

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE AGENDA

MONDAY, OCTOBER 28, 2013

7:00 PM
Room 222

ITEMS TO BE DISCUSSED:

- #352-13 HIS HONOR THE MAYOR requesting authorization to expend a ten thousand dollars (\$10,000) grant from the Massachusetts Historical Commission to be used to document historic buildings in the City of Newton. [10/15/13 @ 7:44 PM]
- #354-13 HIS HONOR THE MAYOR requesting authorization to expend a twenty two thousand thirty dollars (\$22,030) reimbursable grant from the Massachusetts Emergency Management Agency to be used to purchase equipment and related items for the City's Emergency Operations Center. [10/15/13 @ 7:44 PM]
- #41-11(2) ALD. CICCONE requesting implementation of the fees associated with the Winter Overnight Parking Pilot Program. [09/19/13 @ 3:49 PM]
- #353-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of nine thousand eight hundred dollars (\$9,800) from the Police Department's Automobile Account to the Police Department's Rental Account for the purpose of leasing two motorcycles. [10/15/13 @ 7:44 PM]
- #355-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of twenty-five thousand dollars (\$25,000) from Police Full-time Salaries to Temporary Staffing Services to pay the weekly salary of the Police Department's current temporary employee through January 2014. [10/15/13 @ 7:44 PM]
- #356-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of twenty-five thousand dollars (\$25,000) from Fiscal Year 2014 Budget Reserve to Part-time Salaries Traffic Bureau Account and authorization of the addition of a .5 FTE position in the Police Department. [10/15/13 @ 7:44 PM]
- #357-13 HIS HONOR THE MAYOR requesting authorization to transfer the sum of two million dollars (\$2,000,000) from July 1, 2013 Free Cash to the Rainy Day Stabilization Fund. [10/15/13 @ 7:44 PM]

The location of this meeting is handicap accessible and reasonable accommodations will be provided to persons requiring assistance. If you need a special accommodation, please contact the Newton ADA Coordinator, Joel Reider, at least two days in advance of the meeting: jreider@newtonma.gov . or 617-796-1145. For Telecommunications Relay Service dial 711.

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#359-13 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of one million one hundred thirty-eight thousand one hundred sixty dollars (\$1,138,160) from the Sewer Fund – Current Year Reserve in order to conduct accelerated sewer capital work in the Capital Improvement Plan Project I Sewer Rehabilitation Project. [10/16/13 @ 11:56 AM]

PUBLIC FACILITIES APPROVED 6-0 on 10/23/13

#358-13 HIS HONOR THE MAYOR requesting authorization to increase the grant spending limits for the following 2014 state dispatch grants:

1. 911 Dispatch Support and Incentive Grant (19HH20114) – The 2014 City budget spending authorization is \$180,500 and the grant award is \$190,930; therefore the spending limit needs to be increased by \$10,430.
2. 911 Dispatch Training Grant (19DD20114) – The 2014 City budget spending authorization is \$20,995 and the grant award is \$45,341; therefore, the spending limit needs to be increased by \$24,346. [10/15/13 @ 7:44 PM]

#322-12(5) HIS HONOR THE MAYOR requesting authorization to amend the Fiscal Year 2014 Budget Board Order #322-12(2) by reducing the estimated Fiscal Year 2014 General Fund revenue by \$15,272 and increasing the use of Other Available Funds (Fund Balance – NSHS MSBA Reimbursement) by fifteen thousand two hundred seventy two dollars (\$15,272). [10/15/13 @ 7:44 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#322-12(6) HIS HONOR THE MAYOR requesting rescission of the two million three hundred twenty-eight thousand eight hundred fifty-eight dollar (\$2,328,858) appropriation voted under Board Order #254-13, and to further amend the vote on Board Order #322-12(2) by reducing estimated Fiscal Year 2014 General Fund revenue by forty nine thousand two hundred thirty-seven dollars (\$49,237) and increasing the use of Other Available Funds (Fund Balance – NNHS MSBA Reimbursement) by forty nine thousand two hundred thirty seven dollars (\$49,237). [10/15/13 @ 7:44 PM]

PUBLIC FACILITIES APPROVED 6-0 on 10/23/13

ITEMS NOT TO BE DISCUSSED:**REFERRED TO PUBLIC SAFETY/TRANSPORTATION & FINANCE COMMITTEES**

#314-13 NEWTON POLICE DEPARTMENT, proposing that **Sec. 19-336(a). License plates or medallions; fee for same; transfer to new vehicle.** be increased from \$50 to \$100, effective 2014. [09/12/13 @ 11:21 AM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#288-13 PUBLIC FACILITIES & FINANCE COMMITTEES requesting that the Administration update the Board of Aldermen when a funding source is determined for the Zervas Elementary School Feasibility Study. [07-11-13 @ 10:10 AM]

- #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 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]

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

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]

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

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]
HELD 8-0
- #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 ZONING AND PLANNING AND FINANCE COMMITTEES

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

REFERRED TO ZONING AND PLANNING AND FINANCE COMMITTEES

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

REFERRED TO LAND USE & FINANCE COMMITTEES

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

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



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#352-13

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swarren@newtonma.gov

October 15, 2013

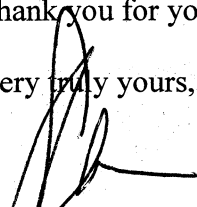
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to accept and to authorize the expenditure of the Massachusetts Historical Commission (MHC) FY13 grant totaling \$10,000 in order to proceed with the documenting of historic buildings in the City of Newton.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

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Newton City Clerk
2013 OCT 15 PM 7:44
David A. Olson, CMC
Newton, MA 02459





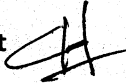
Setti D. Warren
Mayor

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

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Candace Havens
Director

MEMORANDUM

DATE: August 13, 2013
TO: Mayor Setti D. Warren
FROM: Candace Havens, Director Planning and Development Department
Brian Lever, Senior Preservation Planner 
SUBJECT: Massachusetts Historical Commission Preservation Grant Acceptance

Recommended Action:

Staff recommends that the Mayor and Board of Aldermen accept and authorize expenditure of the Massachusetts Historical Commission (MHC) FY 13 grant totaling \$10,000 in order to proceed with documenting historic buildings in the City of Newton.

Background:

In June 2011, the Board of Aldermen approved \$37,500 in Community Preservation Act (CPA) funding for a historic building documentation project focusing on buildings constructed during the 19th century. Planning Department staff used this funding as a match for a state historic preservation grant of \$15,000 in 2012 and an additional \$10,000 grant in 2013. The proposed documentation will be valuable to the Planning and Development Department and Newton Historical Commission in administering the Demolition Delay Ordinance, evaluating the potential for creating historic districts, and to provide information to property owners on their property's history. Planning staff has contracted a preservation consultant to complete documentation forms on 19th century buildings throughout the City. The documentation work will be completed in multiple phases to coincide with the MHC grant rounds. For Phase I (the 2012 grant round) 150 buildings are in the process of being documented, for Phase II (the 2013 grant round) an additional 100 buildings will be documented. Planning staff anticipates applying for additional MHC funding in a future grant application round.

Proposed Project Budget:

CPA Funds	\$37,500 (already approved and includes \$2,500 for staff time)
MHC FY12 Grant	\$15,000 (awarded and already approved by Board of Aldermen)
MHC FY13 Grant	\$10,000 (awarded, <u>pending Board of Aldermen approval</u>)

Total Project Budget \$62,500

#354-13



SETTI D. WARREN
MAYOR

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Office of the Mayor

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swarren@newtonma.gov

October 15, 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 accept and to authorize the expenditure of the sum of \$22,030 from the Massachusetts Emergency Management Agency (MEMA) Grant.

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

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

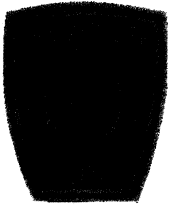
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NEWTON CITY HALL
2013 OCT 15 PM 7:44
DAVID A. OLSON, CMC
NEWTON, MA 02459

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

September 11, 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 Aldermen,

I respectfully request you docket and accept funding of \$22,030.00 from the Massachusetts Emergency Management Agency (MEMA) Grant (Attached).

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

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

Respectfully,

Bruce A. Proia
Chief of Department

Enclosures

Project Summary

The City of Newton Emergency Management Agency (CNEMA) is requesting funding to purchase an emergency simulation software package, the required hardware and related furniture for the Emergency Operations Center (EOC). The emergency simulation software will vastly improve Newton's preparedness for and response to any emergency event in the city, both of which are major components found in the National Response Framework (NRF).

Preparing for and responding to emergency situations are what city departments such as fire, police, and EMS do on a daily basis. The same cannot be said for the many Emergency Support Functions (ESFs) needed to handle large scale man-made, terrorist, and/or natural disaster events. The requested software will allow CNEMA to hold computer simulated emergency scenarios throughout the year without having to commit real-world physical assets. In other words, it will allow CNEMA to open the EOC for "real-world" training sessions involving anything from an active shooter scenario, to a large Haz-Mat incident, to a devastating hurricane.

Training sessions such as these will strengthen CNEMA's preparedness for such incidents as well as improve communication, cooperation, and operations between ESF's, all of which lead to the ultimate goal of the CNEMA: safe and effective emergency preparedness, response, and recovery to all hazards and threats to the community. Procuring such technology will also greatly assist CNEMA in future changes in personnel in key ESF leadership roles. Being able to conduct such real-world scenarios will ensure continuity in the knowledge, skills, abilities, and preparedness and response capabilities in all of Newton's stakeholders when such changes do occur.

All of the equipment requested for this project will be housed in the EOC, located within the Newton Fire Department Headquarters at 1164 Centre Street. The software will be installed on a desktop personal computer. The furniture (four tables and twelve chairs) will be portable in the event they need to be relocated. While the furniture needs have been investigated and identified, CNEMA has been in contact with both Public and Private Stakeholders regarding the software package. If awarded this important grant, CNEMA will continue to investigate and identify the best product that fits the needs of the city.

On behalf of CNEMA and of the citizens and stakeholders in the City of Newton, thank you for your time and consideration on our grant request.

7. Budget Detail

The Budget must align with your Project Summary and equal your proposed funding amount.

All costs must be identified below. Insert additional rows if needed. For equipment, list the EMPG Authorized Equipment List (AEL) Reference number. (www.rkb.us, select FEMA Preparedness Grants and AEL; then click "Link to related AEL Categories" next to EMPG Program).

Applicants may include up to, but no more than, five (5) % of their request for 'Management and Administration' (M&A) costs. M&A activities are those defined as directly relating to the management and administration of EMPG funds, such as financial management and monitoring. Applicants are reminded to be mindful of supplanting and/or dual compensation.

Cost Category (Planning, Equipment, Training, Exercises, M&A)	Description	AEL #	Quantity	Unit Cost	Total
Equipment & Training	Simulation Software	04AP-05-SVIS	1	\$12,290	\$12,290
Equipment	Tables	21GN-00-OCEQ	4	\$662	\$2648
Equipment	Chairs	21GN-00-OCEQ	12	\$466	\$5592
Equipment	Computer	04HW-01-INHW	1	\$1500	\$1500
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
				\$	\$
GRAND TOTAL					\$22,030

Item # 41-11 10/16/2013 DRAFT FOR DISCUSSION PURPOSES

19-206. Overnight on-street resident parking permit program

Notwithstanding the provisions of Section 19-174(b), there shall be a resident overnight on-street parking permit program (the "program") in the City of Newton to govern overnight on-street parking of residents' motor vehicles during the winter. Such program shall commence on November 15, 2013 and expire on April 15, 2014 unless renewed or modified by the board of aldermen. The program shall be administered by the chief of police or his designee.

A. *Overnight on-street resident parking permit, eligibility*

(1) A resident overnight on-street parking permit of a design specified by the chief of police shall be issued by the police department to an owner or lessor of a motor vehicle which is registered in the Commonwealth of Massachusetts or other state, with a registered gross weight of under two and one-half (2 ½) tons, principally garaged in the City of Newton, owned or leased by a resident of Ward 1 of the City of Newton who otherwise qualifies for of issuance of a permit under this section.

(2) Residents of properties located within one thousand (1,000) feet of a municipal parking lot shall not be eligible to receive a permit.

(3) Commercial vehicles shall not be eligible to receive a permit.

(4) Eligibility is limited to residents of Ward 1.

(5) Eligibility is limited to residents of legally zoned single family, two-family or multi-family dwellings as defined in section 30-1 of the zoning ordinance.

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(6) Acceptable proof of residency for subsection (1) will be the same as set forth in section 19-200 (2) of these ordinances.

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B. *Locations and number of overnight parking permits*

(1) (a) The chief of police, with guidance from the fire chief and the commissioner of public works, shall determine the locations where overnight on-street permit parking will be allowed. Approved parking locations are subject to change.

(b) The chief of police shall, in the exercise of his discretion, determine which location to assign to a particular resident based on consideration of the street conditions, street capacity, availability

of spaces, proximity, as well as considerations of public safety. No resident is guaranteed a permit or an assignment to any particular location.

(2) The maximum number of permits allowed is as follows:

(a) No more than one permit is allowed per individual for no more than one vehicle;

(b) The maximum number of permits allowed per dwelling unit shall be equal to the number of vehicles registered to the dwelling unit, less the number of off-street parking spaces available on the property to the residents of that dwelling unit, as determined by the chief of police, provided, however, that no more than three permits may be issued per dwelling unit.

C. *Procedure and fees*

(1) Applications for a permit shall be submitted on such form and in such manner as the chief of police may specify.

(2) The following non-refundable fees to defray the costs of program administration shall be payable as directed by the chief of police:

Application fee:	\$20.00 per vehicle
Permit Fee:	\$80.00 per vehicle
Permit replacement fee:	\$ 5.00

(3) Each application shall be accompanied by:

- (a) A non-refundable application fee of \$20.00;
- (b) ~~Such p~~roof of residency; ~~as may be required by the chief of police;~~
- (c) Such proof of the number of vehicles registered to the applicant's address as may be required by the chief of police.

(4) Upon receipt of an application, the chief of police shall investigate each application by conducting a site visit in order to determine the number of off-street parking spaces available for the applicant's dwelling unit.

(5) In the event the chief of police determines an applicant to be eligible for a permit, he shall determine and assign the location for which the permit shall be valid, and shall notify each applicant of any determination. Determinations of the chief of police under this section shall be final.

(6) Upon notification of eligibility and location assignment, the applicant shall pay an additional non-refundable permit fee of \$80.00 in order for the permit to issue.

(7) Any outstanding fines for parking violations attributable to the motor vehicle for which a permit is requested must be paid in full before such permit is issued.

D. *Display of overnight resident parking permit*

The chief of police shall establish rules governing display of permits. A permit that is not properly displayed or visible shall not be a valid permit. Each permit shall visibly display the registration number of the vehicle to which it is assigned, the assigned location, and the expiration date of the permit.

E. *Effect of overnight on-street resident parking permit*

(1) Vehicles which display a valid permit shall be exempt from the winter overnight parking restrictions specified in section 19-174(b). Such permit shall not be valid in any street or in any location other than the location to which it is assigned.

(2) Permits shall not be in effect during the period of a declared snow emergency.

(3) The chief of police may temporarily suspend the effect of permits in any location if he determines such suspension is necessary for public safety purposes.

(4) A permit is not valid for any vehicle other than the vehicle for which it was issued and whose registration number is displayed on the permit.

(5) Until its expiration, surrender or revocation, a permit shall remain valid until April 15, 2014.

F. *Revocation of permits*

(1) A permit shall be revoked if it is transferred to a different vehicle than the vehicle to which it was assigned.

(2) A permit shall be revoked if the vehicle's registration address changes, or if the applicant no longer resides at the address.

(3) A permit may be revoked if the vehicle is not removed from the location during a declared snow emergency or during a temporary period of suspension for public safety purposes.

- G. If any provision of this section or the application of such provision to any person or circumstance shall be held invalid, the validity of the remainder of this section and the application of such provision to other persons or circumstances shall not be affected thereby.

NEWTON POLICE DEPARTMENT TRAFFIC BUREAU

ALL NIGHT PARKING PILOT PROGRAM WARD 1

PROPOSED:
FEE = \$100.00
PER APPLICATION

EXPLANATION OF FEE STRUCTURE

I. APPLICATION	(+) \$20.00
STICKER COST.....	(-) \$ 6.25
30 MINUTE PROCESSING.....	(-) \$13.20
➤ Review of Application	
➤ Computer Data Entry	
➤ Office/Filing of Application	
➤ Civilian Clerk	
TOTAL COST.....	(-) \$19.45
DIFFERENCE.....	(+) \$.55
II. PERMIT	(+) \$80.00
ADDITIONAL COST.....	(-) \$87.93
➤ Fuel/Cruiser usage	
➤ Picture Processing	
➤ Police Officer	
➤ Civilian Clerk	
➤ Processing on Street	
➤ Reviewing of Application	
➤ Computer Data Entry	
➤ Filing of Permits	
➤ Picture Collection	
TOTAL COST.....	(-) \$87.93
DIFFERENCE.....	(-) \$ 7.93
COMBINED TOTAL FEES.....	(+) \$100.00
COMBINED TOTAL COST	(-) \$107.38



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#353-13

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October 15, 2013

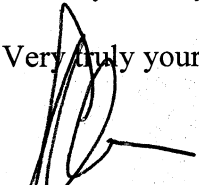
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$9,800 from Acct # 0120108-5801 Automobiles to Acct # 0120108-5274 Rental Vehicles in order to lease two 2014 Harley Davidson FLHTP police motorcycles.

Thank you for your consideration of this matter.

Very truly yours,

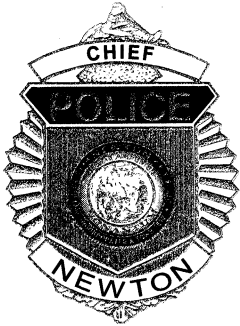

Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2013 OCT 15 PM 7:44
DAVID A. OLSON, CMC
Newton, MA 02459





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

September 11, 2013

Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA. 02458

Dear Members of the Board,

I respectfully request to transfer \$9,800.00 from 0120108-58501 Automobile account into 0120108-5274 rental account in order to lease two 2014 Harley Davidson FLHTP police motorcycles.

This is a one year lease.

Thank you for your consideration,

Howard L. Mintz,
Chief of Police

HLM:j



NEWTON POLICE DEPARTMENT

2014 MOTORCYCLE LEASE PROGRAM PROPOSAL

VENDOR 1

AMERICAN HARLEY DAVIDSON
LEOMINSTER, MA 01453

PRODUCT:

- 2014 HARLEY DAVIDSON FLHTP MOTOR CYCLE
- HOUSTON TWO-TONE
- VIVID BLACK COLORING WITH BIRCH WHITE
- ELECTRIC GLIDE W/FAIRLING

LEASE:

- 1 YEAR LEASE
- 12 MONTHS

COST:

- \$325.00 PER MONTH

PRICE PER MONTH INCLUDES:

I. ALL NEW EQUIPMENT

- FRONT BAR
- FRONT WINDSHIELD
- FRONT LED LIGHTS
- REAR LED LIGHTS
- REAR BOX {"BOSTON STYLE BOX"}
 - A) ON BOX - LED LIGHTS
- LED LIGHTS ON ALL OTHER PARTS OF M/C
- SIREN
- AMP
- RADIO MOUNTING
- FREE FIRST TIME INSTALLATION OF ALL EQUIPMENT

II. ALL REGULAR MAINTENANCE @ ZERO COST DURING LEASE

- OIL CHANGES
(NPD WILL ARRANGE FOR THIS WITH AMERICAN HARLEY DAVIDSON)
- TIRES, CLUTCH & BRAKES
- ADDITIONAL REQUIRED MAINTENANCE
(DETERMINED BY HARLEY DAVIDSON USA)

COPY

- AMERICAN HARLEY DAVIDSON WILL COME OUT TO NPD AND PICK UP M/C FOR BEYOND REGULAR MAINTENANCE WORK (NO COST TO NPD)

III. ADDITIONAL INFORMATION:

➤ **ADDITIONAL COST:**

A) AFTER FIRST YEAR OF LEASE

1. TRANSFER OF EQUIPMENT TO NEXT YEARS M/C LEASE
2014 TO 2015

B) COST OF TRANSFERS OF EQUIPMENT

1. 5 HOURS PER M/C
2. 5 HOURS @ \$100.00 PER HOUR
3. TOTAL COST = \$500.00

COMMENTS

A REVIEW OF THE THREE VENDORS PROPOSALS SHOW THAT VENDOR 1 IS THE BETTER DEAL BECAUSE OF THE FOLLOWING:

- THE PRICE OF \$325.00 INCLUDES EVERYTHING
 - THE ONLY EXCEPTION IS AFTER THE LEASE HAS EXPIRED
-



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#355-13

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swarren@newtonma.gov

October 15, 2013

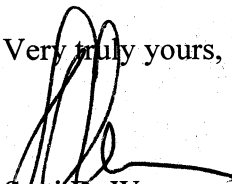
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$25,000 from Acct # 0120101-511001 FY14 Police Full Time Salaries to Account # 0120101-5313 Temp Staffing Services to pay the weekly salary for the Department's current temporary employee through January 2014.

Thank you for your consideration of this matter.

Very truly yours,

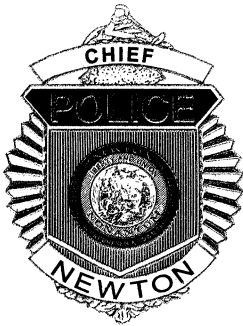

Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2013 OCT 15 PM 7:44
David A. Olson, CMC
Newton, MA 02459





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

September 20, 2013

Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA. 02458

Dear Members of the Board,

I respectfully request to transfer \$25,000 from 0120101-511001 (base salaries) into 0120101-5313 (temp staffing services) to pay the weekly salary for our current temporary employee through January 2014.

Thank you for your consideration,

Howard L. Mintz,
Chief of Police

HLM:p





SETTI D. WARREN
MAYOR

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Office of the Mayor

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October 15, 2013

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

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NEWTON CITY CHAMBER OF COMMERCE
2013 OCT 15 PM 7:44
DAVID A. OLSON, CMC
NEWTON, MA 02459

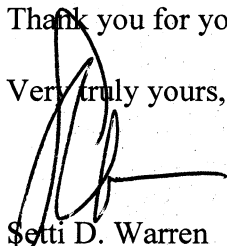
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$25,000 from FY14 Budget Reserve to Account # 0120102-511002 Part Time Salaries, Traffic Bureau and authorize the addition of .5 FTE in the Newton Police Department.

Changes in permitting regulations throughout the City have resulted in additional work in the Traffic Bureau. The additional workload includes Tiger permits for Newton North High School, Newtonville permits, increased demand at the Citizen Reception counter, and permit programs that have been increasing in various villages of the City.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor





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

October 11, 2013

The Executive Department
City of Newton
Maureen Lemieux, Chief Financial Officer
1000 Commonwealth Avenue
Newton, MA 02459

Dear Ms. Lemieux:

The Newton Police Department is in need of a 19 hours/week part-time clerk. The critical need is in our Traffic Bureau located at 25 Chestnut Street.

The new position would greatly alleviate the difficulties caused by added responsibilities.

The new workload has included, but has not been limited to, Tiger permits for Newton North High School, Newtonville permits, increased demand at the Citizen Reception counter, and Permit programs that have been increasing in various villages of the City.

It is suggested that floater language be listed in the job description. The reason is that if the workload decreases at some time in the future, the person would be transferred to another need in the Police Department.

Your consideration of this matter would be greatly appreciated.

Sincerely,

Howard L. Mintz
Chief of Police





SETTI D. WARREN
MAYOR

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Office of the Mayor

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swarren@newtonma.gov

October 15, 2013

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

Ladies and Gentlemen:

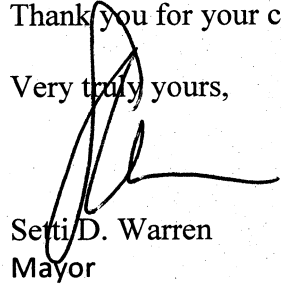
I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$2,000,000 from July 1, 2013 Free Cash to the Rainy Day Stabilization Fund.

On October 2, 2013 the City of Newton was notified by the Department of Revenue that the amount of "available funds" certified as Free Cash totaled \$6,777,959. It is my intent to set aside \$2,000,000 as a reserve for costs for removal of snow and ice, and \$1,000,000 to be utilized for the FY2015 Budget. The remaining \$1,777,959 will be used sparingly throughout the year for necessary one-time purchases.

It is my sincere hope that as the year progresses, we will be in a position to add additional funds to the Rainy Day Stabilization Fund.

Thank you for your consideration of this matter.

Very truly yours,



Setti D. Warren
Mayor

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Newton City Clerk
2013 OCT 15 PM 7:44
David A. Olson, CMC
Newton, MA 02459





SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
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David A. Olson, CNC
Newton, MA 02459

2013 OCT 16 AM 11:56

RECEIVED
NEWTON CITY OFFICE

October 15, 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 appropriate and authorize the spending of \$1,138,160 from the Sewer Fund – Current Year Reserve in order to conduct accelerated sewer capital work in the CIP Project I Sewer Rehabilitation Project.

As you know, inflow and infiltration costs the City several millions of dollars in unnecessary MWRA sewer treatment costs every year. While the City has implemented a \$49 million, 11-year sewer improvement plan in order to address these issues, it is certainly to the City's benefit to accelerate these improvements and reduce future costs as quickly as possible.

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

City of Newton



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

Setti D. Warren
Mayor

October 15, 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 from the Sewer Fund – Current Year Reserve Account
for Accelerated Sewer Capital Improvements

Public Works requests authorization to use \$1,138,159.30 from the Sewer Fund – Current Year Reserve in order to conduct accelerated sewer capital work in the CIP Project 1 Sewer Rehabilitation Project.

Infiltration and Inflow (I&I) costs the City several millions of dollars in unnecessary MWRA sewer treatment costs every year. While the City has implemented a \$49M, 11-year Sewer Improvement Plan in order to address these issues, it is certainly to the City’s benefit to accelerate these improvements and reduce future costs as quickly as possible.

The Department of Public Works has identified two additional areas of I&I concern that we hope to address with the previously identified CIP Project 1 area of the Sewer Rehabilitation Project. These areas include the Crystal Lake watershed and the Chestnut Hill Newton Municipal Golf Course area. Current funding for this program does not allow us to address these two new locations. Additional funding in the amounts of \$482,621 for Engineering Services and \$655,538.30 for Sewer System Capital work is necessary to complete this work. Accordingly, we look to transfer those amounts from the Sewer Fund – Current Year Reserve to cover these costs.

Please docket this item with the honorable Board of Aldermen for consideration.

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



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

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October 15, 2013

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

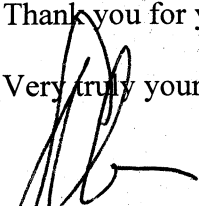
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to increase the grant spending limits for the following 2014 state dispatch grants:

1. 911 Dispatch Support and Incentive grant (19HH20114) – The 2014 City budget spending authorization is \$180,500 and the grant award is \$190,930. Therefore, I request that the spending authorization for this grant be increased by \$10,430.
2. 911 Dispatch Training Grant (19DD20114) – The 2014 City budget spending authorization is \$20,995 and the grant award is \$45,341. Therefore, I request that the spending authorization for this grant be increased by \$24,346.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

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Newton City Clerk
2013 OCT 15 PM 7:44
DAVID A. OLSON, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



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#322-12(5)



SETTI D. WARREN
MAYOR

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Office of the Mayor

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October 15, 2013

Honorable Board of Aldermen
Newton City Hall
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Newton Centre, MA 02459

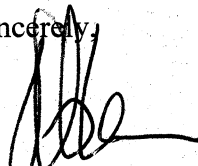
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to amend Board Order #322-12(2) by reducing estimated FY 2014 General Fund revenue by \$15,272, and increasing the use of Other Available Funds (Fund Balance – NSHS MSBA Reimbursement) by \$15,272.

The fiscal year 2014 budget currently anticipates the use of \$50,000 in South High debt service reserves for the subsidy of South High School renovation debt service. This is \$15,272 less than the amount called for in the City's debt service reserve plan that is on file with the Massachusetts Department of Revenue.

Thank you for your consideration of this matter.

Sincerely,



Setti D. Warren
Mayor

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Newton City Clerk
2013 OCT 15 PM 7:44
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov




DEDICATED TO COMMUNITY EXCELLENCE

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

October 15, 2013

TO: Maureen Lemieux, CFO

FROM: David Wilkinson, Comptroller 

SUBJECT: **FY 2014 Budget Board Order Revisions**

Before we submit Newton's fiscal year 2014 tax rate for approval by the Massachusetts Department of Revenue, we need to ask the Board of Aldermen to make two revisions to the fiscal year 2014 budget. Both changes involve the use of debt service reserves that have been funded with Massachusetts School Building Authority (MSBA) construction grant reimbursements that were received after the completion of permanent financing for the South and North High School projects.

Newton South High School Debt Service Reserve: The fiscal year 2014 budget currently anticipates the use of \$50,000 in South High debt service reserves for the subsidy of South High School renovation debt service. This is \$15,272 less than the amount called for in the City's debt service reserve plan that is on file with the Massachusetts Department of Revenue. *In order to bring the fiscal year 2014 budget in line with the approved plan, the Board of Aldermen should be asked to amend Board order #322-12(2) by reducing estimated FY 2014 General Fund revenue by \$15,272, and increasing the use of Other Available Funds (Fund Balance – NSHS MSBA Reimbursement) by \$15,272.*

Newton North High School Debt Service Reserve: Earlier this fiscal year the Board of Aldermen appropriated \$2,328,858 under Board order #254-13 for the retirement of an equal amount of 2% MSBA subsidized loan liabilities. Subsequent to the Board vote the City received approval from the MSBA and Massachusetts Department of Revenue to use the sum to call \$2,025,000 in 5% project bonds that can be called in April of 2019. The City's financial advisors on bond sales, First Southwest, has determined that this will save the City \$1,329,000 more in interest over the term of the debt than the original plan to retire MSBA 2% loan funds. *In order to bring the fiscal year 2014 budget in line with the revised plan, the Board of Aldermen should be asked to rescind the \$2,328,858 appropriation voted under Board order #254-13, and to further amend their vote on Board order #322-12(2) by reducing estimated FY 2014 General Fund revenue by \$49,237, and increasing the use of Other Available Funds (Fund Balance – NNHS MSBA Reimbursement) by \$49,237.* The \$49,237 appropriation is necessary because MSBA/Department of Revenue regulations do not allow communities to reserve MSBA debt reserve resources in full until bond call dates. State regulations require that a portion of the reserve be used each fiscal year for debt service subsidies.



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Office of the Mayor

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SETTI D. WARREN
MAYOR

October 15, 2013

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

Ladies and Gentlemen:

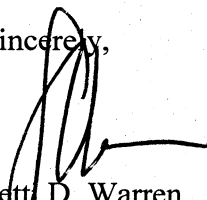
I write to request that your Honorable Board docket for consideration a request to rescind the \$2,328,858 appropriation voted under Board order #254-13, and to further amend the vote on Board order #322-12(2) by reducing estimated FY 2014 General Fund revenue by \$49,237, and increasing the use of Other Available Funds (Fund Balance – NNHS MSBA Reimbursement) by \$49,237.

Earlier this fiscal year the board of Aldermen appropriated \$2,328,858 under Board order #254-13 for the retirement of an equal amount of 2% MSBA subsidized loan liabilities. Subsequent to the Board vote the City received approval from the MSBA and Massachusetts Department of Revenue to use the sum to call \$2,025,000 in 5% project bonds that can be called in April of 2019. The City's financial advisors on bond sales, First Southwest, has determined that this will save the City \$1,329,000 more in interest over the term of the debt than the original plan to retire MSBA 2% loan funds.

The \$49,237 appropriation is necessary because MSBA/Department of Revenue regulations do not allow communities to reserve MSBA debt reserve resources in full until bond call dates. State regulations require that a portion of the reserve be used each fiscal year for debt service subsidies.

Thank you for your consideration of this matter.

Sincerely,


Setti D. Warren
Mayor

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Newton City Clerk
2013 OCT 15 PM 7:54
David A. Olsson, Clerk
Newton, MA 02459

