

Memorandum of Agreement
Between the Town of Natick
Town Administrator and Superintendent of Schools
Regarding Interim Building Maintenance Functions

Whereas, the Natick Board of Selectmen and School Committee have expressed their intent to consolidate building maintenance and management functions under a consolidated Department of Facilities Management, and

Whereas, the timetable for implementation of the consolidated department is July 1, 2012, and

Whereas, numerous personnel changes within the School Department Division of Facility Services and the Department of Public Works Building Maintenance Division have created an opportunity to share building maintenance functions, and

Whereas, such sharing of these functions could serve as an effective "pilot program" to help identify and remedy challenges or problems that arise in advance of implementation of the consolidated department, and

Whereas, the interim sharing of functions can be authorized by the Town Administrator and Superintendent of Schools.

Now therefore, the parties agree to the following:

1. The current General Foreman for the DPW Building Maintenance Division will be employed by the School Department Division of Facility Management as the Maintenance Manager effective December 1, 2011, and will report to the Director of Facility Management.
2. Effective December 1, 2011, the DPW Building Maintenance Division's painter will report to the Maintenance Manager; however said painter will still be an employee of and paid by the DPW.
3. Effective December 1, 2011, the School Department Division of Facility Management will be responsible for maintenance of all Town buildings (School and General Government).
4. Custodial personnel, reporting structures and operations remain unchanged.
5. At the 2012 Spring Annual Town Meeting, the Town Administrator will include a request to transfer from the DPW budget to the School

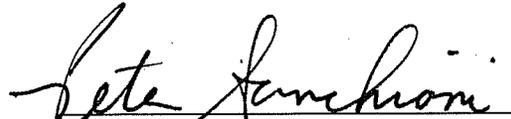
Department budget the salary funds remaining due to the transfer of the DPW General Foreman to the School Department.

6. The Director of Facility Management will prepare capital budget requests in advance of the 2012 Spring Annual Town Meeting for all Town buildings (School and General Government).
7. The Superintendent of Schools and Town Administrator, or their designees, shall meet periodically, or as needed, with the Director to discuss and resolve challenges or issues that may arise as a result of the shifting of personnel and responsibilities and to ensure that all buildings are getting adequate attention and maintenance during the term of this agreement.
8. The terms of this agreement are intended to remain in effect until a consolidated facility management department is established, anticipated for July 1, 2012, or until either party chooses to withdraw.



Martha White,
Town Administrator

Date: 11/22/11



Peter Sanchioni,
Superintendent of Schools

Date: 11/18/11