 2013: 2.5% total contribution
  - July 1, 2014: 3.0% total contribution
  - July 1, 2015: 3.5% total contribution
  - July 1, 2016: 4.0% total contribution
  - July 1, 2017: 4.5% total contribution
  - July 1, 2018: 5.0% total contribution

#### **New Hire Retirement Plan Options:**

- Employees hired after June 30, 2013 will have the following retirement plan options:
  - Participation in the defined benefit plan with a contribution of 7% of compensation; or
  - Participation in a defined contribution plan. The Employee can contribute up to the legal maximum. The Town will contribute the equivalent of 6% of annual compensation, vesting on a rolling five-year basis.

**Health Insurance Premium Contribution:**

- Employees will increase their premium share contributions from 14%/16% currently to 14.5%/16.5% on July 1, 2013 and 15%/17% on July 1, 2014.
- New employees will make a premium share contribution of 20%

**Health Plan Design Changes:**

- Plan "Option A" will be eliminated and Plan "Option B" will become the only Plan upon execution of the agreement.

**Wellness Program:**

- Once a sufficient number of employees are eligible (i.e. several of the other contracts are ratified and include the wellness program), a wellness program will be implemented. Employees will receive a \$100 incentive payment for initial participation in the program and a 2% reduction from the negotiated health insurance premium contribution for maintaining health goals established by the wellness program provider.

**Part-Time Employees:**

- Part-time employees will no longer receive vacation pay, holiday pay or "earned days." In addition, the Library will have additional flexibility with respect to scheduling part-time employees. Current part-time employees received a one-time reclassification to help offset the value of the loss of these benefits.

**8. Description of documents included with submission (All documents must be in final form and signed by the appropriate party.):**

*The following documents are included with this submission and attached hereto:*

- Tentative Agreement
- Memorandum of Agreement (Part-Time Employees)