

CITY OF NEWTON
IN BOARD OF ALDERMEN
FINANCE COMMITTEE AGENDA

MONDAY, NOVEMBER 8, 2010

7 PM
Room 222

ITEMS SCHEDULED FOR DISCUSSION:

#296-10 NEWTON RETIREMENT BOARD requesting Board of Aldermen acceptance of Chapter 131, Sections 27 and 28 of the Acts of 2010 related to local option to supplemental pension allowance to surviving spouses of disabled employees. [09-30-10 @ 11:59 AM]

REFERRED TO CMTE. ON COMM. PRESERV. AND FINANCE COMMITTEE

#274-10 COMMUNITY PRESERVATION COMMITTEE recommending that the sum of forty-six thousand six hundred forty dollars (\$46,640) be appropriated from the fiscal 2011 historic resources reserve of the Community Preservation Fund and expended under the direction and control of the City Clerk, to survey all archival collections held by the City of Newton and set broad priorities for their preservation, as detailed in the Community Preservation Committee's funding recommendation to the Board of Aldermen. [09-24-10 @ 12:18 PM]
CCP APPROVED AS AMENDED 5-0 @ \$616,589 on 10/26/10

REFERRED TO CMTE. ON COMM. PRESERV. AND FINANCE COMMITTEE

#299-10 COMMUNITY PRESERVATION COMMITTEE requesting that budgeted FY11 revenue from state matching funds to the Community Preservation Fund be revised from \$681,605 to \$618,181, to reflect the final amount confirmed by the Massachusetts Dept. of Revenue to the Newton Comptroller on October 8, 2010. [10/12/2010 @ 1:42pm]
CPC APPROVED 5-0 on 10/26/10

#304-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend two thousand four hundred sixty-nine dollars and thirty-five cents (\$2,469.35) from the Newton Wellesley Hospital Traffic Mitigation Fund to reimburse the Department of Public Works for funds expended at the intersection of Washington Street and Commonwealth Avenue prior to June 9, 2010 in accordance with Condition #22 in Special Permit Board Order #470-04. . [10/22/10 @ 2:44 PM]

#305-10 HIS HONOR THE MAYOR requesting authorization to accept and expend a grant of two hundred fifty one thousand five hundred dollars (\$251,500) awarded by the Office of Community Oriented Policing Services at the U.S. Department of Justice for the purpose of purchasing specialized security enhancing equipment for the public schools. [10/22/10 @ 12:47 PM]

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 Kathleen Cahill, 617-796-1125, via email at KCahill@newtonma.gov or via TDD/TTY at (617) 796-1089 at least two days in advance of the meeting date.

#306-10 HIS HONOR THE MAYOR requesting authorization to accept and expend a reimbursable grant of seventy-eight thousand five hundred thirty-one dollars and ninety cents (\$78,531.90) awarded by the Massachusetts Executive Office of Public Safety and Security for the purpose of purchasing specialized equipment that will enhance security at critical infrastructure sites. [10/22/10 @ 12:48PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#308-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend sixty-four thousand five hundred dollars (\$64,500) from Budget Reserve for the purpose of funding the environmental cleanup projects as follows:

PROJECT	COST
Cabot School LSP Services	\$7,500
Horace-Mann Elementary School LSP Services	\$41,000
Newton South High School LSP Services	\$8,500
Elliot Street DPW Yard LSP Services	\$7,500
TOTAL	\$64,500

[10/22/10 @ 2:44PM]

PUBLIC FACILITIES APPROVED 2-0-5 (Albright, Gentile, Crossley, Danberg, Lappin; Lennon not voting) on 11/03/10

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#309-10 HIS HONOR THE MAYOR requesting authorization to reduce the following FY'11 Water and Sewer Fund Revenue Budgets and corresponding expenditure budgets as projected revenues for the complete fiscal year are expected to be less than the forecasted revenue projections:

WATER FUND REVEUE	REDUCTION
Current Year Reserve	\$110,000
Transfer to Sewer Fund	\$620,000
Autos/Light Trucks	\$171,000
Engineering Services	\$200,000
TOTAL WATER REDUCTION	\$1,101,000

SEWER FUND REVEUE	REDUCTION
Reserve	\$276,000
MWRA Payments	\$52,000
PC Software Administration	\$190,000
Autos/Light Trucks	\$150,000
Construction Equipment	\$15,000
Capital	\$200,000
Temporary Staffing	\$37,000
TOTAL SEWER REDUCTION	\$920,000

[10/22/10 @ 2:44PM]

PUBLIC FACILITIES APPROVED 6-0 (Lennon, Albright not voting) on 11/03/10

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #298-10 HIS HONOR THE MAYOR requesting authorization to transfer the sum of fifty thousand dollars (\$50,000) from the FY2011 Budget Reserve to the Parks & Recreation Forestry Vehicle Rentals Account for the purpose of supplementing the accounts related to tree emergencies. [10/08/10 @2:20PM]
PROGRAMS & SERVICES APPROVED 7-0 on 11/03/10

ITEMS NOT SCHEDULED FOR DISCUSSION:**REFERRED TO PUBLIC FACILITIES, PROGRAMS & SERVICES AND FINANCE COMMITTEES**

- #312-10 ALD. LENNON, LAPPIN, SCHNIFFER, SANGIOLO requesting a discussion with the School Committee on its plans to address space needs in the Newton public schools. [10-27-10 @11:07]

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #311-10 HIS HONOR THE MAYOR submitting the FY'12-FY'16 Capital Improvement Program, totaling \$174,246,135 pursuant to section 5-3 of the Newton City Charter and the FY'11 Supplemental Capital budget which require Board of Aldermen approval to finance new capital projects over the next several years. [10/18/10 @5:24PM]

Public Hearing assigned for 11/17/10**REFERRED TO PS&T, PUB. FACIL. AND FINANCE COMMITTEES**

- #310-10 ALD. DANBERG, ALBRIGHT, BAKER, BLAZAR, CROSSLEY, FISCHMAN, FREEDMAN, HESS-MAHAN, JOHNSON, LINSKY, MERRILL, RICE AND SCHNIFFER requesting that §26-8 and §20-21 of the City of Newton Rev. Ords., 2007, be amended to establish criteria and provisions for requiring removal of snow in all districts by property owners, occupants, and property managers to sidewalks abutting their property and to review and amend enforcement provisions including structure of fines, for snow removal violations. [10/25/10 @ 4:39 PM]

REFERRED TO PROGRAMS AND SERVICES AND FINANCE COMMITTEES

- #307-10 PROGRAMS AND SERVICES COMMITTEE proposing a RESOLUTION to the Interim Director of Health and Human Services to increase the tobacco seller's license fee. [10/25/210 @ 4:34pm]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #264-10 ALD. CROSSLEY, SCHNIFFER & FULLER requesting a discussion of the status of new water meter installations, and to consider payment mechanisms to help customers if they receive an extraordinary, one-time, water bill from an accurate accounting of past usage over an extended period of time. [09/16/10 @11:59 am]
- #259-10 COMPTROLLER transmitting Annual Financial Report for the audit of fiscal year ending June 30, 2010 for Board of Aldermen review/acceptance. [09/13/10 @ 12:26 PM]

- #78-10 ALD. FULLER, GENTILE, FREEDMAN, JOHNSON, DANBERG AND BAKER requesting a review of the elements of the Financial Management Guidelines of January 2008, together with the Mayor's Office, to ensure they meet the current needs of the City. [03/09/10 @8:23 AM]

REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES

- #391-09(2) ALD. DANBERG, MANSFIELD, VANCE & HESS-MAHAN requesting the establishment of a municipal parking mitigation fund whose proceeds, derived from payments-in-lieu of providing off-street parking spaces associated with special permits, will be used solely for expenses related to adding to the supply of municipal parking spaces, improving existing municipal parking spaces, or reducing the demand for parking spaces.

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]

- #125-09 THE POST AUDIT & OVERSIGHT COMMITTEE requesting creation of a public tree protection ordinance and amendment of the current tree ordinance as recommended in the Tree Preservation Ordinance Report. [04/17/09 @ 9:14 PM]
PROGRAMS & SERV APPROVED AS AMENDED 7-0 (Merrill not voting)

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #87-09 ALD. SANGIOLO, BRANDEL, FREEDMAN AND HESS-MAHAN requesting a Home Rule Petition to allow the City of Newton to require elected officials to contribute a higher percentage rate for health insurance benefits than is required for other employee groups. [03-10-09 @ 9:17 AM]
PROGRAM & SERVICES APPROVED 5-1-1 (Baker opposed; Merrill abstaining; Parker not voting) on 4/15/09
RECOMMITTED TO FINANCE ON 07/12/10

REFERRED TO COMM. PRES., PUB FAC & FINANCE COMMITTEES

- #147-08 COMMUNITY PRESERVATION COMMITTEE recommending that the sum of \$359,400, including \$2,000 for legal costs, be appropriated from the FY'08 Community Preservation Fund's historic resources and general reserves, for a project to rehabilitate and expand storage space for the research library and archives at the Newton History Museum, to preserve the existing collections, and enhance public access to the collections. [04-01-08 @ 4:10 PM]
COMMUNITY PRESERVATION APPROVED 6-0 on 4-29-08
(A) DESIGN FUNDS ESTIMATE \$37,500.00 – BOA APPROVED ON 07/21/08
(B) BALANCE OF PROJECT ESTIMATE \$321,900.00 – HELD
PUBLIC FACILITIES VOTED NO ACTION NECESSARY ON PART B 8-0 on 05/05/10

- #207-07(5) ALD. FREEDMAN AND JOHNSON proposing that the city's Financial Management Guidelines adopted under Board Order #207-07 be amended to require that any proposed capital expenditure above a certain amount have a cost-benefit or a return-on-investment analysis performed prior to approval by the Board of Aldermen. [12/21/09 @5:55 PM]
- #207-07(4) ALD. COLETTI proposing that the city's Financial Management Guidelines adopted under board order #207-07 be amended to allow the adjustment of self-funded health insurance plan rates in the event that rates and any accumulated excess resources not meet actual resource requirements. [07-02-08 @12:12 PM]
- #207-07(2) ALD. COLETTI proposing that the city's Financial Management Guidelines adopted under board order #207-07 be amended, effective FY10, as follows:
- (A) total resources devoted to all forms of employee compensation shall not exceed the estimated growth in total general fund revenue for the following fiscal year;
 - (B) funds for salary and wage adjustments shall not exceed the difference between total estimated revenue growth and resources needed to fund growth in health/dental and life insurance benefits and growth in the actuarial required contribution for the city's retirement system for each fiscal year;
 - (C) if collective bargaining contracts are not resolved at the time of budget submission, funds budgeted for such contracts shall be held in "municipal and compensation" reserve. [07-02-08 @12:12 PM]

Respectfully submitted,

Leonard J. Gentile, Chairman

Questions on #296-10 submitted by John Freedman and Ruthanne Fuller
November 3, 2010

Financial questions:

Please clarify the cash outlays for (1) next year and (2) future years if we keep the benefit at \$6000 or increase it to \$9000. For example, if the ten surviving widows are still alive next year, would cash outlays increase by $10 \times \$3000$ or \$30,000? Why is the amount of \$30,000 never mentioned in any of the materials?

Please clarify what the difference is between the \$6000 and \$6600 figures.

Please explain the \$17,500 annual pay-as-you-go cost of the benefit change for the 10 surviving spouses and the statement that "the total increase in current benefit payments for the 10 survivors would be about \$17,500". How does this relate to the \$6000 "actuarial" figure?

When the potential additional 27 retirees are included, what is the financial impact of increasing the payout from \$6000 to \$9000? What is the cash outlay? What is the actuarial cost per year? What is the present value of the stream of the higher payout to the 27?

What payments did the retired disabled employee and their spouse receive (in the group of 10) receive prior to the death of the retired employee and then after the employee died?

What payments are the potential pool of 27 retirees receiving currently? What is the payment once the retired disabled employee dies if there is a surviving spouse (both if we keep the \$6000 level and if we raise the amount to \$9000)?

What payments do retired disabled employees who retired after November 1996 receive? What is the payment once the retired disabled employee dies if there is a surviving spouse? How does this amount compare to either the \$6000 or the \$9000?

The footnote says that the current pay-as-you-go benefit total for the 27 potential beneficiaries is \$614,102 per year, compared to a total pay-as-you-go benefit total of \$243,000 if all 27 were to predecease their spouses and become eligible for a \$9000 annual survivor benefit. What would be the total pay-as-you-go benefit if all 27 were to predecease their spouses and we keep the \$6000 annual survivor benefit? Should we analyze this in the pay-as-you-go methodology or the actuarial methodology or with both?

The actuary writes that the present value of the \$17,500 would be about \$106,000. What is the present value of the payments for all potential beneficiaries (the 10 plus the potential 27)? Is it simply \$106,000 plus 10% or \$116,600? The Chair of Finance also mentioned a figure of about \$320,000. What is that amount?

The actuary writes that the \$6000 payment in the funding schedule will increase at 4% per year through 2038. Please explain the 4% increase each year. For example, does the payment to the survivor increase each year? Does this 4% increase each year apply to the \$6600 figure?

The actuary writes that on a cash flow basis, there will be a net outflow for several years, followed by a net inflow to the trust. Please explain. Please clarify the impact of this on the present value of the payments.

The materials note that there are 27 retirees that could predecease their spouse and if they die from a cause not related to their disability, then the spouse could receive a Section 101 benefit. What benefit does the spouse receive if they die from a cause related to their disability?

How many of the 27 are in Group 4 (Fire and Police) compared to Group 1 & 2?

What are the ages of the widows/widowers and potential widows/widowers?

Non-financial questions:

The materials say that this benefit change applies only to the surviving spouses of certain former employees who at the time of their retirement were “unable to select a benefit option that provided a continuing benefit for a surviving spouse.” But, the surviving spouses appear to be receiving a continuing benefit of \$6000 annually. Please clarify whether the surviving spouses are already receiving a continuing benefit. Please clarify whether the employees at the time of their retirement could select a benefit option that provided a continuing benefit for a surviving spouse.

The materials say that this benefit change applies only to the surviving spouses of certain former employees who at the time of their retirement (prior to November 1996) were unable to select a benefit option that provided a continuing benefit for a surviving spouse. Please clarify what benefit options were available before and after 1996 for surviving spouses and the contribution required by the employee, before and after 1996.

If the effected retirees had the post November 1996 options available, what would have been the impact on their benefits, pensions, survivor benefits, and contributions?

What benefits have the disabled employees and their spouses been receiving prior to the death of the disabled employee? What benefits will the surviving spouse receive after the death of the disabled employee?

Have the names of the disabled employees and/or the surviving widows been shared with members of the Board of Aldermen or the Retirement Board or is this information confidential?

Why did Massachusetts change the pension laws to allow cities and towns to increase the minimum pension benefit payable to widows and widowers of certain deceased City employees from \$6000 to \$9000 per year?

The Mayor’s Five Year Financial Forecast for FY11 – FY16 show debt service growing annually at 0.7%, Newton Public Schools growing annually at 1.7%, municipal expenditures growing annually at 2.0% BUT retirement costs growing annually at 7.5% (from \$23 million to \$33 million). Is my understanding of the significant increasing costs of the retirement system correct?

Has the City of Newton increased any other benefits in a manner similar to this in the past 5 years? If yes, what is the percentage increase? (This is a 50% increase.)

Do we have the option of increasing the payment by less than 50%? For example, if we chose a 5% or 10% increase or \$6000 to \$6300 or \$6600, would that be possible?

From: HISTORIC RESOURCES RESERVE (LR10498-57908) 46,640

274-10

To: ARCHIVAL SURVEY (LR10104-5501) 10 SEP 24 P 12:18

BOARD OF ALDERMEN CITY OF NEWTON DOCKET REQUEST FORM

46,640

POW 10/04/2010

CITY CLERK NEWTON, MA. 02159

DEADLINE NOTICE: Aldermanic Rules require items to be docketed with the Clerk of the Board NO LATER THAN 7:45 P.M. TUESDAY, PRIOR TO THE MONDAY FULL BOARD MEETING in order to be voted to be assigned to Committee(s) that evening.

To: Clerk of the Board of Aldermen

Date: 23 September 2010

From (Docketer): Alice E. Ingerson, for Community Preservation Committee

Address/phone/email: Planning & Development Dept., Newton City Hall, aingerson@newtonma.gov, 617.796.1144

Additional sponsors:

1. Please docket the following item (edit if necessary):

The COMMUNITY PRESERVATION COMMITTEE recommending that the sum of \$46,640 be appropriated from the fiscal 2011 historic resources reserve of the Community Preservation Fund and expended under the direction and control of the City Clerk, to survey all archival collections held by the City of Newton and set broad priorities for their preservation, as detailed in the Community Preservation Committee's funding recommendation to the Board of Aldermen.

2. The purpose and intended outcome of this item is:

- Fact-finding & discussion
Appropriation, transfer, expenditure, or bond authorization
Special permit, site plan approval, zone change (public hearing required)
Ordinance change
Resolution
License or renewal
Appointment confirmation
Other

3. I recommend that this item be assigned to the following committees:

- Programs & Services
Zoning & Planning
Public Facilities
Post Audit & Oversight
Finance
Public Safety
Land Use
Real Property
Special Committee
No Opinion
Committee on Community Preservation

Please let me know if any additional committees would like to consider this item.

4. This item should be taken up in committee:

- Immediately (Emergency only, please). Please state nature of emergency:
As soon as possible, preferably within a month
In due course, at discretion of Committee Chair
When certain materials are made available, as noted in 7 & 8 below
Following public hearing

PLEASE FILL OUT REVERSE SIDE



City of Newton, Massachusetts
Community Preservation Committee



**DOCKET
ITEM NO.**

#274-10

Setti D. Warren
Mayor

FUNDING RECOMMENDATION

DATE: 14 October 2010

TO: The Honorable Board of Aldermen

FROM: Community Preservation Committee

RE: **recommended funding for CITY ARCHIVES SURVEY**

PROJECT GOALS & ELIGIBILITY

This project will survey each of the 25 City departments to determine the scope, condition, and historical significance of documents in each department's care and to recommend broad preservation priorities for these collections. The survey will be undertaken by an outside consultant under the supervision of the City Clerk, with assistance from the staff of the Newton Free Library and the Jackson Homestead.

The Newton Law Dept. has confirmed that this project is eligible for funding under the Community Preservation Act, which includes "documents and artifacts" in its definition of historic resources. A more detailed discussion of funding priorities is included at the end of this recommendation.

RECOMMENDED FUNDING

On 16 September 2010 the Community Preservation Committee voted unanimously (6-0) to recommend that the requested funding of **\$46,640** be appropriated for this project, as described in the attached proposal. This appropriation should be allocated 100% to historic resources, and drawn entirely from the current historic resources reserve of the Community Preservation Fund.

The proposal's more detailed budget shows how this total funding request was derived: by combining a standard hourly rate for qualified consultants with the estimated time required to evaluate records held by each City Department.

SPECIAL ISSUES

This proposal was submitted outside the CPC's regular funding cycle at the urging of the Committee itself, for reasons laid out in its February 2010 funding recommendation for the "City Archives - Combined" project:

Interdepartmental Archival Survey & Priorities: ... Historically significant archives are held, often in conditions that fall far short of current best practices for either preservation or public access, by a wide range of City departments, including but not limited to the Engineering Division of the Public Works Department, the Fire Department, and the School Department.

Before any City department submits an additional funding proposal for archival collections, the Committee hopes the City will conduct a basic, interdepartmental survey of all such archives and will identify broad funding priorities across those collections, based on a combination of current condition and historic significance. Without committing funds in advance, the Committee would welcome a funding proposal for such a survey and priorities.

— from 2 February 2010 CPC funding recommendation
to the Board of Aldermen for "City Archives – Combined" project

(continued on p. 2)

OTHER RECOMMENDATIONS

The Community Preservation Committee further recommends that:

1. Funds be appropriated to the spending authority of the City Clerk, who will act as the project manager. Project managers provide the CPC with regular project updates upon request and with a final report comparing planned vs. actual project expenditures.
 2. As cosponsors of the proposal, the Newton Free Library and Jackson Homestead provide additional staff assistance in planning and managing the project, as well as in disseminating and publicizing its final report, and in developing and submitting future archival funding proposals based on that report.
 3. The project be completed within one year of the date when appropriated funds become available, or by any extension of that deadline granted in writing by the Community Preservation Committee.
 4. Understanding that a broad survey cannot catalog or assess individual documents, the project's final report include the following information for each major collection of records surveyed. This list both reinforces and extends the goals listed in the proposal as submitted:
 - ◆ historical significance
 - ◆ current storage location & condition, with specific threats (moisture, light, acidity, etc.)
 - ◆ current use & users, and probable future use & users if the collection is preserved and made accessible
 - ◆ legal retention requirements, if any (period of retention, level of public access, location)
 - ◆ for the body of all City archives:
 - preservation priorities among collections, based on the combined factors above
 - a brief analysis of the relative costs and benefits of conserving or digitizing documents themselves, vs. creating storage spaces that help to conserve untreated documents by providing climate control or other special conditions
 - ◆ identification of any high-priority departmental or division collections that are so large or complex that they need their own, detailed plans for phased preservation funding
 5. Any portion of the Community Preservation Fund grant not used for the purposes stated herein be returned to the Newton Community Preservation Fund.
- ◆ **Attached:** Full proposal to the Community Preservation Committee, dated 19 August 2010, Law Dept. email confirming CPA eligibility
 - ◆ **Available on request from proposal sponsor:** Sample resumes of qualified consultants and summaries/sample budgets from similar projects completed successfully elsewhere.

Appendix:
DETAILED FINDINGS on FUNDING PRIORITIES

Newton Plans & Priorities

Given the range of competing demands for Newton's finite community preservation funds, it may be difficult to justify the costs of archival preservation if

1. the only option considered is the extremely expensive one of preserving every individual archival document in the City's care
2. once preserved, the archives are used only by historians and researchers

However, the Community Preservation Committee believes that the proposed survey of all City archives is critical for

1. setting priorities and identifying cost-effective options for archival preservation, including but not limited to the physical conservation of individual documents or collections
2. ensuring that funding for archival preservation benefits as many Newton citizens as possible, in as many ways as possible

Chapter 9 of Newton's current *Comprehensive Plan*, entitled "Planning for and with History," opens with a vision of Newton as "nationally recognized for its innovative, community-based approach" to "planning with history" for many different purposes and users, including these:

- ◆ The City uses historical images and examples in presentations and meetings about all planning and development issues, to help residents understand and make choices about change over time, evaluate interactions between what otherwise seem like unrelated or competing issues, and see their neighborhoods in a citywide context.
- ◆ New local landmarks and local historic or neighborhood conservation districts are often proposed and adopted as a result of neighborhood-initiated research and education, to protect special places even when those places are not facing an immediate prospect of redevelopment.
- ◆ Residential and commercial realtors market Newton's history as one of the community's major assets ...
- ◆ Planners, architects, contractors, and property owners use the City's online "history index" to find documents, maps, and photographs that can inform their conversations with neighbors about new projects. Often, they use and pay for research assistance by Newton's "history corps" of high school and college students. ...

A basic survey of all City archives is a crucial first step toward realizing this vision.

SOURCE NOTE:

The full *Comprehensive Plan* is linked to the Community Preservation Program website here:

www.newtonma.gov/cpa/program.htm.



Setti D. Warren
Mayor

**Newton, Massachusetts Community Preservation Program
Fiscal 2011 FUNDING PROPOSAL**

#274-10



Submit 15 printed copies & 1 electronic copy by 4 pm, 15 October 2010 to:

Community Preservation Program
c/o Planning and Development Department, City of Newton
1000 Commonwealth Ave., Newton, MA 02459
aingerson@newtonma.gov 617.796.1144

Date submitted:
August 19, 2010

Proposals must follow instructions in the current Proposal & Project Handbook, available upon request and online at www.newtonma.gov/cpa. Use no more than 1 page to answer all questions shown on this page.

Project CONTACTS		<i>Name & title / affiliation, mailing address, email, daytime phone, & any other way we should contact you (fax, mobile phone, ...) Star (*) name of the project manager, who will track budget & submit updates.</i>	
David Olson, Newton City Clerk* 1000 Commonwealth Avenue Newton, MA 02459 617-796-1200 dolson@newtonma.gov		Susan Abele, Archivist, Historic Newton 617-796-1462 sabele@newtonma.gov Ryan Hanson, Asst. Director, Newton Free Library 617-796-1408 rhanson@minlib.net	
Project TITLE	<i>Comprehensive Survey of City Archives</i>		
LOCATION	<i>Full street address (with zip code) or other precise location.</i> Municipal and School Departments across the City of Newton		
BUDGET ATTACH DETAIL SEPARATELY.	CP FUNDS REQUESTED: \$46,640.00	OTHER FUNDS TO BE USED: N/A	TOTAL PROJECT COST: \$46,640.00
SUMMARY	<i>Summarize goals & benefits in NO MORE THAN 300 WORDS (staff will edit longer summaries to fit that limit).</i>		

The City of Newton has a wealth of historic material stored in departmental vaults and storage areas scattered throughout the City. Each of the City's 25 departments is responsible for maintaining records related to their operations, and the operations of the Boards and Commissions that they oversee. As an example, the City of Newton's three main depositories of archival material: the Newton City Archives, the Newton Free Library, and the Jackson Homestead, each house material that spans more than 350 years of local history. The types of records in these three depositories include: town and city legislative records, personal and business records, prints and photographs, maps and plans, newspapers, etc. as well as three-dimensional collections. While most of the material in these three depositories is well-preserved and appropriately stored, there is only a limited sense of the amount, condition, and location of material in other departments.

The goal of this project is to survey each of the 25 City Departments to determine the scope, location, and storage conditions of historically significant materials in each department's care. Once identified, the consultant will note the storage location and current conditions, the condition of the material, and rate the historical significance and historical value of the material. The survey will provide a comprehensive knowledge base for planning initiatives that will insure the preservation and effective use of the city's documentary heritage.

The survey will be undertaken by an outside consultant trained in archival description, storage, and assessment.

1. HOW WILL CP FUNDS BE USED?	<i>Check all that apply.</i>	COMMUNITY HOUSING	HISTORIC RESOURCES	OPEN SPACE	RECREATION LAND
	acquire				
	create		NOT ALLOWED		
<i>allowed IF resource was acquired or created with CP funds</i>	preserve		X		
	support		NOT ALLOWED	NOT ALLOWED	NOT ALLOWED
	rehabilitate/restore				

Use no more than one page to answer questions 2 through 5. Attach supporting information on separate pages (see attachments checklists)

2. CITYWIDE NEEDS: *How will the project address needs identified in existing citywide plans? (Provide short quotes with plan title, year & page.)*

The Comprehensive Planned adopted for the City of Newton in 2007 encourages the City to plan for and with history. The historic material held in city departments provides that means to undertake this request. As the Comprehensive Plan states, “Newton faces a practical challenge in setting priorities for preservation . . . because its historic resources are so extensive and diverse.” page 9-2. This survey will assist in getting a handle on what historical archival material is in danger, what its current condition is, and provide a basis for how Community Preservation Fund resources might be allocated. Recent flooding in City Hall has also called attention to the need for a better inventory of material to be held.

3. OTHER FUNDING: *What additional funding have you obtained or are you pursuing? Attach commitment letters or summaries/cover sheets from grant applications.*

N/A

4. STEWARDSHIP: *How will the project be maintained after CP funds have been spent? (Hint: “through the regular City budget” is seldom a persuasive answer.)*

The survey will be a tool that the Mayor, Municipal Department Heads, and the Community Preservation Committee can use to assess the importance of Municipal/School Historic and Archival Collections to help determine a course of action and funding for the care of the city’s historic material.

5. COMMUNITY CONTACTS: *List email addresses and/or phone numbers for at least 3 people willing to talk with us about the project and the project managers’ qualifications. At least 2 of these contacts should be from outside the project’s immediate neighborhood; none should be the project manager*

Draft Project TIMELINE *If the project is funded, CP staff will work with you to add missing elements.*

Project TITLE:				
STEPS <i>BIG steps, SHORT descriptions!</i>	ASSISTANCE REQUIRED <i>from other organizations or City depts. (raise funds, issue permits, etc.)</i>	START <i>season/ year</i>	FINISH <i>season/ year</i>	COST <i>estimate</i>
1 Prepare and Issue RFP to solicit and choose a consultant to undertake the survey.	Purchasing Department Assistance	January 2011	February 2011	\$
2. Select consultant and issue contract.	Purchasing Department Assistance	March 2011	March 2011	\$
3. Provide access to Archival Storage and monitor consultant's progress.	Executive Offices provide support by directing Department Heads to provide consultant with access to historic and archival material. Management team monitor progress	April 2011	August 2011	\$
4. Review final report.	Management Team Review	Sept. 2011	Sept. 2011	\$
5. Accept report and pay consultant.		Oct. 2011	Oct. 2011	\$ 42,400
6				\$
7				\$
8				\$
9				\$
10				\$

Your 1-page LIST OF ALL ATTACHMENTS PROVIDED should follow this page, including special attachments required for **HISTORIC RESOURCES** or **HOUSING**

Qualifications/Experience

Organizations' Mission Statements

City Clerk: The Office of the Clerk of the Board of Aldermen/City Clerk has two distinct functions, each of which is vital to the working of Newton city government. The Department strives to fulfill these functions to the highest possible standards.

Library: The mission of the Newton Free Library is to provide in an accessible and equitable manner the widest possible range of library services for the informational, educational, cultural and recreational enrichment of all members of the Newton Community.

Historic Newton: The mission of the Newton History Museum is to encourage the inquiry and exploration of Newton within the broad context of American history. To accomplish this mission the Museum maintains an historic property that interprets Newton's past and present. The Museum collects, preserves and exhibits historical artifacts of local significance and presents public programs that involve the diverse population of Newton and the region.

Description of Similar Projects Completed:

City Clerk:

Worked on the following CPA funded projects:

- Preservation of 19th & Early 20th Century Newton Documents/Collections (in progress)
- Restoration of Mayor Hyde portrait (in progress)
- Newton City Archives Phase 1 (completed)
- Newton City Archives Phase 2 (completed)
- Newton's Historic Burying Grounds Phase 1 (completed)
- Newton's Historic Burying Grounds Phase 2 (initiated)

Library:

Worked on the following CPA funded projects:

- Preservation of 19th & Early 20th Century Newton Documents/Collections (in progress)

Successfully completed the following LSTA funded projects:

- 2002: Awarded funds to conduct a preservation survey of Newton History Collection
- 2005: Awarded funds to conduct preservation of Newton History Materials
- 2011: Awarded funds to conduct reservation of 19th & Early 20th Century Newton Documents/Collections (in progress)

Ongoing: Library funds used to preserve Newton History materials

Historic Newton:

Worked on the following CPA funded projects:

- Preservation of 19th & Early 20th Century Newton Documents/Collections (in progress)
- 2008: Newton History Museum Archives Preservation and Access Project (in progress)

Budget Detail

	Hours per day	Estimated Number of Days	Hourly Rate	Estimated Cost
101 – City Clerk/Board of Aldermen	8	1	\$100.00	\$800.00
103 – Executive	8	1	\$100.00	\$800.00
104 – Comptroller	8	1	\$100.00	\$800.00
105 – Purchasing	8	1	\$100.00	\$800.00
106 – Assessing	8	2	\$100.00	\$1,600.00
107 – Treasurer/Collector	8	1	\$100.00	\$800.00
108 – City Solicitor	8	1	\$100.00	\$800.00
109 – Human Resources	8	1	\$100.00	\$800.00
111 – Management Information Systems	8	1	\$100.00	\$800.00
112 – Elections	8	1	\$100.00	\$800.00
113 – Licensing	8	0.5	\$100.00	\$400.00
114 – Planning & Development	8	2	\$100.00	\$1,600.00
115 – Public Buildings	8	3	\$100.00	\$2,400.00
201 – Police Department	8	2	\$100.00	\$1,600.00
210 – Fire Department	8	3	\$100.00	\$2,400.00
220 – Inspectional Services	8	2	\$100.00	\$1,600.00
230 – Civil Defense	8	1	\$100.00	\$800.00
240 – Sealer Weights and Measure	8	1	\$100.00	\$800.00
401 – Public Works	8	3	\$100.00	\$2,400.00
501 – Health and Human Services	8	1	\$100.00	\$800.00
502 – Senior Services	8	1	\$100.00	\$800.00
503 – Veterans’ Services	8	0.5	\$100.00	\$400.00
601 – Newton Public Library	8	1	\$100.00	\$800.00
602 – Parks and Recreation Department	8	2	\$100.00	\$1,600.00
603 – Newton History Museum	8	1	\$100.00	\$800.00
26 – Storm Water Management	8	1	\$100.00	\$800.00
27 – Sewer	8	1	\$100.00	\$800.00
28 – Water	8	1	\$100.00	\$800.00
School Department	8	5	\$100.00	\$4,000.00
Create Report	8	10	\$100.00	\$8,000.00
Sub-Total				\$42,400.00
10% contingency				\$4,240.00
	Days	53	Budget	\$46,640.00

Date: Wed Sep 8 15:32:19 EDT 2010
From: Eileen McGettigan" <emcgettigan@newtonma.gov>
Subject: **eligibility of City Archives Survey Proposal**
To: Alice E. Ingerson

As I understand this proposal, historic documents and other records City-wide would be located, described/inventoried, evaluated and ranked for relative priority in preservation efforts.

In this way, it is akin to the archaeological survey previously funded by the CPC, in which archaeologically significant sites were located so that they could be preserved.

As a first step in preservation, restoration, and/or digitization, this would likely be an appropriate use of CPA funds for historic preservation.

Date: Fri Sep 3 13:29:24 EDT 2010
From: Alice E. Ingerson/Applied History" <appliedhistory@rcn.com>
Subject: eligibility of City Archives Survey proposal
To: emcgettigan@newtonma.gov
Cc: dkahn@newtonma.gov

Dear Eileen and Donnalyn,

If the Law Dept. considers this proposal eligible for funding, we need an email or memo to that effect before Sept 15th, when the CPC is holding a public hearing and may want to vote on the proposal:

www.newtonma.gov/cpa/projects/city-archives/city-archives.htm#survey

If you do not consider it eligible, we need a memo as quickly as possible, and we'll try to cancel that hearing.

CITY OF NEWTON

IN BOARD OF ALDERMEN

COMMITTEE ON COMMUNITY PRESERVATION REPORT

TUESDAY, OCTOBER 26, 2010

Present: Ald. Albright(Chairman), Blazar, Fuller, Hess-Mahan, Yates

Absent: Ald. Ciccone, Harney, Lappin

City Staff: David Olson (City Clerk), Alice Ingerson (Program Manager, Community Preservation), Nancy Grissom (Community Preservation Committee), Rebecca Smith (Committee Clerk)

REFERRED TO CMTE. ON COMM. PRESERV. AND FINANCE COMMITTEE

#274-10 COMMUNITY PRESERVATION COMMITTEE recommending that the sum of forty-six thousand six hundred forty dollars (\$46,640) be appropriated from the fiscal 2011 historic resources reserve of the Community Preservation Fund and expended under the direction and control of the City Clerk, to survey all archival collections held by the City of Newton and set broad priorities for their preservation, as detailed in the Community Preservation Committee's funding recommendation to the Board of Aldermen. [09-24-10 @ 12:18 PM]

APPROVED 5-0

NOTE: David Olson (City Clerk) joined the Committee to discuss this item. Mr. Olson explained to the Committee that there are permanent records housed in departments throughout the City but we don't have an inventory of them or a good idea of their condition. This needs to be determined in order to preserve these permanent records for legal and historical purposes. To accomplish this, Mr. Olson, with help from the staff at the Newton Free Library and Jackson Homestead, will select a consultant to go through all the records in 29 City departments. The consultant will outline what these documents are and in what condition they are in. Additionally, they will create a rating scale and assign a rating to each document based on a number of factors including where they are stored, the condition of the storage space, and the condition of the document. This rating will allow Mr. Olson to easily determine which documents need attention first. After this process is complete the next step will be to locate a consultant to determine ways to preserve these permanent records. The Committee sees the value in conducting this preservation project and voted unanimously to approve it.

REFERRED TO CMTE. ON COMM. PRESERV. AND FINANCE COMMITTEE

#299-10 COMMUNITY PRESERVATION COMMITTEE requesting that budgeted FY11 revenue from state matching funds to the Community Preservation Fund be revised from \$681,605 to \$618,181, to reflect the final amount confirmed by the Massachusetts Dept. of Revenue to the Newton Comptroller on October 8, 2010. [10/12/2010 @ 1:42pm]

APPROVED AS AMENDED 5-0

NOTE: Alice Ingerson, Program Manager for the Community Preservation Committee, addressed the Committee about this fund revision. She explained that our annual budget was

already in place before the amount we would receive in state aid was decided and disbursed. This year the City's estimate was slightly off due to calculations based on variables such as interest. This revision will be applied to the General Reserve and not the Special Reserve. David Wilkinson (Comptroller) provided amended wording in a memo to the Committee which listed the final total FY2010 Community Preservation General Reserve at \$1,377,473. Alderman Yates moved approval of the item as amended. The motion to approve carried unanimously.

Respectfully submitted,

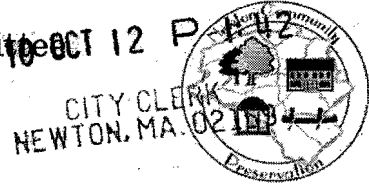
Susan Albright, Chairman

City of Newton



City of Newton, Massachusetts

Community Preservation Committee



MEMORANDUM

Setti D. Warren
Mayor

DATE: 12 October 2010

TO: The Honorable Board of Aldermen

FROM: Alice E. Ingerson, for the Community Preservation Committee

ABOUT: corrected fy11 state revenue to Community Preservation Fund

1. Based on confirmation received by Newton's Comptroller on 8 October, we would like to reduce budgeted fy11 state revenue for Newton's Community Preservation Fund to \$616,589, as shown below.
2. Despite this small reduction, there will actually be more rather than less funding available for projects in fy11 than we estimated when you approved the budget last May, because the actual fund balance forwarded from prior years is substantially larger than shown in the materials accompanying the original budget.

Both of these differences between current funding & the approved budget are shown below..

As of 8 October 2010

Newton, Massachusetts COMMUNITY PRESERVATION FUND Fy11 BUDGET		<i>Fy11 Budget Approved 13 May 2010</i>	<i>Fy11 Budget Revised 8 October 2010</i>
SOURCES			
	Local surcharge revenue	\$2,353,480	\$2,353,480
1.	State matching funds	\$681,605	\$616,589
	Interest	\$54,000	\$54,000
	Total New Fy11 Revenue	\$3,089,085	\$3,024,069
2.	Fund balance (carried forward from prior years)	\$2,988,612	\$3,531,193
	TOTAL Available Resources	\$6,077,697	\$6,555,262
USES			
	Program administration	\$145,990	\$145,990
	Projects, including debt service & new appropriations	\$5,931,707	\$6,409,272
	TOTAL Uses	\$6,077,697	\$6,555,262

WEBSITE: www.newtonma.gov/cpa

CONTACT: Alice E. Ingerson, Community Preservation Program Manager,
aingerson@newtonma.gov, 617.796.1144

	FY 2009 ACTUAL {1}	FY 2010 BUDGET {1}	FY 2011 RECOMMENDED BUDGET
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{2} Newton Public School total excludes amounts budgeted and expended for transfer to the School Athletic Revolving Fund; the Workers Compensation Self Insurance Fund, and School Lunch Fund. Complete School budget is presented below:

Newton Public Schools - Current Year Appropriations	\$ 154,866,596	162,667,790	164,626,002
Transfer to School Athletic Revolving Fund	900,827	877,781	903,678
Transfer to School Lunch Fund	1,439,944	691,847	502,648
Transfer to Workers Compensation Self Insurance Fund	350,000	350,000	350,000
Transfer to Capital Project Funds	144,641	120,976	-
Total School Committee Budget	\$ 157,702,008	\$ 164,708,394	\$ 166,382,328



COMMUNITY PRESERVATION FUND

CPA Revenue	\$ 4,126,124	\$ 3,119,567	\$ 3,089,085
Other Financing sources (proceeds from sale of bonds)	-	-	-
Fund Balance - (Current year appropriations)	-	1,822,600	-
Fund Balance - (Continuing appropriations)	-	5,731,667	-
TOTAL CPA FUND REVENUES,			
TRANSFERS, & OTHER FINANCING SOURCES	4,126,124	10,673,834	3,089,085



Community Preservation Administration	\$ 130,057	\$ 141,677	\$ 145,990
Community Preservation Projects	2,861,119	10,532,157	2,943,095
TOTAL CPA FUND EXPENDITURES	2,991,176	10,673,834	3,089,085

From City of Newton Approved FY11 Budget

Budget detail, Section 10: Community Preservation

City of Newton, Massachusetts		Fiscal 2010	Fiscal 2011
COMMUNITY PRESERVATION FUND		(Revenue estimates revised from budget)	approved by CPC 24 Feb 2010, est. revenue corrected 15 Mar 2010
REVENUE			
local CPA surcharge		\$2,273,264	\$2,353,480
state matching funds		\$646,303	\$681,605
additional local revenues			
fund balance (not budgeted, but available when calculated & forwarded from previous year)		\$4,543,176	\$2,988,612
interest		\$75,000	\$54,000
TOTAL REVENUE		\$7,537,743	\$6,077,697
EXPENDITURES			
PROGRAM ADMINISTRATION & DEBT SERVICE			
program administration		(\$142,020)	(\$145,990)
debt service for Angino Farm		(\$311,250)	\$0
debt service for Kessel Woods		(\$569,500)	(\$555,750)
debt service for 20 Rogers St. (final payment in fiscal 2017)		(\$337,238)	(\$327,058)
TOTAL Program Administration & Debt Service		(\$1,360,007)	(\$1,028,797)
NEW PROJECT APPROPRIATIONS by Board of Aldermen in FISCAL 2010			
Angino Farm Barn (recreation)		~(\$569,000)	
Brigham House - Supplemental (historic resources)		(\$152,500)	
City Archives - Combined (historic resources)		(\$37,045)	
192 Lexington Street (community housing)		(\$2,046,000)	
TOTAL New Appropriations		(\$2,667,295)	
AVAILABLE RESOURCES after new appropriations to date		\$3,510,441	
CPC RECOMMENDATIONS PENDING with Board of Aldermen			
City Hall Historic Art (historic resources)		(\$5,700)	
Museum Archives (historic resources, supplemental design funds)		(\$63,845)	
Veteran House (2148 Commonwealth Avenue - community housing)		(\$375,000)	
TOTAL Recommendations Pending		(\$444,545)	
AVAILABLE RESOURCES if all pending recommendations were funded in full		\$3,065,896	
PROPOSALS SUBMITTED to CPC			
Charles River Lower Falls Rail Bridge (deferred from fiscal 2009)		(\$46,784)	
Museum Collections Storage (historic resources - planning grant)		(\$30,500)	
TOTAL Proposals Pending		(\$77,284)	
AVAILABLE RESOURCES if all pending proposals were funded in full		\$2,988,612	


299-10
#299-10

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

10 OCT 26 P 7 30

CITY CLERK
NEWTON, MA. 02159

October 26, 2010

TO: Committee on Community Preservation
FROM: David Wilkinson 
SUBJECT: Docket Item #299-10

I'm sorry but I will not be able to attend tonight's meeting of the Board's Committee on Community Preservation.

In order to rebalance the fiscal year 2011 Community Preservation Fund budget in light of an unanticipated decline in state matching funds, the following actions need to be taken prior to setting the tax rate for the year.

- Reduce anticipated FY 2010 state aid revenue by \$65,016 to \$616,589.
- Reduce the FY 2010 Community Preservation General Reserve (budget reserve by \$65,016 to \$1,377,473.

City of Newton



Setti D. Warren
Mayor

DEPARTMENT OF PUBLIC WORKS

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

10 OCT 22 P 2 41
CITY CLERK
NEWTON, MA 02459

TO: Honorable Setti D. Warren, Mayor
THRU: Robert Rooney, Chief Operating Officer
Maureen Lemieux, Chief Finance Officer
FROM: Thomas E. Daley, P.E., Commissioner *TD*
RE: Funding Request from Newton Wellesley Hospital Traffic Mitigation Fund

DATE: October 15, 2010
From: Receipts Reserved Fund
14K101E-5901 \$2,469.35
To: Transfer - General Fund
01-4970114K \$2,469.35

TD
10/27/2010

Dear Mayor Warren:

I hereby request an appropriation in the amount of \$2,469.35 from the Newton Wellesley Hospital traffic mitigation fund to reimburse DPW for funds expended at the intersection of Washington St and Commonwealth Avenue prior to June 9, 2010.

The special permit for the expansion and relocation of the Newton Wellesley Emergency Department required a payment of \$25,380 in funds for traffic mitigation along Washington Street. These funds coupled with mitigation funds from the Arborpoint project at the Woodland MBTA station were applied toward intersection improvements at Washington Street and Commonwealth Avenue. The improvements designed and constructed to date include: 1) realigned curbing along the fire station corner, 2) a new traffic signal controller cabinet and signal cabling, 3) new traffic detection cameras, 4) a new left-turn lane and turn arrow for northbound Washington Street, and 5) new emergency pre-emption equipment for vehicles departing the fire station or traveling through the intersection to answer a call.

The comptroller has identified traffic mitigation funds in the amount of \$2,469.35 that were not appropriated along with other funds applied to this project. The combined mitigation funds provided approximately \$90,000 of the \$100,000 total cost of improvements. To offset these City budget costs rather than return funds to the hospital, DPW requests that funds be appropriated toward project expenses incurred prior to June

9, 2010, which is the five-year expiration date set by the Newton-Wellesley special permit.

Should you have any additional questions or concerns, please feel free to contact me.

Thank you.

cc: D. Turocy
C. Schuckel
L. Taverna
S. Tocci
R. Ferrara

- c. A written methodology for the implementation of the program to utilize directional signage and other appropriate means, on an on-going basis, to direct visitors and patients to the available parking.

The Hospital shall execute a Traffic Mitigation Fund Agreement with the City and shall contribute \$25,000 to the City to be used for traffic improvements, studies or transportation programs associated with the traffic impacts from the Hospital and from this special permit project in the surrounding neighborhood, which shall include, but not be limited to improvements at the Commonwealth Ave/Washington Street intersection, the Beacon Street/Washington Street intersection, and/or the installation of parking meters along the east side of Washington Street. Such improvements, studies or programs shall be selected by the City for the purpose of mitigating potential impacts of the project and improving traffic safety and flow in the surrounding area, particularly along Washington Street, between Commonwealth Avenue and Beacon Streets. The Hospital's payment shall be made prior to the issuance of any building permits and shall be used within five (5) years from the date of initial occupancy of the relocated Emergency Department, pursuant to this special permit. The City shall refund, without interest, to the Hospital any monies contributed pursuant to this condition that are not been spent or encumbered against a contract at the end of such five (5) year period.

23. Prior to the issuance of a building permit, the Hospital shall make a payment to the City in the amount of Sixteen Thousand One Hundred Thirty-Two Dollars (\$16,132.00) to assist the City in its program to reduce inflow infiltration of sewerage in the area of the Hospital.
24. Board Order No. 128-87, Condition #7, is amended to allow for the additional height of the "ventilation stack," for the new emergency generator, as shown on the Plan entitled "Existing Building Elevation with New Emergency General Information, dated April 7, 2005", referenced in Condition #1.b. The new generator shall otherwise comply with the mechanical height limitations previously set forth in Condition #7 of Board Order No. 128-87.
25. Prior to the issuance of any occupancy permits, the Hospital shall prepare and submit to the Director of Planning and Development and City Traffic Engineer for their review an updated Parking Management Plan. Except in emergencies, the lights on the top level of the existing and expanded Employee Loop Road Garage will be turned off from 8:00 p.m. to 6:00 a.m. seven days a week. The Parking Management Plan will set forth a plan to manage parking to eliminate it (except e.g., for overtime/emergencies) on the top level between the hours of 8:00 p.m. and 6:00 a.m., in order to mitigate the intrusion of headlights onto neighboring properties.
26. Underground water level monitors as set forth in the "SEA Groundwater Observation Well Readings Report" dated April 27, 1995, by SEA Consultants, have already been installed on the Hospital property. During construction, the Hospital will provide the City Engineer with monitoring information relevant to the underground water levels on the Hospital site. If the monitoring identifies an onsite condition that has, or will, raise the water level to create off-site impacts, the Hospital will design and implement an appropriate Mitigation



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#305-10

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

October 20, 2010

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

10 OCT 22 P 12:47
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to expend and ultimately accept grant funds in the amount of \$251,500 awarded by the Office of Community Oriented Policing Services (COPS) at the U.S. Department of Justice.

This is a matching grant with an approved budget total of \$503,000. Per the attached documents, the funds will be used to purchase specialized security enhancing equipment for local public schools.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



City of Newton Police Department



TELEPHONE
(617) 796-2101
FAX # (617) 796-3679
TDD/TTY: 617-796-1089

Office of the Chief of Police

HEADQUARTERS
1321 WASHINGTON STREET
NEWTON, MASSACHUSETTS 02465

RECEIVED
CITY CLERK
NEWTON, MA. 02159
OCT 22 P 12:47

MATTHEW A. CUMMINGS
CHIEF OF POLICE

October 12, 2010

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

Re: COPS "Secure Our Schools" Grant Award

Dear Mayor Warren:

Request authorization to expend grant funds awarded by the Office of Community Oriented Policing Services (COPS) at the U.S. Department of Justice. This is a matching grant with an approved total budget of \$503,000.00. Therefore, Newton is eligible for reimbursements in the amount of \$251,500.00. The funds will be used to purchase specialized security enhancing equipment for local public schools per the attached documents. Thank you for your consideration of this matter. Please contact me at extension 2101 if I may provide any additional information.

Very truly yours,

Matthew A. Cummings
Chief of Police

Attachments:

1. Secure Our Schools Grant Award Announcement dated September 29, 2010
2. Secure Our Schools Financial Clearance Memo dated August 9, 2010
3. Secure Our Schools Final Funding Memo dated September 28, 2010

FIRST ACCREDITED CITY POLICE DEPARTMENT IN MASSACHUSETTS





#305-10

U.S. Department of Justice

Office of Community Oriented Policing Services (COPS)

Office of the Director
1100 Vermont Ave., NW
Washington, DC 20530

September 29, 2010

Chief of Police Matthew Cummings
Newton Police Department
1321 Washington Street
Newton, MA 02465

Re: Secure Our Schools Grant Program Grant #2010CKWX0622
ORI#: MA00933

Dear Chief of Police Cummings:

I would again like to congratulate you on receiving an award in the amount of \$251,500 under the COPS Secure Our Schools (SOS) grant program. Enclosed in this packet is your grant award. **The award document must be signed and returned to the COPS Office within 90 days from the date of this letter to officially accept your grant.** On the reverse side of the grant award is a list of conditions that apply to your grant. You should read and familiarize yourself with these conditions.

The official start date of your grant is September 1, 2010. Therefore, you can be reimbursed for approved expenditures made on or after this date. Please carefully review the Financial Clearance Memorandum and Final Funding Memorandum included in your award package to determine your approved budget, as some of your requested items may not have been approved by the COPS Office during the budget review process, and grant funds may only be used for approved items. The Financial Clearance Memorandum will specify the final award amount and your 50% local match, and will also identify any disallowed costs. Also, please be aware that any vendor or contractor who participated in drafting your grant application may not receive federal funding for any procurement under this award.

A supplemental online award package for 2010 Secure Our Schools grantees can be found at <http://www.cops.usdoj.gov/Default.asp?Item=2368>. We strongly encourage you to visit this site immediately to access a variety of important and helpful documents that will assist you with the implementation of your grant, including the SOS Grant Owner's Manual, which specifies the programmatic and financial terms, conditions, and requirements of your grant. A Frequently Asked Questions (FAQ) document can also be found on the COPS website, which will assist you with many questions you may have about your new SOS award. In addition, within a few weeks you should receive a financial documentation package from the Office of the Chief Financial Officer, Office of Justice Programs. This important package will contain the forms and instructions necessary to begin drawing down funds for your grant.

Once again, congratulations on your SOS award. If you have any questions about your grant, please do not hesitate to call your Grant Program Specialist through the COPS Office Response Center at 1.800.421.6770.

Sincerely,

Bernard K. Melekian
Director

10 OCT 22 P 12:47
CITY CLERK
NEWTON, MA 02159



U. S. Department of Justice
Community Oriented Policing Services
Grants Administration Division
Secure Our Schools

1100 Vermont Avenue, NW
Washington, DC 20530

10 OCT 22 P 12:47
CITY CLERK
NEWTON, MA 02159

Memorandum

To: Chief of Police Matthew A. Cummings
Newton Police Department

From: Andrew A. Dorr, Assistant Director for Grants Administration
Nakisha Arthur, Grant Program Specialist
Budget Prepared By: Jamie Atwood, Grant Program Specialist

Re: Secure Our Schools Financial Clearance Memo

A financial analysis of budgeted costs has been completed. Costs under this award appear reasonable, allowable, and consistent with existing guidelines. Exceptions / Adjustments are noted below.

OJP Vendor #: 046001404 ORI #: MA00933 DUNS #: 948891163 Grant #: 2010CKWX0622

<u>Budget Category</u>	<u>Proposed Budget</u>	<u>Approved Budget</u>	<u>Adjustments</u>	<u>Disallowed/Adjusted - Reasons/Comments</u>
Equipment	\$503,000.00	\$503,000.00	\$0.00	
Direct Costs:	\$503,000.00	\$503,000.00	\$0.00	
Grand Total	\$503,000.00	\$503,000.00	\$0.00	
Grand Total:	Federal Share:	\$ 251,500.00		
	Applicant Share:	\$ 251,500.00		

Cleared Date: 8/9/2010

Overall Comments:

Prior to the obligation, expenditure, or drawdown of grant funds for non-competitive contracts in excess of \$100,000, grantee must submit a sole source justification to the COPS Office for review and approval. No contact was made.



**Secure Our Schools
Final Funding Memo**

U.S. Department of Justice, Office of Community Oriented Policing Services

Legal Name: Newton Police Department
Grant Number: 2010CKWX0622

ORI: MA00933
Date: September 28, 2010

<u>Equipment</u>	<u>Quantity</u>	<u>Cost/Item</u>	<u>Total Item Cost</u>	<u>Amount</u>		<u>Reason Disallowed/Adjusted</u>
				<u>Disallowed</u>	<u>Total Allowed</u>	
Buzzer Entry Systems	19	\$ 5,000.00	\$ 95,000.00	\$ 0.00	\$ 95,000.00	
Cameras, High Schools	40	\$ 5,000.00	\$ 200,000.00	\$ 0.00	\$ 200,000.00	
Cameras, Middle Schools	16	\$ 5,000.00	\$ 80,000.00	\$ 0.00	\$ 80,000.00	
Doors	18	\$ 5,000.00	\$ 90,000.00	\$ 0.00	\$ 90,000.00	
Lighting	475	\$ 80.00	\$ 38,000.00	\$ 0.00	\$ 38,000.00	
Total:				\$ 0.00	\$ 503,000.00	

Grand Total:	Total Federal Share:	\$ 251,500.00
	Total Local Share:	\$ 251,500.00
	Total Project Costs:	\$ 503,000.00
	Total Disallowed Costs:	\$ 0.00

Cleared Date: 8/9/2010

Overall Comments:

Prior to the obligation, expenditure, or drawdown of grant funds for non-competitive contracts in excess of \$100,000, grantee must submit a sole source justification to the COPS Office for review and approval. No contact was made.

CITY CLERK
NEWTON, MA. 02459

10 OCT 22 P 12:47



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#306-10

Telephone
(617) 796-1100

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(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

October 20, 2010

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

10 OCT 22 P 12:48
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to expend and ultimately accept reimbursable grant funds in the amount of \$78,531.90 awarded by the Massachusetts Executive Office of Public Safety and Security (EOPSS). The funds will be used to purchase specialized equipment that will enhance security at critical infrastructure sites here in Newton.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



City of Newton Police Department



TELEPHONE
(617) 796-2101
FAX # (617) 796-3679
TDD/TTY: 617-796-1089

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

RECEIVED
OCT 12 2 P 12:48
CLERK
NEWTON, MA. 02159

MATTHEW A. CUMMINGS
CHIEF OF POLICE

October 7, 2010

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

Re: Grant Funds Authorization (FFY 2009 BZZP)

Dear Mayor Warren:

Request authorization to expend reimbursable grant funds awarded by the Massachusetts Executive Office of Public Safety and Security (EOPSS) in the amount of \$78,531.90. The funds will be used to purchase specialized equipment that was pre-approved by the Department of Homeland Security under the FFY 2009 Buffer Zone Protection Program (BZPP). The equipment will be used to enhance security at critical infrastructure sites here in Newton. Thank you for your consideration of this matter. Please contact me at extension 2101 if I may provide any additional information.

Very truly yours,

Matthew A. Cummings
Chief of Police

Attachments:

- 1. EOPSS Grant Award Letter dated October 5, 2010
- 2. EOPSS Scope of Services and Budget for City of Newton Police Department

FIRST ACCREDITED CITY POLICE DEPARTMENT IN MASSACHUSETTS





The Commonwealth of Massachusetts
Executive Office of Public Safety & Security

One Ashburton Place, Room 2133
Boston, Massachusetts 02108

Tel: (617) 727-7775

TTY Tel: (617) 727-6618

Fax: (617) 727-4764

www.mass.gov/eops

Deval L. Patrick
Governor

Mary Elizabeth Heffernan
Secretary

Timothy P. Murray
Lieutenant Governor

October 5, 2010

Chief Matthew Cummings
City of Newton Police Department
1321 Washington Street
Newton, MA 02465

10 OCT 22 12:48
CITY CLERK
NEWTON, MA 02159

Dear Chief Cummings:

I am pleased to inform you that the Executive Office of Public Safety and Security has awarded the City of Newton Police Department \$78,531.90 of FFY 2009 Buffer Zone Protection Program (BZPP) grant funding for its U.S. Department of Homeland Security-approved FFY 2009 Buffer Zone Plan and Vulnerability Reduction Purchase Plan [REDACTED]. The CFDA number is 97.078.

Enclosed is a contract packet. Please sign and date the contract and related attachments where necessary. Then return the completed contract packet to Mr. Gene Lee, Program Coordinator, at the Office of Grants and Research, Ten Park Plaza, Suite 3720, Boston, MA 02116, ideally by October 22, 2010.

The BZPP grant is a reimbursable grant. You will be notified of the start date of your contract by Mr. Lee and he will provide you with copies of the finalized contract documents. All equipment must be purchased by March 31, 2012, the contract end date. Please note you will not be reimbursed for any costs incurred prior to the approval of a fully executed contract.

Again, congratulations on your grant award. If you have any questions, please contact Mr. Lee at 617-725-3303 or gene.k.lee@state.ma.us.

Sincerely,

Mary Elizabeth Heffernan
Secretary of Public Safety and Security

Enclosure

cc: Lt. Hugh Downing, Newton Police Department

Scope of Services and Budget for City of Newton Police Department

The Massachusetts Executive Office of Public Safety and Security (EOPSS) is the State Administrative Agency (SAA) for the U.S. Department of Homeland Security (DHS) grants. This contract is part of DHS' FFY 2009 Buffer Zone Protection Program (BZPP). The BZPP provides grants to build security and risk-management capabilities at the State and local level in order to secure pre-designated Tier I and Tier II critical infrastructure sites, including chemical facilities, financial institutions, nuclear and electric power plants, dams, stadiums, and other high-risk/high-consequence facilities.

Specific BZPP sites within 50 states plus DC and PR have been selected based on their level of risk and criticality. Each state with a BZPP site is eligible to submit applications for its local communities to participate in and receive funding under the program. Therefore, BZPP funding allocated to any given state or territory is a function of the number, type, and character of the pre-identified sites within that state or territory.

The related Vulnerability Reduction Purchasing Plan (VRPP) for the site involving the Newton Police Department has been approved by DHS and indicates the items being procured by the department via this contract. **The contract budget is \$78,531.90.** Any change to the VRPP requires prior written approval by DHS through EOPSS.

By signing this contract, the Newton Police Department certifies that it has been provided with and reviewed an EOPSS-developed Environmental and Historic Policy (EHP) Brief. The department further certifies the work done under this grant does not require submission to EOPSS of an EHP Scope of Work to enable an EHP review of the project by DHS.

10 OCT 22 1 P 12:48
CITY CLERK
NEWTON, MA 02459



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

October 21, 2010

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

RE: Environmental Remediation

Dear Mayor Warren:

The Public Buildings Department respectfully requests an appropriation from Budget Reserve in the amount of \$ 64,500 to pay for a License Site Professional and costs associated with the continued clean up of the following 21E sites for the period July 1, 2010 through June 30, 2011.

Cabot Elementary School (LSP Services)	\$ 7,500
Horace-Mann Elementary School (LSP Services)	\$ 41,000
Newton South High School (LSP Services)	\$ 8,500
Elliot Street DPW Yard (LSP Services)	\$ 7,500
Total	\$ 64,500

It is anticipated that the sites at Cabot Elementary School, Newton South High School Football Field, and the Elliot Street Yard will be closed out with DEP by June, 2011.

These projects have been identified in the Capital Improvement Plan.

Should you have any questions regarding this request, please contact Arthur Cabral at 617-796-1602.

Sincerely,

Stephanie Kane Gilman
Commissioner of Public Buildings

From: Budget Reserve
0110498-5790 \$64,500
To: Environmental Remediation
C115020-5301 \$64,500

SKG:dla
CC: Robert Rooney, Chief Operating Officer
Arthur F. Cabral, Budget & Project Specialist

10 OCT 22 1 P 2:44
CITY CLERK
NEWTON, MA 02459

APPROVED

10/27/2010



City of Newton, Massachusetts
Office of the Mayor

Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089

SETTI D. WARREN
MAYOR

E-mail
swarren@newtonma.gov

October 20, 2010

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

10 OCT 22 P 2:44
CITY CLERK
NEWTON, MA 02159

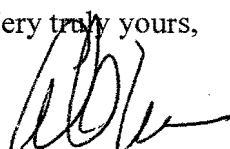
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to reduce both the FY11 Water and FY11 Sewer Fund Revenue Budgets and corresponding Expenditure Budgets. Current revenue projections are less than budget, therefore, I have decided to take a conservative approach and defer controllable expenditures in both accounts. The requested reductions are as follows:

Reduce Water Fund Revenue -	\$1,101,000
Reduce Water Fund – Current Year Reserve	\$110,000
Reduce Water Fund – Transfer to Sewer Fund	\$620,000
Reduce Water Fund – Autos/Light Trucks	\$171,000
Reduce Water Fund – Engineering Services	\$200,000
Reduce Sewer Fund – Revenue	\$920,000
Reduce Sewer Fund – Reserve	\$276,000
Reduce Sewer Fund – MWRA Payments	\$ 52,000
Reduce Sewer Fund – PC Software Admin	\$190,000
Reduce Sewer Fund – Autos/Light Trucks	\$150,000
Reduce Sewer Fund – Construction Equipment	\$ 15,000
Reduce Sewer Fund – Capital	\$200,000
Reduce Sewer Fund – Temporary Staffing	\$ 37,000

Thank you for your consideration of this matter.


Very truly yours,



Setti D. Warren
Mayor

FY 2011 Sewer Fund Revenue	
27-4210	(\$920,000)
FY 2011 Sewer Fund Appropriations	
27A401L1-5790	(\$276,000)
27A10781-563001	(\$ 52,000)
27A401L1-585121	(\$190,000)
27A401L2-58501	(\$150,000)

FY 2011 Water Fund Revenue	
28-4210	(\$1,101,000)
FY 2011 Water Fund Appropriations	
28A401Z2-5790	(\$110,000)
28A10499-5927	(\$620,000)
28A401Z4-530203	(\$200,000)
28A401L2-5800	(\$171,000)

27A401L2-58502	(\$ 15,000)
27A401Y1-586010	(\$200,000)
27A401L1-511102	(\$ 15,000)
27A401Y1-513001	(\$ 22,000)

 10/27/2010

 10/27/2010



City of Newton, Massachusetts
Office of the Mayor

SETTI D. WARREN
MAYOR

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

October 8, 2010

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

10 OCT - 8 P 2:20
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$50,000 from FY2011 Budget Reserve to Account # 01602011-5273, Park & Recreation Forrestry Vehicle Rentals.

The Park & Recreation Department is responsible for more than 30,000 trees in the City of Newton. For each of the past three years the cost for tree emergencies has exceeded \$100,000. The FY2011 budgeted amount for this potential expenditure is \$29,800. This transfer will cover the projected costs incurred through mid/late September, and leave a balance of approximately \$25,000 in this account for future tree emergencies in the next several months.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

From: Budget Reserve
016498-5190 70,000
To: Parks Expenses
01602011-5273 48,310
Parks
*01602011-512001 1,690

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov

DEDICATED TO COMMUNITY EXCELLENCE

70,000
ADW



SETTI D. WARREN
MAYOR

NEWTON PARKS AND RECREATION DEPARTMENT

70 Crescent Street, Newton, MA 02466

Office: (617) 796-1500

Fax: (617) 796-1512

TDD/TTY: (617) 796-1089



NEWTON
Parks & Recreation

ROBERT J. DERUBEIS
COMMISSIONER

Tuesday, September 28, 2010

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

Dear Mayor Warren:

I am writing to respectfully request that you docket with the Honorable Board of Aldermen for consideration a request to appropriate forty-seven thousand, four hundred and sixty dollars for the purpose of Tree emergencies that have occurred since July 1, 2010

Tree Emergency costs – actual and pending invoices from 7/1/10 to date:

Equipment Rental	\$ 47,460.00	Requesting	\$ 47,460.00
Department Overtime	\$ 1,690.00	Requesting	\$ 1,690.00
Other Department Overtime	\$ -	Requesting	\$ -
Grand Total:			\$ 49,150.00

In the above request, equipment rental for tree emergencies has been primarily Northern Tree Service. This contractor was procured on a bid process. Department overtime includes Department Supervisory staff and in-house crews. In some instances Other City Departments have augmented in-house crews.

A tree emergency maybe a single instance of a tree being damaged by an accident, or a weather related emergency requiring one, two or more crews to respond for cleanup. These expenses have occurred since July 1, 2010.

This request will cover the actual Forestry Emergency Equipment Rental expenditures from July 1, 2010 and leaves \$29,800 for Equipment Rental and \$12,153 for Forestry Emergency Department Overtime.

Very truly yours,

Robert DeRubeis
Parks & Recreation Commissioner

att:

01602011 5273	\$ 47,460.00	Tree/ Equipment Rental
01602011 513001	\$ 1,690.00	Tree/ Department Overtime
	\$ 49,150.00	TOTAL APPROPRIATION REQUEST

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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
COMM. SECRETARY-ROBIN MCLAUGHLIN

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

WWW.CLNEWTON.MA.US/PARKS

Emergency Forestry Equipment Expenditures
July 1 to September 13, 2010

Date	Hours	Equipment	Rate	Cost	Issue
7/1/2010	3.50	Primary Crew Overtime Rate	\$180.00	\$630.00	several limbs citywide
7/3/2010	9.50	Bucket Truck Crew Overtime Rate	\$210.00	\$1,995.00	many limbs down citywide
7/7/2010	3.00	Primary Crew Overtime Rate	\$180.00	\$540.00	several limbs citywide
7/8/2010	6.00	Bucket Truck Crew Overtime Rate	\$210.00	\$1,260.00	down tree parker st and other limbs
7/9/2010	3.00	Bucket Truck Crew Overtime Rate	\$210.00	\$630.00	down tree fenwick
	4.50	Log Loader Crew Overtime Rate	\$155.00	\$697.50	down tree fenwick
7/10/2010	6.00	Bucket Truck Crew Overtime Rate	\$210.00	\$1,260.00	down trees Freeman, Upland, Islington
7/10/2010	6.00	Log Loader Crew Overtime Rate	\$155.00	\$930.00	down trees Freeman, Upland, Islington
7/15/2010	3.00	Bucket Truck Crew Overtime Rate	\$210.00	\$630.00	Waban Ave down tree
7/17/2010	4.00	Primary Crew Overtime Rate	\$180.00	\$720.00	down tree and several limbs
	3.75	Log Loader Crew Standard Rate	\$125.00	\$468.75	down tree and several limbs
7/17/2010	5.00	Bucket Truck Crew Overtime Rate	\$210.00	\$1,050.00	down trees/limbs Beason St. & Nevada St.
7/23/2010	5.00	Log Loader Crew Overtime Rate	\$155.00	\$775.00	tree down Colbert Rd. E.
7/23/2010	5.00	Log Loader Crew Standard Rate	\$85.00	\$425.00	tree down Colbert Rd. E.
7/27/2010	3.00	Bucket Truck Crew Overtime Rate	\$210.00	\$630.00	tree down Pleasant St., Limbs Ivanhoe and Hunnewell Ave.
8/5/2010	3.00	Supplemental Crew Member Overtime Rate	\$200.00	\$600.00	down limb lake ave
8/13/2010	4.50	Primary Crew Overtime Rate	\$180.00	\$810.00	several down limbs
8/17/2010	4.00	Primary Crew Overtime Rate	\$180.00	\$720.00	down trees and limbs Citywide
8/17/2010	3.75	Log Loader Crew Standard Rate	\$125.00	\$468.75	down trees and limbs Citywide
8/23/2010	3.50	Primary Crew Overtime Rate	\$180.00	\$630.00	many down limbs Citywide
8/23/2010	5.50	Bucket Truck Crew Overtime Rate	\$210.00	\$1,155.00	many down limbs Citywide
8/24/2010	3.50	Primary Crew Overtime Rate	\$180.00	\$630.00	many down limbs Citywide
8/24/2010	3.00	Bucket Truck Crew Overtime Rate	\$210.00	\$630.00	many down limbs Citywide
8/25/2010	8.00	Primary Crew Overtime Rate	\$180.00	\$1,440.00	many down limbs Citywide
	3.00	Log Loader Crew Standard Rate	\$125.00	\$375.00	many down limbs Citywide
9/3/2010	8.00	Bucket Truck Crew Overtime Rate	\$210.00	\$1,680.00	down limbs citywide
	9.00	Bucket Truck Crew Overtime Rate	\$210.00	\$1,890.00	Hurricane Standby
	9.00	Log Loader Crew Overtime Rate	\$155.00	\$1,395.00	Hurricane Standby
9/4/2010	9.00	Bucket Truck Crew Overtime Rate	\$210.00	\$1,890.00	Hurricane Standby
	9.00	Log Loader Crew Overtime Rate	\$155.00	\$1,395.00	Hurricane Standby
9/4/2010	6.00	Bucket Truck Crew Overtime Rate	\$210.00	\$1,260.00	Down Tree Berklee & others
	6.00	Log Loader Crew Overtime Rate	\$155.00	\$930.00	Down Tree Berklee & others
9/13/2010	10.00	Bucket Truck Crew Overtime Rate	\$210.00	\$2,100.00	down limbs Citywide

Estimated Stump Removal Costs from storms \$ 15,000.00

Total Emergency Related Costs \$ 47,460.00