

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE REPORT-BUDGET

MONDAY, MAY 12, 2008

Present: Ald. Coletti (Chair), Lennon, Johnson, Salvucci, Schnipper, Freedman, Gentile and Parker  
City Staff: Ann Cornaro (Director of Information Technology), Re Cappoli (Chief Procurement Officer), David Wilkinson (Comptroller), Nunzio Piselli (Retirement Board), Dolores Hamilton (Director of Human Resources), Ed Spellman (Treasurer & Collector), Susan Burstein (Chief Budget Officer), Sandy Pooler (Chief Administrative Officer) and Elizabeth Dromey (Assessor)

**BUDGET**

**IT**

**PURCHASING**

**COMPTROLLER/RETIREMENT**

**HUMAN RESOURCES**

**TREASURER/COLLECTOR**

**EXECUTIVE DEPARTMENT**

**ASSESSING**

**REFERRED TO FINANCE AND APPROPRIATE COMMITTEES**

#177-08 HIS HONOR THE MAYOR, in accordance with Section 5-1 of the City of Newton Charter, submitting the FY09 Budget, totaling \$318,354,461 passage of which shall be concurrent with the FY09-FY13 Capital Improvement Program.

**Effective date of submission: 5/5/08; last day to pass budget: 6/19**

**ACTION: HELD 7-0 (Ald. Johnson not voting)**

**REFERRED TO FINANCE AND APPROPRIATE COMMITTEES**

#358-07 HIS HONOR THE MAYOR submitting the FY09-FY13 Capital Improvement Program pursuant to section 5-3 of the Newton City Charter, which requires Board of Aldermen approval of a plan to finance \$194,907,647 of new local projects over the next several years:

**SUMMARY**

PUBLIC WORKS (CITY AND GRANT/FEE FUNDED)	\$ 67,632,500
PUBLIC SAFETY	\$ 6,230,535
PUBLIC BUILDINGS	\$ 16,772,295
SCHOOL DEPARTMENT	\$ 94,259,767
PARKS AND RECREATION	\$ 7,366,000
OTHER	\$ 2,646,546
TOTAL	\$194,907,647

**ACTION: HELD 7-0 (Ald. Johnson not voting)**

**IT DEPARTMENT BUDGET**

**NOTE:** Summary of IT Department FY'09 Budget:

**Changes:**

**Personnel:**

Mary Santoes (Data Control Clerk/Secretary): 60% of this position is now in the Comptroller's office, resulting in a savings of \$23,251.00 in salary, plus savings in Longevity (1300), Cleaning Allowance and benefits. Current staff will need to absorb 60% of her functions.

**Software Maintenance:**

Increase in software maintenance costs: Pentamation [FinancePlus and CommunityPlus] and Munis increased by \$14,450.00, bringing the cost of Financial software used throughout the City to \$142,000.00 per year.

**Other Cuts:**

1. Training [01-111-01-5319]: reduced by \$2,600.00
2. Computer Hardware [01-111-02-585111]: reduced by \$6,900.00
3. Computer Software [01-111-02-585121]: reduced by \$2,300.00

**PURCHASING DEPARTMENT BUDGET**

**NOTE:** Summary of Purchasing Department FY'09 Budget:

FTE's - no change.

Budget Increase in "51" due to one employee eligible for longevity.

Decrease in "53401" - Telephone bills - elimination of multiple Centrex lines, faster turn around on Transfer Bills and Comptroller's help in processing accounts payable batches for these bills in a day.

The Purchasing Department will not be eliminating any positions in FY'09.

**COMPTROLLER/RETIREMENT DEPARTMENT**

**NOTE:** Summary of Comptroller/Retirement Department FY'09 Budget is attached.

The Comptroller's Office will be eliminating the position of Deputy Comptroller and replaced with new Accountant position.

Eliminated .4 School accounts payable review position – will share 60% of an existing IT position for this function

**HUMAN RESOURCES DEPARTMENT**

**NOTE:** Summary of Human Resources Department FY'09 Budget:

The Human Resources Department has increased the budget in the personnel services to account for anticipated severance costs and also in the expenses account to cover anticipated unemployment claims. All other expenses have been level funded or reduced to meet the budget reductions.

The Human Resources Department will not be eliminating any positions in FY'09.

**TREASURER/COLLECTOR DEPARTMENT**

**NOTE:** Summary of Treasurer/Collector Department FY'09 Budget:  
Attached please find an index page 1 and a two page summary pages 2 and 3 of the Treasury Department Budget cuts.

Treasury budget page 01-254 line item 01-10701-5307 parking ticket collection line

	appr.	addl appr	total appr.	ytd expenses
in budget	170,785	-5,000	165,785	456,089
<b>corrected</b>	170,785	-5,000	165,785	<b>118,470</b>

The Treasury Department will be eliminating two 1.0 Tax Commitment Clerk positions and gaining a .4 Tax Commitment Clerk.

**EXECUTIVE DEPARTMENT**

**NOTE:** Summary of Executive Department FY'09 Budget is attached:

The Executive Department will not be eliminating any positions in FY'09.

**ASSESSING DEPARTMENT**

**NOTE:** Summary of Assessing Department FY'09 Budget:  
The Department is anticipating that it will have to cut the vacant appraisal technician position and reduce the full-time excise processor position to .6 time.

This reduces the personal services section and fringe benefits section of the Assessment Administration budget by \$88,090.

The expenses part of the Assessment Administration budget is level funded.

The total operating budget for the Assessment Administration Department for Fiscal Year 2009 is projected to be \$1,182,373.

Respectfully Submitted,

Paul E. Coletti, Chairman