

RESOLUTION NO. 3631-20

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF WINDSOR
AUTHORIZING THE TOWN MANAGER TO EXECUTE A SIDE LETTER
AGREEMENT EXTENDING AND AMENDING THE MEMORANDUM OF
UNDERSTANDING BETWEEN THE TOWN OF WINDSOR AND THE TOWN OF
WINDSOR MANAGEMENT EMPLOYEES GROUP ESTABLISHING
COMPENSATION AND WORKING CONDITIONS, AND EXTENDING THE MOU
THROUGH JUNE 30, 2021**

WHEREAS, the Town of Windsor ("the Town") has recognized the Town of Windsor Management Employees Group (hereafter "MEG") as the exclusive representative of certain employment classifications in the Town of Windsor; and

WHEREAS, the Town's representatives met and conferred in good faith with MEG representatives for the purpose of negotiating an extension and amendment of the MOU, applicable to employment classes represented by MEG; and

WHEREAS, the Town's representatives reached a tentative agreement with MEG on an extension and amendment of the MOU through June 30, 2021, and the tentative agreement has been ratified by the MEG membership; and

WHEREAS, the terms of the agreement are contained in a Side Letter agreement, which is subject to approval by the Town Council; and

WHEREAS, the Side Letter agreement meets with the approval of the Town Council.

NOW, THEREFORE BE IT RESOLVED that the Town Council of the Town of Windsor hereby authorizes the Town Manager to execute a binding Side Letter agreement between the Town and MEG, as described in attached Exhibit A.

PASSED, APPROVED, and ADOPTED this 4th day of November 2020, by the following vote:

AYES:	COUNCILMEMBERS FUDGE, OKREPKE, SALMON, VICE MAYOR LEMUS AND MAYOR FOPPOLI
NOES:	NONE
ABSTAIN:	NONE
ABSENT:	NONE


DOMINIC FOPPOLI, MAYOR

ATTEST:


MARIA DE LA O, TOWN CLERK

Attachment:

- **Exhibit A** - Side Letter Agreement between Town and MEG

MOU EXTENSION BETWEEN TOWN OF WINDSOR & THE MANAGEMENT EMPLOYEES GROUP (MEG)

**SIDE LETTER BETWEEN TOWN OF WINDSOR AND
THE WINDSOR MANAGEMENT EMPLOYEES' GROUP (MEG)**

RE: MOU AMENDMENT AND EXTENSION THROUGH JUNE 30, 2021

This "Side Letter" is between the Town of Windsor (hereinafter called "Town") and the Windsor Management Employees' Group (MEG) (hereinafter called "Association") (collectively referred to as the "parties") and shall apply to all full-time employees of the Town working in the classifications set forth in the 2015 - 2018 comprehensive Memorandum of Understanding (MOU) between the parties, with reference to the following recitals, which are incorporated into this Side Letter:

- A. WHEREAS, the Town Council approved on June 17, 2015 a comprehensive MOU between the parties for the period from July 1, 2015 until June 30, 2018;
- B. WHEREAS, the parties signed a Side Letter in 2017 to extend and amend that comprehensive MOU through June 30, 2020;
- C. WHEREAS, the parties have met and conferred in good faith, and reached mutual agreement as described in this Side Letter.

NOW THEREFORE, the amendments to the comprehensive MOU as set forth in this Side Letter have been mutually agreed upon by the designated bargaining representatives of the Town and Association, as follows:

- 1. The parties agree that the comprehensive MOU between the parties shall be amended as follows:

ARTICLE 6. WAGES:

6.1 General Wage Increases.

- (a) Each member shall receive a 3% wage increase effective July 1, 2015.
- (b) Each member shall receive a one-time payment of \$1,500.00, which will be paid by July 31, 2015.
- (c) Each member shall receive a 3.5% wage increase effective July 1, 2016.
- (d) Each member shall receive a 3.5% wage increase effective July 1, 2017.

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(e) Each member shall receive a 2.75% wage increase effective July 1, 2018.

(f) Each member shall receive a 2.75% wage increase effective July 1, 2019.

(g) No wage increase for July 1, 2020

(Sections 6.2 - 6.8: No Change to comprehensive MOU)

ARTICLE 10. HOLIDAY CLOSURES:

10.1 In 2015, 2016, 2017, 2018, and 2019, Town Offices will be closed for an annual holiday break. The Town will be closed on the following days during the term of this MOU:

- 2015: December 21, 22 and 23
- 2016: December 27, 28 and 29
- 2017: December 26, 27 and 28
- 2018: December 24, 26, and 27
- 2019: December 23, 24, and 26

In 2020, Town offices will be closed for two annual holiday breaks. The Town will be closed on the following days during 2020:

- November 23, 24, and 25
- December 21, 22, and 23

Sections 10.2 – 10.4 of the comprehensive MOU will not apply for the term of the Agreement except that employees still cannot use sick leave to cover any of the holiday closures off. Employees must either take these two holiday closures unpaid or use only their vacation accruals. Employees will receive holiday pay for 11/26, 11/27, 12/24, & 12/25; therefore, no vacation time will be necessary for those days.

ARTICLE 30. TERM OF AGREEMENT:

30.1 This agreement shall become effective as of the date approved by the Town Council, and shall continue in full force and effect through June 30, 2021.

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2. Except as modified in this Side Letter, all other terms of the comprehensive MOU will remain in effect unless otherwise agreed by the parties.

3. The parties agree that any and all tentative agreements are hereby incorporated. Any outstanding proposals not agreed to are hereby withdrawn by the parties. Language in the MOU between the parties not changed by this Side Letter agreement shall remain unchanged.

4. This Side Letter is subject to ratification by the bargaining unit represented by the Association and approval of the Windsor Town Council.

IN WITNESS WHEREOF, the parties hereto have executed this Side Letter agreement as of _____ day of November, 2020.

FOR THE TOWN OF WINDSOR

FOR THE MANAGEMENT
EMPLOYEES' GROUP (MEG)

Date: _____

Date: _____