



Programs & Services Committee Agenda

City of Newton In City Council

Wednesday, March 20, 2024

7:00 PM
Room 211

The Programs & Services Committee will hold this meeting as a hybrid meeting on Wednesday, March 20, 2024 at 7:00 PM that the public may access in-person or virtually via Zoom. To attend this meeting via Zoom use this link: <https://newtonma-gov.zoom.us/j/88682231576> or call 1-646-558-8656 and use the Meeting ID: 886 8223 1576.

Items Scheduled for Discussion:

- #26-24** **Discussion and possible Home Rule Petition regarding moving Newton's municipal elections to even years along with federal and state elections**
COUNCILOR ALBRIGHT requests discussion, development of a home rule petition, and amendments to the mechanics described in the charter and/or ordinances to implement a change in Newton's municipal elections to the even years, in concert with federal and state elections to improve voter turnout in local elections.
- #90-24** **Requesting update on leaf-blower landscaper registration and enforcement ordinance**
COUNCILORS BAKER, MALAKIE, LOBOVITS, WRIGHT, BLOCK, AND FARRELL requesting a discussion with the Commissioner of Inspectional Services and the Chief of Police, and responsible members of their Departments as to the progress in securing compliance with the leaf-blower provisions of Newton's noise ordinance requiring landscaper registration and lawful operation of noise-compliant equipment, including the reporting and enforcement work by those Departments.

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.

#134-24 Reappointment of Matthew Volpi to the Commission on Disability
HER HONOR THE MAYOR reappointing Matthew Volpi, 44 Oakmont Road, Newton Centre as a member of the Commission on Disability for a term of office set to expire on April 30, 2027. (60 Days: 05/03/2024)

#135-24 Reappointment of Sandra Lingley to the Commission on Disability
HER HONOR THE MAYOR reappointing Sandra Lingley, 1938 Washington Street, Newton as a member of the Commission on Disability for a term of office set to expire on December 31, 2026. (60 Days: 05/03/2024)

**Respectfully Submitted,
Josh Krintzman, Chair**



Memorandum

To: Programs & Services Committee
From: Carol Moore, City Clerk
Re: Consolidating Local Elections with State
Date: March 15, 2024

Committee members,

To support the discussion about merging local elections with the State and Presidential cycle, I offer the following insights into the potential benefits.

Lower Costs

Consolidating elections can reduce costs significantly as we can share resources with state elections. For instance, by merging with the State, the City can take advantage of the state's efforts in distributing Vote-By-Mail (VBM) applications, thereby eliminating the expenses associated with printing and mailing VBM postcards to all registered voters in the city. In terms of State elections, Newton bears the full costs for staffing and supplies, so including the local ballot would not impact the overall expenses in this area.

Increase Turnout

State and presidential elections draw higher voter turnout in Newton; the 2023 Municipal Election had a 28% turnout, in contrast with a 59% turnout for the 2022 State Election. By aligning local elections with the higher-turnout elections, it's likely that more voters would participate in the local election process, leading to greater democratic participation.

Build Capacity for Elections Staff

By consolidating elections, our staff can streamline their operations. Having an "off-season" would allow us to build new voter outreach programs (creating an "I Voted" sticker design contest), have voter registration events, research and improve our training modules for election workers.

Improve Voter Experience

Most importantly, having one main election every two years would improve the overall experience for voters. Merging local elections with state elections simplifies the voting process, making it easier for voters to stay engaged and informed about all levels of government. State and presidential elections typically receive more media attention, leading to better-informed voters. When local elections are held concurrently, local issues and candidates may benefit from this increased attention. Consolidation helps to reduce confusion and encourages a more straightforward electoral calendar.



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

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#134-24

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

CITY CLERK
NEWTON, MA. 02459

February 12, 2024

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

To the Honorable City Councilors:

I am pleased to reappoint Matthew Volpi of 44 Oakmont Road, Newton Centre as a member of the Commission on Disability. Matthew Volpi's term of office shall expire on April 30, 2027 and the appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller
Mayor

Application Form

Profile

Matthew

First Name

Volpi

Last Name

Middle Initial

[Redacted] Email Address

44 Oakmont Road

Home Address

Suite or Apt

NEWTON CENTER

City

MA

State

02459

Postal Code

What Ward do you live in?

Ward 6

[Redacted] Primary Phone

[Redacted] Alternate Phone

Tovana Consulting Inc.

Employer

Senior Consultant

Job Title

Which Boards would you like to apply for?

Commission on Disability: Submitted

Ethnicity

None Selected

Gender

None Selected

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 looking forward to a third term on the Commission on Disability. One of my daughters has a physical disability (she has a service dog and uses a wheelchair) plus my other daughter has significant learning issues. I also served as the founding chapter president for Canine Companions for Independence, the largest provider of service dogs in the U.S. These experiences have raised my awareness of the challenges that come with living with a disability and it's a constant presence in my mind as I am out and about in the Newton community. I want things to be as accessible as possible for everyone and believe working with this group could help me improve the experiences of many who live in, work in, and visit our city.

MATTHEW VOLPI
[REDACTED]**Experience****2013-present****TOVANA CONSULTING, INC.****NEWTON, MA****Senior Consultant (2013-present)**

- Custom projects for a variety of clients in industries including enterprise software, IT services, education, financial services, consumer marketing, strategy consulting, outsourcing services and non-profit.
- Engagements include market research, strategy consulting, survey design/analysis, executive interviews, case study development, article and blog creation, content marketing, branding and collateral creation, competitive/SWOT analysis and email/social media campaigns.

2017-present**XANEDU, INC.****ANN ARBOR, MI****Senior Product & Integration Manager (2017-present)**

- Define product roadmap, prioritize development activities and create user stories for SharedBook, an online content distribution and e-learning SaaS platform. Create training materials and onboard new clients.
- Manage outbound marketing campaigns, social media advertising, content calendar, content marketing and discount promotions for Blog2Print, a B2C custom publishing offering.

2011-2013**BIGBELLY SOLAR, INC.****NEWTON, MA****Director of Product Marketing (2011-2013)**

- Guided product management and positioning strategy for unique solutions that marry IT and green technology to create operational efficiencies for municipal, education and commercial markets.
- Transitioned company from hardware sales-driven business model to SaaS and managed services
- Managed pricing and sales policies, as well as managing and training channel partners.
- Responsible for all corporate marketing, press and analyst relations, events and speaking engagements.
- Created marketing and sales materials, including collateral, presentations, proposals, ROIs and web site.
- Executed lead-generation campaigns and developed lead management and reporting processes.
- Supported sales process, including creating customer proposals and recommending configurations.
- Expanded product line from one to four products, creating and managing all product requirements.
- Created management console and dashboard utilizing real-time data and historical analytics to provide actionable data for customers to manage their staff and optimize their deployment.
- Introduced mobile platform for field personnel to access critical data on their devices.
- Managed Verizon Wireless strategic partnership, including joint sales and national marketing campaigns.
- Won \$500K Verizon Powerful Answers Business Plan Competition & 2012 World Smart Cities Award
- Member of senior management team.
- Managed inside sales organization, sales operations team, client services and marketing specialists.

2007-2011**MODIV MEDIA, INC. (Acquired by CATALINA MARKETING)****QUINCY, MA****Director of Product Management (2007-2011)**

- Created and maintained product lifecycle process, roadmaps, pricing, business models and overall corporate product strategy for retail media network, consumer-facing kiosks and handheld devices, retail promotions for mobile phones, and operational touch points utilized by retail staff.
- Shepherded flagship scan-and-bag product from 1-store pilot to 300 stores within three years, as well as initiative to support iPhone-based solution in addition to dedicated, store-owned hardware.
- Defined and managed media delivery and targeting solutions for various mobile and in-store devices, taking solution from initial concept to serving more than 25 million impressions on more than 1 million shopping trips per month and generating hundreds of thousands of dollars in monthly media revenue.
- Responsible for all corporate marketing, press and analyst relations activities.
- 2010 and 2011 MITX Technology Awards winner, as well as earning clients multiple awards.
- Featured in national consumer and business magazines, national television and major newspapers.
- Business development, direct sales and sales support with retailers, vendors and agencies.
- Led all measurement and analytics strategies including media targeting business rules, user segmentation definition and execution, yield optimization, success criteria and advertiser ROI reporting.
- Venture capital and strategic investor fundraising support activities.
- Key participant in retailer client's digital strategy planning and execution.
- Maintained and contributed to patent portfolio; co-inventor on pending patent.
- Member of senior management team.
- Managed product managers, advertising trafficking/account services personnel and business analyst.

- 2005-2007** **SUN MICROSYSTEMS, INC. (Acquired by ORACLE)** **BURLINGTON, MA**
Product Line Manager (2005-2007)
- Managed inbound/outbound marketing activity for mobility across Sun developer tools portfolio.
 - Strategic partnership management and business development support regarding co-marketing, integration and custom engineering initiatives with carriers and device and software vendors.
 - Planning of company-wide strategy for mobile and embedded software developer community.
 - Founded and chaired industry standards body and worked on other open source projects.
 - Facilitated content creation, evangelism and outreach for Sun Developer Network and NetBeans sites.
- 2000-2005** **NOKIA, INC.** **BURLINGTON, MA**
Head of Developer Resources Marketing (2003-2005)
- Created marketing strategy for Nokia developer community.
 - Evangelization of solutions and products to global developer community, carriers, media, etc.
 - Created joint marketing strategies with strategic partners and generated competitive intelligence reports.
 - Managed team of Product Marketing Managers
- Product Manager (2000-2003)**
- Manage product life cycle of multiple mobile Internet software development and testing tools and WAP Server components, defining roadmaps, requirements and distribution strategies.
 - Conducted usability testing and user surveys for developer products.
- 1997-2000** **CMGI** **ANDOVER, MA**
Wireless Program Manager (1999-2000)
- Started wireless initiative for private-label web portal, directing creative and technical integration of personalized mobile service to be used by national cellular and paging carriers.
 - Created business model and pricing plan for carrier and manufacturer distribution partners.
 - Created wireless product roadmap, collecting and integrating customer requirements.
- Associate Program Manager (1998-1999)**
- Designed, specified and managed integration of features for private-label web portal.
 - Managed multiple virtual teams, tracking workflow, staffing and deliverables.
 - Evaluated, selected and maintained third-party vendor relationships.
 - Designed and managed financial channel, accounting for \$2+ million ROI.
- Content Producer (1997-1998)**
- Developed design of site areas and integrated automated data feeds into service.
 - Increased membership and retention with contextual content and contests.
 - Created and maintained relationships with content providers, commerce partners and sponsors including negotiations, contracts, design and integration.
- 1995-1997** **CRYAN ASSOCIATES** **SUDBURY, MA**
Editor/Webmaster
- Wrote, edited and designed newsletters, brochures, advertisements, web site and mailings for three professional associations and one educational foundation.
 - Developed educational programs including seminars, computer workshops and videos.
- Education**
- 1998-2004** **F.W. OLIN GRADUATE SCHOOL OF BUSINESS AT BABSON COLLEGE** **WELLESLEY, MA**
Master of Business Administration, May 2004.
- 1996-1997** **EMERSON COLLEGE** **BOSTON, MA**
Graduate-level Certificate of Publishing, January 1997.
- 1992-1995** **PENNSYLVANIA STATE UNIVERSITY** **STATE COLLEGE, PA**
Bachelor of Arts in Journalism, minors in English and Political Science, December 1995.
- 1995** **TEL AVIV UNIVERSITY** **RAMAT AVIV, ISRAEL**
International Student Program, June 1995.
- Certifications**
- 2014** **SCRUM ALLIANCE** **INDIANAPOLIS, IN**
Certified Scrum Product Owner, January 2014.



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

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Email
rfuller@newtonma.gov

February 12, 2024

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

To the Honorable City Councilors:

I am pleased to reappoint Sandra Lingley of 1938 Washington Street, Newton as a member of the Commission on Disability. Sandra Lingley's term of office shall expire on December 31, 2026 and the appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller

Ruthanne Fuller
Mayor

Application Form

Profile

Sandra _____ J. _____ Lingley _____
 First Name Middle Initial Last Name

 Email Address

1938 Washington St. _____ #105 _____
 Home Address Suite or Apt

Newton _____ MA _____ 02466 _____
 City State Postal Code

What Ward do you live in?

Ward 4

 Primary Phone Alternate Phone

n/a _____ n/a _____
 Employer Job Title

Which Boards would you like to apply for?

Commission on Disability: Submitted

Ethnicity

Caucasian/Non-Hispanic

Gender

Female

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 serving on the Commission on Disability because as a disabled person myself I would like to be in the position to continue to learn about Newton's current issues with Disability problems as well as contribute my personal perspective on these issues. I believe I have a lot to give in terms of access issues and helping other disabled people and the city work to achieve accessibility goals. I am currently the chair of a subcommittee of the Commission on Disability which meets with the Newton Wellesley Hospital in the effort to make hospital more accessible. I enjoy learning about accessibility and seeing how making things more accessible helps both disabled people and able bodied people.

COD-

[Sandra Lingley Resume 10.15.2017.pdf](#)

Upload a Resume

Sandra J. Lingley



SUMMARY

I am interested in serving on the Commission on Disability because as a disabled person myself I would like to be in the position to both learn about Newton's current issues with Disability problems as well as contribute my personal perspective on these issues. I have been attending the COD meetings on a regular basis for approximately 4 years as an observer because I was not a resident of Newton but was a frequent visitor since a good friend of mine lives in Newton. Now, as a resident of Newton I can vocalize and be a part of the work I have seen going on all of this time. I would love the opportunity to serve and help continue the great work that the members of the COD perform year after year on accessibility for everyone.

EXPERIENCE

ST. JOSEPH NURSING CARE CENTER

Human Resource Manager/ Computer Operations Specialist 1999 - 2001

Manage all major functions with regard to human resources including orientation of new employees, benefit coordination and implementation, pension plan manager, worker's compensation claim specialist. Computer system liaison with Archdiocese of Boston personnel and nursing home personnel implementing new software and training of personnel.

- Meet with supervisors to develop job descriptions for vacant positions
- Meet with new and current employees regarding pension, health benefits and Banking
- Coordinate placement of newspaper advertisements and assist with recruitment For positions
- Assist in interview process for prospective employees
- CORI certified
- Responsible for in-house job posting vacancies for all Caritas Christi healthcare Facilities
- Review resumes for open positions and disseminate to department heads

Business Manager 1995-1999

Manage accounting staff and supervise daily operations regarding employee payroll, accounts payable, accounts receivables and resident trust accounts.

- Develop and implement accounting policies and procedures
- Supervise accounting clerks and resolve issues with vendors regarding overdue Accounts
- Supervise payroll clerk and work with nursing management regarding payroll Issues
- Work with resident family members to resolve resident trust account problems
- Responsible for all banking activities
- Train personnel on accounting and payroll software
- Interview and hire all business office staff

Assistant Business Manager 1992-1995

Assist Business Manager with daily operations of Business Office. Prepared weekly payroll and served as principal source of benefit and payroll information for all employees.

- Prepare all banking transactions
- Process weekly payroll reviewing nursing schedules with department heads
- Performed all data entry for payroll
- Disseminated benefit information to new and current employees

Bookkeeper 1990-1992

Process accounts payable invoices and communicate with vendors. Assist with payroll processing.

- Principal contact for outside vendor accounts
- Assist with data entry for payroll processing

SOUTHLAND CORPORATION

Senior Accounting Clerk 1985-1990

Managed Accounts Payable and Receivable for retail stores.

- Processed and researched franchise payroll
- Performed store audit and cost control verification and adjustments
- Performed bank reconciliations, bank deposits and verification of daily cash Reports
- Assisted in training new staff in office procedures

Retail Store Manager 1980-1985

Managed all facets of daily store operations. Supervised staff of twelve.

- Coordinated processing of employee payroll and benefits
- Reconciled daily cash reports
- Performed cost vs. retail merchandise evaluations to maintain profit margins
- Merchandised, ordered and maintained store inventory
- Managed all vendor accounts
- Reconciled Massachusetts State Lottery Account

EDUCATION

Salem State College Bachelor of Science

Access Monitor Certification - Massachusetts Office on Disability – Training Completed October 2015

VOLUNTEER EXPERIENCE:

ALL SOULS UNITARIAN UNIVERSALIST CHURCH OF BRAINTREE, MA

- 2014 - Present: Manager of top money grossing table at the annual Charles Dickens Victorian Christmas Fair. Planning for "Dickens" is done each year from August to the Fair. It is The largest yearly fundraising event for the Church
- 2014 - Present: Co-Chair Development Committee: Responsibilities include planning and organizing for two of the biggest fundraising events of the Church year – The Spring Tea and The Summer Craft, Plant and Yard Sale. Work closely with Minister, church administrator, Board of Trustees, congregation and other committees.
- 2008 - 2014: Development Committee Member
- 2006 - 2007: Interim Co-Director of Religious Education: Responsible for oversight of Religious Education Program. Designed new curriculum for congregation children. Increased the number of children and adults participating in the religious education programs offered. Responsible for the paid staff position for the infant and toddler room.
- 2005 - 2008: Co-Chair Religious Education Committee: Responsibilities included organizing, planning, and facilitating monthly meetings. Assisted in lesson planning, purchased supplies and recruited volunteer teachers
- 2000 - 2008: Religious Education Teacher
Religious Education Committee
- 1990 - 1999: Clerk for Board of Trustees – 2-year term
Religious education teacher
Social Action Committee Projects: Soup Kitchen, Shelter Renovation, and purchasing Christmas gifts for families in need in local area