



Finance Committee Report

City of Newton In City Council

Wednesday, September 12, 2018

Present: Councilors Gentile (Chair), Norton, Cote, Rice, Grossman, and Lappin

Absent: Councilors Ciccone and Noel

City staff present: Maureen Lemieux (Chief Financial Officer), Barney Heath (Director of Planning & Development), Josh Morse (Commissioner of Public Buildings), Alan Mandl (Assistant City Solicitor), Waneta Trabert (Director of Sustainable Materials), Lou Taverna (City Engineer), and Sue Dzikowski (Comptroller)

#451-18 Transfer of \$33,750 from Youth Services Grants to Youth Services Stipends

HER HONOR THE MAYOR requesting authorization to transfer the sum of thirty-three thousand seven hundred fifty dollars (\$33,750) from the Youth Services Grants Account to Youth Services Stipends Account for the purpose of reflecting the stipends in the City's payroll system.

Action: Finance Approved 5-0 (Norton not voting)

Note: Chief Financial Officer Maureen Lemieux presented the request to transfer \$33,750 held in the Youth Services Grants Account to an account for youth services stipends. The Summer High School Internship Program provides high school students with work experience through the summer at a variety of local business settings along with weekly workshops teaching a number of professional skills. This is the sixth year of the program and there were 70 participants this year. In the past, the City passed the grant funding to Newton Pride who issued vendor checks to students to pay the stipend. The Administration feels it is more appropriate for the City to pay the stipends through the payroll system. Council Rice moved approval of the item, which carried by a unanimous vote.

#460-18 Acceptance of a grant from the Executive Office for Energy and Environmental Affairs

HER HONOR THE MAYOR requesting authorization to accept and expend the State Executive Office for Energy and Environmental Affairs grant in the amount of forty-eight thousand dollars (\$48,000) for the purpose of climate resiliency and action planning services to be provided by the Metropolitan Area Planning Council.

Action: Finance Approved 6-0 Subject to Second Call

Note: Director Planning & Development Barney Heath presented the request for authorization to accept and expend a grant of \$48,000. The City was awarded the grant funds by the Executive Office for Energy and Environmental Affairs to complete the Climate Change Vulnerability Assessment (CCVA), the Hazard Mitigation Plan, and the Climate Action Plan. The City submitted its draft Climate Change Vulnerability Assessment to the State in April. The State rejected the draft because they wished for Newton to undertake community engagement before finalizing the plan. The grant funding

will be used to finalize the three components of the plan and engage the community through workshops, press releases, and other community outreach.

The City will work with the Metropolitan Area Planning Council (MAPC). The MAPC was the city's consultant on the draft CCVA and is a certified Municipal Vulnerabilities Preparedness Program provider. It makes sense to continue working with the MAPC to complete the CCVA, as the MAPC is familiar with the draft, offers prices that are within the City's budget, and has worked with 80 other communities on developing Hazard Mitigation Plans.

The Administration docketed an item with the City Council to adopt the CCVA. The MAPC will provide the Council with a presentation in the near future.

There was a question related to whether or not it is a good policy for the City to list citizen volunteers as secondary points of contact in contract documents. It is not a question of the credentials of the citizen volunteers but concern related to possible liability issues. It should be noted that the citizen volunteers have made the development of the CCVA possible. Chief Financial Officer Maureen Lemieux stated that she would check with the Law Department regarding the concerns.

Councilor Cote moved approval of the item subject to second call due to the open question related to naming citizens as secondary points of contact in a contract. The Committee voted six in favor and none opposed to support the motion. **N.B:** The scope of work exhibit in the contract is being amended to remove the non-city personnel as secondary contacts. The redlined version of amended language that was provided to the MAPC for signature is attached.

#453-18 Acceptance of a grant from the Department of Energy Resources
HER HONOR THE MAYOR requesting authorization to accept and expend the Green Communities Competitive Grant in the amount of two hundred forty-eight thousand seven hundred thirty-four dollars (\$248,734) awarded by the Department of Energy Resources Green Communities Division for a number of energy related projects.

Action: Finance Approved 6-0

Note: Commissioner of Public Building Josh Morse presented the request to accept a grant of \$248,734 from the Department of Energy Resources Green Communities Division. Commissioner Morse recognized Project Manager Bill Ferguson as leading the effort to maximize grant funding for improvements in energy efficiency through a variety of projects. The grant will fund a number of projects and purchases including LED lighting, window weatherization, electric vehicle charging stations and the purchase of hybrid vehicles. The lighting and weatherization projects should yield between \$50,000 and \$60,000 in savings. The City included the purchase of the hybrid vehicles in the budget; therefore, the City will have additional funds in the budget for vehicle replacements. A more detailed list with cost breakdowns was attached to the agenda for the meeting. The work will begin as soon as the Council approved the acceptance. All of these projects must be completed before applying for the next round of Green Community grant funding, which is expected to take place in April 2019.

The Committee had no questions regarding the docket item and Councilor Norton moved approval, which carried unanimously.

Referred to Public Facilities and Finance Committees

#473-18 Appropriation and grant acceptance for energy efficiency projects

HER HONOR THE MAYOR requesting authorization to appropriate sixty-one thousand four hundred twenty-three dollars (\$61,423) from the Energy Stabilization Fund and authorize the acceptance and expenditure of one hundred thirty-eight thousand five hundred twenty-one dollars (\$138,521) in matching rebate funds from Eversource for the purpose of upgrading LED lighting and controls at Newton South High School and Bowen Elementary School.

Public Facilities Approved as Amended 5-0 @ \$50,463 and \$149,481 on 09/06/18

Action: Finance Approved as Amended 6-0 \$50,463 appropriation/\$149,481 acceptance

Note: Commissioner of Public Buildings Josh Morse presented the request to appropriate funding from the Energy Stabilization Fund and to authorize the expenditure of matching rebate funds from Eversource. The Mayor submitted the attached letter to the Committee requesting that the item be amended to reflect an increase in the Eversource rebate funds from \$138,521 to \$149,481, and a reduction in the requested appropriation to \$50,463. Commissioner Morse explained that the City is essentially paying \$50,463 for a \$200,000 project with less than a two-year payback in generated savings. The funding will be used to upgrade LED lighting and controls at Newton South High School and Bowne Elementary School. The lighting updates must be completed by October 31, 2018. The Committee had no questions and Councilor Lappin moved approval of the item, which carried unanimously.

Referred to Public Facilities and Finance Committees

#60-18 Review of filing fee for grant of location petitions

COUNCILORS CROSSLEY, ALBRIGHT AND LAPPIN requesting a review of proposed amendment to City Code Sec. 17-3(19), governing filing fee(s) for grant of location petitions for placement of wireless communications facilities and poles constructed primarily for wireless communications purposes.

Public Facilities Approved 6-0 on 02/21/18

Action: Approved as Amended 6-0 @ \$750 per location

Note: Assistant City Solicitor Alan Mandl joined the Committee for discussion of this request to amend the Ordinances by increasing the application fee for grants of locations for wireless equipment. Attorney Mandl, the Public Facilities Committee and the Wireless Working Group worked on developing a recommended fee. The researched what other communities are charging, which ranges from between \$300 and \$1,000 per site. Attorney Mandl provided a letter for the meeting agenda with a comparative analysis and justification of the proposed \$500 fee based on the cost of labor to process and review wireless grant of location applications.

The Committee discussed whether the proposed \$500 fee was enough. Committee members felt that the City could justify a larger fee. There was suggestion that the fee should be set at \$750 per location. Attorney Mandle stated that one of the reasons the \$500 fee was recommended was that it is in line with what the Federal Communications Commission (FCC) is discussing as an appropriate fee for municipalities to charge for one to five wireless grant of location applications. At some point the FCC, will make an official recommendation on fees. Attorney Mandl added that the proposed fee does not include the cost of benefits, which would increase the labor costs for each department involved in the processing and review of wireless applications. Committee members felt it was appropriate and defensible to include the benefit costs when calculating the labor costs.

Councilor Lappin moved approval of the item as amended to increase the recommended fee to \$750. The Committee supported the motion by a vote of six in favor and none opposed. The Chair agreed to provide a memo to the Council explaining how the Committee arrived at the increase fee of \$750.

#452-18 Acceptance of a grant from the Department of Environmental Protection
HER HONOR THE MAYOR requesting authorization to accept and expend the MassDEP Recycling IQ Grant in the amount of forty thousand dollars (\$40,000) awarded by the Massachusetts Department of Environmental Protection to be used to address recycling contamination.

Action: Approved 5-1 (Gentile opposed)

Note: Director of Sustainability Waneta Trabert joined the Committee to discuss the acceptance and expenditure of a \$40,000 from the Massachusetts Department of Environmental Protection (MassDEP) Grant to be used to address recycling contamination. The grant will provide funding and assistance for an educational campaign to residents on how to avoid contaminating recycling for curbside collection. The City will utilize mailings, social media, banners and site visits to residences to do curbside audits of each recycling bin located on three routes determined to have the highest levels of contamination. The audits will take place over an eight-week timeframe.

The MassDEP is providing the City with up to 40 hours of technical assistance and up to \$40,000 in outreach materials. The City must prescribe to all elements of the MassDEP's Recycling IQ Kit to qualify for the funding. The elements include working with a Municipal Assistance Coordinator from MassDEP to develop a work plan, budget, curbside audits and timeline. The attached grant agreement provides further details of the elements.

Ms. Trabert explained that Waste Management is currently charging the City a fee for excess contamination, at a rate \$7,000 a month. If the City can reduce curbside contamination, Waste Management will not charge the fee. The Recycling IQ Kit has been successful in reducing recycling contamination in other communities.

The Chair voiced concern that the curbside audits may antagonize residents that are audited. People may not want the City looking in their recycling bins. It was explained that once the recycling bins are curbside, they are public and can be opened by anyone. Ms. Trabert explained that the audit is a key component in the success of reducing contamination. If contaminants are found during the initial audit the will City leave a postcard letting the resident know that there is a contamination issue with their recycling. If there are contaminants found during subsequent audits at the same address, the recycling will not be picked up. Ms. Trabert added that it is a visual inspection and that nobody will be poking around in the recycling bin. One of the biggest contaminants in Newton's curbside recycling is plastic bags. Plastic bags are easy to see with a visual inspection and most people do not realize that they should not be putting them in the recycling bin. The educational campaign and audits should go a long way in reducing the number of plastic bags in Newton's recycling stream. The City must perform the audits to receive the funding.

Committee members requested that Ms. Trabert provide a list of the streets that will be part of the curbside audit. The recycling market is currently unstable resulting in increased costs for collection. It is important that the City educate residents to reduce contamination in order reduce costs for recycling collection. With that, Councilor Norton moved approval, which carried by a vote of five in favor and one opposed.

Referred to Public Facilities and Finance Committees

#456-18

Authorization for the MWRA grant/loan program

HER HONOR THE MAYOR requesting authorization to accept and expend a grant of three million four hundred thirty-five thousand dollars (\$3,435,000) from the Massachusetts Water Resources Authority (MWRA) and authorization to borrow one million one hundred forty-five thousand dollars (1,145,000) as part of the MWRA interest free loan/grant program for the purpose of funding sewer improvements.

Public Facilities Approved 5-0 on 09/06/18

Action:

Approved 6-0

Note: City Engineer Lou Taverna presented the request for authorization to expend a grant of \$3,435,000 and authorization to borrow \$1,145,000 at 0% interest from the Massachusetts Water Resources Authority (MWRA). The loan is payable in 1/10 installments over ten years. This is Phase 11 of the MWRA's grant/loan program, which the MWRA offers to communities to reduce infiltration and inflow within their sewer infrastructure.

The City will use the grant/loan money to fund construction of the Sewer Infrastructure Improvement Plan Project Area 7 construction. The design of Project Area 7 should be complete by the end of the year and construction can begin next year.

The City's Sewer Infrastructure Improvement Plan is working to reduce inflow and infiltration. Mr. Taverna will provide data on the progress that the City has made. Chief Financial Officer Maureen Lemieux pointed out that the MWRA has already provided the City with its estimated assessment for

Fiscal Year 2020, which is down \$500,000. The decrease is a very good indicator that the City is eliminating inflow and infiltration. With that, Councilor Cote moved approval, which was approved unanimously.

Referred to Public Facilities and Finance Committees

#457-18 Appropriate \$232,000 for a new street sweeper

HER HONOR THE MAYOR requesting authorization to appropriate two hundred thirty-two thousand dollars (\$232,000) from bonded indebtedness to fund the purchase of a new 2018 Elgin Pelican Street Sweeper.

Public Facilities Approved 5-0 on 09/06/18

Action: Approved 6-0

Note: City Engineer Lou Taverna stated that the request for \$232,000 from bonded indebtedness for the purchase of a street sweeper. A quote for the new sweeper with a GPS system was included as an attachment to the agenda for this meeting. The new sweeper is included in the Fiscal Year 2019 Capital improvement Plan under the Municipal Vehicles and Equipment Program. The requested street sweeper will replace a 2002 sweeper that requires extensive repairs and beyond its useful life. The standard replacement schedule for sweepers is every eight to ten years, because of the daily use and the dirty environment they work in. The City has also expanded its street sweeping program in an effort to decrease the amount of contaminants including phosphorus from entering the storm water system. The Environmental Protection Agency has implemented stricter storm water regulations. Councilor Grossman moved approval of the item, which carried by a vote of six in favor and none opposed.

Referred to Public Facilities and Finance Committees

#458-18 Appropriate \$149,000 for a new backhoe

HER HONOR THE MAYOR requesting authorization to appropriate one hundred forty-nine thousand dollars (\$149,000) from bonded indebtedness to fund the purchase of a new 590S Backhoe for the Public Works Department.

Public Facilities Approved 5-0 on 09/06/18

Action: Approved 6-0

Note: City Engineer Lou Taverna presented the request to bond \$149,000 to purchase a new backhoe for the Department of Public Works. The backhoe will replace a 1995 backhoe that is well past its useful life and no longer in service. The new backhoe is part of the 2019 Capital Improvement Plan. Backhoes have a recommended replacement life of 10 years. The City's backhoes are in use year round for roadway construction and snow/ice removal operations. A quote for the backhoe was attached to the agenda. The Committee understood the need for the new equipment and Councilor Cote moved approval, which carried unanimously.

Referred to Public Facilities and Finance Committees

#459-18 Appropriate \$2,200,000 for I/I Improvements in Project Area 6

HER HONOR THE MAYOR requesting authorization to appropriate two million two hundred thousand dollars (\$2,200,000) from bonded indebtedness to fund the construction of the Sewer System Inflow and Infiltration Capital Improvement Program Project Area 6 located in the areas of Newton Centre, Newtonville, Nonantum, and Chestnut Hill.

Public Facilities Approved 5-0 on 09/06/18

Action: Approved 6-0

Note: City Engineer Lou Taverna reviewed the request for authorization to bond \$2.2 million for construction of Sewer System Inflow and Infiltration Program Project Area 6 located in areas of Newton Centre, Newtonville, Nonantum, and Chestnut Hill. The project is ready to be sent out to bid. The total cost estimate for the project is \$4.3 million. The remaining \$2.1 million of the funding for the project is available in the Department of Public Works' budget. The Committee is familiar with the ongoing Sewer System Inflow and Infiltration Capital Improvement Program Project and understood the need for the funding. Councilor Rice moved approval, which carried by a vote of six in favor and none opposed.

Referred to Public Facilities and Finance Committees

#474-18 Appropriation and authorization to purchase a DPW front end loader

HER HONOR THE MAYOR requesting authorization to appropriate two hundred and fifty thousand six hundred and forty dollars (\$250,640) and authorize a general obligation borrowing of an equal amount for the purpose of funding the purchase of a new front-end loader for the Public Works Department – Highway Division.

Public Facilities Approved 5-0 on 09/06/18

Action: Approved as Amended 6-0 @258,140

Note: City Engineer Lou Taverna informed the Committee that this is a request to bond \$250,640 to purchase a new front-end loader for the Department of Public Works. It is included in the Fiscal Year 2019 Capital improvement Plan under the Municipal Vehicles and Equipment Program. The new loader will replace a 1998 front-end loader that has reached the end of its useful life. Front-end loaders generally have a useful life of approximately ten years. This piece of equipment is used in daily operations of the department for loading trucks, lifting heavy material, and plowing streets. The quote for the front-end loader was attached to the agenda.

The Chair requested that the administration consider selling the 1998 front-end loader instead of trading it in to the supplier of the new loader for a trade allowance of \$7,500. The quote of \$250,640 for the new front-end loader includes the discount for the trade. Several local general contractors have commented that the City could sell the old front-end loader for significantly more

than the trade allowance offer. Chief Financial Officer Maureen Lemieux agreed to look at determining whether it makes more financial sense for the city to sell the equipment.

The Committee did not want to hold up the purchase of the equipment; therefore, the Committee unanimously supported amending the item to authorize bonding \$258,140, which is the cost of the front-end loader without the trade allowance. Councilor Grossman moved approval of the item as amended, which carried by a vote of six in favor and none opposed.

Referred to Public Facilities and Finance Committees

#475-18 Appropriation and expenditure for Hammond Brook Culvert Replacement Project
HER HONOR THE MAYOR requesting authorization to appropriate and expend two hundred and three thousand nine hundred and seventy five dollars (\$203,975) from the Municipal Federal Grant Fund 18, authorize the appropriation of three hundred thousand dollars (\$300,000) and authorize a general obligation borrowing of an equal amount for the purpose of funding the Hammond Brook Culvert Replacement Project.
Public Facilities Approved 5-0 on 09/06/18

Action: **Approved 6-0**

Note: City Engineer Lou Taverna reviewed the request to appropriate \$203,975 from the Municipal Federal Grant Fund 18 Account and authorize bonding \$300,000 to replace the Hammond Brook Culvert. A section of the culvert collapsed during a storm in 2010 causing a MBTA Green Line Train to derail by Glen Avenue. The project includes excavation, the replacement of the existing 24" pipe with a new 24" pipe, removal of trees and fencing, and surface restoration when the project is complete. The culvert is located in a conservation area and is therefore subject to the Conservation Commission's requirements and order of conditions. The Committee had no questions and Councilor Norton moved approval, which was supported unanimously.

The Committee adjourned at 9:02 PM and all other items before the Committee were held without discussion. Draft Council Orders for the above items that are recommended for City Council action are attached.

Respectfully submitted,

Leonard J. Gentile, Chair

CITY OF NEWTON

IN BOARD OF ALDERMEN

2018

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Leonard J. Gentile, a transfer of funds in the amount of thirty-three thousand seven hundred fifty dollars (\$33,750) to pay for the summer high school interns stipends through the payroll system, be and is hereby approved as follows:

From:	Youth Services Grants (0150122-5797).....	\$33,750
To:	Youth Services Stipends (0150122-514309).....	\$33,750

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) RUTHANNE FULLER
Mayor

MEMORANDUM OF UNDERSTANDING BETWEEN

City of Newton and Metropolitan Area Planning Council

Regarding the 2018 Contract for the Development of a Climate Action Plan

1. Parties. This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the City of Newton, whose address is 1000 Commonwealth Ave., Newton, MA, and the Metropolitan Area Planning Council (hereinafter referred to as “MAPC”) of 60 Temple Place, Boston, MA 02111.

2. Purpose. The purpose of this MOU is to revise the existing Scope of Work between the Planning and Development Dept. and MAPC for the Climate Action Plan (Exhibit C). In “The Contract for Professional Services By and Between Metropolitan Area Planning Council and The City of Newton” (#L-6448) Exhibit C, dated 7/13/18, “MAPC Scope of Work, City of Newton, Climate Action Plan (CAP)- Climate Mitigation” is hereby revised.

3. Revisions Approved under this MOU.

- I. The “General Expectations” section of Exhibit C, is hereby revised as indicated with strike-through text below.
 - 1) The City of Newton will contribute \$24,000 directly to fund MAPC’s work, to be invoiced by MAPC in three parts: \$12,000 at the start of the project; \$6,000 in October 2018; \$6,000 at the project’s end.
 - 2) The City of Newton will contribute \$6,000 to fund one or more college- or graduate-level interns in order to support this scope of work under the City’s and MAPC’s guidance.
 - 3) The City of Newton will contribute \$6,000 of its MVP grant award to fund MAPC’s work and participation associated with engaging the public around climate mitigation at three CCVA/Resiliency workshops, to be invoiced at the project’s end.
 - 4) The City of Newton has identified Jennifer Steel as the primary point of contact (POC) within the municipal government to serve as the liaison with MAPC. ~~As secondary points of contact to Steel, the City has identified Jonathan Kantor and Halina Brown as the lead points of contact for the V-CAP (V-POCs), and Eric Olson as the lead point of contact for intern related tasks (I-POC).~~
 - a. The municipal POC will coordinate with other municipal staff, committee members, or other stakeholders for needed information and approvals.
 - b. The municipal POC will respond to MAPC communication (emails or voicemails) in a timely manner. ~~The V-POCs and I-POC also will respond to MAPC communication (emails or voicemails) in as timely a manner as possible.~~
 - c. The municipal POC will oversee the collaboration among MAPC, the City, the volunteer Climate Action Group, members of the public, and other relevant stakeholders.
- II. The “Project Deliverables” and “Scope of Work” sections of Exhibit C, are hereby revised with the attached timeline “Newton Climate Action Plan: Project Timeline & Deliverables,” dated 9/11/18.

4. Term of MOU. This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect until all work described in the referenced MAPC contract is fulfilled.

5. General Provisions

A. Amendments. Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

B. Applicable Law. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Massachusetts. The courts of the State of Massachusetts shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be Middlesex County, Massachusetts.

C. Entirety of Agreement. This MOU with attachment, consisting of 4 pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

D. Severability. Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and either party may renegotiate the terms affected by the severance.

E. Third Party Beneficiary Rights. The parties do not intend to create in any other individual or entity the status of a third party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU, and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only parties signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.

6. Signatures. In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

City of Newton

MAPC

[signature]

[signature]

[Name and Title]

Date

[Name and Title]

Date

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Leonard J. Gentile, the authorization to accept and expend a grant from the State Executive Office for Energy and Environmental Affairs in the amount of forty-eight thousand dollars (\$48,000) to be used for the purpose of funding climate resiliency and action planning services provided by the Metropolitan Area Planning Council be and is hereby approved.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON

City Clerk

(SGD) RUTHANNE FULLER

Mayor

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Leonard J. Gentile, the authorization to accept and expend the Green Communities Competitive Grant in the amount of two hundred forty-eight thousand seven hundred thirty-four dollars (\$248,734) awarded by the Department of Energy Resources Green Communities Division for energy related projects be and is hereby approved.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) RUTHANNE FULLER
Mayor



RUTHANNE FULLER
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#473-18
Telephone
(617) 796-1100
Telefax
(617) 796-1113
TDD
(617) 796-1089
E-mail
rfuller@newtonma.gov

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council amend Docket Item #473-18 by reducing the amount of money required from the Energy Stabilization Fund from \$61,423 to \$50,463.

The City is the beneficiary of an increase of \$10,960 in the Eversource grant, therefore our match can be reduced.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

RECEIVED
Newton City Clerk
2018 SEP -7 PM 2:33
September 7, 2018
David A. Olson, CMC
Newton, MA 02459

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee and Finance Committee through their respective Chairs Deborah J. Crossley and Leonard J. Gentile, the authorization to accept and expend matching rebate funds from Eversource in the amount of one hundred forty-nine thousand four hundred eighty-one dollars (\$149,481) for the purpose of upgrading LED lighting and controls at Newton South High School and Bowen Elementary School be and is hereby approved.

And

The sum of fifty thousand four hundred sixty-three dollars (\$50,463) to be appropriated from the Energy Stabilization Fund be and is hereby appropriated, granted, and expenditure authorized for the purpose of upgrading LED lighting and controls at Newton South High School and Bowen Elementary School be and is hereby approved.

FROM:	Energy Conservation Fund Balance (39-3339G)	\$50,463
TO:	NSHS/Bowen LED Upgrades (98001080-5790).....	\$50,463

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) RUTHANNE FULLER
Mayor

DATE: _____

City Council

2018-2019

City of Newton

Memorandum

To: City Council
From: Councilor Gentile, Chair of the Finance Committee
Re: Docket Item #60-18
Date: September 14, 2018

Colleagues,

At our meeting on Wednesday, the Finance Committee voted 6-0 to increase the application fee for wireless applications from the Public Facilities Committee's recommendation of \$500 to \$750. The committee felt that \$750 more accurately reflects the actual cost to the City to process these applications. The attached letter from Assistant City Solicitor Alan Mandl provides the cost analysis for processing and review of wireless communication applications. The calculations of the labor rates in Attorney Mandl's letters do not include the cost of fringe benefits. Knowing that the fees the City charges must be defensible, it is important to note that if you increase the labor rates in the Law Department's letter by 30% to account for benefits, which is commonly done when calculating labor costs, the actual cost to the city is \$852.15.

As always, feel free to contact the Chair or any Committee member if you have any questions.

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDINANCE NO. B

BE IT ORDAINED BY THE CITY COUNCIL
OF THE CITY OF NEWTON AS FOLLOWS:

That the Revised Ordinances of Newton, Massachusetts, 2017, as amended, be and are hereby further amended relative to Chapter 17 as follows:

In **Sec. 17-3. Fees for certain licenses and permits.**

Delete in its entirety the following:

(19) Public utility petitions..... \$35.00

and **Insert** in its place the following:

(19) Public utility petitions

- a) Petitions for facilities other than wireless communications facilities \$35.00 per location
- b) Petitions for wireless communications facilities attached to utility or city-owned poles or new poles constructed primarily for wireless communications purposes \$750.00 per location

Approved as to legal form and character:

QUIDA C. M. YOUNG
Acting City Solicitor

Under Suspension of Rules
Readings Waived and Adopted

EXECUTIVE DEPARTMENT

**GRANT AGREEMENT
BETWEEN THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF ENVIRONMENTAL PROTECTION ("MassDEP")**

AND THE CITY OF NEWTON("Grantee")

Pursuant to the Green Communities Act, relevant provisions of which are codified at M.G.L. c. 25A, Section 11F(d) and the regulations promulgated thereunder at 310 CMR 19.300 and in support of the Massachusetts Solid Waste Master Plan developed pursuant to M.G.L. c. 16, Section 21, MassDEP has awarded the City of Newton a Sustainable Materials Recovery Program Grant of up to \$40,000 to implement the Recycling IQ Kit. The City of Newton shall comply with the specific terms and conditions described below in the performance of the Grant.


Duration of the Grant: The term of this grant shall expire December 31, 2018 unless otherwise authorized by the MassDEP.

1. **Authority:** The Signatory of this Grant Agreement is authorized by the governing body of the Grantee to enter into this Grant Agreement on behalf of the Grantee and accept and utilize this Grant.
2. **Commonwealth Terms and Conditions:** The Grantee shall comply with the Commonwealth Terms and Conditions and other requirements set forth in the Grantee's executed Master Service Agreement.
3. **Failure to Comply:** If, in the judgment of MassDEP, the Grantee fails to comply with any of its responsibilities identified in this Grant Agreement, then, at the election of MassDEP, (a) the Grantee shall repay the grant funds to MassDEP within 90 days; and/or (b) title to all grant materials purchased with these grant funds immediately and without any further steps shall be transferred to MassDEP; and/or (c) MassDEP may find the Grantee not eligible to seek another Sustainable Materials Recovery Program Grant for up to three years. MassDEP may provide written notice to the Grantee of any such failure to comply. Such notice may provide a time period and manner for the Grantee to cease or remedy the failure. Such notice from MassDEP of any such failure by the Grantee is not a precondition to MassDEP's right to select options (a), (b), and/or (c) above. The Grantee shall follow the instructions of MassDEP regarding possession of the grant materials. The Parties hereby agree to execute any and all documents necessary to accomplish said transfer. Furthermore, the Grantee shall transfer or arrange to transfer actual possession of said materials to an authorized representative of the Commonwealth of Massachusetts or its designee.
4. **Use of Grant Funds:** The Scope of Work prepared by the Grantee and approved by MassDEP is attached hereto and hereby is a part of this Grant Agreement. The Grantee shall comply with all of its terms and conditions.
5. **Invoicing:** Grant funds are disbursed on a reimbursement basis after the Grantee has expended funds for approved purposes. At the election of Grantee, MassDEP may disburse a specified portion of grant funds directly to a designated printing vendor on Massachusetts State Contract OFF 44 for production of print materials as described in the attached Scope of Work. The Grantee shall submit requests for reimbursement to MassDEP for approved expenditures not more than monthly and not less than quarterly. Invoices must be submitted by July 31st for expenditures made in the prior fiscal year ending June 30th. Requests for reimbursement shall be accompanied by the supporting documentation when appropriate, i.e., proof of purchase in the form of an invoice which lists the vendor name and address, items or services purchased, or subcontractor costs. Reimbursements are contingent on successful completion of tasks. Final request for reimbursement must be received no later than December 31, 2018 unless otherwise approved by MassDEP.


- 6. Reporting: Grantee shall communicate on a regular basis with the MassDEP project manager to keep him/her apprised of the work performed pursuant to the Grant. At the conclusion of the project, and no later than December 31, 2018, Grantee shall submit a final report to MassDEP that describes the work and deliverables completed, challenges and lessons learned, and recommendations on next steps, if appropriate. In addition, Grantee will file an annual Recycling and Solid Waste survey by February 15th, via ReTrac for the calendar year that follows the year in which the grant funds were expended. Failure to comply with this reporting requirement may jeopardize future grant awards.
- 7. Publicity and Outreach:
 - a. Outreach materials and publicity tools (i.e., press releases, media advisories, etc.) issued by the Grantee in conjunction with or as a result of this grant shall recognize MassDEP as a funder, unless otherwise approved in advance by the MassDEP project manager. Funding recognition shall read as follows: "This project is funded in part by a grant from the Massachusetts Department of Environmental Protection". Printed outreach materials shall be printed double-sided on 30% recycled paper.
 - b. MassDEP shall retain the right to utilize and disseminate all printed outreach materials and publicity tools and artwork produced by the Grantee or the Grantee's contractor as a result of this Grant. The Grantee shall provide MassDEP with copies of all outreach materials and publicity tools developed (in hard copy and in an editable electronic format).
 - c. The Grantee should be prepared to provide a public presentation on the results or findings of the Grant at the request of MassDEP.
- 8. Environmental Compliance:
The Grantee understands receipt of a Grant from MassDEP does not in any way imply that the Grantee is in full compliance with all applicable environmental regulations. This Grant Agreement shall not be construed as, nor operate as, relieving the Grantee or any other person of the necessity of complying with all applicable federal, state, and local laws, regulations and approvals. The Grantee's facility (ies) is subject to inspection at any time by MassDEP and noncompliance with applicable environmental regulations may result in formal enforcement actions, including penalties.
- 9. Addendums: Should MassDEP award additional grant funds, an addendum to the Grant Agreement shall be provided to the Grantee. The same terms and conditions apply to the addendum.

IN WITNESS WHEREOF, MassDEP and the Grantee hereby execute this Grant Agreement.

COMMONWEALTH OF MASSACHUSETTS

By:  8/20/2018
 Greg Cooper, Division Director (Date)
 Business Compliance and Recycling
 Department of Environmental Protection

CITY OF NEWTON

By:  8/14/18
 (Signature and Title) Mayor (Date)
Ruthanne Fuller
 (Print Name)

**Massachusetts Department of Environmental Protection
CY18 Recycling IQ Kit Technical Assistance Project
For the City of Newton
Scope of Work**

The City of Newton submitted a Sustainable Materials Recovery Program Technical Assistance Application to the Massachusetts Department of Environmental Protection for the Recycling IQ Kit. On the basis of the application and the completed IQ Kit Assessment Tool, MassDEP has selected Newton to receive up to 40 hours of technical assistance and up to \$40,000 in outreach materials and distribution assistance for this project. This project will address contamination in the municipality's curbside recycling program, using the Curbside Recycling IQ Kit. This assistance is contingent on Newton agreeing to implement the prescribed elements of the Recycling IQ Kit in their entirety.

Project Summary:

The Recycling IQ Kit is designed to provide municipalities with steps, tools, and resources to improve the quality of the residential recycling stream. Julia Greene, Municipal Assistance Coordinator (MAC), will assist Newton in the development of a work plan to employ the tools and strategies in the Recycling IQ Kit which focuses on targeted public outreach and operational intervention strategies. MassDEP funds provided for the project will take two forms: Production of customized collateral materials by a MassDEP contracted printing vendor or vendor identified by Newton; and, reimbursement of pre-approved outreach expenses incurred by the Newton for distribution of collateral materials on residential collection routes. The allocation of funds will be determined by Newton and approved by MassDEP.

Newton has designated Waneta Trabert, as the Project Coordinator (PC), to function as the key point of contact with the MAC throughout the project. This project will be completed no later than December 31, 2018, unless otherwise approved by MassDEP in writing, in advance of this date.

Scope of Work and Deliverables:

Task One: Kick-off Planning Meeting

Date: May 17, 2018

The first phase of this project will gather key information required to roll out the program. At a kick-off meeting, the MAC and the PC will meet with representatives from MassDEP, the hauler (WM), the Material Recovery Facility (MRF) and other relevant stakeholders to discuss:

1. MassDEP terms and conditions for this project
1. The tools and resources available in the Recycling IQ Kit
2. Project goals
3. Targeted collection routes
4. How to allocate funds for collateral, personnel/operations, and building a culture of recycling
5. Timelines – preparation, campaign coordination, launch, operational period, evaluation
6. Tactics – communications and operations tools and approaches to be used in “intervention” phase
7. Data Collection Plan
8. Staffing / roles and responsibilities

Task Two: Prep Core Tools, Standard Operating Procedures, Budget and Timeline

Completion Date: July 13, 2018

This phase involves writing up and submitting for approval the standard operating procedures, a detailed budget, and a timeline for all of the activities taking place. It also involves selecting and ordering the outreach pieces and collateral materials to be used in the intervention phase.

Prepping Core Tools and Budget:

1. PC and MAC will determine which general promotion tools will be used
2. PC will work with GIS staff to obtain mailing addresses for city-wide mailings
3. PC will work with identified printing vendor and MAC (as needed) to customize tools with logo, phone, website, and language accommodations as necessary
4. PC will work with printing vendor and MAC (as needed) to determine mailing strategy (saturation mailing)
5. PC will work with MAC (as needed) to update municipal webpage and/or develop other social media and outreach strategies

Prepping Standard Operating Procedures:

1. PC, with help from MAC, will develop a clear operational plan for municipal staff, temporary hires, or contracted personnel (hereinafter "Staff") and/or the hauler to follow in the intervention stage (ie. tip cart lids, leave "Oops Tags", determine rejection policy, and maintain consistent practices at the curb)
2. PC, with help from MAC, will create a data collection plan and tracking sheet with addresses to monitor basic program metrics (tagging and set-out rates)
3. PC will work with MRF to determine how often the municipality will receive contamination reports from MRF (using tracking form in IQ Kit)
4. PC will coordinate with hauler on curbside timing and procedures
5. PC will set internal Standard Operating Procedures for staff

Prepping Timeline:

1. PC will consult Curbside checklist to finalize timeline for launch and relay information to MAC
2. If a returning participant, PC will include maintenance checks (see Task Four) when determining timeline

Identify Staff:

1. PC will identify and hire staff for tipping cart lids and tagging on designated routes

Deliverables to be submitted and approved by MassDEP prior to access to grant funds:

- Detailed budget of all relevant program expenses including those paid for by the municipality and those to be reimbursed by MassDEP (Attachment A)
- Standard Operating Procedures detailing the project plan, data collection plan, etc. (Attachment B)
- Detailed timeline that includes program start and stop dates, collateral ordering and mailing dates, maintenance dates, and any other relevant information (Attachment C)
- These documents (budget, SOP, timeline) shall become part of this Scope of Work upon DEP approval

Task Three: Launch, Track Results, Evaluate, and Adjust

Completion Date: November 15, 2018

With a solid plan in hand, the next step is to launch the outreach and intervention phase. This will take place over at least eight collection cycles. During this phase, trained staff will collect data needed to monitor and evaluate the program.

Tasks in this phase will include:

1. PC will train staff on specific routes for practice and consistency (During this time PC and staff will obtain baseline data prior to program launch)
2. PC will notify printing vendor to mail general and/or target item mailers to residents
3. PC will notify MRF and hauler of launch date

4. PC will educate Town/City hall staff about program launch so they can answer questions from residents
5. PC will work with MRF to begin tracking quality of loads, and will determine how often they will receive contamination reports from MRF (using tracking form in IQ Kit)
6. PC will oversee the tracking and analysis of basic metrics to be included in final report
7. PC will reach out to households with recurrent issues
8. When 8 intervention cycles are complete, PC will begin program maintenance (spot checking, etc.)
9. PC will evaluate whether to launch program on other routes and/or target new material

Deliverables:

- Purchase order for printed collateral materials/core tools
- Invoices for eligible staff time
- Data collected on routes (tag rates, set out rate, etc.)
- Analysis and summary of data collected from MRF

Task Four: Returning Participant Maintenance Requirement

Completion Date: Not applicable in this case

To better understand if improvements in contamination levels are sustained after the program, MassDEP requires all returning IQ Kit recipients to conduct and report out the results from two (2) program maintenance checks to be performed prior to November 30, 2018.

Program maintenance checks must:

- Assess the tagging rate and set-out rate along each intervention route targeted during the prior IQ Kit implementation period. This can be accomplished by either assessing the tagging and set-out rate for all households along each program route *or* by selecting a random representative sample of 30-60 households to conduct program maintenance checks. DEP will provide methodology and formula for determining a random representative sample.
- The two (2) program maintenance checks may be conducted anytime throughout the current grant period but must be conducted at least 4-weeks apart.
- Staff time and core program materials required to perform program maintenance checks are reimbursable through the Recycling IQ Kit Grant and must be included in the IQ Kit grant project budget.
- Results of each maintenance check are to be included in the Recycling IQ Kit final report.

Deliverables:

- Data collected during maintenance checks (tagging and set-out rates)

Task Five: Final Report

Complete by December 31, 2018

After the conclusion of this project, the PC and MAC will complete a final report summarizing the project, conclusions, and recommendations or next steps (as appropriate) in a format prescribed by MassDEP. The report should include the following:

1. Top contaminant according to MRF
2. Agreement with MRF regarding how often loads will be checked for contamination; the method used; and how information will be communicated to municipality
3. Targeted collection routes (maximum of 2)
4. Core tools used for general outreach and interventions
5. List of staff implementing on-route intervention
6. Digital copies of all collateral materials produced for project
7. Pictures of any public-space outreach

8. Data collected on routes or at transfer station/MRF
9. Assessment of overall impact of program
10. Recommendations and next steps

The report and all deliverables generated through this project will be filed with MassDEP and may be provided to other municipalities interested in implementing a similar initiative.

Scope and/or Budget Modification

Newton must obtain approval, in writing, from MassDEP for significant proposed changes in the Project Scope after the execution of this Agreement.

Newton must obtain approval, in writing, from MassDEP for any proposed reallocation of MassDEP funds after the project budget has been approved.

Attachments:

- A. Detailed budget
- B. Standard Operating Procedures, including enforcement protocol for contaminated recycling carts,
- C. Timeline for the project

Newton IQ Kit

Recycling IQ Grant Budget / Allocations		\$	40,000	available	City of Newton Contribution	MassDEP Reimburses City	MassDEP Pays Tiger Press Directly
Communication Tools	Unit Cost	# Units	Total Cost	City of Newton Contribution	MassDEP Reimburses City	MassDEP Pays Tiger Press Directly	
Printing - info card with magnet + top issue mailer	Per TP Quote	67,564	\$ 11,145.00			\$ 11,145.00	
General Info Card postage	\$ 0.1800	33,782	\$ 6,080.76		\$ 6,080.76		
General Info Card extras printed	\$ 0.1000	0	\$ -				
Top Issue - printing	Per Tiger Press	0	\$ -				
Top Issue - postage	\$ 0.1800	33,782	\$ 6,080.76		\$ 6,080.76		
Top Issue card extras printed	\$ 0.1000	0	\$ -				
Oops! Tags	Per Tiger Press	4500	\$ 2,922.00			\$ 2,922.00	
Thank you Tags	Per Tiger Press	1,800	combined price with oops tags				
Recollect app participation tool	\$ 2,000.00	1	\$ 2,000.00	\$ 2,000.00			
A-Frame coroplast signs, "no bags"	\$ 60.00	28	\$ 1,680.00			\$ 1,680.00	
A-Frames, "no bags"	\$ 220.00	19	\$ 4,180.00			\$ 4,180.00	
Banner 72 x 30", sewn edges and grommets	\$ 67.00	20	\$ 1,340.00			\$ 1,340.00	
Banner 50" x 52", sewn edges and grommets	\$ 68.00	20	\$ 1,360.00			\$ 1,360.00	
Roll up Banner "no bags"	\$ 175.00	6	\$ 1,050.00			\$ 1,050.00	
MBTA Woodland station shelter (Sept & Oct)	\$ 2,500.00	1	\$ 2,500.00			\$ 2,500.00	
Subway Platform Displays (September)	\$ 6,500.00	1	\$ 6,500.00	\$ 6,500.00			
Facebook ads	\$ 30.00	20	\$ 600.00		\$ 600.00		
Twitter ads	\$ 30.00	20	\$ 600.00		\$ 600.00		
Instagram ads	\$ 15.00	10	\$ 150.00		\$ 150.00		
Snap ads	\$ 15.00	10	\$ 150.00		\$ 150.00		
Nextdoor ads	\$ 16.14	10	\$ 161.40		\$ 161.40		
Total - Communication Tools			\$ 48,499.92	\$ 8,500.00	\$ 13,822.92	\$ 26,177.00	
Staffing	\$/Hour	# Hours	Total Cost	City of Newton Contribution	MassDEP Reimburses City	MassDEP Pays Tiger Press Directly	
City Sustainable Materials Mgt. staff - Director	\$ 36.75	150	\$ 5,512.50	\$ 5,512.50			
City Sustainable Materials Mgt. staff - Coordinator	\$ 20.80	150	\$ 3,120.00	\$ 3,120.00			
City Sustainable Materials Mgt. staff - Handyman	\$ 26.44	100	\$ 2,644.00	\$ 2,644.00			
City Sustainable Materials Mgt. staff - PT Admin	\$ 15.00	100	\$ 1,500.00	\$ 1,500.00			
Total - Staffing				\$ 12,776.50			
Total Estimated Costs				\$ 21,276.50	\$ 13,822.92	\$ 26,177.00	
Total Budget for DEP Reimbursement					\$	\$ 40,000.00	
Total Project Budget					\$	\$ 61,276.42	

Recycling IQ Standard Operating Procedures for Newton – Summer 2018

Notes

- Newton's trash and recycling is collected five days per week on 5 routes per day, using 12-13 trucks per day
- Recycling is collected every week by Waste Management and delivered to the WM Avon MRF
- 64-gal carts are used for both trash and recycling; a very small population has opted to use 35-gal carts
- Newton has had a plastic bag ban since 2014
- Top issue: Plastic bags (loose and bagged recyclables)
- Recent previous outreach:
 - city-wide mailing of comprehensive annual guide in July 2017,
 - one bill insert Dec 2017-Feb 2018,
 - an 8 week newspaper ad campaign Jan-Feb 2018,
 - curbside tagging by WM with follow-up letters/education material from City but NOT LEAVING carts behind consistently October 2016-present
- Now have permission to leave carts behind consistently

Planning

- Working with Waste Management, the city will define specific households, cart #s and routes to target in each day on one truck's route per target day so as to minimize the number of altered routes and make the auditing more effective
 - Monday, Thursday, Friday routes have been selected
 - Each route day will have approximately 800 households targeted
 - Total of approximately 2400 households will receive direct curbside feedback, which is 8% of total households served
- Using GIS, city will outline streets to walk, noting neighborhood density and languages spoken, if not English
- City will set up data collection using ReCollect; GIS info for the route will be included
- City will discuss with Waste Management the best way to communicate rejection locations with truck drivers and give the route manager's cell phone number to the two IQ team leaders

General Promotion Tools

- Info card with magnet sent Citywide
- Top issue postcard sent Citywide
- Oops tags for curbside feedback
- Thank you tags for curbside feedback
- Bus stop signs at 8 City-owned bus shelters
- A-frame signs for intersections and busy pedestrian areas – placed in at least 20 locations
- Banners for fences at parks, schools, and other municipal buildings
- Roll up banners will be placed in City Hall and the Newton Free Library
- Subway platform display advertising at MBTA Green Line stations in September and October
- Paid social media (Facebook, Twitter, Instagram, Nextdoor, Snapchat)
- Reverse 911 call to residents at start of program
- Earned media in local newspaper(s) throughout program

Training

- All inspectors will train together for a portion of a route during the week prior to the program starting to ensure that all respond at the same level to contamination and will determine what to do with minimal levels of contamination
- During the training week, all inspectors will walk their portion of the routes, using teams of two, to assess how long it takes and to identify which recycling carts belong to each residence.
- Team leaders will make adjustments at the end of the training week to balance time required for each route.

Weekly Routine (every Monday, Thursday, and Friday)

- 6:30am: Inspectors will meet for team huddle: distribute supplies, review weather conditions, discuss updates, remind about how to communicate with hauler, remind about data to be collected
- 6:40: Team will review routes for each person for the day, aiming to have the same person on a route for all 8 weeks to the extent possible. Adjustments may be made for vacations, sick days, etc.
- 6:55am: Team leader will contact WM's route manager to review route of the day and confirm that the trucks won't be collecting until inspections are complete.
- 7:00am: Each team will click the counter for every recycling cart seen on the route at targeted households, record final count/day.
- Each inspector will do the following at each recycling cart:
 - lift lid and perform a quick visual review of material quality; NEVER dig through the cart
 - jiggle cart using handle to evaluate if there is excess weight
 - tag contaminated carts (three or more contaminant items visible) using an Oops tag, noting type(s) of contaminant(s) on Oops tags
 - record address, cart number, and issue found using ReCollect
 - move rejected carts away from street and turn carts 180 degrees so Oops tag is visible coming down the street
 - tag perfect (zero contaminants visible) carts using a Thank You tag and document in ReCollect
 - if Oops tag was left at the address the previous week and the problem was fixed, leave a Thank You tag and document in ReCollect
- Each inspector will tag any egregiously overflowing trash carts using yellow stickers and document using ReCollect – overflow will be rejected following the WM overflow procedure
- For multi-family properties, all addresses will be documented in ReCollect unless the contaminated cart clearly denotes one address
- If second or additional offense, same procedure. Remove old Oops tag if still visible.
- Upon route completion, a list of rejected carts will be sent to the WM route manager and to the Newton Customer Service team.

MRF Audits

- Each targeted truck route will get audited at MRF three times: before, during and after the IQ kit intervention period.
- Audit staff will be a consistent person at MRF.
- WM will conduct the audits at a time when Muni Staff can be present.
- Newton will request a comprehensive before and after audit from each route, following WM audit protocol used in previous audits of Newton material.
- The midpoint audit will be eyeballed and graded as A, B, or C.
- WM will provide Newton with a written report after each audit.

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Leonard J. Gentile, the authorization to accept and expend the MassDEP Recycling IQ Grant awarded by the Massachusetts Department of Environmental Protection in the amount of forty thousand dollars (\$40,000) to be used for the purpose of addressing recycling contamination be and is hereby approved.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON

City Clerk

(SGD) RUTHANNE FULLER

Mayor

CITY OF NEWTON

IN BOARD OF ALDERMEN

2018

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee through its Chair Deborah J. Crossley and the Finance Committee through its Chair Leonard J. Gentile, the Commissioner of Public Works be and is hereby authorized to incur expenditures in an amount not to exceed four million five hundred eighty thousand dollars (\$4,580,000) received from the Massachusetts Water Resources Authority. The sum of up to one million one hundred thousand forty-five dollars (\$1,145,000) has been made available to the City as an interest-free loan. The remaining funds, three million four hundred thirty-five thousand dollars (\$3,435,000), have been received as an outright grant to the City the purpose of funding sewer improvements as outlined in the Water/Sewer Strategic Plan.

Under Suspension of Rules
Readings Waived and Approved

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDERED:

That for the purpose of paying costs of purchasing a new Elgin Pelican street sweeper for the Public Works Department and any and all other costs associated therewith, there be and hereby is appropriated and authorized to be borrowed under and pursuant to Chapter 44, Section 7(1) of the Massachusetts General Laws, as amended and supplemented or pursuant to any other enabling authority, the sum of two hundred thirty-two thousand dollars (\$232,000).

The term of this bond authorization shall not exceed ten (10) years.

Under Suspension of Rules
Readings Waived and Adopted

(SGD) DAVID A. OLSON
City Clerk

(SGD) RUTHANNE FULLER
Mayor

DATE: _____

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDERED:

That for the purpose of paying costs of construction of the Sewer System Inflow and Infiltration Capital Improvement Program Project – Project Area Number 6 located in the areas of Newton Centre, Newtonville, Nonantum, and Chestnut Hill and any and all other costs associated therewith, there be and hereby is appropriated and authorized to be borrowed under and pursuant to Chapter 44, Section 7(1) of the Massachusetts General Laws, as amended and supplemented or pursuant to any other enabling authority, the sum of two million two hundred thousand dollars (\$2,200,000).

Under Suspension of Rules
Readings Waived and Adopted

(SGD) DAVID A. OLSON
City Clerk

(SGD) RUTHANNE FULLER
Mayor

DATE: _____

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDERED:

That for the purpose of paying costs of purchasing a new front end loader for the Public Works Department and any and all other costs associated therewith, there be and hereby is appropriated and authorized to be borrowed under and pursuant to Chapter 44, Section 7(1) of the Massachusetts General Laws, as amended and supplemented or pursuant to any other enabling authority, the sum of two hundred fifty thousand six hundred forty dollars (\$258,140).

Bond not to exceed ten (10) years.

Under Suspension of Rules
Readings Waived and Adopted

(SGD) DAVID A. OLSON
City Clerk

(SGD) RUTHANNE FULLER
Mayor

DATE: _____

CITY OF NEWTON

IN CITY COUNCIL

2018

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee and Finance Committee through their respective Chairs Deborah J. Crossley and Leonard J. Gentile, the authorization to accept and expend a grant from Municipal Federal Grant Fund 18 in the amount of two hundred three thousand nine hundred seventy-five dollars (\$203,975) to be used for the purpose of funding the Hammond Brook Culvert Replacement Project be and is hereby approved

And

That for the purpose of paying costs for Hammond Brook Culvert Replacement Project and any and all other costs associated therewith, there be and hereby is appropriated and authorized to be borrowed under and pursuant to Chapter 44, Section 7(1) of the Massachusetts General Laws, as amended and supplemented or pursuant to any other enabling authority, the sum of three hundred thousand dollars (\$300,000).

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) RUTHANNE FULLER
Mayor

DATE: _____