

City of Waltham

Jeannette A. McCarthy
Mayor

CITY OF WALTHAM
CITY CLERK'S OFFICE

2017 MAY 18 A 9:58

RECORDED

May 18, 2017

TO: The City Council
RE: Waltham Board of Health Appointment

Dear Councillors:

Pursuant to the provisions of City Ordinance Section 2-107, I respectfully request the appointment of Susan Piantedosi of 1114 Main Street, Waltham, MA as a member of the Waltham Board of Health. This appointment is to fill the vacancy left by the resignation of Francis Doherty.

Enclosed please find her application, resume and City Council Rule 35.

Ms. Piantedosi is available to answer any questions you may.

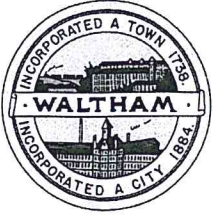
Sincerely,

Jeannette A. McCarthy

JAM/ccb

Enclosures

cc: Susan Piantedosi
John Zuppe



CITY OF WALTHAM
BOARD & COMMISSION APPLICATION

RECEIVED
MAY 08 2017
MAYOR'S OFFICE

The Mayor is seeking citizens who wish to serve on City Boards and Commissions established to assist and advise the City on specific matters. Please complete this application in full (attach a resume and other information which may assist the Mayor and the City Council in making its selection) and file it with the Human Resources Department, 119 School Street. The Mayor reserves the right to reject any applications. Some appointments are subject to confirmation by the City Council.

Name: SUSAN PIANTEDOSI Email: Suedosi48@gmail.com

Home Telephone: 781-899-1535 Work Telephone: —

Residence Address: 1114 Main St. Waltham MA Zip: 02451

Present Occupation & Place of Employment: RETIRED

Educational Background: WATER TOWN PUBLIC SCHOOLS - CLASS OF 1966

Memberships in Community Organizations or Professional Groups: —

City Boards and/or Commissions on which you have previously served: —

The reasons why you wish to be considered for appointment by the Mayor:

I WORKED IN THE WALTHAM HEALTH DEPT. FOR 24 YEARS.
12 YRS AS CLERK - 6 YRS AS CODE ENFORCEMENT INSPECTOR - 2 YRS
AS SR CODE ENF. INSPECTOR

Please detail specific areas of expertise: —

PLEASE SEE ATTACHED RESUME

Please detail specific areas of interest: SPORTS ENTHUSIAST - AVID READER - GARDENING
COOKING + ENJOYING MY FAMILY

Available for meetings in the daytime evenings both (check one)

Resident of the City since what year: 1971

Appointees and incumbents may be required to file a Statement of Economic Interest, as required by the City Council Rules or the Mayor. The statement may require a declaration that you have no interest in conflict with the City of Waltham. Please return your completed application to Human Resources, 119 School Street, Waltham, MA 02451. Applications will be kept on file for one year.

I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT.

Signature of Applicant: Susan Piantadosi Date: 5/8/2017

Name: Susan Piantadosi

SUSAN M. PIANTEDOSI
1114 MAIN STREET
WALTHAM, MA 02451
HOME (781-899-1535)

WORK EXPERIENCE:

September 1992- June 2016 City of Waltham Health Department

Clerk: September 1992 to March 2008

- Worked directly with the Director and Assistant Director of Public Health regarding board meetings, typing agendas and minutes of meetings held.
- Answered phone calls and assisted walk in customers with questions regarding tenant/landlord issues. Directed all complaints to inspectors.
- Typed all violation notice (Housing) for inspectors.
- Collected, deposited and recorded all money received by the Health Department.
- Worked directly with the State Department of Health regarding vaccines issued to Waltham physicians. Coordinated the city flu clinics for elderly residents.
- Collected, recorded, categorized all vaccines received by the Health Department from the State Lab for Waltham physicians'.
- Worked with the Director regarding massage applications and massage establishments.
- Recorded all Food and Retail inspection reports received from inspectors.
- Typed and recorded all permits issued by the health department.

Code Enforcement Inspector: March 2008 to March 2014

- Inspected housing complaints for sanitary code violations.
- Inspected food and retail establishments.
- Created and issued violation notices as needed regarding housing, food and retail establishments.
- Scheduled re-inspections as needed.
- Inspected tanning salons.
- Issued all tobacco and DNA permits.
- Collected, deposited and recorded all money received by the Health Department.
- Worked closely with the Chief Public Health Inspector regarding one day catering permits.

Senior Code Enforcement Inspector: March 2014 to June 2016 (Retired)

- Continued to fulfill my inspectional duties as a senior code enforcement inspector.
- Given added responsibilities: coordinating one-day permits from outside City of Waltham caterers.
- Coordinated the inspections of mobile food trucks with City of Waltham Fire Prevention.

Rule 35

Rule 35

Received

JAN 09 2006

Mayor's Office

Rewrite as follows:

All appointments of persons as regular employees of the City submitted for confirmation, by the Mayor, to the City Council, shall be accompanied by a written resume of the appointee's background and qualifications for that position. The resume shall include the appointee's full name and residential address, educational history, work background and experience, and any current certifications or licenses held by the appointee. The resume shall also include the names and addresses of all current employers, and shall disclose the names and addresses of any corporations, businesses, partnerships, trust, or other entities in which the appointee has any material interest, is an officer or board member, or officially represents in any capacity.

In addition, all appointments of persons as regular employees of the City submitted for confirmation, by the Mayor, to the City Council, shall be accompanied by a certification indicating that satisfactory CORI and background checks were conducted by the Mayor or his designee, reviewed and signed by the Mayor, and in the following format:

Name of Candidate: _____
Appointed To: _____
Date of Appointment: _____

_____ A background investigation has been conducted for this candidate.
Type of investigation: Police _____ Private _____
Date investigation was completed: _____
Results: Satisfactory _____ Unsatisfactory _____

_____ A Criminal Offender Record Information (CORI) report was obtained.
Results: Satisfactory _____ Unsatisfactory _____

Mayor's Signature _____ Date _____

All other appointments of persons, not as regular employees of the City, submitted for confirmation, by the Mayor, to the City Council, shall be accompanied by a written resume of the appointee's background and qualifications for that position. The resume shall include the appointee's full name and residential address, educational history, work background and experience, and any current certifications or licenses held by the appointee where such certifications and licenses are relevant to the appointed position. The resume shall also include the names and addresses of all current employers, and shall disclose the names and addresses of any corporations, businesses, partnerships, trust, or other entities in which the appointee has any material interest, is an officer or board member, or officially represents in any capacity, where any such relationship would create a conflict of interest involving the appointed position.

Read & Adopted October 28, 2002

Attest Rosario C. Malone, City Clerk

More Swart Piantedosi 5/8/2017

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The City Council shall conduct a personal interview of all new appointees. The interview shall be held not less than seven (7) days after the date of original presentation to the Council, and no confirmation of any new appointee shall be voted until seven (7) days after the completion of the interview. The City Council reserves the right to request a personal interview with respect to all re-appointments.

Read & Adopted October 28, 2002

Attest Rosario C. Malone, City Clerk