



## ARTICLE 6: Personnel Bylaw Amendment

### **Proposal to Amend Personnel Bylaw:**

- Section 12 – Holidays
- Section 13 – Vacation Leave
- Section 14 – Bereavement Leave

### **Applicable to:**

- Regular-Status, Non-Union, Town positions

### *Not applicable to:*

*Schools, temp/limited-status, & those covered by union or personal contract*



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### Background re the Personnel Bylaw:

- Established as allowed by M.G.L, Chapter 41, Sec. 108A & 108C
- Stated purpose is to establish an equitable and efficient system of personnel administration for Town employees
- Doesn't apply to all employees
- Sets forth provisions related to compensation & paid leave benefits
- Determines approval authority for such provisions  
(e.g., Town Meeting, Personnel Board, Town Manager)



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### Holiday Leave:

- Mass. law determines legal holidays on which Town offices must close
- Town employees with non-union positions only receive paid leave for holidays that Town Meeting incorporates into the Personnel Bylaw
- Approval of Article 6 would:
  - provide paid leave to regular-status employees for Juneteenth
  - add reference to Indigenous Peoples' Day with Columbus Day
  - replace gendered terms with neutral language in this section



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### Vacation Leave:

- Current: *“No vacation time may be taken until an employee has completed six (6) months of service, unless authorized in advance by the Town Manager”*
  
- Approval of Article 6 would:
  - remove this restriction
  - replace gendered terms with neutral language in this section



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### **Bereavement Leave:**

- Current: Up to 3 days' paid leave when needed due to the death of an immediate family member
  
- Approval of Article 6 would:
  - increase the limit from 3 to 5 days
  - remove the word "immediate" when referring to family
  - add reference to household members



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### The Personnel Board:

- Believes a different approach to the Personnel Bylaw would increase efficiency & responsiveness to workforce trends
- Is mindful that the Personnel Study Task Force will recommend future make-up of the Personnel Bylaw and role of the Personnel Board & Town Meeting
- **Recommends approval of the proposed paid leave provisions to support maintenance of fair and competitive benefits for the Town's non-union positions**



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### Personnel Bylaw Amendment

– Holidays, Vacation, Bereavement

Anticipated Motion:

That the Town take affirmative action on Article 6 as printed in the Warrant