



CITY OF NEW HAVEN
TONIN. HARP
MAYOR

CITY HALL

MICHAEL CARTER
CHIEF ADMINISTRATIVE OFFICER
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August 1, 2014

Mr. Douglas Arndt, Acting Director
Public Works Department
City of New Haven,
134 Middletown Ave.
New Haven, CT 06511

Dear Mr. Arndt;

As we have discussed, the City is looking to move Public Works in a new direction and a permanent appointment for you as Director of the Department will not be forthcoming. The purpose of this letter is to lay out how we will implement the provisions of the Revised Memorandum of Understanding A13-0029 (MOU) between you and the City executed by Mayor Harp in April 2014.

August 1, 2014 will be your last day on the City payroll in the position of Director of DPW. In accordance with the MOU this will trigger an initial 30 day period during which you will continue to provide on-site management at DPW as directed by the CAO. I anticipate that until we hire a new DPW Director I will assume oversight of the department and will work with Jeff Pescosolido, Pierre Barbour and Alan Bush to put together a day to day plan of operations. I am asking that you take the week of August 4-8 off while we work out who will do what and how we will communicate. I will also work with finance staff to process the first of three lump sum payments to you consistent with the Memorandum of Understanding.

From August 11 through August 31, the balance of the first month of the transition period I will ask that you be available to consult on departmental matters. We can discuss whether this requires your presence on site and work out a schedule for that.

Additional lump sum payments will be made in September and in October as the second and third months of the transition period. During this time I anticipate you would not be on site but, consistent with MOU, you would be available by phone and e-mail for consultation on any issues that arise.

While the MOU does not address medical benefit coverage during the transition period the City will continue to carry these benefits through September 30, 2014.

We can discuss all of this in more detail but I wanted to communicate formally in writing so that we can implement the MOU.

Please know that your work at DPW has been appreciated and this decision is no reflection on your public works experience or knowledge but simply due to the city administration's desire for a different management style going forward.

Sincerely,

A handwritten signature in black ink that reads "Michael Carter". The signature is written in a cursive, flowing style.

Michael Carter
Chief Administrative Officer