

## Personnel Board meeting and clarification

1 message

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Mon, Aug 26, 2019 at 4:40 PM

To: Steve Levinsky <levinskysteve@me.com>, Anna Nolin <anolin@natickps.org>, Michael Hickey <mhickey@natickma.org>, Dorothy Blondiet <dblondiet@natickma.org>, Susan Shea <sashea7579@aol.com>

Hello all –

I am reaching out to you all as I believe there may have been some confusion and misunderstanding regarding a municipal department position that I am proposing. And, very much look forward to continued collaboration with the School Department regarding the Director of Facilities Management position.

I am going to recount some specifics dates and meetings, just for context and to specifically address the School Department's concerns related to the hiring of a Director of Facilities Management position. Please be assured, we are continuing our search for a Director of Facilities Management, with the same expectation and job spec that we had with Mr. Kane. Total separate from that position is a revised job description for an existing municipal position formerly identified as the Director of Community Services, with a more expansive community and communication focus.

On December 17, 2018, following a discussion with the BOS and SC chairs, Dr. Nolin and myself thought we had agreement for a modification to the director of facilities job spec. The central points included an expansion of the role to include relationships with a number of community partners and the reporting structure (there was tacit agreement at this meeting, that the position would report to the TA but that there would be dotted line to the Superintendent of Schools). This meeting was scheduled with an eye toward December 19<sup>th</sup> as that was the next personnel board meeting, and trying to get all issues addressed and conflicts resolved. The modifications of the December 17<sup>th</sup> collaborative meeting were provided to the personnel board and adopted on December 19<sup>th</sup>.

However, on December 20, 2018, when the SC met there was objection to the revised job description and reporting structure. In the following weeks and months, there was much discussion about the reporting structure, with the some advocating for a dual reporting structure and some noting that a dual reporting structure is not optimal. The discussion resulted in agreement of the dual reporting structure the going back to the initial position filed previously by Jim Kane. Please see the attached Director of Facilities Management position attached.

As the personnel board has the authority to modify existing job responsibilities, I am seeking their thoughts on modifying the Director of Community Services position and job responsibilities – renamed and re-described as the Director of Capital Partnerships and Strategic Initiatives. This is a municipal director position that did and would continue to report exclusively to the TA, and very much needed given that is happening within our community. Perhaps, it was the use of the terms capital and strategic within the job description's revision that is confusing individuals to think this part of the existing Director of Facilities Management position. However, as you can see from a comparison between the two positions, there are no overlapping responsibilities and/or redundancies with what is being proposed to the personnel board.

I remain open to having discussions with you all about the Director of Facilities Management position, and look forward to meeting on September 4<sup>th</sup> to discuss the revisions to the director of community services position with the personnel board.

Dr. Nolin, I am happy to speak this week with you if you have specific questions or concerns so please reach out. With the exception of a few meetings with other community partners already scheduled, I am generally around.

Talk to you all soon,



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## 2 attachments



**Director of Capital Partnership & Strategic Initiatives.doc**  
59K



**Director of Facilities Management (Final 3.25.15) (1).doc**  
54K