



ARTICLE 6: Personnel Bylaw Amendment

ARTICLE 6. To determine whether the Town will vote to strike the text of the Personnel Bylaw in its entirety and replace it with the following, or take any other action relative thereto:

The Town of Concord Personnel Bylaw

.... *(See proposed Bylaw printed in Warrant)*



What is the goal of this article?

To support a personnel system that is:

- Efficient
- Responsive to changing operational needs, employment laws, & workforce trends
- Effective for the recruitment & retention of high-quality employees
- Consistent with a strong Town Manager form of government



What is the Personnel Bylaw?

- The Bylaw is the Wage & Salary Classification Plan for Non-Union, Town staff
- It addresses details such as job titles, wages & paid leave
- It doesn't apply to School and Unionized employees
 - Applies to ~1/4 of our Town & CPS regular workforce
- Town Manager & Personnel Board have administrative authority for the Bylaw; all changes are voted by Town Meeting (historically on Consent Calendar)



What is the concept of the proposed Bylaw?

- Sets forth required **elements**, rather than details. Requires:
 - A lawful, equitable & efficient system of personnel administration
 - Personnel policies about rights, obligations, and benefits
 - A job classification plan
 - A compensation plan
 - A method for appointing employees based on merit principles
 - A record-keeping system



What is the impact of this article?

- Centralize employee compensation decisions so Town Manager is the authority for all Town employees
- Eliminate the need to bring these issues to the Personnel Board and, subsequently, Town Meeting
- Reduce the Personnel Board from 5 to 3 members, appointed by the Select Board for three-year terms
- Retain the Personnel Board in an advisory role



What is the future role of the Personnel Board?

At the Town Manager's request, the Personnel Board may advise the Town Manager on key HR issues, such as:

- Workplace employment trends
- Non-compensation components of employment
- Citizen expectations of town employees
- Retention strategies for key positions



Why are we asking for this action now?

- Concord has been a leader in offering innovative services
 - Concord Municipal Light Plant (and its carbon-neutral goals)
 - Broadband Telecommunications
 - Beede Center
- Citizens are demanding ever-increasing levels of service
- Employment laws are regularly increasing and changing
- Our HR systems must be creative, responsive, competitive
- Concord's form of government has developed
 - Town Manager w/centralized Human Resources Department



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