



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

September 24, 2021

City Council President Joseph P. Lopes and
Honorable Members of the City Council
City of New Bedford
133 William Street
New Bedford, MA 02740

Re: Amendment to Unit C Classification Plan

Dear Council President Lopes and Members of the City Council:

Enclosed, please find a proposed ordinance and correspondence amending the Unit C Schedule, set forth in Chapter 19-7(c) of the Code of Ordinances, by adding the position of Laboratory Director at a grade of M-12.

Thank you for your consideration of this request.

Very truly yours,

Jonathan F. Mitchell, Mayor

JFM/sds
Enc.



CITY OF NEW BEDFORD
JONATHAN F. MITCHELL, MAYOR

HEALTH DEPARTMENT

BOARD OF HEALTH

PATRICIA L. ANDRADE, M.D.
KIMBERLY A. GRIFFITH PSY.D.

DIRECTOR OF HEALTH
DAMON O. CHAPLIN

September 23, 2021

Jonathan F. Mitchell, Mayor
City of New Bedford
133 William Street
New Bedford, MA 02740

Dear Honorable Mayor Mitchell,


The City of New Bedford Municipal Laboratory is one of the few certified laboratories in the area specializing in environmental microbiology. The scope of services provided to the community and region include water chemistry, bacteriological analysis of potable distribution water, well waters, swimming pools, beaches, pollution sources, wastewater effluent, seawater holding tanks, and volume of microbiological analyses.

The Health Department hereby requests an amendment to the Unit C Classification Plan to include the position of Laboratory Director. The position of Laboratory Director is required by state regulation 105 CMR 180.00, which sets forth the duties, responsibilities, and qualifications of the position. The Health Department has worked with the Solicitor's Office to develop a job description that is consistent with the requirements set forth in the state regulations and the Personnel Director has determined that this position should be classified as a Unit C position, graded as M-12.

The Laboratory Director must supervise all staff and perform all duties set forth in the state regulations, including but not limited to overseeing the daily operations of the lab. The Laboratory Director will assist in the development of the division budgets and policies.

We respectfully request that the Administration submit this position to City Council for immediate adoption.

Sincerely,



Damon Chaplin
Director



CITY OF NEW BEDFORD

In the Year Two Thousand and Twenty-One

AN ORDINANCE

Amending Chapter 19, Personnel

31- 509

Be it ordained by the City Council of the City of New Bedford as follows:—

SECTION 1. Chapter 19, Section 19-7(c) is hereby amended by inserting the title of “Laboratory Director” at pay grade “M-12. The amended portion of the salary schedule shall read as follows:

| Title | Grade |
|---------------------|-------|
| Laboratory Director | M-12 |

Section 2. This ordinance shall take effect in accordance with the provisions of Chapter 43 of the General Laws.