



Programs & Services Committee Agenda

City of Newton **In City Council**

Wednesday, September 6, 2023

7:00 PM

The Programs & Services Committee will hold this meeting as a virtual meeting on Wednesday, September 6, 2023 at 7:00 pm. To view this meeting using Zoom use this link: <https://newtonma-gov.zoom.us/j/83358276873> or call 1-646-558-8656 and use the Meeting ID: 833 5827 6873.

Items Scheduled for Discussion:

#280-23 Appointment of Paul Holt as a Newton Library Trustee

HER HONOR THE MAYOR appointing Paul Holt, 75 Andrew St, Newton as a Newton Library Trustee for a term of office set to expire on June 30, 2026. (60 Days: 10/13/2023)

#281-23 Appointment of Susan Harvey as a Newton Library Trustee

HER HONOR THE MAYOR appointing Susan Harvey, 146 Oliver Road, Newton as a Newton Library Trustee for a term of office set to expire on June 30, 2027. (60 Days: 10/13/2023)

#298-23 Appointment of Sheila Butts to the Parks and Recreation Commission

HER HONOR THE MAYOR reappointing Sheila Butts, 112 Spiers Road, Newton Centre as the Ward 8 member of the Parks and Recreation Commission for a term of office set to expire on September 18, 2025. (60 Days: 11/04/2023)

#299-23 Appointment of John Lovett III to the Commission on Disability

HER HONOR THE MAYOR reappointing John Lovett III, 497 Boylston Street, Newton as a member of the Commission on Disability for a term of office set to expire on September 18, 2026. (60 Days: 11/04/2023)

The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the City of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: jfairley@newtonma.gov or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

- #66-23 Discussion and possible amendment to Sec. 12-72**
COUNCILORS DANBERG, LEARY, GREENBERG, ALBRIGHT, NORTON, KELLEY, MALAKIE, WRIGHT, MARKIEWICZ, CROSSLEY, DOWNS, NOEL, BOWMAN, RYAN, KALIS, LIPOF, OLIVER, HUMPHREY, AND LUCAS requesting discussion and possible amendment to Section 12-72 “Sustainable Containers, Packaging and Single Use Ordinance” to further reduce the amount of single use plastic in Newton.
Programs & Services Held 6-0 on 07/12/23
- #291-23 Reappointment of John Neville to the Parks and Recreation Commission**
HER HONOR THE MAYOR reappointing John Neville, 68 High Street, Newton Upper Falls as an alternate member of the Parks and Recreation Commission for a term of office set to expire on September 30, 2024. (60 Days: 11/04/2023)
- #292-23 Reappointment of Elizabeth Wilkinson to the Parks and Recreation Commission**
HER HONOR THE MAYOR reappointing Elizabeth Wilkinson, 14 Trowbridge Street, Newton Centre as the Ward 6 member of the Parks and Recreation Commission for a term of office set to expire on September 30, 2026. (60 Days: 11/04/2023)
- #293-23 Reappointment of Byron Dunker to the Parks and Recreation Commission**
HER HONOR THE MAYOR reappointing Byron Dunker, 10 Southwick Road, Waban as the Ward 5 member of the Parks and Recreation Commission for a term of office set to expire on September 30, 2026. (60 Days: 11/04/2023)
- #294-23 Reappointment of Arthur Magni to the Parks and Recreation Commission**
HER HONOR THE MAYOR reappointing Arthur Magni, 107 Mount Vernon Street, West Newton as the Ward 2 member of the Parks and Recreation Commission for a term of office set to expire on September 30, 2026. (60 Days: 11/04/2023)
- #295-23 Reappointment of John Schwartz to the Biosafety Committee**
HER HONOR THE MAYOR reappointing John Schwartz, 200 Upland Road, Newton as a member of the Biosafety Committee for a term of office set to expire on September 30, 2026. (60 Days: 11/04/2023)
- #296-23 Reappointment of Dina Conlin to the Licensing Board**
HER HONOR THE MAYOR reappointing Dina Conlin, 46 Shornecliffe Road, Newton as a Democrat member of the Licensing Board for a term of office set to expire on June 4, 2029. (60 Days: 11/04/2023)
- #297-23 Reappointment of Michael Goldman to the Farm Commission**
HER HONOR THE MAYOR reappointing Michael Goldman, 14 Saxon Terrace, Newton Highlands as a member of the Farm Commission for a term of office set to expire on July 31, 2026. (60 Days: 11/04/2023)

Respectfully Submitted,
Josh Krintzman, Chair



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
RECEIVED
Office of the Mayor
2023 AUG 10 AM 8:54

#280-23

Telephone
(617) 796-1100
Fax
(617) 796-1113
TDD/TTY
(617) 796-1089
Email
rfuller@newtonma.gov

CITY CLERK
NEWTON, MA. 02459

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to appoint Paul Holt of 75 Andrew Street, Newton 02461 as a Newton Library Trustee. His term of office shall expire on June 30, 2026 and his appointment is subject to your confirmation. The Library Trustee members have five year terms staggered over the five year period. Mr. Holt will be serving the term expiring June 2026.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller
Mayor

Application Form

Profile

Paul S Holt
First Name Middle Initial Last Name

[REDACTED]
Email Address

75 Andrew St
Home Address Suite or Apt

Newton MA 02461
City State Postal Code

What Ward do you live in?

☒ Ward 8

[REDACTED]
Primary Phone Alternate Phone

Retired
Employer Job Title

Which Boards would you like to apply for?

Library Trustee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

Coordinator of Boards and Commissions Newton City Hall, Mayor's Office 1000 Commonwealth Avenue Newton, MA 02459 I am reaching out to introduce myself to you and to inquiry about the possibility of joining the Newton Public Library board. My wife and I have been Newton residents for almost thirty years and have raised our family here. When our children were young, the library was a special place we visited often. I have rediscovered the library since retiring 4 years ago. I am an avid reader and not only frequent the library often, but I recently enjoyed the behind the scenes tours and was very impressed with extensive services the library offers. I am currently co president of the Newton Community Farm, over the next year I will be transitioning off the board because of the bylaws time limit. I have just completed getting money from the CPA to help renovate the farmer's home. It gives me purpose and satisfaction to invest my time in organizations that I am passionate about their mission. As a Newton Library board member, I would like to leverage my business experience to support fundraising, marketing and events to fulfill the mission and needs of our community. For the last decade before retiring, I successfully fundraised for Northeastern University, American Red Cross and Big Brother Big Sister. Prior to my work in Fundraising, I was the CEO and owner of GroupComm Systems, recognized as one of the fastest growing privately held firms in Massachusetts. In 2005, GroupComm Systems had grown to 16 million in revenue with over 60 employees. Ready to give back, I sold my business to Office Environments of New England (renamed Red Thread), a subsidiary of Steelcase Inc. I look forward to the opportunity to discuss becoming a board member.

[Paul Holt Resume v1 PDF.pdf](#)

Upload a Resume

PAUL HOLT

75 Andrew Street, Newton, MA 02461 [REDACTED] [REDACTED]

Profile:

A successful entrepreneur and CEO, having led and sold a 60 person technology business. Skilled in leadership, mentoring, and closings of major gifts. Seeking to leverage 15+ years of combined fundraising and sales experience to lead a team to drive measurable results.

BIG BROTHER BIG SISTER

2017-2018

*Director of Individual Giving**Raised over \$400k in my first year**Managed the Board of Overseers**Increased the Board of Overseers by 10 people in first year.***AMERICAN RED CROSS**

2014 - 2017

*Associate Director of Major Gifts**Top individual fundraiser in Massachusetts for 2014 and 2015**Raised a \$100,000 individual gift in support of the Boston Food Pantry, the largest gift in 3 years**Supervised and mentored a team of individual major gift officers**Managed marketing programs; The Annual Fund, Boston Marathon, Tiffany Circle***MASSCHALLENGE** (startup incubator for early stage entrepreneurs)

2013 - 2014

*Mentor**Mentored the CEO of Green City Growers**Co-developed marketing, sales and business strategies***NORTHEASTERN UNIVERSITY, COLLEGE OF ENGINEERING**

2008 - 2012

*Development Officer**Exceeded 2011 annual goal of \$1,000,000 (Includes one \$250,000 and two \$100,000 gifts)**Averaged 150 alumni visits per year - top three development officers university wide**Collaborated with the Chair of Mechanical and Electrical Engineering to manage the Advisory**Board and develop a comprehensive strategy for annual solicitation and stewardship***OFFICE ENVIRONMENTS OF NEW ENGLAND** (subsidiary of Steelcase, Inc.)

2005 - 2007

*Vice President of Sales**Led a nine person sales team, generating \$20 million in gross revenue**Business and sales consulting with new executive management**Facilitated the transition of company ownership as previous CEO of acquired company*

GROUPCOMM SYSTEMS (formerly The Holt Company)

1995 - 2005

*Chief Executive Officer**Leading AudioVisual Systems Integrator- top five largest in New England**\$16ml in sales and sixty employees**Recognized by BBJ as one of the top fifty fastest growing privately held companies in MA, 2004**Sold company to Office Environments of New England (renamed Red Thread), a subsidiary of Steelcase Inc., the largest global office furniture manufacturer in the world, 2005***EDUCATION***The Environment for Giving-Planned Giving-Kaspick and Company*

2014

Planned Giving Fundamentals Course

2011

Boston University, Professional Fund Raising, Certificate

2007

*University of Massachusetts, Bachelor of Business, Amherst, MA***COMMUNITY***Newton Community Farm Board member*

2020-present

Green Newton, Board Member

2012 to 2020

Temple Beth Avodah board member

2003 - 2005



Ruthanne Fuller
Mayor

City of Newton, Massachusetts

Office of the Mayor

2023 AUG 10 AM 8:54

#281-23

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CITY CLERK
NEWTON, MA. 02459

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to appoint Susan Harvey of 146 Oliver Road, Newton 02468 as a Newton Library Trustee. Her term of office shall expire on June 30, 2027 and her appointment is subject to your confirmation. Ms. Harvey will be completing Ms. Geline Williams' term ending June 30, 2027.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller
Mayor

Application Form**Profile**

Susan

First Name

V

Middle Initial

Harvey

Last Name

[REDACTED]
Email Address

146 Oliver Road

Home Address

Suite or Apt

Waban

City

MA

State

02468

Postal Code

What Ward do you live in?☒ Ward 5[REDACTED]
Primary Phone

Alternate Phone

New Direction Strategy, LLC

Employer

Founder & Chief Transformation
Officer

Job Title

Which Boards would you like to apply for?

Library Trustee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I have worked in and around non-profits in many forms throughout my career, from college internships to managing corporate partnerships to coaching non-profit leaders. But I haven't found a board leadership opportunity that felt right to me. After 20+ years in business and government and 4 years running my own consulting firm, I am committed to finding the right organization or non-profit to serve through Board membership. As I've talked to people about joining a board, the first question I get is always "what are you passionate about?" And when I thought about that, one answer I came up with is "libraries." I know it's less grand than climate change or hunger or world peace, but to me it touches on all of those. It's a place of community, where people are equal, where services are available to all, where we can share resources rather than everyone buying and disposing of their own. When I was a kid growing up in Philadelphia, I remember walking into the main branch of the library, with its marble stairs and grand columns, and being awed to think that everything I needed to write my science paper was somewhere in that building. During the pandemic, the library was one of the things I missed most. I love seeing all the different people coming through the building - it's like the DMV but people are happy to be there. So I was excited to see an opening on the library board of trustees, and I'm pleased to submit my application.

SUSAN VICTORIA HARVEY

NEWTON, MA 02468 | [REDACTED] | [REDACTED]

SUMMARY

Entrepreneur, organizational change expert and coach delivering individual and team coaching, strategic consultation, and facilitation. Dedicated to *emergence*, the courageous and challenging journey from what no longer fits to what is newly possible. Experienced working with stakeholders at all levels of organization and creating experiences that inform, connect, and motivate teams. Known for keen insights, memorable imagery, and a system-level perspective that prompt action and drive change.

EXPERIENCE

NEW DIRECTION STRATEGY, Boston MA

January 2019 – Present

Founder & CEO

- Founded rapidly growing boutique consulting practice to bring out the best in leaders and their teams during times of change.
- Achieved outstanding business results including 90+% client return-or-refer rate and 50% year-over-year revenue growth.
- Manage all aspects of small business ownership, including staffing, finance, strategy, marketing, sales, and service delivery.
- Developed “Creating What’s Next,” a peer coaching program for women in career transition.
- Improve team effectiveness through coaching and leadership development for leading organizations in professional services, life sciences, and health insurance.
- Deliver successful lasting change initiatives in global organizations across life sciences, manufacturing, and logistics industries.
- Apply various validated tools and methods, including Immunity to Change, Prosci change management, DISC behavior assessment, Positive Intelligence, and Corentus Team Coaching.

BLUE CROSS BLUE SHIELD OF MASSACHUSETTS, Boston, MA

2003 – December 2018

Senior Director, Integrated Marketing (2017 – December 2018)

- Selected by senior leadership to bring consumer focus to marketing department in transition.
- Lead development and implementation of sales value proposition and corporate employment brand, driving higher-than-expected sales for 2019 and winning awards from heads of Sales and Marketing.
- Designed and implemented structural changes which improved effectiveness in evolving, highly fluid marketing organization.

Senior Director, Member and Provider Communications (2014 – 2017)

- Selected by senior leadership to create new business area to create and distribute all business communications to Blue Cross card holders and the clinicians and facilities that care for them.
- Established vision, organizational structure, staffing, and processes, delivering significant year-over-year increases in employee engagement while exceeding performance expectations and meeting budget targets.
- Built effective, highly integrated team of 20 that created award-winning communications and was known as the business partner of choice for communications projects.

Director, Planning and Communications, Executive Office (2010 – 2014)

- Created keynote addresses, multichannel communications (video, social media, blogs), op-eds, talking points, and messages to Blue Cross employees to establish CEO as trusted executive and national thought leader.
- Translated complex information into simple communications and compelling experiences which increased internal and external connection to the company's strategy, initiatives, key messages, and thought leadership.

Chief of Staff, Health Care Services/Incoming CEO (2007 – 2010)

- Served as principal aide to the Executive Vice President for Health Care Services.
- Managed EVP's transition to CEO.

Manager, Strategic Planning (2003 – 2007)

- Managed corporate sponsorships, including events and internal communications, with organizations including Special Olympics, American Cancer Society, and Curt and Shonda Schilling's SHADE Foundation.
- Guided startup of public-private partnership that developed nationally recognized parklands in downtown Boston as executive-on-loan to the Rose Kennedy Greenway Conservancy.

BERGDAVIS PUBLIC AFFAIRS, San Francisco, CA

2002

Account Supervisor

- Planned and implemented multi-faceted public relations campaigns on behalf of corporate and non-profit clients.

HOUSE DEMOCRATIC LEADER RICHARD GEPHARDT, Washington, DC

1999 – 2001

Deputy Communications Director

- Acted as primary spokesperson for the top Democrat in the House of Representatives in regional media outlets.

U.S. SENATOR ROBERT G. TORRICELLI, Washington, DC

1997 – 1999

Press Secretary

- Directed all media activities for high profile Senator during impeachment trial and campaign finance hearings.

EDUCATION

Bachelor of Arts, Political Science, WILLIAMS COLLEGE, Williamstown, MA

Certificate in Leadership Coaching, GEORGETOWN UNIVERSITY, Washington D.C.

PROSCI certified Change Management Practitioner



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#298-23

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rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to appoint Sheila Butts of 112 Spiers Road, Newton 02459, Newton as the Ward 8 member of the Parks and Recreation Commission. Her term of office shall expire on September 18, 2025 and her appointment is subject to your confirmation.

The Parks and Recreation Commission members have three-year terms staggered over the three year period. Ms. Sheila Butts will be serving the term expiring September 2025.

Thank you for your attention to this matter.

Warmly,

A handwritten signature in blue ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

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2023 AUG 28 PM 2:36
CITY CLERK
NEWTON, MA 02459

Application Form

Profile

Sheila

First Name

B

Middle Initial

Butts

Last Name

Email Address

112 Spiers Road

Home Address

Suite or Apt

Newton

City

MA

State

02459

Postal Code

What Ward do you live in?☒ Ward 8

Primary Phone

Alternate Phone

Retired

Employer

Job Title

Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I have been a resident of Newton since 1976, and have resided in Oak Hill Parks since 1982. My husband and I have 3 children who attended the Newton Public Schools, participated in Parks and Recreation programs and camps when they were young; worked and volunteered for the Parks and Recreation Department while in their teens, and also participated in a many of Newton's Youth Leagues. I have had the pleasure of working for the City of Newton as both a parttime (1976-1978) Recreation Leader, and full time Recreation Leader, Assistant Supervisor and Manager from 1978 -2001. In 2001 I moved on to become the Assistant Recreation Director in Lexington, before being appointed the Director of the new Lexington Community Center in 2015 (please note that this position is not listed on my attached resume, but I am happy to provide more info if needed). I held this position until my retirement in 2017. In 2018 I was asked to return to the Newton Parks, Recreation and Culture Department on a part time basis as the Field Permit Manager. In this last position, I worked with the Athletic Directors, Youth League Coordinators, Private schools, Newton Community Education, residents and non-residents in an effort to facilitate and equitably allocate use of Newton's fields and outdoor facilities. I officially retired from this job as of April 1, 2023. Now that I am truly retired I find that I would very much like to volunteer to give back to the City that has been an integral part of my and my family's life for 4+ decades. I believe that I can offer to the City and the Parks and Recreation Commission the benefits of my 40 years of work experience and accrued expertise in multiple areas of Municipal Recreation, and I very much want to give back to the community. I thank you for your consideration. Sheila Balch Butts sbutts1331@yahoo.com (617) 999-4992

[resume.pdf](#)

Upload a Resume

SHEILA BUTTS

112 SPIERS ROAD, NEWTON CENTRE, MA [REDACTED]

SUMMARY OF QUALIFICATIONS

Versatile manager, with experience in many areas, including program planning and budget development
Creative, flexible and adaptable in understanding the need of, and programming for, the community
Excellent administrative, managerial organizational, verbal, written and computer skills
Extensive experience in personnel management (recruitment, training, supervision, and motivation of staff and participants)

PROFESSIONAL EXPERIENCE

2001 TO PRESENT	Town of Lexington, Recreation Department	1625 Massachusetts Avenue Lexington, MA 02420
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ASSISTANT DIRECTOR OF RECREATION

Plan, develop, direct, implement and manage seasonal and year-round active and passive recreation and leisure programs to meet the diverse needs of the community.

Directly supervise, monitor and administer programs and activities, including department run youth and adult leagues, drop-in programs, camps, clinics and tournaments.

Supervise 100 or more full-time equivalent employees including summer and school year seasonal employees. Supervisory activities include establishing work procedures and performance standards, providing performance feedback, orientation and training, scheduling work hours and assigning and reviewing work.

Contact, recommend, supervise and evaluate outside vendors who staff department programs.

Assist in the development, management and monitoring of the department's overall budget.

Develop individual program budgets, including year-round and summer programs, all individual pre-school, youth, teen and adult program budgets, and overall department tennis budget. Maintain and manage program financial records, perform financial analysis of programs.

Manage all program data and compile end-of-season reports. Research, compile, prepare, analyze, interpret and deliver annual department performance measurement documents.

Communicate on an ongoing basis with residents, participants, staff and vendors. Respond to public inquiries relative to department programs and services. Assist in developing cooperative partnerships with other departments, community groups and service organizations.

Develop department marketing materials including seasonal brochures, online advertising, social media marketing, and continued development of department's online program registration information pages.

Develop and recommend policies and procedures.

1980 TO 2001	Newton Parks and Recreation Department	124 Vernon Street Newton, MA
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RECREATION MANAGER

Plan, organize, schedule, budget and administer citywide recreational activities, programs and leagues, including all aspects of a multi-faceted indoor recreation complex. Recruit, train and direct 100 - 200 seasonal employees and volunteers. Create, coordinate and manage all aspects of 2 Summer Day Camps and additional sports clinics for elementary and middle school children. Develop, in cooperation with the Newton Public Schools, a Summer Inclusion Program at the aforementioned camps. Department liaison to school athletic directors and private sports leagues regarding use of recreation fields. Purchase, inventory and distribution of equipment and supplies for all department seasonal activities. Development and oversight of Camp Scholarship program, including grant writing, fundraising and CDBG reporting. Plan and implement City of Newton Playground Safety Guidelines. Coordinate and maintain records on all school and recreation play apparatus, safety issues, inspections and maintenance.

1978 TO 1980	Newton Parks and Recreation Department
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ASSISTANT RECREATION SUPERVISOR

Schedule, supervise and administer activities at summer playgrounds, evening recreation programs and full-service athletic complex. Plan and execute orientation of seasonal recreation staff. Publicize, schedule and direct activities of recreation youth and adult leagues. Responsible for inventory control of department program supplies. Liaison between department and private youth leagues relative to scheduling, field preparation and usage.

1976 TO 1978 Newton Parks and Recreation Department

RECREATION LEADER

Assist in planning, scheduling and supervision of programs at a neighborhood recreation center. Schedule and distribute permits for fields and picnic areas. Coordinate skating lessons and free skating program for the department, including registration, financial planning and payroll responsibilities. Develop in-service training programs for seasonal and full-time employees.

1975 – 1976 City of Newton, Human Services Department Newton, MA

Part-Time Office Clerk

1974 – 1975 Man-Made Fiber Producers Association, Inc. Washington, DC

ADMINISTRATIVE ASSISTANT

EDUCATION

1970 – 1974 NEWTON COLLEGE
OF THE SACRED HEART NEWTON, MA

BACHELOR OF ARTS, AMERICAN STUDIES, 1974

1975 -1976 BOSTON COLLEGE CHESTNUT HILL, MA
GRADUATE STUDIES, AMERICAN STUDIES

1979 MOUNT IDA COLLEGE NEWTON, MA
COMMUNITY RECREATION Cou

1995 HARVARD UNIVERSITY CAMBRIDGE, MA
GRADUATE SCHOOL OF DESIGN
"THE ADA AND UNIVERSAL DESIGN OF TRAILS,
DOCKS, PLAYGROUNDS, AND SPORTS FACILITIES"

2000, 2003, 2006, 2009, 2011 NATIONAL PLAYGROUND SAFETY INSTITUTE
"CERTIFIED PLAYGROUND SAFETY INSPECTOR"
CERTIFICATION COURSES

PROFESSIONAL MEMBERSHIPS AND AWARDS

- NATIONAL RECREATION AND PARK ASSOCIATION
- MASSACHUSETTS RECREATION AND PARK ASSOCIATION
- 1998 GREATER BOSTON ARC "OUTSTANDING RECREATION PROGRAMMING"
- 2015 MRPA COMMUNITY PROFESSIONAL OF THE YEAR

References are available on request.



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

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rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to appoint John Lovett III of 497 Boylston Street, Newton 02459 as a member of the Commission on Disability. His term of office shall expire on September 18, 2026 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

A handwritten signature in blue ink that reads "Ruthanne Fuller". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

Ruthanne Fuller
Mayor

RECEIVED
2023 AUG 28 PM 2:35
CITY CLERK
NEWTON, MA 02459

Application Form**Profile**

John (Jack)

First Name

J.

Middle Initial

Lovett, III

Last Name

Email Address

497 Boylston St.

Home Address

Suite or Apt

Newton

City

MA

State

02459

Postal Code

What Ward do you live in?☒ Ward 6

Primary Phone

Alternate Phone

City of Newton - DPW

Employer

Office Engineer

Job Title

Which Boards would you like to apply for?

Commission on Disability: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

Dear Mayor Fuller, Chair Sandberg, Chair Jonsdottir, Ms. Fairley, Ms. Kerwin Derrick, Ms. Timbers, and Honorable Members of the Newton Commission on Disability: I am writing to state my interest in becoming a member of the Newton Commission on Disability (COD). I have been a Newton resident since 2006, when I moved to Newton in the fourth grade. I attended Bowen Elementary School, Oak Hill Middle School, and Newton South High School, graduating in 2014. Disability has been a major part of my life and identity. As a child, I was diagnosed with Asperger's Syndrome (now reclassified as High-Functioning Autism). During college, I developed and was diagnosed with a second disability, Tinnitus (ear ringing). Both disabilities have had a major impact on my life. I also have siblings on the autism spectrum, including a younger brother, who attends the Price Center and actively participates in Newton Parks, Recreation & Culture and Newton Athletes Unlimited programming. Public service and giving back to Newton have always been a priority for me. At Newton South High School, I was heavily involved in South Senate (student government). In 2014, I received the Newton Aldermanic Scholarship, partly in recognition of my work on student government. Following my graduation from Newton South, I completed an internship at Newton City Hall. Since 2021, I have worked full-time at Newton City Hall, first as the Executive Administrator for DPW and now as the Office Engineer for DPW's Engineering Division. I see the Newton COD as not only another way to serve the Newton community, but to serve in a way that directly aligns with my identity and life experience as a person with a disability. I am impressed with the breadth of issues that the Newton COD addresses, touching on multiple City departments, including DPW, Planning, Public Buildings, NPD, and NPS, among others. Given both my life and professional experience, I believe I could make a strong contribution to the Newton COD and its work. Thank you for your consideration of my candidacy.

[John Jack Lovett Resume July 2023 .pdf](#)

Upload a Resume

John (Jack) Lovett

497 Boylston Street, Newton, MA 02459

EDUCATION**Northeastern University**Master of Public Administration & Graduate Certificate in Urban Studies
3.911 GPABoston, MA
May 2020

Bachelor of Arts in Political Science and History

3.936 GPA, *Summa Cum Laude*, Huntington 100, Garnet Award

May 2019

Newton South High School

High School Diploma; Senior Cup recipient

June 2014

PROFESSIONAL EXPERIENCE**City of Newton, Department of Public Works***Office Engineer*

Newton, MA

June 2023-present

- Review permit applications for completeness on behalf of the Engineering Division, including Engineering Construction permits, Site Plan submittals, ANR Plan submittals, and others.
- Complete records requests for Engineering records, such as water and sewer tie cards, roadway plan and profiles, subdivision plans, etc.
- Issue address change letters on behalf of the City Engineer.
- Complete customer service duties by managing the Engineering office's front-counter and phone main line.

Executive Administrator

July 2021-June 2023

- Served as an administrative assistant to the Commissioner and Deputy Commissioner of Public Works.
- Enforced shrubbery obstruction ordinance and helped developed a ticketing process with Law Dept.
- Created online Roadway Event Application to streamline road race permit approvals for DPW, PRC, and NPD.
- Approved permits for road races, newspaper vendor boxes, sandwich boards, and noise ordinance waivers.
- Assisted with hiring process, purchasing office supplies, event planning, and other administrative tasks.

Northeastern University

Boston, MA

Operational Support Analyst, Global Resilience Institute (Temp)

Aug 2020-June 2021

- Liaison for FEMA with Maine and Rhode Island on long-term economic recovery to COVID pandemic project.
- Ran weekly meetings with federal and state partners and served as official record-keeper.
- Created solution-based teams on issues, such as broadband, economic development, and climate resilience.

Senior Resident Assistant (Hall Council Advisor of the Year—2019)

May 2018-May 2019

- Co-supervised and co-managed staff of 11 Resident Assistants and 5 Hall Councilors.
- Evaluated and approved event proposals and budget requests from staff, using eRezlife software.
- Mentored and coached new Resident Assistants in their responsibilities.
- Completed all other Resident Assistant duties.

Resident Assistant

Aug 2015-May 2018

- Ensured safety of residents through policy enforcement, incident intervention, and roommate mediations.
- Organized approximately 50 community events, including museum tours, movie nights, faculty presentations, career panels, a food/clothing drive, and a hiking trip, among other events.
- Connected residents with campus resources, such as student activities, facilities, and mail services, among others.
- Wrote and distributed by email a weekly newsletter on politics for a community of political science freshmen.

Boston Municipal Research Bureau

Boston, MA

Research Assistant

January-June 2018

- Conducted municipal policy research on urban school governance, achievement gap in Boston, Chapter 70 education funding, climate resiliency, police body-cameras, and housing/short-term rentals.
- Assembled spreadsheets on city budget proposals, state education funding, and student test scores.
- Wrote brief reports on the [Menino Survey of Mayors](#) and [Boston's Community Preservation Committee](#).
- Recorded notes at Boston City Council and Community Preservation Committee meetings and policy events.

John (Jack) Lovett

497 Boylston Street, Newton, MA 02459

Massachusetts Inspector General's Office

Assistant Investigator

Boston, MA

January-June 2016

- Reviewed thousands of emails with Summation of a government employee in connection to an allegation of procurement fraud and embezzlement.
- Analyzed bank statements and various back-up documentation with Microsoft Excel.
- Tracked public donations and salaries with OCPF, Open Checkbook, and other public databases.

Massachusetts Department of Transportation

Assistant in the Executive Office

Boston, MA

May-August 2015

- Drafted internal DOT newsletter, End of Day reports for Secretary Pollack and Governor's Legislative Office.
- Attended MassDOT Board meetings and the inaugural meeting of the Fiscal Management Control Board.

Commonwealth of Massachusetts, Office of Governor Charlie Baker

Personnel and Administration Assistant

Boston, MA

February-August 2015

- Vetted candidates for positions in state government and for boards and commissions.
- Assisted with filing and approving approximately 4,000 one-day marriage designation applications.
- Trained interns who were hired after me to assist with office tasks.

City of Newton, Office of Mayor Setti Warren

Sustainability Assistant/Voter Registration Drive Coordinator

Newton, MA

2014-2015

- Studied viability of E85 as an alternative fuel and benefits of acquiring electric cars for the municipal fleet.
- Organized sewer-system tax data for the Mayor's Financial Analyst.
- Led non-partisan voter registration drive at Newton South High School; managed 11 volunteers.

VOLUNTEER EXPERIENCE

Northeastern University Young Alumni Advisory Board (YAAB)

Member

Boston, MA

July 2022-present

- Attend quarterly board meetings at Northeastern University.
- Serve as an ambassador to other young alumni to build community and support for the university.
- Volunteered as a Field Marshal at the 2023 undergraduate and graduate commencement ceremonies.

Newton Ward 6 Democrats

Member

Newton, MA

February 2021-present

- Attend meetings (4 to 6 times a year) to meet with state and local elected officials and discuss policy issues.
- Participate in caucuses to elect delegates to the Massachusetts Democratic State Convention.

League of Women Voters of Newton

Member/ Volunteer

Newton, MA

March 2020-present

- Observed Newton Community Preservation Commission (CPC) meetings and recorded detailed notes.
- Served on the Annual Meeting Minutes Review Committee to offer edits and ensure accuracy of the minutes.
- Second-place winner of the LWN Civics Challenge in 2020 and first-place winner in 2023.

Jake Auchincloss for Newton City Council/U.S. Congress

Campaign Assistant

Newton, MA

October-Nov 2019

- Distributed door-hangers/campaign literature and lawn-signs using Airtable and VoteBuilder software.
- Conducted research projects on community influencers in the Massachusetts 4th congressional district and the history of development in Newton.

SKILLS

French (basic proficiency), Microsoft Office, Facebook, Twitter, Instagram, ArcGIS, PeopleGIS, WebQA, OpenGov

Summary of Plastic Reduction Ordinance

September 6, 2023, City of Newton Programs & Services Committee

Substantive changes since July 12, 2023, P&S Meeting

- Removed prohibition on sale and distribution of helium balloons.
- Added requirement that helium balloons must be sold with an added weight to limit unintentional release.
- Removed prohibition on sale of splash sticks, plastic balloon sticks, floss sticks, ear swabs, and cosmetics containing plastic glitter.
- Changed use of reusables for dine-in to apply only to full service restaurants.
- Edits, including simplified waiver language, from City legal (Andrew Lee and Jen Wilson) and HHS (Linda Walsh) review.

Timeline

- March 22, 2023: initial P&S meeting
- April 19, 2023: P&S public comment
- July 12, 2023: P&S update

CITY OF NEWTON
IN CITY COUNCIL

_____, 2023

BE IT ORDAINED BY THE NEWTON CITY COUNCIL AS FOLLOWS:

That the Revised Ordinances of Newton Massachusetts, 2017, as amended, be and hereby are further amended as follows:

Amend section 12-72 to ARTICLE IX. of Chapter 12 by replacing it in its entirety with the following

Section 12-72 Sustainable Food and Beverage Serviceware, Packaging, and Single Use Items

- (a) Short Title. This section may be cited as the “Sustainable Food and Beverage Serviceware, Packaging, and Single Use Ordinance” of the City of Newton.
- (b) Purpose: The purpose of this ordinance is to reduce the overall environmental impact of the City of Newton, its residents, and its businesses. Single use plastic has a significant impact on the environment through its carbon footprint, waste management, pollution, and more. The provisions of this ordinance will reduce the amount of single use plastic used throughout the City.
- (c) Declaration of findings and policy- Scope

The city council hereby finds that the prohibition of the sale and use of certain single use plastic items by food service and retail establishments in the City of Newton is a public purpose that protects the public health, welfare and environment, advances solid waste reduction, protects waterways, and reduces the carbon footprint of the City’s business and residents.

- (d) Definitions

The following words, unless the context clearly requires otherwise, shall have the following meanings:

“Accessories” means any food and beverage serviceware items that are not dishware and containers. The term “accessories” as used in this section includes, but is not limited to, straws, forks, spoons, knives, chopsticks, stirrers, condiment packages, and napkins.

“Commissioner” means the commissioner of health and human services of the City of Newton.

“Compostable” means a product comprised of i) wood or fiber-based substrate only; or ii) bioplastic or other organic materials that break down in a compost pile within a set amount of time into safe material, and that is certified as such by the Biodegradable Products Institute (BPI), Compost Manufacturing Alliance (CMA), or OK Compost/TUV. Any bioplastic product must be clearly labeled with the applicable standard on the product. Products marked “compostable” or “biodegradable” that are not certified and marked as such may contain unsafe and toxic materials such as PFAS.

“Dishware and Containers” means all containers, bowls, plates, trays, cartons, cups, lids, film wrap, and other items on or in which prepared foods and beverages are packaged or directly placed.

“Foam polystyrene” means a non-biodegradable petrochemical thermoplastic made from aerated forms of polystyrene and includes several methods of manufacture. Expanded polystyrene (EPS) or extruded polystyrene (XPS) are forms of polystyrene. “Styrofoam” is a Dow Chemical Co. trademarked form of extruded polystyrene and is commonly used to refer to foam polystyrene. These are generally used to make insulated cups, bowls, trays, clamshell containers, meat trays, foam packing materials and egg cartons. The products are sometimes identified by a #6 resin code.

“Food Establishment” means a retail establishment that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, including, but not limited to, any establishment requiring a permit to operate in accordance with the Massachusetts Retail Food Code, 105 CMR 590, as it may be amended from time to time.

“Full Service Food Establishment” means a food establishment where customers are seated at a table either by waitstaff or by themselves, and where orders are taken and served by waitstaff at the table.

“Packing material” means materials used to hold, cushion, or protect an item packed in a container for shipping, transport, or storage. The term “packing material” as used in this section includes, but is not limited to, packing “peanuts”, shipping boxes, coolers, ice chests, or similar containers.

“Prepared food” means any food or beverages, which are served, packaged, cooked, chopped, sliced, mixed, brewed, frozen, squeezed or otherwise prepared on the premises where the food or beverages are to be served. For the purposes of this Section 12-72, prepared food does not include raw, butchered meats, fish and/or poultry sold from a butcher case or similar retail appliance.

“Recyclable” refers to material that can be sorted, cleansed, and reconstituted using the City’s curbside municipal collection programs for the purpose of using the altered form in the manufacture of a new product. Such materials must be accepted and recycled by the Materials

Recovery Facility (MRF) that receives Newton's residential curbside recycling. "Recycling" does not include burning, incinerating, converting, or otherwise thermally destroying solid waste.

"Retail establishment" means a business establishment engaged in the retail sale of goods directly to consumers.

"Reusable" refers to food and beverage serveware that will be used multiple times in its same form by a food establishment. Such products are intended to be washed multiple times in a commercial dishwasher and to retain their form and function over multiple usage and washing cycles.

"Single Use" means food and beverage serveware, that is not reusable, as defined above, and are designed to be used once and then discarded, and not designed for repeated use and sanitizing.

- (e) Prohibited use and distribution of certain food and beverage serveware and single use items.
- (i) Prohibition of the following items took effect on January 1, 2020, and shall continue to be in effect as of the effective date of this ordinance.
 - (1) Food establishments are prohibited from dispensing prepared food or beverages to any person in single use food containers made from foam polystyrene.
 - (2) Food establishments are prohibited from dispensing plastic stirrers.
 - (3) All food establishments are strongly encouraged to use reusable food serveware in place of using single use food serveware for all food served on the premises. Food establishments using any single use food serveware and stirrers are strongly encouraged to use biodegradable, compostable, reusable or recyclable food serveware and stirrers.
 - (4) Retail establishments are prohibited from selling or distributing single use food containers made from foam polystyrene to customers.
 - (5) Retail establishments are prohibited from selling or distributing to customers any packing material that is made in whole or in part from foam polystyrene.
 - (ii) The following prohibitions shall take effect on ~~January~~March 1, 2024.
 - (1) The intentional release of helium filled balloons is prohibited. Any helium balloons must be sold with weighted attachments designed to limit unintentional release.
 - (2) Retail establishments are prohibited from selling or distributing dishware and containers that are not reusable, compostable, or recyclable to consumers. This prohibition includes, but is not limited to, dishware and containers made from black plastic, foam polystyrene, or paper lined with polyethylene or other petroleum-based plastic.

- (3) Retail establishments are prohibited from selling or distributing packing materials that are not reusable, compostable, or recyclable to consumers, including, but not limited to, those made from foam polystyrene.
- (4) Food establishments are prohibited from dispensing prepared food to any consumer in dishware and containers larger than 4 ounces that are not reusable, compostable, or recyclable. This prohibition includes, but is not limited to, dishware and containers made from black plastic, foam polystyrene, or paper lined with polyethylene or other petroleum-based plastic.
- (5) Food establishments may not automatically provide single use accessories, including in takeout orders, whether orders are placed online, via phone, or in person. Such single use accessories may be provided only upon the request of the consumer either directly or in response to an inquiry by the food establishment. Single use accessories may not be prepackaged in sets.
~~Notwithstanding the foregoing, food establishments may provide consumers with condiments packaged on-site, such as sauces, in containers that are reusable, compostable, or recyclable.~~ In addition, food establishments may have single use accessories available at self-service stations.
- (6) The City of Newton is prohibited from serving a) prepared food or beverages in dishware and containers that are not reusable, compostable, or recyclable; and b) single use condiment packages. Notwithstanding the foregoing, the City of Newton may distribute condiment packages upon request.

~~(iii) The following prohibition shall take effect July 1, 2024.~~

- (7) ~~(1)~~ Full service food establishments shall utilize only reusable food and beverage serveware for dine-in customers.

(f) Effective date. The effective date shall be upon passage of this ordinance or as otherwise specified herein.

(g) Enforcement

1. Fine. Any food or retail establishments which violates any provision of this section or any regulation established by the Commissioner shall be liable for a fine as follows: First offense, warning; second offense, \$100.00; third offense, \$200.00; fourth and subsequent offenses, \$300.00. Each day a violation continues shall constitute a separate offense.
2. Whoever violates any provision of this section or any regulation established by the commissioner may be penalized by a noncriminal disposition as provided in G.L. c. 40, Sec 21D.
3. Any retail or food establishment may contest whether specific items are allowable under this Section by providing written documentation that the item is recyclable

from both their city-permitted waste/recycling hauler and associated MRF, or compostable from their commercial organics hauler and associated compost endsite.

4. In the event that the commissioner determines that compliance with any provision of this Section 12-72 is not feasible due to industry wide unavailability of compliant items, the commissioner may suspend enforcement of such provision for all food and retail establishments until the commissioner determines that the supply of compliant items has been sufficiently restored.
5. The provisions of this Section 12-72 shall be enforced by the commissioner, or their designee.

(g) Severability.

Each separate provision of this section shall be deemed independent of all other provisions herein, and if any provision of this section be declared to be invalid by a court of competent jurisdiction, the remaining provisions of this section shall remain valid and enforceable.

AND

In Sec.17-23. Enforcing persons and revised ordinances subject to civil fine.
Amend paragraph (b), HEALTH AND HUMAN SERVICES DEPARTMENT, by adding after CITY ORDINANCES, Any offense, the following:

PENALTY

Section 12-72, Single Use Plastic Prohibition Ordinance

() First offense	Warning
() Second offense	\$100.00
() Third offense	\$200.00
() Fourth or subsequent offenses	\$300.00

Approved as to legal form and character

Document comparison by Workshare 10.0 on Wednesday, September 06, 2023
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Input:	
Document 1 ID	file:///C:/Users/adg606/OneDrive - Harvard University/Alan Files/personal/PRWG/Sep 6 Friday pa/Plastic Reduction Ordinance 12-72 for P&S.docx
Description	Plastic Reduction Ordinance 12-72 for P&S
Document 2 ID	file:///C:/Users/adg606/OneDrive - Harvard University/Alan Files/personal/PRWG/Sep 6 Friday pa/UPDATE Plastic Reduction Ordinance 12-72 for P&S.docx
Description	UPDATE Plastic Reduction Ordinance 12-72 for P&S
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Moved to	0
Style change	0
Format changed	0

Total changes	10
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CITY OF NEWTON
IN CITY COUNCIL

_____, 2023

BE IT ORDAINED BY THE NEWTON CITY COUNCIL AS FOLLOWS:

That the Revised Ordinances of Newton Massachusetts, 2017, as amended, be and hereby are further amended as follows:

ARTICLE IX. of Chapter 12 is amended by adding the following Section 12-73.

Section 12-73 Plastic Beverage Containers

- (a) Short Title. This section may be cited as the “Plastic Beverage Container ordinance” of the City of Newton.
- (b) Purpose: The purpose of this ordinance is to reduce the overall environmental impact of the City of Newton, its residents, and its businesses. Single use plastic has a significant impact on the environment through its carbon footprint, waste management, pollution, and more. The provisions of this ordinance will reduce the amount of single use plastic used throughout the City.
- (c) Declaration of findings and policy- Scope

The city council hereby finds that prohibiting the sale and distribution of certain single use plastic bottles by the City of Newton and food service and retail establishments is a public purpose that protects the public health, welfare and environment, advances solid waste reduction, protects waterways, and reduces the carbon footprint of the City’s business and residents.

(d) Definitions

The following words, unless the context clearly requires otherwise, shall have the following meanings:

“Commissioner” means the commissioner of health and human services of the City of Newton.

“Food Establishment” means a business establishment that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, including but not limited to any establishment requiring a permit to operate in accordance with the

August 31, 2023

Massachusetts Retail Food Code, 105 CMR 590, as it may be amended from time to time.

“Retail establishment” means a business establishment engaged in the retail sale of goods directly to consumers.

“Single use plastic bottle” means any single serving container, whether sold individually or in bulk, containing any drink including but not limited to water, soda, carbonated and flavored water, tea, lemonade, juice, sports drinks, etc with a volume of one liter or less, that is made in whole or in part of plastic material, excluding the cap. This includes such drinks sold in boxes that are lined with plastic and are not accepted by curbside recycling in the City of Newton. This also includes any similarly sized container (i.e. 1.1 liter) reasonably assumed to be a single serving container.

(e) Prohibited use and distribution of certain single use plastic bottles.

(i) The following items shall take effect on January 1, 2024.

- (1) The City of Newton is prohibited from purchasing and distributing non-carbonated, non-flavored water in single use plastic bottles.
- (2) Food and retail establishments are strongly encouraged to offer alternatives to water in single use plastic bottles, including canned water and water refill coolers with reusable cups.

(ii) The following items shall take effect on January 1, 2025.

- (1) The sale and distribution of non-carbonated, non-flavored water in single use plastic bottles is prohibited in the City of Newton.

(f) Effective date. The effective dates are as specified herein.

(g) Enforcement

1. Fine. Any food or retail establishments which violates any provision of this section or any regulation established by the Commissioner shall be liable for a fine as follows: First offense, warning; second offense, \$100.00; third offense, \$200.00; fourth and subsequent offenses, \$300.00. Each day a violation continues shall constitute a separate offense.
2. Whoever violates any provision of this section or any regulation established by the commissioner may be penalized by a noncriminal disposition as provided in G.L. c. 40, Sec 21D.

3. Items in this section shall be enforced by the commissioner of health and human services, or their designee, unless an item is determined to be the responsibility of another City department
4. Specific items in this section may be put on temporary hold by the Mayor of the City or commissioner of health as needed during times of emergency such as pandemics.

(g) Severability.

Each separate provision of this section shall be deemed independent of all other provisions herein, and if any provision of this section be declared to be invalid by a court of competent jurisdiction, the remaining provisions of this section shall remain valid and enforceable.

AND

In Sec.17-23. Enforcing persons and revised ordinances subject to civil fine.
Amend paragraph (b), HEALTH AND HUMAN SERVICES DEPARTMENT, by adding after CITY ORDINANCES, Any offense, the following:

PENALTY

Section 12-73, Single Use Beverage Container Ordinance

() First offense	Warning
() Second offense	\$100.00
() Third offense	\$200.00
() Fourth or subsequent offenses	\$300.00

Approved as to legal form and character



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#291-23
Telephone
(617) 796-1100
Fax
(617) 796-1113
TDD/TTY
(617) 796-1089
Email
rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to reappoint John Neville of 68 High Street, Newton Upper Falls 02464, Newton as an Alternate member of the Parks and Recreation Commission. His term of office shall expire on September 30, 2024 and his appointment is subject to your confirmation.

The Parks and Recreation Commission members have three-year terms staggered over the three year period. Mr. John Neville will be serving the term expiring September 2024.

Thank you for your attention to this matter.

Warmly,

A handwritten signature in blue ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

RECEIVED
2023 AUG 28 PM 2:36
CITY CLERK
NEWTON, MA 02459

Application Form**Profile**

John (Jack)

First Name

F

Middle Initial

Neville

Last Name

Email Address

68 High Street

Home Address

68 High Street, Newton

Suite or Apt

Newton Upper Falls

City

MA

State

02464

Postal Code

What Ward do you live in?☒ Ward 5

Primary Phone

Alternate Phone

Robert Lynch Municipal Golf
Course / Retired

Employer

Director of Golf

Job Title

Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I have been a lifelong resident of Newton. I am a member of the PGA of America and have been a Head Golf Professional and Director of Golf/General Manager. I began working for the Newton Recreation Department when I was in high school and college as a "skate guard" in the winter and taught golf through the Newton Recreation Department. I am currently a member and treasurer of the Newton Commonwealth Foundation which oversees the Newton Commonwealth Golf Course. I would like to continue to serve on the Newton Parks and Recreation Commission.

[Multiple_Boards-John_Neville.pdf](#)

Upload a Resume

JOHN F. (Jack) NEVILLE, JR.
68 High Street, Newton Upper Falls, MA 02464

PROFESSIONAL

STANDING: Class "A" Member, PGA of America, 1966

SUMMARY: Progressive experience in golf industry that includes Director of Golf and Head Professional positions. Extensive achievements in public relations, teaching, business management, merchandising, and tournament organization. Office holder and active participant at both Sectional and National PGA levels, with particular recognition for the support and promotion of Junior golf. Elected by peers for NEPGA Golf Professional of the Year. Inducted to NEPGA Golf Hall of Fame.

PGA

EDUCATION: MGA Rules Workshop, 2003, 2004, 2005, 2006, 2012
NEPGA Medical Emergency Seminar, 2001
NEPGA, Two-Day Teaching Seminar, 2001
Henry-Griffitts Club Fitting Seminar, 1995
Certified CPR and First Aid, 1994, 2000, 2003
PGA & USGA Rules Workshop, 1984, 1988, 1991, 1992
PGA Investment Program Workshop, 1989
PGA Leasing Golf Facility Seminar, 1986
PGA Golf Operations Seminar, 1985
PGA & USGA Five Day workshop on Rules and Tournament Management, 1978
PGA Five-Day Workshop on Teaching, 1975
PGA Business School, Palm Beach, FL, 1964
Over 36-hours of Continuing Education per three-year periods

PROFESSIONAL**EXPERIENCE:**

1997-2011

ROBERT T. LYNCH MUNICIPAL GOLF COURSE, Brookline, MA

Director of Golf

An active suburban municipal facility playing 33,000 rounds annually. Oversee all aspects of daily club operations, including grounds, capital improvement projects, financial management, and supervision and evaluation of 30-40 staff members.

- Key contributor in developing and implementing strategic budget plans.
- Create diverse junior program that includes clinics, summer camps, and leagues.
- Plan and manage club tournaments.
- Hosted Westfield Junior PGA Championship in 2004, 2005, and 2006.
- Led large-scale reorganization initiative to improve overall condition and efficiency of club.
 - Generated \$200K profit increase within one year.
 - Planned and managed green reconstruction projects.
 - Formalized operating policies and procedures.
 - Introduced technology to club and coordinated installation of POS system.
 - Improved merchandise quality and selection at pro shop.
- From 2000 to 2002, provided oversight in implementing \$2.3M capital plan for clubhouse and course improvement project.

1979-1997

PONKAPOAG GOLF CLUB, Canton, MA

Head Golf Professional

An active municipal facility playing 80,000+ rounds annually.

- Managed two major Junior Golf championships in New England as well as CYO and New England Junior Open.
- Hosted Gatorade Junior Golf Clinic, Pepsi Junior Golf Clinic, and sectional finals for PGA Junior Golf Championship.
- Oversaw development and performance of three PGA Professionals and three Apprentices.
- Established clinics for New England Special Olympics participants, adults, and children.
- Hosted two annual events for special education students within Boston Public Schools.

JOHN F. (Jack) NEVILLE, JR.

Page Two

EXPERIENCE,
continued

1978-1984 NEWTON NORTH HIGH SCHOOL, Newton, MA
Golf Coach

1975-1980 MARTIN MEMORIAL GOLF COURSE, Weston, MA
Head Golf Professional

1963-1975 BRAE BURN COUNTRY CLUB, Newton, MA
Assistant Golf Professional
 Previously served as **Caddy** and **Caddy Master**.

PGA OF AMERICA

ACTIVITIES:

- Senior Representative NEPGA Board of Directors, 2012-2016
- President's Council, PGA of America, 2004-2016
- Award's Committee, New England PGA, 2001-2011
- Club Relations Committee, New England PGA, 1989-Present
- Membership Committee, New England PGA, 1987-Present
- Land and Building Development Committee, Chairman, 2015-Present
- Marketing and Corporate Relations Committee, 1992-2001
- Benevolent and Relief Financial Development Committee, 1993-1999
- Assistant Professional Association Liaison Committee, 1992-1999
- Chairman, Junior Golf Committee, 1990-1999
- Member, NEPGA Ryder Cup Committee, The Country Club, 1999
- Junior Scholarship Committee, 1991-Present, Chairman, 1996
- Honorary President, New England PGA, 1995-1997
- Delegate to PGA Annual Meeting, 1990-1995
- President, New England PGA, 1993-1995
- Member, Junior Golf and Championship Committee, 1991-1994
- Secretary / Treasurer, New England PGA, 1990-1993
- President, Southern Massachusetts Chapter New England PGA, 1990-1991
- Secretary / Treasurer, Southern Mass. Chapter NEPGA, 1988-1989
- Vice President, New England PGA, 1987-1990
- Board of Directors, Francis Ouimet Caddie Scholarship Fund, 1985-1994

AWARDS:

Inducted New England PGA Golf Hall of Fame, 2008
 Honorary Ouimet Scholarship Alumnus, Francis Ouimet Scholarship Fund, 2007
 Distinguished Service Award, New England PGA, Southern MA Chapter, 2005
 Professional of the Year, New England PGA, 1995
 New England PGA, Junior Leader Award, 1990
 Member, Quarter Century Club, PGA of America, 1991
 Member, Fifty Years, PGA of America, 2016

EDUCATION: NEWTON JUNIOR COLLEGE, Newton, MA

MILITARY: U.S. ARMY RESERVE, 1962-1968

COMMUNITY
ACTIVITIES:

- Member, Newton Upper Falls Community Development Corporation
 - President, 1995-Present, Vice President, 1992-1995, Board of Directors, 1970-1974, 1989-1992
- Alternate Member of Newton Parks and Recreation Commission, 2003-Present
- * Elected to Newton Upper Falls Area Council, November, 2011



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#292-23

Telephone
(617) 796-1100
Fax
(617) 796-1113
TDD/TTY
(617) 796-1089
Email
rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to reappoint Elizabeth Wilkinson of 14 Trowbridge Street, Newton Centre 02459, as the Ward 6 member of the Parks and Recreation Commission. Her term of office shall expire on September 30, 2026 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

A handwritten signature in blue ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

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CITY CLERK
NEWTON, MA. 02459

Application Form

Profile

Elizabeth (Beth)

First Name

A.

Middle Initial

Wilkinson

Last Name

Email Address

14 Trowbridge St.

Home Address

Suite or Apt

Newton Centre

City

MA

State

02459

Postal Code

What Ward do you live in?

☒ Ward 6

Primary Phone

Alternate Phone

None

Employer

Community Volunteer

Job Title

Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I'm ending my first term on the Parks and Recreation Commission and am very interested in being re-appointed for a second term. In my three years on the Commission, there were many challenging issues, and it was great to work with the members of the PR&C Department and the other member of the Commission to meet those challenges. The Department accomplished an incredible amount during that time.. (I can't wait for the opening of Levingston Cove next month!) I look forward to seeing current projects move to completion and new ones get started. When I first applied for the P&R Commission, I wrote that the City is approaching a time when more maintenance would be needed and less funding would be available. Since the override failed, that has become even more true, and I continue to be interested in helping to investigate ways to deal with that problem. During my term on the the P&R Commission, I also was able to work with City staff members on separate projects that I found to be meaningful: helping to create an environmental sign for Levingston Cove, advocating for state funding for the accessible path in Levingston Cove, reviewing the plant lists for the Cove, being part of the City team that reviewed proposals for the proposed Dudley Road Estate project, and creating a first draft of a Beekeeping policy for the Department (based on the Conservation Commission's current policy). As part of my responsibilities to the P&R Commission, I became a member of the Farm Commission and very much enjoy that connection. Recently I was re-appointed to the Urban Tree Commission (after twelve years as a member) and still am a board member of Newton Conservators (with twelve years on the board, five of those years as president). I was an active member of the Open Space and Recreation Plan Committee during the recent update. As I mentioned in my last application, all of those interests are intertwined and help to make me a better member of the Parks and Rec. Commission. Thanks for your consideration.

[Updated resume Parks and Rec. Commission 2023.pdf](#)

Uploaded a Resume

Elizabeth (Beth) Wilkinson
14 Trowbridge Street, Newton, MA 02459
[REDACTED]

Objective

To be re-appointed as a member of Newton's Parks and Recreation Commission with the goal of continuing my support of Newton's open spaces, the features within them, and the programming that supports them and the residents of the City.

Summary of Relevant Qualifications

- Member of Newton Parks and Recreation Commission (2020 – Present)
- Member of Newton Farm Commission (2021 - Present)
- Member of the Urban Tree Commission (2011 - Present)
- Member of the Newton Open Space and Recreation Plan Committee for the 2020 - 2027 update
- Knowledge of city through leadership positions in a variety of organizations, including PTO Council Co-president (1998 - 2000), Trustee of Newton Free Library (2005 - 2010), and the conservation-related nonprofit organizations listed below.

Related Experience

- **Newton Conservators.** Member of board of directors (2011 - Present). Creator and host of semi-annual nature webinar series (2020 - Present). President (2014 – 2019). Editor of quarterly newsletter (2011 - 2017).
- **Mayor's Webster Woods Advisory Panel.** Chair (2018 - 2019)
- **Native Plant Trust** (Formerly Newton Wild Flower Society). Plant Conservation Volunteer (2010 - Present)
- **Newton Tree Conservancy.** Member of board of directors and membership chair. (2010 - 2016)
- **Crystal Lake Conservancy.** Member of board of directors. (2010 - 2015)

- Field Botany Certificate. New England Wild Flower Society (2009)
- Master Gardener Certificate. Massachusetts Horticultural Society (2003)
- Master's Degree and ABD (all-but-dissertation for Ph.D.) in English and American Literature. Boston University (1977 - 1981)
- BA in English and Philosophy. University of Rochester (1977)

Awards

Unsung Heroine Award from Massachusetts Commission on the Status of Women (2012).



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#293-23

Telephone
(617) 796-1100
Fax
(617) 796-1113
TDD/TTY
(617) 796-1089
Email
rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to reappoint Byron Dunker of 10 Southwick Road, Waban 02468, Newton as the Ward 5 member of the Parks and Recreation Commission. His term of office shall expire on September 30, 2026 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

A handwritten signature in blue ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

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2023 AUG 28 PM 2:36
CITY CLERK
NEWTON, MA 02459

Application Form**Profile**Byron (Buzz)

First Name

Dunker

Last Name

Email Address

10 Southwick Road

Home Address

Suite or Apt

Newton

City

MA

State

02468

Postal Code

What Ward do you live in?☒ Ward 5

Primary Phone

Alternate Phone

New England Petroleum

Employer

Marketing and Supply Manager

Job Title

Which Boards would you like to apply for?Parks and Recreation Commission: Submitted**Interests & Experiences**

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I am a life long Newton resident and have worked closely with the Parks and Recreation Department on various projects over the years. I have also coached a number of youth sports and want to continue to help.

[Parks Recreation-
Byron Dunker.docx](#)

Upload a Resume

Byron "Buzz" Dunker

10 Southwick Rd.
Waban, MA 02468

July 6, 2023

Dear Mayor Fuller,

I would love to be considered to continue on as the Ward 5 representative on the Recreation Commission. I currently serve as the Vice Chair and am also a member of the CPC. I have lived in Newton all my life and been involved in all aspects of recreation in the city. As my 2 kids grew up and went through the school system, I coached just about every sport that they were involved in. I have continued to coach in our Newton Babe Ruth baseball league. I am also very involved in the running of the Newton Southeast Little League, both as its treasurer and being responsible for all of our fields. I have worked closely for years with our wonderful Parks and Recreation Department in maintaining all of our playing fields, both with their help as well as doing as much as I physically can myself. I think the Newton Police are very familiar with seeing me working on our playgrounds late at night.

I have also been very involved with the great Highlands Playground project which is now complete and enjoyed by many people. The Parks and Recreation Department has been great in getting that project completed. It is a very impressive playground for everyone to enjoy.

Another project that I was involved with was getting lights funded and installed at the stadium at Newton South High School. Right from the beginning meeting with the neighbors, the school administration, the fund-raising group, and of course our Recreation Commission for the approval process.



I work for New England Petroleum, 6 Kimball Lane in Lynnfield, MA 01940. We are a petroleum marketing and trading company that wholesales motor fuels in the northeast. I handle all the marketing along with supply. We bring in cargos of gasoline and diesel into the northeast and wholesale it. New England Petroleum is a privately held company owned by the Kaneb family. In addition to my company, they also own HP Hood and a chain of gas stations and are also, minority owners of the Red Sox.

I have really enjoyed the past few years being on the commission and being able to have input on the various issues that come before us. Getting the pool and the 3 field projects planned and approved along with the funding from the CPC has been the most recent accomplishment that I have been involved with. More importantly, however, I have really enjoyed working directly with Nicole Banks and the Parks and Recreation Department in maintaining all of our playing fields and the running our youth leagues. I hope to continue on with both. There is much more to do.

Warm regards,
Byron "Buzz" Dunker





Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#294-23

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(617) 796-1100

Fax
(617) 796-1113

TDD/TTY
(617) 796-1089

Email
rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to reappoint Arthur Magni of 107 Mount Vernon Street, West Newton 02465, Newton as the Ward 2 member of the Parks and Recreation Commission. His term of office shall expire on September 30, 2026 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

A handwritten signature in blue ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

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CITY CLERK
NEWTON, MA. 02459

Application Form**Profile**

Arthur

First Name

Magni

Last Name

Email Address

107 Mount Vernon St.

Home Address

Suite or Apt

West Newton

City

MA

State

02465

Postal Code

What Ward do you live in?☒ Ward 2

Primary Phone

Alternate Phone

Magni Funeral Home

Employer

Director

Job Title

Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I am a competitive athlete and lifelong city resident and find great satisfaction in providing Newtonians access to recreational opportunities. It's widely understood that good health is linked to regular exercise (and good diet). And contact with nature also contributes to one's well-being (as does a sense of community and purpose). Our Commission oversees parkland for both active and passive recreation and I feel honored and privileged to be part of a group tasked with protecting those assets and managing them fairly and equitably for all residents of the city.

[Arthur Resume 2020.docx](#)

Upload a Resume

Arthur A. Magni

**107 Mount Vernon Street
Newton, MA 02465**



EXPERIENCE:

2000 to Present

Andrew J. Magni & Son Funeral Home, Inc., Newton, MA

Co-Owner and Full-Time Director

Instructed and developed curriculum materials for World History and American History classes; incorporated various types of media and technology into curriculum. (Fall 1999)

Prior to entering the funeral trade, I worked in the journalism and publishing fields as both a reporter and editor, including a year with Reader's Digest at their Westchester, NY headquarters.

EDUCATION:

Wesleyan University, Middletown, CT

Dual Major – Italian Studies, American Studies, B.A., May 1993

Funeral Institute of the Northeast (F.I.N.E.), Norwood, MA

Mortuary Science, Certificate, Summa Cum Laude, May 2000

SKILLS AND INTERESTS:

- Competitive Soccer Player in Over-the-Hill League (OTHL) in Boston area.
- Single Father of Two Teens (both at Newton North H.S.).
- Member of St. Mary of Carmen Society, Newton – non-profit organization dedicated to organizing annual festival in village of Nonantum and other community events.



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#295-23

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Email
rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to reappoint John Schwartz of 200 Upland Road, Newton 02460 as a member of the Biosafety Committee. His term of office shall expire on September 30, 2026 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

A handwritten signature in blue ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

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CITY CLERK
NEWTON, MA. 02459

Application Form**Profile**

John (Jay)

First Name

J

Middle Initial

Schwartz

Last Name

Email Address

200 UPLAND RD.

Home Address

Suite or Apt

NEWTON

City

MA

State

02460

Postal Code

What Ward do you live in?☒ Ward 2

Primary Phone

Alternate Phone

ClearVue LLC

Employer

Managing Director

Job Title

Which Boards would you like to apply for?

Biosafety Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I have been an Newton resident for >32 years. In that time I have been an academic at MIT, life sciences serial entrepreneur, regulatory consultant and business mentor. In my laboratory at MIT and in several of my companies I have served as their safety officer. I have been privileged to participate in keeping our city safe as a member of the current rDNA Board. I would like to continue to serve.

[Biosafety-](#)[Jay_Schwartz.06.30.17.pdf](#)

Upload a Resume

JOHN "JAY" SCHWARTZ

200 Upland Road, Newton, Massachusetts 02460 ♦ [REDACTED] ♦ [REDACTED]

PROFESSIONAL SUMMARY

A successful venture backed life science entrepreneur, business advisor and angel investor with a demonstrated track record of identifying and driving commercially viable, early-stage technologies through clinical development to acquisition, including coordinating the first round of investment in the largest biopharmaceutical exit of \$500 million for 25x return on investment. Extensive fund raising, collaborative research and development, business development and commercialization experience in drugs, devices, diagnostics, and combination products. Hands-on experience across multiple basic science and clinical disciplines including nucleic acids, cardiovascular medicine, oncology, medical devices drug delivery, protein engineering and diagnostics.

CORE COMPETENCIES

Executorial leadership experience in P&L management, strategic planning and "hands-on" operations in development stage start ups in diagnostics, drugs, medical devices and combination products.	Raised \$12+ million through a combination of Venture and Angel Funding, Government SBIR, NIH and NSF, and DARPA grants and collaborative research and investment.
Track record of complex intellectual property invention, management including portfolio development, IP invention and development and international IP strategy.	Track record of influencing business development deals including both in and out licensing deals, competitive intelligence and due diligence.
Highly experienced in relationship management and the corporate governance and hands-on development and management of academic and university collaborations, Scientific Advisory Boards, Board of Directors.	Experienced with regulatory strategy and submissions 505(b)2, IND, IDE, Combination Products and Orphan Drugs, clinical trial design, reimbursement and Good Manufacturing Practices (GMP).

WORK EXPERIENCE

ACUITYBIO, INC., Newton, MA

2010 – Present

Chief Executive Officer and President

AcuityBio, Inc. is a late-stage preclinical oncology company focused on commercializing technology co-developed at Harvard Medical School and Boston Universities. ABC100 Mesh, the company's first product, is a drug-eluting, biocompatible, biodegradable polymer surgical buttress stapled to the margins of lung cancer resections, which prevents disease recurrence.

- Secured \$1.8M in SBIR Phase I and II grants to fund preclinical work.
- Identified and recruited a world class Scientific Advisory Board and Board of Directors.
- Negotiated university option for intellectual property and performed extensive competitive intellectual property and freedom to operate analysis leading to clear commercialization strategy.
- Designed and built a certified and scalable cGMP manufacturing by re-designing university processes.
- Negotiated a 505(b)2, Orphan Drug Designation with the FDA and designed both the regulatory and reimbursement strategy.
- Negotiated with large strategic companies for investment and collaborative development agreements

MIT VENTURE MENTORING SERVICE (VMS), Boston, MA**2001 – Present**

VMS is a pro-bono organization that supports innovation and entrepreneurial activity throughout MIT. VMS supports innovation and entrepreneurial activity throughout the MIT community by matching both prospective and experienced entrepreneurs with skilled volunteer mentors. VMS complements and works cooperatively with the many MIT centers and programs promoting entrepreneurship and providing many resources to encourage formation of businesses and to move technological knowledge from the laboratory to the marketplace. www.vms.mit.edu

Venture Mentor

Business Mentor for MIT companies developing:

- Clinical diagnostics and personalized medicine
- Therapeutics
- Combination products
- Genomic engineering and synthetic biology
- Life science research tools
- Alternative and renewable energy

BOSTON HARBOR ANGELS, Boston, MA**2002 – 2009**

Boston Harbor Angels is one of the most active angel groups in the country with over 35 deals invested.

Member of the Executive Committee, Head of Membership, Private Equity Investor

- Invested mentored and advised a therapeutic and a medical device company in raising over \$3 million.
- Worked to build deal momentum and set up and close the Series 'A' round for a self-regulating insulin drug delivery company that was ultimately acquired by Merck for \$500 million, which was a 25x return on investment.

STATGE 1 STRATEGIES, LLC, Boston, Massachusetts**2004 – 2008**

Private, consulting firm that had clients in medical imaging, life sciences and small medical device companies. Drafted business strategy plans, negotiated university licenses, performed competitive intelligence, business development, market mapping and development, investment due diligence and designed plans for structured finance for start-ups.

Life Sciences Business Consultant

- Assisted a Harvard University oncology spinout in negotiating a license, developing proper corporate governance structures, funding strategy, business and technical development plans.
- Significantly increased revenues at a research biologics company by developing a new marketing plan.
- Performed competitive intelligence for a major pharmaceutical company looking to introduce their blockbuster first in class type-2 diabetes drug, Januvia \$2.4BB sales per year.
- Performed market analysis for several cardiovascular imaging device and drug delivery companies.
- Engaged by a board of directors and investors to perform a turnaround analysis for a failing oncology personalized medicine company.
- Assisted the Plaintiff of a \$400 million lawsuit by serving as a non-testifying expert witness in a dispute between a limited partner (the Plaintiff a large biotechnology company) and a general partner of a large venture capital fund. The matter related to a dispute over the adequacy of general partner due diligence in a specific fund investment.

BIOTell, INC., Boston, MA

2002 – 2009

BIOTell, Inc was a start up company that, in collaboration with the University of Massachusetts at Dartmouth, developed a novel surface Plasmon resonance biosensor used to detect botulinum toxin A.

Director, Assay Development

- Secured over \$1.5 million by co-authoring 2 successful SBIR grants for the rapid detection of botulinum toxins using a high sensitivity SPR sensor.
- Developed and implemented novel surface plasmon resonance (SPR) biosensor surface chemistries, biochemical assays and sample preparation techniques.
- Designed, engineered/chemically modified proteins and peptides and performed biochemical assays demonstrating the sensitivity and specificity of the company's chip-based SPR detection technology. Worked to develop and manage University of Massachusetts at Dartmouth collaborators, troubleshoot and manage technology project timeline

EngeneOS, Inc. Boston, MA

2000 – 2002

EngeneOS, Inc was a novel bio-nanotechnology company positioned at the intersection of information technology, physics, chemistry and molecular biology. Raised \$7million for initial lab set up hired a staff of 25, biopharmaceutical drug design and discovery, technical development and IP portfolio development.

Co-Founder, Principal Scientist

- Developed technology, drafted core patents and claim sets, developed advanced technology prototypes, established 2 wet labs, with regulatory licensing, from the ground up.
- Managed 4 Ph.D.'s and two technicians.
- EngeneOS was split into two companies, ADNEXUS, a biopharmaceutical company, and Epitome Biosystems, a protein biosensor company. ADNEXUS was acquired by Bristol Myers for \$470 million in 2007, a 12x return on investment and the Epitome by Millipore in for \$35 million 2009, which was 5x return on investment.

M.I.T. Media Laboratory Nanomedica Group, Boston, MA

1999 – 2002

Visiting Scientist, Co-Principal Investigator, \$1.7 million DARPA Grant

M.I.T. Center for Biomedical Engineering, Boston, MA

1999 – 2002

Research Scientist, Co-Principal Investigator, \$900,000 NSF Grant

M.I.T. Department of Biology/Harvard Medical School, Boston, MA

1991 – 1998

Postdoctoral Research fellow, multiple NIH fellowships

EDUCATION

NEW YORK MEDICAL COLLEGE; Ph.D. in Biochemistry and Molecular Biology, 1992.
Developed two effective human clinical nucleic acid-based diagnostic tests for Lyme Disease.

NEW YORK MEDICAL COLLEGE; M.S. Biochemistry, 1987.
Research and experimentation on bacterial ribosomal RNA and protein translation initiation.

University of Massachusetts at Amherst; B.S. Microbiology/ Philosophy Minor, 1985.



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#296-23
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(617) 796-1100
Fax
(617) 796-1113
TDD/TTY
(617) 796-1089
Email
rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to reappoint Dina Conlin of 46 Shornecliffe Road, Newton 02458 as a Democrat member of the Licensing Board. Her term of office shall expire on June 4, 2029 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller
Mayor

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NEWTON, MA. 02459

Application Form**Profile**

Dina

First Name

Conlin

Last Name

Email Address

46 Shornecliffe Road

Home Address

Suite or Apt

Newton

City

MA

State

02458

Postal Code

What Ward do you live in?☒ Ward 7

Primary Phone

Alternate Phone

Greenberg Traurig LLP

Employer

Attorney

Job Title

Which Boards would you like to apply for?

Licensing Board: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I am interested in continuing my service on the Licensing Board so that I can continue to contribute to the thoughtful granting of licenses in Newton.

[Dina Conlin Resume.doc](#)

Upload a Resume

DINA E. CONLIN
46 Shornecliffe Road, Newton, MA 02458

Accomplished transactional real estate attorney with pre-J.D. state government management experience; particularly skilled at analyzing multi-layered issues involving municipal, state and federal laws and regulations, and adding political perspective to legal analysis

LEGAL EXPERIENCE

GREENBERG TRAUIG LLP, Boston, Massachusetts (*August 2011 - present*)

Real Estate Associate

- Represent clients in all aspects of the purchase, sale and financing of commercial real estate, including survey, title, and closing issues
- Analyze and abstract loan documents, leases, and title documents
- Research and draft legal memoranda on variety of real estate issues, including Chapter 91 and Designated Port Area regulations, and the layout of public ways

CHOATE, HALL & STEWART LLP, Boston, Massachusetts (*Summer 2003, October 2004 - September 2009*)

Real Estate Associate

- Represented Massachusetts public agency in complex development and leasing agreements for downtown Boston real estate projects: negotiated development agreements and leases; conducted financial analyses; analyzed and responded to title and survey issues
- Represented clients in all aspects of the purchase and sale of commercial and residential real estate, including title, settlement, and closing issues
- Represented Massachusetts public agency in accepting conveyance of 27 acres of land in downtown Boston, including diligence and title review involving public rights of way and federal oversight
- Managed HUD and state lender closings on multi-million dollar loans for development of affordable housing projects for the elderly
- Researched and drafted legal memoranda and opinions on issues including zoning, title, subdivision, and enforceability, and briefed senior attorneys and clients on relevant legal issues
- Managed work and contributed to professional development of junior associates

BOSTON RED SOX, Boston, Massachusetts (*August 2003 - January 2004*)

Legal Department

- Researched and drafted legal memoranda on issues including liability of team doctors, team and stadium owners' liability for injuries, team participation in MLB Agency Agreement, and trademark/copyright issues

ADDITIONAL EXPERIENCE

OFFICE OF THE STATE TREASURER, Boston, Massachusetts (*January 1999 - January 2003*)

Deputy Treasurer/Chief of Staff (2002 - 2003)

- Directly managed State House staff of twelve; oversaw three departments with over fifty employees
- Advised Treasurer on policy issues and promoted Treasurer's agenda
- Oversaw legislative and media strategies
- Served as Treasurer's designee on Board of Bank Incorporation

Special Assistant (1999 - 2002)

- Active participant in development and implementation of policy agenda
- Served as Treasurer's designee on Emergency Finance Board

THE SHANNON O'BRIEN COMMITTEE, Boston, Massachusetts (February 1997 - December 1998)

Finance Director

- Created fundraising strategy and oversaw volunteers and staff in raising over \$1.3 million for campaign of first woman elected Treasurer in Massachusetts

THE KERRY FOR SENATE CAMPAIGN, Boston, Massachusetts (June - November 1996, May - June 1995)

Deputy Event Director, Finance Assistant

- Initiated, developed and executed in-state fundraising events working with political leaders, business leaders and Finance Committee; coordinated multiple aspects of fundraising concert with more than 13,000 attendees, \$800,000 raised, and an appearance by President Clinton

THE ROSE FUND, Boston, Massachusetts (July 1995 - June 1996)

Development Coordinator

- Researched, developed and implemented fundraising strategies, including grant prospects and special events, for non-profit organization working to end violence against women

EDUCATION

SUFFOLK UNIVERSITY LAW SCHOOL, EVENING DIVISION, Boston, Massachusetts

Juris Doctorate, summa cum laude, May 2004

Salutatorian

Faculty Outstanding Student Award, Evening Division, May 2004

Suffolk University Law Review: Articles Editor, 2003-2004; Staff, 2002-2003

Academic Leadership Scholarship, 2001-2004

BOSTON UNIVERSITY GRADUATE SCHOOL, Boston, Massachusetts

M.A., International Relations, September 1994

Master's Thesis: *The Reform of the United Nations Security Council*, 1994

BOSTON UNIVERSITY COLLEGE OF LIBERAL ARTS, Boston, Massachusetts

B.A., French Language and Literature, cum laude, May 1992

Dean's List; 1991, 1992

Division I Scholarship Athlete; Captain, Track and Cross Country; 1993 New England Champion, 5000M

Study Abroad Program at University of Grenoble; Grenoble, France, Spring 1991

PUBLICATIONS, MEMBERSHIPS & AWARDS

- Commissioner: Board of License Commissioners, City of Newton, Massachusetts
- Bar Admission: Commonwealth of Massachusetts
- Massachusetts Notary Public
- Massachusetts Super Lawyers Rising Star; 2009, 2010
- "The Ballot Initiative in Massachusetts: The Fallacy of Direct Democracy," Suffolk University Law Review (2004)
- Member: Commercial Real Estate Women (formerly New England Women in Real Estate (NEWIRE))
- *Wonder Woman of the Year*, Massachusetts Women's Political Caucus; 1999
- Weymouth South High School Athletic Hall of Fame



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#297-23

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Fax
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TDD/TTY
(617) 796-1089
Email
rfuller@newtonma.gov

August 7, 2023

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

To the Honorable City Councilors:

I am pleased to reappoint Michael Goldman of 14 Saxon Terrace, Newton Highlands 02461 as a member of the Farm Commission. His term of office shall expire on July 31, 2026 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

A handwritten signature in blue ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

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CITY CLERK
NEWTON, MA. 02459

Application Form**Profile**

Michael

First Name

Middle Initial

Goldman

Last Name

Email Address

14 Saxon Terrace

Home Address

Suite or Apt

Newton Highlands

City

MA

State

02461

Postal Code

What Ward do you live in?☒ Ward 6

Primary Phone

Alternate Phone

Cambridge Ctr for Adult Ed. -
Retired

Employer

Assistant Director

Job Title

Which Boards would you like to apply for?

Farm Commission: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I believe the Newton Community Farm is an important asset in Newton from an environmental, educational, agricultural, and cultural viewpoint. I've enjoyed serving on the Farm Commission and believe I have made concrete and practical contributions to the Commission's oversight responsibilities. With my background in agricultural economics, business, and non-profit organizations, I believe I bring a broad and informed perspective. I am currently Assistant Director at the Cambridge Center for Adult Education, have worked in the nonprofit sector for 16 years, run a private publishing company, and worked in agricultural development in Cameroon for Heifer Project International.

[resume.pdf](#)

Upload a Resume

Michael Edward Goldman, MBA

14 Saxon Terrace
 Newton, MA 02461

Finance and Administration Professional

10+ years of management experience, including roles as senior management team member and interim executive director. Highly qualified professional operational functions. Strong analytical and assessment skills. Proven record of developing effective department structures and managing Finance, Human Resource, and IT.

Core knowledge and skill areas:

- Operations assessment
- Financial management and reporting
- Budget development and management
- IT infrastructure and project management
- Risk Management
- Employee Benefits
- Audit and regulatory compliance

Professional Experience

Cambridge Center for Adult Education, Cambridge, Massachusetts

2014 - Present

Assistant Director: Joined this 136 year old non profit as Board Treasurer; transitioned to staff role as Director of Finance & Administration; quickly moved to Assistant Director. Served as Interim Executive Director for nine months until returning to Assistant Director role in August of 2016.

- Responsible for finance, administration and facilities
- Supervise Business Manager, Director of Facilities, Registration and Customer Service Staff
- Serve as staff liaison to Board Executive, Audit & Finance, and Personnel Committees
- Manage organization annual budgeting, yearly audits, and regulatory filings
- Oversee capital projects and public agency grants supporting work
- Provided overall organizational leadership during nine month period as Interim Executive Director, while maintaining all other daily responsibilities

Families First Parenting Programs, Cambridge, Massachusetts

2001-2014

Director, Finance & Administration: Management team member of non-profit organization working to strengthen families through parenting education and other programs.

- Developed and ran first finance and administration department
- Managed agency annual budgeting, yearly audits, and regulatory filings
- Managed contracts, negotiated with vendors, and supervised agency accounting
- Oversaw agency's risk management activities
- Responsible for agency's human resource function including recruitment, hiring, onboarding, employee health care programs, and pension plan
- Managed technology infrastructure, including network administration and website
- Project managed database development and website redesign projects
- Provided editorial and budgetary assistance to grant writing efforts
- Reported to the Executive Director and served as staff liaison to the Board and Committees
- Served as Interim Executive Director for six-month period

Columbia Books, Inc., Washington, DC

1997-2000

President: Responsible for all operations of twelve person, 35 year-old directory publishing company. Duties included:

- Financial and human resource management
- Information technology
- Marketing and fulfillment
- Strategic planning

Led cost efficient, complete transformation of company's publishing, book fulfillment, and financial management systems. Achieved highest profit levels in company history. Came in as company's first outside executive and retained key personnel throughout tenure.

Other Relevant Professional Experience

Toucan Chocolates, Inc., Waban, Massachusetts

1991-1996

President: Founded chocolate company start-up. Built national distribution for high end products. Managed every function of organization including product development, contracted manufacturing, marketing, production, distribution, and finances. Committed company to environmental awareness through innovative use of recycled packaging materials, product sourcing, and financial support for efforts to preserve rainforests and cultures of people depending on them. Company won awards from gourmet food industry for quality of its products.

The Altwell Group, Waltham, Massachusetts

1988-1990

General Management Consultant: Provided strategic planning, cost structure evaluation, and operations analysis consulting. Performed competitive overview, evaluated store-level operations and identified major operational improvement opportunities for national retail clients. Observations, presentation to client, and recommendations later proved accurate when rival acquired client. Also provided research for a leasing industry client.

Heifer Project International, Bamenda, Cameroon

1981-1985

Agricultural Advisor: Countrywide livestock project. Determined returns to farm operations to assess their commercial potential. Developed marketing network and accounting system for dairy cooperative. Produced first commercial marketing of pasteurized milk in Cameroon. Trained farmers, civil servants, and initiated agricultural economic research program for Cameroonian government. Also served as Acting Project Manager.

Education

The Amos Tuck School, Hanover, New Hampshire

Master of Business Administration

University of Connecticut, Storrs, Connecticut

Master of Science in Agricultural Economics

Brandeis University, Waltham, Massachusetts

Bachelor of Arts in Psychology

Other

Affiliations

Finance Committee Member – National Tay-Sachs & Allied Diseases (NTSAD)
Commissioner – City of Newton Farm Commission