

**TOWN OF BOXFORD EMPLOYMENT AGREEMENT
TREASURER/COLLECTOR OF TAXES**

AN AGREEMENT BETWEEN *Ellen S. Guerin* AND THE TOWN OF BOXFORD,
MASSACHUSETTS.

TERM OF AGREEMENT

The Town (acting by and through its Director of Municipal Finance and Select Board) agrees to employ Ellen S. Guerin as the Treasurer/Collector of Taxes for the term of three years ending June 30, 2026.

COMPENSATION

The Town agrees, subject to appropriation, to pay Ellen S. Guerin for her services in the following manner:

(FY 2024) July 1, 2023 – June 30, 2024: \$106,837.91

(FY 2025) July 1, 2024 – June 30, 2025: subject to renegotiation and appropriation

(FY 2026) July 1, 2025 – June 30, 2026: subject to renegotiation and appropriation

Merit increases are determined annually by the Select Board and are subject to appropriation.

DUTIES OF POSITION

The duties for this position are stated in the position's job description.

REGULAR WORKING HOURS

The Treasurer/Collector of Taxes is a professional department manager position and, as such, the position will require additional work hours including expanded workdays and some evening meetings. The Town agrees to grant the Treasurer/Collector of Taxes flexibility in scheduling her hours in a manner that best meets the needs of the department, subject to the approval of the Director of Municipal Finance.

OTHER PERSONAL BENEFITS

The Treasurer/Collector of Taxes shall be entitled to all benefits in the Boxford Personnel Bylaw, including any amendments to the bylaw made after the signing of this contract.

EDUCATIONAL BENEFITS/PROFESSIONAL DEVELOPMENT

The Town agrees to pay membership dues and the full amount for seminars, updates and any ongoing educational training for the Treasurer/Collector of Taxes upon approval of the Director of Municipal Finance, up to the amount available for that purpose in the annual budget.

TERMINATION

The Town may choose to terminate the Treasurer/Collector of Taxes with cause upon thirty (30) days written notice to the Treasurer/Collector of Taxes. In case of termination for any reason, voluntary or involuntary, resignation, and/or any other inability to perform the functions of the position, continued compensation under this contract shall cease.

STATEMENT ON CONTINUATION OF CURRENT CONTRACT

In the event that a subsequent contract is not executed in a timely manner, the Director of Municipal Finance and Select Board shall re-appoint the Treasurer/Collector of Taxes for an extension interim appointment term that the Director of Municipal Finance and the Select Board deem appropriate to complete negotiations on a new contract. If re-appointment is approved and an extension term is voted, the present contract shall remain in full force and effect until the end of such extended term or until a new contract is executed, whichever occurs first. In no event does this section require re-appointment by the Director of Municipal Finance and Select Board, nor does it express or imply job security for the appointed employee.

STATEMENT ON OUTSIDE BUSINESS ACTIVITIES

The Treasurer/Collector of Taxes agrees that she shall not engage in outside business activities during business hours without the prior written approval of the Director of Municipal Finance and the Select Board. Notwithstanding any such approval, it is agreed that the primary employment of the Treasurer/Collector of Taxes shall be with the Town of Boxford.

Furthermore, the Treasurer/Collector of Taxes is prohibited from representing any such outside business activity at any time before Boxford boards and committees and is also prohibited from representing, advising, and performing ministerial acts on behalf of the Town in its regulatory role with any such outside business activity.

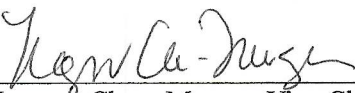
GENERAL PROVISIONS

This contract constitutes all of the agreements of the parties. Any supplemental or additional agreement hereafter made shall be made in writing.

IN WITNESS THEREOF, the Town of Boxford has executed and delivered this Agreement in duplicate acting by and through the Director of Municipal Finance and the Select Board and the Treasurer/Collector of Taxes on this 7th day of August, 2023.

THE TOWN OF BOXFORD ACTING BY AND THROUGH
IT'S DIRECTOR OF MUNICIPAL FINANCE AND SELECT BOARD

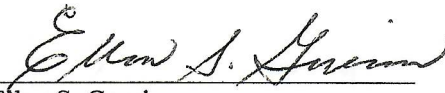

Barbara G. Jessel, Chair


Margaret Chow-Menzer, Vice-Chair/Clerk


Charles J. Costello

Peter C Perkins

Judith A. Stickney


Ellen S. Guerin
Treasurer/Collector of Taxes

Date: 8/07/23


Brendan S. Sweeney
Director of Municipal Finance

Date: 8/7/23