



MAYOR GINA-LOUISE SCIARRA

City of Northampton
Office of the Mayor

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MEMORANDUM

TO: City Council
FROM: Mayor Gina-Louise Sciarra
CC: City Clerk Pamela Powers
DATE: September 6, 2023
RE: Appointment of Human Resources Director

I am appointing Benefits Specialist Chad Dunham as the new Director of the Human Resources Department, filling the vacancy created by the retirement of Glenda Stoddard, effective immediately.

During his time with the city, Mr. Dunham has acquired an expansive knowledge of employment law, labor relations, employee management, benefit and payroll administration, as well as institutional knowledge specific to the city. Mr. Dunham has an in-depth understanding of the city's many employee policies, and the contracts for all 13 collective bargaining units.

As the Benefit Specialist, he has unparalleled experience administering employee benefits, insurance reconciliation, FMLA administration, workers compensation coordination, along with the many other functions of the city's Human Resources Department.

Mr. Dunham is a graduate of Anna Maria College with a Bachelors in Business Administration, has a Master's of Business Administration in Management from Springfield College, and a Certificate in Local Government Leadership and Management from Suffolk University and the Massachusetts Municipal Association.

Mr. Dunham is originally from Framingham, Massachusetts. He moved to Northampton after his undergraduate studies and fell in love with the city. He currently resides in Easthampton with his wife Liana.

Mr. Dunham is another example of sound succession planning in Northampton city departments through deliberate leadership training and investments in ongoing professional development.

I am confident in Mr. Dunham's ability to lead our Human Resources Department and am honored to elevate him to the position of Director. I respectfully submit his appointment to the City Council for confirmation in accordance with the Northampton Charter, Article 2, § 2-10.