



CITY OF CONCORD

New Hampshire's Main Street™
General Services Department

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Earle M. Chesley, P.E., General Services Director
DATE: October 22, 2019
SUBJECT: General Services Department Water Plant/Administration Position
Realignment

Recommendation

Accept this report.

Background

On the heels of the reorganization of the Utility Billing section of the Administration Division of the General Services Department, the Department has initiated a change in organizational structure to create efficiencies in operation through succession planning opportunities and reassignment of resources.

Discussion

The change, reassigning the current Water Conservation Technician to report to the Water Plant Superintendent, allows current leak detection responsibilities to dovetail into water plant and water distribution system operations while freeing up resources to alleviate staffing level deficiencies in the Utility Billing section. This would be initiated following the impending retirement of a Water Treatment Plant Operator at the Water Plant this winter.

This change would maintain robust Water Plant operations and would add the Water Conservation Technician's skills to the Plants operations. In many ways, the position is well aligned there. The Water Plant Superintendent endorses this move.

This change would also then allow the Administration Division to be able to hire a needed Fiscal Technician III to resolve the redundancy and segregation of duty issues that have been identified. Furthermore, this would help create backup so that situations such as two recent unplanned medical leaves, do not significantly curtail operations.

This proposal has no increase in net City employees and results in a net savings of over \$47,000 for the City.

CC: Thomas J. Aspell
Jennifer Johnston