

**MEMORANDUM OF AGREEMENT
BETWEEN
THE TOWN OF HUDSON
AND
AFSCME, AFL-CIO, STATE COUNCIL 93, LOCAL 3625
CLERICAL EMPLOYEES
2025-2028**

WHEREAS, the Collective Bargaining Agreement (the "Agreement") between the TOWN OF HUDSON (the "Town") and AFSCME, AFL-CIO, State Council 93, Local 3625 (the "Union"), for clerical employees, is scheduled to expire on June 30, 2025; and

WHEREAS, the parties have met and completed negotiations for a successor collective bargaining agreement for the clerical employees bargaining unit.

NOW, THEREFORE, the Town and the Union agree that the Collective Bargaining Agreement for the clerical employees unit shall consist of the July 1, 2022 - June 30, 2025 Collective Bargaining Agreement for clerical employees, except as modified below, as follows.

1. **Article 1. Recognition.**

A. The parties agree to add the newly established position of Customer Service / Lobby Assistant to Article 1.

B. The parties further agree to remove the custodian position from the recognition clause.

2. **Article 12. Overtime.** The parties agree to replace Section 1 C with the following:

C: Effective July 1, 2025, compensatory time accrual and usage will be capped at 75 hours per calendar year. Employees who have accrued more than 75 hours on July 1, 2025 will have until June 30, 2028 at 11:59 PM to use those hours; any accrual balance over 75 hours will be forfeited at that time.

3. **Article 16. Vacations.** The parties agree to replace Section 1 A and B as follows:

Section 1. All vacation credit for employees will be computed and posted as of January 1st of each year except as provided below for newly hired employees under subsection (1). The Employer will grant vacation credit and time off in accordance with the following schedule:

A. Regular full time employees having less than twelve (12) months of continuous service as of January 1st in such succeeding calendar year shall be credited with vacation days as follows:

~~1) When full time employment begins between January 2nd and June 30th, then 5 days of vacation shall be granted and posted for use effective on the following January 1st, then a second 5 days of vacation shall be granted and posted for use effective July 1st.~~

~~2) When full time employment begins between July 1st and December 30th, then 5 days vacation shall be granted and posted for use effective on the following July 1st. (The following January 1st, the employee shall have posted the full annual vacation due the employee.)~~

B. Employees having twelve (12) months of continuous service in any calendar year shall be entitled to ten (10) working days vacation with pay each calendar year. Accrual of 6.25 hours per month until the following January 1st, and until twelve (12) months of continuous service is completed. Employees may begin using accrued time after 90 days of continuous service.

4. **Article 17. Sick Leave.** The parties agree to replace Section 13 with the following:

Section 13. Employees covered by this Agreement who were hired before July 1, 2025 and have completed five (5) years of consecutive service in a department (or departments) of the Town of Hudson under the Select Board, shall be entitled upon resignation, retirement, or in the event of death, to compensation in a lump sum of 25% of unused accumulated sick leave.

Employees covered by this Agreement hired on or after July 1, 2025, who have completed five (5) years of consecutive service in a department (or departments) of the Town of Hudson under the Select Board, shall be entitled upon retirement, or in the event of death, to compensation in a lump sum of 25% of unused accumulated sick leave.

5. **Article 18. Bereavement Leave.** The parties agree to modify Section 1 as follows:

Section 1. Leave up to three (3) days may be allowed for death in an employee's family as follows: mother, father, wife, husband, son, daughter, step-child, step-mother, step-father, sister, brother, grandfather, grandmother, mother-in-law, father-in-law, sister-in-law, brother-in-law,

grandson and granddaughter. An additional two (2) days of leave may be granted for extraordinary circumstances or to attend out-of-state services, provided prior notice is given to the Department Head. Leave of one (1) day may be allowed for the death of an employee's aunt, uncle, niece, or nephew.

6. **Article 28, Pay Rates.**

A. The parties agree to the following base wage increases for all bargaining unit members:

- (i) Effective July 1, 2025, the base wage rate shall be increased by 1.5%;
- (ii) Effective July 1, 2026, the base wage rate shall be increased by 2.0%; and
- (iii) Effective July 1, 2027, the base wage rate shall be increased by 1.0%.

B. Effective July 1, 2027, the parties agree to modify the wage schedule as follows:

- (i) Delete Grades 1-5;
- (ii) Delete Step 1 for all Grades (Step 2 will become the new Step 1);
- (iii) Eliminate 20-year employment requirement for Senior Step and rename "Senior Step" to "Step 8"; and,
- (iv) Add a new top step as Step 9 at 2.50% above Step 8.

C. The parties agree that the Customer Service/Lobby Assistant position will be classified as a Grade 11, and the following individuals will be placed on the steps and corresponding salary rates listed below upon date of transition of dispatch services:

Employee	Step/Grade	Salary on Transition Date
Fonseca	G11, S3	\$48,633
Oriente	G11, S2	\$46,766
Fournier	G11, S8	\$59,172
Ryan	G11, Senior	\$61,538

7. **Article 32, Incentive Days.**

A. The parties agree to retitle Article 32 from "Incentive Days" to "Personal Days."

B. The parties further agree to modify Article 32 by replacing the existing language with the following:

Section 1. Members of the bargaining unit shall earn two (2) personal days on July 1st of each contract year to be used within the same fiscal year. Personal days may not be accumulated or sold back to the Town.

Section 2. The Department Head shall approve the use of all personal days to ensure that such usage shall not force the department to pay overtime to fill the vacancy caused by personal day usage.

8. **Article 36, Duration.** The parties agree to amend Article 36 to provide for a three (3) year agreement for the period of July 1, 2025 to June 30, 2028.

9. **Miscellaneous.** The parties agree to add language to the CBA specific to the working conditions for the Customer Service/Lobby Assistant position as set forth in Attachment A to this memorandum of agreement.

10. **Housekeeping.**

A. The parties agree to add the words “at least” before “50%” to Section 1 of Article 15, Group Medical-Hospital Insurance, as follows: “The Town will agree to provide a primary plan for group medical hospital benefits as required by General Laws, Chapter 32B and to contribute at least 50% to the premium cost for said plan”.

B. The parties agree to delete the words “and Custodian” and “Custodian \$300” in Section 1 of Article 24, Clothing Allowance as follows: “Each full-time Transitman and ~~Custodian~~ in the unit shall receive an annual clothing allowance accruing as follows: October 1st Transitman \$300, ~~Custodian \$300~~” and to remove any other reference to custodian throughout the Agreement.

THIS AGREEMENT shall be subject to ratification by the Union and the Town of Hudson Select Board, and shall be subject to appropriation by Town Meeting.

THIS AGREEMENT has been executed by the duly authorized representatives of the Town of Hudson and AFSCME, AFL-CIO, STATE COUNCIL 93, LOCAL 3625, subject to the conditions herein.

TOWN OF HUDSON

By: Thomas Gregory
Thomas Gregory
Executive Assistant

Date: 6/23/2025

AFSCME, AFL-CIO, STATE COUNCIL 93,
LOCAL 3625 (Clerical)

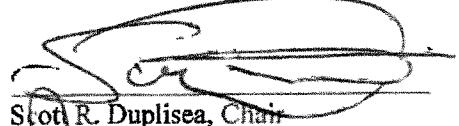
By: Marianne Robles
Marianne Robles, Staff Representative

By: Carol Holmes Burgess
Carol Holmes Burgess, Union Steward

Date: 7/2/2025

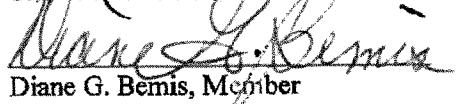
RATIFIED:

TOWN OF HUDSON
SELECT BOARD


Scott R. Duplisea, Chair


Judy Congdon, Vice Chair


Stephen C. Sharek, Clerk


Diane G. Bemis, Member

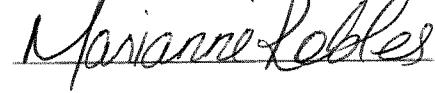

Lauren A. DuBreuil, Member

Date: 6/23/2025

AFSCME, AFL-CIO, STATE COUNCIL 93,
LOCAL 3625 (Clerical)


Carol Holmes Burgess, Union Steward


Nancy DeNecula


Marianne Robles

Date: 7/2/2025

ATTACHMENT A
(Provisions specific to Customer Service/Lobby Assistant to be added to the CBA)

Hours of Work (from 2022-2025 Dispatchers CBA)

Section 1. The Work Week and Hours of Work shall be posted in a conspicuous place in the Police Station. Customer Service/Lobby Assistant shall work a four on/two off (four and two) schedule, eight (8) hour shifts, inclusive of a $\frac{1}{2}$ hour meal break to be taken on site.

Section 2. The Town shall have discretion to change the above by:

- A. giving twenty (20) days' notice to the Union, including consultation as to the reasons for changing regular work hours or schedules, except when it is beyond the reasonable control of the Town.
- B. subject to the grievance procedure. In the event a grievance alleging the violation of this section is appealed to arbitration, the arbitrator will be limited to determining only if the Town has acted arbitrarily or capriciously with respect to changing the regular work hours or schedules.

Section 3. The Employer retains the right to schedule the hours of employment of all Customer Service/Lobby Assistant in accordance with the work requirements of the Police Department.

Section 4. Nothing in this Article shall prevent the scheduling of special schedules with mutual consent of the Employer and the employee concerned, provided the Town advises the Union Steward of the proposed special schedule and the Steward does not object.

Overtime (modified from 2022-2025 Dispatchers CBA)

Customer Service/ Lobby Assistants working a four on/two off (four and two) schedule shall be entitled to receive pay or compensatory time at 1.5 times (time and one half) their ordinary hourly rate for hours worked in excess of their regularly scheduled work week. The regularly scheduled work week, for the purposes of this section, shall mean the days scheduled for work under the four and two schedule which fall within the normal seven-day pay period established by the Town.

Holidays (from 2022-2025 Dispatchers CBA)

Section 1. All regular, full-time Customer Service/ Lobby Assistants shall receive eight (8) hours of pay for the following holidays, whether worked or not:

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

Section 2. To be eligible for holidays listed in above section, a Customer Service/ Lobby Assistant shall have worked on the last day prior to and the next regular scheduled working day following such holiday, or was on full pay status on such preceding and following days.

If a holiday occurs within a Customer Service/ Lobby Assistant's vacation period, they shall receive an additional day's vacation with pay.

Clothing Allowance (from 2022-2025 Dispatchers CBA)

Three long-sleeved shirts, and three short-sleeved shirts will be provided to each Customer Service / Lobby Assistant when hired. The Town will reimburse the cost of two pairs of pants, up to \$100 upon approval of the pants by the Police Chief. Customer Service/Lobby Assistants shall receive a clothing allowance of \$300 by October 1 of each contract year.

Shift Differential (from 2022-2025 Dispatchers CBA for second shift)

Customer Service/Lobby Assistants will be entitled to a shift differential at the following rate: Three percent (3%) of the straight time hourly rate for hours actually worked between 3:00 PM until 11 :00 PM.

Anniversary Date

On the date the Town transitions to regional dispatch, the dispatchers will assume the position of Customer Service/Lobby Assistant and will have their anniversary dates revised to be the transition date.

Wage Schedules

CLERICAL SCALE

FY26	1.5%	7/1/25							
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Senior Step**
1	\$18,786	\$19,540	\$20,321	\$21,132	\$21,978	\$22,858	\$23,771	\$24,722	\$25,711
2	\$20,419	\$21,236	\$22,085	\$22,968	\$23,890	\$24,847	\$25,837	\$26,870	\$27,944
3	\$23,818	\$24,773	\$25,760	\$26,791	\$27,866	\$28,979	\$30,141	\$31,348	\$32,601
4	\$25,724	\$26,755	\$27,824	\$28,935	\$30,092	\$31,296	\$32,548	\$33,851	\$35,206
5	\$27,781	\$28,893	\$30,049	\$31,249	\$32,503	\$33,800	\$35,153	\$36,560	\$38,023
6	\$30,604	\$31,828	\$33,100	\$34,426	\$35,804	\$37,238	\$38,726	\$40,273	\$41,884
7	\$33,054	\$34,374	\$35,750	\$37,180	\$38,663	\$40,213	\$41,819	\$43,494	\$45,234
8	\$35,698	\$37,123	\$38,612	\$40,156	\$41,759	\$43,431	\$45,168	\$46,976	\$48,854
9	\$38,551	\$40,099	\$41,700	\$43,365	\$45,104	\$46,906	\$48,782	\$50,732	\$52,761
10	\$41,641	\$43,304	\$45,035	\$46,835	\$48,711	\$50,657	\$52,681	\$54,789	\$56,980
11	\$44,967	\$46,766	\$48,633	\$50,581	\$52,605	\$54,712	\$56,896	\$59,172	\$61,538
12	\$48,563	\$50,506	\$52,526	\$54,629	\$56,814	\$59,087	\$61,454	\$63,912	\$66,469

** Those employees who have attained the top step of their grade and have been employed by the Town for at least 20 years will move to the Senior Step after having been on the top step of their grade for at least one year.

FY27	2.0%	7/1/26							
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Senior Step**
1	\$19,162	\$19,931	\$20,727	\$21,554	\$22,417	\$23,315	\$24,246	\$25,217	\$26,225
2	\$20,827	\$21,661	\$22,527	\$23,427	\$24,368	\$25,344	\$26,354	\$27,407	\$28,503
3	\$24,295	\$25,268	\$26,275	\$27,327	\$28,423	\$29,558	\$30,743	\$31,974	\$33,253
4	\$26,239	\$27,290	\$28,380	\$29,513	\$30,694	\$31,922	\$33,199	\$34,528	\$35,910
5	\$28,337	\$29,471	\$30,650	\$31,874	\$33,153	\$34,476	\$35,856	\$37,291	\$38,783
6	\$31,216	\$32,465	\$33,762	\$35,115	\$36,520	\$37,983	\$39,500	\$41,078	\$42,722
7	\$33,715	\$35,062	\$36,465	\$37,924	\$39,437	\$41,018	\$42,656	\$44,364	\$46,139
8	\$36,412	\$37,866	\$39,384	\$40,959	\$42,594	\$44,299	\$46,072	\$47,915	\$49,831

9	\$39,322	\$40,901	\$42,534	\$44,232	\$46,006	\$47,844	\$49,758	\$51,746	\$53,816
10	\$42,473	\$44,170	\$45,935	\$47,771	\$49,685	\$51,670	\$53,735	\$55,885	\$58,120
11	\$45,866	\$47,701	\$49,606	\$51,592	\$53,657	\$55,806	\$58,034	\$60,355	\$62,769
12	\$49,535	\$51,517	\$53,577	\$55,721	\$57,950	\$60,269	\$62,683	\$65,191	\$67,799

** Those employees who have attained the top step of their grade and have been employed by the Town for at least 20 years will move to the Senior Step after having been on the top step of their grade for at least one year.

FY28	1.0%	7/1/27							
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
1	\$32,789	\$34,100	\$35,466	\$36,885	\$38,363	\$39,895	\$41,489	\$43,149	\$44,228
2	\$35,412	\$36,829	\$38,303	\$39,831	\$41,428	\$43,082	\$44,808	\$46,600	\$47,765
3	\$38,244	\$39,778	\$41,369	\$43,020	\$44,742	\$46,532	\$48,394	\$50,330	\$51,588
4	\$41,310	\$42,959	\$44,675	\$46,466	\$48,322	\$50,255	\$52,264	\$54,354	\$55,713
5	\$44,611	\$46,395	\$48,249	\$50,182	\$52,187	\$54,272	\$56,444	\$58,701	\$60,168
6	\$48,178	\$50,102	\$52,108	\$54,193	\$56,364	\$58,614	\$60,959	\$63,397	\$64,982
7	\$52,032	\$54,112	\$56,278	\$58,530	\$60,871	\$63,310	\$65,843	\$68,477	\$70,189