



Finance Committee Report

City of Newton In City Council

Monday, February 22, 2016

Present: Councilors Fuller (Chair), Norton, Blazar, and Lappin

Absent: Councilors Ciccone, Brousal-Glaser, Gentile, and Rice

City staff present: Alan Mandl (Assistant City Solicitor), Dennis Dowling (Police Captain), Bruce Proia (Fire Chief), James McGonagle (Public Works Commissioner), and Maureen Lemieux (Chief Financial Officer/Chief of Staff)

#59-16 Appointment to the Investment Advisory Committee by City Council President
WENHUA ZHANG, 78 Waban Avenue, Waban appointed as a member of the Investment Advisory Committee for a term of office to expire on April 1, 2019.
[02/10/16 @ 10:34 AM]

Action: Finance Approved 4-0

Note: Wenhua Zhang joined the Committee to discuss his appointment to the Investment Advisory Committee. The Investment Advisory Committee was recently established to maximize the City's investment earnings on its temporarily idle cash in the City's treasury. Mr. Zhang has resided in Newton for the past eight years and has been looking for an opportunity to give back to the community. Mr. Zhang has fifteen years of experience in investing and hopes his expertise can help generate returns for the City.

The Councilors were impressed with Mr. Zhang's resume, which was attached to the agenda. The Committee is very grateful that Mr. Zhang is willing serve, as his expertise in investing is a perfect match for the Investment Advisory Committee. Councilor Lappin moved approval of the appointment, which carried unanimously.

#58-16 Appointment to the Investment Advisory Committee by City Council President
JAMES P. MNOOKIN, 40 Woodchester Drive, Chestnut Hill appointed as a member of the Investment Advisory Committee for a term of office to expire on April 1, 2018.
[02/10/16 @ 10:34 AM]

Action: Finance Approved 4-0

Note: James Mnookin joined the Committee to discuss his appointment to the Investment Advisory Committee. Mr. Mnookin background is in Finance and the Investment Advisory Committee is the perfect fit for his expertise. Mr. Mnookin also served on the School Committee a number of years ago.

The Committee members had an opportunity to review Mr. Mnookin's resume, which was attached to the agenda, and were impressed with his experience. Councilor Blazar moved approval, which carried unanimously

#61-16 Transfer of \$20,000 within the Law Department's budget
HIS HONOR THE MAYOR requesting authorization to transfer the sum of twenty thousand dollars (\$20,000) from the Law Department's Full-time Salary Account to the Law Department's Legal Assistance Account in order to pay for outside legal counsel related to cable license renewals. [02/09/16 @ 2:47 PM]

Action: Finance Approved 4-0

Note: Assistant City Solicitor Alan Mandl presented the request for a transfer of \$20,000 within the Law Department's budget to pay for outside legal counsel for cable license matters. Three of the City's cable licenses are up for renewal right now and the outside counsel is working with the City on negotiations with Comcast and Verizon. It is necessary to use outside counsel due to the significant workload.

Chief of Staff Maureen Lemieux explained that the funds are being transferred from the Law Department's full-time salary account because there are surplus funds in that account, as the City's labor attorney is still serving as Acting Director of Human Resources. In previous years, the funding mechanism for the outside cable counsel has been the cable franchise fees but it appears that due to a change in Massachusetts General Law those funds will now become part of the general fund. Ald. Norton moved approval of the item, which carried unanimously.

Referred to Public Safety & Transportation and Finance Committees

#65-16 Transfer of \$106,676.39 to the Fire Department to install amplifying cable.
HIS HONOR THE MAYOR requesting authorization to transfer the sum of one hundred six thousand six hundred seventy-six dollars and thirty-nine cents (\$106,676.39) from Free Cash to a Fire Department Capital Account to fund the installation of bi-directional amplifying cable for Police and Fire Department radio coverage inside Newton South High School. [02/09/16 @ 2:47 PM]

Public Safety & Transportation approved 6-0 on 02/17/16

Action: Finance Approved 4-0

Note: Fire Chief Bruce Proia and Police Captain Dennis Dowling presented the request for funding to install amplifying cable to improve police and fire radio coverage in Newton South High School. The plan is to install the cable in the high school over April vacation; however, the work could be delayed until summer because the Boston Marathon taking place during April vacation. There are places within the high school where police and fire cannot communicate with the dispatch centers on their radios. The addition of bi-directional cable will solve the issue.

Radio communication is an issue in a number of schools, especially schools that are newer or renovated. A requirement for the installation of bi-directional amplifying cable in new buildings

was added to the building code and the Angier Elementary School Project included amplifying cable. The Administration is planning to install amplifying cable in all of the schools in the City as quickly as possible. Although the emergency responders have the ability to communicate within all school buildings, the bi-directional cable significantly enhances communication.

Committee members understood the need and urged that the cable be installed in all the schools as quickly as possible. A committee member inquired if there was any grant money available for these projects. There are no grants available specifically for these types of projects; however, Chief Proia will look for grant opportunities in the future. It was stated that the cost for the cable installation should drop for smaller buildings. With that, Ald. Lappin moved approval, which carried by a vote of four in favor and none opposed.

#63-16 Acceptance of a gift of \$70,000 from the Horace Mann PTO
HIS HONOR THE MAYOR requesting authorization to accept and expend a gift of up to seventy thousand dollars (\$70,000) from the Horace Mann PTO for the sole purpose of purchasing playground apparatus and/or playground surfacing at the Horace Mann/Halloran Sports Complex site. [02/09/16 @ 2:47 PM]

Action: Finance Approved 4-0 As Amended to up to \$70,000

Note: Commissioner of Parks and Recreation Bob DeRubeis provided information on the \$70,000 gift from the Horace Mann PTO to be used for purchasing playground equipment for the playground at the Horace-Mann Elementary School. The funds will supplement the approximately \$75,000 provided by the City for playground improvements. This past year, the Administration made the decision to create a \$150,000 budget line item in the operating budget for two City playground improvement projects. In the past, Boston Marathon monies were used for playground projects but the costs of improvements have risen substantially and that money was not enough to do real improvements without significant fundraising by the community. The Parks and Recreation Department now handles all of the bids and management of playground projects.

The PTO is aware that the Horace Mann School may move in three years to the site of the Carr School on Nevada Street but feel it is a community playground that both Horace Mann students and neighborhood children use. The PTO has worked for a couple of years designing a playground that meets the needs of the community. The Carr School has a newer playground structure and a new ball field.

The Horace Mann Playground is the worst playground in the City according to the Commissioner. The Parks and Recreation had to remove the wooden play structure at Horace Mann recently due to safety concerns. The PTO and neighborhood would like to move forward with the project. The Commissioner expects that the new play structure would be installed in late spring or early summer.

The PTO has requested that the docket item be amended to a gift of up to \$70,000, as they may have closer to \$60,000 to donate. There was some concern that there may be a funding

shortfall but Commissioner DeRubeis assured the Committee that if that became a problem, it would be resolved. Ald. Norton moved approval as amended, which carried unanimously.

#62-16 Acceptance of a National Grid Grant of up to \$55,000

HIS HONOR THE MAYOR requesting authorization to accept and expend a grant of up to fifty-five thousand dollars (\$55,000) awarded by National Grid for the purpose of strengthening energy management programs in municipal and public school buildings, as well as funding a climate change vulnerability assessment. [02/09/16 @ 2:47 PM]

Action: Finance Held 4-0

Note: Director of Sustainability Andrew Savitz was unable to attend the Finance Committee meeting to present the request; therefore, the item was held without discussion.

#259-14(4) Betterment assessment for 71 Studio Road

HIS HONOR THE MAYOR requesting approval of the following Order and Schedule of Sewer Assessments for completed Common Sewer Extensions in Aspen Avenue, Studio Road and Hawthorne Avenue:

<u>SBL</u>	<u>Names & Address of Owner</u>	<u>BK/PG</u>	<u>Amount</u>
43-37-15	Wood Michael & Karin 71 Studio Road	46047/403	\$6,476 \$420

Action: Finance Approved 4-0 as amended at \$420

Note: Commissioner of Public Works Jim McGonagle joined the Committee for discussion of this item. City Engineer Lou Taverna provided the attached memo explaining the betterment assessment for a sewer extension at 71 Studio Road. During the construction of the public sewer main for Aspen Avenue, Hawthorne Avenue and Studio Road, the property owner requested that the main be extended to 71 Studio Road. The house at 71 Studio Road was already connected to the existing sewer on Aspen Avenue but the carriage house in the rear of the property was on a small septic system. The Department of Public Works made a field change to the construction plans and extended the sewer main approximately 175' to cover the carriage house.

The property owner of 71 Studio Road was not assessed a betterment as part of the original project for Aspen Avenue, Hawthorne Avenue and Studio Road, as the betterment on the property was included as a field change. The requested amount of \$6,476 for the betterment for the property is incorrect, as only 15' of the sewer main passes by the frontage of the lot and the betterments for the project were based on the frontage of the property that is passed by the new sewer main. The Commissioner requested that the item be amended to reflect a betterment assessment of \$420. The Commissioner added that there is also a small chance that the City would not recoup the \$420, as the property was recently sold.

Councilor Lappin moved approval of the item as amended by reducing the betterment assessment to \$420, which carried by a vote of four in favor and none opposed.

Referred to Public Facilities and Finance Committee

#68-16 Transfer from budget reserve to DPW for snow removal

HIS HONOR THE MAYOR, requesting authorization to transfer the sum of one million dollars (\$1,000,000) from Budget Reserve – Snow and Ice Removal Account to the following accounts:

Personnel Costs – Overtime
(0140110-513001).....\$ 300,000
Rental Vehicles
(0140110-5273-5273)\$700,000
[02/10/16 @ 10:26 AM]

Public Facilities approved 6-0 on 02/17/16

Action: Finance Approved 4-0

Note: Commissioner of Public Works Jim McGonagle presented the request for a transfer of \$1 million from Budget Reserve to fund current and future snow and ice removal costs. The Public Works Department has expended close to \$2.4 million on snow operations to date, which includes outstanding bills from the last storm. The attached memo provides a breakdown of the FY 2016 snow costs. The department begins the fiscal year with \$1 million for snow ice in its budget and has already received \$1 million from budget reserve. This additional money would fully fund snow removal costs to date and leave over \$600,000 in the department’s budget for any future snowstorms. The Snow and Ice Budget Reserve would have \$.5 million left after this transfer and there is a healthy Free Cash balance if there are more storms. With that, Councilor Norton moved approval, which carried unanimously.

Referred to Public Facilities and Finance Committees

#67-16 Transfer within the Utilities Division to repair a section of drain on Adams St

HIS HONOR THE MAYOR requesting authorization to transfer the sum of ninety four thousand five hundred dollars (\$94,500) from the Storm Water Management Cleaning - Catch Basins Account and thirty seven thousand seven hundred sixty dollars (\$37,760) from the Storm Water Management Consultants Account to a Storm Water Fund Capital Outlay Account for the purpose of repairing a section of storm drain in Adams Street.

Public Facilities approved 6-0 on 02/17/16

Action: Finance Approved 4-0

Note: Commissioner of Public Works Jim McGonagle reviewed the request for funds to repair a section of collapsed storm drain in Adams Street. The Public Works Department needs to repair the collapsed drain before repaving Adams Street, which is scheduled for this upcoming paving season. The requested funds are surplus funds in the catch basin cleaning and the consultants’ accounts within the storm water budget. The catch basin cleaning is ahead of schedule, as an extra 1,000 catch basins have been cleaned this year. There is more than enough

money in both accounts to transfer the funds to the Adams Street drain repair project. Ald. Lappin moved approval, which carried by a vote of four in favor and none opposed.

#60-16 Transfer of \$12,000 within the Public Works Department's budget

HIS HONOR THE MAYOR requesting authorization to transfer the sum of twelve thousand dollars (\$12,000) from the Public Works Department's Transportation Division Full-time Salary Account to a Transportation Division Expense Account in order to fund the part-time salary for a temporary administrative/finance position in the Transportation Division. [02/09/16 @ 2:47 PM]

Action: Finance Approved 4-0

Note: Commissioner of Public Works Jim McGonagle presented the request for \$12,000 to fund a temporary part-time administrative/finance position in the Transportation Division. The Transportation Division is in the middle of a number of projects, including a curb cut inventory, parking meter upgrades, and traffic signal improvements. The temporary assistant would help keep the projects on track and also clean-up outstanding invoices. The funding provides salary for 20 weeks of administrative help. The Public Works Department is working on filling a number of vacancies within the Transportation Division. The Committee members understood the need for temporary help and Councilor Norton moved approval, which carried unanimously.

All other items before the Committee were held without discussion and the Committee adjourned at 9:05 PM. Draft Council Orders for the above items that are recommended for City Council action are attached.

Respectfully submitted,

Ruthanne Fuller, Chair

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That in accordance with the recommendation of His Honor the Mayor and with the confirmation of the City Council, be it known that WENHUA ZHANG is hereby appointed as a member of the INVESTMENT ADVISORY COMMITTEE for a term to expire April 1, 2019.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON

City Clerk

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That in accordance with the recommendation of His Honor the Mayor and with the confirmation of the City Council, be it known that JAMES P. MNOOKIN is hereby appointed as a member of the INVESTMENT ADVISORY COMMITTEE for a term to expire April 1, 2018.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Ruthanne Fuller, the transfer of the sum of twenty thousand dollars (\$20,000) from the Law Department’s Full-time Salary Account to the Law Department's Legal Assistance Account for the purpose of paying costs for outside legal counsel , be and is hereby approved as follows:

FROM:	Law Salaries (0110801-511001).....	\$20,000
TO:	Legal Assistance (0110801-5309).....	\$20,000

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date _____

CITY OF NEWTON

IN BOARD OF ALDERMEN

2016

ORDERED:

That, in accordance with the recommendation of the Public Safety and Transportation and Finance Committees through their respective Chairs Allan I. Ciccone, Jr. and Ruthanne Fuller, the sum of one hundred six thousand six hundred seventy-six dollars and thirty-nine cents (\$106,676.39) be and is hereby appropriated from Free Cash for the purpose of funding the installation of bi-directional amplifying cable to improve public safety radio communications inside Newton South High School, be and is hereby approved as follows:

FROM:	Free Cash	
	01-3497	\$106,676.39
TO:	NSHS Public Safety Communications	
	C210054-58506.....	\$106,676.39

Under Suspension of Rules
Readings Waived and Adopted

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date: _____

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Ruthanne Fuller, the acceptance and authorization to expend a monetary gift of up to seventy thousand dollars (\$70,000) from the Horace Mann Parent-Teacher Organization for the purpose of funding the purchase of playground apparatus and/or playground surfacing at the Horace Mann/Halloran Sports Complex Site, be and is hereby approved

Under Suspension of Rules
Readings Waived and Item Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date: _____

City of Newton



DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Setti D. Warren
Mayor

February 17, 2016

To: Maureen Lemieux, Chief of Staff

From: James McGonagle, Commissioner of Public Works
Louis M. Taverna, P.E., City Engineer

Subject: Request to Accept the Extension of the Public Sewer Main
and Assessment of Sewer Betterments, 71 Studio Road - **REVISED**

The Department Public Works has completed the construction and installation of the public sewer main extensions on Studio Road. This request is for the Board of Aldermen to accept the extension of the public sewer main to #71 Studio Road.

The property at #71 Studio Road is at the corner of Studio Road and Aspen Ave. The house proper is already connected to the existing sewer on Aspen Ave. During construction, the resident at #71 asked if the proposed sewer extension on Studio Road extended to the property at #71. We indicated that it did not, since the house proper is already on public sewer. The resident indicated that their carriage house, which faces Studio Road and is downhill of the house proper, is not on public sewer, and that they have a small septic system servicing this carriage house. We were asked to extend the proposed sewer up Studio Road in order to connect the carriage house to the new sewer. Since the contractor was on site installing sewer main on Studio Road, there was an economy of scale to extend the sewer main up Studio Road while the contractor was there. Therefore the sewer main was extended approximately 175 feet to receive the sewer service from the carriage house. This is consistent with the project's mission, to provide the ability to connect all buildings to the new sewer main in this neighborhood. This is consistent with city ordinance 29-59, which allows one sewer service connection per building. See plan attached.

Sewer betterment assessment shall be made to the owner of this property, per ordinance section 29-71 and 29-72, as of the date of receipt of the petitions. The sewer betterment assessment for this resident is \$420.00. This is based on the fact that only 15 feet of new sewer main passes by the frontage of the lot. The city ordinance states: "Assessments of that part of the cost of installation of new public sewers not borne by the city shall be made upon the owners of the estates the frontage of which is passed in any part by said new sewer." Note that the estate was already assessed a sewer betterment for the existing sewer in Aspen Avenue many years ago. See attached table.

Please docket this matter with the City Clerk for City Council consideration.

Aspen Ave-Hawthorne Ave-Studio Rd
 Sanitary Sewer Extension
 Final Sewer Assessments

2/17/2016

Address	Owner	Book & Page #	Lot Area Sq. Feet	Lot Area Sq Ft	Cost @ \$0.25 Per Sq Ft.	Frontage Feet	Cost @ \$1.00 Per Ft.	Total Betterment
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71 Studio Rd	Michael and Karin Wood	66442/341	25000	1620	\$ 405.00	15	\$ 15.00	\$ 420.00
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= 15' x 108'

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That in accordance with the recommendation of the Finance Committee through its Chairman, Leonard J. Gentile, the following Order and Schedule of Sewer Assessments for completed Common Sewer Extension in Aspen Avenue, Studio Road, and Hawthorne Avenue as approved by Board Order #259-14(2), be and is hereby approved:

<u>SBL</u>	<u>Names & Address of Owner</u>	<u>BK/PG</u>	<u>Amount</u>
43-37-15	Wood Michael & Karin 71 Studio Road	46047/403	\$420

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON

City Clerk

(SGD) SETTI D. WARREN

Mayor

Date _____

City of Newton



Setti D. Warren
Mayor

DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

RECEIVED
NEWTON CIVIL ENGINEERING
2016 FEB 17 PM 3:25
DAVID A. OLSON, ONIC
Newton, MA 02459

To: The Honorable City Council
From: Jim McGonagle, Commissioner
Subject: Snow Update
Date: February 16, 2016

To the Honorable City Council,

As of February 12th, 2016 the City of Newton has expended \$2,379,456 on snow operations in fiscal year 2016 with a total of 22.7 inches of snow accumulating. Of these costs, \$984,995 has been paid to various contractors for snow plowing, hauling, and cleanup for three winter storms, and the clearing of sidewalks and schools for five winter storms. The City has paid \$608,221 in personnel costs for the entire winter season, and \$496,564 to keep the salt sheds filled throughout seven salting events throughout the season. Additionally, \$289,676 has been spent on equipment costs such as vehicle rentals, vehicle maintenance, and the use of GPS units.

FY 2016 Snow Costs Breakdown	
Equipment Expenses	\$ 289,676
Total Contracted Costs	\$ 984,995
Total Personnel Costs	\$ 608,221
Total Salt Costs	\$ 496,564
Total Snow Costs	\$ 2,379,456

Sincerely,

James McGonagle
Commissioner of DPW

Jim McGonagle
Commissioner

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Public Facilities and the Finance Committees through their respective Chairmen Deborah J. Crossley and Ruthanne Fuller, the transfer of the sum of one million dollars (\$1,000,000) from the Budget Reserve - Snow/Ice Removal to the Public Works Department is hereby approved as follows:

FROM:	Budget Reserve – Snow & Ice (0110498-5794).....	\$1,000,000
TO:	Regular Overtime (0140110-513001).....	\$300,000
	Rental Vehicles (0140110-5273).....	\$700,000

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

2016

ORDERED:

That, in accordance with the recommendation of the Public Facilities and the Finance Committees through their respective Chairmen Deborah J. Crossley and Ruthanne Fuller, the transfer of the sum of one hundred thirty-two thousand two hundred sixty dollars (\$132,260) from the Stormwater Catch Basin Cleaning Account and the Stormwater Consultants Account in the for the purpose of repairing a section of storm drain in Adams Street, is hereby approved as follows:

FROM:	Cleaning-Catch Basins (26A401A-52923)	\$94,500
	Consultants (26A401A -5301)	\$37,760
TO:	Storm Drainage System (26A401A -586004)	\$132,260

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

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Ruthanne Fuller, the transfer of the sum of twelve thousand dollars (\$12,000) from the Public Works Department’s Full-time Salary Account to the Public Works Department’s Account for the purpose of paying for a temporary administrative/finance position in the Transportation Division of the Public Works Department, be and is hereby approved as follows:

FROM:	DPW Salaries 0140115-511001).....	\$12,000
TO:	Temp Staffing Service (0140115-5313).....	\$12,000

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date _____