

Dear Honorable City Councilors:

Please forward this communication to the Ordinance Committee. The Board of Commissioners of the DPW will be taking up these proposed language changes to Ordinances Sec 2-201 and 2-221 at our next meeting on Monday, January 7, 2022. Once these proposed changes are completed, I will forward the documents to the Council as a communication to be sent to the Ordinance Committee.

On behalf of the Commissioners, we look forward to meeting with the Ordinance Committee.

Thank you in advance for your attention to this matter.

Patricia C. Devine, Chair

Department of Public Works – Holyoke code of ordinances
Sec. 2-201.
Duties and Qualifications

Sec 2-201 Duties and Qualifications

Pursuant to the authority granted them under section 3 of Chapter 3 of chapter 556 of the Acts of 1948, the city council declares the duties and qualifications of the general superintendent of the department of public works to as follows:

(1) *Qualifications:* Prior to his appointment, the general superintendent shall have received a college degree in civil engineering and shall have had engineering and administrative experience in public or private employment dealing with a public works program. He shall hold office until a successor has been appointed, or until removed for cause.

(2) *Duties:*
The general superintendent of public works under the direction of the board of public works, shall supervise all work of the public works department and shall have sole charge of carrying out the order and policies of said board. These duties include, but are not limited to, the construction and maintenance of highways, bridges, sidewalks, sewers, drains and public buildings, the collection and disposal of refuse, flood control, sewage treatment.

PROPOSED CHANGES TO THE ORDINANCE: IN YELLOW

(1) *Qualifications:* Prior to his appointment, by the Mayor of the City, the Director of the DPW shall have a minimum of 3 years administrative experience with a strong concentration and knowledge of municipal ordinances relating to public works policies, projects, budgets, contracts, Collective Bargaining Agreements, and employment, MGL's and Charter of the City of Holyoke, dealing with public works programs is preferred. He/She shall hold office until a successor has been appointed, or until removed for cause.

(2) *Duties:*

The Director of Public Works under the direction of the board of public works, shall supervise all work of the public works department and shall have sole charge of carrying out the order and policies of said board. These duties include, but are not limited to, the construction and maintenance of highways, bridges, sidewalks, sewers, drains and public buildings, the collection and disposal of refuse, flood control, sewage treatment; Shall also include the general supervision of the day-to-day operation of the Department of Public Works including but not limited to the management of Parks, Cemeteries, Sanitation, Forestry, Central Maintenance Garage, and the city fuel station and all duties related to department of Public Works.

(3) To appear before the City Council on matters relating to the Department of Public Works

The position of Superintendent has been posted since October of 2021. We have had approximately 10 applications. None of these applicants have a degree in Civil Engineering.

The DPW has 2 engineers: #1 is Bob Pierant, the City Engineer and #2 is Jim Czach the Senior Engineer.

Therefore, the commission believes that the department does not need to have 3 engineers, but rather we propose that instead of Superintendent, we refer to this position as The Director of the Department of Public Works.

This is the current ordinance referring to the duties of the City Engineer:

"The City Engineer by Sec. 2-221 in addition to the duties required of him by the General Laws of Massachusetts, the City Charter and the ordinances of the city, shall perform such services as are proper for a civil engineer to perform.

The City Engineer shall also service as the assistant superintendent of public works and work under the direction and control of the board of public works."

Please note that the City Engineer is also the Assistant Superintendent of public works. We would also propose that the Assistant Superintendent shall be referred to the Assistant Director of the DPW.