



Natick Recreation and Parks

People Driven. Service Focused.

Karen Partanen
Recreation & Parks
Director

To: Jamie Errickson, Acting Town Administrator
From: Karen Partanen, Recreation & Parks Director
Re: Municipal Employee Exemption
Date: July 26, 2021

A handwritten signature in blue ink, appearing to be "J. Errickson", written over the "To:" line of the memo.

I request the following employee be granted an exception from the provision of Article 41, Section 4 of the Town of Natick By-Laws in order that the Recreation & Parks Department can hire this current town employee under the provisions of MGL Ch. 268A s1.

Name: Kurt McDowell
Current Position: General Manager Sassamon Trace Golf Course
2nd Position: Natick High School Varsity Golf Coach

**DISCLOSURE OF FINANCIAL INTEREST BY MUNICIPAL EMPLOYEE,
CERTIFICATION BY HEAD OF CONTRACTING AGENCY AND APPROVAL
AS REQUIRED BY G. L.C.268A §20(b)**

Note: You are eligible for this exemption only if you meet all of the following requirements:

Your regular agency is not the contracting agency or an agency that regulates the activities of the contracting agency;
You do not participate in or have official responsibility for any of the activities of the contracting agency;

The contract was made after public notice or competitive bidding;

You complete, sign, and file with the town or city clerk this disclosure form;

And, if the contract is for your personal services:

The services will be provided outside your normal municipal working hours;

The services are not required as part of your regular duties as a municipal employee;

You are compensated for the services for not more than 500 hours during a calendar year;

The head of the contracting agency completes and signs the certificate below.

The city or town council, board of aldermen, or board of selectmen approve this exemption from '20 below.

Name:	Kurt McDowell
Title or Position:	General Manager of Sassamon Trace Golf Course
Agency/Department:	Recreation
Office Phone:	508-655-1330
Contracting municipal agency:	Natick High School
Contract is for:	Varsity Golf Coach
Financial interest of employee and immediate family:	\$4,900
Employee Signature:	Kurt B McDowell
Date:	7/24/21

**CERTIFICATE BY HEAD OF CONTRACTING AGENCY
(if contract is for municipal employee's personal services)**

I certify that no employee of my agency is available to perform the contract services described above as part of his or her regular duties.

Name:	Karen Partanen
Agency:	Natick Recreation + Parks
Office Phone:	508-647-6532
Signature:	[Signature]
Date:	7/28/21

**APPROVAL OF EXEMPTION
(if contract is for municipal employee's personal services)**

The city or town council, board of aldermen, or board of selectmen approve this exemption from §20.

Signature:	
Date:	

After disclosure (and certification and approval, if needed) are completed and signed,
file this form with the city or town clerk.
Attach additional pages if necessary.