

PUBLIC HEARING NOTICE

BOURNE BOARD OF SELECTMEN

In accordance with the Town of Bourne Charter Section 5-2: Organization of Town Government and Section 5-3: Public Hearing and Effective Date, the Bourne Board of Selectmen will hold a public hearing on Tuesday, March 16, 2021 at 7:00pm via Zoom videoconference in order to review the Town Administrator's request to organize and/or reorganize the following departments.

- a. Reorganize the Department of Public Works (DPW) by removing the responsibility for the maintenance and repair of town buildings from the DPW and moving these responsibilities to a newly created and separate Facilities Department.
- b. Formally organize the Information Technology Department and to further move the Data Processing appropriation from the Finance Department and move it to the Information Technology Department.

BOARD OF SELECTMEN
Judy MacLeod Froman, Chair
James L. Potter, Vice Chair
George G. Slade, Clerk
Peter J. Meier
Jared P. MacDonald

Article 5

Administrative Organization.

Section 5-1: Table of Organization.

The town administrator shall annually submit a table of organization establishing personnel requirements within all town departments to the board of selectmen by June 1. The table of organization shall become effective unless rejected by the board of selectmen within 30 days following its submission.

Section 5-2: Organization of Town Government.

Subject only to the express prohibitions in the Constitution, General Laws or this charter, the town administrator may prepare a plan to organize, reorganize, consolidate or abolish any town agency as the town administrator considers necessary or advisable. The town administrator may prescribe the functions of any town agency and, for such purpose, transfer the powers and duties and, so far as is consistent with the use for which the funds were voted by the town, transfer the appropriations of 1 town agency to another; provided, however, that no function assigned by this charter to a particular town agency may be discontinued or assigned to any other town agency unless specifically authorized in this charter. The town administrator shall not be prohibited by this charter from including the department of public works or the department of integrated solid waste management in any plan to organize, reorganize, consolidate or abolish a town agency that the town administrator considers necessary or advisable in accordance with this section. Any proposed plan submitted under this section by the town administrator shall be approved by an affirmative vote of 3 members of the board of selectmen.

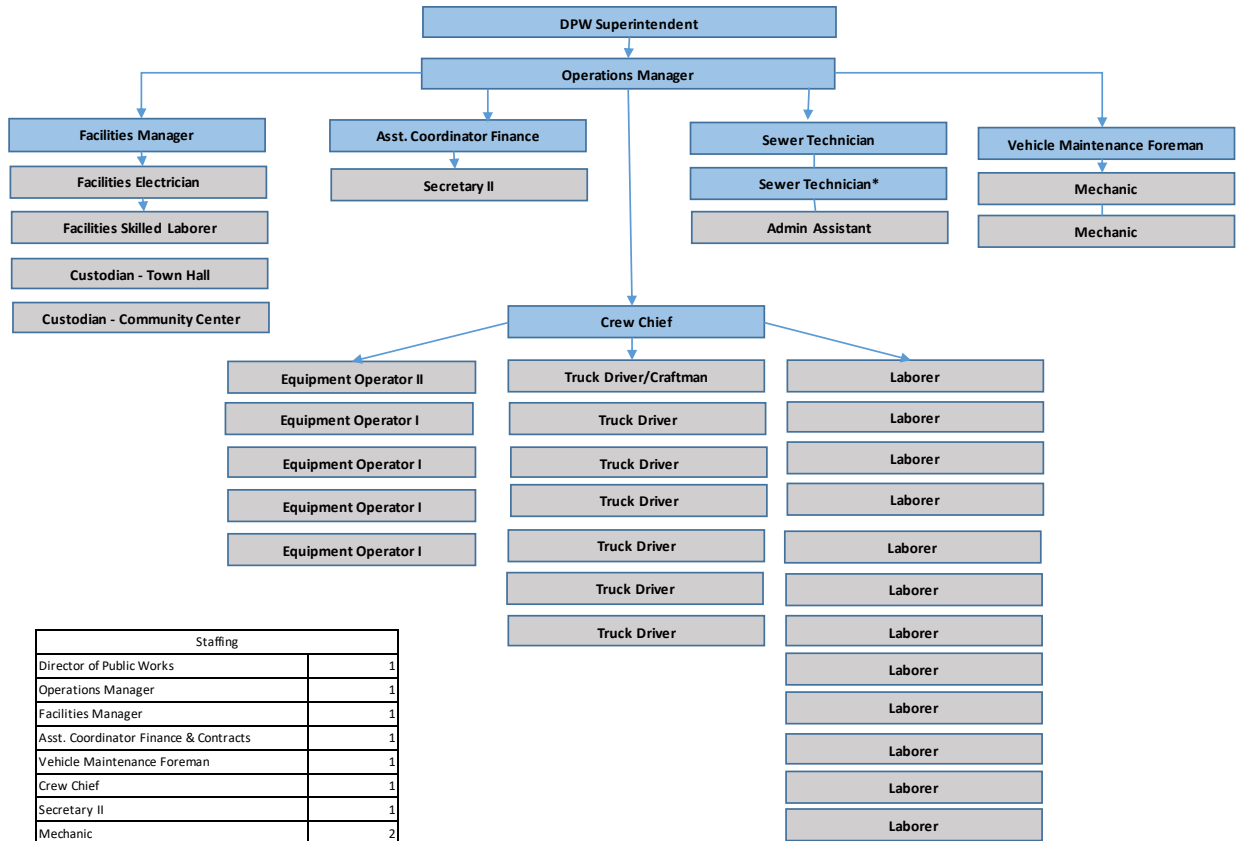
Section 5-3: Public Hearing and Effective Date.

Before the board of selectmen approves a proposed plan under section 5-2, it shall hold 1 or more public hearings on the proposal, giving notice by publication in a local newspaper at least 7 days in advance of the hearing. The notice shall describe the scope of the proposal and the date and place where the hearing will be held. The selectmen shall have 14 days after the close of the public hearing to propose amendments, if any, and vote on the final plan. The proposed organization shall become effective not sooner than 60 days following the selectmen's vote on the final plan. Where the reorganization moves a function or funding from 1 department to another, voters may petition for a special town meeting to address those changes.

Section 5-4: Department of Public Works.

(a) There shall be a department of public works which shall be responsible for those public works functions described in this article and as may be assigned from time to time by the board of selectmen, town administrator or town meeting.

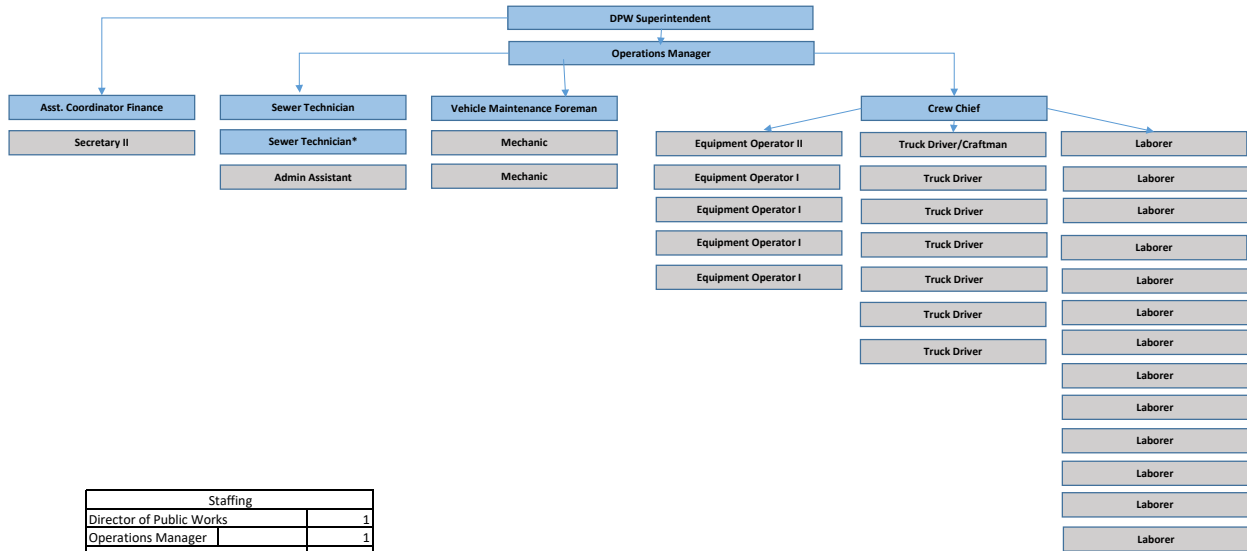
(b) The department of public works shall be under the direct control of a superintendent of public works who shall be appointed by and who shall be directly responsible to the town administrator. The superintendent of public works shall be a registered civil engineer or a person otherwise especially suited by education, training and previous experience to perform the duties of the office. The superintendent of public works shall keep full and complete records of the doings of the superintendent's office and shall render a report of all operations to the town administrator and board of selectmen as may be required. The superintendent shall keep the town administrator fully advised as to the needs of the town within the scope of the superintendent's duties.



Staffing	
Director of Public Works	1
Operations Manager	1
Facilities Manager	1
Asst. Coordinator Finance & Contracts	1
Vehicle Maintenance Foreman	1
Crew Chief	1
Secretary II	1
Mechanic	2
Sewer Technician	1
Sewer Technician*	1
Equipment Operator II	1
Equipment Operator I	4
Truck Driver/Craftman	1
Truck Driver	6
Facilities Electrician - part time	0.5
Facilities Skilled Laborer	1
Laborer	12
Custodian - Town Hall	1
Custodian - Community Center	1
Admin Assistant	0.75
TOTAL	39.25

*proposed

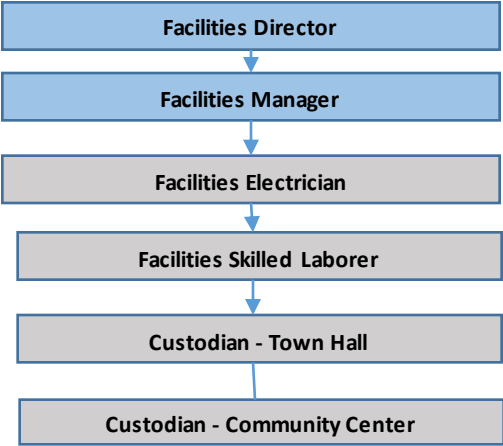
PROPOSED:



Staffing	
Director of Public Works	1
Operations Manager	1
Asst. Coordinator Finance & Contracts	1
Vehicle Maintenance Foreman	1
Crew Chief	1
Secretary II	1
Mechanic	2
Sewer Technician	2*
Equipment Operator II	1
Equipment Operator I	4
Truck Driver/Craftman	1
Truck Driver	6
Laborer	12
Admin Assistant	0.75
TOTAL	34.75

*proposed

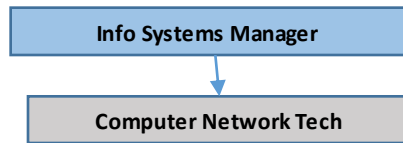
PROPOSED:



Staffing	
Facilities Director*	1
Facilities Manager	1
Facilities Electrician	0.5
Facilities Skilled Laborer	1
Custodian - Town Hall	1
Custodian - Community Center	1
TOTAL	5.5

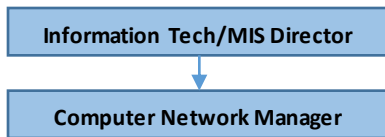
*New Position Added FY22

CURRENT:



Staffing	
Info Systems Manager	1
Computer Network Tech	1
TOTAL	2

PROPOSED:



Staffing	
Information Tech/MIS Director*	1
Computer Network Tech**	0
Computer Network Manager	1
TOTAL	2

* New Position FY22

**Position Eliminated