



MAYOR DAVID J. NARKEWICZ

City of Northampton

Office of the Mayor

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MEMORANDUM

DATE: May 2, 2016

TO: City Council

FROM: Mayor David J. Narkewicz

SUBJECT: Appointment of Director of Public Works

I am appointing Donna LaScaleia to the position of Director of Public Works. Ms. LaScaleia's career spans utility, facilities management, and construction fields. She most recently held the job of Superintendent/Operations Supervisor for Green Mountain Power in southern Vermont. Prior to that position Ms. LaScaleia worked as Director of Facilities Management at World Learning/SIT Graduate Institute, a 30 building, 200+ acre international college. I am submitting this appointment to the City Council in accordance with the Northampton Charter § 2-10.

cc: City Clerk, Wendy Mazza

Donna LaScaleia

Professional Experience:

Superintendent/Operations Supervisor, Brattleboro and Wilmington Districts

Central Vermont Public Service/Green Mountain Power

Brattleboro and Wilmington, VT

October 2011-November 2015

Responsibilities included:

- Management of all daily district operations for Vermont's largest electric utility, including line crew and tree crew supervision - approximately 25,000 customers, 8 substations and 1,500+ line miles of infrastructure over +/- 700 square miles
- Emergency restoration management of contractors and internal and external resources, 24/7 storm and emergency dispatching in cooperation with municipal and state officials
- Managing compliance with OSHA, VOSHA and relevant federal/state safety regulations, conducting safety briefings and inspections and establishing clearance and procedures for restricted work
- Conception, coordination, management and scheduling of multiple and simultaneous capital reconstruction projects, from budget development/estimation to construction oversight to final execution
- Scheduling and tracking of daily routine work through work management software
- Supervision of union and non-union employees, and interpretation and subsequent operational implementation/management of collective bargaining agreement
- Facility management for district garages and facilities, including coordination and supervision of maintenance on all mechanical systems—HVAC units, fire pumps, generators
- Oversight of hazardous waste treatment and disposal, MSDS documentation, and associated regulatory record keeping requirements
- Fleet and inventory and warehouse management, including material purchasing and establishment of appropriate stock levels for projects and daily operations
- Coordination and implementation of training for switching certifications, environmental regulation compliance, substations and new equipment
- Field design work for new customer and capital installations, including mapping, surveying and coordination with telephone company and third party attendees
- Vegetation management and coordination of distribution and transmission line clearance, and maintenance trimming with third party contractor
- Payroll, billing, capital/operating budget management
- Verification and management of switching orders and processes for both transmission and distribution systems
- Customer service and outreach, PR appearances, speeches and interviews

Director of Facilities Management

World Learning/SIT Graduate Institute

Brattleboro, VT

March 2008-October 2011

Responsibilities included:

- Oversight of all daily buildings and grounds facilities operations for 30 building, 200+ acre college campus in Southern Vermont
- Supervision of maintenance and custodial staff, including payroll, performance evaluations and coordination of all necessary training
- Management, preventive maintenance and code compliance for all mechanical systems and equipment: HVAC, fire, security, refrigeration, elevators and all utility distribution, including private water/sewer and electrical
- Oversight of expansion of electrical and water/sewer infrastructure upgrades in cooperation with municipal officials
- Planned and coordinated upgrades to boilers, chillers and fire pumps, and oversaw installation of standby generators as part of emergency preparedness multi-year plan
- Management of snow removal, storm planning, athletic fields and all landscaping
- Project management from conception to final execution for outside contractors, including acting as general contractor for scheduling and coordination purposes
- Fleet, equipment and inventory/warehouse management, including capital vehicle and equipment purchases
- Implementation of computerized work management system to streamline and organize work/service order requests
- Environmental compliance, including training, material management, waste disposal and MSDS tracking
- Creation of deferred maintenance plan and strategic initiatives
- Development and management of operating budget and annually variable capital budget
- Spearheaded new sustainability efforts and continued with existing programs - recycling, composting, alternative energy strategies, facility upgrades
- Interfaced with VEIC to procure grants for energy efficiency upgrades - coordinated overhaul of campus HVAC, lighting and refrigeration systems
- Coordination of special events - graduation, international student exchange programs, concerts, food festivals

Journeyman Electrician

IBEW Local 103

Boston, MA

June 2003-May 2008

Responsibilities included:

- Building industrial and commercial electrical installations
- Installing and troubleshooting fire alarm and security systems
- Purchasing and electrical inventory management for “Liberty Place” project - a 33 story luxury high rise with attached parking garage in Chinatown
- Jobs included: MAYTEP, Boston Convention Center, South Station, Quincy Market, Harvard University and the MBTA

Education:

B.A., Economics, Boston College 1999

Boston, MA

Professional licensure:

Master electrician, NH, VT and MA

CDL-A with endorsements

References available upon request