

CANCELLED

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE AGENDA

MONDAY, JANUARY 26, 2015

7 PM

Room 211 (Formerly Room 222)

ITEMS SCHEDULED FOR DISCUSSION:

The Committee will meet jointly with the Public Facilities Committee on the below item:

REFERRED TO PUBLIC FACILITIES & FINANCE COMMITTEES

#27-15 HIS HONOR THE MAYOR requesting authorization to appropriate two hundred fifty thousand two hundred fifty-five dollars (\$250,255) from Stormwater Surplus to Stormwater Management Salaries and transfer the sums of eighty-eight thousand one hundred ninety-one dollars (\$88,191) from Storm Water Management Expenses and fifty thousand three hundred thirty-six dollars (\$50,336) from Stormwater Management Capital to Stormwater Management Salaries. [01/13/15 @ 2:43 PM]

PUBLIC FACILITIES HELD 7-0 on 01-21-15

#26-15 HIS HONOR THE MAYOR requesting authorization to transfer the sum of twenty-eight thousand dollars (\$28,000) from Veterans' Services Salaries to Veterans' Expenses for a 20% down payment for a quadrant of Veterans' graves at the Newton Cemetery. [01/13/15 @ 2:44 PM]

Chairman's Note: There will be review of the following items listed as scheduled for discussion:

#373-14 HIS HONOR THE MAYOR submitting the FY16- FY20 Five-Year Financial Forecast for Board of Aldermen review/acceptance. [10/15/14 @ 3:01 PM]

REFERRED TO FINANCE AND PROGRAMS & SERVICES COMMITTEE

#402-13 ALD. FULLER, GENTILE, RICE and LINSKY requesting a Home Rule Petition to amend Article 9 of the Charter to clarify that Neighborhood Area Councils shall maintain and control their own financial accounts and records, independent of City finances; and to further clarify that such independent financial accounts and records shall remain subject to City audit. [10/28/13 @ 10:18 AM]

#41-11(2) ALD. CICCONE requesting implementation of the fees associated with the Winter Overnight Parking Pilot Program. [09/19/13 @ 3:49 PM]

The location of this meeting is handicap accessible and reasonable accommodations will be provided to persons requiring assistance. If you need a special accommodation, please contact John Lojek, at least two days in advance of the meeting: jllojek@newtonma.gov, or 617-796-1064. For Telecommunications Relay Service dial 711.

#461-14 ALD. FULLER AND JOHNSON requesting a report from the Executive Department regarding the current open positions with a report listed by Department of the days open, current month/quarter forecasted to fill, and candidate pipeline/strategy for hiring. [11/17/14 @ 9:22 AM]

REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES

#315-14 ALD. HESS-MAHAN, ALBRIGHT, CROSSLEY AND DANBERG proposing an amendment to Chapter 2 of the City of Newton Ordinances setting forth requirements for procurement of materials and services by non-governmental recipients of federal, state or local funds administered by the City, such as CDBG and CPA funds. In order to encourage non-profit and other private organizations to participate in affordable housing, cultural and other public-private collaborations, such procurement requirements should accommodate the needs of non-governmental recipients for flexibility given the multiple public and private sources of funds necessary for any project by not placing undue or unreasonable burdens on them. [08/04/14 @ 5:08PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#216-14 ALD. HESS-MAHAN, ALBRIGHT, BAKER, CROSSLEY, NORTON AND SANGIOLO proposing the following amendments to Chapter 12 Health and Human Services of the Revised Ordinances to:

- require owners of dwellings requiring a Certificate of Habitability under Section 12-1 and real estate agents/brokers who receive compensation in connection with the particular real estate transaction to notify the Commissioner of Health and Human Services whenever an apartment, tenement, or room in a lodging house is vacated by the occupant or when an area in an existing building is converted to a condominium prior to being reoccupied by a new tenant, lodger or occupant;
- require educational institutions to disclose addresses of undergraduates living off-campus in Newton;
- require a fee for certification; and
- impose a fine for violation of these provisions. [05/14/14 @ 11:51 AM]

#34-14 ALD. FULLER requesting a discussion with the Executive Office regarding the current status and challenges related to the City of Newton pension and retiree healthcare (OPEB) systems. [01/11/14 @ 5:22 PM]

REFERRED TO ZAP, PROG & SERV AND FINANCE COMMITTEES

#397-13(3) ALD. SANGIOLO AND DANBERG requesting creation of an ordinance to protect trees deemed ~~historie~~ historic significant by the ~~Historical Commission and the~~ City's Tree Warden with the advice and counsel of the Urban Tree Commission. [05-05-14 @ 4:32 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #254-12 (3) PROGRAMS & SERVICES COMMITTEE proposing an ordinance to require a fee, charged to consumers, for the use of paper bags at certain retail establishments in the City of Newton. [01/10/14 @ 3:36 pm]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #41-13 ALD. CROSSLEY, FULLER AND SALVUCCI requesting a discussion with the administration to review how the city inventories, plans for, budgets and accounts for needed smaller capital expenditures (currently set at under \$75,000), which are excluded from the Capital Improvement Plan (CIP); how to make these non-CIP capital maintenance items visible, and how to integrate them with the overall planning, CIP, and budgeting processes. [01/14/13 @ 5:02 PM]

REFERRED TO ZONING & PLANNING, LAND USE & FINANCE COMMITTEES

- #273-12 ALD. CROSSLEY & HESS-MAHAN requesting a restructuring and increase in fees for permits charged by the Inspectional Services Department and fees charged by the Planning Department and City Clerk to assure that fees are both sufficient to fund related services provided and simple to administer.

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #185-12 ALD. BAKER, BLAZAR, SANGIOLO, LINSKY, ALBRIGHT & DANBERG requesting that the Board of Aldermen adopt a RESOLUTION to His Honor the Mayor asking that, when the Mayor seeks future Board approval for bonding the cost of additional capital facilities or equipment for the schools, he include in that funding request, as well as in the city-wide Capital Improvement Plan, the estimated costs needed for funding the capital technology needs of the Newton Schools, including the appropriate portions of the estimated project costs of the School Committee's three-year district-wide technology plan not anticipated to be funded by the Information Technology Department budget; the anticipated technology grants from Boston College for the elementary schools; and/or estimated revenue from the E-rate Technology Reimbursement Program.
PROGRAMS & SERVICES APPROVED 6-0 on 07/11/12

REFERRED TO ZONING AND PLANNING AND FINANCE COMMITTEES

- #102-11 ALD. HESS-MAHAN, JOHNSON, COMMISSIONER LOJEK, AND CANDACE HAVENS requesting an amendment to Chapter 17 to establish a fee for filing a notice of condo conversion. [03-29-11 @ 4:55PM]
ZONING & PLANNING APPROVED 6-0 on 6/10/13

REFERRED TO ZONING AND PLANNING AND FINANCE COMMITTEES

- #95-11 ALD. HESS-MAHAN proposing an ordinance requiring that a notice of conversion to condominium ownership be filed with the Inspectional Services Department and that the property be inspected to determine compliance with all applicable provisions of the state and local codes, ordinances and the rules and regulations of all appropriate regulatory agencies. [03-24-11 @ 9:30AM]
ZONING & PLANNING APPROVED 6-0 on 6/10/13

REFERRED TO LAND USE & FINANCE COMMITTEES

- #276-10 ALD. FULLER, CROSSLEY, DANBERG, LINSKY requesting a review of guidelines for mitigation fund provisions to maximize the use of such funds on behalf of the city together with mechanisms by which the city can better track such funds to ensure they are used in a timely fashion.

ITEMS NOT SCHEDULED FOR DISCUSSION:

- #25-15 ALD. GENTILE requesting a discussion regarding the establishment of an Investment Advisory Committee to be comprised of the Treasurer, Chief of Staff/Chief Financial Officer, Comptroller, Chairman of Finance and three residents of the City of Newton. [01/09/15 @ 1:57 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #15-15 COMMUNITY PRESERVATION COMMITTEE recommending the appropriation of nine hundred eighty thousand dollars (\$980,000) from the Community Preservation Fund's general fund balance and reserve to the Parks and Recreation Department for the Waban Hill Reservoir at Manet Road and Reservoir Drive in Chestnut Hill, including: real property acquisition; a grant to the Newton Conservators for monitoring and enforcing a conservation restriction; initial dam safety compliance, public safety and accessibility improvements; and a master plan, as described in the proposal submitted November 13, 2013. [12/22/14 @ 8:57 AM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #471-14 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of four hundred thousand dollars (\$400,000) from Free Cash to fund the design, construction, and relocation of modular buildings from Zervas Elementary School to Newton South High School for special education program needs. [11/24/14 @ 3:43 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #470-14 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of one million dollars (\$1,000,000) from bonded indebtedness for the purpose of funding the installation of an elevator and other accessibility improvements at the War Memorial at City Hall. [11/24/14 @ 3:43 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #468-14 HIS HONOR THE MAYOR requesting authorization to reallocate the Carr Elementary School Renovation Project Budget to replenish funds for the Mayor's Contingency Budget Line, as well as to cover the costs of various project related expenses. [11/24/14 @ 4:23 PM]
PUBLIC FACILITIES VOTED NO ACTION NECESSARY on 01/07/15

REFERRED TO PUBLIC SAFETY & TRANS AND FINANCE COMMITTEES

- #465-14 ALD. SANGIOLO, GENTILE AND HARNEY requesting a discussion regarding reducing the fee charged to residents for permit parking programs. [11/17/14 @ 12:40 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #464-14 ALD. SANGIOLO requesting discussion with the Department of Veteran's Services and the Executive Department regarding updates on programming at the Newton Senior Center and budgeting for new initiatives. [11/24/14 @ 3:41 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #455-14 HIS HONOR THE MAYOR recommending amendment to Chapter 29, Section 80 **Sewer/Storwater use charge.** of the City of Newton Ordinances to create a storm water rate fee structure based upon square footage of impervious surface area.

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #375-14 HIS HONOR THE MAYOR submitting the FY16-FY20 Capital Improvement Plan pursuant to section 5-3 of the Newton City Charter. [10/15/14 @ 3:01 PM]

REFERRED TO LAND USE AND FINANCE COMMITTEES

- #49-14 LAND USE COMMITTEE requesting discussion with the Chief Financial Officer and the Chief Information Officer regarding the critical need to implement technology which enables the development, management and use of shared, searchable, mobile-accessed (both read and write) database which contains parcel-based information that can be accessed by all city departments (including Planning, Inspectional Services (ISD), Assessing, Engineering, Fire, Police, Health), the Board of Aldermen and the community. This technology must support the work of ISD and other departments in both the office and the field to more effectively and efficiently monitor and enforce compliance with approved special permits and other related Board Orders. [02/10/14 @ 6:47 PM]

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #257-12 RECODIFICATION COMMITTEE recommending (1) review of the Fees, Civil Fines/Non-Criminal Disposition contained in Chapter 17 LICENSING AND PERMITS GENERALLY and Chapter 20 CIVIL FINES/NON-CRIMINAL DISPOSITION CIVIL FINES to ensure they are in accordance with what is being charged and (2) review of the acceptance of G.L. c. 40 §22F, accepted on July 9, 2001, which allows certain municipal boards and officers to fix reasonable fees for the issuance of certain licenses, permits, or certificates.

- #248-12 RECODIFICATION COMMITTEE recommending that **ARTICLE IV. PURCHASES AND CONTRACTS, Secs. 2-182 through 2-205**, be amended to make it consistent with state law.

#247-12 RECODIFICATION COMMITTEE recommending that Chapter 18 MEMORIAL FUNDS AND TRUSTS be reviewed relative to the consequences and practices of special legislation passed by the General Court in 2007, Chapter 75 of the Acts of 2007, in which the City sought and was granted an exemption from G.L. Chapter 44 §54, which intent was to allow the City greater flexibility in terms of investments.

REFERRED TO PS&T, PUBLIC FACILITIES AND FINANCE COMMITTEES

#310-10(2) ALD. DANBERG, BLAZAR, KALIS, SCHWARTZ, ALBRIGHT, HESS-
(#409-12) MAHAN, RICE, COTE, LEARY, AND NORTON requesting amendments to Sec. 26-8D of the City of Newton Ordinances to modify and make permanent the trial program for removal of snow and ice from sidewalks and to provide for enforcements and fines for violations. [09/10/14 @ 2:12 PM]

Respectfully submitted,

Leonard J. Gentile, Chairman

City of Newton



Setti D. Warren
Mayor

David A. Ciscio, OMC
Newton, MA 02459

CANCELLED
DEPARTMENT OF PUBLIC WORKS

RECEIVED
Newton City Clerk

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

2015 JAN 13 PM 5:05

January 11, 2015

To: Honorable Mayor Setti D. Warren

Via: Maureen Lemieux, Chief of Staff and Chief Financial Officer

From: David F. Turocy, DPW Commissioner

Subject: Request to transfer Storm Water Reserves and Expenses to Salaries

I respectfully request an authorization to transfer \$250,255 from Storm Water Reserves to Salaries. In addition, I also request the transfer of \$109,507 from Storm Water FY2014 carry over accounts and \$29,020 from catch basin cleaning to Salaries for a total of \$\$388,782.

Due to the close interconnections and related impacts of the sewer and storm water programs, DPW has routinely assigned crews in one division to duties in the other division. This, in fact, occurs amongst all divisions in Public Works; however, the frequency is much greater between the Sewer and Storm Water Divisions.

In order to more closely align the assignment of personnel to the cost accounting center, i.e. DPW Division, for which the operational activities are primarily being performed, DPW will need these additional funds to charge the Storm Water account for salaries and wages.

Please docket this item for Board of Aldermen consideration.

Respectfully,

David F. Turocy
DPW Commissioner

APPROVED

cc: David Wilkinson, Comptroller
Keith Nastasia, Utilities Director
Richard Pishkin, DPW Business Manager

CANCELLED

COMPTROLLER'S OFFICE
CITY OF NEWTON, MASSACHUSETTS
dwilkinson@newtonma.gov
(617) 796-1305

January 21, 2015

TO: Finance and Public Facilities Committees

FROM: David Wilkinson

SUBJECT: Docket Item # 27-15 – Stormwater Management Fund

The Stormwater Management Fund was established in fiscal year 2007 when the City first imposed Stormwater management user charges and transferred the cost of maintenance of the storm drain system from the General Fund. The fund ended fiscal year 2014 with \$405,255 in free cash. \$155,000 of which has previously been appropriated as a local match for a Hammond Brook culvert improvement federal grant; and the balance of which is earmarked for funding this docket item.

Exhibit A provides comparative operating activity for the Stormwater Management Fund for the first half of the current fiscal year and for the first six months of the three previous fiscal years. Exhibit B provides a detailed expenditure budget line item detail for the first half of this fiscal year and for the last five complete fiscal years.

Year to date revenues of \$381,233 (50.64% of the current year budget estimate) are in line with budget plans and prior year experience. First half fiscal year 2015 personal services expenditures (payroll) have, however, exceeded the approved budget for the entire fiscal year by \$60,137 as a result of \$40,662 in overtime expenditures in excess of the amount included in the original budget, and \$216,885 in payroll charges for water and sewer utility employees who were assigned to stormwater maintenance activities during the July 1 to December 31 period.

In order to fund the December 31 personal services appropriation overdraft and fund payroll for both the six employees permanently assigned to the Stormwater Management Fund and water and sewer employees who are expected to be assigned to stormwater maintenance activities during the second half of the year, the Public Works Commissioner and Mayor's Office have offered docket item #27-15. Docket item #27-15 requests the transfer of \$138,527 in currently unexpended and unencumbered "expense" and "capital outlay" appropriation balances, along with \$250,255 in available Stormwater Management Fund free cash to the Stormwater Management Fund's "personal services" appropriation.

The recommended \$388,782 addition to the fund personal services appropriation is sufficient to cover the December 31, 2014 overdraft; to fund the six employees permanently assigned to the fund; \$55,296 in projected second half fiscal year 2015 overtime; and \$128,307 in water sewer employee wages for stormwater maintenance

CANCELLED

activities.. The assignment of water and sewer employees to stormwater activities will need to be carefully controlled between now and June 30 since first half 2015 experience is \$88,578 greater than the amount included in the docket item.

A total of \$88,191 of the requested appropriation transfers represents currently unexpended and unencumbered catch basin cleaning funds. This will leave a total of \$145,888 for fiscal year 2015 catch basin cleaning, \$40,556 of which has been expended and \$105,332 available for the second half of the current fiscal year. The median annual expenditure for catch basin cleaning for the past five years is \$125,225.

A total of \$50,336 of the requested appropriation transfers are from unexpended and unencumbered storm drainage capital outlay appropriations. Of this sum, \$30,839 represents prior year prior year project balances from completed projects. The balance represents the unencumbered and unexpended balance in the current fiscal year budget for minor improvement projects.

Since this docket item exhausts the balance in the Stormwater Management Fund's free cash, and there is no budget reserve in the fund, any extraordinary and unforeseen event requiring additional funding for the remainder of this fiscal year will likely require a General Fund subsidy. This will also likely be the case in fiscal year 2016 unless a budget reserve is built into the 2016 operating budget since it's unlikely that the fund will end the current year with any material fund balance.

It is also important that the adopted fiscal year 2016 Stormwater Management Fund include personal services and fringe benefit appropriations for all DPW staff expected to be assigned to the fund on either a permanent or temporary basis.

Cc: DPW Commissioner
Chief of Staff/CFO

CITY OF NEWTON, MASSACHUSETTS
 STORMWATER MANAGEMENT FUND
CANCELLED
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 July 1, 2014 - December 31, 2014
 (with comparative activity for the first six months of the three previous fiscal years)

	Fiscal Year 2015				FY 2014 July 1 - Dec. 31	FY 2013 July 1 - Dec. 31	FY 2012 July 1 - Dec. 31
	Original Budget	Revised Budget	Actual	% Budget			
REVENUES:							
Real estate and personal property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for service	752,900	752,900	381,233	50.64%	395,255	376,131	384,284
Total revenues	<u>752,900</u>	<u>752,900</u>	<u>381,233</u>	<u>50.64%</u>	<u>395,255</u>	<u>376,131</u>	<u>384,284</u>
EXPENDITURES:							
Personal services	367,014	367,014	427,151	116.39%	143,625	164,775	176,997
Expenses	448,642	448,642	141,226	31.48%	9,123	14,955	32,182
Capital outlay	74,279	74,279	14,938	20.11%	39,520	90,362	3,915
Fringe benefits	57,209	57,209	28,040	49.01%	25,439	25,718	43,060
Retirement benefits	45,585	45,585	45,585	100.00%	41,759	40,957	39,668
Total expenditures	<u>992,729</u>	<u>992,729</u>	<u>656,940</u>	<u>66.18%</u>	<u>259,466</u>	<u>336,767</u>	<u>295,822</u>
Excess/(deficiency) of revenues over expenditures	<u>(239,829)</u>	<u>(239,829)</u>	<u>(275,707)</u>		<u>135,789</u>	<u>39,364</u>	<u>88,462</u>
OTHER FINANCING SOURCES (USES):							
Transfers(to)/from other funds	-	(155,000)	(155,000)	100.00%	-	(16,401)	(16,358)
Total other financing sources and uses	<u>-</u>	<u>(155,000)</u>	<u>(155,000)</u>	<u>100.00%</u>	<u>-</u>	<u>(16,401)</u>	<u>(16,358)</u>
Net change in fund balances {1}	<u>(239,829)</u>	<u>(394,829)</u>	<u>(430,707)</u>		<u>135,789</u>	<u>22,963</u>	<u>72,104</u>
Budgetary fund balances - July 1	<u>645,084</u>	<u>645,084</u>	<u>645,084</u>		<u>549,582</u>	<u>824,364</u>	<u>678,569</u>
Budgetary fund balance - December 31	<u>\$ 405,255</u>	<u>\$ 250,255</u>	<u>\$ 214,377</u>		<u>\$ 685,371</u>	<u>\$ 847,327</u>	<u>\$ 750,673</u>
<i>Continuing appropriations from 6/30/14</i>	239,829	239,829					
<i>Supplemental capital improvements</i>	-	155,000					
<i>{1} Fund balance financing for FY 2015 budget</i>	<u>239,829</u>	<u>394,829</u>					

CITY OF NEWTON, MASSACHUSETTS
 STORMWATER MANAGEMENT FUND
 FISCAL YEAR 2015 BUDGET, ACTUAL AND PROJECTED SALARY TRANSFERS
 (with comparative actual expenditures for five most recent complete fiscal years)

		FY 2015 at December 31, 2014						Actual Expenditures				
		{A}	{B}	{C}	{D}	{E}	{F}	{G}	{H}	{I}	{J}	{K}
		Budget	YTD Expenditures	Encumbrances	Pending Transfers	Pending Appropriation	Amended Balance	FY 2014	Five Prior Complete Fiscal Years			
								FY 2013	FY 2012	FY 2011	FY 2010	
511001	FULL TIME SALARIES	\$ 83,178.09	\$ 41,111.33	\$ -	-	-	\$ 42,066.76	\$ 80,760.19	\$ 78,488.28	\$ 75,742.20	\$ 74,992.61	\$ 74,992.61
511002	FULL TIME WAGES	245,240.62	310,107.09	-	97,865.26	194,959.00	227,957.79	151,763.41	201,080.27	212,086.87	235,328.61	203,593.51
513001	REGULAR OVERTIME	20,000.00	60,661.74	-	40,661.74	55,296.00	55,296.00	49,982.24	20,988.10	11,420.83	26,345.27	6,659.02
513004	WORK BY OTHER DEPTS.	10,770.70	10,770.70	-	-	-	-	5,353.77	12,928.85	18,341.14	1,714.28	-
514001	LONGEVITY	3,975.00	3,000.00	-	-	-	975.00	1,500.00	2,850.00	4,331.25	2,575.00	3,000.00
514321	PROMPTNESS PAY STIPEND	150.00	-	-	-	-	150.00	379.21	24.30	-	-	-
515005	BONUSES	1,200.00	-	-	-	-	1,200.00	-	1,173.84	4,750.00	-	-
515101	CLOTHING ALLOWANCE	2,500.00	1,500.00	-	-	-	1,000.00	1,500.00	2,000.00	2,625.00	2,000.00	2,400.00
	PERSONAL SERVICES	367,014.41	427,150.86	-	138,527.00	250,255.00	328,645.55	291,238.82	319,533.64	329,297.29	342,955.77	290,645.14
5210	ELECTRICITY	5,500.00	1,051.70	-	-	-	4,448.30	3,280.52	4,955.00	4,214.99	3,501.66	3,062.19
5274	RENTAL OF EQUIPMENT	-	-	-	-	-	-	-	-	2,810.00	-	-
52923	CLEANING-CATCH BASINS	160,000.00	29,647.68	101,332.32	(29,020.00)	-	-	122,272.08	-	91,750.00	149,658.50	125,225.00
R52923	CLEANING-CATCH BASINS	74,079.17	10,907.92	4,000.00	(59,171.00)	-	0.25	53,528.15	15,560.75	1,250.00	-	-
5301	CONSULTANTS	4,200.00	765.00	1,235.00	-	-	2,200.00	52,532.50	8,553.40	6,518.40	8,212.80	2,313.40
R5301	CONSULTANTS	51,097.50	45,160.00	5,937.50	-	-	-	130.00	-	-	-	-
530203	ENGINEERING SERVICES	47,800.00	14,340.00	33,460.00	-	-	-	-	-	-	-	-
R530203	ENGINEERING SERVICES	65,300.00	16,325.00	48,975.00	-	-	-	-	-	-	-	30,000.00
5319	TRAINING EXPENSES	500.00	-	-	-	-	500.00	-	342.00	50.00	1,050.00	-
R5319	TRAINING EXPENSES	250.00	-	250.00	-	-	-	-	-	-	-	-
5341	POSTAGE	500.00	-	-	-	-	500.00	-	-	-	610.05	-
5342	PRINTING	1,000.00	-	-	-	-	1,000.00	-	-	676.28	1,811.70	195.00
5343	ADVERTISING/PUBLICATIONS	200.00	-	-	-	-	200.00	-	-	-	66.72	-
5390	POLICE PRIVATE DETAIL SV	1,900.00	-	-	-	-	1,900.00	1,860.00	-	-	-	-
5420	OFFICE SUPPLIES	750.00	-	-	-	-	750.00	-	481.58	-	349.10	-
5432	SMALL TOOLS	500.00	-	-	-	-	500.00	500.00	309.58	282.33	577.77	132.16
5484	VEHICLE REPAIR PARTS	2,000.00	-	-	-	-	2,000.00	-	464.74	-	6,622.31	-
5500	MEDICAL SUPPLIES	150.00	-	-	-	-	150.00	-	-	-	-	-
5530	CONSTRUCTION SUPPLIES	27,000.00	19,938.21	1,296.65	-	-	5,765.14	24,563.62	31,823.61	59,760.08	20,465.75	16,642.48
R5530	CONSTRUCTION SUPPLIES	2,615.50	2,615.50	-	-	-	-	2,480.00	4,094.44	-	-	11,413.62
5581	UNIFORMS/PROTECTIVE	1,000.00	-	-	-	-	1,000.00	717.90	-	-	888.00	1,298.00
5585	COMPUTER SUPPLIES	450.00	-	-	-	-	450.00	433.38	-	147.00	-	-
5592	BOOKS/MANUALS/PERIODICAL	150.00	-	-	-	-	150.00	94.70	-	-	-	-
5711	IN-STATE CONFERENCES	600.00	165.00	-	-	-	435.00	569.00	495.58	495.00	223.60	725.00
5712	REFRESHMENTS/MEALS	600.00	-	-	-	-	600.00	-	-	102.42	17.00	644.26
5730	DUES & SUBSCRIPTIONS	500.00	310.00	-	-	-	190.00	569.00	233.00	405.00	395.00	390.00
	EXPENSES	448,642.17	141,226.01	196,486.47	(88,191.00)	-	22,738.69	263,530.85	67,313.68	168,461.50	194,449.96	192,041.11
5707	NCRS PENSION CONTB	45,585.00	45,585.00	-	-	-	-	41,759.00	40,957.00	39,668.00	36,179.00	56,264.00
57DENTAL	DENTAL INSURANCE	1,818.00	737.40	-	-	-	1,080.60	1,592.48	1,659.30	2,064.13	1,698.62	1,247.48
57HLTH	HEALTH INSURANCE	49,874.00	24,037.28	-	-	-	25,836.72	44,236.34	43,506.92	62,685.48	52,025.56	40,086.61
57LIFE	BASIC LIFE INSURANCE	170.28	47.20	-	-	-	123.08	127.44	169.92	212.40	184.08	169.92
57MEDA	MEDICARE PAYROLL TAX	4,142.43	2,708.88	-	-	-	1,433.55	3,667.25	3,507.92	3,436.95	3,801.44	3,303.79
57OPEB	OPEB CONTRIBUTION	1,204.05	509.00	-	-	-	695.05	988.14	-	-	-	-
	FRINGE BENEFITS	102,793.76	73,624.76	-	-	-	29,169.00	92,370.65	89,801.06	108,066.96	93,888.70	101,071.80
58502	CONSTRUCTION EQUIPMENT	-	-	-	-	-	-	-	-	-	4,700.00	-
586004	STORM DRAINAGE SYSTEM	27,791.83	8,294.50	-	(19,497.32)	-	0.01	-	191,822.90	-	56,400.00	2,953.75
R586004	STORM DRAINAGE SYSTEM	46,487.18	6,644.00	9,004.50	(30,838.68)	-	-	40,803.67	353,954.85	5,100.00	-	178,713.03
	CAPITAL OUTLAY	74,279.01	14,938.50	9,004.50	(50,336.00)	-	0.01	40,803.67	545,777.75	5,100.00	61,100.00	181,666.78
5901	TRANSF- GENERAL FUND	-	-	-	-	-	-	-	16,401.00	16,358.00	16,005.00	-
5918	TRANSF-MUNI FEDERAL GRANT	155,000.00	155,000.00	-	-	-	-	-	-	-	-	-
	INTER FUND TRANSFERS	155,000.00	155,000.00	-	-	-	-	-	16,401.00	16,358.00	16,005.00	-
	TOTAL - FUND	\$ 1,147,729.35	\$ 811,940.13	\$ 205,490.97	\$ -	\$ 250,255.00	\$ 380,553.25	\$ 687,943.99	\$ 1,038,827.13	\$ 627,283.75	\$ 708,399.43	\$ 765,424.83

CANCELLED

Stormwater Budget FY 2015

January - June Salary Needs

Budgeted Stormwater Positions	
Working Foreman	\$28,646
SHMEO	\$26,256
Water & Sewer Maint. Craftsman	\$25,265
HMEO	\$20,067
HMEO	\$20,067
total	\$120,301

Additional supporting personnel	
Working Foreman	\$28,000
Pipelayer	\$25,000
HMEO/Mason Curbsetter	\$25,000
HMEO	\$21,000
Total Additional needed	\$99,000

OT projection (Jan-Jun)	\$55,296
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Jun-Dec deficit after transfers	\$114,185
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Total Jan-Jun salaries	\$388,782
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CANCELLED**Man/Hours Assigned for FY 12-14 - Water/Sewer/Stormwater**

Annual Hours	Water	Sewer	Drain
2014	37,687	18,357	17,044
2013	38,710	19,903	14,801
2012	40,040	16,597	16,848

Man/Hours for FY 2015 - Stormwater by Function

2014	Adjust Structures	Repair/ Construction	Storm Response	Total	Avg # wkrs/day
total for Jul	1,076	798	96	1,970	11.19
total for Aug	552	1,142	96	1,790	10.17
total for Sep	416	1,056	-	1,472	8.36
total for Oct	64	658	560	1,282	7.28
total for Nov	168	792	376	1,336	7.59
total for Dec	158	836	514	1,508	8.57
	2,434	5,282	1,642		8.86

Total Drain Hours July-Dec 2014**9,358****avg. of 8.9 workers/ day assigned to stormwater**



SETTI D. WARREN
MAYOR

CANCELLED
RECEIVED
City of Newton, Massachusetts
Newton City Office of the Mayor

2015 JAN 13 PM 5:05

David A. Olson, CMC
Newton, MA 02459

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

January 12, 2015

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$28,000 from Acct # 0150301-511001 Veterans' Services Salaries for the 20% down payment for a quadrant of Veterans' graves at the Newton Cemetery.

Per the attached, the total purchase price is \$140,000 which the City will pay in two additional installments of 40% or \$56,000 in FY16 and FY17.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN
MAYOR

CANCELLED
City of Newton, Massachusetts
Office of the Mayor

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

January 9, 2015

Setti D. Warren, Mayor
1000 Commonwealth Ave.
Newton, MA 02459

Dear Mayor Warren:

I am requesting you to docket an item before our Board of Aldermen to purchase a quadrant of veteran's graves at the Newton Cemetery. The quadrant purchased in 2001 has no further grave sites left. It has been Newton's tradition to offer a plot free of charge to veterans who were deployed and either lived in Newton for three consecutive years or lived in Newton at the time they enlisted for service. There are three quadrants left of veterans plots in the cemetery. They are willing to sell us a quadrant for the same purchase price of \$140,000 as in 2001. We asked whether the cemetery board would consider selling less than a quadrant and were told that this is not possible.

On behalf of the Veterans Service Department, we are requesting a deposit of 20% of the purchase price at this time (\$28,000) with 40% of the remaining amount to be paid prior to January 2016 (\$56,000) and the balance prior to January 2017 (\$56,000). This quadrant is slightly larger than the one purchased in 2001 and will accommodate 29 graves plus two cremation plots. The Newton cemetery will not bury family members with the veteran and will not place two graves on top of each other.

Sincerely,

Dori Zaleznik
Chief Administrative Officer

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



CANCELLED
Newton Cemetery
Corporation

A Beautiful Garden Cemetery Serving Greater Boston

INVOICE

SOLD TO:

Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

LOCATION		OWNER OF RECORD	DATE	INVOICE NO.
SEC I, Lot 150		Newton City Hall	12/17/2014	33034
ITEM CODE	QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
		Initial Payment on Purchase of 29 Single Graves and 2 Urn Garden Plots in Section I/North, Lot 150 (810 Square Feet) Total Purchase Price \$140,000.00 *		\$4,700.00
TERMS		SALES TAX	TOTAL	\$4,700.00

** subject to approval from the Board of Aldermen*

791 Walnut Street, Newton Center, Massachusetts 02459-1719 (617) 332-0047 Fax: (617) 969-5520
E-mail: ncc@newcemcorp.org Website: www.newcemcorp.org

CANCELLED

Part 1 of 2 No. 3485 ++

SALES AGREEMENT FOR THE PURCHASE OF INTERMENT SPACE

NEWTON CEMETERY CORPORATION
791 Walnut Street, Newton Center, Massachusetts 02459-1719
Telephone (617) 332-0047 FAX (617) 969-5520

OWNER ID # I North Lot 150

AN AGREEMENT dated 12/17/2014 between

Name City of Newton

Address 1000 Commonwealth Avenue Newton, MA Zip 02459

(hereinafter called the Purchaser) and the Newton Cemetery Corporation, a cemetery corporation organized under the laws of the Commonwealth of Massachusetts (hereinafter called the Seller).

WITNESSETH, as follows:

The Seller agrees to sell and the Purchaser agrees to purchase upon the following terms and conditions the exclusive right of interment in the following site in the Newton Cemetery Section I North Lot 150 (the "Site") consisting of 29 Single Graves & 2 Urn Garden Plots (810 Square Feet) for the amount set forth below to be paid either in TBD installments over TBD months as set forth below or earlier in whole or in part at such times as the Purchaser may elect until the total of all payments equals the amount due. Early payments shall be credited against the installment next thereafter due if the Purchaser shall so request, and otherwise against the last unpaid installment.

Purchase Price: \$140,000.00 * (the "Purchase Price").

Other Expenses: \$.00 (more fully detailed in Schedule A, attached hereto).

Deed to: Same as above.

NO MEMORIALS MAY BE PLACED UNTIL ABOVE PURCHASED SPACE(S) IS PAID IN FULL

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed/Total of Payments	Total Sale Price
The cost of your credit as a yearly rate	The dollar amount the credit will cost you	The amount of credit provided to you or on your behalf which you will have paid after you have made all payments as scheduled	The total cost of your purchase on credit, including your down payment of
TBD%	\$TBD	<u>\$112,000.00</u>	<u>\$28,000.00</u>
			<u>\$ TBD</u>

Your payment schedule will be:

Number of Payments	Amount of Payments	When Payments Are Due
0	\$.00	15 th of every month beginning on:

Security: You are giving a security interest in the right of interment being purchased.

See this contract for any additional information about nonpayment, default, and any required repayment in full before the scheduled date.

Notice to Purchaser: (1) Do not sign this agreement if any of the spaces intended for the agreed terms to the extent of then available information are left blank. (2) You are entitled to a copy of this agreement at the time you sign it. (3) you may at any time pay off the full unpaid balance due under this agreement, and in doing so you may receive a partial rebate of the finance charges.

** subject to approval from the Board of Aldermen*
Purchaser hereby acknowledges receipt of a completed copy of this contract.

NEWTON CEMETERY CORPORATION

By Timothy A. Burns

Purchaser [Signature]

Co-Purchaser _____

**NEWTON CEMETERY CORPORATION
SALES AGREEMENT FOR PURCHASE OF INTERMENT SPACE
ADDITIONAL TERMS OF AGREEMENT**

Upon the receipt of the entire Purchase Price, the Seller will give the Purchaser a deed to the Site in the form of its deeds then current, which shall include the obligation of the Seller perpetually to care for the grass thereon the Site and this agreement shall terminate. Prior to the delivery of a deed as above provided, the Purchaser shall have no right of possession in the Site, or in any part thereof, nor other right to change, embellish, or alter it in any way; provided, however, that in the event that a need shall arise for use of the Site prior to delivery of the deed referenced above, the Purchaser shall have the right to make a temporary interment at the Site so long as such Purchaser has paid in the greater of the cost of a single grave or twenty percent (20%) of the Purchase Price to be paid prior to said interment.

THE PURCHASER RECOGNIZES THAT HIS RIGHT TO INTERMENT IN THE SITE MAY NOT BE TRANSFERRED, SOLD, OR OTHERWISE ENCUMBERED BY THE PURCHASER WITHOUT THE EXPRESS WRITTEN CONSENT OF THE SELLER. NOTWITHSTANDING THE FOREGOING, THE PURCHASER MAY SELL HIS RIGHT TO INTERMENT IN THE SITE TO THE SELLER AT A PRICE EQUAL TO THE PURCHASE PRICE, WHICH MAY OR MAY NOT REFLECT THE THEN CURRENT MARKET VALUE OF THE SITE. NOTHING CONTAINED HEREIN SHALL REQUIRE THE SELLER TO REPURCHASE ANY SUCH RIGHTS IN THE SITE. THE PURCHASER RECOGNIZES THAT THE RIGHTS PURCHASED HEREUNDER ARE LIMITED TO RIGHTS OF INTERMENT.

The Purchaser hereby agrees that the Seller may conduct any activity either within or without its boundaries which is incidental or convenient to either the care or memorializing of the human dead.

This agreement and the said deed to be given will be subject to all laws and to the By-Laws and all Rules and Regulations of the Seller now existing or which may hereafter be enacted or adopted regulating the care of the Site, interments therein, memorial or plantings erected thereon, and other embellishments thereof, the care and protection of the Newton Cemetery grounds, the affairs financial or otherwise of the Seller, and the management of its property and business, all of which, to the extent now in effect, are hereby incorporated herein and made a part of the agreement as if set forth in full herein. In addition, the Site is subject, among other things, to the following restrictions, all as more fully set forth in the Seller's ByLaws and Rules and Regulations:

- INTERMENT RESTRICTIONS: **Single depth capacity only** **Body and/or cremated remains**
- MEMORIAL RESTRICTIONS:
 - TYPE: **Lawn markers only**
 - SCULPTURED WORK: **Not Permitted per Rules & Regulations**
 - FINISHES: **Steeled only**
- OTHER EMBELLISHMENTS:

If this agreement has been entered into through mistake, or if, owing to irresistible, natural, or unavoidable force or order of court, the Seller finds itself unable to fulfill this agreement, it may return to the Purchaser or to his/her legal representatives all moneys that may have been paid hereunder, and this agreement shall thereupon become null and void.

Any oral or written statement made in connection with this agreement by the Seller or by its agent shall not be binding upon the Seller unless reduced to writing, signed by an officer of the Seller, and attached to this agreement.

It is mutually agreed that the provisions of this agreement shall apply to and bind the heirs, executors, administrators and assigns of the Purchaser and the successors and assigns of the Seller. It is further agreed that if this agreement is signed by more than one purchaser, each of such purchasers becomes jointly and severally bound and liable hereunder.

If prior to the delivery of a deed by the Seller pursuant hereto the Purchaser shall fail for any reason to pay any part or portion of the unpaid sums within three months of the date when and as the same shall become due and payable pursuant to the provisions hereof, or if proceedings under the bankruptcy laws of the United States or the insolvency laws of any state shall be commenced by or against the Purchaser, or the Purchaser shall make an assignment for the benefit of his creditors, the Seller, as permitted by law, by giving prior written notice to the Purchaser or to his/her heirs or executors or administrators by deposit of a registered letter in the United States mails addressed to the Purchaser at the address stated below or as stated on the books of the Seller, or at any other address requested in writing by the Purchaser, may at its option either declare all sums remaining unpaid by the Purchaser hereunder to be due and payable immediately, or declare this agreement cancelled and all rights of the Purchaser in the Site forfeited. Upon such cancellation the Seller shall retain as liquidated damages for the default of the Purchaser all sums theretofore paid hereunder up to but not exceeding ten percent (10%) of the Purchase Price of the Site, and on payment of the balance to the Purchaser or to the party legally entitled thereto shall be released from all obligations both at law and in equity to convey or cause to be conveyed the Site or any part thereof or to make any further refund of the Purchase Price. The acceptance of overdue payments or the waiving of any term or condition of this agreement by the Seller shall not constitute a waiver of any subsequent breach of any other terms, conditions or provisions hereof.

Installments, or any multiples thereof, or the full remaining unpaid balance may be paid in advance at any time.

SCHEDULE A

Other Expenses	Amounts
	\$.00
	\$.00
	\$.00
	\$.00
	\$.00
	\$.00
Total	\$.00