

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE REPORT

TUESDAY, MAY 29, 2012

Present: Ald. Gentile (Chairman), Ciccone, Linsky, Salvucci, Blazar, and Fuller

Absent: Ald. Lappin and Rice

City officials present: Sam Mayanja (Network Support; School Department), Robert DeRubeis (Commissioner of Parks and Recreation), Joshua Morse (Director of Operations; Public Buildings Department), David Koses (Transportation Planner), David Wilkinson (Comptroller), and Maureen Lemieux (Chief Financial Officer)

**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**

**ACTION: APPROVED 6-0**

**NOTE:** The School Department is requesting an appropriation from the E-Rate reimbursement funds to upgrade the network infrastructure at the middle schools to a 10 Gb (Gigabit/second) bandwidth. The current 1 Gb bandwidth is not adequate to support the current number of computers in the middle schools or the specialized applications related to CAD and graphics. In addition, the middle school students and teachers will now be bringing their personal laptops and other personal devices to school for note-taking and use in the classroom and to integrate their personal mobile or school owned devices into the school curriculum. The project will give the middle schools greater capacity and provide increased network speed.

The E-Rate fund account has accrued \$212,666, which is needed to fund approximately 75% of the proposed project. The rest of the funding will come from the School Department's operating budget in Fiscal Year 2013. The project will include upgrades or replacement of network equipment needed to upgrade to 10 Gb bandwidth at all four middle schools. Once the upgrade is complete, the School Department will connect to the City fiber network to connect the middle schools to the Ed Center at the 10 Gb speed. The project will have no impact on the planned fiber network project, which will connect all municipal and school buildings with a new fiber network.

E-Rate funds are related to the Telecommunications Act of 1996, which are provided by the federal government to schools and libraries to be used for improvements to telecommunications and information services. The amount of reimbursement is based on economic need and location of the community. The attached handout from the Schools and Libraries Corporation provides further information on the E-rate Program. In addition, the City's auditor has provided the attached e-mail clarifying that E-Rate reimbursements are not considered federal grant revenue. There is also a memo from Comptroller David Wilkinson,

which provides further information on the financial account and reporting issues regarding the E-Rate Program.

Ald. Salvucci moved approval of the item, which carried unanimously.

#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]

**ACTION:**      **APPROVED 6-0**

**NOTE:**      Chief Proia explained that the request is to appropriate \$11,277 generated from fire prevention fines collected over the past three years. The funds will be used to provide training and education to the Fire Department's Fire Prevention Officers. In addition, the funds will be used to purchase educational materials for Fire Prevention Week. Ald. Ciccone moved approval of the item, which carried by a vote of six in favor and none opposed.

**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**

**ACTION:**      **APPROVED 6-0**

**NOTE:**      Parks and Recreation Commissioner Bob DeRubeis presented the request for \$308,000 for the purchase of equipment to outfit a 3-person tree maintenance crew. The Chestnut Hill Square Development has provided a payment of \$258,000, which will go towards funding the equipment. The additional \$50,000 required to purchase the equipment will be provided through Free Cash.

As part of the Fiscal Year 2013 budget, a three-person tree crew was added to the Parks and Recreation Department. The crew will require an aerial bucket truck, log loader, chip/dump truck, and a chipper/grinder to carry out their functions related to tree maintenance and emergency tree work. The new crew is expected to begin working on July 1, 2013 and the Parks and Recreation Department expects to have purchased the necessary equipment by that date. The crew will immediately improve the operations related to forestry issues in the City by immediately beginning to address the backlog of tree maintenance requests. The Parks and Recreation Department will also retain the \$100,000 for contractual tree services within its budget.

The Committee questioned how long it would take to address the backlog of maintenance requests. Commissioner DeRubeis responded that it will take 3 to 4 years and that once the backlog is addressed the tree crew can focus on preventative maintenance. Ald. Salvucci moved approval of the request, which carried unanimously.

**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**

**ACTION: APPROVED 6-0**

**NOTE:** Public Buildings Director of Operations Josh Morse presented the request for \$90,000 to repair or replace several windows at Fire Station #4 at Crafts Street. The windows were replaced in 2005 and have leaked since the installation, which has resulted in interior damage to the station. The project will cover the cost of repair of twelve windows, the replacement of nine windows located on the north side of the building and repairs to the sills and walls that were damaged due to the leaking windows.

The Public Buildings Department contracted Thompson and Lichtner to do a study to determine the cause of the leaking windows. The study indicates that a small amount of the leakage can be attributed to masonry problems but most of the leakage is a result of manufacturing defects and improper installation. The Public Buildings has repaired the masonry problems and it was deemed appropriated to proceed with repair and replacement the windows before any more interior damage is sustained from the leaks. The Public Buildings Department is working with the Law Department to recoup any losses as a result of the faulty installation and manufacturing defects including the cost of this project.

The Committee reviewed the attached cost estimate provided at the meeting by Mr. Morse. The Committee questioned why there was money dedicated to a clerk as the replacement is a small project. Mr. Morse explained that the \$5,000 for a clerk is actually for construction administration. The Public Buildings Department will likely include a requirement in the bid paperwork that the architect for the design of the project provide additional oversight of the project. By doing this, the architect is then liable for any problems with the windows.

There was some concern that the Administration was planning to bond the project, as it is a small project. Chief Financial Officer Maureen Lemieux explained that the request only authorizes the item to be bonded. There will be ample opportunity to change the funding source if other funds are available before the spring bond sale. With that Ald. Ciccone moved approval, which carried unanimously.

**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**

**ACTION: APPROVED 6-0**

**NOTE:** NORESKO has completed Phase I and II of their contract to provide energy improvements at several City building and at this point, NORESKO has completed the Phase III audit of 40 buildings. The City has opted not to use NORESKO to implement the energy

improvements contained in the audit. After the Public Buildings Department took a hard look at projects identified in the NORESO audit, it was determined that the overhead and profit costs associated with the NORESO improvements were more than the City was willing to pay. The Administration attempted to negotiate with NORESO but it went nowhere.

It was determined that the best option for the City was to use NStar's Preferred Vendor Program for the projects identified in the audit, as it is less expensive, more improvements can be funded and there is a faster payback. In addition, the additional improvements will move the City closer to meeting its "Green Community" commitment to reduce energy usage by 20% in 5 years. The information contained in the audit will help streamline the implementation of the NStar Preferred Vendor Program. As a result of the audit, NStar Preferred Vendor contractors will not have to perform full energy audits on the buildings resulting in time and cost savings. In addition, the audit provides a wealth of information to the City by quantifying all the energy related equipment in each of the forty buildings audited.

The contract with NORESO requires the City to compensate NORESO for the energy audit if the City opts not to use NORESO to implement the recommended energy improvements. The cost of the audit is \$148,481, which amounts to an audit cost of 10 cents per square foot of building. The Committee had no questions regarding the request and Ald. Ciccone moved approval, which carried unanimously.

#### **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**

**ACTION: APPROVED AS AMENDED 6-0**

**NOTE:** Chief Financial Officer Maureen Lemieux supplied the Committee with the attached letter from the Mayor requesting that the funding source for this item be changed from bonded indebtedness to the Capital Stabilization Fund. The Public Buildings Department has identified approximately \$500,000 in savings as a result of several capital projects coming in under budget. These savings have been transferred to the Capital Stabilization Fund to fund some capital projects that were to be funded through debt services. Ms. Lemieux added that the Administration will continue to aggressively look for these savings and transfer them to the Capital Stabilization Fund.

The Committee reviewed the attached estimated cost for the replacement of the heating control system at the Burr Elementary School. There were no questions regarding the financial aspects of the project. However, the Committee asked if it was possible for the Public Buildings Department to provide reconciliation reports for these types of projects. The new Capital Planner will be able to provide this type of information, as it will be part of their role to know where a capital project is in terms of completion and what the project is costing.

Ald. Fuller moved approval as amended by changing the funding source from bonded indebtedness to the Capital Stabilization Fund. The motion for approval carried unanimously.

**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**

**ACTION: APPROVED AS AMENDED 5-0 (Linsky not voting)**

**NOTE:** The Mayor is requesting that the funding source for the above item be amended from bonded indebtedness to the Capital Stabilization Fund. The Administration has realized \$75,000 in savings from a number of capital projects and would like to use these funds to pay for the above project. The attached letter provides the details of the Mayor's request.

The requested \$60,000 will fund the replacement of the chimney, repair of cracks in the foundation and repair of the window wells at the Bowen Elementary School. The repairs are necessary to stop water infiltration into the school. The Committee reviewed the attached breakout of project costs and had no questions regarding the project. Ald. Ciccone moved approval of the item as amended by changing the funding source to the Capital Stabilization Fund, which carried unanimously.

**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**

**ACTION: APPROVED AS AMENDED 5-0 (Linsky not voting)**

**NOTE:** Chief Financial Officer Maureen Lemieux provided the Committee with the attached letter from His Honor the Mayor requesting that the item be amended to change the funding source for the project to the Capital Stabilization Fund. The Public Buildings Department has identified approximately \$500,000 in savings as a result of several capital projects coming in under budget. These savings have been transferred to the Capital Stabilization Fund to fund some capital projects that were to be funded through debt services.

Director of Operations Josh Morse reviewed the replacement of the unit ventilators and associated equipment at the Lincoln-Eliot Elementary School. The unit ventilators are long past their useful life and are failing on a regular basis. The replacement of the system will make a real difference in the classroom environment at the school and increase operational efficiency. Mr. Morse also provided the attached cost breakout for the Committee to review.

Ald. Blazar moved approval as amended by changing the funding source to the Capital Stabilization Fund, which carried unanimously.

#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]

**ACTION:** **APPROVED 5-0 (Linsky not voting)**

**NOTE:** During budget discussions, a resolution to increase the conservation funds to provide further land maintenance was proposed by Ald. Baker. The above docket item is in response to that suggestion and will provide an additional \$27,048 for conservation land maintenance. The additional funds are available as a result of FEMA storm reimbursements. The Conservation Land Maintenance Account currently contains \$25,000.

Ald. Fuller moved approval, which carried unanimously.

#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]

**ACTION:** **APPROVED 5-0 (Linsky not voting)**

**NOTE:** Chief Financial Officer Maureen Lemieux presented the request to transfer one million dollars into the “Rainy Day” Stabilization Fund from the Fiscal Year 2012 Reserve for Snow/Ice. Due to the mild winter, the city has not had to spend a large amount of money on snow and ice operations this year; leaving funds available for the transfer.

By transferring the funds to the “Rainy Day” Stabilization Fund, it will bring the fund balance to over \$6 million. The Administration hopes to continue to grow this account to reach the goal of having at least 5% of the operating budget in reserve (i.e., approximately \$15 million). Ms. Lemieux expects the “Rainy Day” Stabilization Fund to grow over \$8 million by the end of this calendar year.

Ald. Ciccone moved approval, which carried unanimously.

#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]

**ACTION:** **APPROVED 5-0 (Linsky not voting)**

**NOTE:** The request is to transfer \$503,302 in reimbursements from the Massachusetts Emergency Management Agency (MEMA) and the Federal Emergency Management Agency (FEMA) to a new inclement weather reserve fund. The new fund will be a sub-fund in the City’s Receipts Reserved for Appropriation Fund to be used for any additional costs which exceed the budgets funds for snow and ice control. The request also includes authorization to transfer any and all future FEMA and MEMA grant reimbursements to the Inclement Weather Reserve. Ald. Blazar moved approval of the item, which carried by a vote of five in favor and none opposed.

#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]

**ACTION:**      **APPROVED 5-0 (Linsky not voting)**

**NOTE:**      The Mayor is requesting funding for the General Fund portion of the costs associated with the bond sale in April 2012. The total cost of the sale is estimated to be \$56,058.61. The Sewer Fund will pay \$15,931.86, which is the portion of the costs associated with the sale of bonds for sewer projects. The remaining costs for the sale are \$40,126.75. A motion for approval was offered and carried by a unanimous vote.

#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]

**ACTION:**      **APPROVED 5-0 (Linsky not voting)**

**NOTE:**      Transportation Planner David Koses presented the request for \$1,490.08 to purchase two bicycle racks for the Underwood Elementary School. The Underwood School has recently requested the installation of bicycle racks and funds are available to provide the bike racks. The funds are available as a result of the B Street Restaurant special permit condition requiring that the restaurant contribute \$2,000 towards bicycle racks. The attached photo provides an example of what the bike racks will look like. Ald. Ciccone moved approval, which carried unanimously.

The Committee adjourned at 8:45 p.m. and all other items before the Committee were held without discussion. Draft Board Orders for the above items are attached.

Respectfully submitted,

Leonard J. Gentile, Chairman

## **Universal Service Program**

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On May 7, 1997, the Federal Communications Commission (FCC) adopted a Universal Service Order implementing the Telecommunications Act of 1996. The Order ensures that all eligible schools and libraries have affordable access to modern telecommunications and information services. Up to \$2.25 billion annually is available to provide eligible schools and libraries with discounts, often referred to as the "E-rate," for authorized services, beginning January 1, 1998.

### **Overview**

#### *Level of Discounts*

Discounts range from 20 percent to 90 percent, depending on economic need and location (urban or rural). The level of discount is based upon the percentage of students eligible for participation in the federal free and reduced price school lunch program. Libraries will use the school lunch eligibility percentage and urban/rural status for their local school district.

#### *Services Eligible for Discount*

Discounts can be applied to all commercially available telecommunications services, Internet access, and internal connections. Discounts are available in all states, as long as the state adopts intrastate discount levels at least equal to the federal discounts.

#### *Application Process*

Discounts will be applied as of January 1, 1998, for qualified pre-existing contracts. For contracts covering new services with approved discounts, the discounts will be applied as of the date the contract is signed. A technology plan must be developed, and approved by an independent agency, such as a state education or library agency, or the Schools and Libraries Corporation (SLC). Eligible institutions must submit a self-certification of eligibility (attesting that all criteria have been met) to the SLC along with a description of the services requested.

The percentage discount mechanism for administering this program means that this program is not a grant program. Schools and libraries are required to pay only the "non-discounted" portion of their costs for telecommunications services, Internet access and internal connections. The discounted portions of the services are directly applied to reduce the bills to be paid by schools and libraries and these amounts will be reimbursed directly to the service providers from the fund administrator. Requiring schools and libraries to pay a share of the costs from their own funds is intended to insure cost-effective purchases.

#### *Fund Administration*

SLC, a newly formed independent not-for-profit entity established by FCC rules, has responsibility for administering the schools and libraries program. The Universal Service Administrative Company (USAC), a subsidiary of the National Exchange Carrier Association (NECA), has been named by the FCC as the interim, overall administrator of Universal Service Fund collection and distribution.



## Consortia

A school or library can apply for a discount on a specific service either as an individual entity or as part of a consortium.

Entities within a community (e.g., schools, school districts, libraries, library systems, government, and health care providers) could identify their common communication needs and plan for a community infrastructure. A consortium could negotiate with service providers from a position of strength due to the aggregated demand.

Consortia may include both eligible and ineligible entities. Ineligible entities are those members of a consortium that are not entitled to a discount. Entities not eligible for universal service discounts, however, may benefit from lower *pre-discount* prices from such aggregation. Mixing eligibility will place significant record-keeping responsibility on consortia. They will be required to demonstrate that only eligible entities receive the discounts.

Consortia are not required but are encouraged. Consortia advantages are:

- Aggregating demand attracts competitors and allows negotiating lower prices.
- Consolidating services achieves improved efficiency.
- Sharing both network infrastructure and knowledge results in lower costs for all.
- Sharing facilities reduces costs.
- Sharing technical staff reduces costs.

## Calculating the Discount

Discounts for eligible schools and libraries are set as a percentage discount from the pre-discount price. *Pre-Discount price* means the price the service provider agrees to accept as total payment for its telecommunications or information services. This price is the sum of the amount the service provider expects to receive as payment from the eligible school or library and the amount it expects to receive as reimbursement from the universal service support mechanisms for the discounts provided.

### *Schools*

The discount is based on the number of students eligible for participation in the national school lunch program and the school's classification as rural or urban. The *national school lunch program* is a program administered by the U.S. Department of Agriculture and state agencies that provides free or reduced price lunches to economically disadvantaged children.

For shared services, school districts applying for discounts on behalf of their individual schools may calculate the district-wide average percentage of eligible students. For example, a school district would calculate the appropriate discount rate for each individual school, then multiply each school's discount rate by the number of students in the school. Add up the total for all schools and divide by the total number of students in all schools that are receiving an appropriate

## **Comptroller City of Newton**

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**From:** Evelyn Martucci <emartucci@sullivan-rogers.com>  
**To:** Comptroller City of Newton <dwilkinson@newtonma.gov>  
**Date sent:** Thu, 31 May 2012 10:11:13 -0400  
**Subject:** RE: Single audit question- federal e-rate discounts

Hi Dave,

I hope all is well with you too.

You are correct not reporting the E-Rate reimbursements on the SEFA. The FCC considers the reimbursements to be discounts provided to schools and libraries rather than direct financial support, and therefore they are not considered federal grant revenue. Also, since the reimbursements go directly to the vendors and are not passed through to the schools and libraries from the federal agency, they have not been given a CFDA number and are exempt from Single Audit requirements.

Please let me know if you have any additional questions regarding the E-Rate reimbursements, or any other matters related to the SEFA or Single Audit.

Have a good day.

Evelyn Martucci  
Compliance Supervisor  
Sullivan, Rogers & Company, LLC  
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C: (978) 430-2885  
F: (781) 229-5610  
[emartucci@sullivan-rogers.com](mailto:emartucci@sullivan-rogers.com)  
[www.sullivan-rogers.com](http://www.sullivan-rogers.com)

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**From:** Comptroller City of Newton [[dwilkinson@newtonma.gov](mailto:dwilkinson@newtonma.gov)]  
**Sent:** Wednesday, May 30, 2012 5:44 PM  
**To:** Evelyn Martucci  
**Cc:** [dwilkinson@newtonma.gov](mailto:dwilkinson@newtonma.gov)  
**Subject:** Single audit question- federal e-rate discounts

Evelyn,

I hope all is well with you.

Newton public schools and libraries have been receiving E-Rate rebates each year since the late 1990's, but we've never included such funds on our schedule of federal financial assistance.

All reimbursements from technology vendors are credited to the Receipts Reserved for Appropriation Fund and at the end of each fiscal year the Mayor and Board approve a general fund school technology appropriation.

I think we're ok on this because I don't think the funds are technically grant funds, but wanted to double check with you on this.

Thank you.

David Wilkinson, Comptroller  
City of Newton, Massachusetts  
(617) 796-1305  
[dwilkinson@newtonma.gov](mailto:dwilkinson@newtonma.gov)

When responding, please be aware that the Massachusetts Secretary of State has determined that most email is public record and therefore cannot be kept confidential.

Windows @ Station #4	
New windows(9)	\$22,500.00
Repair Old Windows(12)	\$19,834.00
Interior Repair	\$18,500.00
Construction OH&P	\$12,166.00
Clerk	\$5,000.00
Design	\$7,750.00
Contingency	\$4,250.00
Total	\$90,000.00

Burr HVAC DDC	
Valves(50)	\$35,000.00
Actuators(50)	\$35,000.00
Thermostats(42)	\$18,000.00
Points DDC(80)	\$32,000.00
Electrical	\$22,000.00
Demo	\$25,000.00
Asbestos	\$16,750.00
Construction OH&P	\$36,750.00
Design	\$17,600.00
Contingency	\$11,900.00
Total	\$250,000.00

Lincoln-Eliot Mechanical	
Univents(35)	\$125,000.00
Controls	\$11,900.00
Valves(15)	\$10,500.00
Electrical	\$15,000.00
Asbestos	\$12,000.00
Construction OH&P	\$43,600.00
Design	\$20,000.00
Contingency	\$12,000.00
Total	\$250,000.00

Bowen Masonry	
Chimney	\$25,000.00
Window Wells	\$15,000.00
Foundation Crack	\$5,140.00
Construction OH&P	\$12,000.00
Design*	\$9,400.00
Contingency	\$2,860.00
Total	\$69,400.00

\* Design Funds are from a previous appropriation



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#110-12  
#112-12

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May 29, 2012

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

RECEIVED  
Newton City Clerk  
2012 MAY 29 PM 5:21  
David A. Olson, CMC  
Newton, MA 02459

Ladies and Gentlemen:

I am pleased to report to the Honorable Board that Arthur Cabral of the Public Buildings Department has identified more than \$500,000 of savings from several capital projects that have recently been completed. These funds have been transferred to the Capital Stabilization Fund and designated for debt funded projects.

Therefore, I write to request that your Honorable Board amend *Docket Item #112-12 design and construction of mechanical upgrades at the Burr Elementary School and Docket Item #110-12 upgrading mechanical systems at Lincoln-Eliot Elementary School* by substituting the Capital Stabilization Fund as the Funding Source replacing Bond Proceeds.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren  
Mayor

From: Capital Stabilization Fund  
39A104-5930 \$250,000

To: Burr Mechanical Upgrades  
310I903-52407 \$250,000

AA  
05/30/2012

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN  
MAYOR

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May 29, 2012

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

Ladies and Gentlemen:

I am pleased to report to the Honorable Board that administration has identified more than \$75,000 of savings from several capital projects that have recently been completed. These funds have been transferred to the Capital Stabilization Fund and designated for Ordinary Capital Funding.

Therefore, I write to request that your Honorable Board amend *Docket Item #111-12 repair of masonry and related surfaces at the Bowen Elementary School* by substituting the Capital Stabilization Fund as the Funding Source replacing Bond Proceeds.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren  
Mayor

RECEIVED  
Newton City Clerk  
2012 MAY 29 PM 5: 21  
David A. Olson, CMC  
Newton, MA 02459





CITY OF NEWTON  
IN BOARD OF ALDERMEN

2012

ORDERED:

That in accordance with the recommendation of the Programs and Services Committee through its Chairman, Amy Mah Sangiolo, and the Finance Committee through its Chairman, Leonard J. Gentile, the transfer of the sum of two hundred twelve thousand six hundred sixty-six dollars (\$212,666) for the purpose of upgrading the network infrastructure at Bigelow, Brown, Day, and Oak Hill Middle Schools be and is hereby approved as follows:

From:	E-Rate Receipts Reserved (14I301-5901) .....	\$212,666
To:	School E-Rate Technology (C301052-585111I).....	\$212,666

Under Suspension of Rules  
Readings Waived and Adopted

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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



CITY OF NEWTON

IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman, Alderman Leonard J. Gentile, the transfer of the sum of eleven thousand two hundred seventy-seven dollars (\$11,277) for the purpose of funding training, education and educational materials for fire prevention officers be and is hereby approved as follows:

FROM:	Receipts Reserved – Fire Prevention Fines (14M210-5901).....\$11,277
TO:	Fire Prevention Program Activities (C210055-5319).....\$11,277

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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

CITY OF NEWTON  
IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Programs and Services Committee through its Chairman, Amy Mah Sangiolo, and the Finance Committee through its Chairman, Alderman Leonard J. Gentile, the sum of fifty thousand dollars (\$50,000) be and is hereby appropriated from Free Cash and the sum of two hundred fifty-eight thousand dollars (\$258,000) be and is hereby appropriated from Receipts Reserve for the purpose of funding the purchase of forestry equipment for the Parks and Recreation Department.

FROM:	Receipts Reserved for Appropriation (14T401C-5901) .....	\$258,000
	Free Cash (01-3497).....	\$50,000
TO:	Forestry Capital Equipment (C602063-585021).....	\$308,000

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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

CITY OF NEWTON

IN BOARD OF ALDERMEN

2012

ORDERED:

That for the purpose of paying costs of repairing and replacing windows at Fire Station #4, and for the payment of all costs incidental and related thereto, there is hereby appropriated the sum of ninety thousand dollars (\$90,000), which amount shall be borrowed under and pursuant to Chapter 44, Section 7(3A) of the General Laws), or pursuant to any other enabling authority.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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

CITY OF NEWTON

IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman, Alderman Leonard J. Gentile, the transfer of the sum of one hundred forty eight thousand four hundred eighty-one dollars (\$148,481) for the purpose of funding the NORESCO energy audit be and is hereby approved as follows:

FROM:	Capital Stabilization Fund- Energy Conservation (39G104-593038).....\$148,481
TO:	Energy Conservation Audits Project (38C11501-49703039).....\$148,481

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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

CITY OF NEWTON  
IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee through its Chairman Anthony J. Salvucci and the Finance Committee through its Chairman Leonard J. Gentile, the sum of two hundred fifty thousand dollars (\$250,000) to be appropriated from the Capital Stabilization Account, be and is hereby appropriated, granted, and expenditure authorized under the direction of the Public Buildings Commissioner for the purpose of funding the design and construction of mechanical upgrades at the Burr Elementary School:

FROM:	Capital Stabilization Fund	
	39A104-5930 .....	\$250,000
TO:	Burr Mechanical Upgrades	
	31O1903-52407 .....	\$250,000

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_

CITY OF NEWTON  
IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee through its Chairman Anthony J. Salvucci and the Finance Committee through its Chairman Leonard J. Gentile, the sum of sixty thousand dollars (\$60,000) to be appropriated from the Capital Stabilization Account, be and is hereby appropriated, granted, and expenditure authorized under the direction of the Public Buildings Commissioner for the purpose of funding the repair of masonry and related surfaces at the Bowen Elementary School:

FROM:	Capital Stabilization Fund	
	39B104-5930.....	\$60,000
TO:	Lincoln-Eliot Mechanical Upgrades	
	31O1902-52407 .....	\$60,000

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_

CITY OF NEWTON  
IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee through its Chairman Anthony J. Salvucci and the Finance Committee through its Chairman Leonard J. Gentile, the sum of two hundred fifty thousand dollars (\$250,000) to be appropriated from the Capital Stabilization Account, be and is hereby appropriated, granted, and expenditure authorized under the direction of the Public Buildings Commissioner for the purpose of funding the design and construction of mechanical upgrades at the Lincoln-Eliot Elementary School:

FROM:	Capital Stabilization Fund	
	39A104-5930 .....	\$250,000
TO:	Lincoln-Eliot Mechanical Upgrades	
	31O1908-52407 .....	\$250,000

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

Date \_\_\_\_\_

CITY OF NEWTON

IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman, Alderman Leonard J. Gentile, the transfer of the sum of twenty-seven thousand forty-eight dollars (\$27,048) from the Fiscal Year 2012 FEMA Storm Reimbursements to the Conservation Land Maintenance Account is hereby approved as follows:

FROM:	Federal Grant Fund (18E40111-5901) .....	\$27,048
TO:	Energy Conservation Audits Project (C114024-52409) .....	\$27,048

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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



CITY OF NEWTON

IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman, Alderman Leonard J. Gentile, the transfer of the sum of one million dollars (\$1,000,000) from the Fiscal Year 2012 Reserve for Snow/Ice to the “Rainy Day” Stabilization Fund is hereby approved as follows:

FROM:	Budget Reserve – Snow & Ice (0110498-5794).....	\$1,000,000
TO:	Transfer to Receipts Reserved Fund Inclement Weather Reserve (14E104-497001) .....	\$1,000,000

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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

CITY OF NEWTON  
IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman, Alderman Leonard J. Gentile, the transfer of the sum of forty thousand one hundred twenty-six dollars and seventy-five cents (40,126.75) from Wage Reserve for the purpose of paying issuance costs related to the sale of bonds in April 2012 is hereby approved as follows:

FROM:	Executive Dept. Salaries (0110301-5197).....\$40,126.75
TO:	Treasury Expenses (0110701-5316).....\$40,126.75

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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

CITY OF NEWTON

IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman, Alderman Leonard J. Gentile, the transfers of the sum of three thousand three hundred two dollars (\$3,302) from the State Grant Fund and the sum of five hundred thousand dollars (\$500,000) from the Federal Grant Fund to the Inclement Weather Fund is hereby approved as follows:

FROM:	State Grant Fund	
	(19Y40109A-5914).....	\$3,302
	Federal Grant Fund	
	(18E40110-5914) .....	\$78,553.95
	(18E40111-5914) .....	\$421,446.05
TO:	Receipts Reserved for Appropriation	
	Inclement Weather Reserve	
	(14E104-4970119) .....	\$3,302
	(14E104-4970118) .....	\$500,000

And

That the transfer any and all subsequent state and federal storm related grant reimbursements to the Inclement Weather Reserve3 Sub-fund in the City’s Receipts Reserved for Appropriation Fund is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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

CITY OF NEWTON

IN BOARD OF ALDERMEN

2012

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman, Alderman Leonard J. Gentile, the transfer of 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 School is hereby approved as follows:

FROM:	Bicycle Racks (14K101IV-5901) .....	\$1,490.08
TO:	Bicycle Rack Purchases (C114015-58529) .....	\$1,490.08

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

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