

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE REPORT

MONDAY, NOVEMBER 24, 2014

Present: Ald. Gentile (Chairman), Ciccone, Norton, Brousal-Glaser, Rice, Fuller, and Lappin

Absent: Ald. Blazar

Also present: Ald. Danberg

City staff present: David Olson (City Clerk/Clerk of the Board), Captain Marc Gromada (Police Department), Bruce Proia (Chief of Police), Rob Garrity (Director of Sustainability), Maureen Lemieux (Chief of Staff/Chief Financial Officer), and David Wilkinson (Comptroller)

**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**

**ACTION:** **APPROVED 7-0**

**NOTE:** City Clerk/Clerk of the Board David Olson presented the request for \$150,000 to purchase shelving, scanning equipment, scanning services, overtime funds for scanning project in the Inspectional Services Department, and fund the first year's salary of a temporary employee. In the near future, the City will be installing an elevator in the War Memorial. The footings for the elevator will need to be installed in the basement in the middle of the Inspectional Services Department's vault, which contains archival plans. The plan is to purchase and install additional shelving for both the current Elections' vault and the City Clerk's vault, and move the Inspectional Services Department's materials into the Elections' vault and move the Elections' materials into the City Clerk's vault. The estimated cost of the shelving for the vaults is \$28,241. In the future, the Inspectional Services Department archival plans will be scanned and housed correctly in flat file cabinets and the vault shelving would be repurposed.

Approximately \$50,000 of the requested funds would be used to hire a scanning service to scan older, fragile plans and create digital images of the plans. A temporary full-time Scanning Coordinator would be hired at \$42,000 per year to scan plans from the 1990s onward, special permits, and property files to create digital records that can be attached to the City's Community Plus Software. The Scanning Coordinator position is temporary and Mr. Olson expects that there is between four and five year of scanning. When the scanning projects are completed, the position would be eliminated. Ms. Lemieux added that the temporary position would appear in the Fiscal Year 2016 Budget.

In addition, the scanning projects also require the purchase of a high-speed document scanner at a cost of approximately \$700 and a large format scanner at a cost of \$7,000. There is \$20,000 to fund overtime costs in the Inspectional Services Department in order to create building permit records in Community Plus.

Mr. Olson provided the attached handout that includes shelving plans for vaults, the cost of the shelving, and a breakdown of costs associate with the projects. The handout also included a timeline that has changed, as the War Memorial elevator project has been delayed and is expected to begin on March 1, 2015, which leaves enough time to move the vaults. The project would begin as soon as the funding is approved. The City's Archivist Nancy Kougeas would be heavily involved in both the moving of the Inspectional Services Department materials and the scanning.

It was suggested that Mr. Olson check with the Community Preservation Committee to see if Community Preservation Act funds could be used to fund the temporary position for next year. Mr. Olson agreed to approach the Community Preservation Committee. With that, Ald. Lappin moved approval, which carried unanimously.

#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]

**ACTION:**      **NO ACTION NECESSARY**

**NOTE:**      Chief of Staff Maureen Lemieux explained that the Mayor is requesting that this item be voted no action necessary and that the City continue with the current overnight municipal lot parking program with no fee. The City is not required to charge a fee for the program and the Mayor does not wish to charge people for this program. The Executive Office plans to meet with the Police Department to determine how to address the increase in demand for overnight municipal lot parking stickers. Ald. Rice moved no action necessary, which carried unanimously

#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]

**ACTION:**      **APPROVED 7-0**

**NOTE:**      Ald. Danberg joined the Committee for discussion of this item and explained that she docketed the item as some property owners within businesses districts were failing to remove snow and ice from the sidewalks in front of their business and were not bothered by the small fine of \$25. After discussion with the Snow Working Group, it was decided that a steeper, incremental fine of \$100 for the first offense, \$200 for the second offense, and \$300 for the third and subsequent offenses in a calendar year would provide more incentive for the property owners to clear their sidewalks of snow and ice. Police Captain Marc Gromada added that he believed steeper fines would be helpful for enforcement purposes. Last year officers visited one property owner in a business district several times over the course of the winter and the property owner refused to clear the sidewalk of snow and ice. The property owner was willing to receive multiple \$25 tickets for

violation of the ordinance but Captain Gromada suspects a steeper fine will get the property owner to comply with the ordinance. Ald. Fuller moved approval, which carried unanimously.

#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]

**ACTION:** **APPROVED 7-0**

**NOTE:** Fire Chief Bruce Proia explained that the request is to appropriate \$6,650 generated from fire prevention fines collected for 43 tickets. The fines are for violation of the Massachusetts Fire Code such as not maintaining fire prevention systems or not renewing permits. The funds generated through the fines are required to be used for to provide training and education related to fire prevention. Ald. Lappin moved approval, which carried unanimously.

#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]

**ACTION:** **APPROVED 7-0**

**NOTE:** Fire Chief Bruce Proia explained that the City is receiving its annual reimbursable grant funds from the Massachusetts Emergency Management Agency (MEMA) for equipment for the emergency operations center. Some of the grant funds will be used to purchase an emergency notification application for the cell phones of emergency personnel. The Fire Chief has not identified all of the equipment that would be purchased with the grant funds. He will provide a complete list when the equipment is determined. Ald. Ciccone moved approval, which carried unanimously.

#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]

**ACTION:** **APPROVED 7-0**

**NOTE:** Director of Sustainability Rob Garrity presented the request to expend a \$50,000 grant from the Pathways to Zero Program funded through the Massachusetts Department of Energy Resources. The funds will be used for additional design and energy modeling for the Zervas Elementary School Project. The grant provides the City with an opportunity to identify, model and design additional opportunities to increase the new building's energy efficiency without a cost to the City. Mr. Garrity envisions that the building architects' scope of services would be expanded to

include hiring a third-party contractor using the grant funds. Mr. Garrity added that any information garnered from the modeling could be applied to future building projects.

It was pointed out that the City should get the most independent contractor possible to provide the most unbiased opinions. It was suggested that Mr. Garrity talk with the Public Buildings Commissioner to see if the City could handle the hiring and supervision of the third-party contractor in-house as it would allow the City to save money and get the biggest bang for the buck. Mr. Garrity agreed to talk Public Buildings Commissioner Josh Morse regarding that possibility.

The Chairman asked who would be responsible for meeting all grant requirements including any necessary documentation. Mr. Garrity stated that he would be responsible for the grant management. He will also continue to provide updates to the Committee on the grant funding. With that, Ald. Rice moved approval, which carried unanimously.

#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]

**ACTION:**      **APPROVED 7-0**

**NOTE:**      Chief of Staff Maureen Lemieux presented the request to enter into a three-year contract with an option to renew by the City for two additional three-year terms for fund management services for Horace Cousens Industrial Fund. The contract would also contain language allowing the City to end the contract at any point with due notice.

Comptroller David Wilkinson explained that the City requested and received special legislation in 2007 that allows the City Treasurer, in consultation with each of the Board of Trustees for each of the City's trust to select professional investment advisors to manage each trust fund. Mr. Wilkinson added that if a relationship between a fund management service company and a client is working well, the contract should be longer than three years.

It was pointed out that it may make sense for the City's Trust Fund Boards to investigate opening one account with a fund management service and setting up sub funds for each trust in order to save on fees. In the past, the Vice-chair of Finance and the Comptroller approached the Pension Reserve Investments Management (PRIM) Board about the possibility of allowing municipal trust funds to invest with PRIM and have received little response. Ald. Fuller will approach the State Treasurer elect regarding the possibility. Ald. Ciccone moved approval, which carried by a vote of seven in favor and none opposed.

The Committee adjourned at 8:10 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

## 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

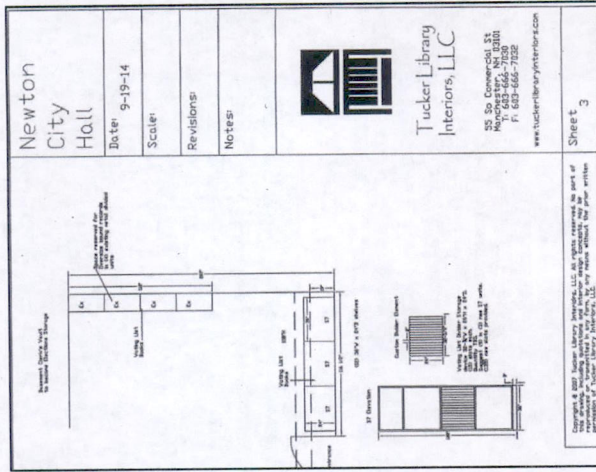
#### Step 2. Install new Shelving in City Clerk's Vault

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				<u>\$ 10,532.89</u>

#### 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



Copyright © 2011 Tucker Library Interiors, LLC. All rights reserved. No part of this document may be reproduced without the prior written permission of Tucker Library Interiors, LLC. For more information, please contact us at 603-666-7028.

Sheet 3



Tucker Library Interiors, LLC  
 88 So. Commercial St.  
 Manchester, NH 03101  
 T: 603-666-7028  
 www.tuckerlibraryinteriors.com

**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

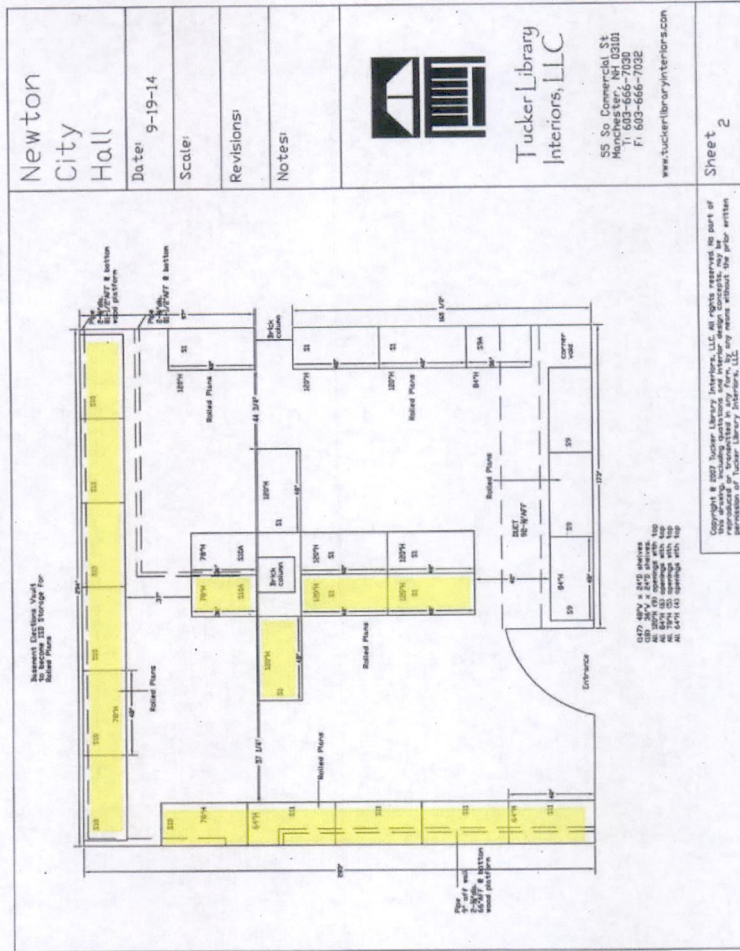
Four S11 shelving units for storage of plans

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
	<b>Total</b>				<u>\$ 16,386.21</u>
	Installation Est.	\$ 88.07	\$ 1,321.00		\$ 1,321.00
	<b>Grand Total</b>				<u><u>\$ 17,707.21</u></u>

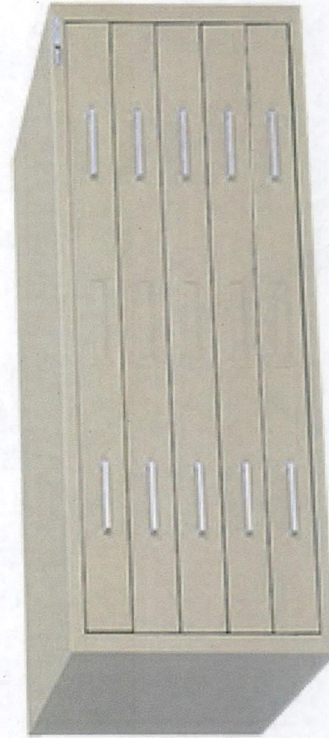
**Step 3.** Move and rehouse ISD Plans

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
	<b>These uprights and backs are closed to secure Assessor's volumes.</b> 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
	<b>These uprights and backs are closed to secure Assessor's volumes.</b>			
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.

Copyright © 2014 TUCKER LIBRARY INTERIORS, LLC. All rights reserved. No part of this quotation or associated drawings may be reproduced or transmitted in any form by any means without the prior written permission of TUCKER LIBRARY INTERIORS, LLC.

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

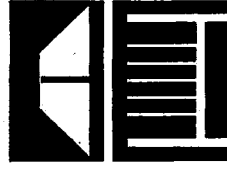
Newton  
City  
Hall

Date: 9-19-14

Scale:

Revisions:

Notes:



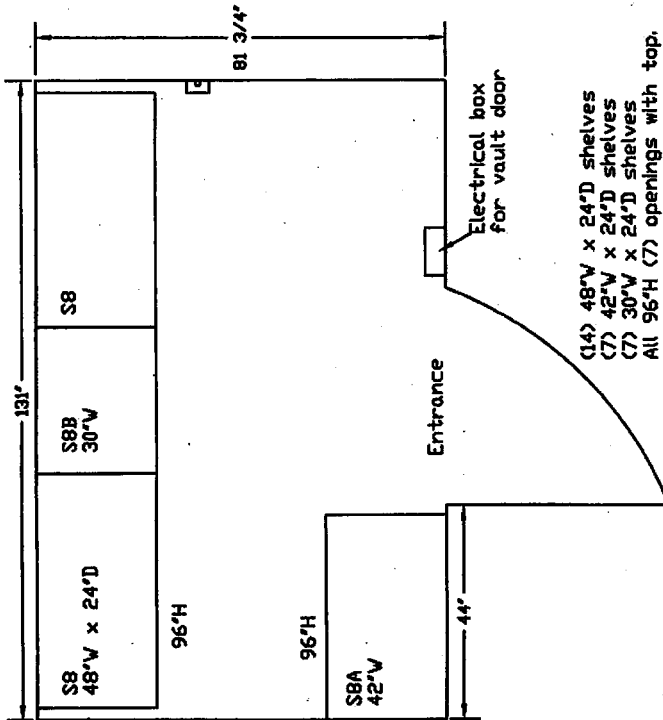
Tucker Library  
Interiors, LLC

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

www.tuckerlibraryinteriors.com

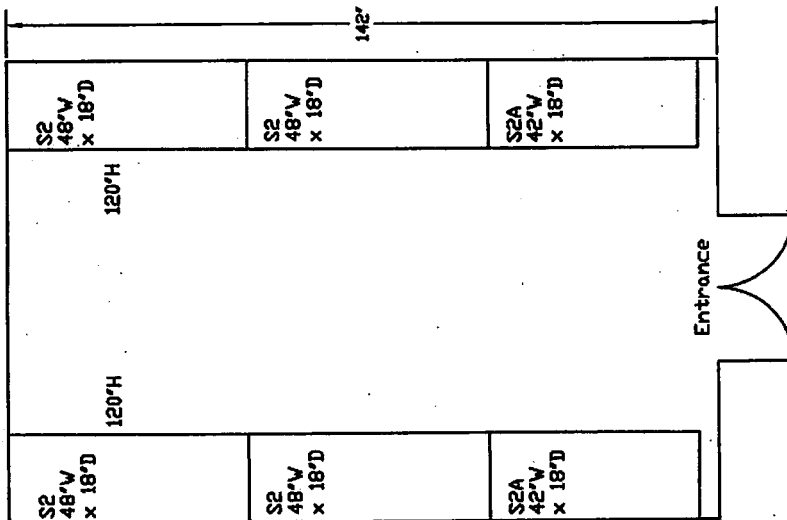
Sheet 1

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.

Copyright © 2007 Tucker Library Interiors, LLC. All rights reserved. No part of this drawing, including quotations and interior design concepts, may be reproduced or transmitted in any form, by any means without the prior written permission of Tucker Library Interiors, LLC.

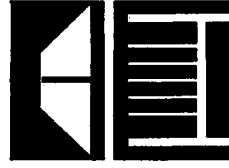
Newton  
City  
Hall

Date: 9-19-14

Scale:

Revisions:

Notes:



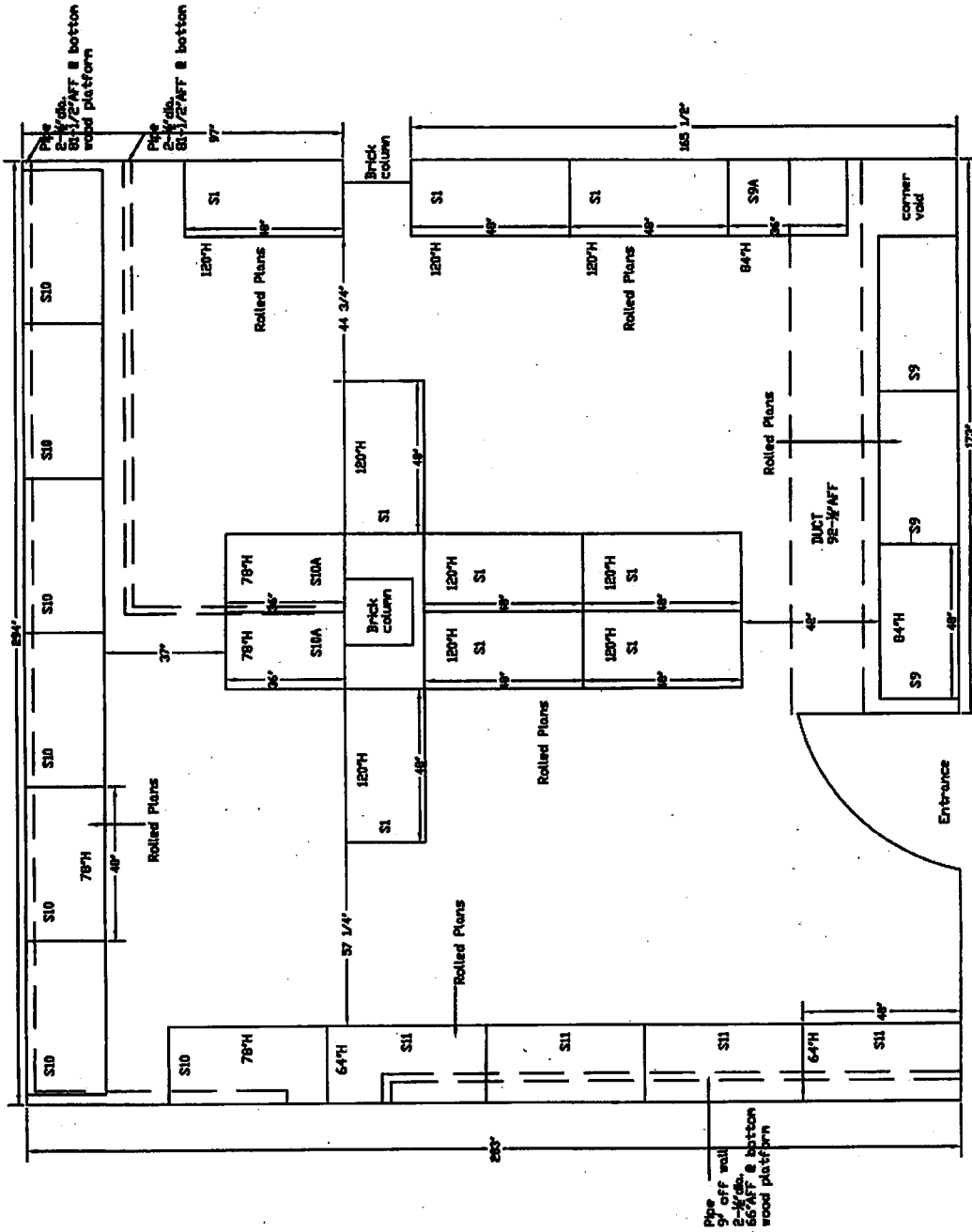
Tucker Library  
Interiors, LLC

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 ISS Storage for  
Rolled Plans



- (127) 48" x 24" shelves
- (12) 24" x 24" shelves
- (12) 24" x 24" shelves
- All 120" (S) openings with top
- All 64" (S) openings with top
- All 78" (S) openings with top
- All 64" (S) openings with top

Copyright © 2007 Tucker Library Interiors, LLC. All rights reserved. No part of this drawing, including quotations and interior design concepts, may be reproduced or transmitted in any form, by any means without the prior written permission of Tucker Library Interiors, LLC.

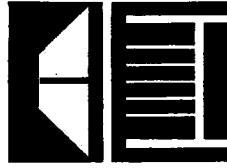
Newton  
City  
Hall

Date: 9-19-14

Scale:

Revisions:

Notes:



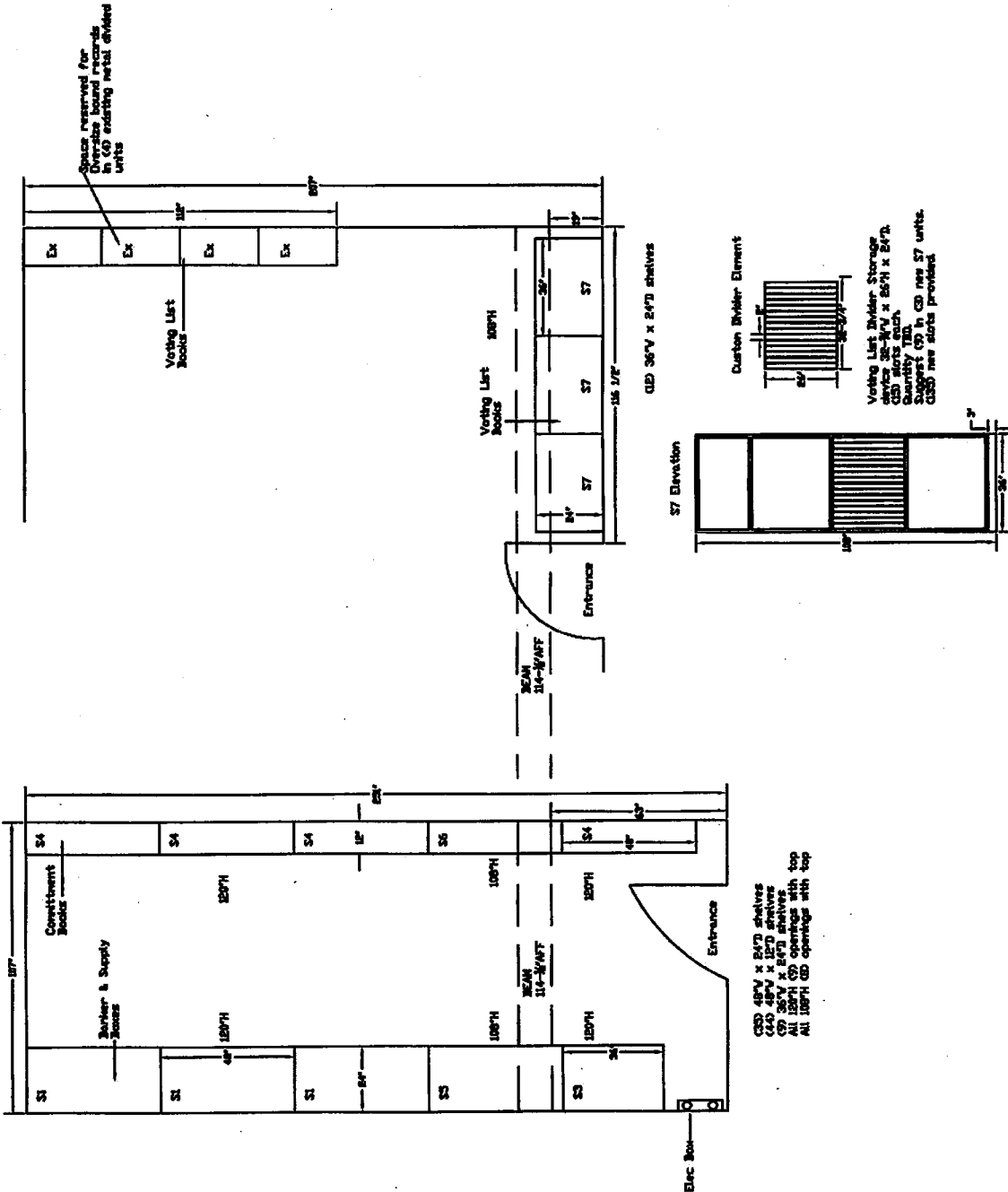
Tucker Library  
Interiors, LLC

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

www.tuckerlibraryinteriors.com

Sheet 3

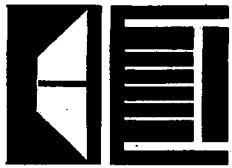
Basement Clerk's Vault  
to become Dividers Storage

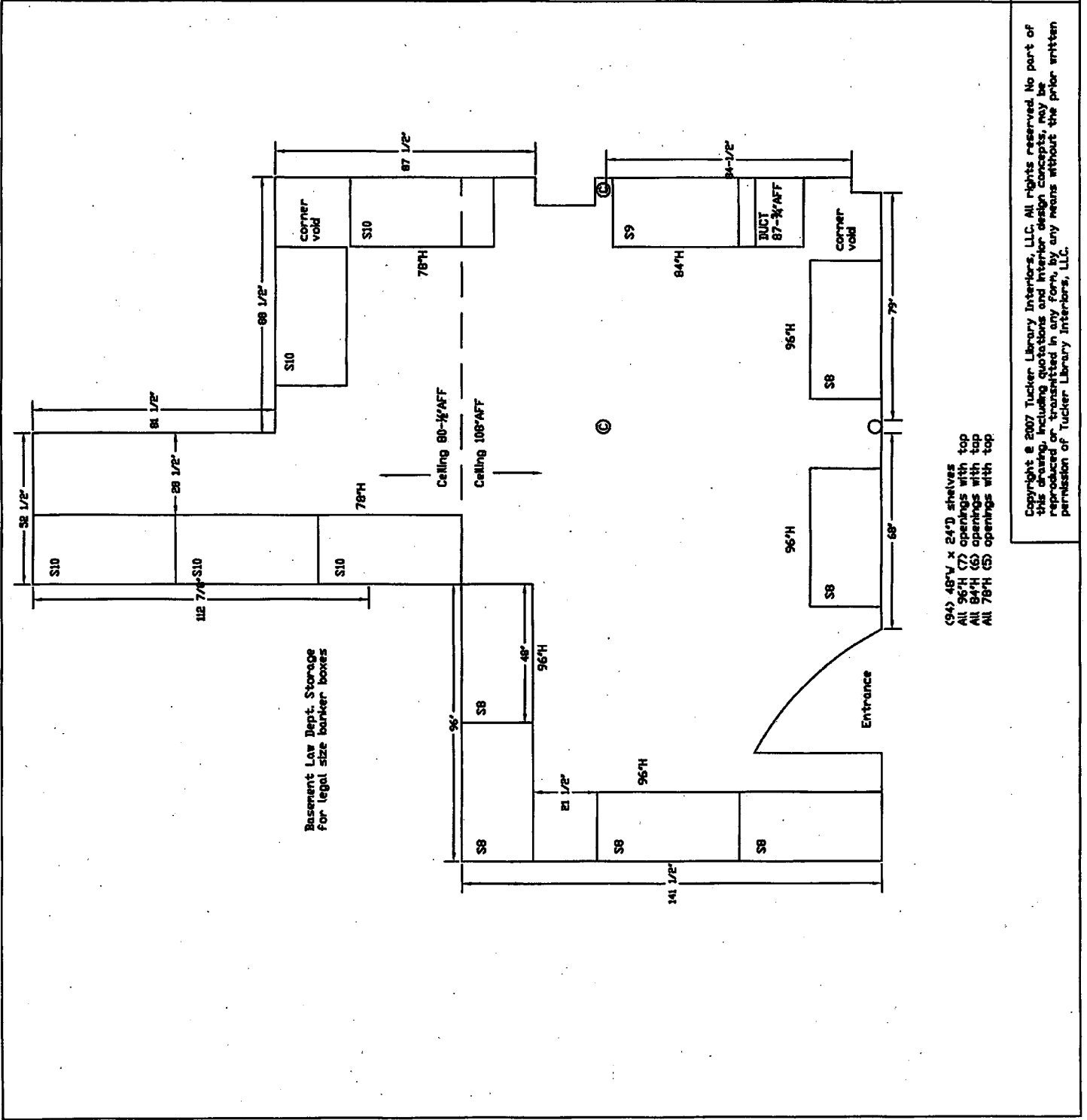


Basement Treasury Vault 60  
to become Treasurer's Storage

- C3D 48"V x 24"D shelves
- C44 48"V x 12"D shelves
- C9 36"V x 24"D shelves
- C11 36"V x 12"D shelves
- All 158"V CD openings with top
- All 158"V CD openings with top

Copyright © 2007 Tucker Library Interiors, LLC. All rights reserved. No part of this drawing, including quotations and interior design concepts, may be reproduced or transmitted in any form, by any means without the prior written permission of Tucker Library Interiors, LLC.

<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

Copyright © 2007 Tucker Library Interiors, LLC. All rights reserved. No part of this drawing, including quotations and interior design concepts, may be reproduced or transmitted in any form, by any means without the prior written permission of Tucker Library Interiors, LLC.

Newton  
City  
Hall

Date: 9-19-14

Scale:

Revisions:

Notes:

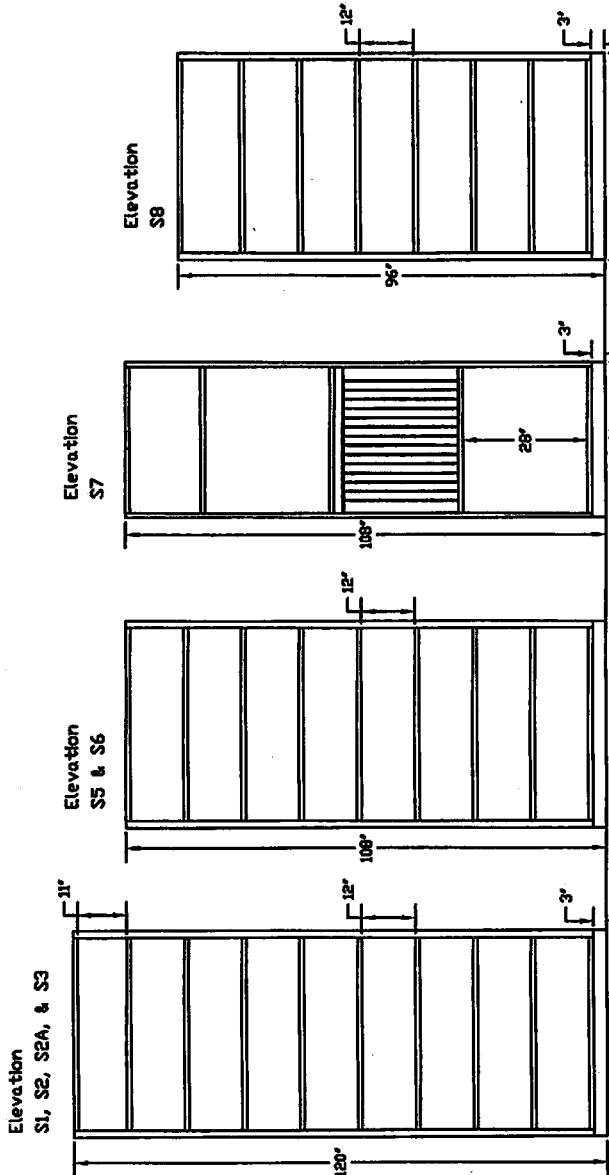


Tucker Library  
Interiors, LLC

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

www.tuckerlibraryinteriors.com

Sheet 5

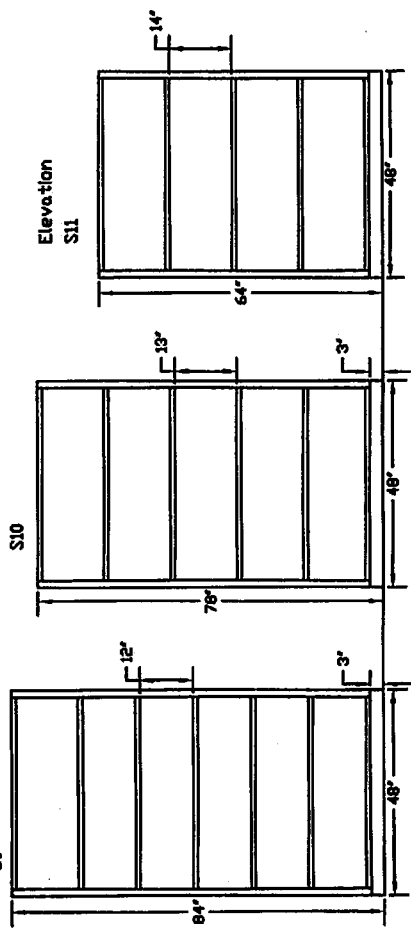


(7) 12" clear openings  
S8A same but 42"V  
S8B same but 30"V

(3) 28" clear openings  
for custom slotted  
device  
(1) 16" clear opening

(8) 12" clear openings

(8) 12" clear openings  
(1) 11" clear opening  
S4 same but 12"V



(6) 12" clear openings  
S9A same but 36"V

(5) 13" clear openings  
S10A same but 36"V

(4) 14" clear openings

Copyright © 2007 Tucker Library Interiors, LLC. All rights reserved. No part of this drawing, including quotations and interior design concepts, may be reproduced or transmitted in any form, by any means without the prior written permission of Tucker Library Interiors, LLC.



#454-14



MJ Industries™ TOP SHELF SOLUTIONS FOR TODAY'S LIBRARIES™

1-800-24SHELF - [www.mjindustries.com](http://www.mjindustries.com)

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, an appropriation one hundred fifty thousand dollars (\$150,000) from Free Cash to be expended under the direction of the City Clerk/Clerk of the Board for the purpose of funding a temporary full-time coordinator position, purchasing and installing new shelving in the City Clerk’s and Elections vaults, scanning equipment and outside scanning/microfilming costs be and is hereby approved as follows:

From:	Free Cash (01-3497).....	\$150,000
To:	Election/ISD Vault Improvement (C101001-52407).....	\$150,000

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

2014

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:

#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.

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

(SGD) DAVID A. OLSON, City Clerk

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 Section 20-21 **Enforcing persons and revised ordinances subject to civil fine**, subsection 20-21(d) **POLICE DEPARTMENT** by:

1. Deleting the following language:

“Section 26-8. Removal of snow and ice from sidewalks in certain districts:”

( ) Any offence..... \$25.00

and by:

2. Inserting in place thereof the following language:

“Section 26-8. Removal of snow and ice from sidewalks in certain districts:”

( ) First offense in calendar year ..... \$100.00

( ) Second offense in calendar year ..... \$200.00

( ) Third and subsequent offenses..... \$300.00  
in calendar year”

Approved as to legal form and character:

CITY OF NEWTON

IN BOARD OF ALDERMEN

2014

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Alderman Leonard J. Gentile, the transfer of the sum of six thousand six hundred fifty dollars (\$6,650) for the purpose of funding training, education and educational materials for fire prevention officers be and is hereby approved as follows:

FROM:	Receipts Reserved – Fire Prevention Fines (14M210-5901).....\$6,650
TO:	Fire Prevention Program Activities (C210055-5319).....\$6,650

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

2014

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the authorization to expend a reimbursable grant from the Massachusetts Emergency Management Agency in the amount of forty-four thousand four hundred thirty-five dollars (\$44,435) to be administered by the Fire Chief to be used to purchase equipment and related items for the City's Emergency Operations Center be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_

CITY OF NEWTON  
IN BOARD OF ALDERMEN

2014

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, the authorization to expend a grant from the Massachusetts Department of Energy Resources as part of the Pathways to Zero Program in the amount of fifty thousand dollars (\$50,000) to be administered by the Director of Sustainability to be used to provide additional energy modeling for the Zervas School Project be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_

CITY OF NEWTON  
IN BOARD OF ALDERMEN

2014

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Alderman Leonard J. Gentile, His Honor the Mayor is hereby authorized to solicit bids and enter into a contract for fund management services for the Horace Cousens Industrial Fund for a period of three years (3) years with the option to renew for two additional three-year terms in accordance with Massachusetts General Law Chapter 30B, Section 12.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date: \_\_\_\_\_