

Personnel Board Meeting
Wayland Town Building – Selectmen’s Office
Draft Minutes (Excerpt)
September 25, 2018 8:00 am

Town Manager Special Act

The Board discussed the extent to which the draft Town Manager Special Act is consistent with the Town Administrator’s contract. Section 8(b) of the Special Act suggests that the current contract preempts the Special Act. The Personnel Board suggested a section-by-section review of the Special Act compared to the current Town Administrator By-law, other by-laws, and the current Town Administrator contract.

Section 5 of the Special Act, which addresses temporary absence or vacancy, grants the Town Manager authority to designate a temporary replacement for absences of fewer than 30 days and limits the responsibilities of the temporary Town Manager. Members of the Personnel Board questioned the rationale for not letting the temporary Town Manager perform all – or almost all – of the Town Manager’s job functions.

During absences greater than 30 days, the Board of Selectmen appoints an acting Town Manager. The Personnel Board discussed whether it might be preferable to have the Board of Selectmen designate the temporary replacement in all instances and grant that individual authority similar to the regular Town Manager.

The Board discussed whether the Special Act should identify the Town Manager as the Chief Financial Officer.

The Board acknowledged that Section 6(d) grants the Town Administrator broad responsibilities to conduct collective bargaining independent of the Personnel Board. Members of the Board discussed whether they would have a role in grievances. Currently, the grievance process is written into individual collective bargaining agreements. If the Personnel Board no longer participates in the negotiation of collective bargaining agreements or hears grievances, then its only remaining role may be the wage and hour classification. The Personnel Board suggested that it might be worthwhile to conduct a section-by-section review of the Special Act compared to the current Personnel Board By-law.