

**TOWN OF TISBURY
PERSONNEL BOARD/PERSONNEL DIRECTOR**

NEPOTISM POLICY

The purpose of this policy is to ensure that municipal employees' private relationships do not conflict with their public obligation to act objectively, with integrity, and consistent with their obligations under the Commonwealth's Conflict of Interest statute, G.L. c. 286A.

The Town does not prohibit the hiring of a qualified employee who is related to a current municipal employee by blood or marriage. Since such relationships may create problems in the workplace, including suspicions of favoritism, or the appearance of conflict, it is the policy of the Town that:

1. A Municipal employee who has or acquires a familial relationship (as defined below) with another municipal employee shall not have any direct or indirect administrative or operational supervision, oversight, or authority over the other municipal employee. A municipal employee is prohibited from supervising another municipal employee with whom they have a familial relationship, as defined below. This prohibition means not only that a municipal employee cannot supervise a family member but also that the family member cannot be in that municipal employee's chain of command.
2. Municipal employees are prohibited from using their position with the Town to secure an unwarranted privilege or benefit of substantial value for another municipal employee with whom they have a familial relationship, or from acting in a manner which gives the basis for the impression either that they are improperly influenced by their familial relationship with another municipal employee, or that a municipal employee with whom they share a familial relationship is unduly enjoying their favor because of the familial relationship. While all such potential misuses of authority cannot be listed here, examples include a municipal employee determining the salary or benefits of a municipal employee with whom they have a familial relationship, a municipal employee participating in the evaluation of another municipal employee with whom they have a familial relationship, and signing/approving warrants authorizing payroll or other payments to a family member.
3. Municipal employees are required to notify their Department Head and Personnel Director of (a) any existing familial relationships they have with other municipal employees; (b) any familial relationships that are created during the term of their municipal employment (for example, by the marriage of two employees); and (c) the potential employment by the Town of a family member.
4. The Town will not hire a individual who is in a familial relationship with a municipal employee if the applicant would be in a supervisory or subordinate position to the existing municipal employee. Municipal employees who marry one another during employment will be allowed to remain unless they perform services in the same department and are in a supervisor-subordinate relationship in the department. If municipal employees in the same department who are in a supervisor-subordinate relationship become family members after the effective date of this policy, one of the municipal employees must vacate their position. If the municipal employees cannot agree upon who will vacate

their position, the municipal employee with the least seniority shall vacate their position with the Town. No person in a familial relationship with a department head may work for the town in that respective department.

5. "Familial relationship" within the meaning of this policy means two employees (or an employee and a job applicant) in the relationship of spouse, parent (including step-parent), sibling (including step-brother and step-sister), child (including step-children), uncle, aunt, nephew, niece, grandfather, grandmother, grandson or granddaughter, or any of those relationships arising as a result of marriage (for example, brother-in-law).

This Policy is a new policy. The Personnel Board adopted this policy on May 17 2018. To take effect on June 1, 2018.



William McConnell

5/17/18

Date

Jack Rollins

Date



Barbara Fortes

5/17/18

Date