



Legislation Text

File #: 267-21, **Version:** 1

Order: Be it hereby ordained by the Malden City Council that the Revised Ordinances of 2020 be amended to reflect changes contained in the proposed FY2022 Budget (see attached).

Amend Section 2.20.03, Section B as follows:

Addition of Assistant Controller, Internal audit

Amend Section 2.20.03, Section C as follows:

Addition of Director, Planning and Economic Development

Amend Section 2.20.03, Section D as follows:

Addition of Chief of Operations

Amend Section 2.20.04, Section B as follows:

Removal of Local Building Inspector

Removal of Teen Program Coordinator

Addition of Compliance Officer

Addition of Human Services Coordinator

Amend Section 2.20.04, Section C as follows:

Addition of Code Inspector

Addition of Compliance Officer

Addition of Sr. Center Coordinator

Addition of Teen Program Coordinator

Addition of Planning and Development Specialist

Addition of Policy and Program Manager

Addition of Grants Writer/Manager

Addition of Transportation Planner

Addition of Community Development Director

Amend Section 2.20.04, Section D as follows:

Removal of Code Inspector

Removal of Senior Center Director

Addition of Local Building Inspector

Addition of Senior Planner and Policy Manager

Addition of HOME Program Director

Addition of Local Building Inspector

Amend Section 2.20.05, Section D as follows:

Addition of Planning and Development Assistant

Amend section 2.20.06 as follows:

Removal of Compliance Officers

Amend section 2.12.16 Parking Departments as follows:

Adding to section B:

5. Oversee and manage all aspects of off street parking program, including but not limited to the parking garages and off street lots owned by the City of Malden.

Adding a new Section 2.12.035 as follows:

Section 2.12.035 Chief of Operations

- A. The Mayor may, from time to time as he/she deems necessary and appropriate, designate a Chief Of Operations from among those officers and department directors appointed by the Mayor.
- B. Any designation as Chief Of Operations shall be coterminous with the term of the officer or department director's underlying appointment, and duties shall be performed simultaneous to and in conjunction with those of the underlying position. The salary established for the Chief Of Operations shall be inclusive of the salary paid for the underlying position.
- C. Under the direction of the Mayor and in collaboration with the City Council, the Chief Of Operations shall:
 - a. Co-ordinate interdepartmental activities and develop strategic long term operational plans for efficient interdepartmental operations;
 - b. Represent the City at the direction of the Mayor and/or City Council on organization wide matters to maximize the opportunities available to the City of Malden;
 - c. Develop and implement citywide standards for administrative and procedural practices to promote consistent, efficient and effective operations;
 - d. Coordinate the design and implementation of new programs and initiatives to advance the city's long-term goals;
 - e. Collaborate with other cities to further the sharing of knowledge and best practices, while pursuing opportunities for collaboration and resource sharing;
 - f. Collaborate with the Chief Financial Officer in developing long-term financial projections and capital planning to promote prudent financial practices and assure the sustainability of municipal operations;
 - g. Perform such other duties as prescribed by the Mayor and City Council.

Amend Section 2.12.080

~~DEPARTMENT OF PERMITS, INSPECTIONS AND PLANNING SERVICES~~

DEPARTMENT OF INSPECTIONAL SERVICES

The Mayor shall appoint the Building Commissioner, the Inspector of Wires, and the Inspector of Plumbing and Gasfitting. Any officer

so appointed shall possess the qualifications for their respective positions, as required by Massachusetts General Laws, and may be removed in the manner prescribed by law.

- A. The Building Commissioner shall, in addition to other duties imposed by law or ordinance, monitor the issuance of all building, plumbing and wire permits issued by the city, shall schedule all inspections required thereunder, and coordinate activities of the Local Building Inspector, the Inspector of Wires and the Inspector of Plumbing.

Delete Section B and adjust the lettering of the paragraphs thereafter:

~~B. The Board of Health shall appoint the Public Health Director who shall be an agent of the Board of Health and shall have all the powers and duties ascribed to such agents under Massachusetts General Laws or from time to time vested in him by the Board.~~

B. The Mayor, with the approval of the City Council, shall appoint the City Planner, who, under the direction of the Planning Board, shall develop and maintain the city's master plan and make recommendations relating to land use management and disposition of land owned by the city. The City Planner shall have such other duties with respect to city planning as may from time to time be imposed by the Mayor and City Council.

C. The Mayor, with the approval of the City Council, shall designate one of the aforementioned officers as ~~Director of Permitting, Inspections and Planning Services~~ **Director of Inspectional Services** for a term of three years, commencing July 1, 2012. The Director shall be charged with the administrative and executive oversight of the remaining officers, such administrative, clerical and assistant inspectional personnel as may be provided for by appropriation.

Delete Section E in its entirety:

~~E. Sealer of Weights and Measures:~~

~~The Sealer of Weights and Measures shall be appointed from a Civil Service list by the Mayor.~~

~~The Sealer of Weights and Measures shall be an agent of the Board of Health and shall work under the supervision of the Director of Public Health~~

~~The Sealer of Weights and Measures shall test scales, weights and measures for the public, shall have the care and custody of all public scales of the City, shall enforce all laws relative to the use of weights and measures.~~

Add the following new section:

Section 2.12.105

DEPARTMENT OF PUBLIC HEALTH AND HUMAN SERVICES

- A. Under the direction of the Public Health Director, the Department of Public Health and Human Services serves to protect, promote, and sustain the personal and environmental health of the community. This is accomplished through education, policy development and enforcement of laws and regulations governing health, environment, housing, and sanitation. The Department also works to strengthen the ways in which public health and social services work together to be responsive to the physical, social, and emotional needs of community members.
- B. The Public Health Director is the administrative officer of the department and shall provide for the internal organization of the department and shall, subject to funding, hire and supervise assistants, nurses, inspectional personnel, and other support staff.
- C. The Board of Health shall appoint the Public Health Director who shall be an agent of the Board of Health and shall have all the powers and duties ascribed to such agents under Massachusetts General Laws or from time to time vested in him by

the Board.

D. Sealer of Weights and Measures:

1. The Sealer of Weights and Measures shall be appointed from a Civil Service list by the Mayor. They shall be an agent of the Board of Health and shall work under the supervision of the Director of Public Health.
2. The Sealer of Weights and Measures shall test scales, weights and measures for the public, shall have the care and custody of all public scales of the City, shall enforce all laws relative to the use of weights and measures.

Ordinance Changes for Senior Center

Amend 2.08.040

ENUMERATION OF BOARDS AND COMMISSION APPOINTED OFFICERS; TERMS AND DUTIES

By Deleting Director of Human Services & Community Outreach Coordinator from the chart.

Amendments to 2.12.130

~~HUMAN SERVICES AND OUTREACH COORDINATOR~~

SENIOR CENTER PROGRAM COORDINATOR

- A. The Mayor, with the approval of the City Council, shall appoint a ~~Director of Human Services and Community Outreach~~ **Senior Center Program Coordinator** who shall serve for a term of three years.
- B. The ~~Director~~ **Coordinator** shall oversee the daily operations and budget of the Senior Center, develop programs and activities, manage staff, and hire such staff and assistants as may be provided for by appropriation. The **Coordinator** ~~Director of Human Services and Community Outreach~~, in consultation with the Council on Aging, shall develop and implement programs to provide social and support services to seniors, establish an information and referral system for issues related to aging and advocate for the city's aging population.
- ~~C. The Director shall collaborate with other city departments to develop and implement programs focused on youth, health and well-being, veterans' services and workforce development.~~
- ~~D. The Director act as liaison between the city and community, civic, educational and cultural organizations.~~
- ~~E.~~ **C.** The Director may apply for grants and awards from state and federal human service programs, may seek funding from private organizations and may engage in private fund-raising, provided that all funds so acquired be deposited in the City Treasury and expended as allowed by law.

Amend Section 2.16.070

COUNCIL ON AGING

The Council on Aging shall be comprised of seven members, including **the Senior Center Program Coordinator**, ~~the Director of the Malden Housing Authority, the Director of Public Health, the Police Chief, or their designees,~~ **a member of the Senior Center staff, the Human Services Coordinator or other designee of the Health and Human Services Department, and a representative of the local chapter of Mass Senior Action Council.** ~~an elder service provider who provides services to local seniors~~ **The Council shall also include three resident members of the Senior Center, appointed by the Mayor with Council confirmation for a term of three years.** Appointed representatives shall, to the extent practicable, represent a broad range of the senior population. ~~The Council shall meet at the call of the Director.~~ **The Senior Center Program Coordinator shall serve as Chair of the Council on Aging.**

The Council shall advise **and work with** ~~Director of Human Services and Community Outreach~~ **the Senior Center Program Coordinator** on the development and implementation of programs ~~to provide social and support services to seniors, and the establishment of an information and referral system for issues related to aging,~~ **and services to promote and safeguard the health and independence of seniors.**

The Council, *with the assistance of the Senior Center Program Coordinator*, ~~Director of Human Services and Community~~, shall annually submit a report of programs, activities and assets ~~to the City and~~ to the Department of Elder Affairs.

Delete Section 2.12.130

HUMAN SERVICES AND OUTREACH COORDINATOR