

**2015 INTERMUNICIPAL VETERANS' SERVICE OFFICER AGREEMENT
BETWEEN THE TOWN OF ARLINGTON AND THE TOWN OF WINCHESTER**

WHEREAS, the Town of Arlington ("Arlington") and the Town of Winchester ("Winchester") possess mutual interest in enhancing their respective local veterans' services through coordinated administration of local veterans' resources; and

WHEREAS, Arlington and Winchester are mutually agreeable and desirous of exploring the potential for the creation of a Veterans Service District; and

WHEREAS, the Massachusetts Department of Veterans' Service has approved a joint proposal by Arlington and Winchester to have Arlington's Veterans' Service Officer ("VSO") coordinate veterans' services in both communities for a trial period;

THEREFORE, said respective Towns enter into this Agreement in accordance with the M.G.L. c. 40 §4A as follows:

- A. The Town of Arlington, through its Veterans' Service Officer ("VSO"), shall provide coverage for M.G.L. c. 115 veterans' services, as well as other veterans resources under local, state, and federal programs for the Town of Winchester coordinated in conjunction with a part-time VSO from Winchester for the period of July 1, 2015 through December 31, 2015.
- B. In such a capacity, Arlington's VSO shall coordinate and conduct appointments through the Arlington VSO Office in Arlington Town Hall, but in the event that a veteran or their dependent is unable to travel to Arlington, the VSO shall travel to Winchester to serve any such veterans by appointment as necessary and appropriate.
- C. Arlington's VSO will evaluate Winchester veteran applicants for c. 115 benefits eligibility and file paperwork accordingly with the Department of Veterans' Services (DVS) for approval and reimbursement. On a monthly basis, Arlington's VSO will transmit benefits payment statements to Winchester officials and/or personnel for processing and payment to eligible Winchester veterans. The Arlington VSO, per DVS guidelines, will be

responsible to “Close-out” and verify expenditures for Winchester and will submit these reports to the Winchester Treasurer for certification with DVS.

- D. In exchange, for the foregoing services by Arlington’s VSO, Winchester shall compensate Arrington at a rate of Fifty (\$50.00) Dollars per hour for an estimated weekly cost of Two Hundred (\$200.00) Dollars based upon an estimated four (4) hours of work per week fielding calls and taking meetings with Winchester Veterans throughout the term of this Agreement for a total cost not to exceed Five Thousand Four Hundred (\$5,400) Dollars, subject to the availability of funds.
- E. The weekly hours of service provided by Arlington’s VSO, as well as the compensation for such services may be amended by mutual letter of agreement and appropriate authorization by the municipalities.
- F. On or about December 1, 2015, the municipalities shall conduct a 30-day audit and review of the benefits and services of the foregoing arrangements for the propose of considering initiating the process for establishing a formal Veterans’ Service District between the municipalities as provided by c. 115 and 108 CMR 12.02(1).

For the Town of Winchester
By its Town Manager,

For the Town of Arlington
By its Town Manager,

Richard Howard

Adam W. Chapdelaine

Date:

Date:

As authorized by the Winchester
Board of Selectmen on:

As authorized by the Arlington
Board of Selectmen on:
