

Warrant Article Questionnaire Non-Standard Town Agency Articles

Section III – Questions with Response Boxes – To Be Completed By Petition Sponsor

Article # 16	Date Form Completed: 9/14/22
Article Title: Town Clerk from Elected to Appointed Position	
Sponsor Name: Town Clerk, Town Administrator, Personnel Board	Email: dpacker@natickma.org ; jerrickson@natickma.org

Question	Question																				
1	Provide the article motion exactly as it will appear in the Finance Committee Recommendation Book and presented to Town Meeting for action.																				
Response	To be provided separately.																				
2	At a summary level and very clearly, what is the proposed purpose and objective of this Warrant Article and the accompanying Motion?																				
Response	To change the Town Charter and Bylaws to change the Town Clerk position from an elected position to an appointed position. This seeks to address several objectives, including supporting proactive successional planning, responding to the increased technical and complex nature of the Clerks position and office, ensuring appropriate experience and expertise required for the position of Town Clerk.																				
3	Has this article or one of a very similar scope and substance been on a previous Warrant Article and what have been the actions taken by the Finance Committee, other Boards or Committees and Town Meeting?																				
Response	<p>Yes, most recently prior to 2010. The item did not receive 2/3rds support at Town Meeting (which is required to bring this forward to the voters)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 25%;">Warrant Period Ex: 2021 SATM</th> <th style="width: 25%;">Other Committees Ex: Planning Bd refer</th> <th style="width: 25%;">FinCom Action Ex: Referral</th> <th style="width: 25%;">Town Meeting Ex: Referral</th> </tr> </thead> <tbody> <tr> <td>Fall ATM 2009</td> <td></td> <td>Approval</td> <td>Failed did not get 2/3 vote</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Comments:</p>	Warrant Period Ex: 2021 SATM	Other Committees Ex: Planning Bd refer	FinCom Action Ex: Referral	Town Meeting Ex: Referral	Fall ATM 2009		Approval	Failed did not get 2/3 vote												
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4	Why is it required for the Town of Natick and for the Town Agency sponsor(s)?
Response	This is not required, but desired for many reasons. This seeks to address several objectives, including supporting proactive successional planning, responding to the increased technical and complex nature of the Clerks position and office, and ensuring appropriate experience and expertise required for the position of Town Clerk. Further, as a person working as an employee of the Town, this provides the Town Clerk with a management support system comparable to other departments and department heads in the organization.
5	Does this article require funding, how much, from what source of funds and under whose authority will the appropriation be managed and spent?
Response	No funding is required for this article.
6	Does this article act in any way in concert with, in support of, or to extend any prior action of Natick Town Meeting, Massachusetts General Laws or CMR's or other such legislation or actions? Does this article seek to amend, rescind or otherwise change any prior action of Natick Town Meeting?
Response	No. This does work in conjunction with and follows process requirements under local bylaws and state laws.
7	How does the proposed motion (and implementation) fit with the relevant Town Bylaws, financial and capital plan, comprehensive Master Plan, and community values as well as relevant state laws and regulations?
Response	At this time, there are no required adjustments needed to the Town Bylaws, or relevant state laws and regulations.
8	Who are the critical participants in executing the effort envisioned by the article motion?
Response	In addition to Town Meeting and the residents (who, pending action of Town Meeting, will be asked to vote on a charter change), the Town Clerk, Town Administrator and Personnel Board will be involved in executing the effort. The Town Clerk and Town Administrator are working jointly to advance this initiative through Town Meeting, and assuming it passes at the local election, will work jointly to develop a job description for consideration by the Personnel Board (as required by the Town Bylaws for non-union, non-elected personnel).

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9	<p>What steps and communication has the sponsor attempted to assure that:</p> <ul style="list-style-type: none"> ● Interested parties were notified in a timely way and had a chance to participate in the process ● Appropriate Town Boards & Committees were consulted ● Required public hearings were held
Response	<p>The Town Administrator and Town Clerk have been meeting regularly for the past year+ on discussing this idea (especially in regards to succession planning for the Clerks Office), formulating the effort, and preparing for Town Meeting. Further, the two presented and received unanimous support from the Personnel Board of this effort (including their willingness to co-sponsor the article) at their August 10, 2022 public meeting. The Town Administrator has also provided regular updates to the Select Board regarding this effort.</p>
10	<p>Since submitting the article have you identified issues that weren't initially considered in the development of the proposal?</p>
Response	<p>No issues have been identified.</p>
11	<p>If this Warrant Article is not approved by Town Meeting what are the consequences to the Town and to the sponsor(s)? Please be specific on both financial and other consequences?</p>
Response	<p>The Town Clerks position will remain as is.</p>