

Personnel Board  
Chilmark, MA 02535

Taw

To: Board of Selectmen  
From: Jennie Greene, Chairman  
Date: March 9, 2011  
Re: Fire Chief Annual Remuneration

As you know the Finance Committee did not make a final recommendation for the Fire Department Budget because they were aware that the Personnel Board was in the process of reviewing the Fire Chief Job Description. The Finance Committee did set aside up to \$6,000 for increases to the position.

The Personnel Board reviewed the Job Description and made some adjustments to the Description due to the changes in time and state requirements. The Board used the Municipal Guide to evaluate the position and it came out very high. If the position was full time it could be the equivalent of the Police Chief or the Executive Secretary. However, this position is not full time. However, the normal position has set hours and times of work associated with the position and the Fire Chief does not have these. The position clearly has major responsibilities between supervision, the buildings and equipment associated with the Fire Department, the state requirements for fire investigations, inspections, and other Town Emergencies.

The Personnel Board then did a survey of the other Island towns (attached) to find out how they pay their Fire Chiefs and it was found that in most Towns the position is paid a stipend and there are no benefits associated with the job. Chilmark pays for the benefits for the Fire Chief as was approved by the Board of Selectmen after the last time the position was reviewed by the Personnel Board. The Personnel Board was not involved in this process.

At this time it is the recommendation of the Personnel Board that any increase should include consideration of the fact that the Town is paying benefits and they are part of the remuneration of the this stipend position. We leave it to the Board of Selectmen to determine the stipend for the Fire Chief.

The Personnel Board will evaluate this position again before the next budgeting season.

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