

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE REPORT

MONDAY, JANUARY 10, 2011

Present: Ald. Gentile (Chairman), Ciccone, Linsky, Rice, Danberg, Fuller, and Freedman

Absent: Ald. Salvucci

Also present: Dolores Hamilton (Director of Human Resources), David Turocy (Deputy Commissioner of Public Works), Joshua Morse (Facilities and Operations Supervisor; Public Buildings Department), Hugh Downing (Executive Officer; Police Department), Stephanie Gilman (Public Buildings Commissioner) and David Wilkinson (Comptroller)

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

#362-10 HIS HONOR THE MAYOR requesting authorization to transfer the sum of one hundred forty thousand dollars from the FY 11 Budget Reserve for the purpose of supplementing the unemployment account in the Human Resources Department. [11/29/10 @ 3:23 PM]

**PROGRAMS & SERVICES REFERRED TO FINANCE on 01/05/10**

**ACTION:** **APPROVED 5-0-1 (Linsky abstaining; Freedman not voting)**

**NOTE:** Dolores Hamilton, Director of Human Resources explained that the item is a request for additional funding to supplement the Human Resources Unemployment Account. The City initially budgeted \$110,000 for the benefits but at this point \$83,000 has been expended. The City is spending approximately \$22,000 a month, but that amount should decrease as people become ineligible for benefits. It is expected that the average will drop to \$18,000 a month. The \$140,000 request includes a cushion of approximately \$2,000 a month. It is very hard to determine the actual amount needed to fund the account, as there have been federal and state extensions of unemployment benefits. Ald. Linsky was concerned that there was not a breakdown of the expenditures from the account provided with the backup information included with the agenda. Ms. Hamilton assured the Committee that should an additional request be necessary, she would provide more information prior to the discussion. Ald. Danberg moved approval, which carried by a vote of five in favor and one abstention.

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

#364-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of one hundred eighteen thousand five hundred dollars (\$118,500) from the Reserve for Debt Funded Projects for the purpose of creating a secure entrance in the Police Department lobby. [11/29/10 @ 3:23 PM]

**PS&T APPROVED 5-0-1 (Freedman abstaining on 01/05/10)**

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

**NOTE:** Executive Officer Hugh Downing and Josh Morse, Facilities Supervisor presented the request for \$118,500 to create a secure entrance at the main police station. There is concern

regarding the security at the police station. The improvements are consistent with the trend for enhanced security at police stations since 9/11.

Currently, there are no physical barricades between the reception area and the security sensitive areas of the police headquarters. The improvements include replacement of two walls, two new access doorways, and a customer service counter with bulletproof glass. The improvements will enhance safety for both citizens and police personnel should a person wish to do harm to police personnel. It also will provide better protection for the Central Dispatch Center should an attempt to disrupt communications between the Police, Fire and citizens be made.

The renovation will also bring the customer services areas at the police annex and police headquarters together within the police headquarters. It will be much more convenient for citizens, as they will be able to file all reports in one place. It creates efficiency and raises the public's confidence in the Police Department.

The Committee reviewed the estimates and members inquired if Mr. Morse was comfortable with the estimates. Mr. Morse stated that the estimates are based on similar projects and he is comfortable with the estimates. The work will be done by outside contractors as it is highly specialized and cannot be done in-house. The Police did apply for a grant four times for this project but did not receive any grant money. Officer Downing explained that grant money for these types of projects are usually given to needier communities.

Ald. Ciccone moved approval, which carried unanimously.

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

#366-10      HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of five hundred thousand dollars (\$500,000) from the Parking Meter Receipts Reserve Fund for the purpose of supplementing the City's annual Chapter 90 Highway Funding Allocation. [11/29/10 @ 3:23 PM]  
**PUBLIC FACILITIES APPROVED 6-0 on 01/05/10**

**ACTION:**      **APPROVED 7-0**

**NOTE:**      Deputy Commissioner David Turocy stated that the request is to use \$500,000 from the Parking Meter Receipts Reserve Fund to supplement the Chapter 90 Highway funding allocation to reconstruct additional streets within the City. Many of the City's streets are in poor condition and the City needs to begin improving the condition of the streets before they deteriorate further. The Parking Meter Receipts Reserve Fund had close to \$580,000 in surplus last year and is on track to exceed that amount this year; therefore, the administration is comfortable using \$500,000 for this purpose.

There was concern that if the money were used for this purpose other projects, such as sidewalk betterments, curbing betterments, parking lot reconstruction, and parking payment kiosks would not get done. Chief Financial Officer Maureen Lemieux explained that the street reconstructions are the administration's top priority and it is what they are recommending for use of this money.

However, that does not preclude the other projects from happening but the funding for the projects will come from other funding sources. Committee members inquired if the City uses the \$500,000 for street constructions would the Parking Meter Receipts Reserve Fund be depleted. Comptroller David Wilkinson stated that the City historically transfers over \$1 million to the operating budget at the end of the year. It is expected that after that transfer occurs, the fund would have approximately \$150,000 to \$200,000 at fiscal year-end.

Ald. Linsky felt that the Committee should hold the item until the Cypress Street parking kiosk project is complete. The Board was told that the kiosk would be up and running by the beginning of July and it is still not operational. Mr. Turocy stated that the Department of Public Works is waiting for additional parts for the kiosk, which should arrive in the next couple of weeks. Once the parts are installed, the kiosk will be operational.

Ms. Lemieux stated the Public Works Department would like to go out to bid for the reconstruction immediately in order to ensure that there is ample time to complete all the street reconstructions but cannot do that without the funding. Ms. Lemieux assured the Committee that she would convey the importance of getting the kiosk operational to the Mayor. The Chair added that he does not see how holding the item will expedite the Cypress Street pay kiosk. The reconstruction of the roads will benefit all the citizens of Newton. With that, Ald. Freedman moved approval, which carried unanimously.

#### **REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

#311-10 **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:

(A) Architectural Design and Engineering/Next Scheduled Fire Station \$400,000  
A-2 - HELD \$270,000 for final design bidding and construction admin

(C) City Hall Windows – Repair/Replacement \$125,000

**PUBLIC FACILITIES APPROVED 5-0 (Albright not voting)**

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

(D) Purchase of Heavy Vehicle Equipment – DPW \$300,000

**PUBLIC FACILITIES APPROVED 4-0 (Albright & Gentile not voting)**

**ACTION:** **APPROVED 6-0-1 (Linsky abstaining)**

(E) Newton Public Schools – Roof Repairs \$810,000

(F) Newton Public Schools – Masonry Repairs \$450,000

(G) Newton Public Schools – Boiler Replacements \$350,000

(H) Newton Public Schools – Roof Top & Exhaust Unit Replacements \$100,000

(I) Newton Public Schools – Window and Door Replacements \$500,000

**TOTAL \$3,035,000**

[11/29/10 @ 3:23 PM]

**PUBLIC FACILITIES APPROVED EFGHI 6-0 on 01/05/10**

**ACTION:** **APPROVED EFGHI 8-0 (Freedman not voting)**

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

#363-09 ALD. SANGIOLO requesting a discussion to increase the tobacco seller license fee. [09/13/09 @ 1:07 PM]

**PROGRAMS & SERVICES NO ACTION NECESSARY 7-0 on 11/17/10**

**ACTION: NO ACTION NECESSARY 6-0 (Freedman not voting)**

**NOTE: City Hall Windows – Repair/Replacement**

Public Buildings Commissioner Stephanie Kane Gilman and Facilities Manager Josh Morse provided the Committee with information on the request for \$125,000 for repair and restoration of some of the City Hall windows. There was previous work done on some of the windows a number of years ago through Community Preservation Act Funds. The requested funds will be used to continue with mechanical repairs, weather stripping, and sealing of approximately two dozen upper windows.

Committee members inquired if the Public Building Department had sought Community Preservation Act (CPA) funds for this portion of the project. The Commissioner responded that most of this work is mechanical repair and therefore does not qualify for CPA funding. However, she will pursue CPA funds for anything that is eligible in order to supplement the project. Ald. Ciccone moved approval, which carried unanimously.

**Purchase of Heavy Vehicle Equipment – DPW**

Deputy Public Works Commissioner David Turocy presented the item to the Committee. It is a request for \$300,000 to purchase two large construction trucks with plows. The large construction trucks are used by the Department of Public Works throughout the year. The Department of Public Works has a fleet of 150 rolling stock and 50 other vehicles worth approximately \$20 million. The City should be putting \$950,000 a year towards replacement of these vehicles. Unfortunately, that is not feasible; therefore, the department is using the available \$300,000 to purchase their two top priority pieces of equipment.

Ald. Linsky asked if the City had investigated the possibility of leasing the equipment. The Chairman added that he felt that it would be beneficial in the future to have Ron Mahan, Superintendent of Equipment, present for discussions related to Department of Public Works vehicles. He asked that Mr. Turocy ask Mr. Mahan if there had been any consideration regarding leasing the vehicles. Chief Financial Officer Maureen Lemieux responded that she is familiar with leasing and it would be more expensive. Ald. Danberg stated that as the City keeps its trucks for a number of years, it might not provide value to lease. The administration is planning to include a vehicle replacement line item in the upcoming budget, which they will try to increase each year.

The Committee reviewed the backup material, which included a price quote for the vehicles. Members noticed that the quote for the two vehicles was approximately \$264,000. Ald. Freedman made a motion to approve the request as amended at \$265,000, which carried six in favor and one abstention. Ald. Linsky opted to abstain until further information was available on leasing the vehicles.

**Newton Public Schools – Roof Repairs, Masonry Repairs Boiler Replacement, Roof Top & Exhaust Unit Replacements**

The School Department's Director of Operation Michael Cronin and Facilities Manager Josh Morse reviewed the funding request for \$2,210,000 for multiple school capital improvement projects. The School Department and Public Buildings Department worked together to determine which projects were top priorities. They reviewed each of the requests with the Committee. Estimates and a brief description for each project were attached to the agenda.

The first project is a series of roof repairs and partial replacements at the Bowen, Countryside, Lincoln-Eliot, Franklin, Cabot, and Ward Elementary Schools and the Brown Middle School estimated to cost \$810,000. The roofs are in need of repair or partial replacement before there is any interior damage. The second project is masonry repairs at the Bigelow Middle School, the Education Center, and the Underwood and Ward Elementary Schools. The estimated cost of the repairs is \$450,000. The third project is for boiler replacements at Countryside Elementary School and Bowen Elementary School. The two boilers at Countryside School have ended up under water during storm events three times. The school is currently operating on one boiler. The plan is to convert to natural gas, replace that boiler, and have a bid alternate for the second boiler if the bid is favorable. The potential cost of the project at Countryside School is \$300,000 and a potential cost of \$200,000 at Bowen Elementary School. The fourth project is for rooftop and exhaust unit replacement at four elementary schools. The units are not functioning properly and need to be replaced. The fifth project is to replace windows and exterior doors at the Horace-Mann Elementary School. Many of the windows at the school no longer provide any light or view, as they are plastic and are frosted over.

Committee members inquired when the bonds for funding of the projects would be sold. Comptroller David Wilkinson stated that the bonds are typically sold in the spring. Ald. Danberg asked if he had any sense of what the bond rates would be. Mr. Wilkinson stated that the municipal marketplace is unstable at this time making it difficult to predict rates. The administration used a 4% rate with a margin for error for the forecast and the rate should not exceed the forecasted amount.

The Committee also discussed the possibility of using these funds to address the sprinkler issues related to the modular classroom proposal. Mr. Cronin responded that the sprinkler issue is under discussion but the School Committee has made no determination on how to address the issue and whether this money should be used.

Ald. Rice moved approval of the items, which carried unanimously.

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

#363-09 ALD. SANGIOLO requesting a discussion to increase the tobacco seller license fee. [09/13/09 @ 1:07 PM]

**PROGRAMS & SERVICES NO ACTION NECESSARY 7-0 on 11/17/10**

**ACTION: NO ACTION NECESSARY 6-0 (Freedman not voting)**

**NOTE:** The Programs and Services Committee voted the item no action necessary, as there is a similar item on both committee agendas. Ald. Ciccone moved no action necessary, which carried unanimously.

**Chairman's Note:** There was a brief update on the snow and ice accounts within the Department of Public Works. There is very little money left in the accounts after the last storm. There is a large upfront cost to the accounts when the department prepares for the winter season and one large storm is expensive. However, the Mayor's Office has submitted a request for additional funds for the next docket.

The Committee reviewed the Public Works Department's policy on when to salt and sand with Deputy Public Works Commissioner David Turocy. Mr. Turocy stated that the Public Works Department makes determinations based on the weather forecast and if icy conditions are expected. It is expected that the Committee will be kept up to date on the expenditure from these accounts and the costs of each snow and ice event.

The Committee adjourned at 8:50 PM. The drafts Board Orders for each of the items are attached.

Respectfully submitted,

Leonard J. Gentile, Chairman

CITY OF NEWTON  
IN BOARD OF ALDERMEN

, 2011

ORDERED:

That, in accordance with the recommendation the Finance Committee through its Chairman Leonard J. Gentile, the sum of one hundred forty thousand dollars (\$140,000), to be appropriated from Budget Reserve, be and is hereby appropriated and expenditure authorized under the direction of the Director of Human Resources for the purpose of supplementing the Human Resources Unemployment Account as follows:

FROM:	Budget Reserve (0110498-5790).....	\$140,000
TO:	HR Fringe Benefits (01602011-5273).....	\$140,000

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

CITY OF NEWTON

IN BOARD OF ALDERMEN

, 2011

ORDERED:

That, in accordance with the recommendation the Public Safety and Transportation Committee through its Chairman Allan Ciccone, Jr. and the Finance Committee through its Chairman Leonard J. Gentile, the sum of one hundred eighteen thousand five hundred dollars (\$118,500), to be appropriated from the Capital Stabilization Fund, be and is hereby appropriated and expenditure authorized under the direction of the Chief of Police and Public Buildings Commissioner for the purpose of creating a secure entrance in the Newton Police Department lobby as follows:

FROM:	Capital Stabl Fund (39A104-5930).....\$118,500
TO:	Police HQ Lobby Impvmnts (38E11502-52407) .....\$118,500

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor



CITY OF NEWTON  
IN BOARD OF ALDERMEN

, 2011

ORDERED:

That, in accordance with the recommendation the Public Facilities Committee through its Chairman Sydra Schnipper and the Finance Committee through its Chairman Leonard J. Gentile, the sum of five hundred thousand dollars (\$500,000), to be appropriated from the Parking Meter Receipts Reserve Fund, be and is hereby appropriated and expenditure authorized under the direction of the Commissioner of Public Works for the purpose of supplementing the City's annual Chapter 90 Highway Funding Allocation as follows:

FROM:	Parking Meter Receipts (14D401-5901).....\$500,000
TO:	Street Improvements (C401071-58600207).....\$500,000

Under Suspension of Rules  
Readings Waived and Approved

(SGD) DAVID A. OLSON  
City Clerk

(SGD) SETTI D. WARREN  
Mayor

**DRAFT BOARD ORDER #311-10(C)**  
**CITY HALL WINDOWS**

**ORDERED:**

That or purposes of paying costs of the window repair and replacement project at the Newton City Hall, and for the payment of all other costs incidental and related thereto, there is hereby appropriated the sum of \$125,000, 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

**DRAFT BOARD ORDER #311-10(D)**  
**PUBLIC WORKS DEPARTMENT HEAVY EQUIPMENT**

ORDERED:

That or purposes of paying costs of purchasing heavy equipment for the use by the Department of Public Works in the maintenance of City infrastructure, there is hereby appropriated the sum of \$265,000, which amount shall be borrowed under and pursuant to Chapter 44, Section 7 (9) 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

**DRAFT BOARD ORDER #311-10(E)**  
**SCHOOL ROOF REPAIRS**

ORDERED:

That for purposes of paying costs of roof repairs at the Bowen, Cabot, Countryside, Franklin, Lincoln-Eliot, and Ward Elementary Schools and the Brown Middle School and for the payment of all other costs incidental and related thereto, there is hereby appropriated the sum of \$800,000, 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

**DRAFT BOARD ORDER #311-10(F)**  
**SCHOOL MASONRY REPAIRS**

ORDERED:

That for purposes of paying costs of masonry repairs at Bigelow Middle School, the Education Center, Underwood and Ward Elementary Schools, and for the payment of all other costs incidental and related thereto, there is hereby appropriated the sum of \$450,000, 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

**DRAFT BOARD ORDER #311-10(G)**  
**SCHOOL BOILER REPLACEMENT**

ORDERED:

That or purposes of paying costs of replacing boilers at Countryside and Bowen Elementary Schools, and for the payment of all other costs incidental and related thereto, there is hereby appropriated the sum of \$350,000, 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

**DRAFT BOARD ORDER #311-10(H)**  
**SCHOOL ROOF TOP AND EXHAUST UNIT REPLACEMENT**

ORDERED:

That for purposes of paying costs of replacing roof top and exhaust units at Bowen, Countryside, Underwood and Lincoln Eliot Elementary Schools, and for the payment of all other costs incidental and related thereto, there is hereby appropriated the sum of \$100,000, 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

**DRAFT BOARD ORDER #311-10(I)**  
**SCHOOL BUILDING WINDOW AND DOOR REPLACEMENT**

ORDERED:

That or purposes of paying costs of window and door replacement at Horace Mann Elementary School, and for the payment of all other costs incidental and related thereto, there is hereby appropriated the sum of \$500,000, 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



CITY OF NEWTON

IN BOARD OF ALDERMEN

, 2010

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 following item be and is hereby voted NO ACTION NECESSARY:

#363-09      ALD. SANGIOLO requesting a discussion to increase the tobacco seller license fee. [09/13/09 @ 1:07 PM]

Under Suspension of Rules

Readings Waived and Item Voted NO ACTION NECESSARY

(SGD) DAVID A. OLSON, City Clerk