

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE AGENDA

MONDAY, NOVEMBER 24, 2014

7 PM
Room 222

ITEMS SCHEDULED FOR DISCUSSION:

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #454-14 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of one hundred fifty thousand dollars (\$150,000) from Free Cash to the Elections/ISD Archival Move and Scanning Project for the purpose of funding a temporary full-time Scanning Coordinator position, purchasing and installing new shelving in the City Clerk's and Elections vaults, scanning equipment, and outside scanning/microfilming costs. [11/10/14 @ 6:20 PM]
PROGRAMS & SERVICES APPROVED 6-0 (Baker not voting) on 11/19/14
- #367-14 SGT. BABCOCK, requesting an amendment to Sec. 19-200, C.(3) of the City of Newton Ordinances to implement a \$5.00 permit fee for resident sticker and visitor permit in the municipal lot parking program effective January 1, 2016. [10/09/14 @ 2:07 PM]
- #342-14 ALD. DANBERG requesting amendment to Section 20-21(d) of the City of Newton Ordinances to increase the fine for violation of sidewalk snow removal requirements in business districts per Sec. 26-8, *Removal of snow from sidewalks in certain districts*. [09/10/14 @ 4:25 PM]
- #451-14 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of six thousand six hundred fifty dollars (\$6,650) in fire prevention fine revenue for the purpose of funding enforcement, training and education of fire prevention officers in accordance with MGL Ch. 148A, Section 5. [11/10/14 @ 6:20 PM]
- #452-14 HIS HONOR THE MAYOR requesting authorization to expend a reimbursable grant of forty-four thousand four hundred thirty-five dollars (\$44,435) from the Massachusetts Emergency Management Agency (MEMA) for the purpose of purchasing equipment and related items for the City of Newton Emergency Operations Center. [11/10/14 @ 6:20 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: jlojek@newtonma.gov, or 617-796-1064. For Telecommunications Relay Service dial 711.

#453-14 HIS HONOR THE MAYOR requesting authorization to expend a grant fifty thousand dollars (\$50,000) from the Massachusetts Department of Energy Resources (DOER) as part of the Pathways to Zero Program, which is intended to support efforts to reduce energy use in public and private buildings. The grant funds will be used to provide additional energy modeling for the Zervas School Project to study the feasibility and cost/benefit of potential HVAC and renewable energy systems. [11/10/14 @ 6:20 PM]

#450-14 HIS HONOR THE MAYOR requesting authorization for the Trustees of the Horace Cousens Industrial Fund to enter into a contract for fund management services with a term of three years, with an option to renew for two additional three-year terms. [11/10/14 @ 6:20 PM]

ITEMS NOT SCHEDULED FOR DISCUSSION:

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#456-14 HIS HONOR THE MAYOR recommending amendments to Chapter 29, Article II. **Water.** to allow for second water meters for outside water use and to restructure the water rate fee structure.

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 PUBLIC FACILITIES AND FINANCE COMMITTEES

#255-14(4) HIS HONOR THE MAYOR requesting authorization to appropriate the sum of thirty-six million five hundred eighty-five thousand dollars (\$36,585,000) from bonded indebtedness for the purpose of funding the replacement of the Zervas Elementary School. [09/09/13 @ 2:03 PM]

PROGRAMS & SERVICES REFERRED TO FINANCE COMMITTEE ON 9/17/14

#254-12(2) THE PROGRAMS & SERVICES COMMITTEE recommending an ordinance to ban single-use plastic bags at certain retail establishments in the City of Newton. [01/10/14 @ 3:36 PM]

PROGRAMS & SERVICES APPROVED 8-0 on 9/17/14

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]

#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 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 SANGIOLLO 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]

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]
- #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 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]

REFERRED TO ZAP, PROG & SERV AND FINANCE COMMITTEES

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

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 PROG & SERV, PUB. FAC., ZAP, AND FINANCE COMMITTEES

- #256-12 ALD. HESS-MAHAN, SANGIOLO & SWISTON proposing an ordinance promoting economic development and the mobile food truck industry in the City of Newton. [08/06/12 @4:46 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]

- #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 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.

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

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

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]

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.

Respectfully submitted,

Leonard J. Gentile, Chairman



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#454-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

November 10, 2014

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

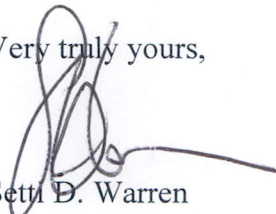
RECEIVED
Newton City Clerk
2014 NOV 10 PM 6:19
David A. Olson, CMC
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate the sum of \$150,000 from June 30, 2014 Certified Cash to the Elections/ISD Archival Move & Scanning Project. In order to complete the installation of the elevator in the War Memorial the Elections and ISD vaults in the basement must be emptied. Rather than simply moving all materials, the City Clerk will manage a project which will include the purchase and installation of new shelving in the City Clerk's and Elections vaults, and the scanning/microfilming of several years' worth of building plans.

A detailed explanation of the plan is attached. 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

Elections and ISD Archival Move Plan

Estimated Cost: \$28,241 Archival Shelving Units and Installation
 \$ Movers (in Public Buildings cost estimates for project)
 \$ Flat Files for scanned Plans - Future

Phase 1 – Late October 2014

Step 1. Remove unnecessary shelving from City Clerk's Vault

Who: Need assistance from Building Custodial Staff/Environmental Affairs

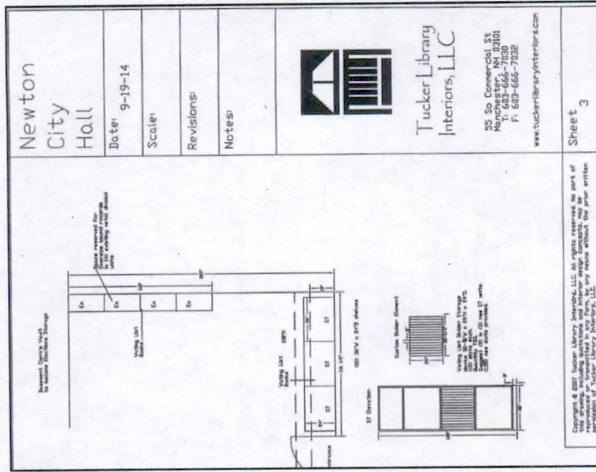
Step 2. Install new Shelving in City Clerk's Vault

Three S7 oversized shelving units for permanent storage of voter record books in Vault
 MJ4P3624108 – 36"W x 24"D x 108" high shelving with (4) levels & Custom divider slotted units
 Who: Installed by Shelving Company

Qty	Number	Cost Each	Total	Discount -56%	Price
3	S7 - MJ4P3624108	\$ 7,779.31	\$ 23,337.93	\$ 13,069.24	\$ 10,268.69
	Total Shelving				\$ 10,268.69
	Installation Est.	\$ 88.07	\$ 264.20		
	Grand Total				\$ 10,532.89

Step 3. Move material from current Elections Vault to the City Clerk's Vault.

Card Catalogue Cases & Residents Lists
 Oversized Volumes to new shelving
 Who: Need assistance from Building Custodial Staff or professional mover



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Newton City Hall
 Date: 9-19-14
 Scale:
 Revisions:
 Notes:
 Tucker Library Interiors, LLC
 88 So. Commercial St.
 Manchester, NH 03103
 T: 603-666-7028
 www.tuckerlibraryinteriors.com

Sheet 3

Step 4. Clear Plate Room of Print Shop and Stairwell of old equipment and prepare for Voting Equipment

Dispose of obsolete equipment

Who: Need assistance from Building Custodial Staff/Environmental Affairs

Step 5. Move Election Equipment

Who: Need assistance from Building Custodial Staff

Phase 2 – November 2014

Step 1. Demolition of Raised Wooden Floor in Elections Vault

Who: Public Buildings Department

Step 2. Install new Shelving in old Elections Vault

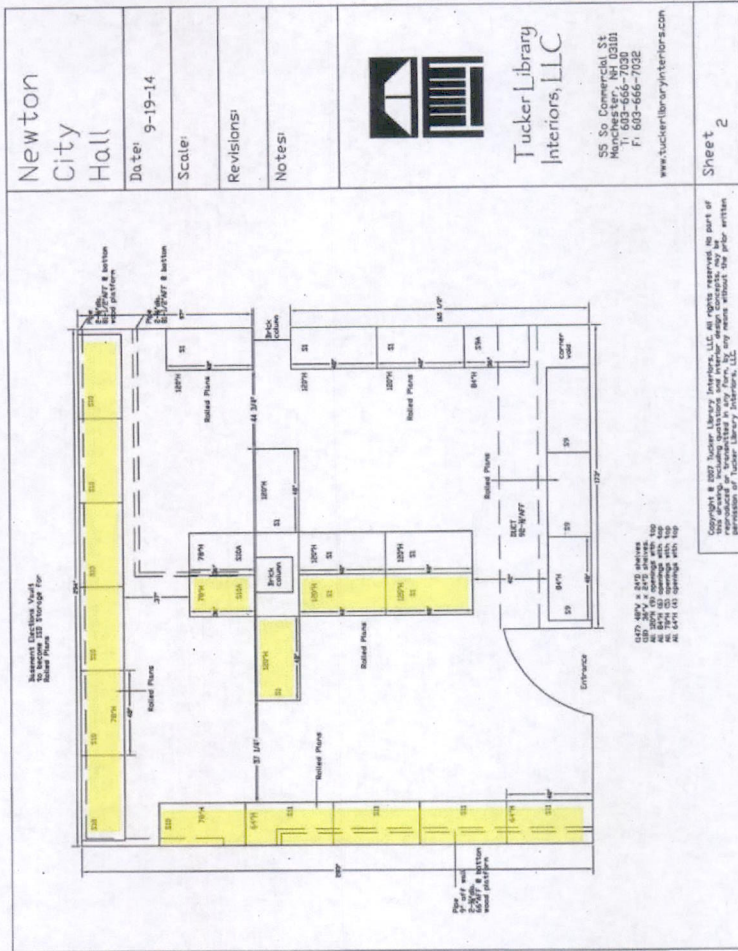
Four S11 shelving units for storage of plans

Four S10 shelving units

Three S1 shelving units

MJ4P482464 – 48”W x 24”D x 64”H adders with (4) levels and Heavy duty 1”H shelves with shelf reinforcements. One piece uprights.

Who: Installed by Shelving Company



Qty.	Number	Cost Each	Total	Discount -56%	Price
4	S11 - MJ4P482464	\$ 1,882.76	\$ 7,531.04	\$ 4,217.38	\$ 3,313.66
7	S10 - MJ4P482478	\$ 2,244.83	\$ 15,713.81	\$ 8,799.73	\$ 6,914.08
3	S1 - MJ4P4824120	\$ 4,013.79	\$ 12,041.37	\$ 6,743.17	\$ 5,298.20
1	S10A - MJ4P362478	\$ 1,955.17	\$ 1,955.17	\$ 1,094.90	\$ 860.27
	Total				<u>\$ 16,386.21</u>
	Installation Est.	\$ 88.07	\$ 1,321.00		\$ 1,321.00
	Grand Total				<u><u>\$ 17,707.21</u></u>

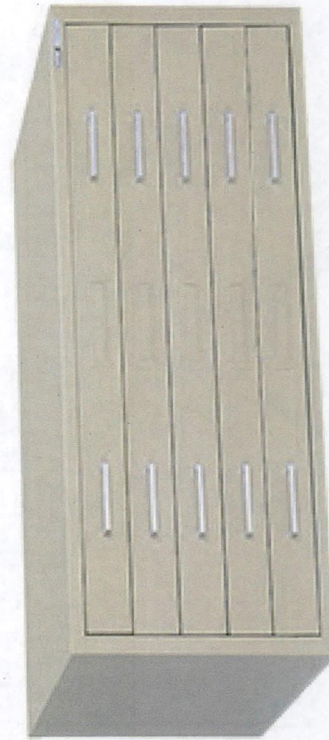
Step 3. Move and rehouse ISD Plans

Move plans to newly installed shelving, and then move empty shelving into space to finish the move.

Who: Moving Company

Phase 3 – Future

Step 1. Rehouse plans in flat files. \$600 - 700 per 5-drawer filing cabinet.



Scanning/Microfilming Project Plan

Estimated Cost: \$50,000 Outside Scanning and Microfilming of Recent Plans
 \$42,000* Scanning Coordinator Position (*plus benefits)
 \$20,000 ~~\$50,000~~ Overtime for ISD Staff to Create Building Permit Records in Community Plus
 \$ 800 High Speed Document Scanner
 \$ 7,000 Computer and Large Format Scanner

\$ 150 K

Phase 1 – ISD Documents Processing/Scanning – Late October 2014 through end of 2015

- Step 1.** Determine if Josh Morse has already scanned School Plans and who has certified copies.
- Step 2.** Send building plans from the 1980s, and Jan 2005 to June 2010 to scanning service for digital imaging and microfilming. Plans from the 1990s and early 2000s are in good condition and can be scanned by Archival Scanning Coordinator. More recent plans need to be done quickly. \$50,000 (approximately \$1.00 per page to scan and \$0.05 per scan to microfilm = 47,500 plan pages)
- Step 3.** Hire a full-time Archival Scanning Coordinator to begin scanning ISD's property files. Scan in electrical, plumbing, special permits and other permits from the property files.
 \$41,000 to \$43,000 for salary -- Archival Scanning Coordinator Grade: SO5 (Temporary Position)
 \$800 for high speed document scanner
 Desk in ISD or Clerk's Office to be near property files.
- Step 4.** ISD staff creates Building Permit files in Community Plus so that Scanned Plans can be attached.
 \$50,000 in overtime costs to complete
- Step 5.** Scanning Coordinator attaches scanned plans to Building Permit Files
- Step 6.** Scanning Coordinator researches missing special permits and attaches to property files.
- Step 7.** Scanning Coordinator scans and attaches older plans to building permits.
 \$7,000 for computer and large format scanner.

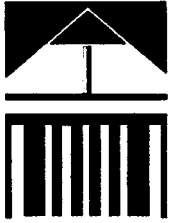
Phase 2 – Engineering Plans - 2016

Scan and Microfilm Engineering Plans

Phase 3 – Board of Aldermen Documents - 2017

Scan Board of Aldermen Committee Documents and older Board Documents

Phase 4 – Treasury Department - 2018
Scan Treasury Payroll Documents



**TUCKER
LIBRARY INTERIORS
LLC**

55 SO. COMMERCIAL STREET
MANCHESTER, NH 03101
T: 603-666-7030 • F: 603-666-7032
www.tuckerlibraryinteriors.com

QUOTATION

9/23/2014

Nancy Kougeas, City Archivist
City of Newton
1000 Commonwealth Avenue
Newton, MA 02459

Phone: 617-796-1399

Re: City Hall: 4-Post Heavy Duty Storage Shelving by MJ Industries

As per the attached drawings
Via Mass. State Contract #OFF20

<u>Item #</u>	<u>Model #/Description</u>	<u>List Ea.</u>	<u>Qty</u>	<u>Ext. List</u>
S1	MJ4P4824120- 48"W x 24"D x 120"H starter with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	4,013.79	7	\$28,096.53
	Adders with (9) levels.	3,693.10	5	\$18,465.50
S2	MJ4P4818120- 48"W x 18"D x 120"H starter with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	4,551.72	2	\$9,103.44
	These uprights and backs are closed to secure Assessor's volumes. Adders with (9) levels.	3,931.03	2	\$7,862.06
S2A	MJ4P4218120- 42"W x 18"D x 120"H adder with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	3,641.38	2	\$7,282.76
	These uprights and backs are closed to secure Assessor's volumes.			
S3	MJ4P3624120- 36"W x 24"D x 120"H starter with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	3,113.79	1	\$3,113.79
S4	MJ4P4812120- 48"W x 12"D x 120"H starter with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	2,467.24	2	\$4,934.48
	Adders with (9) levels.	2,177.59	2	\$4,355.18
S5	MJ4P4824108- 48"W x 24"D x 108"H adder with (8) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	3,041.38	1	\$3,041.38
S6	MJ4P4812108- 48"W x 12"D x 108"H adder with (8) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	1,717.24	1	\$1,717.24
S7	MJ4P3624108- 36"W x 24"D x 108"H shelving with (4) levels Custom divider slotted units as per the drawings	7,779.31	3	\$23,337.93
S8	MJ4P482496- 48"W x 24"D x 96"H starter with (7) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	3,165.52	5	\$15,827.60
	Adders with (7) levels.	2,937.93	3	\$8,813.79
S8A	MJ4P422496- 42"W x 24"D x 96"H starter with (7) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	2,937.93	1	\$2,937.93

Newton City Hall- Storage Shelving

<u>Item #</u>	<u>Model #/Description</u>	<u>List Ea.</u>	<u>Qty</u>	<u>Ext. List</u>
S8B	MJ4P302496- 30"W x 24"D x 96"H adder with (7) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	1,955.17	1	\$1,955.17
S9	MJ4P482484- 48"W x 24"D x 84"H starter with (6) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	2,793.10	2	\$5,586.20
	Adders with (6) levels.	2,793.10	2	\$5,586.20
S9A	MJ4P362484- 36"W x 24"D x 84"H adder with (6) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	1,965.52	1	\$1,965.52
S10	MJ4P482478- 48"W x 24"D x 78"H starter with (5) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	2,441.38	5	\$12,206.90
	Adders with (5) levels.	2,244.83	7	\$15,713.81
S10A	MJ4P362478- 36"W x 24"D x 78"H starter with (5) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	1,913.79	2	\$3,827.58
S11	MJ4P482464- 48"W x 24"D x 64"H adders with (4) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	1,882.76	4	\$7,531.04
Total List:				\$193,262.03
Mass. State Contract #OFF20 discount: less 63%:				-\$121,755.08
Mass. State Contract net product price:				\$71,506.95
Installation:				\$5,284.00
Project Total:				\$76,790.95

All prices are net, delivered, and installed during normal working hours by non-union installers..
 MJ Industries lead time is 8 weeks upon receipt of order and all final approvals.
 Shelving shall sit within a 3"H base bolted front & rear to the uprights.
 Shelving shall be a standard MJ Color.
 Shop drawings will be provided for your approval prior to fabrication.
 Use of elevator is assumed in cost of delivery and installation. Should a stair carry be required additional charges may apply.

Our State Contract Vendor Code: #VC6000065884.

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Prices are firm for acceptance for 30 days, subject to reconfirmation thereafter. PAYMENT TERMS: NET 15 DAYS. Deliveries are subject to delays from fire, strikes, or other causes beyond our control. Tucker Library Interiors, L.L.C. assumes no liability for delay due to causes beyond its control.

Accepted By: _____
Title: _____

By: Chip Hogg
Title: Sales Consultant

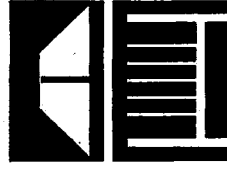
Newton
City
Hall

Date: 9-19-14

Scale:

Revisions:

Notes:



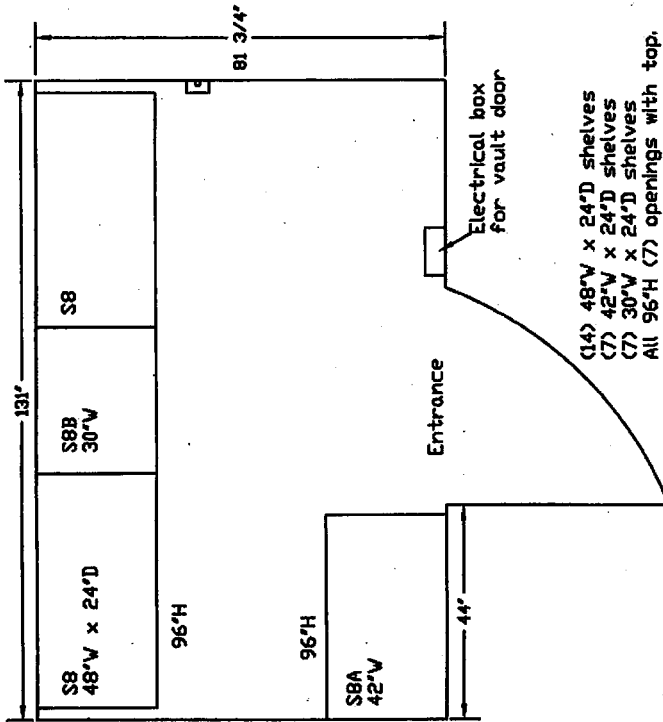
Tucker Library
Interiors, LLC

55 So Commercial St
Manchester, NH 03101
T: 603-666-7030
F: 603-666-7032

www.tuckerlibraryinteriors.com

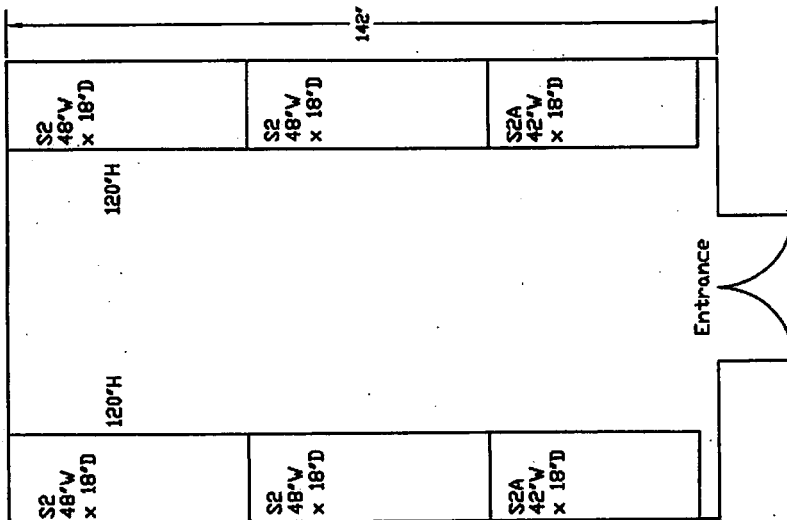
Sheet 1

1st Floor Treasurer's Vault
Envelope & Check Boxes



- (14) 48"V x 24"D shelves
- (7) 42"V x 24"D shelves
- (7) 30"V x 24"D shelves
- All 96"H (7) openings with top.

1st Floor Assessor's Vault



- (36) 48"V x 18"D shelves
- (18) 42"V x 18"D shelves
- This shelving needs closed uprights.
- All 120"H (9) openings with top.

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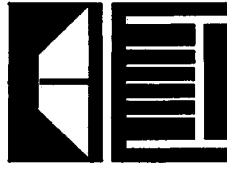
Newton City Hall

Date: 9-19-14

Scale:

Revisions:

Notes:



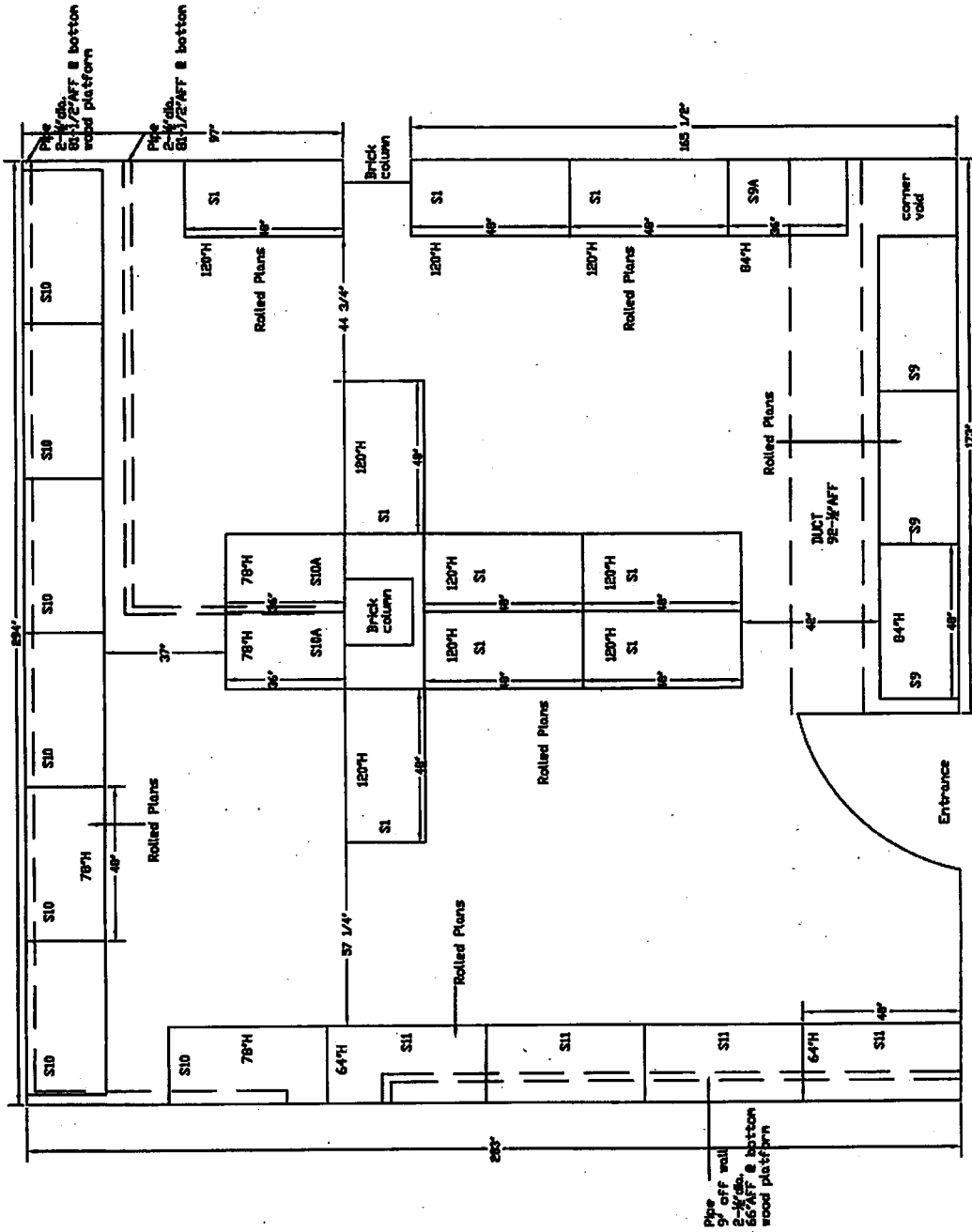
Tucker Library
Interiors, LLC

55 So Commercial St
Manchester, NH 03101
T: 603-666-7030
F: 603-666-7032

www.tuckerlibraryinteriors.com

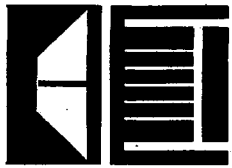
Sheet 2

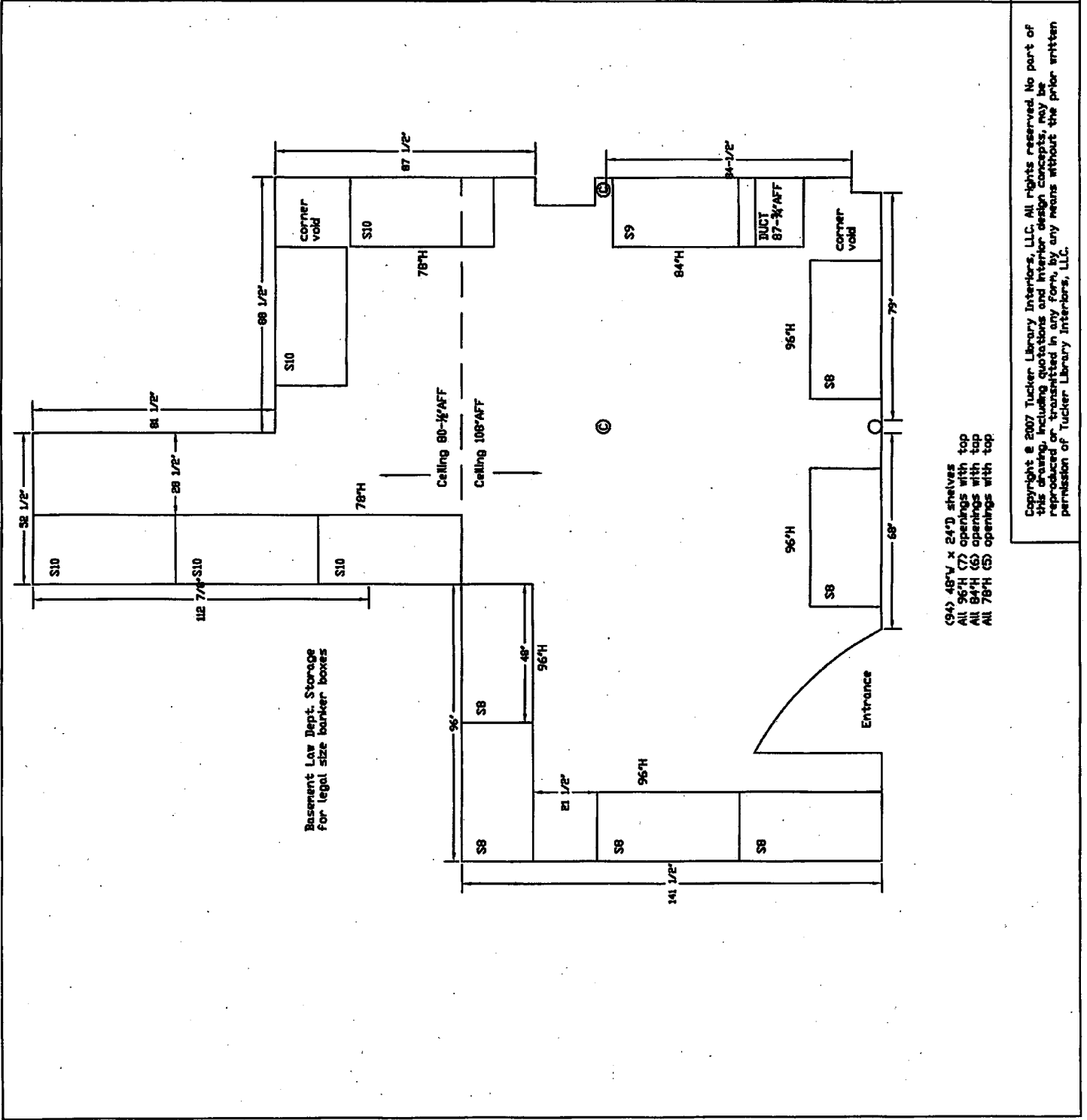
Basement Elections Vault to become ISD Storage for Rolled Plans



- (127) 48" x 24" shelves
- (128) 36" x 24" shelves
- (129) 48" openings with top
- (130) 36" openings with top
- (131) 48" openings with top
- (132) 36" openings with top
- (133) 48" openings with top

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<p>Newton City Hall</p>	<p>Date: 9-19-14</p>	<p>Scale:</p>	<p>Revisions:</p>	<p>Notes:</p>
 <p>Tucker Library Interiors, LLC</p> <p>55 So Commercial St Manchester, NH 03101 T: 603-666-7030 F: 603-666-7032</p> <p>www.tuckerlibraryinteriors.com</p>				



(94) 48"V x 24"D shelves
 All 96"H (7) openings with top
 All 84"H (6) openings with top
 All 78"H (5) openings with top

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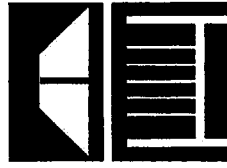
Newton
City
Hall

Date: 9-19-14

Scale:

Revisions:

Notes:

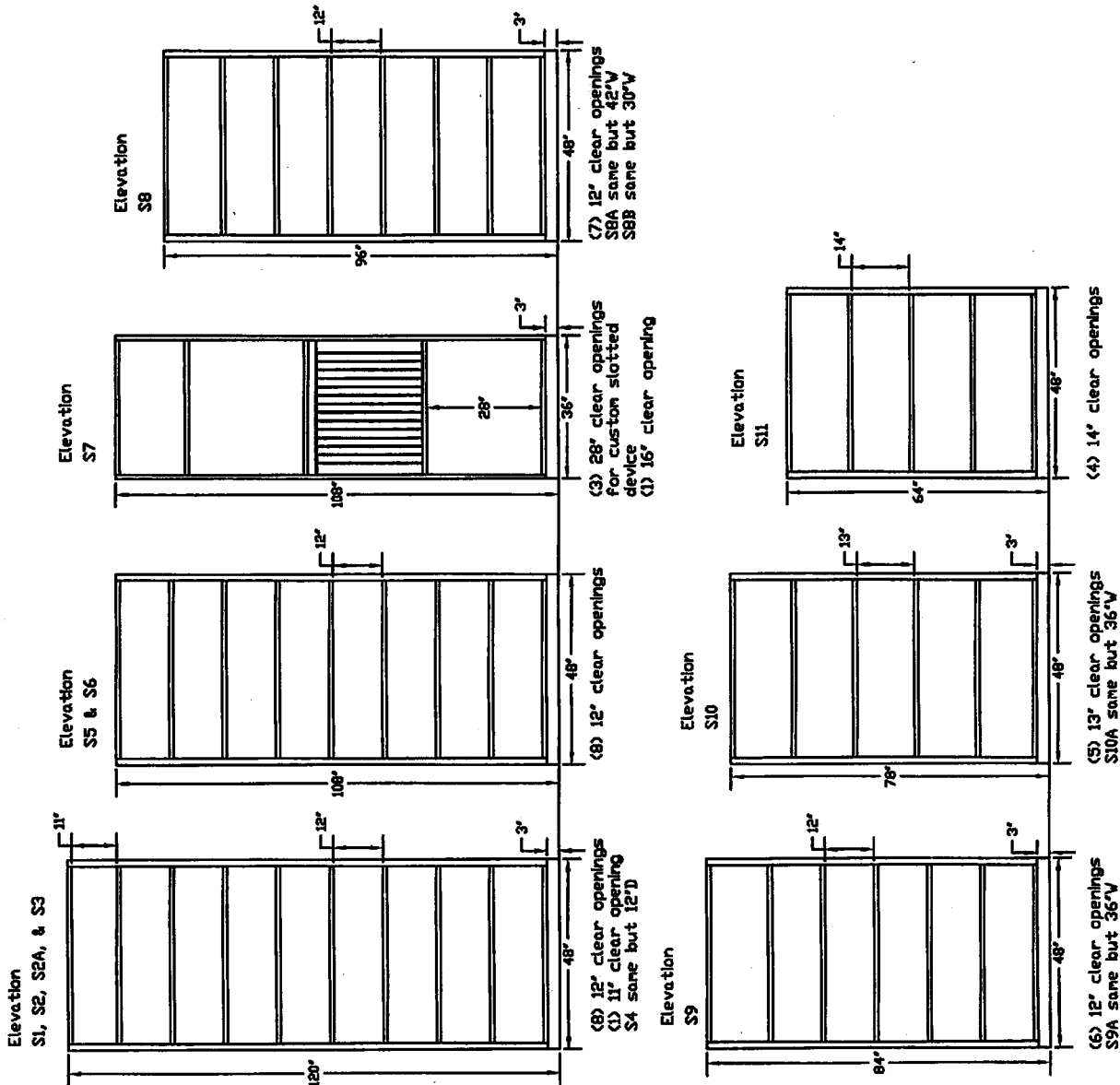


Tucker Library
Interiors, LLC

55 So Commercial St
Manchester, NH 03101
T: 603-666-7030
F: 603-666-7032

www.tuckerlibraryinteriors.com

Sheet 5



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#454-14



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CITY OF NEWTON

IN BOARD OF ALDERMEN

ORDINANCE NO.

2014

BE IT ORDAINED BY THE BOARD OF ALDERMEN
OF THE CITY OF NEWTON AS FOLLOWS:

That the Revised Ordinances of Newton, Massachusetts, 2012, as amended, be and are hereby further amended with respect to Chapter 19 MOTOR VEHICLES AND TRAFFIC as follows:

In Sec. 19-200. Resident sticker and visitor permit; municipal lot parking program.

1. Delete in paragraph (C) the following provision:

- (3) Resident stickers and visitor permits shall be issued by the police department to qualified applicants free of charge.

2. Insert in place thereof the following provisions:

- (3) Resident stickers and visitor permits shall be issued by the police department to qualified applicants for a five dollar (\$5.00) permit fee.

Approved as to legal form and character:

5001 + 1/2 of 1% but not less than 30 spaces

(b) Parking spaces designated as reserved under the provisions of paragraph (a) shall be identified by the use of above grade signs with white lettering against a blue background and shall bear the words "Handicapped Parking: Special Plate Required. Unauthorized Vehicles May be Removed at Owner's Expense;" shall be as near as possible to a building entrance or walkway; shall be adjacent to curb ramps or other unobstructed methods permitting sidewalk access to a handicapped person; and shall be twelve feet wide or two eight-foot wide areas with four (4) feet of cross hatch between them.

(c) It is hereby prohibited for any person to leave any unauthorized vehicle (lacking an HP/V plate) within a parking space designated for use by disabled veterans or handicapped persons, as authorized by clause (23) of section 21 of chapter 40 of the General Laws, or to leave such unauthorized vehicle in such a manner as to obstruct a curb ramp designed for use by disabled veterans or by handicapped persons as a means of egress to a street or public way.

(Ord. No. A-15, 04-01-13)

Cross reference—Police department, Ch. 24, Veterans' services, Ch. 28, penalty for parking violations, §19-9; G.L. c. 266 sec. 120D.

Sec. 19-200. Resident sticker and visitor permit; municipal lot parking program.

There shall be a resident sticker parking and visitor permit parking program in the City of Newton to govern overnight parking of residents' and visitors' motor vehicles in designated municipal parking lots as follows:

A. Resident Sticker Parking:

- (1) A resident parking sticker of a design specified by the chief of police shall be issued by the police department to an owner of a motor vehicle which is registered in the Commonwealth of Massachusetts, in a state other than the Commonwealth of Massachusetts, or by the federal government, with a registered gross weight of under two and one-half (2½) tons, principally garaged in the City of Newton, owned or used by a resident of the City of Newton, and which otherwise qualifies for issuance of a sticker under this ordinance.
- (2) Acceptable proof of residency for subsection (1) will be either: (A) a signed, current lease showing the applicant's name as a tenant or a signed written statement from the property owner or landlord affirming that the applicant is a resident of the subject property; or (B) a current registration certificate issued by the Registry of Motor Vehicles, Commonwealth of Massachusetts, stating the information required in section 1; or (C) a current registration certificate issued by the Registry of Motor Vehicles, Commonwealth of Massachusetts, accompanied by a Massachusetts Registry of Motor Vehicles "Change of Address Form", properly completed and stating the information required in subsection (1). The police department may require the Registry of Motor Vehicles "Change of Address Form" to be completed by the applicant and left with the department for mailing directly to the Registry of Motor Vehicles if there is any doubt as to the authenticity of the applicant's proof required under subsection (2)(C). The Registry form must contain the information required in subsection (1).
- (3) The chief of police shall, in the exercise of his discretion, determine which municipal parking lot to assign to a particular resident or visitor based on consideration of the area of the city resided in, the resident's proximity to a municipal lot and the capacity of a lot, as well as consideration of the health, safety and welfare of the general public.
- (4) The number of resident parking stickers issued to a resident shall be limited as follows:
 - a) Any dwelling unit which has on the property upon which the unit is sited a curb cut and either a garage or

some other space, driveway or area suitable for parking one or more cars shall have the maximum number of parking stickers available under the ordinance reduced by the number of spaces on the property.

The determination of the number of available parking spaces shall be made by the commissioner of public works, who shall visit each site on an application-made basis and report his findings to the police department before a parking sticker is issued to the resident. An available parking space shall be any on-site parking area measuring twenty (20) feet by eight (8) feet.

- b) For residents of a single or two family house, the maximum number of resident parking stickers shall be two (2) per dwelling unit.
- c) For residents of a three family or four family house, the maximum number of resident parking stickers shall be one per dwelling unit.
- d) For residents of legally zoned apartments, apartment buildings, or condominium dwelling units, the maximum number of resident parking stickers shall be two (2) per apartment or dwelling unit.

(5) Other provisions governing resident sticker parking:

- a) Resident parking stickers will show the registration number of the vehicle to which it is assigned, the sticker's effective year, and the municipal parking lot area designated by the chief of police for parking the vehicle.
- b) The chief of police may establish rules governing the display of resident parking stickers.
- c) Resident parking stickers shall expire on December 31 of each year.

B. Visitor Permit Parking:

- (1) One or more visitor parking permits of a design specified by the chief of police shall be issued by the police department to any resident who is listed in the current police listing for the City of Newton.
- (2) Visitor permits issued by the police department will show the registration number of the vehicle to which it is assigned, the permit's effective dates, and the municipal lot area designated for parking the vehicle.
- (3) The chief of police may establish rules governing the display of resident parking stickers.
- (4) Visitor parking permits shall be issued for a period of time not to exceed five (5) days and shall be issued for the same vehicle registration number not more than three (3) times in one calendar year.
- (5) Visitor permits will not be replaced if lost.
- (6) Parkers with a visitor permit must obey all other regulations that govern parkers with a resident sticker.

C. Other Provisions Governing Resident Sticker and Visitor Permit Municipal Lot Parking:

- (1) Applications for resident stickers or visitor permits shall be made on a form prescribed by the chief of police.
- (2) Vehicles authorized to park overnight in municipal lots shall not be assigned to a specific space in the lot but shall be permitted to park in any marked space on the first arrived basis until all marked spaces in the lot

have been filled.

- (3) Resident stickers and visitor permits shall be issued by the police department to qualified applicants free of charge.
- (4) Resident stickers and visitor permits and ordinances governing their use shall be effective daily between the hours of 7:00 p.m. and 7:00 a.m. for municipal lot parking. All other parking and traffic regulations and ordinances of the City of Newton remain in full force and effect and must be obeyed by sticker or permit parkers.
- (5) All sticker or permit parking in municipal lots shall automatically be suspended upon the declaration of a snow emergency in the city by the chief of police or his designee.
- (6) Resident stickers and visitor permits will automatically be revoked if a motor vehicle ceases to qualify under this section, if the sticker or permit is applied to a vehicle other than the one so designated at the time of application, or if the applicant for a visitor permit ceases to qualify under this section.
- (7) For purposes of this section, all references to municipal parking lots or to municipal lots shall be deemed the equivalent of references to municipal off-street parking areas as may appear in chapter 19 of the Revised Ordinances or the traffic and parking regulations. References to municipal parking lots, municipal lots or municipal off-street parking areas shall not include any parking areas adjacent to Newton public schools or within school grounds.
- (8) Appeals from this section must be filed in writing with the board of aldermen within thirty (30) days of the police department's denial of an application for a resident sticker or visitor permit, which board shall be limited in its review to factual errors in information submitted to the chief of police or the police department or to whether the chief of police or police department's discretion was abused.
- (9) This ordinance, together with any amendments thereto, will be posted in the offices of the police department. (Ord. No. R-288, 1-17-83; Ord. No. R-289, 2-8-83; Ord. No. R-294, 2-22-83; Ord. No. S-2, 7-11-83; Ord. No. T-304, 11-1-93; Ord. No. Z-111, 06-18-12)

Sec. 19-201. Resident sticker and visitor permit parking program.

There shall be a resident sticker and visitor permit parking program in the City of Newton to govern parking of residents' and visitors' motor vehicles on designated city streets in restricted areas during designated times, as follows:

A. Establishment of restricted area.

- (1) One or more residents or property owners of the City of Newton, the chief of police or the commissioner of public works or his designee may petition the traffic council to establish, extend, reduce or delete an area in which parking shall be restricted to vehicles displaying valid resident stickers or visitor permits for that area. In order for a resident's or property owner's petition to establish or extend a restricted area to be considered by the traffic council, it must be submitted with signatures of one or more residents of each of at least fifty percent (50%) of the dwelling units located in the area in which parking restrictions are proposed. Such an area may be any portion or all of one or more streets, but the minimum proposed restricted area must be at least one street block in length, and any restricted area must be bordered only by properties the primary use of which is residential. In accordance with guidelines approved by the board of aldermen, the traffic council may consider a petition for a restricted area that is not bordered only by properties the primary use of which is residential or for a restricted area that is less than one block in

**NEWTON POLICE DEPARTMENT
TRAFFIC BUREAU**

**BREAKDOWN & COST
OF
MUNICIPAL LOT PARKING PROGRAM**

- **STICKER COST TO NPD:
\$1.90 (PER STICKER)**

- **CLERK COST TO NPD:
\$3.11 PER APPLICATION (PROCESSING)**

- TOTAL COST - \$5.01**

- **PROCESSING:**
 - A) **ASSISTING CITIZEN W/ APPLICATION**
 - B) **INPUTTING APPLICATION INFORMATION INTO THE
TRAFFIC BUREAU SYSTEM**

- **ADDITIONAL INFORMATION**
 - A) **INCREASE OF APPLICATION REQUEST**
 - B) **CURRENTLY FOR 2015, 25% INCREASE**
 - C) **DUE TO ALL NIGHT PARKING FINE INCREASE (\$25.00)**

- **CURRENT COST OF A MUNICIPAL STICKER = FREE**

#342-14 (Increase sidewalk snow removal civil fine for businesses)

DRAFT FOR DISCUSSION

(deleted language struck-through, added language underscored)

Amend Sec. 20-21 *Enforcing persons and revised ordinances subject to civil fine*, subsection (d) *Police Department* as follows:

Sec. 26-8. Removal of snow and ice from sidewalks in certain districts.

() Any offense	\$25.00
<u>First offense in calendar year</u>	<u>\$100.00</u>
<u>Second offense in calendar year</u>	<u>\$200.00</u>
<u>Third offense and subsequent offenses in calendar year</u>	<u>\$300.00</u>

Sec. 26-9. Putting snow and ice upon streets, sidewalks and bridges

() Placing snow or ice on a public way (street, sidewalk or bridge)	
First offense in calendar year	\$100.00
Second offense in calendar year	\$200.00
Third offense and subsequent offenses in calendar year	\$300.00
() Causing or permitting snow or ice to be placed upon a public way (street, sidewalk or bridge)	
First offense in calendar year	\$100.00
Second offense in calendar year	\$200.00
Third offense and subsequent offenses in calendar year	\$300.00

Sec. 26-7. Numbering of buildings.

(a) Numbers in regular series, to be designated by the city engineer, shall be affixed to or inscribed on buildings abutting on any street or way, public or private. Such building numbers shall be displayed at a conspicuous location so as to be plainly seen from said street or way, provided however, that where such building numbers cannot be plainly seen from said street or way because of the building location or the presence of visual obstructions, such numbers shall be affixed or inscribed on a post, tree, stone or other object adjacent to the driveway or walkway to the building at a location which can be plainly seen from said street or way. Each such number shall be at least four (4) inches in height, of durable material and of a color or shading which contrasts sufficiently with the background where it is displayed as to be visible and legible from the street or way.

(b) A record of such numbering, including plans showing the locations of buildings for which numbers have been designated, shall be kept in the office of the city engineer.

(c) The owner of any building upon any such street or way shall forthwith display the number(s) so designated in the manner above prescribed. No such owner or occupant shall display on such building a number contrary to the provisions of this section, provided however, that it shall not be a violation of this section to display additional numbers which do not comply with the color, size or other requirements hereof so long as all numbers displayed at a building are consistent with the number(s) designated pursuant to subsection (a). (Rev. Ords. 1973, § 19-7; Ord. No. V-193, 8-10-98)

Cross reference—Buildings, Ch. 5

State law reference—Authority to provide for numbering of buildings, G.L. c. 40, § 21(10)

Sec. 26-8. Removal of snow and ice from sidewalks in certain districts.

Every owner or occupant of a building or lot of land abutting upon a sidewalk which is within a business district, as defined by chapter 30, and every owner or occupant of a building situated in other than a business district as defined by such chapter and which is used for a purpose permitted in districts zoned for business but not permitted in districts zoned for single, private or general residences, whether or not such use is a nonconforming use under the provisions of such chapter, which building abuts upon a sidewalk, or stands upon a lot of land abutting upon a sidewalk, shall cause any snow to be removed from the sidewalk and any ice on the sidewalk to be removed, sanded or salted within twenty-four (24) hours after such snow has ceased to fall or such ice has come to be formed. The preceding provision shall apply to snow and ice which falls from buildings, other structures, trees or bushes as well as to that which falls from clouds. (Rev. Ords. 1973, § 19-8; Ord. No. T-127, 3-4-91; Ord. No. T-165, 8-12-91; Ord. No. U-3, 2-22-94)

State law references—Removal of snow from sidewalks, G.L. c. 85, § 5; G.L. c. 40, § 21(2), (3), (4)

Sec. 26-8A. City snow clearing—Clearing of sidewalks used as school routes.

The commissioner of public works shall clear snow from certain city sidewalks including portions of both school pedestrian routes and specific arterial and collector roadways, subject to appropriation and the availability of city personnel and equipment. The commissioner, after consultation with the superintendent of schools, chief of police and other appropriate city personnel, shall determine the total number of miles of city sidewalks to be cleared for the purposes of this ordinance based on the availability of personnel, vehicles and funding. Each year during the month of November, the commissioner shall publish a list of said sidewalk snow clearing routes. Said list shall include the street names and, where appropriate, the names of intersecting streets up to which the sidewalks will be cleared. The commissioner shall send a copy of said list to the chief of police and the superintendent of schools. (Ord. No. U-23, 7-11-94)

Sec. 26-8B. Same—Snow clearing assistance.

§ 20-21 NEWTON ORDINANCES — CIVIL FINES AND MISCELLANEOUS OFFENSES § 20-21

- () Any offense; days one (1) through seven (7) that the violation continues\$100.00 per day
- () Any offense; days eight (8) through fourteen (14) that the violation continues\$200.00 per day
- () Any offense; days fifteen (15) and each subsequent day thereafter that the violation continues\$300.00 per day

(d) POLICE DEPARTMENT: City police officers shall be authorized to issue written notice of the following violations:

.....PENALTY

- () Warning\$0.00

Sec. 3-22. Vaccination certification.

- () Any offense \$50.00

Sec. 3-23. License fees; vaccination; certification and exemptions (dogs)

- () Any offense \$50.00

Sec. 3-24. Disturbing the peace by barking, etc.

- () Any offense \$50.00

Sec. 3-25. Complaint of nuisance; investigation by dog officer.

- () Any offense \$50.00

Sec. 3-26. Restraint of dogs.

- () Any Offense..... \$50.00

Sec. 3-27. Muzzling or confinement of dogs.

- () Any offense \$50.00

Sec. 3-29. Removal and disposal of canine waste.

- () Any Offense..... \$50.00

Sec. 20-13. Noise Control

- () First offense in calendar year Warning
- () Second offense in calendar year\$100.00
- () Third offense in calendar year\$200.00
- () Fourth or subsequent offense in calendar year\$300.00

Sec. 26-8. Removal of snow and ice from sidewalks in certain districts.

() Any offense \$25.00

Sec. 26-9. Putting snow and ice upon streets, sidewalks and bridges

() Placing snow or ice on a public way (street, sidewalk or bridge)

First offense in calendar year\$100.00

Second offense in calendar year\$200.00

Third offense and subsequent offenses in calendar year\$300.00

() Causing or permitting snow or ice to be placed upon a public way (street, sidewalk or bridge)

First offense in calendar year\$100.00

Second offense in calendar year\$200.00

Third offense and subsequent offenses in calendar year\$300.00

Sec. 26-24. Permitting material to remain upon sidewalks and streets.

() Any offense \$25.00

(e) DEPARTMENT OF PARKS AND RECREATION: The commissioner of parks and recreation, in his capacity as tree warden, or such other municipal official as may hereafter be assigned the duties of tree warden, shall be authorized to issue written notice of the following violations:

..... PENALTY

() Warning:.....\$0.00

Sec. 21-82. Removal of a tree without a permit

()Any offense\$300.00

Sec. 21-83. Failure to comply with a condition contained in a tree removal permit

()Any offense\$300.00

Sec. 21-85. Failure to replace a tree

()Any offense\$300.00

Sec. 21-86. Failure to make a payment into the tree replacement fund

()Any offense\$300.00



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#451-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

November 10, 2014

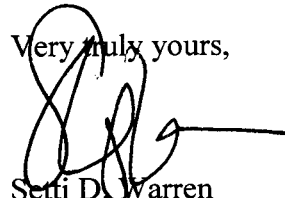
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate the sum of \$6,650 in fire prevention fine revenue. In accordance with MGL Ch 148A, Section 5 requires that all fire prevention fines be earmarked for enforcement, training, and education of fire prevention officers.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

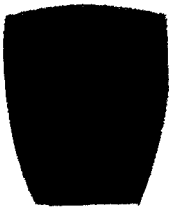
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Newton City Hall
2014 NOV 10 PM 6:20
David A. Olson, CHC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



Bruce A. Proia
Chief

**CITY OF NEWTON, MASSACHUSETTS
FIRE DEPARTMENT HEADQUARTERS**

**1164 Centre Street, Newton Center, MA 02459-1584
Chief: (617) 796-2210 Fire Prevention: (617) 796-2230
FAX: (617) 796-2211 EMERGENCY: 911**



Setti D. Warren
Mayor

September 9, 2014

Mayor Warren and Members of the Board of Aldermen
1000 Commonwealth Avenue
Newton, Massachusetts 02459

Dear Mayor Warren and Members of the Board:

Massachusetts General Law Chapter 148A, Section 5 requires that all fire prevention fines collected in connection with Chapter 148A be earmarked for enforcement, training, and education of fire prevention officers. Accordingly, all such fines collected by the Newton Fire Department are deposited to a separate receipts reserved for appropriation account for this purpose. These funds may only be obligated, however, after they are appropriated by the Board of Aldermen.

A total of \$6,650 in fine revenue is currently available for appropriation.

I would respectfully request that this sum be appropriated to the Newton Fire Department's fire CH 148A Fire Prevention special appropriation account for fire prevention purposes.

Respectfully yours,

Bruce A. Proia
Chief of Department

Cc: Maureen Lemieux



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#452-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

November 10, 2014

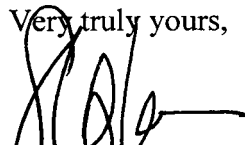
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to accept and authorize the expenditure of a \$44,435 reimbursable grant from the Massachusetts Emergency Management Agency (MEMA). The funding will be used to purchase equipment and related items for the city of Newton Emergency Operations Center.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

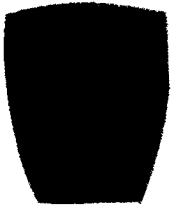
RECEIVED
Newton City Clerk
2014 NOV 10 PM 6:20
DAVID A. OLSON, CLERK
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



Bruce A. Proia
Chief

**CITY OF NEWTON, MASSACHUSETTS
FIRE DEPARTMENT HEADQUARTERS**

**1164 Centre Street, Newton Center, MA 02459-1584
Chief: (617) 796-2210 Fire Prevention: (617) 796-2230
FAX: (617) 796-2211 EMERGENCY: 911**



Setti D. Warren
Mayor

September 9, 2014

The Honorable Setti D. Warren
Mayor
City of Newton
1000 Commonwealth Ave
Newton, MA 02459

Mayor Warren and members of the Board of Aldermen,

I respectfully request you docket and accept funding of \$44,435.00 from the Massachusetts Emergency Management Agency (MEMA) Grant.

The funding is going to be used to purchase equipment and related items for the City of Newton Emergency Operations Center (EOC).

The Grant is a reimbursement grant, therefore, we would respectfully request authorization to expend the grant and when refunded by MEMA to replenish or account of expenditure.

Respectfully,

Bruce A. Proia
Chief of Department
Emergency Management Director

Cc: Maureen Lemieux



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#453-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

November 10, 2014

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

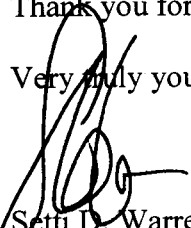
RECEIVED
NEWTON CITY CLERK
2014 NOV 10 PM 6:20
DAVID A. OLSON, ONIC
NEWTON, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to accept and authorize the expenditure of a \$50,000 grant from the Mass Department of Energy Resources (DOER). The grant program, entitled "Pathways to Zero" is intended to support efforts to reduce energy use in public and private buildings. Specifically, this funding will be used to provide additional energy modeling for the Zervas School Project to study the feasibility and cost/benefit of potential HVAC and renewable energy systems.

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

City of Newton, Massachusetts
Office of the Mayor

Telephone
(617) 796-1100
Telefax
(617) 796-1113
TDD
(617) 796-1089

E-mail
swarren@newtonma.gov

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

Fr: Rob Garrity, Director of Sustainability

Dt: November 7, 2014

Re: Request for Zero Net Energy Building Grant Authorization

The City has been awarded a \$50,000 grant to assist in additional design funding for the Zervas School by the state Department of Energy Resources (DOER). The grant program, titled "Pathways to Zero" is intended to provide support to efforts to reduce energy use in public and private buildings. The program offered grants for design, and limited funding for implementation. Newton was awarded a \$50,000 design grant.

We will use this grant for additional integrated design services to augment the design development phase of the Zervas School project. Specifically, we intend to use this grant to provide additional energy modeling at various phases through the project to help better understand the impact of various design choices, as well as study the feasibility and cost/benefit of potential HVAC and renewable energy systems. This grant will allow us to identify additional opportunities that may exist to reduce utility costs for the new school.

We worked with our building designer, Design Partnership of Cambridge, in developing this grant application and are confident this additional design work and modeling can be accommodated within the Zervas School's current project schedule.



SETTI D. WARREN
MAYOR

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

November 10, 2014

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 authorize the Trustees of the Horace Cousens Industrial Fund to enter into a contract for fund management services with a term of three (3) years, and an option to renew for two (2) additional three (3) year terms.

Thank you for your consideration of this matter.

Very truly yours,

Seth D. Warren
Mayor

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(617) 796-1324

TRUSTEES

Doris F. Breay
Mark Derby
Lane S. Sofman

DIRECTOR

Sally Pellegrom EdD

September 19, 2014

Hon. Setti D. Warren, Mayor
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Dear Mayor Warren,

In collaboration with the Trustees of the Horace Cousens Industrial Fund, the Treasurer & Collector, the Chief Procurement Officer, and the Law Department, I am preparing a request for proposals for fund management services for the assets of the Horace Cousens Industrial Fund with an initial contract term of three (3) years, and an option to renew for two (2) additional three (3) year terms. The contract will provide the City with the option of terminating the fund manager at any time.

It is my understanding that the Board of Aldermen must vote to approve a solicitation that seeks to award a contract for a term in excess of three (3) years pursuant to the provisions of M.G. L. c. 30B, Section 12. Accordingly, I respectfully request that you docket an item with the Board to seek approval to issue a request for proposals for fund management services for the Horace Cousens Industrial Fund with a contract term of three (3) years, and an option to renew for two (2) additional three (3) year terms.

It is hoped that this matter can be acted upon soon.

Thank you for your attention to this request.

Sincerely,

Sally Pellegrom
Director, Horance Cousens Industrial Fund

cc: Jim Reardon, Treasurer & Collector
Nick Read, Chief Procurement Officer
Robert J. Waddick, Assistant City Solicitor
David Wilkinson, Comptroller