

THE COMMONWEALTH OF MASSACHUSETTS

In the Year Two Thousand and Fourteen

AN ACT ESTABLISHING THE POSITION OF TOWN ADMINISTRATOR IN THE TOWN OF BELMONT.

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

SECTION 1. (a) The board of selectmen of the town of Belmont shall appoint a town administrator to serve at the pleasure of the board of selectmen. The town administrator shall be a person especially fitted by education, training and experience to perform the duties of the office.

(b) Under the direction of the board of selectmen, the town administrator shall: (i) serve as the town's chief administrative officer; (ii) act as the agent for the board of selectmen; (iii) be responsible to the board of selectmen for the proper operation of town affairs for which the town administrator is given responsibility pursuant to this act; (iv) supervise, direct and be responsible for the efficient administration of all departments and employees under the jurisdiction of the board of selectmen; and (v) perform all functions for which the town administrator is given responsibility, authority or control by this act, by-law or vote of the board of selectmen.

(c) The town administrator shall appoint, based upon merit and fitness, all non-elected department heads of the town, except: (i) the chief and employees of the police department; (ii) the chief and employees of the fire department; (iii) employees of the treasurer and tax collector; (iv) employees of the town clerk; (v) the superintendent and employees of the school department; (vi) the town accountant; (vii) the health director and employees of the health department; and (viii) the director and employees of the Belmont public library. Appointments by the town administrator of department heads under the jurisdiction of the board of selectmen shall be subject to confirmation by the board of selectmen. Appointments by the town administrator of department heads and other personnel under the jurisdiction of any other elected board shall be made with the advice and consent of that board. Each department head appointed by the town administrator shall appoint subordinates and employees in accordance with the personnel by-laws, rules and regulations of the town. All other appointments made by the town administrator shall be made in consultation with the appropriate board, commission or committee and shall be in compliance with the personnel by-laws, rules and regulations of the town.