

HOUSE No. 03651

[LOCAL APPROVAL RECEIVED.]

The Commonwealth of Massachusetts

PRESENTED BY:

Sean Garballey

To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:

The undersigned legislators and/or citizens respectfully petition for the passage of the accompanying bill:

An Act relative to the human resource department of the town of Arlington.

PETITION OF:

NAME:	DISTRICT/ADDRESS:
<i>Sean Garballey</i>	<i>23rd Middlesex</i>
<i>William N. Brownsberger</i>	<i>24th Middlesex</i>
<i>Jay Kaufman</i>	<i>15th Middlesex</i>

[Pin Slip]

The Commonwealth of Massachusetts

In the Year Two Thousand Eleven

An Act relative to the human resource department of the town of Arlington.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

1 SECTION 1. Chapter 503 of the acts of 1952 is hereby amended by striking out section 24, as
2 amended by section 2 of chapter 308 of the acts of 1979, and inserting in place thereof the
3 following section:-

4 Section 24. Human Resource Department. The town manager shall appoint a suitably qualified
5 person to be human resource director of the town, who shall have overall supervision of the
6 human resource department of the town, and who shall be responsible for the development and
7 implementation of personnel policies and procedures based upon the concept of merit. It shall be
8 the duty of the director to administer the pay and classification plans as now or hereinafter
9 provided in the town by-laws, maintain employee records, and perform such other duties as may
10 be assigned by a vote of the town meeting. All town appointing authorities shall process the
11 hiring of staff through the town human resource department. The human resource department

12 shall work with town appointing authorities to prepare job descriptions and job posting materials,
13 shall post positions and receive application materials, and shall turn application materials over to
14 appointing authorities for their consideration and final decision.

15 Upon the vote of the school department to consolidate its human resource functions with those of
16 the town of Arlington under section 37M of chapter 71 of the General Laws, all of the duties
17 described above and relating to the said school department are subject to review and approval by
18 the superintendent of schools. The town manager shall seek input from said superintendent
19 relating to the appointment and performance evaluation of the director of the human resource
20 department.

21 SECTION 2. Said chapter 503 of the acts of 1952 is hereby further amended by striking out
22 section 24A, as inserted by said section 2 of chapter 308 of the acts of 1979 and further amended
23 by section 1 of chapter 226 of the acts of 1990, and inserting in place thereof the following
24 section:-

25 Section 24A. Human Resource Board. There shall be established a human resource board, which
26 shall consist of 3 members to be appointed by the town manager. Each member shall be selected
27 on the basis of professional experience and expertise in the area of personnel administration.
28 Said human resource board shall be empowered, after consultation with the human resource
29 director, to hear and rule on employee appeals of adverse reclassification determinations of the
30 human resource director. Said board shall perform such other functions as may be provided for
31 in the town by-laws or in a collective bargaining agreement. Implementation of this section shall
32 be guided by the town by-laws.

33 SECTION 3. This act shall take effect upon its passage.