



TOWN OF HANOVER

550 HANOVER STREET, SUITE 29
HANOVER, MASSACHUSETTS 02339
781-826-5000 781-826-2261

Troy B.G. Clarkson
Town Manager

WORK AGREEMENT – FIRE CHIEF

This Agreement confirms and expressly outlines the salary and fringe benefits to which you shall be entitled as FIRE CHIEF of the Hanover Fire Department from July 1, 2017 until June 30, 2020. As Chief of the Hanover Fire Department, you will also serve as Fire Warden and Director of the Hanover Emergency Management Agency.

Your salary will be \$138,213 for Fiscal Year (FY18). The salary for FY19 will be \$145,124, and for FY20 will be \$152,380, upon the completions of a successful annual performance review by the Town Manager. Your annual compensation includes base pay, vacation pay, holiday pay (including MGL CH. 147:17F), personal days, longevity, recognition of educational degrees and other attainments, which enhance your position of Fire Chief.

You shall also be entitled to the following fringe benefits:

1. A separate allowance of \$1,250 annually for purchasing and cleaning uniforms, payment to be made upon proof of purchase given to the Selectmen's Office.
2. Annual paid vacation of six (6) weeks. No compensatory time will be available under this contract. Up to two (2) weeks of vacation may be carried over from one year to the next, or compensated at the request of the Fire Chief. Any such vacation time carried over must be used within six (6) months of the beginning of the year to which such time was carried over. All unused vacation leave shall be paid in full to you or to your estate upon your death, and upon separation from employment from the Town, unless such separation is due to just cause.
3. Holidays (included in the annual salary) as follows: New Year's Day, Martin Luther King Day, Presidents' Day, Patriots' Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, Christmas Day.
4. Bereavement leave of four (4) days in the event a death in your immediate family shall be given without loss of pay. For purposes of this paragraph, the term "immediate family" shall mean and include the following: Mother, Father, Mother/Father-in-law, Sister, Brother, Spouse, Child, Sister/Brother-in-law, and Grandparent. One (1) day of bereavement shall be granted for the death of an Aunt/Uncle or Grandparent/in-law.
5. The Town will provide up to three (3) personal days per calendar for absence due to non-work related injury, illness or other important personal business.
6. The Town will require and pay for a job description-related physical examination every other year.
7. Sick Leave will continue to accrue at a rate of ten (10) days per year. As of the date of this agreement, 113 days will be deducted from the total amount accumulated and distributed as follows:

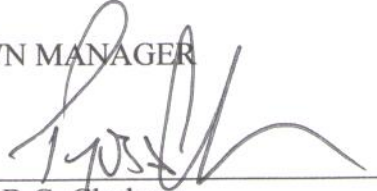
- I. The value has been calculated based on the FY17 salary and frozen in value. It is agreed that the value for FY17 is \$56,119.28;
- II. On July 6, 2017, a payment of \$24,000 shall be made to the Chief's deferred compensation plan;
- III. On July 6, 2017, a payment of \$5,000 shall be made to the Chief;
- IV. On January 4, 2018, a payment of \$24,000 shall be made to the Chief's deferred compensation plan; and
- V. On January 4, 2018, a payment of \$3,119.28 shall be made to the Chief.

No loss of pay or sick leave will be incurred if you are absent from duty because of an injury sustained in the line of duty for which you may be entitled to compensation under MGL Ch. 41 §111F, or if you are exposed to a contagious or infectious disease in the line of duty and contract that disease, as evidenced by a physician's report.

- 8. A. The Town shall make available Life Insurance as allowed by MGL Ch. 32B, §5, §11A and §11D. The Town has purchased on your behalf, while you are an employee of the Town, a life insurance policy in the amount of \$5,000 subject to your filing the appropriate forms with the Treasurer's office.
B. You shall be provided an opportunity to join the Town of Hanover's Group Insurance Plan, which provides for group life insurance, group accidental death and dismemberment insurance, group hospitalization and surgical benefits, and extended benefits care for employees and retired employees, and their eligible dependents, with the premium shared equally (50%-50% basis) between the employee and the Town. Admission to the membership in said plan, and entitlement to its benefits, shall be in accordance with the terms and conditions of the contract between the Town and the Insurance Carrier.
 - 9. Professional Development – the Chief shall attend, and the Town shall fund, seminars or courses annually, to be determined in consultation with the Town Manager.
 - 10. The Town agrees to provide a motor vehicle for the official use of the Fire Chief. The vehicle shall be provided with emergency communication devices to facilitate contact between the Fire Chief and Fire Department personnel and apparatus as well as other agencies and vehicles.
 - 11. It is the intent of the parties to review this salary and benefit Agreement annually with you so that appropriate compensation will be provided. The review process will also consist of a performance evaluation and an annual meeting to assess position goals, objectives, progress and challenges.
 - 12. This position shall be considered full-time employment and you shall not hold other public office elective or appointed, or perform any other compensated employment without the consent of the Town Manager.
 - 13. You agree to give the Town 90 day notice should you choose to leave the employ of the Town as the Fire Chief prior to the end of this agreement.
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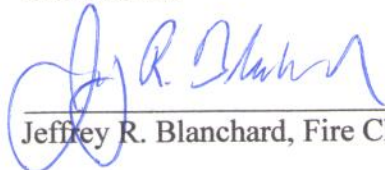
14. If any paragraph or part of this Agreement is invalid, it shall not affect the remainder of said Agreement, but said remainder shall be binding and effective against all parties.
15. All other benefits, including pension benefits to which you may be entitled as a matter of law, shall be provided by the Town where particular statutes are applicable and so provided.

TOWN MANAGER



Troy B.G. Clarkson

FIRE CHIEF



Jeffrey R. Blanchard, Fire Chief

Date: 5-2-17

cc: Accountant
Treasurer
Personnel