

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE REPORT

MONDAY, JANUARY 13, 2014

Present: Ald. Gentile (Chairman), Ciccone, Norton, Salvucci, Rice Blazar, Fuller and Lappin
Also present: Howard Mintz (Chief of Police), David Turocy (Commissioner of Public Works), Jayne Colino (Director of Senior Services), and David Wilkinson (Comptroller)

Chairman's note: The scheduled update on the results of the December 2013 meeting with Moody's Investor Service was postponed, as the Chief Financial Officer Maureen Lemieux was unable to attend the meeting. The update will be rescheduled when Ms. Lemieux is available.

#16-14 HIS HONOR THE MAYOR requesting authorization to expend a two hundred eleven thousand five hundred sixteen dollar (\$211,516) reimbursable grant from the Commonwealth of Massachusetts to fund police overtime costs. [12/30/13 @ 4:34 PM]

ACTION: **APPROVED 8-0**

NOTE: Police Chief Howard Mintz presented the request for authorization to expend a grant of \$211,516. The City has received the same type of grant from the Commonwealth for a number of years but the grant funds are four times larger than usual this year. The reimbursable grant will be used to help defray police overtime expenses. Eighty percent of the grant will be used to fund patrol officer overtime costs and 20% will be used to fund supervisor overtime costs. The grant funds have no impact on the Police Department's operations.

The Police Department has minimum staffing requirements for both patrol officers and superior officers. The Department is currently under staffed, which results in significant overtime costs; therefore, the Department will use all of the grant funds on overtime. There are currently nine candidates in the police academy that will graduate in March but will need to train for 10 weeks before they can be on patrol alone. In the near future, the City will be sending an additional five candidates to the academy to help fill the vacancies within the police force.

The State will monitor the City's expenditure of the grant funds for compliance. The City will be required to submit quarterly reports. Committee members questioned the Chief regarding whether there was a grant management position at the Police Department and, if not, who would be responsible for the quarterly reports. The Chief informed the committee that there is currently no grant manager at the Police Department but the Chief is sending an officer to grant school. The two officers that applied for the grant will be responsible for providing the reports to the State. Committee members asked if the Chief was sure that overtime expenses were within the scope of the grant fund requirements. The Chief responded that the grant funds have been received for a number of years and have been used for funding overtime in the past.

The Committee had no further questions and Ald. Lappin moved approval, which carried unanimously.

#19-14 HIS HONOR THE MAYOR requesting authorization to transfer the sum of forty thousand dollars (\$40,000) from the Public Buildings Salaries Account to a Public Buildings Capital Account to cover the costs for the emergency replacement of the boiler at the Hawthorne Field House at Pellegrini Park in Nonantum.
[01/06/14 @10:14]

ACTION: **APPROVED 8-0**

NOTE: The Chair explained that Public Buildings Commissioner Josh Morse was ill and unable to present the above request to transfer \$40,000 to cover the costs of an emergency boiler replacement. However, Mr. Morse provided the attached e-mail that details the failure and subsequent emergency replacement of the boiler at the Hawthorne Field House at Pelligrini Park in Nonantum. Commissioner kept the Ward 1 Aldermen informed throughout the replacement process and moved swiftly to address the emergency.

The Committee asked Comptroller David Wilkinson for assurance that there were funds available for transfer in the department’s salary accounts. Mr. Wilkinson stated that there is over \$300,000 in wage reserve in the Public Buildings Department’s budget. With that, Ald. Ciccone moved approval, which carried by a vote of eight in favor and none opposed.

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#17-14 HIS HONOR THE MAYOR requesting authorization to transfer the sum of one million five hundred thousand dollars from Budget Reserve – Snow and Ice Removal Account to the following accounts:

Personnel Costs – Overtime (0140110-513001).....	\$500,000
Controllable Expenditures – Sand & Salt (0140110-5532).....	\$1,000,000

[12/30/13 @ 4:34 PM]

PUBLIC FACILITIES APPROVED 7-0 on 01/08/14

ACTION: **APPROVED 8-0**

NOTE: Public Works Commissioner David Turocy presented the request for \$1.5 million in additional funding for snow and ice operations. The Public Facilities Committee recommended approval of the request by a unanimous vote at its January 8, 2014 meeting. The Commissioner provided an update of snow and ice operation costs to date, which is attached. There was request that the Commissioner double-check some of the totals in the breakout. Commissioner Turocy also submitted the attached e-mail that provides information on the funds reserved for snow removal as requested by the Public Facilities Committee.

The Department started with \$1 million dollars in its budget for snow and ice. The Department of Public Works has expended just over \$2.1 million dollars on snow and ice. The

transfer will cover all of the expenses to date and leave a cushion in those accounts for the next storm. The Commissioner explained that the spend rate is high but it can be attributed to the purchase of \$1 million in salt, vehicle preparation, and three large storms with challenges like icing and long duration.

There was also a 20% increase in plowing contract costs this year. There was a change to the new contract that requires contractors to have at least one sander in their fleet. A number of contractors that bid on snow removal dropped out of contention. The City now has three contractors that provide 88 vehicles to the eight plowing zones in the City. Contractors plow about 60% of the City and the DPW handles about 40% of the plowing.

The contractors often sub bid out their snow removal operations. The City did try to encourage other contractors to bid but they were not used to bidding for plowing by the inch instead of by the hour. The Committee asked if there are other municipalities that paid for plowing by the inch. The Commissioner responded that Quincy is only other community that his aware of that pays by the inch. However, the advantage of paying by the inch is better management of snow removal operations. The Commissioner looks at the pros and cons of each payment method every couple of years.

Committee members had questions regarding the cost of plowing the additional sidewalks and the use of the snow melter. The snow removal ordinance has resulted in a cost of about \$10,000 to clear additional City sidewalks, which is minimal. The Commissioner added that the snow melter has been used four times and runs well. The DPW is becoming more familiar with its operation and plans to use the melter at snow dumping sites and in village centers.

Ald. Salvucci moved approval, which carried unanimously

#15-14 HIS HONOR THE MAYOR requesting rescission of the thirty thousand dollar (\$30,000) appropriation voted under Board Order #164-13 on May 20, 2013 for the purpose of funding a needs assessment of the senior population. The Newton Health Care Center has agreed to fund the assessment in its entirety. [12/30/13 @ 4:34 PM]

ACTION: **NO ACTION NECESSARY 8-0**

NOTE: Director of Senior Services Jayne Colino presented the request for the rescission of Board Order #164-13 (attached) that authorized the expenditure of a \$30,000 donation from the Newton Health Care Center for assessment of the senior population. When the Finance Committee recommended approval of #164-13, members requested that Ms. Colino consider going out to bid for the assessment. (Report Attached) When Ms. Colino shared the Finance Committee's recommendation with the Council on Aging, they suggested that the Senior Citizen Fund of Newton might consider funding all of the assessment avoiding the need to go out to bid. The Senior Citizen Fund has agreed to fund the entire needs assessment study.

The \$30,000 from the Newton Health Care Center was donated with only one caveat, that it be used to benefit the senior population. Ms. Colino plans to use the \$30,000 for capital needs at the Senior Center. Comptroller David Wilkinson informed the Committee that the donation has already been accepted and the expenditure of the funds authorized; therefore, rescission is not necessary. He suggested that an action of no action necessary on Docket Item #15-14 would be appropriate. Ald. Salvucci moved the item no action necessary, which carried unanimously.

The Committee adjourned at 8:40 PM and all other items before the Committee were held without discussion. Draft Board Orders for the above items that are recommended for Board of Aldermen action are attached.

Respectfully submitted,

Leonard J. Gentile, Chairman

CITY OF NEWTON

IN BOARD OF ALDERMEN

2014

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the Chief of Police is hereby authorized to accept and expend a reimbursable grant awarded by the Commonwealth of Massachusetts for Municipal Police Staffing in the amount of two hundred eleven thousand five hundred sixteen dollars (\$211,516) to be used for police overtime expenses.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Sullivan Shawna

Date sent: Mon, 13 Jan 2014 03:03:22 -0800 (PST)
From: Joshua Morse <morsejoshua@yahoo.com>
Send reply to: Joshua Morse <morsejoshua@yahoo.com>
Subject: Finance Meeting Tonight
To: Lenny Gentile <lennypmgi@aol.com>, "ruthannefuller@gmail.com" <ruthannefuller@gmail.com>
Copies to: Sullivan Shawna <ssullivan@newtonma.gov>

Lenny/Ruthanne,

One of the items on your agenda tonight is the request to transfer \$40,000 from wage reserves to cover the cost of the emergency boiler replacement at the Hawthorne/Pelligrini Field House. I spent all day and night yesterday with a high temp, chills, sweats, ect. I'm feeling a little better now, but I felt it best with flu-like symptoms to quarantine myself today to try and avoid passing this thing along. That said, it does not seem wise to expose the Finance Committee to this thing either. I propose a couple options. Either I can conference call in to 209, or I could send somebody in my absence. The only issue with sending somebody is that because this happened so quickly, I am really the only person with intimate knowledge of the situation. I'm happy to proceed however you would like me to. I'm also happy to call and discuss.

Here's the history of this issue:

On 1/2/14 there was a catastrophic failure of the boiler at the Pelligrini Field House. The failure was due to age and excessive corrosion on the interior of the boiler. The boiler was 64 years old, was item number 40 on our CIP, and was scheduled to be funded and executed in FY16.

The same day that it failed, I worked with a number of contractors to obtain the best pricing possible for this project. I scheduled the necessary asbestos abatement for 1/3/14, and demo of the old boiler started 1/4/14.

From 1/6/14 to 1/12/14 the new boiler was installed. The speed at which this project was executed was necessary to prevent any additional damage to the building, as well as to minimize the impact on programs currently being held in the building.

For those interested in energy efficiency, this was a steam boiler so our options were limited, but we did procure the highest efficiency steam boiler available. In addition to this we installed new boiler controls that will act like a programmable thermostat. We also replaced the steam traps and heating control valves throughout the building. We will be insulating a number of previously exposed steam pipes. I feel that between all of these efforts we will have improved the efficiency of the system by 10-15%.

I feel that between all of this work, we have completed an emergent repair, in a very short period of time, while maintaining a comprehensive and energy efficient approach.

The \$40,000 will cover all of the above costs including the asbestos abatement.

Regards,
Josh Morse
Public Buildings Commissioner
Public Buildings Department
City of Newton

CITY OF NEWTON
IN BOARD OF ALDERMEN

2014

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the transfer of the sum of forty thousand dollars (\$40,000) from the Public Buildings Salary Account to a Public Buildings Capital Account to cover the costs for emergency replacement of the boiler at the Hawthorne Field House at Pellegrini Park in Nonantum is hereby approved as follows:

FROM:	Building Salaries (0111501-5197).....\$40,000
TO:	Hawthorne Field House Boiler Replacement (C11504-52407).....\$40,000

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date: _____

DPW SNOW & ICE

ACCT	DESCRIPTION **Inches	BUDGET	TFERS IN	NET BUDGET	PREPWATCH STANDBY	12/14 - 12/15		12/17 - 12/18		01/02 - 01/03		YTD EST COSTS 24.30	AVAIL BALANCE
						STORM 8.00	STORM 6.40	STORM 7.50	STORM 7.50				
0140110 511101	PART TIME & 20 HRS/WK	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
0140110 513001	REGULAR OVERTIME	\$ 200,000	\$ -	\$ 200,000	\$ 20,739	\$ 133,020	\$ 54,092	\$ 140,000 *	\$ 140,000 *	\$ 347,850	\$ -	\$ (147,850)	
0140110 513001A	REG OVERTIME-BLDG/SCHLS	\$ 33,300	\$ -	\$ 33,300	\$ -	\$ 8,293	\$ 13,993	\$ 15,000 *	\$ 15,000 *	\$ 37,285	\$ -	\$ (3,985)	
0140110 513004	WORK BY OTHER DEPTS.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,354	\$ 1,500 *	\$ 1,500 *	\$ 2,854	\$ -	\$ (2,854)	
0140110 514311	SNOW STAND-BY PAY	\$ -	\$ -	\$ 30,000	\$ 4,929	\$ 16,677	\$ 7,965	\$ 12,500 *	\$ 12,500 *	\$ 42,071	\$ -	\$ (12,071)	
0140110 514318	SNOW WATCH PAY	\$ 20,000	\$ -	\$ 20,000	\$ 15,835	\$ -	\$ -	\$ -	\$ -	\$ 15,835	\$ -	\$ 4,165	
0140110 514321	PROMPTNESS PAY STIPEND	\$ -	\$ -	\$ -	\$ 127	\$ 25	\$ -	\$ 200 *	\$ 200 *	\$ 352	\$ -	\$ (352)	
	TOTAL PERSONNEL	\$ 283,300	\$ -	\$ 283,300	\$ 41,630	\$ 158,015	\$ 77,403	\$ 189,200	\$ 189,200	\$ 446,248	\$ -	\$ (162,948)	
0140110 5273	RENTAL - VEHICLES	\$ 98,375	\$ -	\$ 98,375	\$ -	\$ 273,325	\$ 179,905	\$ 273,325	\$ 273,325	\$ 726,555	\$ -	\$ (628,180)	
0140110 5273A	RENTAL-VEH BLDG/SCHLS	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 64,800	\$ 53,625	\$ 64,800	\$ 64,800	\$ 183,225	\$ -	\$ (83,225)	
	TOTAL CONTRACTORS	\$ 198,375	\$ -	\$ 198,375	\$ -	\$ 338,125	\$ 233,530	\$ 338,125	\$ 338,125	\$ 909,780	\$ -	\$ (711,405)	
0140110 52403	MOTOR VEHICLE R-M	\$ 10,212	\$ -	\$ 10,212	\$ 3,081	\$ -	\$ -	\$ -	\$ -	\$ 3,081	\$ -	\$ 7,131	
0140110 52409	PUBLIC PROPERTY R-M	\$ 2,992	\$ -	\$ 2,992	\$ 2,875	\$ -	\$ -	\$ -	\$ -	\$ 2,875	\$ -	\$ 117	
0140110 52410	SOFTWARE MAINTENANCE	\$ 98,750	\$ -	\$ 98,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,750	
0140110 5386	WEATHER FORECAST SVS	\$ 1,700	\$ -	\$ 1,700	\$ 1,690	\$ -	\$ -	\$ -	\$ -	\$ 1,690	\$ -	\$ 10	
0140110 5460	GROUPS MAINT SUPPLIES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
0140110 5480	GASOLINE	\$ -	\$ -	\$ -	\$ -	\$ 2,513	\$ 2,480	\$ 2,500	\$ 2,500	\$ 7,494	\$ -	\$ (7,494)	
0140110 5481	DIESEL FUEL	\$ -	\$ -	\$ -	\$ -	\$ 8,063	\$ 4,701	\$ 8,000	\$ 8,000	\$ 20,754	\$ -	\$ (20,754)	
0140110 5484	VEHICLE REPAIR PARTS	\$ 64,788	\$ -	\$ 64,788	\$ 62,803	\$ -	\$ -	\$ -	\$ -	\$ 62,803	\$ -	\$ 1,985	
0140110 5532	SAND & SALT	\$ 335,000	\$ -	\$ 335,000	\$ -	\$ 187,640	\$ 93,820	\$ 187,640 **	\$ 187,640 **	\$ 656,740	\$ -	\$ (321,740)	
0140110 5712	REFRESHMENTS/MEALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
0140110 5783	PRIVATE PROPERTY DAMAGE	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	
	TOTAL NONPERSONNEL	\$ 518,442	\$ -	\$ 518,442	\$ 70,449	\$ 198,207	\$ 101,002	\$ 198,140	\$ 198,140	\$ 755,437	\$ -	\$ (236,995)	
	GRAND TOTAL	\$ 1,000,117	\$ -	\$ 1,000,117	\$ 112,078	\$ 694,346	\$ 411,935	\$ 705,465	\$ 705,465	\$ 2,111,465	\$ -	\$ (1,111,348)	

* Personnel Costs for 1/2 - 1/3 storm are est.

** All Salt Costs est.

Sullivan Shawna

From: "Dave Turocy" <dturocy@newtonma.gov>
To: lgentile@newtonma.gov,
rfuller@newtonma.gov,
acicconejr@newtonma.gov,
enorton@newtonma.gov,
asalvucci@newtonma.gov,
jrice@newtonma.gov,
rblazar@newtonma.gov,
clappin@newtonma.gov
Date sent: Sat, 11 Jan 2014 13:01:38 -0500
Subject: Snow Removal available funds
Copies to: dcrossley@newtonma.gov,
salbright@newtonma.gov,
slennon@newtonma.gov,
vdanberg@newtonma.gov,
mlaredo@newtonma.gov,
mlemieux@newtonma.gov,
dwilkinson@newtonma.gov,
rmendes@newtonma.gov,
ssullivan@newtonma.gov
Priority: normal

Finance Committee,

In advance of Monday's meeting and my request to transfer \$1.5M from snow reserves to cover snow removal costs, the question came up in Public Facilities Committee about the amount of funds originally budgeted and/or identified as reserved for snow removal. The following supplemental information is provided:

- \$1M Original DPW budget for Snow Removal
- \$1.75M Snow Reserves (from which I am asking to transfer \$1.5M)
- \$2M Free Cash portion that is identified for snow removal costs
- \$500K Inclement Weather Fund

Thus, we had identified \$5.25M in available funds that could be used to cover snow removal costs. This transfer will therefore appropriate a total of \$2.5M as the current DPW snow removal budget and have \$2.75M remaining in identified reserves for snow.

In addition, we will look to scrub salary savings and other budget reserves as necessary and available to help cover future snow removal costs.

Dave Turocy
David F. Turocy
Commissioner of Public Works

City of Newton
1000 Commonwealth Avenue
Newton Centre, MA 02459
Phone: (617) 796-1000
Fax: (617) 796-1050

CITY OF NEWTON
IN BOARD OF ALDERMEN

2014

ORDERED:

That, in accordance with the recommendation of the Public Facilities and the Finance Committees through their respective Chairmen Deborah Crossley and Leonard J. Gentile, the transfer of the sum of one million five hundred thousand dollars (\$1,500,000) from the Budget Reserve - Snow/Ice Removal to the Public Works Department's is hereby approved as follows:

FROM:	Budget Reserve – Snow & Ice (0110498-5794).....\$1,500,000
TO:	DPW Salaries (0140110-513001).....\$500,000 Controllable Expenditures – Sand & salt (0140110-5532).....\$1,000,000

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

May 20, 2013

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the sum of thirty thousand dollars (\$30,000) received as a donation from Newton Health Care Center be and is hereby authorized for expenditure for the purpose of funding a needs assessment of the senior population in the City of Newton.

Under Suspension of Rules
Readings Waived and Approved
22 yeas 0 nays 1 absent (Alderman Fuller) 1 vacancy



(SGD) DAVID A. OLSON
City Clerk



(SGD) SETTI D. WARREN
Mayor

Date 5/29/13

CITY OF NEWTON
IN BOARD OF ALDERMEN
FINANCE COMMITTEE REPORT

MONDAY, MAY 13, 2013

Present: Ald. Gentile (Chairman), Ciccone, Linsky, Salvucci, Blazar, Fuller and Lappin
Absent: Ald. Rice

Also present: Jayne Colino (Director of Senior Services), Bob DeRubeis (Commissioner of Parks and Recreation), Carol Stapleton (Recreation Program Manager), Josh Morse (Interim Commissioner of Public Buildings), Adam Gilmore (Public Buildings Department Program Manager), Bruce Proia (Fire Chief), Robert Rooney (Chief Operating Officer), Maureen Lemieux (Chief Financial Officer), and David Wilkinson (Comptroller)

#164-13 HIS HONOR THE MAYOR requesting authorization to expend the sum of thirty thousand dollars (\$30,000) received from the Newton Health Care Center as a donation for the purpose of funding a needs assessment of the senior population in the City of Newton. [04-29-13 @ 6:06 PM]

ACTION: **APPROVED 6-0 (Ciccone not voting)**

NOTE: Director of Senior Services Jayne Colino presented the request to spend a \$30,000 donation received by the Department of Senior Services from the Newton Health Care Center. The department would like to use the funds for a comprehensive needs assessment of the senior population in Newton. The Department of Senior Services and the Council on Aging recently completed a strategic planning process that reflects the necessity of a needs and interest assessment. The data and findings from the needs assessment are crucial in moving the department towards its goal to provide excellent services to the 60 and over population.

Ms. Colino has researched how other communities have done senior needs assessments. The communities have used Gerontology Institute's McCormack Graduate School at UMass Boston. It is the intent to use the UMass Institute to compile data, develop a demographic profile of the senior population, develop a survey to be mailed to a sample of residents 50 and over, conduct focus groups, and interviews with key residents. The whole process for the assessment should take between four and six months. If the department uses the institute, it will not require a bid process, as the institute is an interstate agency.

Committee members requested that Ms. Colino consider going out to bid for the assessment. Chief Financial Officer Maureen Lemieux stated that she would discuss the options regarding bidding with Ms. Colino. There was some concern that the assessment would cost more than the \$30,000. Ms. Colino has discussed the assessment with UMass, who will be providing a proposal to the department. Ms. Colino added that the department has a private funding source that will provide the additional funding.

Ald. Salvucci moved approval, which carried unanimously.

CITY OF NEWTON

IN BOARD OF ALDERMEN

October 21, 2013

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the following item be and is hereby voted NO ACTION NECESSARY:

#15-14 HIS HONOR THE MAYOR requesting rescission of the thirty thousand dollar (\$30,000) appropriation voted under Board Order #164-13 on May 20, 2013 for the purpose of funding a needs assessment of the senior population. The Newton Health Care Center has agreed to fund the assessment in its entirety.

Under Suspension of Rules
Readings Waived and Item Voted NO ACTION NECESSARY

(SGD) DAVID A. OLSON, City Clerk