

BROCKTON, MA

Commissioner of Public Works

Position Statement



Summary

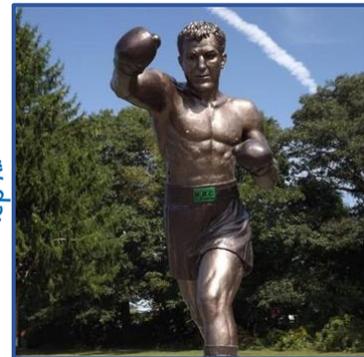
The City of Brockton, MA is seeking an experienced, innovative, dynamic, and professional individual to fill the position of Commissioner of Public Works. The Commissioner leads and manages all operations and personnel in the Department of Public Works, including the following Divisions: Administration, Operations, Engineering, Refuse, Water, and Sewer. The Commissioner is responsible for directing and assigning personnel in accordance with collective bargaining agreements, civil service regulations, and city ordinances; directing construction of public projects, including street reconstruction, infrastructure and treatment plant improvements, operations, and maintenance; overseeing the water and sewer systems; solid waste collection and disposal; fleet maintenance; street lighting; municipal engineering; and managing snow operations.

The Commissioner leads a department of 106 personnel with an FY22 operating budget of approximately \$61M. The position reports to the Mayor and works with the City Council, City Boards/Commissions/Departments, Federal and State Agencies, as well as other outside agencies.

The Community

Brockton is a City of approximately 106,000 residents and is centrally located 25 miles south of Boston and 30 miles north of Providence, Rhode Island. The sixth largest city in the Commonwealth of Massachusetts by population, [Brockton](#) is 21.6 square miles with more than 290 miles of public and private roads. Brockton is located in Plymouth County and has a Mayor-Council form of government. Two villages within it are Montello and Campello, both of which have MBTA commuter rail stations and post offices. Campello is the smallest neighborhood, but also the most populous. Brockton is bordered by Stoughton to the northwest, Avon to the north, Holbrook and Abington to the northeast, Whitman and East Bridgewater to the southeast, West Bridgewater to the south, and Easton to the west.

The City prides itself on its diversity of cultures. Dubbed the 'City of Champions' for its rich sports history, Brockton was the hometown of boxing greats Rocky Marciano and Marvin Hagler.



Named one of the 'Best Communities for Young People' three times (2005, 2008, and 2010), Brockton is home to an award-winning [public school system](#). Brockton High School, one of the largest high schools in New England, has more than 4,200 students and has twice been named one of America's Best High School's by *U.S. News & World Report*. The City has been home to [Massasoit Community College](#) for more than 40 years. Brockton is also located near two four-year institutes of higher education institutions. [Bridgewater State University](#) is located 10 miles from the city and has over 90 undergraduate and graduate courses of study. [Stonehill College](#), located in nearby Easton, has over 2,300 students enrolled in more than 80 rigorous academic programs in the liberal arts, sciences, and pre-professional fields.

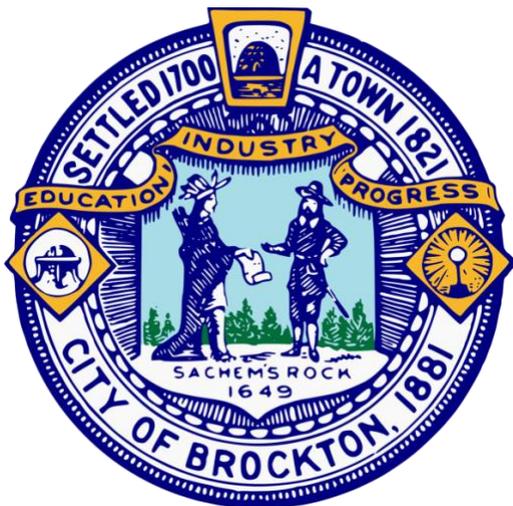


Present day Brockton was first settled in the 17th century and was originally known as North Bridgewater – a geographic area that is today comprised of the communities of Brockton, West Bridgewater, East Bridgewater, and Bridgewater. Brockton became a city on April 9, 1881. Farms eventually gave way to factories, and Brockton became an epicenter of the shoe and textile industries, earning the name “Shoe City.” At the dawn of the 20th century, the city had a population of 40,000 with more than 6,000 people employed in over 100 separate shoe manufacturing entities. During the American Civil War, Brockton was America’s largest producer of shoes.



City Government

The City of Brockton is governed by an elected Mayor and City Council. The Mayor and City Council are elected for two-year terms in odd numbered years. The [Council](#) consists of 11 members, seven from wards and four at large. The school district is a part of the municipality, although the School Committee, which consists of seven members elected at large, has autonomy in educational policy and hiring and related matters. The [Mayor](#) serves as the chair of the School Committee. Current Mayor Robert Sullivan was elected in 2019 after serving on the Brockton City Council as a Councilor-At-Large since 2006.



Brockton At A Glance

Population: 105,643 (2020)
Total FY22 Annual Budget: \$493.8 million
Land Area: 21.33 square miles
Road Miles: 290.31
Households: 31,817
Median Home Value: \$264,800
Median Household Income: \$58,469 (est.)
Government Type: Mayor-Council

Sources: U.S. Census and City of Brockton

Position of Commissioner of Public Works

Brockton seeks an energetic and experienced Commissioner excited by the opportunity to work collaboratively on major projects and assist in continuing to move the City forward. This leadership position requires excellent management and communication skills as well as a strong understanding of project management.

The Department of Public Works Administration section is to administer and oversee the personnel and daily operations of all DPW divisions, including the City's Operations, Refuse, Maintenance, Renewable Energy, Engineering, and Water and Sewer Divisions to ensure the safest, prompt, professional, and courteous completion of all City services provided by the DPW.

In addition to overseeing the DPW Department, the DPW Administration oversees and/or works with such projects as:

- Pavement Management Program – This enables the City to analyze the streets within the City to determine the streets most in need of repair.
- Chapter 90 Program – The DPW Administration oversees the Chapter 90 program; this is the only source of money the DPW has for reconstruction of streets.
- Brockton Redevelopment Authority – In addition to working with the state on street projects, the office works with the Brockton Redevelopment Authority regarding streets that are to be completed, working in conjunction with the BRA to ensure that vendors are paid and completing reimbursement forms to ensure that all monies are reimbursed by the state to the City.
- Streetlight Program – The Streetlight program is overseen by the DPW Operations Division.

The Commissioner of Public Works plans, directs, and budgets the activities of the [Public Works Department](#), which includes environmental issues, [solid waste](#), pavement management, roadway repair, street cleaning, snow removal, traffic signals, street lighting, seasonal lighting, transportation, fleet maintenance, water and sewer, and parks.

The position performs highly responsible work, requiring the exercise of considerable independent judgment in the planning, direction and control of the operation and maintenance of the public works infrastructure.



The Commissioner formulates, develops and implements policies, procedures and program priorities consistent with City policy directives in a cost-effective and efficient manner. The successful candidate will confer with division heads concerning ongoing and future projects.

The Commissioner oversees management of Department personnel administration, labor relations, training, staffing, and evaluation of employees; assigns personnel and develops work schedules; oversees and monitors staffing levels; and ensures the proper maintenance and confidentiality of Department personnel records.

The position is responsible for preparation of division budgets and short-range and long-range capital expenditure programs as well as for presenting the annual budget to the Mayor and City Council for approval.

<i>FY22 Approved Budget for Brockton Department of Public Works</i>		
	<i>Operational</i>	<i>Capital</i>
<i>Administration</i>	<i>\$518,304</i>	
<i>Engineering</i>	<i>\$708,639</i>	<i>\$30,000</i>
<i>Highway</i>	<i>\$7,338,014</i>	<i>\$3,764,478</i>
<i>Maintenance</i>	<i>\$865,706</i>	
<i>Refuse*</i>	<i>\$9,368,768</i>	<i>\$275,000</i>
<i>Renewable Energy*</i>	<i>\$119,693</i>	
<i>Sewer*</i>	<i>\$21,979,054</i>	<i>\$27,272,000</i>
<i>Water*</i>	<i>\$20,153,107</i>	<i>\$35,106,000</i>
<i>Total</i>	<i>\$61,051,285</i>	<i>\$63,059,448</i>

** enterprise fund*

*For more information regarding the Public Works operational budget:
[FY2022-Budget-Book-FINAL.pdf \(brockton.ma.us\)](#) pages 138 - 187*

The individual serving as Commissioner oversees the competitive bidding process to ensure compliance with applicable regulations; prepares construction specifications; reviews bid proposals and interviews prospective contractors and consultants; and monitors and evaluates contractual services for compliance with specifications and applicable conditions.

The Commissioner represents the Department at a variety of different meetings both within and outside of the City system; handles media questions on behalf of the Department and the City when the topic is Department-related; and is in frequent contact with county, state, and federal agencies to ensure compliance with laws and regulations affecting the work of the Department.

This position is responsible for overseeing the planning, design, and operation of the water distribution system, storm drainage systems, road construction and improvements, winter maintenance, public buildings and grounds maintenance projects, equipment maintenance, and various special projects of a public works nature.

The Commissioner reviews and approves a variety of Public Works permits, reviews and approves all engineering documents and plans, and reviews and authorizes all purchases for the Department, as well as capital equipment.

The Commissioner should be a leader who is confident in his/her own abilities, is skilled at hiring talented individuals, and is an experienced manager of people and projects. Candidates should have the ability to lead, coach, and train staff in a focused and effective manner. Preferred candidates should be highly motivated, community-focused, and enthusiastic about joining the City of Brockton's engaged and dynamic team of municipal professionals.

Major Projects

Major capital improvement projects in the upcoming year include:

North Main Street and Norton Montello Street Water Main Replacement (\$13M)

The North Main Street water transmission main replacement project will target the 18- to 24-inch unlined cast iron pipe from Manners Court (Woodland Avenue WTP) to East Battles Street, approximately 5,600 feet total, where the City has experienced historical water main breaks and water quality issues. Also, the project will extend the North Main Street water transmission main. The new water transmission main will replace existing 6- and 8-inch diameter unlined cast iron water mains installed in the 1890s, approximately 3,900 feet total.

Water Tanks Rehabilitation (\$4M)

The work will include rehabilitation of the City's four water storage tanks in the water distribution system. The rehabilitation work includes cleaning and disinfecting of the interior and exterior of the steel water storage tanks, sealing and recoating the steel water storage tanks (inside and out), cleaning and disinfecting of the interior of the concrete water storage tanks, and sealing and repairs to the concrete water storage tanks.

AWRF Biosolids Management (\$30M)

The work will include furnishing and installing a thermal dryer to reduce biosolids volume and mass, while creating a stabilized (Class A) product that can be beneficially reused, as defined by U. S. EPA 40 CFR Part 503 regulations. The thermal energy needed for the increase in temperature during the drying process will be provided by an energy recovery system, a biomass furnace that recovers heat to power the thermal sludge dryer. The thermal dryer has the capability to further dry the AWRF's sludge cake, which is historically 26% to 30% solids, to approximately 90% solids, reducing annual truckloads from approximately 690 to 230.

AWRF Effluent Discharge Beds (\$4M)

The work will include installation of effluent discharge beds in the vicinity of the Advanced Water Reclamation Facility. The effluent discharge beds will have the ability to increase the AWRF effluent limit by approximately 2.0 MGD.

Cashman Road Sewer (\$5M)

The work will include up to 1,500 feet of open cut replacement for sewers on Cashman Place/ Alandale Avenue/Homesite Road and up to 600 feet of trenchless sewer pipe jacking underneath Route 24. The existing 10-inch sewer underneath Route 24 was identified as over-capacity in poor condition, and provides no redundancy in case of a blockage, collapse, or failure. Also, sewer capacity will need to be increased if the proposed development(s) upstream of the 10-inch sewer are constructed.

Required Qualifications

- Working knowledge of accepted public works-related services, practices and procedures as well as applicable local, state, and federal rules, laws and regulations.
- Thorough knowledge of the Clean Water Act, Safe Drinking Water Act, and other EPA and DEP regulations that pertain to the provision of municipal water and sewer treatment and distribution services as well as other applicable state and federal rules and regulations such as vertical and horizontal construction and solid waste management services.
- Ability to manage challenging customer service and personnel issues in a diplomatic and efficient manner.
- Ability to communicate clearly and concisely both orally and in writing.
- Ability to organize time and work independently as well as to maintain confidential information.
- Ability to lead, coach, and train staff in a focused and effective manner.
- Statistical and analytical ability to evaluate and plan the provision of department-wide services and employee performance.
- Ability to establish and to maintain effective working relationships with department staff, other City Departments and employees, as well as state and federal officials.
- Ability to interpret and apply various state and federal laws and regulations in support of department operations in an impartial, cost effective, and safe manner.
- Proven leadership skills and knowledge of the principles and practices of strong and effective management.

Compensation

Starting Annual Salary: \$115,315, commensurate with qualifications, with six annual step increases up to \$145,447. An attractive benefits package, including use of a vehicle as well as health and retirement plans, is part of the compensation package. *The City Council is planning to review the salary schedule in early calendar year 2022 which may result in an increase in starting salary. Residency is required within the first year of employment unless waived by the City Council.*

Education and Experience

- Graduate from an accredited four-year college or university with a specialization in engineering.
- Master's degree, preferably in civil engineering, construction management, or related field, is a plus.
- More than 10 years of responsible related work experience with at least five years in a management or supervisory capacity.

Preferred

- 10+ years of progressively responsible public works operational experience.
- 5+ years of public works management experience.
- Registered Professional Engineer.

Special Requirements

- MA Class D Motor Vehicle Operator's License.
- CORI certified.

How To Apply

Interested applicants should send a cover letter and résumé, in confidence, via email to:

Apply@communityparadigm.com

Subject: Brockton DPW

Submit a single PDF containing both cover letter and résumé.

For a guaranteed review of application materials, apply by 3:00 p.m. EST, December 14, 2021. Position is open until filled.

Applicants chosen to interview for the position will be contacted by Community Paradigm Associates. Finalists will be asked to submit references and for approval of background reviews before their name is advanced to the Mayor's Office.

Questions regarding the position should be directed to:

Ray Santilli, Senior Associate
Community Paradigm Associates
RSantilli@communityparadigm.com
781-775-7442

The City of Brockton, Mass., is an Equal Opportunity/ADA Compliant/Affirmative Action Employer.

