

Question No. 1

Shall the Town approve the Charter Amendment proposed by a vote of the Natick 2022 Fall Annual Town Meeting under Article 16, summarized below:

Yes _____ No _____

Article 16 proposed to change the Natick Town Clerk position from elected to appointed. In order to accomplish this, the Natick Home Rule Charter (“Charter”) needs to be amended. First, Article 3, which set forth provisions that apply to elected officials must be amended. Specifically, Sections 3-1 and 3-5, which set forth the general listing of all elective offices (Section 3-1) and set forth specific duties regarding the elected Town Clerk (Section 3-5), would be changed. The changes would delete the Town Clerk position from the list of elected offices in Section 3-1 of the Charter, and Section 3-5 of the Charter would be deleted entirely.

Next, Article 6, which sets out the Administrative Organization of the Town, must be amended. Provisions which establish an appointed Town Clerk would be added to Article 6. New Section 6-5 would be added to the Charter which details the appointment process and qualifications of the Town Clerk, establishes the powers and duties of the Town Clerk, and specifies what happens if the Town Clerk position becomes vacant.

The proposed new language for Section 6-5 of the Charter is as follows:

Section 6-5 Town Clerk

- (a) Appointment and Qualifications - There shall be a town clerk appointed by the Town Administrator for a term of three years. The town clerk shall be a person especially fitted by experience, education, and training in the subject areas necessary to perform the duties of the office of town clerk. The representative Town Meeting may by bylaw (1) establish additional qualifications, powers and duties; and (2) provide for a screening committee for appointments for the position of Town Clerk
- (b) Powers and Duties - The town clerk shall be the keeper of vital statistics for the town, the custodian of the town seal, shall administer the oath of office to any person, elected or appointed, who shall apply to the town clerk for such purpose, shall issue such licenses and permits as are required by general laws to be issued by town clerks, supervise and manage the conduct of all elections and matters relating to elections, be the clerk of the representative town meeting, keep its records. The town clerk shall have all other powers and duties which are given to town clerks by general laws and shall have such additional powers and duties as are provided by charter, by by-law or by other town meeting vote, or by the Town Administrator.
- (c) Vacancy - If the town clerk is unable to perform the duties of the position because of disability or absence, or if the office is vacant because of resignation, death, or otherwise, the Town Administrator may appoint a temporary town clerk to hold such office and exercise the powers and perform the duties of the town clerk until the town clerk, who is disabled or absent, resumes the duties of the position, or until another town clerk is duly appointed. Said temporary appointment shall be in writing, signed by the Town Administrator and filed with the Select Board and the office of the Town Clerk.