



Finance Committee Report

City of Newton In City Council

Monday, May 22, 2017

Present: Councilors Gentile (Chair), Ciccone, Brousal-Glaser, Blazar, Fuller, and Lappin

Absent: Councilors Norton and Rice

Also present: Councilors Crossley, Albright, and Sangiolo

City staff present: Ouida Young (Deputy City Solicitor), Shane Mark (Director of Operations, Department of Public Works), Bruce Proia (Fire Chief), Barney Heath (Director of Planning & Development), Maureen Lemieux (Chief Financial Officer/Chief of Staff), and Sue Dzikowski (Comptroller)

#141-17 Claim Settlement for damage from snow clearing

HIS HONOR THE MAYOR requesting authorization to appropriate ten thousand five hundred forty-seven dollars and twenty-five cents (\$10,547.25) from the Law Department's Legal Claims/Settlements Account for full and final settlement of claim against the City resulting from damage to a storefront during snow clearing operations.
[05/08/17 @ 6:50 PM]

Action: Finance Approved 6-0

Note: Deputy City Solicitor Ouida Young provided the Committee with details of the request to appropriate \$10,547.25 to settle a claim against the City. On March 14, 2017, a sidewalk plow caused damage to the brickwork, tinted window, custom lettering on the window, and merchandise at the Alan Bilzerian shop on Pelham Street. The City received invoices for all of the repair work. There is no question that the City is responsible for the damage. The City's sidewalk bombardier slipped off its track and hit the storefront.

The settlement requires City Council approval because the claim is over \$5,000. The Chair receives a list quarterly of all settlements under \$5,000. Ms. Young pointed out that City departments, particularly the Parks and Recreation Department and Public Works Department repair any damage to private property that they can to avoid claims.

A Committee member asked if employee training would be done to avoid future accidents. Public Works Director of Operations Shane Mark explained that all plow drivers receive training and the Public Works Department will provide additional training before next winter, but most damage is a result of plowing conditions like wet, heavy snow or ice underneath snow. With that, Councilor Fuller moved approval of the item, which carried unanimously.

Referred to Public Facilities and Finance Committees**#144-17 Request to bond \$2.7 million for water main improvements**

HIS HONOR THE MAYOR requesting authorization to appropriate the sum of two million seven hundred thousand dollars (\$2,700,000) from bonded indebtedness for the purpose of providing additional funding for the continuation of the implementation of the City's Water Main Improvement Plan. [05/08/17 @ 6:49 PM]

Public Facilities Approved 5-0 on 05/22/17

Action: Finance Approved 6-0

Note: The Finance Committee and the Public Facilities Committee met jointly to discuss the above request. Public Works Director of Operations Shane Mark reviewed the request to bond \$2.7 million for water main improvements in the upcoming fiscal year. The funds will allow the City to replace 22 water mains in various areas of the City. The water main improvements are part of the 20-year capital improvement plan for the City's water infrastructure, which the Administration presented to the Board of Aldermen (City Council) in February 2012. The funding for this year is included in the Fiscal Year 2018 Capital Improvement Plan. Phase I of the work to address substandard fire flow in order to meet ISO fire flow standards is complete. The City is in year two of Phase II of the Water Improvement Plan to target leak prone steel pipes that date back to World War II. The replacement pipes are cement lined iron pipe with a larger diameter than what currently exists. The replacements provide increased water capacity to address growth and cut down on lost water.

Members of both Committees asked several questions regarding the coordination of the water main work, private utility work, and the Public Works Department's roadway paving plan. A Councilor asked for information on the timing of the water main replacements on Van Roosen and Wiswall Road, as one of the private utility companies is scheduling work on those roadways. In addition, Councilors pointed out that the water main replacement on Willow Street needs to be complete before the opening of the new Fire Station 3 and Emergency Operation Center in September/October 2017. A Councilor also asked if the city owned the Route 9 egress ramps or if they are State owned. There is a water main replacement scheduled on the Route 9 eastbound ramp at Chestnut Street, which is already in poor condition. Mr. Mark will check on the ownership but believes that the State owns the ramp. If the State owns the ramp, he will reach out to his counterparts at the State level regarding repaving the ramp after the water main replacement is complete.

Mr. Mark explained that all known private utility, sewer, and water work would be complete before roadways are paved. He added that private utilities could not do their work at the same time as the water main improvements are taking place but the Public Works Department will coordinate with the private utilities. It is difficult to provide exact dates for all of the work as the contractor will not provide a schedule until the bid award in July 2017.

The Department of Public Works provided the attached e-mail from City Engineer Lou Taverna that gave further details and information related to the questions that Committee members asked. Councilor Gentile moved approval of the item in Public Facilities Committee, which carried

unanimously. Councilor Fuller moved approval in the Finance Committee, which carried by a vote of six in favor and none opposed.

Referred to Public Facilities and Finance Committees

#145-17 Request to bond \$2.6 million for repair of a portion of the Laundry Brook culvert
HIS HONOR THE MAYOR requesting authorization to appropriate the sum of two million six hundred thousand dollars (\$2,600,000) from bonded indebtedness for the purpose of funding the removal and replacement of the Laundry Brook culvert adjacent to the proposed Cabot School. [05/08/17 @ 6:49 PM]

Public Facilities Approved 5-0 on 05/22/17

Action: Finance Approved 6-0

Note: The Finance Committee and the Public Facilities Committee met jointly to discuss the above request. Public Works Director of Operations Shane Mark stated that the requested funds are to replace 392 linear feet of 5' x 10' box culvert adjacent to the site of the Cabot School. The culvert is failing and replacement needs to be complete prior to the rehabilitation of the Cabot Elementary School.

Councilors questioned whether the culvert replacement project included the bridge over the culvert that is adjacent to the school. Mr. Mark responded that the bridge is part of the Cabot School project and funding is included in that budget. In addition, a Councilor pointed out that the Edmonds Park Culvert is broken and should be included on the repair list. Mr. Mark will make sure that the Utilities Division is aware of the broken culvert. With that, Councilor Lappin moved approval of the item in Public Facilities and Finance Committees. The motions to approve were voted unanimously in both Committees.

#142-17 Funding for a Public Information Plan for site clean-up at the Horace Mann School
HIS HONOR THE MAYOR requesting authorization to transfer the sum of fifteen thousand dollars (\$15,000) from the following accounts to the Public Building Department for the development of a public information plan regarding the site clean-up at the Horace Mann School for an oil leak that occurred in 1998. [05/08/17 @ 6:49 PM]

Comptroller Wage & Salary Reserve (0110498-5197)	\$5,375
Comptroller Budget Reserve (0110498-5790)	\$3,810
Free Cash (01-3497)	\$5,815

Action: Finance Held 6-0

Note: Commissioner of Public Buildings Josh Mors requested that the Committee hold the item without discussion, as he could not attend the meeting. A motion to hold the item carried unanimously.

#143-17 Acceptance of a \$22,400 MEMA Grant

HIS HONOR THE MAYOR requesting authorization to accept and expend the sum of twenty-two thousand four hundred dollars (\$22,400) from a Massachusetts Emergency Management Grant for the purpose of purchasing equipment and related items for the new Emergency Operations Center. [05/08/17 @ 6:49 PM]

Action: Finance Approved 6-0

Note: Fire Chief Bruce Proia presented the request to accept and expend the annual reimbursable grant funds of \$22,400 from the Massachusetts Emergency Management Agency (MEMA). The grant is a matching grant but the match is based on salaries and number of hours the Fire Department dedicates to emergency management instead of money. The Fire Department will use the grant funds to augment the Emergency Operations Center's equipment by adding wireless access points, workstations and a phone application for emergency communications. There were no further questions and Councilor Ciccone moved approval, which carried unanimously.

Referred to Zoning & Planning and Finance Committees

#89-17 Transfer of \$125,000 to create a citywide economic development strategy

HIS HONOR THE MAYOR requesting authorization to transfer the sum of seventy-five thousand dollars (\$75,000) from the Planning Department Full-time Salaries Account and fifty thousand dollars (\$50,000) from the Economic Development Full-time Salaries Account to a specific project account to be established for the purpose of funding the creation of a citywide economic development strategy. [03/27/17 @2:20 PM]

Zoning & Planning Approved 6-0-2 (Baker and Kalis) on 05/22/17

Action: Finance Approved 5-0-1 (Blazar abstaining)

Note: Director of Planning & Development Barney Heath provided information on the request for \$125,000 to fund the creation of a citywide economic development strategy. The Planning Department is looking to continue to update and operationalize elements of the 2007 Comprehensive Plan. The Planning Department recently worked with consultants to update the Transportation and Housing Strategies and now the Planning Department would like to move onto the economic development element of the Comprehensive Plan. The strategy will identify appropriate priorities and operationalize how the City achieves those objectives. The key to a good economic development strategy is understanding the current market for retail, office, and laboratory space. It is important to note that the guiding document that the City uses is from 2007, which offers general guidance it is not specific in terms of identifying priorities or what the City should be doing to attract economic development. An updated economic development strategy would give the incoming Economic Development Director and the Economic Development Commission clear direction on where to expend their collective energies. The strategy needs to focus on existing business first, the village centers with

a heavy emphasis on clear data and community engagement. The Planning Department has looked at what other surrounding communities are doing in terms of economic development strategy. A number of communities are in the process of or have recently updated their strategies.

A statement was made that mapping should be included in the development of the strategy to clearly define the boundaries for commercial development. The economic development strategy is intended to be the road map for the next ten to twenty years to aid the City in focusing where it should focus economic development efforts, what the specific priorities are and how the City reaches its economic development goals. The Administration is working to build each of the strategies from the other updated strategies and incorporate the pertinent information from each of the elements of the comprehensive into each strategy. Once updates for all of the elements of the comprehensive plan are complete, the City will be able to apply appropriate strategies to particular areas of the City to create a master plan that illustrates best practices for specific locations in the City.

The Planning Department is using both the Transportation and Housing Strategies. The Planning Department is working on priorities from both strategies. Both documents provide a road map and guidebook to where the City should be expending its efforts. Mr. Heath believes that the economic development would provide the same benefits as the other updated strategies. An updated economic development strategy will make it clear where Newton's niche is in terms of economic development instead of trying to do a little bit of everything. The Planning Department will take the priorities and recommendations from the strategy and focus on them.

The funds are available for transfer from the Planning Department's full-time salaries account and are available due to vacancies within the Department including the Economic Development Director position. If approved, the Planning Department can only use the funds to create the strategy. The \$125,000 is the mid-range of what other communities are spending on economic development strategies.

Councilor Blazar is concerned that the City has spent over \$300,000 on the two previous strategies and he has seen no advancement related to the strategies. It seems like there are a number of other things that the City could spend the requested \$125,000. Councilor Blazar may abstain until he better understands the need for another strategy. One of the benefits of creating the strategy is that it should help the City develop successful ways to attract commercial businesses to increase the commercial tax base.

Director Heath informed the Committee that the City has made an offer to a candidate for the Economic Development Director position and the candidate accepted. The person should start in the next couple of weeks once the candidate completes the required physical exam. The Director will be involved with the creation of the economic development strategy. The strategy will help determine what types of business are appropriate for Newton. It will be the Director's job to get those types of businesses to come to Newton. Once the consultant for the economic strategy is onboard, the will

receive all available information that the City has gathered on economic development. The City stakeholders will also be in contact with the consultant.

Several Committee members asked that the Planning Department submit all of the proposals that they receive in response to the Request for Proposals (RFP) to the Council before choosing the consultant. It will be helpful to the Council to understand what the City is getting for \$125,000. Mr. Heath will also provide the draft RFP to the City Council once it is available. With that Councilor Ciccone moved approval, which carried by a vote of five in favor and none opposed.

Referred to Programs & Services, Public Facilities and Finance Committees

#387-16 Appropriate \$250,000 for renovation of 1st Floor of the Ed Center

HIS HONOR THE MAYOR requesting authorization to appropriate and expend two hundred fifty thousand dollars (\$250,000) from the Override Capital Stabilization Fund for the purpose of renovating the space on the 1st floor of the Ed Center which has been vacated by the relocation of the Pre-K Program to the Aquinas site to house the Central High School Program, additional professional development meeting space, and general office space. [10/31/16 @ 2:05 PM]

Programs & Services Approved 4-0 on 11/09/16

Public Facilities Held on 11/09/16

Action: Finance Voted No Action Necessary 6-0

Note: The funding for the renovations to the Ed Center to relocate the Central High School to the renovated space is now included in the Public Building Department's budget; therefore, the above request for funding is no longer required. Councilor Fuller moved the item no action necessary, which carried by a vote of six in favor and none opposed.

All other items before the Committee were held without discussion and the Committee adjourned at 8:15 PM. 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 CITY COUNCIL

2017

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Leonard J. Gentile, authorization to settle a claim in the amount of ten thousand five hundred forty-seven dollars and twenty-five cents (10,547.25) from the Law Department's Judgment and Settlements Account for the purpose of full and final settlement of a claim against the City resulting from damage to a storefront during snow clearing operations, be and is hereby approved.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON

City Clerk

(SGD) SETTI D. WARREN

Mayor

Date _____

From: [Louis M. Taverna](#)
To: [Shawna Sullivan](#); [Shane Mark](#); [James Mcgonagle](#); [Nadia Khan](#)
Cc: [Joshua R. Morse](#)
Subject: Docket 144-17, Water Main Improvements
Date: Tuesday, May 23, 2017 2:33:20 PM

Docket 144-17, Water Main Improvements.

Regarding questions from the Finance and Public Facilities Committee meeting on May 22, 2017, here are answers:

All water mains on the list are going to be replaced, not cleaned and lined. They are existing 4 inch and 6 inch diameter pipe, which will be replaced with 8 inch diameter pipe. All old pipe, including steel pipe, will be replaced with new cement lined ductile iron pipe. All fire hydrants will be replaced with new.

DPW will coordinate the replacement of the water main in Willow Street with the construction of the new fire station. The intent is to have the water main replaced prior to opening of the new fire station.

The water mains in Van Roosen Rd and Wiswall Rd will be scheduled for this fall, or next spring. We do not have a detailed schedule yet, as this work has not yet been bid.

The water main on the ramp to Boylston St Route 9 belongs to the City of Newton. The ramp belongs to Mass DOT as part of the Route 9 right of way layout. We will coordinate with Mass DOT on future paving of the ramp, after the water main is replaced.

Once the new water mains are installed, DPW will evaluate the condition of the road surfaces, for consideration for milling and paving as part of the road rehabilitation capital improvement plan.

Lou

Louis M. Taverna, P.E.
City Engineer

City of Newton DPW
1000 Commonwealth Ave
Newton, MA 02459
617-796-1025
Ltaverna@newtonma.gov

CITY OF NEWTON

IN CITY COUNCIL

2017

ORDERED:

That, for the purpose of funding the costs of implementation of water main improvements 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 seven hundred thousand dollars (\$2,700,000), which term shall not exceed 30 years. Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date _____

CITY OF NEWTON

IN CITY COUNCIL

2017

ORDERED:

That, for the purpose of funding the costs of the removal and replacement of a portion of the Laundry Brook culvert adjacent to the proposed Cabot Elementary School 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 six hundred thousand dollars (\$2,600,000), which term shall not exceed 30 years. Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date _____

CITY OF NEWTON

IN CITY COUNCIL

2017

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Leonard J. Gentile, the authorization to expend a reimbursable grant from the Massachusetts Emergency Management Agency in the amount of twenty-two thousand four hundred dollars (\$22,400) to be administered by the Fire Chief to be used for purchasing equipment and related items for the Fire Department's Emergency Operations Center, be and is hereby approved.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date _____

CITY OF NEWTON

IN CITY COUNCIL

2017

ORDERED:

That, in accordance with the recommendation of the Zoning & Planning Committee and the Finance Committees through their respective Chairs Theodore Hess-Mahan and Leonard J. Gentile, a transfer of funds in the amount of one hundred twenty-five thousand dollars (\$125,000) from the Planning & Development Department’s Full-time Salaries Account and the Planning & Development Department’s Economic Development Full Time Salaries to a new account in the Planning & Development Department budget for the purpose of developing a citywide economic development strategy, be and is hereby approved as follows:

FROM:	Planning – Full-time Salaries (0111401-511001)..... \$75,000
	Economic Development – Full-time Salaries (0111404-511001)..... \$50,000
TO:	Planning – Economic Development Strategy (C114025-5795) \$125,000

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date: _____