

CITY OF NEWTON  
IN BOARD OF ALDERMEN  
FINANCE COMMITTEE AGENDA

TUESDAY, MAY 29, 2012

7 PM  
Room 222

**ITEMS TO BE DISCUSSED:**

**REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES**

- #132-12      HIS HONOR THE MAYOR requesting authorization to appropriate the sum of two hundred twelve thousand six hundred sixty-six dollars (\$212,666) from 2011-2012 E-Rate Reimbursements Funds for the purpose of school technology purchases. [04/30/12 @ 5:08 PM]  
**PROG & SERV APPROVED 5-0-1 (Linsky abstaining) on 05/23/12**
- #155-12      HIS HONOR THE MAYOR requesting authorization to transfer and appropriate the sum of eleven thousand two hundred seventy-seven dollars (\$11,277) from Fire Prevention Fines for the enforcement, training, and education of fire prevention officers in accordance with Massachusetts General Law Chapter 148A, Section 5. [05/14/12 @4:06 PM]

**REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES**

- #103-12      HIS HONOR THE MAYOR requesting authorization to appropriate the sum of fifty thousand dollars (\$50,000) from Free Cash and two hundred fifty-eight thousand dollars (\$258,000) from receipts reserved for the purpose of purchasing the necessary capital equipment to establish a 3-man tree maintenance crew. [04-09-12@ 2:48 PM]  
**PROG & SERV APPROVED 6-0 on 05/23/12**

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #109-12      HIS HONOR THE MAYOR requesting authorization to appropriate the sum of ninety thousand dollars (\$90,000) from bonded indebtedness for the purpose of repairing and replacing windows at Fire Station #4. [04-09-12 @ 3:40]  
**PUBLIC FACILITIES APPROVED 7-0 on 05/23/12**

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #161-12      HIS HONOR THE MAYOR requesting authorization to transfer the sum of one hundred forty-eight thousand four hundred eighty one dollars (\$148,481) from the Energy Stabilization Account to fund the energy audit conducted by NORESKO. [05/14/12 @4:05 PM]  
**PUBLIC FACILITIES APPROVED 7-0 on 05/23/12**

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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](mailto:TGuditz@newtonma.gov) or via TDD/TTY at (617) 796-1089 at least two days in advance of the meeting date.

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #112-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of two hundred fifty thousand dollars (\$250,000) from bonded indebtedness for the purpose of funding the design and construction of mechanical upgrades at the Burr Elementary School. [04-09-12 @ 7:04 PM]  
**PUBLIC FACILITIES APPROVED 6-0 (Salvucci not voting) on 05/23/12**

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #111-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of sixty thousand dollars (\$60,000) from bonded indebtedness for the purpose of funding the repair of masonry and related surfaces at the Bowen Elementary School. [04-09-12 @ 3:40 PM]  
**PUBLIC FACILITIES APPROVED 6-0 (Salvucci not voting) on 05/23/12**

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #110-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of two hundred fifty thousand dollars (\$250,000) from bonded indebtedness for the purpose of upgrading mechanical systems at Lincoln-Eliot Elementary School. [04-09-12 @ 3:40 PM]  
**PUBLIC FACILITIES APPROVED 6-0 (Salvucci not voting) on 05/23/12**

- #156-12 HIS HONOR THE MAYOR requesting authorization to transfer the sum of twenty-seven thousand forty-eight dollars (\$27,048) from the FY12 FEMA Storm Reimbursements to Conservation Land Maintenance. [05/14/12 @4:05 PM]

- #157-12 HIS HONOR THE MAYOR requesting authorization to transfer the sum of one million dollars (\$1,000,000) from the FY 2012 Reserve for Snow/Ice to the "Rainy Day" Stabilization Fund. [05/14/12 @4:05 PM]

- #158-12 HIS HONOR THE MAYOR requesting authorization to transfer the sum of three thousand three hundred two dollars (\$3,302) from State MEMA Grant Reimbursements and five hundred thousand dollars (\$500,000) from Federal FEMA Reimbursements to a new Inclement Weather Reserve in the City's Receipts Reserved for Appropriation Fund. [05/14/12 @4:05 PM]

- #159-12 HIS HONOR THE MAYOR requesting authorization to transfer the sum of forty thousand one hundred twenty-six dollars and seventy-five cents (\$40,126.75) from Wage Reserve to Bond/Note Costs for the General Fund portion of the costs incurred as a result of the April 2012 Bond Sale. [05/14/12 @4:05 PM]

- #154-12 HIS HONOR THE MAYOR requesting authorization to transfer the sum of one thousand four hundred ninety dollars and eight cents (\$1,490.08) from the B Street Bicycle Rack Receipts Reserved for Appropriation for the purpose of buying two bicycle racks for the Underwood Elementary School. [05/14/12 @ 4:06 PM]

**ITEMS NOT TO BE DISCUSSED:****REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #160-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of four million two hundred thirty-nine thousand eight hundred seventy-eight dollars (\$4,239,878) from bonded indebtedness for the purpose of funding Phase 1 (Project Area 1) of the proposed 11-year Underground Infrastructure Strategic Improvement Plan as prepared by the Utilities Division. [05/14/12 @4:05 PM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #133-12 HIS HONOR THE MAYOR requesting authorization to transfer the sum of sixty-seven thousand one hundred thirty-six dollars (\$67,136) from the Water Enterprise Funds to the Mass Water Resource Authority Assessment as follows:
- \$40,000 from Work by Other Departments
  - \$20,000 from Hydrants & Hydrant Parts
  - \$7,136 from Current Year Reserve [04/30/12 @ 5:08 PM]

- #127-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of twenty thousand dollars (\$20,000) from the Newton Marriott Norumbega Park Maintenance Account for the purpose of improvements at Norumbega Park per Condition #26 of Special Permit #385-08, approved on February 17, 2009, for the Newton Marriott. [04/30/12 @5:09 PM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #144-05(3) COMMUNITY PRESERVATION COMMITTEE recommending the appropriation of one hundred thirty-four thousand dollars (\$134,000) to the Department of Public Works for specifications and construction to restore the City-owned Civil War Monument located in Newton Cemetery, as described in the proposal submitted by the Department of Public Works Engineering Division and the Planning and Development Department. [04/30/12 @ 11:53 AM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #115-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of six million seven hundred fifty thousand dollars (\$6,750,000) from bonded indebtedness for the purpose of funding construction and administration of renovations and additions to F.A. Day Middle School. [04-09-12 @ 3:40 PM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #114-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of three hundred thousand dollars (\$300,000) from bonded indebtedness for the purpose of funding Phase I of a multi-phase project for energy efficiency upgrades at multiple buildings. [04-09-12 @ 7:04 PM]  
**PUBLIC FACILITIES on 05/23/12**

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #108-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of three hundred twenty thousand dollars (\$320,000) from bonded indebtedness for the purpose of funding design and Phase I construction and administration for replacement of a portion of the roof and repair of exterior masonry at the welding shop at the Crafts Street Garage. [04-09-12 @ 3:40]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #107-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of two hundred fifty-two thousand dollars (\$252,000) from bonded indebtedness for the purpose of funding the design and repair of masonry and related surfaces at the Public Works Utilities Building. [04-09-12 @ 3:40]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #106-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of one hundred sixty thousand dollars (\$160,000) from bonded indebtedness for the purpose of purchasing a street sweeper. [04-09-12 @ 3:39]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #104-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of three hundred thousand dollars (\$300,000) from bonded indebtedness for the purpose of design and installation of an accessible ramp and renovations to the City Hall Veterans' Wing. [04-09-12 @ 2:48 PM]
- #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]
- #101-12 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of twenty-five thousand dollars (\$25,000) from Free Cash for the purpose of funding design costs as part of a larger construction project for Lower Falls Community Center required to bring the structure into compliance with accessibility requirements. [04-09-12 @ 3:40 PM]

**REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES**

- #85-12 ALD. LENNON & LAPPIN requesting a review and possible ordinance amendment to review and adjust the salary of the Clerk Clerk/Clerk of the Board of Aldermen pursuant to Article XI of the *Rules and Orders of the Board of Aldermen 2012-2013* [03/26/12 @ 10:25 PM]

**REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES**

- #79-12 COMMUNITY PRESERVATION COMMITTEE recommending the appropriation of nine hundred thirty eight thousand sixty-three dollars (\$938,063) to the Planning & Development Department for the creation of seven units of affordable rental housing at 12 and 18-20 Curve Street, West Newton, as described in the proposal submitted by Myrtle Village, LLC. [03/01/12 @ 5:00 PM]

**REFERRED TO PUBLIC SAFETY & TRANS AND FINANCE COMMITTEES**

- #78-12 HIS HONOR THE MAYOR proposing amendments to Sections 19-9 and 19-199 of the City of Newton Revised Ordinances, 2007 to increase the penalties for handicap parking violations in Section 19-9 and to clarify that handicap parking violation penalties apply not only to spaces on public ways but also to handicap spaces on private property open to public access in accordance with Section 19-199; to update language in Section 19-199 regulating minimum width of handicap spaces; to add language pertaining to cross-hatch areas as required by state law; and to reference governing Architectural Access Board regulations. [03/12/12 @4:09 PM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #54-12 ALD. SALVUCCI, BLAZAR AND FULLER requesting the creation of a revolving fund into which 50% of all betterment income shall be deposited to be used exclusively for individual requests for betterments. [02/02/12 @ 10:21 AM]

**REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES**

- #39-12 HIS HONOR THE MAYOR requesting authorization to establish a revolving account with an annual expenditure limit of \$2,000,000 for the purpose of receiving funds collected by the Newton Schools Foundation in connection with the sale of naming rights for Newton Public School buildings and facilities and to be distributed for the sole purpose of public school education technology and curriculum purposes. [01/30/12 @ 4:18 PM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #383-11(3) HIS HONOR THE MAYOR submitting recommended FY2013 Water and Sewer Rates for implementation on July 1, 2012. [04/11/11 @5:59 PM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #383-11(4) HIS HONOR THE MAYOR recommending that Section 29-80 (b)(1) of the City of Newton Revised Ordinances, 2007 be amended by revising the stormwater rates as follows: single-family residences \$25 per year, two-family residences \$37.50 per year, and multi-family (3 units or more), commercial, industrial, and institutional properties (to include non-profits) would be charged at a rate of \$25 per Equivalent Residential Unit of 2,600 square feet of impervious surface on the property to take effect on July 1, 2012. [04-09-12 @ 2:39 PM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #374-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of twenty-five thousand dollars (\$25,000) from FY11 Free Cash for the purpose of repairing/replacing a broken jail cell door and track at Police Headquarters. [10/31/11 @ 2:49 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 PROG & SERV, PUB FACIL. & FINANCE COMMITTEES**

- #130-11 PAUL COLETTI, ALD. SANGIOLO, DANBERG, & JOHNSON requesting Home Rule Legislation to create a Capital Preservation Fund for the City of Newton modeled on the Community Preservation Fund to address the capital needs of the City. [04/11/11 @9:42 PM]  
**PROGRAMS & SERVICES APPROVED & REFERRED TO FINANCE 5-0-3(Fischman, Baker, Blazar abstaining) on 03/21/12**
- #130-11(A) PROGRAMS & SERVICES COMMITTEE requesting the Finance Committee review alternate proposed Home Rule Legislation language related to the creation of a Capital Preservation Fund.  
**PROGRAMS & SERVICES APPROVED & REFERRED TO FINANCE 7-0-1 (Blazar abstaining) on 03/21/12**

**REFERRED TO PUBLIC SAFETY&TRANS & FINANCE COMMITTEES**

- #363-10(2) ALD. ALBRIGHT proposing a trial of parking meter free Saturdays between Thanksgiving and New Year for the shopping areas to support shopping at local businesses in Newton. [02-10-12 @9:13 AM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #311-10(A) HIS HONOR THE MAYOR requesting an appropriation in the amount of three million three hundred thirty-five thousand dollars (\$3,035,000) from bonded indebtedness for the purpose of funding the FY 2011 Capital Improvement Plan projects as follows: [11/29/ 10 @ 3:23 PM]  
Architectural Design and Engineering/ Next Scheduled Fire Station \$400,000  
A-2 - HELD 6-0 \$270,000 for final design bidding and construction admin on 12/08/10

**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

#132-12

Telephone  
(617) 796-1100

Facsimile  
(617) 796-1113

TDD/TTY  
(617) 796-1089

E-mail  
swarren@newtonma.gov

April 30, 2012

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

RECEIVED  
Newton City Clerk  
2012 APR 30 PM 5:08  
David A. Olson, CMC  
Newton, MA 02459

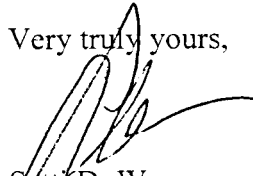
Ladies and Gentlemen:

On behalf of the School Committee I write to request that your Honorable Board docket for consideration a request to appropriate the sum of \$212,666 for school technology purchases from 2011-2012 E-Rate Reimbursements Funds.

The request from the School Committee and the recommended uses for the E-Rate funds are attached.

Thank you for your consideration of this matter.

Very truly yours,

  
Setti D. Warren  
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE



Ward  
I Geoffrey Epstein  
II Jonathan Yeo  
III Angela Pitter-Wright  
IV Diana Fisher Gombert  
V Steven Siegel  
VI Claire Sokoloff, Chairperson  
VII Matthew Hills, Vice-Chairperson  
VIII Margie Ross Deeter

Newton School Committee  
100 Walnut Street  
Newtonville, MA 02460  
Tel (617) 559-6110  
Fax (617) 559-6101  
www.newton.k12.ma.us  
schoolcommittee@newton.k12.ma.us

#132-12  
Mayor Setti Warren  
Ex officio



April 24, 2012

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

Dear Mayor Warren:

At the meeting of 4/23/12, the School Committee voted to approve the request for \$212,666 from E-Rate funds collected during FY12 to date, for school technology to update the middle schools network infrastructure, as outlined in the attached memoranda.

This request and the recommended uses for the funding are within the prescribed process and policy on use of E-rate funds, as referenced in the attachments.

The Committee requests that you docket this before the Board of Aldermen for their approval. Please do not hesitate to contact me if you have any questions.

Sincerely,

Claire Sokoloff,  
Chairperson

c: Superintendent David Fleishman  
Sandra Guryan, Deputy Superintendent/Chief Administrative Officer  
Leo Brehm, Director of Information Technology  
David Wilkinson, Comptroller  
Robert Rooney, Chief Operating Officer  
Maureen Lemieux, Chief Financial Officer

Atts.

CS/djr

# NEWTON PUBLIC SCHOOLS

100 Walnut Street, Newtonville, MA 02460

AREA CODE (617) 559-9025

## Memorandum

\*\*\*\*\*

TO: David Fleishman, Superintendent  
School Committee

FROM: Sandra Guryan, Deputy Superintendent/Chief Administrative Officer

DATE: April 20, 2012

RE: E-Rate Funds for School Technology Spending

\*\*\*\*\*

This memo serves as a request that the School Committee make a request of the Mayor that E-Rate funds collected through April 2012 be appropriated to the School Department.

Attached is a detailed request from Leo Brehm, Director of Information Technology and Libraries, for school technology purchases to be made using the funds received from E-Rate (Universal Service Discount) reimbursements. The new items will be used to upgrade the network infrastructure at the four middle schools, part of an initiative to upgrade all school buildings to 10-Gigabyte wireless networks. The new equipment will not be purchased until the funds are approved. These funds currently total \$212,666, collected during FY12 to date. Per agreement with the Board of Aldermen, the School Committee must request appropriation of these funds for the purpose of purchasing technology items for the schools. I have enclosed the April 29, 1998 memo with this provision and agreement. Since FY99, \$1,175,258 has been received. This request for school computer equipment has been prepared by Leo Brehm in keeping with the current technology plan for the district. Please see the table on the next page for a listing of all E-rate funds received and appropriated from FY99 to the present.

In order to access these funds, the School Committee may vote to request them from the Board of Aldermen. After such vote, the School Committee must send a letter to the Mayor and Board of Aldermen requesting that this item be placed on the docket.

### Attachments

- cc: David Wilkinson, Comptroller
- Robert Rooney, Chief Operating Officer
- Maureen Lemieux, Chief Financial Officer
- Leo Brehm, Director of Information Technology and Libraries



**Leo G Brehm II**  
*Director of Information Technology and Libraries*  
**NEWTON PUBLIC SCHOOLS**  
100 Walnut Street,  
Newtonville, MA 02460-1398  
Phone: 617-559-6190  
Fax: 617-559-6191

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To: Dr. David A. Fleishman  
Superintendent of Schools  
From: Leo Brehm

Date: March 22, 2012

Subject: E-Rate Funds Request to Upgrade Middle School Networks

The purpose of this memo is to request \$212,666 in E-Rate funds to upgrade the network infrastructure at all four middle schools from the current 1Gb (Gigabits/sec.) bandwidth to 10Gb. The 1Gb network framework currently available in each middle school is inadequate to service (1) the 300+ computers allocated to each building, (2) the engineering labs running specialized CAD and graphics applications, (3) the managed wireless network that supports mobile devices and (4) the high-speed internet demands of students and staff to access Google Docs.

The middle school networks are being further stressed as students are now starting to bring their personally-owned mobile devices from home (e.g. tablet computers, laptops, smart phones, etc.) to school for note taking and active participation in the classroom curriculum activities. Over the next 2 years, the district is planning to formally support a BYOD (Bring Your Own Device) initiative at the secondary school level which will result in the vast majority of the 2500+ middle school students bringing their own computer devices to the classroom and connecting to the district's wireless network. It is essential that we upgrade our middle school networks now to support this upcoming 1:1 computing model.

The requested \$212,666 in E-Rate funds will underwrite about 77% of the cost of this middle school upgrade, which is estimated at \$275,000. The balance of this expense will be funded from the Technology Department's operating budget in FY13. This project which will be implemented this coming Summer and involves the upgrade or replacement of Cisco network equipment in the network closets of all four middle schools. Once this network upgrade has been implemented in the four buildings, the final step will be to leverage the City fiber network to connect these four middle school buildings to the Ed Center at the 10Gb speed thereby establishing a 10x increase in network bandwidth to access district servers and filtered internet resources.

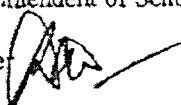
Please let me know if I can answer any questions about this request.

	<b>E-Rate Funds Received</b>	<b>E-Rate Funds Appropriated</b>
FY99	\$78,397	\$0
FY00	\$78,505	\$0
FY01	\$65,220	\$193,646
FY02	\$73,470	\$63,112
FY03	\$31,923	\$69,338
FY04	\$74,242	\$45,745
FY05	\$0	\$29,916
FY06	\$51,467	\$0
FY07	\$72,639	\$124,106
FY08	\$18,020	\$0
FY09	\$191,190	\$0
FY10	\$130,841	\$201,497
FY11	\$96,678	\$235,232
FY12	\$212,666	\$212,666 – requested
<b>Total</b>	<b>\$1,175,258</b>	<b>\$1,175,258</b>

**COMPTROLLER'S OFFICE**

1000 Commonwealth Avenue  
Newton, Massachusetts 02159  
(617) 552-7088

April 29, 1998

TO: Janet Goldrick, Acting Superintendent of Schools  
FROM: David Wilkinson, Comptroller   
SUBJECT: Federal E-rate Reimbursements

Thank you for inviting me to the E-rate meeting at the Education Center yesterday afternoon. The purpose of this communication is to confirm my understanding of the financial accounting and reporting issues of this program.

**Vendor Payment:**

It is my understanding that the School Department will pay vendors the full cost of purchases potentially eligible for reimbursement under the E-rate program. The vendor will make application for reimbursement from the *Schools and Libraries Corporation* and will pass this refund on to the School Department. As I understand it the School Department will enter into a written agreement with each vendor to insure that any and all rebates that are granted will be passed along to the School Department in full. This agreement will be reviewed by the City Solicitor's Office to make certain that it is legally binding upon the vendor.

In order to avoid losing track of rebates that are owed to the City, I would recommend that employees of the School Department provide the Comptroller's Office with written notification of the dollar amount of each expected rebate, by vendor, at the point that it becomes known that a rebate is owed to the School Department. We will use this information to record an account receivable on the City's books, which can be monitored until such time as the rebate is actually received.

**E-rate Cash Receipts:**

All rebated cash receipts are City of Newton revenues, and can not be spent without an appropriation by the Mayor and Board of Aldermen. All rebate checks must be forwarded to the City Treasurer's Office, along with a standard cash receipt schedule, within one week of receipt. All E-rate cash receipts should be coded to Receipts Reserved for Appropriation account 14K301-4890.

The new receipts reserved for appropriation account will be used exclusively to account for E-rate reimbursements. As E-rate reimbursements are received, they will be deposited in this account, which will serve as a source for future technology appropriations. The appropriations can be requested of the Mayor and Board as frequently as you wish.

Funds appropriated from the E-rate Receipts Reserved for Appropriation account will be accounted for in the School Technology special appropriation section of the City's general ledger. This will insure that the funds are only used for school technology purposes. The specific expense budget account numbers will be provided to you within the text of the board order, which is used to appropriate the funds.

Please give me a call if you have any questions about these procedures.

Cc: Steve Cirillo  
Don Jensen  
Powers & Sullivan, CPA



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#155-12

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E-mail  
swarren@newtonma.gov

May 14, 2012

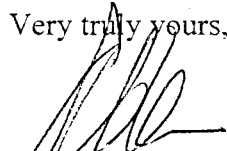
Honorable Board of Aldermen  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the transfer and appropriation of the sum of \$11,277 from Fire Prevention Fines for the enforcement, training, and education of fire prevention officers in accordance with Mass General Law Chapter 148A, Section 5.

Thank you for your consideration of this matter.

Very truly yours,



Setti D. Warren  
Mayor

RECEIVED  
Newton City Clerk  
2012 MAY 14 PM 4:06  
David A. Olson, CMC  
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://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 4, 2012

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

Dear Mayor Warren and Members of the Board:

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

A total of \$11,277 in fine revenue is currently available for appropriation.

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

Respectfully yours,

A handwritten signature in black ink, appearing to read "B. Proia".

Bruce A. Proia  
Chief of Department

#103-12

Telephone  
(617) 796-1100

Telefax  
(617) 796-1113

TDD  
(617) 796-1089

E-mail  
swarren@newtonma.gov



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor  
Newton City Clerk

2012 APR 12 PM 12:05

David A. Olson, CMC  
Newton, MA 02459

April 11, 2012

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

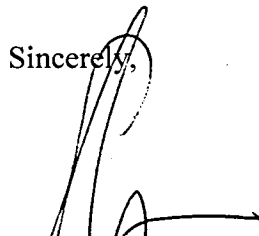
Ladies and Gentlemen:

I write to request an appropriation of \$308,000 for the purpose of purchasing forestry equipment to fulfill the intention of the FY13 budget which creates a 3-man crew in the Division of Urban Forestry. I would ask that the appropriation be split as follows: \$50,000 from Free Cash, \$258,000 from Receipts Reserved Account.

The City has received a check from the Chestnut Hill Square development which has been deposited in Receipts Reserved as it exceeds the statutory limit for revolving expenditures for any one department set at 1% of the City's total revenue. Short of reducing spending limits for many of the revolving accounts in the Department, the only way for the Parks and Recreation Department to access this money would be to request an appropriation of this nature.

This appropriation will only be implemented with Board approval of the additional forestry crew, which is indicative of the proactive efforts by the Commissioner and the urgency of the City's needs in this area. I look forward to discussion this important initiative with you. Thank you for your consideration of this matter.

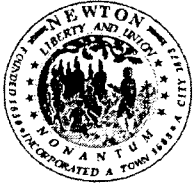
Sincerely,



Setti D. Warren  
Mayor

Cc: Maureen Lemieux, Chief Financial Officer  
Bob DeRubeis, Commissioner of Parks and Recreation Department





SETTI D. WARREN  
MAYOR

# NEWTON PARKS AND RECREATION DEPARTMENT

124 Vernon St, Newton, MA 02458  
Office: (617) 796-1500 / Fax: (617) 796-1512  
TDD/TTY: (617) 796-1089  
parks@newtonma.gov



ROBERT J. DERUBEIS  
COMMISSIONER

April 11, 2012

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

RECEIVED  
Newton City Clerk  
2012 APR 12 PM 12:05  
David A. Olson, CMC  
Newton, MA 02459

Dear Mayor Warren:

I am writing to respectfully request an appropriation in the amount of \$308,000 for the purpose of purchasing equipment necessary to support the Forestry 3-Person crew which is proposed in the FY13 budget. This equipment is necessary for the crew to carry out the vital functions required of this crew and has a longer lead time associated with it due to bidding processes that need to be followed.

As will be discussed in this year's budget presentation, this initiative will dramatically improve the operations and responsiveness of the forestry issues in the City, reversing a multi-year (and growing) backlog of work requests while saving the City operational funds. The City has recently received payment in the amount of \$258,000 from the Chestnut Hill Square development project to jump-start the purchase of this equipment. Our department intends to purchase the following equipment:

<u>Equipment</u>	<u>Estimated Cost</u>
Aerial Bucket Truck	\$100,000
Log Loader	\$120,000
Chip/Dump Truck	\$60,000
Chipper/ Grinder	\$28,000
Total:	\$308,000 (includes contingency)

It is understood that no actual purchase will occur until passage of the FY13 budget should the Honorable Board not approve the increased FTE's in the Division of Urban Forestry. Should you have any questions pertaining to this request, I'd be happy to answer them.

Sincerely,

*Robert J. DeRubeis*

Robert J. DeRubeis  
Parks & Recreation Commissioner

COMMISSION  
MEMBERS

WARD 1 - BETHEL CHARKOUDIAN  
WARD 2 - ARTHUR MAGNI, CHAIRMAN  
WARD 3 - PETER JOHNSON

WARD 4 - FRANCIS J. RICE  
WARD 5 - WALTER S. BERNHEIMER II  
WARD 6 - ANDREW STERN

WARD 7 - RICHARD TUCKER  
WARD 8 - KATHLEEN A. HEITMAN, VICE-CHAIR  
SECRETARY-ROBIN MCLAUGHLIN

ALTERNATES: MICHAEL CLARKE, PETER KASTNER, JACK NEVILLE, DONALD FISHMAN



PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner

Telephone (617) 796-1600

FAX (617) 796-1601

TTY: (617) 796-1089

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

Setti D. Warren  
Mayor

April 9, 2012

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

RE: Request for Funds to Repair & Replace Windows at Fire Station #4, (FY13 CIP Priority #34)

Dear Mayor Warren:

The Public Buildings Department requests the sum of \$90,000 from bonded indebtedness for the purpose of funding the repair and replacement of selected windows at Fire Station #4, as outlined below:

**Project Description:** Repair of components on twelve selected windows on all sides of the building. Repairs include re-sealing neoprene window gasket unit within the frame, addition of end caps and window receptors, as well as cleaning of the window weep system. Replacement of nine 2<sup>nd</sup> floor windows on the north side of the building with awning style windows to match as best possible the existing windows. Interior surfaces will be assessed and water damage from the leaking windows will be repaired.

**Project Justification:** The station windows have leaked since they were installed 4 years ago, causing interior damage to window sills and walls. During rainstorms from the northeast direction the rear 2<sup>nd</sup> floor bunk rooms leak severely with water pooling on the floor, causing safety problems as well as deterioration to furnishings and metal objects. A report completed by Thompson & Lichtner identified the causes of the leaks and remedies. While this condition is an active legal claim from a recent project (2007), it is prudent to seek repairs and if judged in favor of the City, the cost will be documented. See attached engineering assessment of condition.

**Project Cost Estimate:**

Construction :	\$73,000
Clerk of the Works:	\$ 5,000
Design Services:	\$ 7,750
Project Contingency:	<u>\$ 4,250</u>
<b>Total Project Cost:</b>	<b>\$ 90,000</b>

**Anticipated Project Schedule (6 weeks for window fabrication included):**

Design & Bid:	May 7 – August 1, 2012
Construction:	August 13 - December 14, 2012

Should you have any questions regarding this project, please feel free to contact me directly.

Sincerely,

Stephanie Kane Gilman  
Commissioner of Public Buildings

SKG:dla

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

APPROVED  
4-9-12  
RECEIVED  
Newton City Clerk  
2012 APR -9 PM 3:40  
David A. Olson  
Newton, MA 02459



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#161-12

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(617) 796-1100

Facsimile  
(617) 796-1113

TDD/TTY  
(617) 796-1089

E-mail  
swarren@newtonma.gov

May 14, 2012

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 \$148,481 from the Energy Stabilization Account to Fund the Energy Audit conducted by NORESCO. The City has decided to pursue other methods for the implementation of the Phase III energy improvements, and therefore, must pay for the value of the audit.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren  
Mayor

RECEIVED  
Newton City Clerk  
2012 MAY 14 PM 4:05  
David A. Olson, Clerk  
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton



Setti D. Warren  
Mayor

PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner

Telephone (617) 796-1600

FAX (617) 796-1601

TTY: (617) 796-1089

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

May 14, 2012

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

RE: Phase III Noresco Audit Funding

Dear Mayor Warren:

The Public Buildings Department, in conjunction with the School Department, is requesting funds in the amount of \$ 148,481.00 for the cost of performing Energy Audits on the remaining municipal and school buildings.

The contract with Noresco stipulated that should the energy improvement measures determined as a result of the audit not be implemented by Noresco, they would be compensated for the cost of the audit.

Should you have any questions, please feel free to contact my office.

Sincerely,

Arthur F. Cabral  
Budget & Project Specialist

AFC:dla

CC: Stephanie Kane Gilman, Commissioner of Public Buildings  
Maureen Lemieux, Chief Financial Officer

City of Newton



Setti D. Warren  
Mayor

PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner  
Telephone (617) 796-1600  
FAX (617) 796-1601  
TTY: (617) 796-1089  
52 ELLIOT STREET  
NEWTON HIGHLANDS, MA 02461-1605

RECEIVED  
Newton City Clerk

2012 APR -9 PM 7:04

David A. Olson, CMC  
Newton, MA 02459

April 9, 2012

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

APPROVED  
*[Signature]*  
4-9-12

RE: Request for Design and Construction Funds to Upgrade Mechanical Systems at Burr Elementary School,  
(FY13 CIP Priority #37)

Dear Mayor Warren:

The Public Buildings Department requests the sum of \$250,000 from bonded indebtedness for the purpose of funding the design and construction of mechanical upgrades at the Burr Elementary School, as outlined below:

**Project Description:** Replacement of the existing Pneumatic Heating Control System with a Direct Digital Heating Control System.

**Project Justification:** The existing 45 year old pneumatic control system has failed (typical useful life is 25 years), resulting in overheating of classrooms and the needless waste of energy. Thermostats are repeatedly replaced due to the failed pneumatics. This project will also help the City meet targets for the Green Community Program by reducing gas consumption at the Burr School by an estimated 15%.

**Project Cost Estimate:**

Construction:	\$ 220,500
Design Services:	\$17,600
5% Project Contingency:	\$11,900
<b>Total Project Cost:</b>	<b>\$250,000</b>

**Anticipated Project Schedule:**

Design:	July 2, 2012 – August 3, 2012
Bidding and Construction	August 15, 2012 – November 30, 2012

Should you have any questions regarding the above, please feel free to contact my office.

Sincerely,

*Stephanie Kane Gilman*

Stephanie Kane Gilman  
Commissioner of Public Buildings

SKG:dla

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



PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner  
Telephone (617) 796-1600  
FAX (617) 796-1601  
TTY: (617) 796-1089  
52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

Setti D. Warren  
Mayor

April 9, 2012

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

RE: Request for Construction Funds to Repair Masonry and Related Surfaces  
at Bowen Elementary School, CIP Priority No. 24

Dear Mayor Warren:

*Bond*

The Public Buildings Department requests the sum of \$ 60,000.00 for the purpose of funding the repair of masonry and related surfaces at the Bowen Elementary School as outlined below:

**Project Description:** Repair of exterior masonry in various areas of the building, including but not limited to the chimney, window wells and exterior stairwell leading to the basement in the rear of the building.

**Project Justification:** The chimney has extensive cracks in the masonry that are allowing water to enter the building, the window wells are crumbling and the stairwell leading to the basement in the rear of the building has large cracks that is also allowing water to enter the building.

**Project Cost Estimate:**

Construction Cost:	\$ 57,140
5% Project Contingency:	\$2,860
Total Project Cost:	\$60,000

**Anticipated Project Schedule:**

Construction: July 1 – August 31, 2012

Should you have any questions regarding the above, please feel free to contact my office.

Sincerely,

Stephanie Kane Gilman  
Commissioner of Public Buildings

*APPROVED*

*9-9-12*

RECEIVED  
Newton City Clerk  
2012 APR -9 PH 3:40  
David A. Olson, CMC  
Newton, MA 02459

SKG:dla  
CC: Robert Rooney, Chief Operating Officer  
Maureen Lemieux, Chief Financial Officer



PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner

Telephone (617) 796-1600

FAX (617) 796-1601

TTY: (617) 796-1089

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

Setti D. Warren  
Mayor

April 9, 2012

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

RE: Request for Design and Construction Funds to Upgrade Mechanical Systems at Lincoln-Eliot Elementary School,  
(FY13 CIP Priority #56)

Dear Mayor Warren:

The Public Buildings Department requests the sum of \$250,000 from bonded indebtedness for the purpose of funding the design and construction of mechanical system upgrades at the Lincoln-Eliot Elementary School, as outlined below:

**Project Description:** Replacement of existing unit ventilators throughout the school and repair of pumps, valves, and control devices in the heating distribution system. This project will drastically improve the learning environment and will improve operational reliability.

**Project Justification:** Ongoing problems with the heating distribution system are getting beyond the City's ability to correct with maintenance. Equipment is beyond its useful life and needs to be replaced. Classrooms have had to be moved due to failed equipment, and this project will prevent that from happening in the future.

**Project Cost Estimate:**

Construction:	\$218,000
Design & Testing Services:	\$20,000
5% Project Contingency:	\$12,000
<b>Total Project Cost:</b>	<b>\$250,000</b>

**Anticipated Project Schedule:**

Design:	July 2, 2012 – August 1, 2012
Bidding and Construction:	August 15 – December 31, 2012

Should you have any questions regarding the above, please feel free to contact my office.

Sincerely,

*Stephanie Kane Gilman*  
Stephanie Kane Gilman  
Commissioner of Public Buildings

SKG:dla  
CC: Robert Rooney, Chief Operating Officer  
Maureen Lemieux, Chief Financial Officer

APPROVED  
4-9-12  
David A. Olson, MIC  
Newton, MA 02459  
2012 APR -9 PM 3:40  
RECEIVED  
Newton City Clerk



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#156-12

Telephone  
(617) 796-1100

Facsimile  
(617) 796-1113

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(617) 796-1089

E-mail  
swarren@newtonma.gov

May 14, 2012

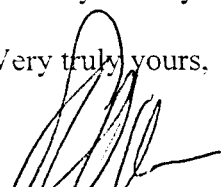
Honorable Board of Aldermen  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$27,048 from FY12 FEMA Storm Reimbursements to Conservation Land Maintenance.

Thank you for your consideration of this matter.

Very truly yours,

  
Setti D. Warren  
Mayor

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Newton City Clerk  
2012 MAY 14 PM 4:05  
David A. Olson, CMC  
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

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SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

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Facsimile  
(617) 796-1113

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(617) 796-1089

E-mail  
swarren@newtonma.gov

May 14, 2012

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 \$1,000,000 from Account #0110498-5794 FY2012 Reserve for Snow/Ice to the "Rainy Day" Stabilization Fund. This will bring the Rainy Day Stabilization Fund FY12 year-end balance to more than \$6 million.

As you know, the City has been the beneficiary of an extremely mild winter, therefore, I would like to take advantage of the situation by continuing to make progress toward the City's target of attaining a "Rainy Day" Reserve in the amount of at least 5% of the Operating Budget.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren  
Mayor

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Newton City Clerk  
2012 MAY 14 PM 4:05  
David A. Oison, CMC  
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

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City of Newton, Massachusetts  
Office of the Mayor

#158-12

Telephone  
(617) 796-1100

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SETTI D. WARREN  
MAYOR

E-mail  
swarr@newtonma.gov

David A. Olson, CMC  
Newton, MA 02459

2012 MAY 14 PM 4:05

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Newton City Clerk

May 14, 2012

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

Ladies and Gentlemen:

The City's financial management guidelines, voted under board order #78-10, call for establishment of an "Inclement Weather" Reserve in order to provide resources for unanticipated weather events that require the expenditure of City funds in excess of amounts provided for in the annual operating budget.

During the current fiscal year Newton has received \$530,350 in state and federal reimbursements for prior year storm related costs.

The purpose of this communication is to request that the Board authorize the Comptroller to:

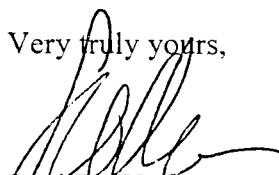
- Transfer \$3,302 in state MEMA grant reimbursements and \$500,000 in federal FEMA reimbursements to a new Inclement Weather Reserve sub-fund in the City's Receipts Reserved for Appropriation Fund, and
- Transfer any and all subsequent state and federal storm related grant reimbursements to the Inclement Weather Reserve sub-fund in the City's Receipts Reserved for Appropriation Fund.

No expenditures may be made directly from the Inclement Weather Reserve, without an appropriation recommendation of the Mayor and an appropriation vote of the Board of Aldermen.

An accounting of the balance of funds on hand in the Inclement Weather Reserve, and activity in the account, will be included in the Comptroller's monthly Receipts Reserved Fund status report, posted on the City web-site.

Thank you for your consideration of this matter.

Very truly yours,

  
Setti D. Warren  
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

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(617) 796-1089

E-mail  
swarren@newtonma.gov

May 14, 2011

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

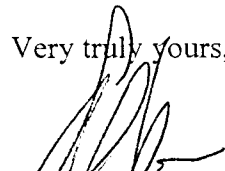
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$40,126.75 from Acct # 0110101-5197 Wage Reserve to Acct # 0110701-5316 Bond/Note Costs for the General Fund portion of the costs incurred as a result of the April 2012 Bond Sale.

Total costs are expected to total \$56,058.61 with 28.42% applicable to the Sewer Enterprise Fund. Therefore, \$40,126.75 should be charged to the General Fund. In recent years the City has accessed the Capital Stabilization Fund for these costs, however, funds are available in the FY12 Budget for this expenditure.

Thank you for your consideration of this matter.

Very truly yours,

  
Setti D. Warren  
Mayor

RECEIVED  
Newton City Clerk  
2012 MAY 14 PM 4:06  
David A. Oison, Clerk  
Newton, MA 02459





Setti D. Warren  
Mayor

James G. Reardon, Treasurer and Collector

1000 Commonwealth Avenue

Newton Centre, MA 02459

Telephone (617) 796-1338

Facsimile (617) 796-1343

TDD/TTY (617) 796-1089

E-Mail [jgreardon@newtonma.gov](mailto:jgreardon@newtonma.gov)

April 20, 2012

Maureen Lemieux, Chief Financial Officer  
City of Newton

I herein request that for the purpose of paying costs associated with the bond issuance of April, 2012 that the Board of Alderman authorize the appropriation of \$56,058.61, the breakdown of which is as follows:

First Southwest	\$23,131.50	Advisory services, document preparation
Edwards Wildman Palmer LLP	16,000.00	Legal services
Moodys	11,500.00	Rating services
Muprhy & Company	2,427.11	Printing of official statements
First Southwest	1,500.00	Annual report for continuing disclosure
US Bank	<u>1,500.00</u>	Administration fee 4/1/2013 - 2032
Total	\$56,058.61	

Thank you.

Very truly yours,

James Reardon  
Treasurer & Collector



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

**#154-12**

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Facsimile  
(617) 796-1113

TDD/TTY  
(617) 796-1089

E-mail  
swarren@newtonma.gov

May 14, 2012

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 \$1,490.08 from the B Street Bicycle Rack Receipts Reserved for Appropriation for the purpose of buying two bicycle racks for the Underwood School.

Attached you will find further detail which has been provided by Candace Havens, the Director of Planning and Development.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren  
Mayor

RECEIVED  
NEWTON CITY CLERK  
2012 MAY 14 PM 4:06  
David A. Olson, CMC  
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE



Setti D. Warren  
Mayor

**CITY OF NEWTON, MASSACHUSETTS**  
Department of Planning and Development

**#154-12**

Telephone  
(617)-796-1120  
Telefax  
(617) 796-1142  
TDD/TTY  
(617) 796-1089

**M E M O R A N D U M**

**To:** Finance Committee of the Board of Aldermen

**From:** Candace Havens, Director of Planning and Development  
Eve Tapper, Chief Planner for Current Development  
David Koses, Transportation Planning Coordinator

**RE:** Bicycle Racks

**DATE:** May 7, 2012

**CC:** Mayor Setti D. Warren  
David Wilkinson, Comptroller

The City of Newton is continuing to participate in the Regional Bike Parking Program, managed by the Metropolitan Area Planning Council (MAPC). The program allows communities to purchase specific bicycle rack products from pre-approved vendors. Once the bicycle racks have been purchased and installed, the community is eligible for the reimbursement of 100% of the purchase price, less the cost of shipping and installation. Funds are nearly gone, and this is the sixth and final year of the program.

Over the past six years, bicycle racks have been added to schools, parks, village centers and public buildings throughout the City. Newton has purchased and installed more bicycle racks than any other community in the region, except Boston and Cambridge, as shown in the chart below.

<b>Top 5 Communities by Parking Spaces</b>	
Boston	2,165
Cambridge	1,762
<b>Newton</b>	<b>571</b>
Somerville	552
Lexington	402

Since the program does not cover the cost of shipping, Newton has established a fund using contributions from Panera Bread, Lumiere restaurant, Down Under Yoga, and 548 Centre Street/48 Hollis Street, as each is required by their Special Permit to install a bicycle rack. Contributions from the above Special Permits were used to purchase and install the required bicycle racks, as well as bicycle racks across the City, including the "knife, fork, and spoon" bicycle rack, associated with the Special Permit for B Street Restaurant. B Street Restaurant subsequently contributed \$2,000 toward the purchase of their required bicycle racks, which were paid for by other Special Permits and through the MAPC program. Therefore, the City continues to hold \$2,000 from B Street Restaurant.



Setti D. Warren  
Mayor

**CITY OF NEWTON, MASSACHUSETTS**  
Department of Planning and Development

**#154-12**

Telephone  
(617)-796-1120  
Telefax  
(617) 796-1142  
TDD/TTY  
(617) 796-1089

---

The Underwood School has recently expressed interest in receiving two bicycle racks. The current quote for the proposed purchase, provided by DERO Bike Racks, is for approximately \$1,490.08, including \$446.88 for shipping.

Funds would be transferred from Account # 14K10IV 423015 and deposited into a new Planning Department account, to be issued by the Comptroller. This \$2,000 appropriation would be used for the installation of two bicycle racks at Underwood School. Any remaining funds would be used toward future purchase and installation of bicycle racks elsewhere in Newton.