

Warrant Article Questionnaire Non-Standard Town Agency Articles

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

Article #27	Date Form Completed: 10/02/23
Article Title: Roles and Responsibilities of Personnel Board	
Sponsor Name: Select Board	Email: 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	Please see attached motion.
2	At a summary level and very clearly, what is the proposed purpose and objective of this Warrant Article and the accompanying Motion?
Response	The purpose of this article is to adjust Article 24 of the Natick Bylaws specific to the functions and procedures of the Personnel Board to more accurately reflect current practices of Town Administration and the role of the Personnel Board as advisory and supportive to the TA/Director of Human Resources (HR). At the time of the original adoption of Article 24 (in the 1980s, with amendments through the years), it is the understanding of the sponsor that Town Administration lacked a full human resources department that provided management and oversight of personnel and human resource matters. At that time, the Personnel Board provided these functions and oversight. Processes of the Personnel Board and human resources evolved through the decades as the Town created and hired a full service human resources department, and the role of the Board became more advisory. The proposed amendments to Article 24 are intended to reflect this evolution, while at the same time ensuring that the Personnel Board still provides an essential advisory function to Town Administration on personnel matters and continues to report to Town Meeting on such matters, supporting good governance and transparency.
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	No
4	Why is it required for the Town of Natick and for the Town Agency sponsor(s)?
Response	This is not required, but will benefit the administrative functions of Town Administration by making them more efficient and adjust the Bylaws to more accurately reflect current practices.

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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
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	There are no recent amendments to the Bylaws that this article seeks to adjust or impact.
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	The motion seeks to amend Article 24 of the Town Bylaws as noted.
8	Who are the critical participants in executing the effort envisioned by the article motion?
Response	Town Administration, Personnel Board, and Human Resources Department.
9	What steps and communication has the sponsor attempted to assure that: <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	The Select Board and Town Administrator worked with the Chair of the Personnel Board and the Human Resources Director in preparing this article. There are no required public hearings needed prior to this article being heard by the Finance Committee. This article was discussed extensively at Select Board meetings.
10	Since submitting the article have you identified issues that weren't initially considered in the development of the proposal?
Response	No

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11	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?
Response	Business as usual. No financial implications, though efficiencies of operations will not be realized.