

ARTICLE x

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Submitted by: Deputy Town Administrator and Director of Finance

To see if the Town will vote to amend Article 3.11A of the General Bylaw by adding the following:

Pursuant to Section 6.B of Chapter 25 of the Acts of 1993, as amended by Chapter 29 of the Acts of 2004 (the "Act"), the organization and structure of the Finance Department is hereby modified and amended to create a "Payroll" division with the head being the "Payroll Director." As provided in Section 4 of the Act, said Payroll Director shall appoint and may remove all personnel within the division, subject to approval of the Finance Director. The Payroll Division shall be responsible for "the preparation of payrolls," which the Act had made the responsibility of the division of accounts. See Section 5.A.iii of the Act. The Act at Section 4.C.iv grants the Finance Director the specific power and duty "to process and record all departmental payrolls." Hereafter, the Payroll Director shall be primarily responsible for processing and recording all departmental payrolls subject to the oversight and approval of the Finance Director.

Or act on anything related thereto.

PETITIONER'S ARTICLE DESCRIPTION

The Town's Finance Department currently consists of four Divisions: Accounts (the Comptroller's Office), Assessing, Purchasing, and Treasury, with the responsibility of processing weekly payroll for all of the Town's 3,670 employees residing with the Treasury Division's Payroll Subdivision. This subdivision performs a critical function, with all of the Town's departments relying on it to operate smoothly themselves. The level of knowledge, experience, and skill necessary to ensure payroll is completed in a timely and accurate manner, while also complying with the myriad state and federal laws governing its operation, indicates that the leader of this group should be on par with other Division Heads, both in terms of position and pay.

SELECT BOARD'S RECOMMENDATION

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ADVISORY COMMITTEE'S RECOMMENDATION