



CITY OF NEWBURYPORT RECEIVED
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SEAN R. REARDON, MAYOR NEWBURYPORT, MA
2023 MAR 27 A 9:04

60 PLEASANT STREET - P.O. Box 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: March 27, 2023
Re: Appointment

I hereby appoint, subject to your approval, the following named individual as the Director of Public Services. This term will expire on April 1, 2026.

Wayne S. Amaral
2 Woodwell Circle
Amesbury, MA 01913

Wayne S. Amaral

2 Woodwell Circle
Amesbury, MA 01913
978-992-8915

Accomplishments

Town of West Newbury

- Established first town-wide \$26M capital investment program.
- Modernized and updated street map, including stormwater infrastructure, pavement markings, speed limit and sign inventories.
- Established first snow and ice treatment and clearing route plan, improving efficiency and safety for winter operations.

City of Newburyport

- Established first sidewalk construction specification, as requested by City Council, for the standardization of sidewalk construction for public and private contractors.
- Streamlined Forestry Division, resulting in a 300% increase in citywide high hazard tree removals.
- Developed and implemented a citywide roadway crack-seal program to extend pavement quality.
- Implemented the CMMS work order system for all Highway Department operations.

City of Cambridge

- Developed and implemented improvements to the "Snow Emergency Route Program" and tow operation procedures, resulting in a reduction of the number of vehicles towed and improving the efficiency of Public Works plowing operations.

Experience

Town of West Newbury, Public Works Department

Director, Tree Warden and Chief Procurement Officer

2018 to present

- Oversee operations and capital implementation including all highway operations, Chapter 90 program, fleet management, parks, snow, and ice operations.
- Manage personnel including hiring, performance, and discipline.
- Oversee maintenance of all town facilities and town elementary school.
- Manage MS4 stormwater program and serve as Chairperson of the Stormwater Work Group.
- Serve as Chief Procurement Officer for the town and administer all department procurement efforts.
- Capital Project Manager for new Page School Playground Project, Soldiers and Sailors Building Renovation Project, and Town Hall Exterior Renovation Project.
- Oversee the design and construction of road and bridge projects and administer the MassWorks Grant and Small Bridge Program Grant.
- Represent the department at Town Meeting, and with Selectboard, Open Space, Tree, Capital, Community Preservation, and Conservation committees.

City of Newburyport, Department of Public Services

Deputy Director

2014 – 2018

- Oversaw operations including highway, facilities, electrical, engineering, water treatment and distribution, wastewater and solid waste collection and treatment, Chapter 90 program, fleet management, and snow and ice operations.
- Assumed responsibility for the department functions during the Director's absence.

- Oversaw facility maintenance and improvement for non-school buildings and properties.
- Served as Tree Warden and Cemetery Superintendent, Chairperson of the Traffic Safety Advisory Committee, and member of the Parking Advisory Committee.
- Managed personnel including hiring, performance, and discipline, and union matters.
- Managed MS4 stormwater program.

City of Cambridge, Department of Traffic, Parking and Transportation

Manager of Traffic Operations and Engineering

1999 – 2014

- Oversaw operations of the Traffic Engineering Division including fleet management, snow tow operations, parking lots, traffic signals and pavement markings.
- Assumed responsibility for the department functions during the Director’s absence.
- Responded to large-scale events and emergencies, oversaw traffic operations and safety for presidential and envoy visits to Boston and Cambridge, Hasty Pudding parade, and Boston Pops 4th of July fireworks.
- Represented the department with the City Council, residents, private developers, and community organizations; served as the representative to the Bicycle Committee and local Emergency Planning Council.
- Prepared traffic studies and signal timing programs.
- Reviewed all major public and private development projects for safety and ordinance compliance, made recommendations on design and permitting.
- Collaborated on the design and construction of roadways and traffic calming projects including raised devices, chicanes, street tables, and shared use streets.

City of Somerville, Department of Traffic and Parking

Assistant Traffic Engineer

1990 – 1999

Education

2001

- Northeastern University, Degree in Highway Engineering and Surveying.

Memberships and Certifications

- MCPPO – Certified Associate designation
- Essex County Highway Association
- IMSA – International Municipal Signal Association
- Certified “Traffic Signal Field Electrician - Level 3” and “Work Zone Safety”

Recognitions and Presentations

- GoGreen Awardee for encouraging environmentally friendly forms of transportation, 2011.
- Employee of the Year, City of Cambridge, 2001
- ITE – Institute of Transportation Engineers, presenter; “School Crossing Supervisor Placement Study” at the 2000 ITE international Conference in Chicago.

References furnished upon request.

March 7, 2023

Ms. Donna Drelick
Director Human Resources
60 Pleasant Street
Newburyport, MA 01950

Dear Ms. Drelick,

I am writing to submit my resume for the position of Department of Public Services (DPS) Director as advertise on the Collins Center web-site. As the former Deputy Director of DPS, I am excited to have the opportunity to express my interest in the Director Position.

Over the past 32 years, I have worked in the traffic operations and public works for large cites and small towns, with populations ranging from 4,500 to 110,000 residents. I understand both the big and small picture of daily operations and the effectiveness of long-term planning in all types of political environments and financial challenges.

I have managed budgets ranging from \$1.9M to 7.9M, and supervised teams ranging from eight to 70 employees covering various bargaining unit contracts. I have also been responsible for the development of capital plans and the implementation of public works capital projects ranging in size from \$25,000 to \$3.2M.

Currently, I am employed as the DPW Director for the Town of West Newbury, where I am leading the department into the future with new means and methods that improve day-to-day and long-term efforts of the Town. I have address lagging technology, out-of-date procedures and policies, and non-compliance issues ranging from Chapter 90 funds management and MS4 activities. I have recently been appointed Chief Procurement Officer for the Town and modernized and expanded the Towns Capital Investment Program into a detailed \$26M program.

During my four years in Newburyport, I became certified as a MCPPO to handle all procurement for the department and offered support to other town departments regarding their procurements. Also established the first citywide sidewalk construction standards, pavement marking maintenance program, and crack-seal program. I streamlined the Forestry Division by assigning a dedicated trained team to perform all tree task and very proud to create a honest transparent relationship with the Tree Commission. One of my proudest accomplishments is offering my expertise and hundreds of hours of hard work during the snow and ice events of the 2015 season.

As a supervisor, I focus on supporting professional development for employees and give recognition to anyone who is willing and capable of performing additional responsibilities. I believe all positions within an organization are important and express the value of teamwork. My department is successful and well-respected by the Selectboard and the community due to our continued effort to succeed as a department.

Over my career, I have been a strong opponent of collaboration between departments, organizations and boards and commissions by encouraging open dialog with honest opinions and guidance.

I believe my experience, accomplishments, public relations strength, and attention to detail make me a strong candidate for the position of DPS Director for the City of Newburyport. I welcome the opportunity to discuss my leadership skills in greater details with you.

If I can supply additional information or if you have any questions, please contact me at 978-992-8915 or amaral.wayne@yahoo.com. Thank you for your consideration.

Sincerely,

Wayne S. Amaral