

July 09, 2021

**Via email**  
[mcgeetodd@yahoo.com](mailto:mcgeetodd@yahoo.com)

Todd McGee, Council President  
Holyoke City Council  
City of Holyoke  
536 Dwight Street  
Holyoke, MA 01040

RE: Holyoke Water Works  
Commissioner Vacancy

Dear President McGee:

This letter is being provided to express my interest, as well as request for consideration, to appointment as a Commissioner of the Holyoke Water Works.

I am a life-long resident of Holyoke and have served previously on the Holyoke Gas & Electric Commission as well as other civic positions. For nearly 30 years I was an engineering consultant with Fuss & O'Neill, Inc. and worked on a wide variety of projects. Presently, I am the Town Engineering for Longmeadow, MA and responsible for a myriad of water-related projects and infrastructure. I am a registered Massachusetts Professional Engineering (PE) and Licensed Site Professional (LSP). I believe my engineering and municipal experience can be brought to the Holyoke Water Works and utilized to advance the excellent service that this crucial department provides to the City and its residents. My resume is attached.

I have spoken to the General Manager, Mr. David Conti, and I am certain that we can work together in a positive and forward-looking manner for the continued success and professionalism of the Holyoke Water Works.

I would welcome the opportunity to further discuss the position with the Holyoke City Council. If you or anyone has questions, please contact me by phone (cell, 413-519-6653) or email at [Tkeane78@gmail.com](mailto:Tkeane78@gmail.com)

Sincerely,



Timothy F Keane, P.E., LSP

c: Mayor Terry Murphy [tmurphy1hcc@comcast.net](mailto:tmurphy1hcc@comcast.net)  
David Conti, Holyoke Water Works [contid@holyoke.org](mailto:contid@holyoke.org)  
Brenna McGee, City Clerk [mcgeeb@golyoke.org](mailto:mcgeeb@golyoke.org)

Attachment: Resume, T. Keane

## Timothy F. Keane, P.E., LSP

*52 Lexington Avenue*

*Holyoke, MA 01040*

[Tkeane78@gmail.com](mailto:Tkeane78@gmail.com) || (413) 519-6653 (cell)

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**EDUCATION:** University of Massachusetts at Amherst, MA  
B.S. Civil Engineering, January 1990

**REGISTRATIONS:** Registered Professional Engineer (MA – Civil #41312)  
Registered Professional Engineer (NH – Civil and Environmental #12955)  
Licensed Site Professional (MA – #9126)

**PROFESSIONAL** ***Town Engineer, Longmeadow, MA., May 2020 – Present***

**EXPERIENCE:**

As Town Engineer, I am responsible for technical oversight and project management for maintenance and improvement of Town-owned infrastructure including roads, sidewalks, storm drainage, landfills, water, sewer and parks. Overseeing a staff of 3 to 4 engineering personnel, I have developed a strong working relationship with employees throughout the Department of Public Works as well as other Town offices such as Purchasing, Conservation, Parks and Recreation and Building Department. I also regularly communicate with residents and contractors on a wide range of concerns such as property conditions, traffic, shade trees, parks and other issues affecting the community.

Based on my prior experience and my present position, I am very familiar with municipal procurement requirements including MGL c. 30 and c. 149. The following points further detail some responsibilities and accomplishments since joining the Longmeadow DPW:

- Worked closely with DPW Director and others in the 5 year capital planning completed in 2020 as well as FY2022 budget. Included project prioritization and recommendations to the Director.
- Presently coordinating two Longmeadow Transportation Improvement Projects (TIP) with Massachusetts Department of Transportation (MassDOT) and our design consultants with an estimated total construction cost of \$22 million dollars.
- Prepared updated Stormwater Management Program (SWPM) pursuant to Town's obligations under Municipal Separate Storm Sewer System (MS4) permit issued by the U.S. EPA. Updates included development of standard operating procedures (SOPs) for certain DPW operations.
- Participating in several Longmeadow grant applications including the Municipal Vulnerability Preparedness (MVP) program, Safe Routes to School, and Shared Streets through MassDOT.
- As the appointed alternate Joint Transportation Committee (JTC) voting member for the Town, I work closely with the Pioneer Valley Planning Commission and MassDOT, District 2 for c.90 funding.
- Participated in equipment purchasing, as well personnel training and hiring within the Engineering Department.

*Timothy F. Keane*  
*52 Lexington, Ave., Holyoke, MA*  
*(413) 519-6653 (cell)*

**Wilcox & Barton, Inc., August 2019 – April 2020**

Joined Wilcox & Barton, Inc. as Associate Vice President in August 2019. Primary role was business development with specific market focus on municipal and utility clients. I was also responsible for senior review and certification of wide range of engineering deliverables, as well as coordinating team development for delivery of client projects.

**Fuss & O'Neill Consulting Engineers, Inc., June 1990 – July 2019**

Over 29 years of consulting experience with a full range of civil and environmental engineering/construction projects. I was progressively promoted to higher levels of engineering and management responsibility. As a Department Manager and project director, I was accountable for all phases of project management including technical review, budget tracking, staff development and scheduling. I have a proven background managing large and multiple projects often involving construction and utility coordination. Typical responsibilities and experiences are as follows:

- Preparing and reviewing plans, contract specifications, permit applications and associated contract documents for engineering and construction projects. Related tasks include cost estimating, construction supervision, project documentation, and health and safety.
- Working with regulators and stakeholders throughout Massachusetts on wide range of engineering projects. Responsibilities included public presentations, coordination of design teams, contract negotiation, budget development and reporting, and project acceptance/close-out.
- Coordinating and managing engineering due diligence assessments for property and asset transfers.
- Reviewing terms and conditions of contracts with sub-consultants and sub-contractors for design services and construction. Overseeing and directing contractors, and procurement of materials and professional services.

Administrative responsibilities include:

- Led intra-company project management/performance team committed to the improvement of project management at all levels by structured focus on budget, schedule and scope, while delivering consistently high-level professional work products.
- Involved in senior level company management discussions that relate to structure of the firm, marketing initiatives, acquisitions, incentive programs and geographic office development.
- Staff recruitment and hiring which involves attending Career Fairs, coordinating and conducting interviews and reviewing resumes.

Representative projects as follows:

- Project director MassDOT on-call engineering service contracts. Functioned as project director for separate multi-year contracts. Projects included assessment and engineering design for closure of “dumping ground” sites

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(under MA Solid Waste regulations) at District maintenance depots. Oversaw soil characterization, planning and management for highway improvement projects.

- Project manager for the rehabilitation of an underground stormwater and surface water conveyance system through the Holyoke Mall in Holyoke Mass. Project was conducted on a design-build approach and had contract value of \$1.4M. Responsible for all phases of up-front technical design, permitting, contractor coordination and contract negotiation. During construction, responsible for scheduling, staff oversight of subcontractor progress and client coordination.
- Project manager for park upgrades in West Springfield that included removal of buried stumps, installation of sprinklers and construction of a skate park. Bid documents (plans and specifications) developed pursuant to MGL c. 90.
- Project director for permitting of utility line upgrades as part of multiple planned maintenance projects and emergency repair work for Eversource Energy. Upgrades included structure replacements (throughout western MA), pole replacements and optical ground wire installation projects, and many others. Services included regulatory coordination, permit application preparation and regulatory coordination with Massachusetts Department of Environmental Protection, the U.S. Army Corp of Engineers and the Massachusetts Division of Fisheries and Wildlife.
- Project manager for the demolition design of a portion of a former power plant (Holyoke, MA). Coordinated the preparation and compilation of civil, structural and mechanical plans for the demolition, structural reinforcement of remaining building walls, and relocation of overhead steam line. Project also involved the coordination of environmental remediation and compliance with wetland regulations. Overall construction cost estimated at \$2.5 million.
- Project manager for the development of utility-wide environmental management system for compliance plans for over 600 separate facilities owned and operated by Eversource Energy. Coordinated multiple teams of engineers across three states and personally provided PE certification to over 500 plans.

**Holyoke Gas & Electric Dept., Feb. 1997 - Aug. 2002**

Nearly seven years as Commissioner (appointed position) on three-member utility Board. I was responsible for overall policy and direction of the Holyoke Gas & Electric Department in accordance with M.G.L. c. 164. During my tenure, highlights included:

- Acquisition of the Holyoke Water Power Co., including the Hadley Falls Hydroelectric project, canal system and ancillary project facilities and properties. As a Commissioner, responsible for overall review and approval of the financial, engineering and legal studies performed prior to execution of Settlement Agreement.
- In 1999, interviewed and hired new Manager of the Department who has full charge of the operation and management of the plant, the manufacture and distribution of gas and electricity.

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- Involved in multiple other policy-level functions including rate review and establishment, budget review, union negotiations, property transactions, personnel matters, litigation, marketing and public relations.

Through this appointment and other positions, I have developed a strong network of personal and professional contacts

**ADDITIONAL  
TRAINING:**

Pioneer Valley Green Infrastructure Training  
Public presentation seminar - Lyon Communications  
40-hour OSHA Hazardous Waste Training  
Various engineering and regulatory training seminars

**MEMBERSHIPS  
& OTHER**

Member, LSP Association and Former Chair of LSPA Western Mass Subcommittee  
Certified Basketball Official – IAABO Board #31  
Secretary (former) and Board Member, Holyoke Youth Baseball League  
Holyoke YMCA, Building Committee and former Community Volunteer Award Winner  
Former Member on Board of Advisors, Holyoke Catholic High School

**REFERENCES:**

Available on request.