

CITY OF NEWTON
IN BOARD OF ALDERMEN
FINANCE COMMITTEE AGENDA

MONDAY, JUNE 10, 2013

7:00 PM
Room 222

ITEMS SCHEDULED FOR DISCUSSION:

Appointment by His Honor the Mayor

#203-13 MICHAEL CARAMANICA, 14 Emerald Street, Newton appointed as a Constable for the City of Newton for a term of office to expire May 13, 2016. [05/15/13 @ 4:59PM]

Appointment by his His Honor the Mayor

#213-13 MALCOLM SALTER, 20 Monadnock Road, Chestnut Hill, appointed as a member of the OTHER POST-EMPLOYMENT BENEFITS TRUST FUND for a term to expire June 30, 2016 (60 days 08/02/13) [06-03-13 @ 5:47 PM]

#205-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of forty thousand one hundred dollars (\$40,100) from the Fire Department Overtime Account to various Fire Department utility accounts. [05/28/13 @ 3:50 PM]

#208-13 HIS HONOR THE MAYOR requesting authorization to expend a grant from the Massachusetts Emergency Management Agency in the amount of twenty-seven thousand five hundred dollars (\$27,500) to purchase equipment for the Emergency Operations Center. [05/28/13 @ 3:51 PM]

REFERRED TO PUBLIC SAFETY & TRANS AND FINANCE COMMITTEES

#209-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of eighty thousand dollars (\$80,000) from a Health and Human Services salaries account and appropriate the sum of one hundred thousand dollars (\$100,000) from Free Cash to fund projected Police overtime costs. [05/28/13 @ 3:50 PM]
PUBLIC SAFETY & TRANS 4-0-1 (Fuller abstaining) on 06/05/13

REFERRED TO PUBLIC SAFETY & TRANS AND FINANCE COMMITTEES

#210-13 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of one hundred seventy-five thousand dollars (\$175,000) from Free Cash to fund the purchase of computers for police vehicles. [05/28/13 @ 3:50 PM]
PUBLIC SAFETY & TRANS APPROVED AS AMENDED 6-0 on 06/05/13

The location of this meeting is handicap accessible, and reasonable accommodations will be provided to persons requiring assistance. If you have a special accommodation need, please contact the Newton ADA Coordinator Trisha Guditz, 617-796-1156, via email at TGuditz@newtonma.gov or via TDD/TTY at (617) 796-1089 at least two days in advance of the meeting date.

#207-13 HIS HONOR THE MAYOR requesting authorization to accept and appropriate the sum of thirty-four thousand seven hundred eighty-nine dollars and fifty cents (\$34,789.50) from interagency agreements executed between the City of Newton and agencies of the Brookline-Newton-Waltham-Watertown Homelessness Consortium Continuum of Care for services provided by the City of Newton as the lead agency for this program. [05/28/13 @ 3:51]

#204-13 COMMISSIONER OF PUBLIC WORKS requesting approval of the following mentioned sidewalk/driveway apron and/or curb betterments; said betterments to be levied under the provisions of MGL Chapter 83, Sec. 26, authorizing the assessment of betterments for construction:

	Property Owner	Property Address/ S-B-L	Book / Page	Betterment Amount
1.	Sara Einis	12 Ardmore Road/ 32-0180-002700	51076 / 110	\$1,600.00
2.	Diane R. Fingold and Paul A. Howard	15 Ardmore Road/ 32-0170-000500	25532 / 25	\$2,117.50
3.	David E. Stein and Amy L. Stein	9 Crescent Avenue/ 64-0270-000100	30722 / 587	\$3,607.50
4.	Robert J. Kaler, Jr. and Liri H. Kaler	47 Kenmore Street/ 62-0030-000100	39387 / 55	\$1,790.00
5.	Barry Cohen and Nancy Cohen	116 Old Farm Road/ 82-0200-000400	57909 / 65	\$6,720.00
6.	Judith J. Miller, Trustee of Allshar Realty Trust	21-23 Pleasant Street/ 64-0300-000300	21549 / 89	\$2,120.48
7.	Judith J. Miller, Trustee of Allshar Realty Trust	31 Pleasant Street/ 64-0300-000500	21549 / 84	\$2,207.02
8.	Kathleen A. Kelley	42 Pleasant Street/ 64-0290-0005B0	29008 / 78	\$1,457.50
9.	Daniel Rabinowitz	Unit 57, 57-59 Pleasant Street/ 64-0300-000800	45411 / 77	\$ 733.75
10.	Jack Z. Gilad and Douglas D. Hauer	106 Pleasant Street/ 64-0260-001300	37413 / 386	\$1,157.50
11.	Margery C. Bennett	112 Pleasant Street/ 64-0260-001200	24886 / 182	\$2,287.50
12.	Gary I. Fertig and Cheryl S. Fertig	120 Pleasant Street/ 64-0260-001100	13003 / 312	\$1,210.00
13.	Nigel T. Poole and Nancy E. Poole	66 Prospect Street/ 32-0120-002300	29154 / 379	\$1,187.50
14.	Kevin J. Gulley and Melissa B. Gulley	78 Prospect Street/ 32-0120-002100	47533 / 248	\$1,987.50
15.	Alfonso Webb and Patricia G. Webb	Unit 30, 30-32 Shaw Street/ 32-0130-000500	27975 / 207	\$1,265.00

[05/17/13 @ 9:38 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #173-13 HIS HONOR THE MAYOR requesting the sum of two hundred eighty-two thousand dollars (\$282,000) be appropriated from bonded indebtedness for the purpose of purchasing a street sweeper and backhoe for the Department of Public Works in accordance with the Fiscal Year 2014 Capital Improvement Plan. [04/29/13 @ 6:05 PM]
PUBLIC FACILITIES APPROVED 6-0 on 05/22/13

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #211-13 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of two hundred seventy-five thousand dollars (\$275,000) from bonded indebtedness to fund accessibility improvements at the Lower Falls Community Center. 05/28/13 @ 3:51 PM]
PUBLIC FACILITIES APPROVED 6-0 on 06/05/13

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #212-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of sixty-five thousand dollars (\$65,000) from the Public Buildings Department Full-time Salaries Account and appropriate the sum of thirty-five thousand dollars from Free Cash to fund the purchase of vehicles for the Public Buildings Department. [05/28/13 @ 3:50 PM]
PUBLIC FACILITIES APPROVED 6-0 on 06/05/13

- #206-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of one million dollars (\$1,000,000) to the Rainy Day Stabilization Fund from the following accounts:

Employee Benefits – Various Municipal Departments	\$750,000
Health Benefits – Newton Public Schools	\$250,000

[05/28/13 @ 3:50 PM]

- #191-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of one million dollars (\$1,000,000) to the Rainy Day Stabilization Fund from the following accounts:

Employee Benefits – Various Municipal Departments	\$600,000
Snow & Ice Removal Costs – Various DPW Accounts	\$350,000
Human Resources – Unemployment Benefits	\$50,000

[05/13/13 @ 6:08 PM]

- #323-12(2) HIS HONOR THE MAYOR requesting amendments to Chapter 27 TAXATION of the City of Newton Revised Ordinances 2012 to create a Veteran’s Tax Work-Off Program Ordinance and to Chapter 27 Section 20 of Article II SENIOR CITIZEN VOLUNTEER PROGRAM. (NB The Board of Aldermen accepted Massachusetts General Law Chapter 59, Section 5N to establish a Veteran’s Tax Work-Off Program on December 3, 2012) [04/29/13 @ 6:06 PM]

#192-13 HIS HONOR THE MAYOR requesting the following year-end housekeeping items:

- A. Rescind the sum of \$2,528,000 voted under Board Order #118-08 for Water Meter Replacement
- B. Authorize the transfer of \$128,009.46 from Water Full-time Wages to fund the final costs of the Water Replacement Project.
- C. Rescind the sum of \$18,919 voted under Board Order #59-09 and #59-09(2) for energy audits at various public buildings
- D. Appropriate the sum of \$2,331 from the Energy Stabilization Account to fund the final costs incurred under the aforementioned Board Order
- E. Rescind the sum of \$436 voted under Board Order #160-12 for sewer inflow and infiltration removal projects. [05/13/13 @6:08 PM]

ITEMS NOT SCHEDULED FOR DISCUSSION:

REFERRED TO LAND USE & FINANCE COMMITTEES

#193-13 ALD. HESS-MAHAN proposed that the annual fee for an auto dealer license be increased from \$100 to \$200 per G.L. chapter

#132-13 ALD. HESS-MAHAN & YATES proposing a Resolution to request that the Mayor adopt the provisions of Massachusetts General Laws Chapter 59 Section 5C, which provides for a local property tax exemption of up to 20% of the average assessed value of residential properties which are the principal residences of taxpayers. [03/13/13 2:29 PM]

REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES

#316-12(2) COMMUNITY PRESERVATION COMMITTEE recommending the appropriation of four hundred seventy-five thousand dollars (\$475,000) to the Planning and Development Department to continue the Newton Homebuyer Assistance Program as described in the proposal amended in December 2012. [01/25/13 @ 12:33 PM]

ZONING & PLANNING APPROVED 6-0 ON 02/11/13

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]

#40-13(2) FINANCE COMMITTEE requesting an amendment to the City of Newton Ordinances to establish a fine for failure to comply with the sidewalk café ordinance. [02/28/13 @ 4:17PM]

#15-13 FINANCIAL AUDIT ADVISORY COMMITTEE requesting review and acceptance of the revised City of Newton Investment Policy. [12/18/12 @ 9:31 AM]

#14-13(2) HIS HONOR THE MAYOR requesting amendment of the Municipal Whistleblower Policy, which was approved by the Board of Aldermen on February 4, 2013, to provide a more consistent policy. [03/11/13 @ 5:43 PM]

#12-13 ALD. YATES requesting that the City's Treasurer/Collector accept credit cards as a method of payment for municipal bills.

REFERRED TO PUBLIC SAFETY & TRANS. AND FINANCE COMMITTEES

#428-12 ALD. CICCONE & FULLER requesting a discussion with the Executive Office and the Police Department regarding police staffing and overtime costs. [12/07/12 @ 1:34 PM]

#412-12 HIS HONOR THE MAYOR requesting a discussion regarding updating the City's departmental fees and fines. [11/27/12 @ 12:45 PM]

REFERRED TO PUBLIC SAFETY/TRANSPORTATION & FINANCE COMMITTEES

#281-12 HARRY SANDERS requesting creation of an ordinance to allow pawnbrokers in the City of Newton pursuant to G.L. c. 140 section 70 with potential for non-fixed location of business. Secured property storage would not entail retail walk-in; model would entail possible satellite locations enabling the possibility of integrating Newton students. [08-31-12 @ 12:25 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. [09-10-12 @ 1:17 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 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 ALD. HESS-MAHAN, SANGIOLO, DANBERG, KALIS, CROSSLEY proposing an ordinance relating to plastic bag reduction that would add a fee to single-use plastic and paper bags that are not at least 40% post-consumer recycled content, at certain retail establishments in Newton. [07/18/12 @ 4:34 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 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.
[06/11/12 @ 11:23 PM]
PROG & SERV APPROVED 6-0 on 07/11/12
- #102-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of five hundred thousand dollars (\$500,000) from cable contract receipts for the purpose of constructing Phase I of III to connect all city facilities with high-speed fiber infrastructure for continued reliance on the IT network. [04-09-12 @ 3:40 PM]
- #140-11 ALD. HESS-MAHAN requesting acceptance of MGL Chapter 59 §5c which allows communities to shift the tax burden away from homeowners who live in lower than average valued single and multi-family homes to owners of higher valued homes, second homes, and most apartment buildings. {04-15-11 @ 3:07 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.

REFERRED TO FINANCE AND PROGRAMS AND SERVICES COMMITTEES

#245-06 ALD. JOHNSON AND HESS-MAHAN requesting an amendment to the City Charter to require the Mayor annually to prepare and submit to the Board of Aldermen a long-term financial forecast of anticipated revenue, expenditures and the general financial condition of the City, including, but not limited to identification of any factors which will affect the financial condition of the City; projected revenue and expenditure trends; potential sources of new or expanded revenues; anticipated municipal needs likely to require major expenditures; and a strategic plan for meeting anticipated municipal needs, to include, but not be limited to, any long or short-term actions that may be taken to enhance the financial condition of the City.

Respectfully submitted,

Leonard J. Gentile, Chairman

203-13

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

2013 MAY 15 PM 4:59

E-mail
warren@newtonma.gov

RECEIVED
NEWTON CITY CLERK
DAVID A. OISON, CMC
NEWTON, MA 02459



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

May 13, 2013

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

Ladies and Gentlemen:

I am pleased to appoint Michael Caramanica of 14 Emerald Street, Newton as a Constable for the City of Newton. His term of office shall expire May 13, 2016 and his appointment is subject to your confirmation.

Thank you for your assistance in this matter.

Sincerely yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

Michael A. Caramanica
14 Emerald Street
Newton, MA 02458
617-312-4808
June201185@yahoo.com

February 23, 2013

Mayor Setti Warren
Newton City Hall
1000 Commonwealth Ave.
Newton, MA 02459

Re: Constable Position City of Newton

Dear Mayor Warren:

My name is Michael Caramanica and I am interested in applying for the position of Constable for the City of Newton. I learned of this position through Allan Ciccone, my friend of over forty years. After discussing the position with Allan I was encouraged to pursue the opportunity.

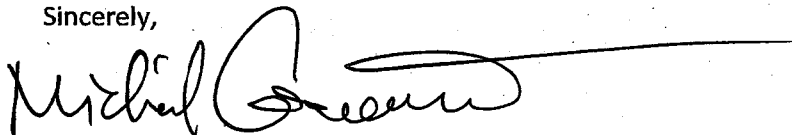
I was born and raised in the City of Newton and have been a lifelong resident of the city for forty-eight years. My involvement in city activities includes working as a poll worker for the elections department for local and national elections and volunteering my time to the St. Mary of Carmen society annual festival in the Nonantum section of Newton. Also, I have been a small business owner in the City of Newton for five years running and operating a small coffee shop before it was sold.

My parents, aunts and uncles were all born and raised in the City of Newton as well. My mother has worked for the City of Newton in the elections department for twenty years and has since retired. She still volunteers her time and is currently on the board of directors for the City of Newton credit union. My family has a long history serving the City of Newton, and I am hopeful to continue my service to the city as a Constable.

I am available to further discuss any and all concerns or questions you may have. I may be reached by telephone at 617-312-4808 or at my email: june201185@yahoo.com.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Caramanica", with a long horizontal line extending to the right.

Michael A. Caramanica

Mark S. Caramanica
Attorney at Law
707 MAIN STREET
Waltham, MA 02451
Tel. 781-647-0984
Fax. 781-647-9346
Email: markcara@verizon.net

February 19, 2013

To Whom it May Concern:

Re: Michael A. Caramanica, Jr.
14 Emerald Street
Newton, MA 02458

Dear Sir/Madam:

It is with great pleasure that I provide this Letter of Recommendation for Michael A. Caramanica, Jr. I have known Michael his entire life. He is a great human being. Michael is a family man, has a strong work ethic and is a person beyond reproach.

I had opportunities to utilize Michael at my Law Office during his post high school days. He performed general office work on a part time basis for me and was a great asset to practice.

He is a person of high moral character and tremendous loyalty. Michael would make a great constable for the City of Newton. If I could be of any further assistance please contact me and thank you.

Sincerely Yours,


Mark S. Caramanica

February 13th, 2013

Ms. Ana Gonzalez, Director
Community Engagements
Newton City Hall
1000 Commonwealth Ave.
Newton, MA. 02459

Re: Character Reference; Michael Caramanica

Dear Ms. Gonzalez:

I have known Michael for 48 years, and have grown up with him in the neighborhood. I have known his parents and grandparents my entire life.

Michael is a hard working and dedicated individual.

While he worked on the Ambulance for the City of Newton he was a caring and compassionate individual and always followed up with his patients to see how they were doing

He would make an excellent Constable for the city of Newton, with his experience serving the general public.

It is with great pleasure that I am recommending Michael for the Constable position.. I am a small business owner in the city of Newton.

Giuseppe's sub shop

Sincerely,

A handwritten signature in black ink that reads "Walter Bianchi". The signature is written in a cursive, flowing style.

Walter Bianchi

JAMES I. NORCROSS
6 MCCARTHY RD
NEWTON, MA 02459-3505
617-244-2278

February 14, 2013

Setti Warren, Mayor
City of Newton
1000 Commonwealth Ave
Newton, Mass 02459

Mayor Warren:

I am writing this letter of recommendation for Michael Caramanica, who is applying for a Constables Position.

I have known Michael for 48 years.

Michael was born and raised in the City of Newton, completing his education in the Newton School System.

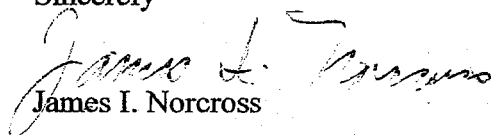
During this time I have known Michael to be a person of high morale values and character.

He is a devoted family man, with two children.

Without hesitation I would recommend Michael for the position of Constable.

I feel he would be a valuable asset and would represent the City of Newton very well

Sincerely


James I. Norcross

February 23, 2013

Ms. Ana Gonzalez, Director
Community Engagements
Newton City Hall
1000 Commonwealth Ave.
Newton, MA 02459

Re: Character Reference: Michael Caramanica

Dear Ms. Gonzalez:

I have been acquainted with Michael in the capacity of Administrative Nursing Supervisor at UMASS Memorial Medical Center at the Memorial Campus for the last seven years.

Michael has been known to be a person of admirable integrity and compassion toward the patients which he has served and is a person whom I have the utmost respect for.

In his dealings with staff and other members of his Department, I have had the opportunity to witness nothing but respect with a sense of cooperation and teamwork.

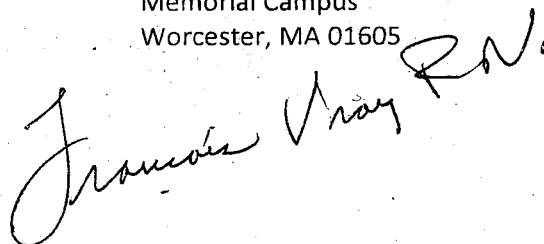
I would not hesitate to recommend Michael for a position of Constable in your Department and would be happy to discuss any questions which you may have regarding his character and work ethic should you feel the need.

I can be reached by personal mobile phone at 508-801-1018 or at my home address as follows;

Francois Vray
615 Salisbury Street
Worcester, MA 01609

Thank you for your attention to this matter.

Francois Vray, R.N.
Administrative Nursing Supervisor
UMASS Memorial Medical Center
119 Belmont Street
Memorial Campus
Worcester, MA 01605



**Constable Letter**

Tuesday, February 19, 2013 8:01 AM

From: "allanicconejr@comcast.net" <allanicconejr@comcast.net>
To: june201185@yahoo.com

Dear Mayor Warren,

I am writing to you today for Michael Caramanica, a resident of the city and a life long friend. Mike called me with an interest in a Constable position in the city and asked if I could give him a letter of recommendation. I cannot say enough about Mike. He and his family have always been the folks you can count on at anytime for anything. Mike's Mom has worked in the elections department in the past and it's not uncommon to see Mike and his Dad working at Pellegrini Park checking folks in and out during elections.

Mike has always been one who gives back to his community and when he told me he was interested in becoming a Constable I thought what a great fit for Mike and the city as well.

It is with great pride I am recommending Michael Caramanica for the position of Constable for the City of Newton. If you have any questions please don't hesitate to contact me anytime.

Thank you,

Allan L. Ciccone Jr
Chairman, Public Safety
and Transportation
Newton Board of Aldermen
Ward 1 at Large
(617)965-2690

Dear Ms Gonzalaz,

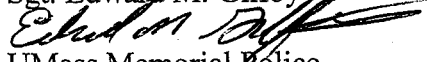
I am writing to you today for Michael Caramanica. I have known Mike for the past seven years. I'm a Sgt, with UMass Memorial Hospital Police in Worcester Ma. Mike advised me that he was applying for a Constable position in the City of Newton and asked if I could give him a letter of recommendation. I would like you to know that Mike is a stand up guy and you can always count on him.

In working with Mike he is a hard worker and always goes out of his way to help fellow employees and friends.

I am recommending Michael Caramanica for the position of Constable for the City of Newton. If you have any questions please feel free to contact me.

Thank You

Sgt. Edward M. Gilfoy



UMass Memorial Police

119 Belmont Street

Worcester, Ma 01605

508-334-8568

February 24, 2013

Lisa K. Smith
4 Hoover Road
Walpole, MA 02081
508-560-6484
lkanesmith@gmail.com

Ms. Ana Gonzalez, Director
Community Engagements
Newton City Hall
1000 Commonwealth Ave.
Newton, MA 02459

Re: Michael A. Caramanica: Character Reference

Dear Ms. Gonzalez:

Michael Caramanica has been a personal friend for nearly a year and in the short time I have known him I have been favorably impressed with his ethical and responsible nature as well as his gregarious and out-going personality.

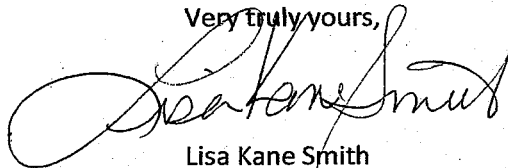
Specifically, Michael's dedication as the father of two young daughters and the son of aging parents has impressed me greatly. Michael's daughters come first and foremost in his daily life and never want for his support and love: when they need him he is there. Having aging parents can be a challenge for the most caring children. Michael always has time for his parents and checks on their well-being daily – he is an exemplary son and admirable person.

Although Michael is a serious, responsible individual, he also has a gregarious, out-going personality and relates well to people. Michael's personable nature makes him a very approachable person who can create a rapport with people from all walks of life.

I highly recommend Michael Caramanica for the position of Constable for the City of Newton. I believe his intelligent, caring, ethical nature makes him a superior candidate for a position of such responsibility in the community.

Please feel free to contact me at your convenience regarding this recommendation. Thank you.

Very truly yours,

A handwritten signature in black ink, appearing to read "Lisa Kane Smith", written in a cursive style.

Lisa Kane Smith

Ms. Ana Gonzalez, Director
Community Engagements
Newton City Hall
1000 Commonwealth Ave.
Newton, MA 02459

Re: Michael Caramanica: Character Reference

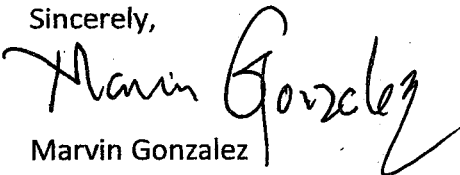
Dear Ms. Gonzalez:

Michael approached me and informed me that he was seeking a reference for the position of Constable for the city of Newton. I am proud to provide a reference for Michael.

He is a very well liked and honorable person; Michael is a lifelong resident of Newton and has always given back to his community.

Michael is one who lives by his morals and is a man of conviction. It is my pleasure to provide this letter for Michael.

Sincerely,


Marvin Gonzalez

February 13, 2013

Michael A. Caramanica
14 Emerald Street
Newton, MA 02458
617-312-4808
June201185@yahoo.com

Ms. Ana Gonzalez, Director
Community Engagements
Newton City Hall
1000 Commonwealth Ave.
Newton, MA 02459

Re: Constable Appointment Application

Dear Ms. Gonzalez:

Thank you for spending a few minutes with me today. Enclosed is my resumé and I will forward the requested references within the next few days.

Please contact me with any questions or comments. Thank you again for your time.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael A. Caramanica". The signature is fluid and cursive, with a long horizontal flourish extending to the right.

Michael A. Caramanica



RECEIVED
Newton City Clerk

Travelers

**PUBLIC OFFICIAL BOND -
FOR DEFINITE TERM**

2013 MAY 20 PM 12: 08 BOND NO. 105870847

David A. Olson, CMC
Newton, MA 02459

KNOW ALL MEN BY THESE PRESENTS, That we Michael A. Caramanica Jr.

Of 14 Emerald Street Newton Ma 02458, as Principal, and
Travelers, a corporation of CT, as Surety are held

and firmly bound unto City of Newton in the
penal sum of Five Thousand (\$,5000.00) Dollars, lawful money
of the United States of America, for the payment of which well and truly to be made, said principal binds
himself/herself, his/her heirs, executors, administrators and assigns, and said Surety binds itself, its
successors and assigns, jointly and severally, firmly by these presents.

SEALED and dated this 20th day of May, 2013.

WHEREAS, the said principal has been elected or appointed to the office of:
Constable for a definite term beginning 05/13/2013
and ending 05/13/2016 and is required to furnish a bond for the faithful performance of
the duties of the said office or position.

NOW, THEREFORE THE CONDITION OF THIS OBLIGATION is such that if the above bounden
Principal shall (except as hereinafter provided) faithfully perform the duties of his/her said office or
position during the said term, and shall pay over to the persons authorized by law to receive the same
all moneys that may come into his/her hands during the said term without fraud or delay, and at the
expiration of said term, or in case of his/her resignation or removal from office, shall turn over to
his/her successor all records and property which have come into his/her hands, then this obligation to
be null and void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that the above named Surety shall not be liable hereunder for any loss of
any public fund resulting from the insolvency of any bank or banks in which said funds are deposited;
and, if this provision shall be held void, this entire bond shall be void.

AND PROVIDED FURTHER, that the Surety may cancel bond at any time during the said term by
giving to the obligee a written notice of its desire so to cancel and at the expiration of thirty (30) days
from the receipt of such notice by the obligee the surety shall be completely released as to all liability
thereafter accruing. If this provision shall be held void, this entire bond shall be void.

WITNESS:

Michael Caramanica Jr. Michael A. Caramanica Jr. (Seal)
(Principal)

Travelers
By: Susan Mullen Attorney-in-Fact



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 224322

Certificate No. 004629958

KNOW ALL MEN BY THESE PRESENTS: That St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company and St. Paul Mercury Insurance Company are corporations duly organized under the laws of the State of Minnesota, that Farmington Casualty Company, Travelers Casualty and Surety Company, and Travelers Casualty and Surety Company of America are corporations duly organized under the laws of the State of Connecticut, that United States Fidelity and Guaranty Company is a corporation duly organized under the laws of the State of Maryland, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

David S. Nixon, Mary Ellen Kelley, Sue Veronee, and Michele Faraca

of the City of Newtonville, State of Massachusetts, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 7th day of December, 2011

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: George W. Thompson, Senior Vice President

On this the 7th day of December, 2011, before me personally appeared George W. Thompson, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal. My Commission expires the 30th day of June, 2016.



Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this _____ day of _____, 20__

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

Kevin E. Hughes
Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#213-13

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

June 3, 2013

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

Ladies and Gentlemen:

I am pleased to appoint Malcolm Salter of 20 Monadnock Road, Chestnut Hill as a member of the Board of Trustees of the City of Newton Other Post-Employment Benefits Trust Fund. His term of office shall expire June 30, 2016 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Sincerely Yours,

Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2013 JUN -3 PM 5:47
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

Malcolm S. Salter (Chair) – Mal Salter is a former Senior Associate Dean and chaired Professor at the Harvard Business School. For over two decades, Mr. Salter was also president of Mars & Co, a strategy consulting company serving Fortune 100 clients in the United States, Europe, and Asia. His academic and advisory work has focused on the economics of business strategy and organizations, and the governance of public enterprises. His most recent book (2008) addresses the lessons to be learned from the collapse of Enron. A longtime resident of Newton, he served on the City of Newton’s Citizens Advisory Group from June 2008 to June 2009 and the Blue Ribbon Commission on the Municipal Budget from September 2006 – February 2007. Mr. Salter has sat on numerous boards of business and nonprofit organizations, and currently serves as a Trustee and Director of the Dana Farber Cancer Institute, where he is an active member of both the Finance Committee and Science Committee. He and he wife, BJ, have also been active participants in a variety of arts organizations throughout the larger Boston community for over 30 years.



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#205-13

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

May 28, 2013

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

RECEIVED
Newton City Clerk
2013 MAY 28 PM 3:50
David A. Olson, CMC
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$40,100 from Acct # 0121003-512002 Fire Department Overtime to the following accounts:

<u>Account Title</u>	<u>Amount</u>
0121005-5230 (Water/Sewer)	\$15,000.00
0121005-5211 (Natural Gas)	\$15,000.00
0121005-5412 (Heating)	\$ 3,100.00
0121005-53402 (Cell phone)	\$ 2,500.00
0121005-5210 (Electricity)	\$ 4,500.00

Thank you for your consideration of this matter.

Sincerely,

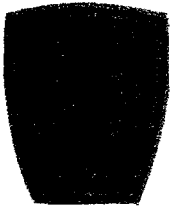
Setti D. Warren
Mayor

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

May 29, 2013

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

Dear Mayor Warren and members of the Board of Alderman,

I respectfully ask that you docket and approve a funding transfer from the Newton Fire Department payroll account 0121002-511001 of \$40,000.00 to our utility expenditures.

The utility accounts are either low balance or zero balance. The accounts in question are water/sewer \$15,000, natural gas \$15,000.00, heating oil \$3,013.63, electricity \$4,486.37 and cell phone \$2,500.00.

Thank you for your attention to this matter.

Respectfully,

Bruce A. Proia
Chief of Department



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#208-13

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

May 28, 2013

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

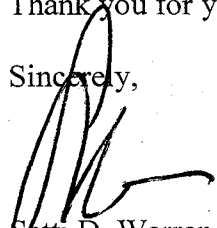
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to accept and appropriate the sum of \$27,500 from the Massachusetts Emergency Management Agency Grant.

The funding will be used to purchase equipment for the City of Newton Emergency Operations Center.

Thank you for your consideration of this matter.

Sincerely,


Setti D. Warren
Mayor

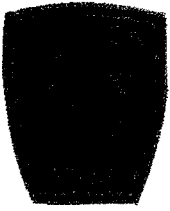
RECEIVED
NEWTON CITY CLERK
2013 MAY 28 PM 3: 51
DAVID A. OLSON, CMC
Newton, MA 02459

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

May 23, 2013

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

Dear Mayor Warren and members of the Board of Alderman,

I respectfully ask that you docket and accept funding of \$27,500.00 from the Massachusetts Emergency Management Agency (MEMA) Grant (attached).

The funding is going to be used to purchase equipment for the City of Newton Emergency Operations Center (EOC). Such equipment will be smart board, laptops, conference call phone system and 65" LCD display.

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

Respectfully,

Bruce A. Proia
Chief of Department

Enclosures



COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM

This form is jointly issued and published by the Executive Office for Administration and Finance (ANF), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval. Click on hyperlinks for definitions, instructions and legal requirements that are incorporated by reference into this Contract. An electronic copy of this form is available at www.mass.gov/osc under Guidance For Vendors - Forms or www.mass.gov/osd under OSD Forms.

CONTRACTOR LEGAL NAME: CITY OF NEWTON		COMMONWEALTH DEPARTMENT NAME: Mass. Emergency Management Agency MMARS Department Code: CDA, Emergency Management Agency	
Legal Address: (W-9, W-4, T&C): 1000 COMMONWEALTH AVE NEWTON MA 02459-1400		Business Mailing Address: 400 Worcester Road, Framingham, MA 01702	
Contract Manager: Robert Rooney		Billing Address (if different):	
E-Mail: rooney@newtonma.gov		Contract Manager: Jeff Timperi	
Phone: (781) 727-0963	Fax: N/A	E-Mail: jeff.timperi@state.ma.us	
Contractor Vendor Code: VC6000192120		Phone: 508-820-2019	Fax: 508-820-2030
Vendor Code Address ID (e.g. "AD001"): AD ___ <small>(Note: The Address Id Must be set up for EFT payments.)</small>		MMARS Doc ID(s): CT-CDA-FY13EMPG1100000NEWTO	
		RFR/Procurement or Other ID Number: FFY2011 EMPG Grant	
X NEW CONTRACT		___ CONTRACT AMENDMENT	
PROCUREMENT OR EXCEPTION TYPE: (Check one option only) ___ <u>Statewide Contract</u> (OSD or an OSD-designated Department) ___ <u>Collective Purchase</u> (Attach OSD approval, scope, budget) X <u>Department Procurement</u> (includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation) ___ <u>Emergency Contract</u> (Attach justification for emergency, scope, budget) ___ <u>Contract Employee</u> (Attach Employment Status Form, scope, budget) ___ <u>Legislative/Legal or Other:</u> (Attach authorizing language/justification, scope and budget)		Enter Current Contract End Date <u>Prior</u> to Amendment: ____, 20__ Enter Amendment Amount: \$ _____. (or "no charge") AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.) ___ <u>Amendment to Scope or Budget</u> (Attach updated scope and budget) ___ <u>Interim Contract</u> (Attach justification for Interim Contract and updated scope/budget) ___ <u>Contract Employee</u> (Attach any updates to scope or budget) ___ <u>Legislative/Legal or Other:</u> (Attach authorizing language/justification and updated scope and budget)	
The following COMMONWEALTH TERMS AND CONDITIONS (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract. ___ <u>Commonwealth Terms and Conditions</u> ___ <u>Commonwealth Terms and Conditions For Human and Social Services</u>			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. ___ <u>Rate Contract</u> (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) X <u>Maximum Obligation Contract</u> Enter Total Maximum Obligation for total duration of this Contract (or new Total if Contract is being amended). \$27500.00			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: ___ agree to standard 45 day cycle ___ statutory/legal or Ready Payments (G.L. c. 29, § 23A); X only Initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Funding for this grant is provided through the FFY2011 Emergency Management Performance Grant, the Catalog of Federal Domestic Assistance (CFDA) number is 97.042. The community intends to procure IT equipment			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: ___ X 1. may be incurred as of the <u>Effective Date</u> (latest signature date below) and <u>no</u> obligations have been incurred <u>prior</u> to the <u>Effective Date</u> . ___ 2. may be incurred as of ____, 20__, a date <u>LATER</u> than the <u>Effective Date</u> below and <u>no</u> obligations have been incurred <u>prior</u> to the <u>Effective Date</u> . ___ 3. were incurred as of ____, 20__, a date <u>PRIOR</u> to the <u>Effective Date</u> below, and the parties agree that payments for any obligations incurred prior to the <u>Effective Date</u> are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>June 30, 2013</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached <u>Contractor Certifications</u> (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable <u>Commonwealth Terms and Conditions</u> , this Standard Contract Form including the <u>Instructions and Contractor Certifications</u> , the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in <u>815 CMR 21.07</u> , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: _____ Date: <u>3/27/13</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Setti D. Warren</u> Print Title: <u>Mayor</u>		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>David Mahr</u> Print Title: <u>Chief Fiscal Officer</u>	

Approved as to Legal Form & Character

Associate City Solicitor

COMMONWEALTH OF MASSACHUSETTS CONTRACTOR AUTHORIZED SIGNATORY LISTING



CONTRACTOR LEGAL NAME: City of Newton
CONTRACTOR VENDOR/CUSTOMER CODE:

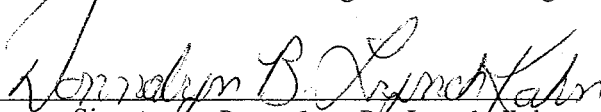
INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
Setti D. Warren	Mayor

I certify that I am the ~~President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk~~ or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.


Signature Donnalyn B. Lynch Kahn

Date: 3/18/13

Title: City Solicitor Telephone: 617-796-1240
Fax: 617-796-1251 Email: dkahn@newtonma.gov

[Listing can not be accepted without all of this information completed.]
A copy of this listing must be attached to the "record copy" of a contract filed with the department.

COMMONWEALTH OF MASSACHUSETTS CONTRACTOR AUTHORIZED SIGNATORY LISTING



CONTRACTOR LEGAL NAME: City of Newton
CONTRACTOR VENDOR/CUSTOMER CODE:

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures.
It is recommended that Departments obtain authentication of signature for the signatory
who submits the Contractor Authorized Listing.

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): Setti D. Warren

Title: Mayor

X

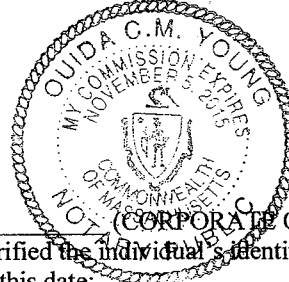
Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, Quida C. M. Young (NOTARY) as a notary public certify that I witnessed
the signature of the aforementioned signatory above and I verified the individual's identity on this date:

March 29, 2013

My commission expires on:



AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the
signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's
authority as an authorized signatory for the Contractor on this date:

_____, 20____

AFFIX CORPORATE SEAL

**MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY
PROJECT MANAGEMENT OFFICE**

Special Conditions and Reporting Requirements for EMPG, CCP, and HMEP Sub-Recipients

1. **Emergency Management Performance Grant (EMPG) and Citizen Corps Program (CCP) sub-recipients** agree to adhere to all policies and guidance documents set by the U.S. Department of Homeland Security-Federal Emergency Management Agency (DHS/FEMA) and the Massachusetts Emergency Management Agency (MEMA) regarding use of the U.S. DHS-FEMA federal homeland security funding.
2. **Hazardous Material Emergency Preparedness (HMEP) sub-recipients** agree to adhere to all policies and guidance documents set by the U.S. Department of Transportation – Pipeline and Hazardous Materials Safety Administration (DOT/PHMSA) and MEMA regarding use of the U.S. DOT-PHMSA funding.
3. All sub-recipients agree that a detailed budget and plan must be submitted to MEMA for review and approval prior to execution of a contract for grant activities. EMPG and CCP budgets and plans shall adhere to the applicable U.S. DHS program guidelines and application kit. HMEP budgets and plans shall adhere to the U.S. DOT PHMSA program guidelines.
4. Any adjustment within a sub-recipient's approved budget in excess of ten percent (10%) of the approved budget must be reviewed and approved by MEMA prior to expenditure. A contract amendment may be required prior to performance under an adjusted budget.
5. Any substantive adjustment to a sub-recipient's scope of work (e.g., conduct of two exercises rather than four) must be reviewed and approved by MEMA prior to expenditure. A contract amendment may be required prior to performance under an adjusted scope of work.
6. Sub-recipients agree to be compliant with the National Incident Management System (NIMS). This includes participation (when requested) in the annual, on-line NIMSCAST. NIMS is a comprehensive incident response system, developed by the Department of Homeland Security as required by HSPD-5. Implementation of and compliance with NIMS is critical to ensuring full and robust preparedness across the nation and in the Commonwealth of Massachusetts.

13. **Limited English Proficiency.** All sub-recipients of funding under this grant are required to take reasonable steps to ensure that persons of limited English proficiency have meaningful access to assistance services regarding the development of proposals and budgets and conducting grant funded activities.
14. **Americans with Disabilities Act.** All federal grant sub-recipients must comply with the Americans with Disabilities Act (ADA); (i.e., "all state and local government entities do not discriminate against people with disabilities in their programs, services and activities. State and local governments must take steps to examine their programs and establish a plan for compliance with the law.")
15. **Discrimination Prohibited.** No person shall on the grounds of race, color, religion, national origin, sex or sexual orientation be excluded from participation in, be denied the benefits of, or be subjected to discrimination under or denied employment in connection with any programs or activity funded through MEMA and shall otherwise comply with all applicable state anti-discrimination law including but not limited to the provisions of G.L. c. 151B. Sub-recipients of funds are also subject to the provisions of Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1974, as amended; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681; the Age Discrimination Act of 1975, 42 U.S.C. § 6102; and DOJ Non-Discrimination Regulations 28 CFR Part 42, Subparts C, D, E, and G.
16. **Reporting of Adverse Finding of Discrimination.** It is the responsibility of all sub-recipients, sub-grantees, and contractors under grants, to report to MEMA, any finding of discrimination after a due process hearing, on the basis of race, color, religion, national origin, sex or sexual orientation by a federal or state court or administrative agency.
17. **Equal Opportunity Program Requirements.** It is the responsibility of all sub-recipients to ensure that their employment practices comply with Equal Opportunity Requirements, 28 CFR 42.207 and 42.301.
18. **Application of Special Conditions to Sub-Recipient Grantees:** If a sub-recipient proposes to engage in sub-granting activities, it shall ensure its sub-grantees adhere to all applicable DHS/FEMA, and/or U.S. DOT, and MEMA special conditions.
19. **Reporting.** Sub-recipients agree to submit timely and accurate Close-Out, Match, and De-Obligation Reports as needed and directed. Failure to comply with this condition may result in the withholding of sub-recipient funds until the delinquent report is received.
20. **Cash Management.** Sub-recipients acknowledge that this program is a reimbursable grant program and that under no circumstances may federal funds be held in an account pending payment of an invoice for more than 72 (business) hours from the time the funds are transferred from the Commonwealth to the grant sub-recipient.
21. **Contractor/Consultant Rates.** Compensation for individual consultant services is to be reasonable and consistent with the amount paid for similar services in the market place. Consideration can be given to compensation, including fringe benefits, for those individuals whose employers do not provide the same. Time and effort reports are required for consultants.
22. **Monitoring.** Sub-recipients agree to cooperate with MEMA monitoring and site visits.

30. **User Fees.** Any proposed 'user fees' related to equipment, items, services, etc acquired via DHS funding must be pre-approved by MEMA.
31. **Environmental Planning and Historic Preservation (EHP). EMPG and CCP sub-recipients** shall not undertake any project having the potential to impact Environmental or Historical Preservation (EHP) resources without the prior approval of FEMA, which is done through MEMA. EHP activities include, but are not limited to, communications towers, physical security enhancements, new construction, and modifications to buildings, structures and objects that are 50 years old or greater. Sub-recipients must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the sub-recipient must ensure monitoring of ground disturbance, and if any potential archeological resources are discovered, the sub-recipient will immediately cease construction in that area and notify FEMA, MEMA, and the appropriate State Historic Preservation Office. Any construction activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding.
32. **Property acquired with grant funds.** MEMA requires that property - with a unit cost of \$500.00 or greater and that has a shelf-life of one year or greater - acquired with federal homeland security grant funds be tagged and tracked using a computer-based inventory system. **EMPG and CCP sub-recipients agree**, when practicable, any equipment purchased with homeland security grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security."
33. **Reporting of violations (fraud, waste, and abuse).** It is the responsibility of all grant sub-recipients and their respective agency personnel, grantees, and contractors under grants, to report to MEMA any alleged violations, serious irregularities, sensitive issues, or overt or covert acts that would use public funds or perform program or administrative requirements in a manner not consistent with grantor agency statutes, related laws and regulations, appropriate guidelines, or purposes or objectives of the grant.
34. **Federal Drug Free Workplace Requirements.** As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—
- A. The applicant certifies that it will or will continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an on-going drug-free awareness program to inform employees about—
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

- (c) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

36. **Debarment, Suspension, and Other Responsibilities.** As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

- A. The applicant certifies that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and
- B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

37. **Internet Access.** Sub-recipients must have Internet access.

38. **Email addresses.** Sub-recipient project directors of grant programs must have individual email addresses.

As the duly authorized representative of the sub-recipient, I hereby certify that the sub-recipient will comply with the above conditions.

Signature of Authorized Signatory

Date

Setti D. Warren

Printed Name

Mayor

Title



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#209-13

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(617) 796-1100

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(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

May 28, 2013

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

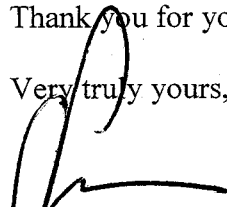
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the following amounts to cover projected Police Overtime costs through the end of June 2013:

- \$80,000 from Acct # 0150103-510CD Health & Human Services unexpended appropriation to #0120103-513001 Police Overtime
- \$100,000 from June 30, 2012 Free Cash to #0120103-513001 Police Overtime

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2013 MAY 28 PM 3:50
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

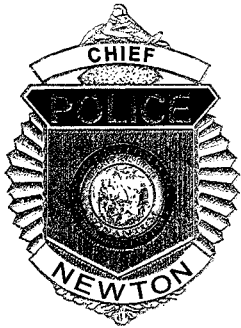
www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



TELEPHONE
(617) 796-2101
FAX # (617) 796-3679



City of Newton Police Department

Office of the Chief of Police
HEADQUARTERS
1321 WASHINGTON STREET
NEWTON, MASSACHUSETTS 02465

HOWARD L. MINTZ
CHIEF OF POLICE

May 9, 2013

Hon. Mayor Setti D. Warren
Newton City Hall
1000 Commonwealth Avenue
Newton, Massachusetts 02459-1449

Re: Special Appropriation Request (Police Overtime)

Dear Mayor Warren:

Upon review of the Police Department's overtime accounts and our projected shortfall calculations we respectfully request a special appropriation in the amount of **\$180,000** to replenish police overtime account number 0120103-513001. The funding shortfall is based in part on backfill overtime that is required to support police officer retirements and/or resignations, conducting traffic safety initiatives, performing background investigations for new recruit officers and numerous criminal investigations, and an extensive number of special events that occurred throughout the current fiscal year, including high-profile events at religious institutions, the BAA Marathon detail, and operations in support of the BAA Marathon bombings. During the current fiscal year the Police Department has averaged approximately **\$18,000** in overtime per week. We fully expect that this special appropriation request will be sufficient enough to meet our overtime needs through June 30, 2013.

Thank you very much for your consideration of this matter. Please direct any questions to me at extension 2101.

Very truly yours,

Howard L. Mintz
Chief of Police



FY13 OVERTIME

BEGIN: \$ 400,039

ADD: \$ 50,000

ADD: \$ 80,000

ADD: \$ 175,000

UNUSED SALARIES

APPROPRIATE: \$ 180,000

\$ 905,039 TOTAL

AVERAGE OVERTIME PER WEEK = \$ 17,404.60

**Newton Police Department
FY'13 Year-to-Date Overtime**

<u>Pay Type</u>	<u>Total Pay</u>	<u>Justification</u>	<u>Shift</u>	<u>Sub-Totals</u>
CO	\$513,516.35	Minimum staffing coverage primarily for Patrol and Dispatch Center. Total also includes meter maid overtime and backfill coverage for resignations and retirements. Figures do not reflect comp time earned.	D	\$207,783.97
			F	\$119,345.80
			L	\$163,011.86
			W	\$23,374.72
				\$513,516.35
EM	\$39,286.33	Emergency protective measures taken in response to BAA Marathon bombings and Watertown mutual aid. Figures do not reflect comp time earned.	D	\$20,318.49
			F	\$11,696.90
			L	\$7,270.93
				\$39,286.32
FB	\$351.34	Firefighter candidate background check investigations. Figure do not reflect comp time earned.	D	\$351.34
				\$351.34
IN	\$37,564.50	Criminal investigations, motor vehicle crash investigations, and pedestrian and bicycle crash investigations. Figures do not reflect comp time earned.	D	\$4,406.72
			F	\$26,206.54
			L	\$6,739.99
			O	\$211.25
				\$37,564.50
K9	\$10,149.94	Canine operations premium pay. Figures do not reflect comp time earned.	D	\$6,089.96
			F	\$3,747.67
			L	\$312.31
				\$10,149.94
NM	\$12,457.90	NEMLEC operations to include call-outs premium pay. Figures do not reflect comp time earned.	D	\$6,634.81
			F	\$4,412.00
			L	\$1,411.09
				\$12,457.90
OH	\$163,198.48	Overtime for crosswalk stings, taxi stings, blue zone enforcement, HP parking enforcement, commitment to DEA operations, non-scheduled call-ins and meetings, pay for exceeding comp time balances.	D	\$69,761.05
			F	\$89,305.25
			L	\$4,132.18
				\$163,198.48
SC	\$10,312.23	Cover morning and afternoon school crossing traffic post assignments. Figures do not reflect comp time earned.	D	\$5,109.63
			F	\$5,211.00
			L	\$0.00
				\$10,321.23

**Newton Police Department
FY'13 Year-to-Date Overtime**

<u>Pay Type</u>	<u>Total Pay</u>	<u>Justification</u>	<u>Shift</u>	<u>Sub-Totals</u>
SE	\$33,666.50	Staff special events such as the BAA Marathon and temple overtimes. Figures do not reflect comp time earned.	D	\$24,565.29
			F	\$9,101.21
			L	\$0.00
				\$33,666.50
TI	\$19,530.28	Overtime pay for training instructors. Figures do not reflect comp time earned.	D	\$10,553.38
			F	\$8,976.90
			L	\$0.00
				\$19,530.28
TR	\$34,443.50	Overtime pay for student training. Figures do not reflect comp time earned.	D	\$18,825.52
			F	\$15,023.89
			L	\$594.09
				\$34,443.50
Grand Total				\$874,477.35

#210-13

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

May 28, 2013

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 \$175,000 from June 30, 2012 Free Cash to fund the purchase of computers for police vehicles.

Thank you for your consideration of this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "Setti D. Warren".

Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2013 MAY 28 PM 3:50
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

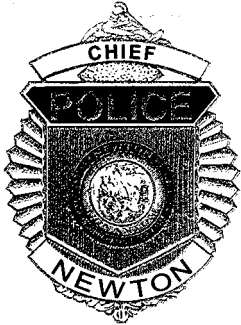
www.newtonma.gov



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TELEPHONE
(617) 796-2101
FAX # (617) 796-3679



City of Newton
Police Department

Office of the Chief of Police
HEADQUARTERS
1321 WASHINGTON STREET
NEWTON, MASSACHUSETTS 02465

HOWARD L. MINTZ
CHIEF OF POLICE

May 9, 2013

Hon. Mayor Setti D. Warren
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459-1449

Re: Special Appropriation Request (Police Cruiser MDTs)

Dear Mayor Warren:

Respectfully request a special appropriation in the amount of \$175,000 for the purpose of purchasing thirty-five (35) mobile data terminal computers and cruiser modems to be installed in frontline police cruisers. Thank you very much for your consideration of this matter. Please direct any questions to me at extension 2101.

Very truly yours,


Howard L. Mintz
Chief of Police





SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#207-13

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(617) 796-1100

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E-mail
swarren@newtonma.gov

May 28, 2013

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

RECEIVED
Newton City Clerk
2013 MAY 28 PM 3:51
David A. Olson, CMC
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to accept and appropriate the sum of \$34,789.50 from Interagency Agreements executed between the City of Newton and agencies of the Brookline-Newton-Waltham-Watertown Homelessness Consortium Continuum of Care for services provided by the City of Newton as the lead agency for this program.

Thank you for your consideration of this matter.

Sincerely,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



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Setti D. Warren
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

#207-13
(617) 796-1120
Telefax
(617) 796-1142
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(617) 796-1089
www.newtonma.gov

Candace Havens
Director

MEMORANDUM

TO: Maureen Lemieux, Chief Financial Officer

FROM: Candace Havens, Director of Planning and Development *SH*

SUBJECT: Acceptance of Administrative Funds for Continuum of Care

Newton is the lead agency of a Continuum of Care which provides shelter and rapid rehousing for homeless individuals and families. As such, Newton is entitled to a portion of the grant to cover administrative costs. Please docket this item for review by the Finance Committee of the Board of Aldermen so they can consider accepting \$34,789.50 for this purpose.



Setti D. Warren
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

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(617) 796-1120
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(617) 796-1089
www.newtonma.gov

Candace Havens
Director

MEMORANDUM

Date: 3/14/2013

To: Candace Havens, Director, Planning and Development Department

From: Carl Baniszewski, Community Development Planner

Re: Board of Aldermen authorization for expenditure of Brookline Newton Waltham Watertown Continuum of Care administration sharing funds.

Background:

The City of Newton is the Collaborative Applicant (lead agency) for the HUD Brookline Newton Waltham Watertown Continuum of Care (CoC). As such, the City is responsible for performing and/or coordinating numerous functions related to CoC compliance with HUD regulations. These functions include but are not limited to:

- Operating the CoC - holding membership meetings, establish a board selection process, develop and follow a governance charter, establish performance measures and take action against poor performers, report project outcomes to HUD (including the Annual Homelessness Assessment Report), establish and operate a centralized or coordinated assessment system, create and follow written standards for providing CoC assistance
- Designating and Operating a Homeless Management Information System (HMIS) – designate a single HMIS, manage the CoC's HMIS, monitor project participation in the HMIS, review and approve privacy, security and data quality plans.
- CoC Planning – coordinate the implementation of a housing and service system within the CoC's geographic area, conduct a Point-in-Time count of homeless persons (annually and an unsheltered count biennially) and an annual Housing Inventory Count, conduct an annual gaps analysis, provide information to complete the Consolidated Plan, consult with Emergency Shelter Grant (ESG) recipients.
- Respond to HUD's Annual Notice of Funding Availability (NOFA) for Homelessness Assistance Resources – maintain the CoC's Grant Inventory Worksheet, review and approve all project applications submitted in response to the NOFA, complete and submit the consolidated application for the entire CoC

As a means to offset City staff salary for performance of the above activities on behalf of the CoC, the City has entered into interagency agreements (created in consultation with the City's Legal Department) with all service providers operating projects within the CoC (Advocates, Inc., Pine Street Inn, Vinfen, The Second Step, Brookline Community Mental Health Center). The agreements initiate a

50% sharing with the City of all administration funds provided by HUD for operation of the projects. Based on FY12 resources allocated by HUD, the City is to receive \$34,789.50 in administration sharing funds. David Wilkinson, City of Newton Comptroller, has created account number 18EE11413 for deposit of administration sharing funds received from the service providers.

Action Requested:

To docket for consideration as authorization is needed from the Board of Aldermen to allow for expenditure of the administration sharing funds in account 18EE11413 to offset City staff salary.

L-5916

**INTERAGENCY AGREEMENT
BROOKLINE-NEWTON-WALTHAM-WATERTOWN CONTINUUM OF CARE**

This **INTERAGENCY AGREEMENT** is made as of January 23, 2013, by and between **ADVOCATES, INC.**, 1 Clarks Hill, Framingham, MA 01702; **BROOKLINE COMMUNITY MENTAL HEALTH CENTER**, 43 Garrison Road, Brookline, MA 02445; **PINE STREET INN, INC.**, 444 Harrison Avenue, Boston, MA 02118; **THE SECOND STEP, INC.**, PO Box 600213, Newtonville, MA 02460; and **VINFEN CORPORATION**, 950 Cambridge Street, Cambridge, MA 02141, corporations organized and existing under the laws of the Commonwealth of Massachusetts, hereinafter referred to as the "THE RECIPIENT AGENCIES", and the **CITY OF NEWTON, MASSACHUSETTS**, a municipal corporation organized and existing under the laws of the Commonwealth of Massachusetts, acting by and through its Director of Planning and Development, or her designated staff, but without personal liability to her, or her staff, hereinafter referred to as "THE CITY."

WHEREAS, the RECIPIENT AGENCIES currently receive Continuum of Care funds from the U.S. Department of Housing and Urban Development (hereinafter, "HUD") under the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11381; and

WHEREAS, the RECIPIENT AGENCIES, in response to HUD's Notice of Funding Availability (NOFA), annually apply for Continuum of Care funds as part of the Brookline-Newton-Waltham-Watertown Continuum of Care's application to HUD; and

WHEREAS, the CITY is the lead agency for administration of the Brookline-Newton-Waltham-Watertown Homelessness Consortium and as such carries out a variety of duties on behalf of the RECIPIENT AGENCIES, including preparation of the Exhibit One of the Brookline-Newton-Waltham-Watertown Continuum of Care's annual application for HUD Continuum of Care funds; and

WHEREAS, this Agreement sets forth the terms and conditions under which the RECIPIENT AGENCIES and the CITY will work to carry out the administrative responsibilities associated with the annual application process and various other administrative functions described in Sections 1 and 2 of this agreement.

NOW THEREFORE, in consideration of the mutual promises contained herein, the parties to this agreement do agree as follows:

SECTION 1 - DESIGNATION OF CONTINUUM ADMINISTRATOR AND DUTIES OF THE CITY

- a. The City of Newton, acting through its Housing Program Manager, hereinafter Continuum Administrator, will be designated as and agrees to assume overall responsibility as the Continuum Administrator for the Brookline-Newton-Waltham-Watertown Homelessness Consortium for the purposes of the Continuum of Care Program, pursuant to HUD Continuum of Care Program statutes, regulations, and instructions, now or hereafter in effect, for the duration of this Agreement.

- b. The Continuum Administrator shall be responsible for the following duties related to the annual issuance of HUD's NOFA for Continuum of Care funds.
- 1) Review of HUD's NOFA for Continuum of Care funds with special attention paid to changes from the prior year.
 - 2) Preparation and issuance of an annual Request for Proposals (RFP) to solicit applications for Continuum of Care funds.
 - 3) Review of responses to the RFP for completeness and accuracy. Notify the RECIPIENT AGENCIES of any deficiencies.
 - 4) Coordination of meetings and site visits of a Project Review Committee to review and rank responses to the RFP.
 - 5) Preparation of Exhibit One of the Continuum of Care application, including securing a consultant's help if necessary.
 - 6) Compilation of the Continuum of Care application including Exhibit One and other required exhibits for submission to HUD.
 - 7) Distribution of the application to the RECIPIENT AGENCIES.
- c. The Continuum Administrator shall be responsible for coordinating implementation of a continuum-wide Homeless Management Information System (HMIS) and providing on-going data analysis to facilitate planning activities.
- d. The Continuum Administrator shall work with the Community Development Administrator of the Town of Brookline to coordinate and analyze data from the annual point-in-time census of homeless people with the four Continuum communities.
- e. The Continuum Administrator shall establish monitoring guidelines and develop an annual monitoring schedule for the monitoring of RECIPIENT AGENCIES. Guidelines shall be based on HUD Continuum of Care Program requirements.
- f. The Continuum Administrator shall work with the RECIPIENT Agencies in the development and submission of all HUD required reports and/or data.

SECTION 2 - DUTIES OF THE RECIPIENT AGENCIES

- a. Each RECIPIENT AGENCY agrees to participate in the Continuum-wide HMIS.
- b. Each RECIPIENT AGENCY agrees to permit and cooperate with the CITY in its annual monitoring of their HUD-funded Continuum of Care Program(s) within this Continuum.
- c. Each RECIPIENT AGENCY agrees to participate in the annual point-in-time census of homeless people and complete the Housing Inventory Count form.
- d. Each RECIPIENT AGENCY agrees to meet the membership requirements outlined in the 2012 Brookline-Newton-Waltham-Watertown Continuum of Care Operating Guidelines, attached hereto as Attachment A, and any subsequent amendments.

SECTION 3 – ADMINISTRATIVE FUNDS

- a. To facilitate the CITY providing the services listed in SECTION 1 above, the RECIPIENT AGENCIES agree to annually provide the CITY with half (50%) of the Continuum of Care administrative funds awarded to and received by each RECIPIENT AGENCY by HUD.
- b. The CITY agrees to use the Continuum of Care administrative funds provided by the RECIPIENT AGENCIES to carry out all of the responsibilities listed in SECTION 1 above, including paying for any consulting services needed to complete the annual Continuum of Care application or other Continuum of Care-related consulting services agreed to by the RECIPIENT AGENCIES.
- c. The CITY shall requisition each RECIPIENT AGENCY on an annual basis. If requested, the CITY shall provide each RECIPIENT AGENCY with supporting information to explain payment of the administrative funds, including documentation of the hours worked to complete the duties listed in SECTION 1 above.

SECTION 4 - TERM OF AGREEMENT AND RENEWAL

- a. This Agreement shall commence on January 23, 2013 and shall apply to funds received by each RECIPIENT AGENCY as part of the 2011 Continuum of Care NOFA application process. This Agreement shall remain in effect during the period necessary to complete all activities funded by the Continuum of Care NOFA for 2011, 2012, and 2013 or until a RECIPIENT AGENCY no longer receives Continuum of Care funds from HUD as part of the Brookline-Newton-Waltham-Watertown Continuum of Care application, whichever is sooner.
- b. Nothing in this Agreement obligates a RECIPIENT AGENCY to become a signatory to a future agreement subsequent to completion of the grant funded under the 2013 Continuum of Care NOFA. Each RECIPIENT AGENCY shall notify the Continuum Administrator at least 60 days before the effective date of such future agreement if it intends not to become a signatory.

SECTION 5 - APPLICABLE LAW

This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts and all applicable HUD regulations.

SECTION 6 - SEVERABILITY

- a. The provisions of this Agreement are severable. In the event that any provision herein is declared void or unenforceable, all other provisions shall remain in full force and effect.
- b. This Agreement is executed in six (6) counterparts, each of which shall be deemed to be an original and all constituting together one and the same instrument, this being one of the said counterparts.

SIGNATORIES

IN WITNESS WHEREOF the parties hereto have executed this Agreement in six (6) counterparts, as of the date first written above.

William J. Taylor, President and CEO
Advocates, Inc.

Dr. Cynthia Price, Executive Director
Brookline Community Mental Health Center

Lyndia Downie, President and Executive Director
Pine Street Inn, Inc.

Andrea Shapiro, Interim Executive Director
The Second Step, Inc.

Glen Mattera, CFO
Vinfen Corporation

Setti D. Warren, Mayor
City Of Newton
Date:

Approved as to legal form and character:



Assistant City Solicitor

SIGNATORIES

IN WITNESS WHEREOF the parties hereto have executed this Agreement in 6 counterparts, as of the date first written above.



William J. Taylor, President and CEO

Advocates, Inc.

Dr. Cynthia Price, Executive Director

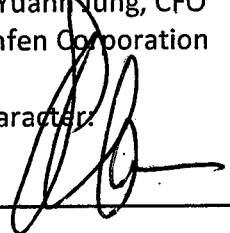
Brookline Community Mental Health Center

Lyndia Downie, President and Executive Director
Pine Street Inn, Inc.

; Executive Director
The Second Step, Inc.

Yi Yuan Lung, CFO
Vinfen Corporation

character

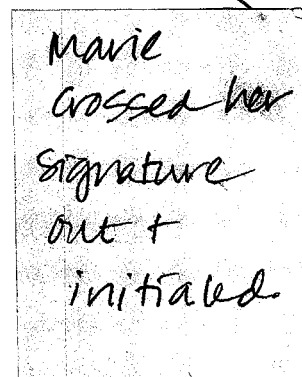


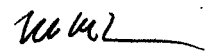
Setti D. Warren, Mayor
City Of Newton

Approved as to legal form and



Assistant City Solicitor





CERTIFICATE OF AUTHORITY - CORPORATE

1. I hereby certify that I am the Clerk/Secretary of:

Advocates, Inc. corporation; and that

2. William J. Taylor is the duly elected

President and CEO of said corporation; and that

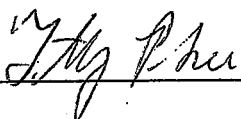
3. on March 24, 2005 at a duly authorized meeting of the Board of

Directors of said corporation, at which all the Directors were present or waived notice, it was voted that

William J. Taylor, President and CEO of this corporation

be and hereby is authorized to execute contracts and bonds in the name and on behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this corporation's name on its behalf, with or without the Corporate Seal, shall be valid and binding upon this corporation; and that

4. the above vote has not been amended or rescinded and remains in full force and effect as of the date set forth below.

ATTEST: 

Name: Timothy Lee
Clerk

DATE**: JANUARY 2, 2013

*This date must be *on or before* the date that the corporate officer signs the contract.

**This date must be *on or after* the date that the corporate officer signs the contract.


ATTESTATION

Pursuant to MGL c. 62C, § 49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.*

**Signature of Individual
or Corporate Contractor (Mandatory)

23-7451423

*** Contractor's Social Security Number
(Voluntary) or Federal Identification
Number

By: 

Corporate Officer
(Mandatory, if applicable)

Date: 12/28/2012

- * The provision in the Attestation relating to child support applies only when the Contractor is an individual.
- ** Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.
- *** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of MGL c. 62C, § 49A.

SIGNATORIES

IN WITNESS WHEREOF the parties hereto have executed this Agreement in six (6) counterparts, as of the date first written above.

William J. Taylor, President and CEO
Advocates, Inc.



Dr. Cynthia Price, Executive Director
Brookline Community Mental Health Center

Lyndia Downie, President and Executive Director
Pine Street Inn, Inc.

Andrea Shapiro, Interim Executive Director
The Second Step, Inc.

Yi Yuann Jung, CFO
Vinfen Corporation

Setti D. Warren, Mayor
City Of Newton

Approved as to legal form and character:

Assistant City Solicitor

CERTIFICATE OF AUTHORITY - CORPORATE

1. I hereby certify that I am the Clerk/Secretary of:

Brookline Community Mental Health Center corporation; and that
(insert name of corporation)

2. Cynthia Price is the duly elected
(insert name of officer who signed contract)

Executive Director of said corporation; and that
(insert title of officer)

3. on (insert date of meeting) at a duly authorized meeting of the Board of

Directors of said corporation, at which all the Directors were present or waived notice, it was voted that

Cynthia Price, Executive Director of this corporation
(insert name and title of officer) (NOTE: Should be same as No. 2 above)

be and hereby is authorized to execute contracts and bonds in the name and on behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this corporation's name on its behalf, with or without the Corporate Seal, shall be valid and binding upon this corporation; and that

4. the above vote has not been amended or rescinded and remains in full force and effect as of the date set forth below.

ATTEST: Carol Steinman
(Signature of Clerk or Secretary).

Name: Carol Steinman
(Please print or type name of Clerk/Secretary)

DATE: January 11, 2013
(insert date Certificate signed by Clerk or Secretary)**

*This date must be *on or before* the date that the corporate officer signs the contract.

**This date must be *on or after* the date that the corporate officer signs the contract.

ATTESTATION

Pursuant to MGL c. 62C, § 49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.*

Caroline Auce
**Signature of Individual
or Corporate Contractor. (Mandatory)

04-226-3744
*** Contractor's Social Security Number
(Voluntary) or Federal Identification
Number

By: *Executive Director*
Corporate Officer
(Mandatory, if applicable)

Date: *January, 14, 2013*

* The provision in the Attestation relating to child support applies only when the Contractor is an individual.

** Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

*** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of MGL c. 62C, § 49A.

SIGNATORIES

IN WITNESS WHEREOF the parties hereto have executed this Agreement in six (6) counterparts, as of the date first written above.

William J. Taylor, President and CEO
Advocates, Inc.

Dr. Cynthia Price, Executive Director
Brookline Community Mental Health Center

X Lyndia Downie
Lyndia Downie, President and Executive Director
Pine Street Inn, Inc.

Andrea Shapiro, Interim Executive Director
The Second Step, Inc.

Yi Yuann Jung, CFO
Vinfen Corporation

Setti D. Warren, Mayor
City Of Newton

Approved as to legal form and character:

Assistant City Solicitor

Pine Street Inn, Inc.

Corporate Resolution

I, Christopher C. Mansfield, being the clerk of Pine Street Inn, Inc., hereby certify that at its meeting held on February 27, 2008, the Board of Directors of Pine Street Inn, Inc. voted affirmatively to the following action:

That the following officers of the corporation are authorized to sign on all bank accounts and investment accounts in the name of Pine Street Inn, Inc. and on all contracts on behalf of Pine Street Inn, Inc.

- Chair of the Board*
- Treasurer*
- President & Executive Director*
- Vice President of Programs*
- Chief Financial Officer*

That any one of those officers may sign individually for withdrawals by check, drafts, wires and transfers for amounts up to \$10,000, and that for amounts exceeding \$10,000 two signatures are required.

That facsimile signatures are authorized within this resolution.

I do hereby certify that the above is a true and correct copy of the record, and that said vote has not been amended or repealed and is in full force and effect as of this date.

I further certify that the individuals currently holding the above positions are:

- Chair of the Board
- Treasurer
- President & Executive Director
- Vice President of Programs
- Chief Financial Officer

- Corinne Ferguson
- John H. McCarthy
- Lyndia Downie
- Lynne D. Chapman
- Terrence B. Gagne

By: 

Christopher C. Mansfield
Clerk - Pine Street Inn, Inc.

Date: 12/24/12

ATTESTATION

Pursuant to MGL c. 62C, § 49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.*

X Pamela Donnell
**Signature of Individual
or Corporate Contractor (Mandatory)

04-2516093
*** Contractor's Social Security Number
(Voluntary) or Federal Identification
Number

X By: Pamela Donnell
Corporate Officer
(Mandatory, if applicable)

Date: 12/20/12

* The provision in the Attestation relating to child support applies only when the Contractor is an individual.

** Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

*** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of MGL c. 62C, § 49A.

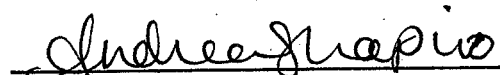
SIGNATORIES

IN WITNESS WHEREOF the parties hereto have executed this Agreement in six (6) counterparts, as of the date first written above.

William J. Taylor, President and CEO
Advocates, Inc.

Dr. Cynthia Price, Executive Director
Brookline Community Mental Health Center

Lyndia Downie, President and Executive Director
Pine Street Inn, Inc.



Andrea Shapiro, Interim Executive Director
The Second Step, Inc.

Yi Yuann Jung, CFO
Vinfen Corporation

Setti D. Warren, Mayor
City Of Newton

Approved as to legal form and character:

Assistant City Solicitor

CERTIFICATE OF AUTHORITY - CORPORATE

1. I hereby certify that I am the Clerk/Secretary of:

The Second Step corporation; and that
(insert name of corporation)

2. Andrea Shapiro is the duly elected
(insert name of officer who signed contract)

Interim Executive Director of said corporation; and that
(insert title of officer)

3. on 10/19/12 (insert date of meeting) at a duly authorized meeting of the Board of

Directors of said corporation, at which all the Directors were present or waived notice, it was voted that

Andrea Shapiro, Interim Executive Director of this corporation
(insert name and title of officer) (NOTE: Should be same as No. 2 above)

be and hereby is authorized to execute contracts and bonds in the name and on behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this corporation's name on its behalf, with or without the Corporate Seal, shall be valid and binding upon this corporation; and that

4. the above vote has not been amended or rescinded and remains in full force and effect as of the date set forth below:

ATTEST: Madeleine Biondolillo
(Signature of Clerk or Secretary)

Name: Madeleine Biondolillo
(Please print or type name of Clerk/Secretary)

DATE: 12/5/12
(insert date Certificate signed by Clerk or Secretary)**

*This date must be **on or before** the date that the corporate officer signs the contract.

This date must be **on or after the date that the corporate officer signs the contract.

ATTESTATION

Pursuant to MGL c. 62C, § 49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.*

Andrew Shapiro
**Signature of Individual
or Corporate Contractor (Mandatory)

22-2868513
*** Contractor's Social Security Number
(Voluntary) or Federal Identification
Number

By: _____
Corporate Officer
(Mandatory, if applicable)

Date: 12/5/12

* The provision in the Attestation relating to child support applies only when the Contractor is an individual.

** Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

*** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of MGL c. 62C, § 49A.

SIGNATORIES

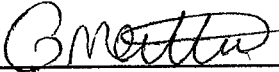
IN WITNESS WHEREOF the parties hereto have executed this Agreement in six (6) counterparts, as of the date first written above.

William J. Taylor, President and CEO
Advocates, Inc.

Dr. Cynthia Price, Executive Director
Brookline Community Mental Health Center

Lyndia Downie, President and Executive Director
Pine Street Inn, Inc.

Andrea Shapiro, Interim Executive Director
The Second Step, Inc.

 11/27/12

Glen Mattera, CFO
Vinfen Corporation

Approved as to legal form and character:

Setti D. Warren, Mayor
City Of Newton

Assistant City Solicitor

CERTIFICATE OF AUTHORITY - CORPORATE

1. I hereby certify that I am the ^{Asst} Clerk/Secretary of:

Vinfen Corporation; and that
(insert name of corporation)

2. Glen Mattera is the duly elected
(insert name of officer who signed contract)

Chief Financial Officer of said corporation; and that
(insert title of officer)

3. on (February 10, 2011) at a duly authorized meeting of the Board of

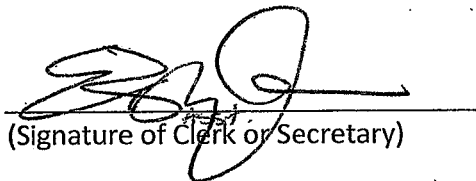
Directors of said corporation, at which all the Directors were present or waived notice, it was voted that

Glen Mattera, Chief Financial Officer of this corporation
(insert name and title of officer) (NOTE: Should be same as No. 2 above)

be and hereby is authorized to execute contracts and bonds in the name and on behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this corporation's name on its behalf, with or without the Corporate Seal, shall be valid and binding upon this corporation; and that

4. the above vote has not been amended or rescinded and remains in full force and effect as of the date set forth below.

ATTEST:


(Signature of Clerk or Secretary)

Name: Elizabeth Brody Gluck
(Please print or type name of ^{Asst} Clerk/Secretary)

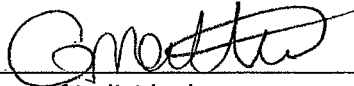
DATE: November 27, 2012
(insert date Certificate signed by Clerk or Secretary)**

*This date must be **on or before** the date that the corporate officer signs the contract.

This date must be **on or after the date that the corporate officer signs the contract.

ATTESTATION

Pursuant to MGL c. 62C, § 49A, the undersigned acting on behalf of the Contractor, certifies under the penalties of perjury that, to the best of the undersigned's knowledge and belief, the Contractor is in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.*



**Signature of Individual
or Corporate Contractor (Mandatory)

04-2632219

*** Contractor's Social Security Number
(Voluntary) or Federal Identification
Number

By: Glen Mattera
Corporate Officer
(Mandatory, if applicable)

Date: November 27, 2012

* The provision in the Attestation relating to child support applies only when the Contractor is an individual.

** Approval of a contract or other agreement will not be granted unless the applicant signs this certification clause.

*** Your social security number will be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended. This request is made under the authority of MGL c. 62C, § 49A.

CITY OF NEWTON
IN BOARD OF ALDERMEN

June , 2013

ORDERED,

That, in accordance with the recommendation of the Finance Committee through its Chairman, Ald. _____, the following mentioned Curb Betterments to be graded and constructed and assessments to be levied under the provisions of MGL Chapter 83, Sec. 26, be and are hereby authorized:

	Property Owner	Property Address/ S-B-L	Book / Page	Betterment Amount
1.	Sara Einis	12 Ardmore Road/ 32-0180-002700	51076 / 110	\$1,600.00
2.	Diane R. Fingold and Paul A. Howard	15 Ardmore Road/ 32-0170-000500	25532 / 25	\$2,117.50
3.	David E. Stein and Amy L. Stein	9 Crescent Avenue/ 64-0270-000100	30722 / 587	\$3,607.50
4.	Robert J. Kaler, Jr. and Liri H. Kaler	47 Kenmore Street/ 62-0030-000100	39387 / 55	\$1,790.00
5.	Barry Cohen and Nancy Cohen	116 Old Farm Road/ 82-0200-000400	57909 / 65	\$6,720.00
6.	Judith J. Miller, Trustee of Allshar Realty Trust	21-23 Pleasant Street/ 64-0300-000300	21549 / 89	\$2,120.48
7.	Judith J. Miller, Trustee of Allshar Realty Trust	31 Pleasant Street/ 64-0300-000500	21549 / 84	\$2,207.02
8.	Kathleen A. Kelley	42 Pleasant Street/ 64-0290-0005B0	29008 / 78	\$1,457.50
9.	Daniel Rabinowitz	Unit 57, 57-59 Pleasant Street/ 64-0300-000800	45411 / 77	\$ 733.75
10.	Jack Z. Gilad and Douglas D. Hauer	106 Pleasant Street/ 64-0260-001300	37413 / 386	\$1,157.50
11.	Margery C. Bennett	112 Pleasant Street/ 64-0260-001200	24886 / 182	\$2,287.50
12.	Gary I. Fertig and Cheryl S. Fertig	120 Pleasant Street/ 64-0260-001100	13003 / 312	\$1,210.00
13.	Nigel T. Poole and Nancy E. Poole	66 Prospect Street/ 32-0120-002300	29154 / 379	\$1,187.50

14.	Kevin J. Gulley and Melissa B. Gulley	78 Prospect Street/ 32-0120-002100	47533 / 248	\$1,987.50
15.	Alfonso Webb and Patricia G. Webb	Unit 30, 30-32 Shaw Street/ 32-0130-000500	27975 / 207	\$1,265.00

Under Suspension of Rules
Readings Waived and Approved
___ Yeas ___ Nays

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI B. WARREN
Mayor



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#173-13

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

April 29, 2013

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

RECEIVED
Newton City Clerk
2013 APR 29 PM 6:05
David A. Olson, CMC
Newton, MA 02459

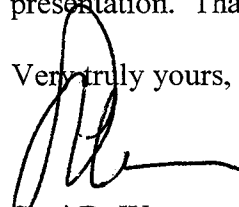
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the following appropriations and authorize a general obligation borrowing of an equal amount for the purpose of capital equipment for the Department of Public Works in accordance with the FY2014 Capital Improvement Plan.

<u>Item</u>	<u>Amount</u>
Street Sweeper	\$172,000
Backhoe	\$110,000

The department will be happy to discuss the need for these items during their budget presentation. 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

City of Newton



DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Setti D. Warren
Mayor

April 12, 2013

To: Mayor Setti D. Warren

From: David F. Turocy, Commissioner of Public Works

Via: Robert R. Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer

Re: Request to Appropriate Funds for Capital Equipment

I write to request you docket with the Honorable Board of Aldermen to appropriate funds for the purchase of Capital Equipment for the Department of Public Works in accordance with the FY14 CIP.

The first piece of equipment to be purchased is a street sweeper for \$172,000. This vehicle is used on a daily basis for maintaining the cleanliness and safety of city streets in village and residential areas. It will replace a 2002 sweeper #146 that is in poor condition and requires conveyor belt repair or replacement. Due to the gritty environment in which these vehicles operate, the standard replacement schedule is 8 years.

The second piece of equipment to be purchased is a backhoe for \$110,000. This vehicle is used in daily construction activities for sidewalk and curbing maintenance, as well as snow removal operations in the winter. With a standard replacement life of 15 years, this vehicle is replacing a 1994 backhoe, #130, that was taken out of service this winter due to its deteriorated condition.

Please forward this request to the Board of Aldermen for their consideration.

cc: D. Wilkinson, Comptroller
R. Mendes, DPW Business Manager
R. Russell, Utilities Director



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#211-13

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

May 28, 2013

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

RECEIVED
Newton City Clerk
2013 MAY 28 PM 3: 51
David A. Olson, OMC
Newton, MA 02459

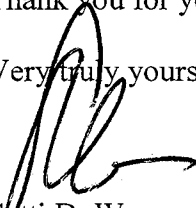
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the following appropriation and authorize a general obligation borrowing of an equal amount for the purpose of funding the Accessibility Improvements at the Lower Falls Community Center.

<u>Project</u>	<u>Amount</u>
Accessibility Improvements – Lower Falls Community Center	\$275,000

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor



City of Newton



Setti D. Warren
Mayor

PUBLIC BUILDINGS DEPARTMENT

Joshua R. Morse, Interim Commissioner
Telephone (617) 796-1600
FAX (617) 796-1601
TTY: (617) 796-1089
52 ELLIOT STREET
NEWTON HIGHLANDS, MA 02461-1605

May 28, 2013

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

Re: Funding Request for the Accessibility Improvements at the Lower Falls
Community Center

Dear Mayor Warren:

The Public Buildings Department requests funds in the amount of \$275,000.00 for
the construction of the Lower Falls Community Center Accessibility Improvements
Project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joshua R. Morse', is written over a horizontal line.

Joshua R. Morse
Interim Public Building Commissioner

CC: Robert Rooney, Chief Operations Officer
Maureen Lemieux, Chief Financial Officer

City of Newton, Massachusetts
 Purchasing Department
 Comparison of Bids

INVITATION FOR BID #13-75
 Lower Falls Community Center Accessibility Upgrades

Bid Opening Time: 10:30 AM, May 3, 2013
 Public Buildings - Maciej Konieczny

BIDDERS	Barbato Construction	Seaver Construction	EaglePoint Builders
Lower Falls Community Center Accessibility Upgrades	\$244,464.00	\$247,000.00	\$297,321.00
<i>Alternate 1</i>	\$8,800.00	\$6,200.00	\$5,763.00
<i>Total with Alternate 1</i>	\$253,264.00	\$253,200.00	\$303,084.00
<i>Alternate 2</i>	\$9,900.00	\$10,200.00	\$12,250.00
<i>Total with Alternate 1 & 2</i>	\$263,164.00	\$263,400.00	\$315,334.00

Award Recommended to:

 Chief Procurement Officer

 Date

Alternate 1

Alternate 2

Department Head

 Date

 Mayor or his designee

 Date

Notes Regarding Specific Bids

CITY OF NEWTON, MASSACHUSETTS
PURCHASING DEPARTMENT
COMPARISON OF BIDS

INVITATION #13-75

Filed Sub Bidders - Lower Falls Community Center

Filed Sub Bid Opening: April 26, 2013 at 10:30 am
Project Manager: Maciej Konieczny

Company Name of Filed Sub Bidders	Base Bid	5% Bid Dep.	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Addendum	Bid Form Sign	Elig. Cert.	Update Stmt	may be used by any general bidder except	may be used by the following general bidders
ELECTRICAL												
Young Electrical Services	\$28,758.00	Y	\$1,163.00				1	Y	Y	Y		
Company Name and Address of Filed Sub Bidders	Base Bid	5% Bid Dep.	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Addendum	Bid Form Sign	Elig. Cert.	Update Stmt	may be used by any general bidder except	may be used by the following general bidders
PLUMBING												
P.J. Dionne Co., Inc.	\$32,000.00	Y	\$4,900.00				1,2	Y	Y	Y		
Robert W. Irvine & Sons	\$32,000.00	Y	\$3,200.00	\$1,800.00			1,2	Y	Y	Y		

Lower Falls Community Center Accessibility Project Budget Breakdown

Construction	\$ 263,164.00
Contingency(4.3%)	\$ 11,836.00
Total Funding Request	\$ 275,000.00
Design(previously approved)	\$ 25,000.00
Total Project Cost	\$300,000.00



Setti D. Warren
Mayor

PUBLIC BUILDINGS DEPARTMENT

Joshua R. Morse, Interim Commissioner

Telephone (617) 796-1600

FAX (617) 796-1601

TTY: (617) 796-1089

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

May 31, 2013

Alderman Anthony Salvucci
Chairman, Public Facilities Committee
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

RE: Docket Item #212-13, Public Buildings Department Vehicles

Dear Alderman Salvucci:

During the past year several department vehicles were red tagged by the Public Works Department, Equipment Maintenance Division. They were deemed not worth repairing and subsequently surplus.

Those vehicles were:

- # 704, 1996 Mercury Mystic
- # 716, 2000 Ford Taurus
- # 737, 2000 Ford F150 Pick-up

The following vehicle will require replacement due to extensive repairs required, i.e. rotted frame and the department has been informed that they will not pass inspection in the upcoming months:

#705, 2000 Ford Ranger Pick-up

At this time the Public Buildings Department is requesting \$100,000.00 to purchase, at auction, two vans and two automobiles, as well as purchasing one Natural Gas powered pick-up truck.

The vans will be heavy duty late model vans that are required by the department based on their projected use. The automobiles are greatly required by the department due to ongoing Capital Project work. Our experience of buying vans and automobiles at auction has proved to be worthwhile financially.

Should you have any questions regarding the above, please feel free to contact interim Commissioner Josh Morse.

Sincerely,

Arthur F. Cabral
Budget & Project Specialist



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#206-13

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

May 28, 2013

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

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the total of \$1,000,000 from the following accounts to the Rainy Day Stabilization Fund. Approval of this request will bring the fund balance to just over \$11,000,000.

<u>Account Title</u>	<u>Amount</u>
Employee Benefits – Various Municipal Departments	\$750,000
Health Benefits – Newton Public Schools	\$250,000

Thank you for your consideration of this matter.

Sincerely,

Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2013 MAY 28 PM 3:50
David A. Olson, CMC
Newton, MA 02459





SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#191-13

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(617) 796-1100

Facsimile
(617) 796-1113

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(617) 796-1089

E-mail
swarren@newtonma.gov

May 13, 2013

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

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the total of \$1,000,000 from the following accounts to the Rainy Day Stabilization Fund. Approval of this request will bring the fund balance to just over \$10,000,000.

<u>Account Title</u>	<u>Amount</u>
Employee Benefits – Various Municipal Departments	\$600,000
Snow & Ice Removal Costs – Various DPW Accts	\$350,000
Human Resources – Unemployment Benefits	\$ 50,000

Thank you for your consideration of this matter.

Sincerely,

Setti D. Warren
Mayor

RECEIVED
NEWTON CITY CLERK
2013 MAY 13 PM 6:08
DAVID A. OLSON, CMO
Newton, MA 02459





SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

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E-mail
swarren@newtonma.gov

April 29, 2013

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

RECEIVED
Newton City Clerk
2013 APR 29 PM 6:06
David A. Olson, CMC
Newton, MA 02459

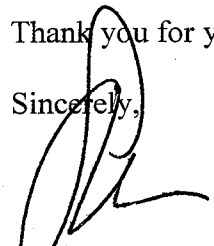
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to accept and approve a Veteran's Tax Work-Off Program Ordinance and an amendment to the Senior Tax Work-Off Program.

As you know, these actions were approved by the Honorable Board on December 3, 2012¹² and now the ordinance changes must be accepted.

Thank you for your consideration of this matter.

Sincerely,


Setti D. Warren
Mayor

#323-12

DRAFT FOR DISCUSSION PURPOSES:

CITY OF NEWTON

IN BOARD OF ALDERMEN

ORDINANCE NO.

January , 2013

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 27 TAXATION by inserting a new Article III Veterans Volunteer Program as follows:

ARTICLE III. VETERANS VOLUNTEER PROGRAM

Sec. 27-31. Establishment; rate; maximum annual reduction.

A person who qualifies pursuant to the provisions of this article may volunteer to provide services to the city in accordance with the standards and requirements set forth herein. In exchange for such volunteer services, the city shall reduce the real property tax obligation of such person on tax bills for his principal residence and any reduction so provided shall be in addition to any exemption or abatement for which such person shall be otherwise qualified. Each such volunteer shall receive a rate of or be credited with the current minimum wage of the commonwealth. The maximum reduction of the real property tax bill shall be based on one hundred twenty-five (125) volunteer service hours.

Sec. 27-32. Eligibility

- (a) A veteran, as defined in clause Forty-third of section 7 of chapter 4 of the General Laws, whose principal place of residence is in Newton and whose annual gross income, as defined in the Internal Revenue code of the United States, is less than \$40,000, if such person is single and not head of household, less than \$50,000 if such person is head of household, or less than \$60,000 if such person files a joint tax return with spouse, may be eligible to receive the reduction set forth in section 27-31. The date of determination as to veteran status, residence, ownership and income shall be July first of each year.

- (b) Eligibility as a veteran shall be determined by the city veterans' agent. In order to ascertain an applicant's veteran status, said agent may request verification by any means including the submission of certified military records. Financial eligibility shall be determined by the assessors. In order to ascertain an applicant's financial eligibility, the assessors may request verification by any means including the submission of income tax returns.

Sec. 27-33. Volunteer positions.

The head of each city department shall and the chair of each city board or commission may, on or before the 45th day following the passage of this article and from time to time thereafter, furnish to the veterans' agent, on a form provided by said agent, a list of volunteer positions available in each department, board or commission respectively. Said list shall include a description of the nature of each position, a list of skills such position requires, when the position will be available, the total hours for the position and such other information as the veterans' agent may require. Persons may volunteer pursuant to section 27-31 by filling out the application form furnished by said agent.

Sec. 27-34. Non-financial eligibility.

The veterans' agent shall establish non-financial employment-eligibility criteria and may require reviews of criminal offender record information as he deems necessary. If a veteran is deemed financially eligible by the assessors, his acceptance into this program shall be further subject to the approval of both the veterans' agent or his designee, and that of the appropriate department head or board or commission chair.

Sec. 27-35. Certification of services; abatements.

- (a) The department, board or commission supervising the volunteer's services shall certify to the assessors the amount of services performed by the volunteer as of the time the actual tax for the fiscal year is committed. Services performed after that date and before the next commitment date shall be credited toward the next fiscal year's tax bill. The department, board or commission shall provide a copy of such certification to the volunteer.
- (b) The assessors shall process all reductions as abatements and charge them against the overlay account. The director shall not approve a number of volunteers whose total possible reductions would exceed \$50,000 in any fiscal year.

Sec. 27-36. Employment benefits prohibited.

Volunteers approved pursuant to this article shall not receive any health insurance, retirement benefits or any other employment-related benefits as a result of performing such volunteer services. Nothing herein shall create any rights to said volunteers other than those already created by state law.

Sec. 27-37. Approved representative

A qualifying veteran who is physically unable to provide volunteer services to the city may appoint a representative to provide such services to the city on his behalf. Such representative shall be subject to approval by the veterans' agent and shall be subject to all non-financial employment eligibility criteria of sec. 27-34 and to the limitations of sec. 27-36 as well as to such other criteria as may be deemed necessary by the veterans' agent or the assessors.

Approved as to legal form and character:

DONNALYN B. LYNCH KAHN
City Solicitor

Under Suspension of Rules
Readings Waived and Adopted

EXECUTIVE DEPARTMENT
Approved:

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

#323-12

DRAFT FOR DISCUSSION PURPOSES:

CITY OF NEWTON

IN BOARD OF ALDERMEN

ORDINANCE NO.

January , 2013

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 27-20 of Article II SENIOR CITIZEN VOLUNTEER PROGRAM of Chapter 27 TAXATION as follows:

1. Delete the last sentence of **Section 27-20 Establishment; rate; maximum annual reduction.**, and insert in its place the following language:

“The maximum reduction of the real property tax bill shall be based on one hundred twenty-five volunteer service hours in any given tax year.”

2. Add the following new section after Sec. 27-25:

“Sec. 27-26.

An approved representative may provide such volunteer services to the city on behalf of a qualifying person who is physically unable to provide such services. Such approved representative shall be subject to all non-financial employment eligibility criteria and limitations as provided in Sec. 27-23 and Sec. 27-25 and to such other criteria as may be deemed necessary by the director of senior services.

Approved as to legal form and character:

DONNALYN B. LYNCH KAHN
City Solicitor

Under Suspension of Rules

Readings Waived and Adopted

EXECUTIVE DEPARTMENT

Approved:

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor



SETTI D. WARREN
MAYOR

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May 13, 2013

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

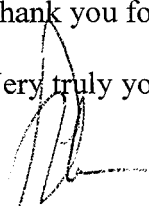
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a year end housekeeping request to rescind the following Board Authorizations:

- Rescind the sum of \$2,528,000 voted under Board Order #118-08 – Water Meter Replacement, and
- Authorize the transfer of \$128,009.46 from Acct # 28511002 Water Department Full Time Wages to fund the final costs of the Water Replacement Project.
- Rescind the sum of \$18,919 voted under Board Order #59-09/59-09(2) – Energy Audits – Various Public Buildings, and
- Appropriate the sum of \$2,331 from the Energy Stabilization Account to fund the final costs incurred under the aforementioned Board Order.
- Rescind the sum of \$436 voted under Board Order #160-12 – Sewer I&I Removal

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2013 MAY 13 PM 6:08
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE