

CITY OF NEWTON  
IN BOARD OF ALDERMEN  
PROGRAMS AND SERVICES COMMITTEE AGENDA

WEDNESDAY, NOVEMBER 19, 2014

7:45 PM  
Room 222

**ITEMS SCHEDULED FOR DISCUSSION:**

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

#454-14      HIS HONOR THE MAYOR requesting authorization to appropriate the sum of one hundred fifty thousand dollars (\$150,000) from Free Cash to the Elections/ISD Archival Move and Scanning Project for the purpose of funding a temporary full-time Scanning Coordinator position, purchasing and installing new shelving in the City Clerk's and Elections vaults, scanning equipment, and outside scanning/microfilming costs. [11/10/14 @ 6:20 PM]

Appointment by His Honor the Mayor

#380-14      SAM FIGLER, 63 Sumner Street, Newton Centre, appointed as an *at-large alternate member* of the PARKS & RECREATION COMMISSION for a term to expire October 31, 2017 (60 days 1/2/15) [10/22/14 @ 1:14PM]

Re-appointment by His Honor the Mayor

#381-14      BETHEL CHARKOUDIAN, 18 Maple Avenue, Newton, re-appointed as the *Ward 1 member* of the PARKS & RECREATION COMMISSION for a term to expire April 20, 2016 (60 days 1/2/15) [10/22/14 @ 1:14PM]

Re-appointment by His Honor the Mayor

#382-14      ARTHUR MAGNI, 107 Mt. Vernon Street, West Newton, re-appointed as the *Ward 2 member* of the PARKS & RECREATION COMMISSION for a term to expire January 1, 2017 (60 days 1/2/15) [10/22/14 @ 1:14PM]

Re-appointment by His Honor the Mayor

#384-14      RICHARD TUCKER, 23 Woodman Road, Chestnut Hill, re-appointed as the *Ward 7 member* of the PARKS & RECREATION COMMISSION for a term to expire April 20, 2016 (60 days 1/2/15) [10/22/14 @ 1:14PM]

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The location of this meeting is handicap accessible and reasonable accommodations will be provided to persons requiring assistance. If you need a special accommodation, please contact John Lojek, at least two days in advance of the meeting: [jlojek@newtonma.gov](mailto:jlojek@newtonma.gov), or 617-796-1064. For Telecommunications Relay Service dial 711.

Re-appointment by His Honor the Mayor

#385-14 JACK NEVILLE, 68 High Street, Newton Upper Falls, re-appointed as an *at-large alternate member* of the PARKS & RECREATION COMMISSION for a term to expire April 1, 2015 (60 days 1/2/15) [10/22/14 @ 1:14PM]

Re-appointment by His Honor the Mayor

#386-14 MICHAEL CLARKE, 1115 Beacon Street #9, Newton, re-appointed as an *at-large alternate member* of the PARKS & RECREATION COMMISSION for a term to expire January 1, 2017 (60 days 1/2/15) [10/22/14 @ 1:14PM]

**REFERRED TO ZAP, PROG & SERV AND FINANCE COMMITTEE**

#397-13(3) ALD. SANGIOLO AND DANBERG requesting creation of an ordinance to protect trees deemed historic by the Historical Commission and the City's Tree Warden. [05-05-14 @ 4:32 PM]

**REFERRED TO PROG & SERV, PUB. FAC., ZAP, AND FINANCE COMMITTEES**

#256-12 ALD. HESS-MAHAN, SANGIOLO & SWISTON proposing an ordinance promoting economic development and the mobile food truck industry in the City of Newton. [08/06/12 @4:46 PM]

**ITEMS NOT SCHEDULED FOR DISCUSSION:**

#34-13 ALD. DANBERG, ALBRIGHT, BLAZAR, RICE, LINSKY AND CROSSLEY requesting a prohibition on polystyrene-based disposable food or beverage containers in the City of Newton if that packaging takes place on the premises of food establishments within the City. [01/03/13 @ 11:01 AM]

Appointment by His Honor the Mayor

#379-14 PAT PALMER, 37 Arapahoe Road, Newton, appointed as an *at-large alternative member* of the PARKS & RECREATION COMMISSION for a term to expire October 31, 2017 (60 days 1/2/15) [10/22/14 @ 1:14PM]

Re-appointment by His Honor the Mayor

#383-14 ANDREW STERN, 56 Tyler Terrace, Newton Centre, re-appointed as the *Ward 6 member* of the PARKS & RECREATION COMMISSION for a term to expire April 20, 2016 (60 days 1/2/15) [10/22/14 @ 1:14PM]

#356-14 ALD. HESS-MAHAN AND DANBERG, requesting a RESOLUTION of the Newton Board of Aldermen on behalf of Newton Dialogues on Peace & War, declaring support for the U.S. Conference of Mayors' program "Mayors for Peace," of which the City of Newton has been a member since 2005, and its goal of eliminating all nuclear weapons by 2020. [09/10/14 @ 3:15PM]

#340-14 ALD. NORTON requesting to amend the City of Newton Charter to ~~also include the term "Alderwoman" in text that refers to individuals who serve on the Board of Aldermen as "Aldermen"~~ replace the term "Board of Aldermen" with "City Council" and replace the term "Alderman" with "Councillor". [09/08/14 @ 4:10PM]

**AMENDED IN PROGRAMS & SERVICES 11/5/14**

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

#216-14 ALD. HESS-MAHAN, ALBRIGHT, BAKER, CROSSLEY, NORTON AND SANGIOLLO proposing the following amendments to Chapter 12 Health and Human Services of the Revised Ordinances to:

- require owners of dwellings requiring a Certificate of Habitability under Section 12-1 and real estate agents/brokers who receive compensation in connection with the particular real estate transaction to notify the Commissioner of Health and Human Services whenever an apartment, tenement, or room in a lodging house is vacated by the occupant or when an area in an existing building is converted to a condominium prior to being reoccupied by a new tenant, lodger or occupant;
- require educational institutions to disclose addresses of undergraduates living off-campus in Newton;
- require a fee for certification; and
- impose a fine for violation of these provisions. [05/14/14 @ 11:51 AM]

#399-13 ALD. LINSKY, HESS-MAHAN, ALBRIGHT, CROSSLEY, DANBERG, BLAZAR, LAREDO & SCHWARTZ requesting to re-charge a task force to devise recommendations as to best practices and/or potential regulatory approaches to achieve improvements regarding the use of leaf blowers in the City of Newton. [10/28/13 @ 7:01 PM]

#398-13 ALD. BAKER & DANBERG requesting a discussion of a possible ordinance, regulations or otherwise, to complement zoning regulation of any licensed Registered Marijuana Dispensaries to respond to any secondary impacts so as to make the operation of such dispensaries as successful as possible. [10/28/13 @ 10:00 AM]

#377-14 THE PROGRAMS & SERVICES COMMITTEE requesting a discussion with the Director of Senior Services, the Council on Aging and the Executive Department relative to changes in the use of the Senior Center at 345 Walnut Street. [10/16/14 @ 5:43PM]

**REFERRED TO FINANCE AND APPROPRIATE COMMITTEES**

#375-14 HIS HONOR THE MAYOR submitting the FY16-FY20 Capital Improvement Plan pursuant to section 5-3 of the Newton City Charter. [10/15/14 @ 3:01 PM]

**REFERRED TO PROGRAMS & SERVICES AND PUBLIC FACILITIES COMMITTEES**

#119-14 ALD. ALBRIGHT AND CROSSLEY requesting discussion with the Inspectional Services Department to explain the development of short and long term plans to identify and correct buildings, sidewalks, playgrounds, etc., that do not conform to American Disability Act (ADA) standards. The discussion should include information on how improvements will be incorporated into the Capital Improvement Plan or if less than \$75,000 into a comprehensive budget plan to correct ADA deficiencies. [03/12/14 @ 4:18 PM]

#59-14 ALD. HESS-MAHAN AND BLAZAR requesting discussion with the Executive Department and the Health Care Advisory Committee concerning plans to implement recommendations contained in the First Report of the Health Care Advisory Committee to control the cost of health insurance while improving or maintaining the quality of care. [02/18/14 @ 6:39 PM]

#95-13(2) THE PROGRAMS & SERVICES COMMITTEE requesting an update from the Health Care Advisory Committee. [09/12/13 @ 9:49AM]

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

#402-13 ALD. FULLER, GENTILE, RICE and LINSKY requesting a Home Rule Petition to amend Article 9 of the Charter to clarify that Neighborhood Area Councils shall maintain and control their own financial accounts and records, independent of City finances; and to further clarify that such independent financial accounts and records shall remain subject to City audit. [10/28/13 @ 10:18 AM]



#199-13 ALD. JOHNSON AND SANGIOLO requesting an update from the School Committee and School Department regarding the request from the Board of Aldermen to reduce the family cap on activity fees. [05/20/13 @ 11:05 PM]

#334-12 ALD. SWISTON AND LINSKY requesting a discussion with the Licensing Board regarding the licensing and permit requirements for non-profit organizations. [10/10/12 @ 3:52 PM]

**REFERRED TO FINANCE AND APPROPRIATE COMMITTEES**

#257-12 RECODIFICATION COMMITTEE recommending (1) review of the Fees, Civil Fines/Non-Criminal Disposition contained in Chapter 17 LICENSING AND PERMITS GENERALLY and Chapter 20 CIVIL FINES/NON-CRIMINAL DISPOSITION CIVIL FINES to ensure they are in accordance with what is being charged and (2) review of the acceptance of G.L. c. 40 §22F, accepted on July 9, 2001, which allows certain municipal boards and officers to fix reasonable fees for the issuance of certain licenses, permits, or certificates.

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

#254-12(3) PROGRAMS & SERVICES COMMITTEE proposing an ordinance to require a fee, charged to consumers, for the use of paper bags at certain retail establishments in the City of Newton. [01/10/14 @ 3:36 pm]

#229-12 RECODIFICATION COMMITTEE recommending a review and possible amendment to the *Board of Aldermen Rules & Orders 2012-2013* relative to review of draft ordinances by the Law Department.

**REFERRED TO PROG & SERV, PUB. FACIL. AND FINANCE COMMITTEES**

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

Respectfully Submitted,

Amy Mah Sangiolo



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#454-14  
Telephone  
(617) 796-1100  
Facsimile  
(617) 796-1113  
TDD/TTY  
(617) 796-1089  
E-mail  
swarren@newtonma.gov

November 10, 2014

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

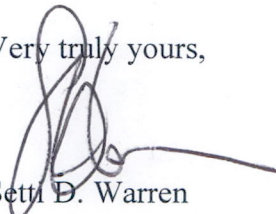
RECEIVED  
Newton City Clerk  
2014 NOV 10 PM 6:19  
David A. Olson, CMC  
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate the sum of \$150,000 from June 30, 2014 Certified Cash to the Elections/ISD Archival Move & Scanning Project. In order to complete the installation of the elevator in the War Memorial the Elections and ISD vaults in the basement must be emptied. Rather than simply moving all materials, the City Clerk will manage a project which will include the purchase and installation of new shelving in the City Clerk's and Elections vaults, and the scanning/microfilming of several years' worth of building plans.

A detailed explanation of the plan is attached. Thank you for your consideration of this matter.

Very truly yours,

  
Setti D. Warren  
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE



## Elections and ISD Archival Move Plan

Estimated Cost: **\$28,241** Archival Shelving Units and Installation  
 \$ Movers (in Public Buildings cost estimates for project)  
 \$ Flat Files for scanned Plans - Future

### Phase 1 – Late October 2014

**Step 1. Remove unnecessary shelving from City Clerk’s Vault**  
 Who: Need assistance from Building Custodial Staff/Environmental Affairs

**Step 2. Install new Shelving in City Clerk’s Vault**  
 Three S7 oversized shelving units for permanent storage of voter record books in Vault  
 MJ4P3624108 – 36”W x 24”D x 108” high shelving with (4) levels & Custom divider slotted units  
 Who: Installed by Shelving Company

Qty	Number	Cost Each	Total	Discount -56%	Price
3	S7 - MJ4P3624108	\$ 7,779.31	\$ 23,337.93	\$ 13,069.24	\$ 10,268.69
	Total Shelving				\$ 10,268.69
	Installation Est.	\$ 88.07	\$ 264.20		\$ 264.20
	Grand Total				\$ 10,532.89

**Step 3. Move material from current Elections Vault to the City Clerk’s Vault.**

Card Catalogue Cases & Residents Lists  
 Oversized Volumes to new shelving  
 Who: Need assistance from Building Custodial Staff or professional mover

**Newton City Hall**

Date: 9-19-14

Scale:

Revisions:

Notes:

**Tucker Library Interiors, LLC**

35 So Commercial St  
 Manchester, NH 03101  
 T: 603-666-7830  
 F: 603-666-7832  
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Sheet 3

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**Step 4.** Clear Plate Room of Print Shop and Stairwell of old equipment and prepare for Voting Equipment

Dispose of obsolete equipment  
 Who: Need assistance from Building Custodial Staff/Environmental Affairs

**Step 5.** Move Election Equipment

Who: Need assistance from Building Custodial Staff



**Phase 2 – November 2014**

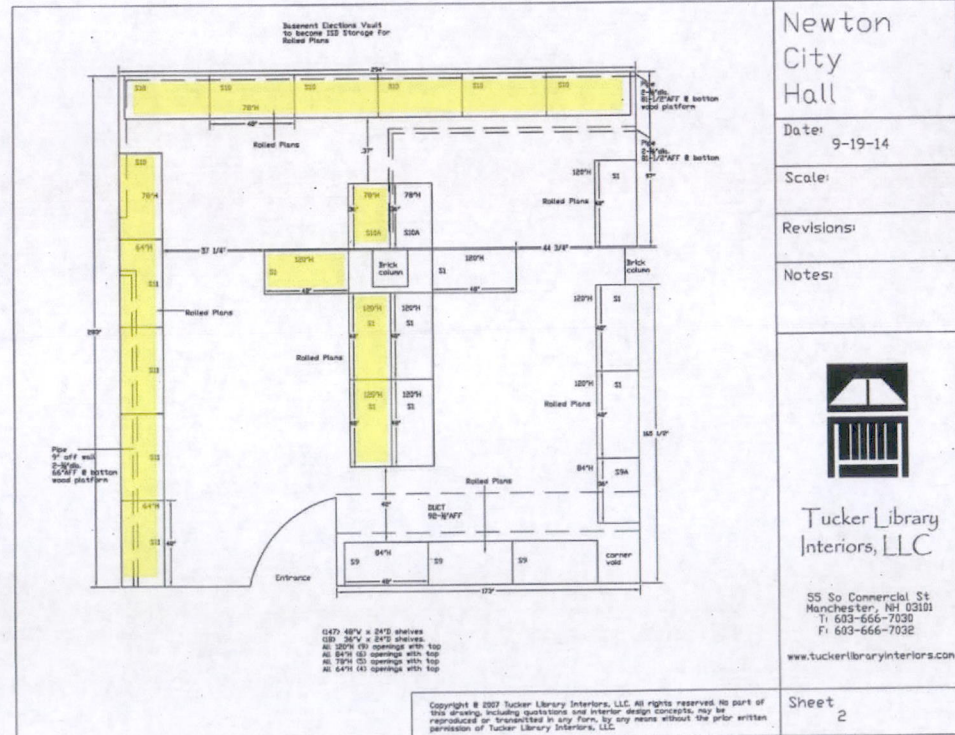
**Step 1.** Demolition of Raised Wooden Floor in Elections Vault

Vault

Who: Public Buildings Department

**Step 2.** Install new Shelving in old Elections Vault

Four S11 shelving units for storage of plans  
 Four S10 shelving units  
 Three S1 shelving units  
 MJ4P482464 – 48”W x 24”D x 64”H adders with (4) levels and Heavy duty 1”H shelves with shelf reinforcements. One piece uprights.  
 Who: Installed by Shelving Company





Qty.	Number	Cost Each	Total	Discount -56%	Price
4	S11 - MJ4P482464	\$ 1,882.76	\$ 7,531.04	\$ 4,217.38	\$ 3,313.66
7	S10 - MJ4P482478	\$ 2,244.83	\$ 15,713.81	\$ 8,799.73	\$ 6,914.08
3	S1 - MJ4P4824120	\$ 4,013.79	\$ 12,041.37	\$ 6,743.17	\$ 5,298.20
1	S10A - MJ4P362478	\$ 1,955.17	\$ 1,955.17	\$ 1,094.90	\$ 860.27
Total					\$ 16,386.21
Installation Est.		\$ 88.07	\$ 1,321.00		\$ 1,321.00
Grand Total					\$ 17,707.21

**Step 3.** Move and rehouse ISD Plans

Move plans to newly installed shelving, and then move empty shelving into space to finish the move.

Who: Moving Company

**Phase 3 – Future**

**Step 1.** Rehouse plans in flat files. \$600 - 700 per 5-drawer filing cabinet.





### Scanning/Microfilming Project Plan

Estimated Cost:	\$50,000	Outside Scanning and Microfilming of Recent Plans
	\$42,000*	Scanning Coordinator Position (*plus benefits)
	<del>\$50,000</del>	Overtime for ISD Staff to Create Building Permit Records in Community Plus
	\$ 800	High Speed Document Scanner
	\$ 7,000	Computer and Large Format Scanner

\* 150 K  
 \* 20,000

#### Phase 1 – ISD Documents Processing/Scanning – Late October 2014 through end of 2015

**Step 1.** Determine if Josh Morse has already scanned School Plans and who has certified copies.

**Step 2.** Send building plans from the 1980s, and Jan 2005 to June 2010 to scanning service for digital imaging and microfilming. Plans from the 1990s and early 2000s are in good condition and can be scanned by Archival Scanning Coordinator. More recent plans need to be done quickly.  
\$50,000 (approximately \$1.00 per page to scan and \$0.05 per scan to microfilm = 47,500 plan pages)

**Step 3.** Hire a full-time Archival Scanning Coordinator to begin scanning ISD’s property files. Scan in electrical, plumbing, special permits and other permits from the property files.

\$41,000 to \$43,000 for salary -- Archival Scanning Coordinator Grade: SO5 (Temporary Position)  
\$800 for high speed document scanner  
Desk in ISD or Clerk’s Office to be near property files.

**Step 4.** ISD staff creates Building Permit files in Community Plus so that Scanned Plans can be attached.  
\$50,000 in overtime costs to complete

**Step 5.** Scanning Coordinator attaches scanned plans to Building Permit Files

**Step 6.** Scanning Coordinator researches missing special permits and attaches to property files.

**Step 7.** Scanning Coordinator scans and attaches older plans to building permits.  
\$7,000 for computer and large format scanner.

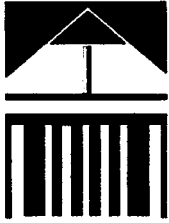
#### Phase 2 – Engineering Plans - 2016

Scan and Microfilm Engineering Plans

#### Phase 3 – Board of Aldermen Documents - 2017

Scan Board of Aldermen Committee Documents and older Board Documents

**Phase 4 – Treasury Department - 2018**  
Scan Treasury Payroll Documents



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www.tuckerlibraryinteriors.com

**QUOTATION**

9/23/2014

Nancy Kougeas, City Archivist  
City of Newton  
1000 Commonwealth Avenue  
Newton, MA 02459

Phone: 617-796-1399

Re: City Hall: 4-Post Heavy Duty Storage Shelving by MJ Industries

As per the attached drawings  
Via Mass. State Contract #OFF20

<u>Item #</u>	<u>Model #/Description</u>	<u>List Ea.</u>	<u>Qty</u>	<u>Ext. List</u>
S1	MJ4P4824120- 48"W x 24"D x 120"H starter with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	4,013.79	7	\$28,096.53
	Adders with (9) levels.	3,693.10	5	\$18,465.50
S2	MJ4P4818120- 48"W x 18"D x 120"H starter with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	4,551.72	2	\$9,103.44
	<b>These uprights and backs are closed to secure Assessor's volumes.</b> Adders with (9) levels.	3,931.03	2	\$7,862.06
S2A	MJ4P4218120- 42"W x 18"D x 120"H adder with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	3,641.38	2	\$7,282.76
	<b>These uprights and backs are closed to secure Assessor's volumes.</b>			
S3	MJ4P3624120- 36"W x 24"D x 120"H starter with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	3,113.79	1	\$3,113.79
S4	MJ4P4812120- 48"W x 12"D x 120"H starter with (9) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	2,467.24	2	\$4,934.48
	Adders with (9) levels.	2,177.59	2	\$4,355.18
S5	MJ4P4824108- 48"W x 24"D x 108"H adder with (8) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	3,041.38	1	\$3,041.38
S6	MJ4P4812108- 48"W x 12"D x 108"H adder with (8) levels Heavy duty 1"H shelves with shelf reinforcement. Spliced uprights.	1,717.24	1	\$1,717.24
S7	MJ4P3624108- 36"W x 24"D x 108"H shelving with (4) levels Custom divider slotted units as per the drawings	7,779.31	3	\$23,337.93
S8	MJ4P482496- 48"W x 24"D x 96"H starter with (7) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	3,165.52	5	\$15,827.60
	Adders with (7) levels.	2,937.93	3	\$8,813.79
S8A	MJ4P422496- 42"W x 24"D x 96"H starter with (7) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	2,937.93	1	\$2,937.93



Newton City Hall- Storage Shelving

<u>Item #</u>	<u>Model #/Description</u>	<u>List Ea.</u>	<u>Qty</u>	<u>Ext. List</u>
S8B	MJ4P302496- 30"W x 24"D x 96"H adder with (7) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	1,955.17	1	\$1,955.17
S9	MJ4P482484- 48"W x 24"D x 84"H starter with (6) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	2,793.10	2	\$5,586.20
	Adders with (6) levels.	2,793.10	2	\$5,586.20
S9A	MJ4P362484- 36"W x 24"D x 84"H adder with (6) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	1,965.52	1	\$1,965.52
S10	MJ4P482478- 48"W x 24"D x 78"H starter with (5) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	2,441.38	5	\$12,206.90
	Adders with (5) levels.	2,244.83	7	\$15,713.81
S10A	MJ4P362478- 36"W x 24"D x 78"H starter with (5) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	1,913.79	2	\$3,827.58
S11	MJ4P482464- 48"W x 24"D x 64"H adders with (4) levels Heavy duty 1"H shelves with shelf reinforcement. One-piece uprights.	1,882.76	4	\$7,531.04
Total List:				\$193,262.03
Mass. State Contract #OFF20 discount: less 63%:				-\$121,755.08
Mass. State Contract net product price:				\$71,506.95
Installation:				\$5,284.00
Project Total:				\$76,790.95

All prices are net, delivered, and installed during normal working hours by non-union installers..  
 MJ Industries lead time is 8 weeks upon receipt of order and all final approvals.  
 Shelving shall sit within a 3"H base bolted front & rear to the uprights.  
 Shelving shall be a standard MJ Color.  
 Shop drawings will be provided for your approval prior to fabrication.  
 Use of elevator is assumed in cost of delivery and installation. Should a stair carry be required additional charges may apply.

Our State Contract Vendor Code: #VC6000065884.

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Accepted By: \_\_\_\_\_  
 Title: \_\_\_\_\_

By: Chip Hogg  
 Title: Sales Consultant

# Newton City Hall

Date: 9-19-14

Scale:

Revisions:

Notes:



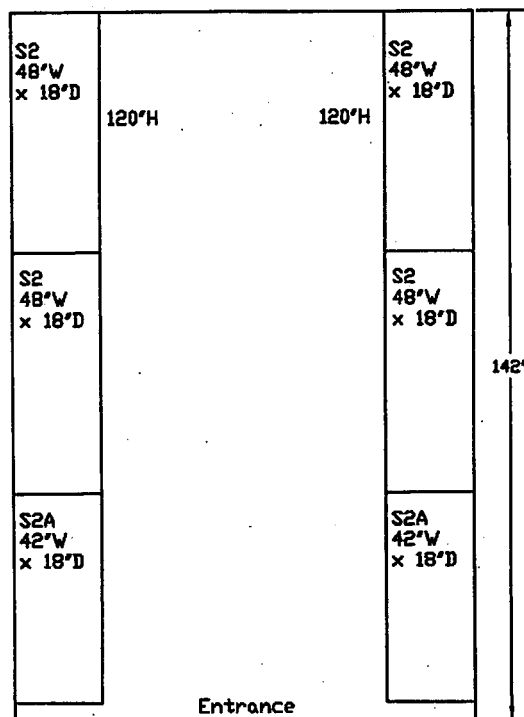
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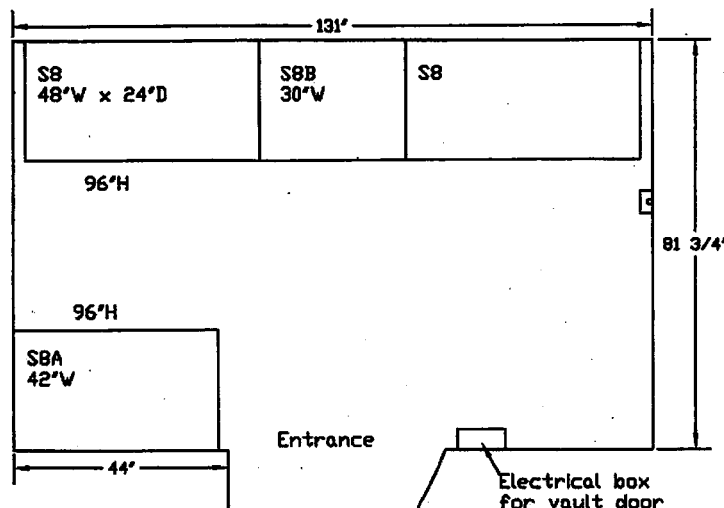
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## 1st Floor Assessor's Vault



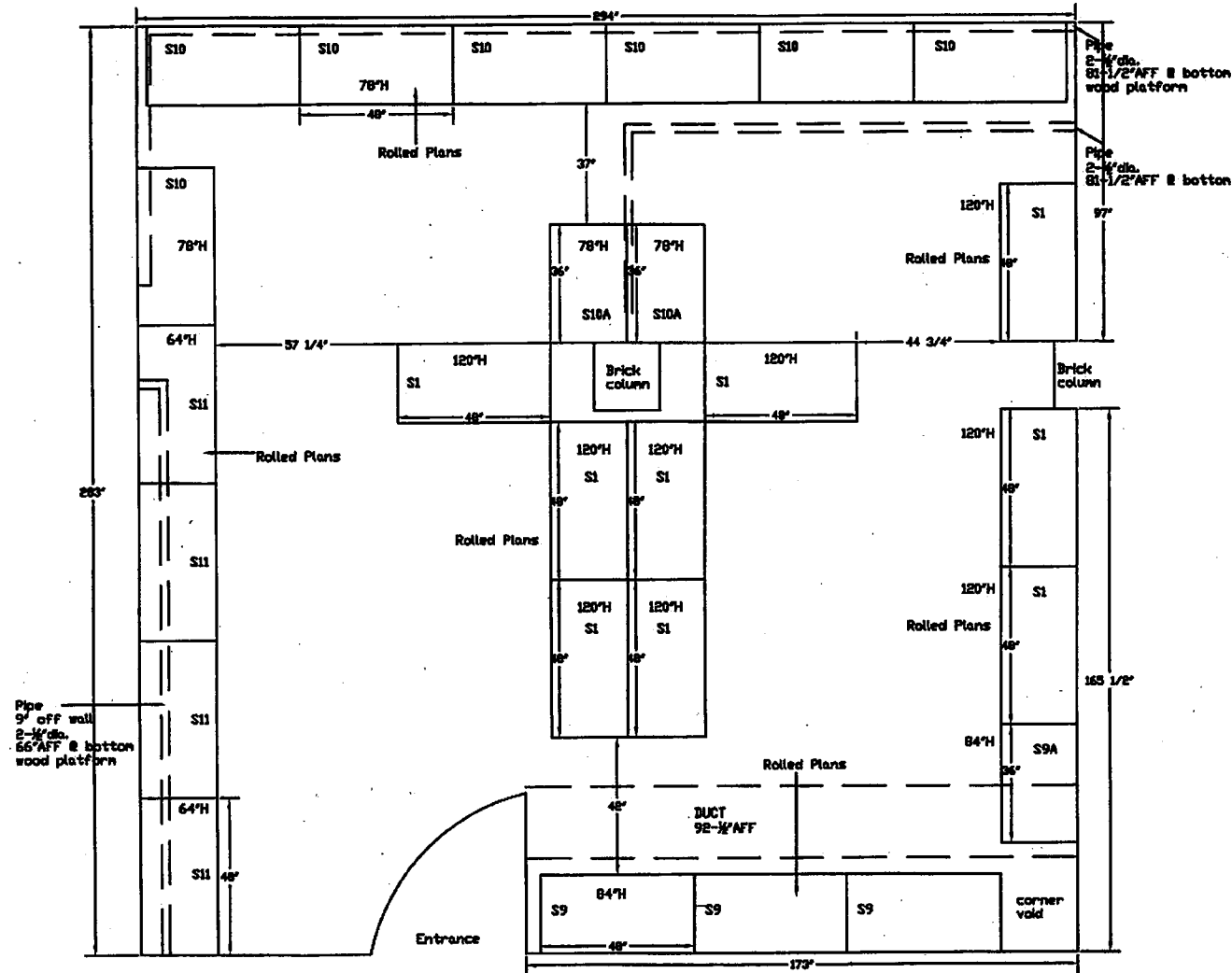
(36) 48"W x 18"D shelves  
(18) 42"W x 18"D shelves  
This shelving needs closed uprights.  
All 120"H (9) openings with top.

## 1st Floor Treasurer's Vault Envelope & Check Boxes



(14) 48"W x 24"D shelves  
(7) 42"W x 24"D shelves  
(7) 30"W x 24"D shelves  
All 96"H (7) openings with top.

Basement Elections Vault  
to become ISD Storage for  
Rolled Plans



- (147) 48"V x 24"D shelves
- (18) 36"V x 24"D shelves.
- All 120"H (3) openings with top
- All 84"H (2) openings with top
- All 78"H (2) openings with top
- All 64"H (4) openings with top

Newton  
City  
Hall

Date: 9-19-14

Scale:

Revisions:

Notes:



Tucker Library  
Interiors, LLC

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Manchester, NH 03101  
T: 603-666-7030  
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www.tuckerlibraryinteriors.com

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# Newton City Hall

Date: 9-19-14

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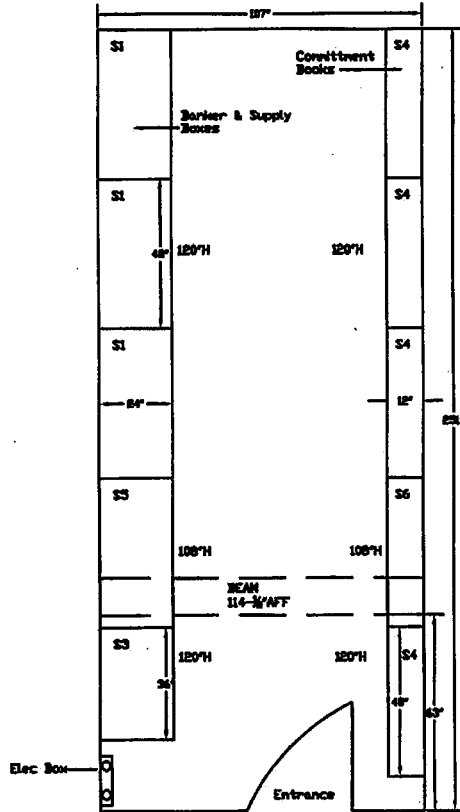
Tucker Library Interiors, LLC

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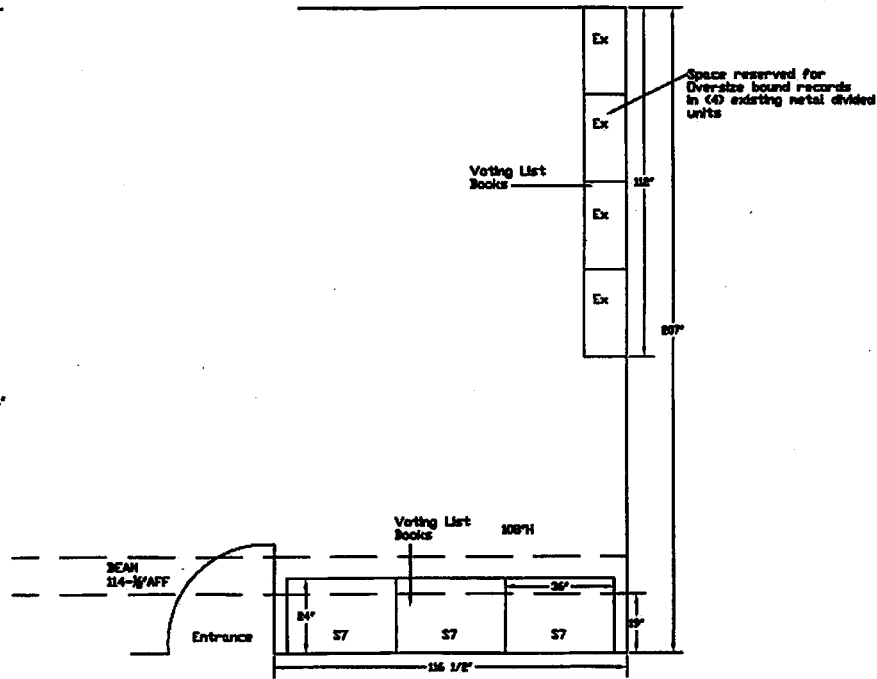
Sheet 3

Basement Treasury Vault #3  
to become Assessor's Storage

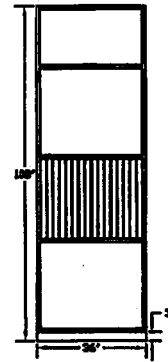


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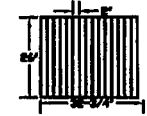
Basement Clerk's Vault  
to become Elections Storage



S7 Elevation



Custom Divider Element



Voting List Divider Storage device 32-1/2\"/>



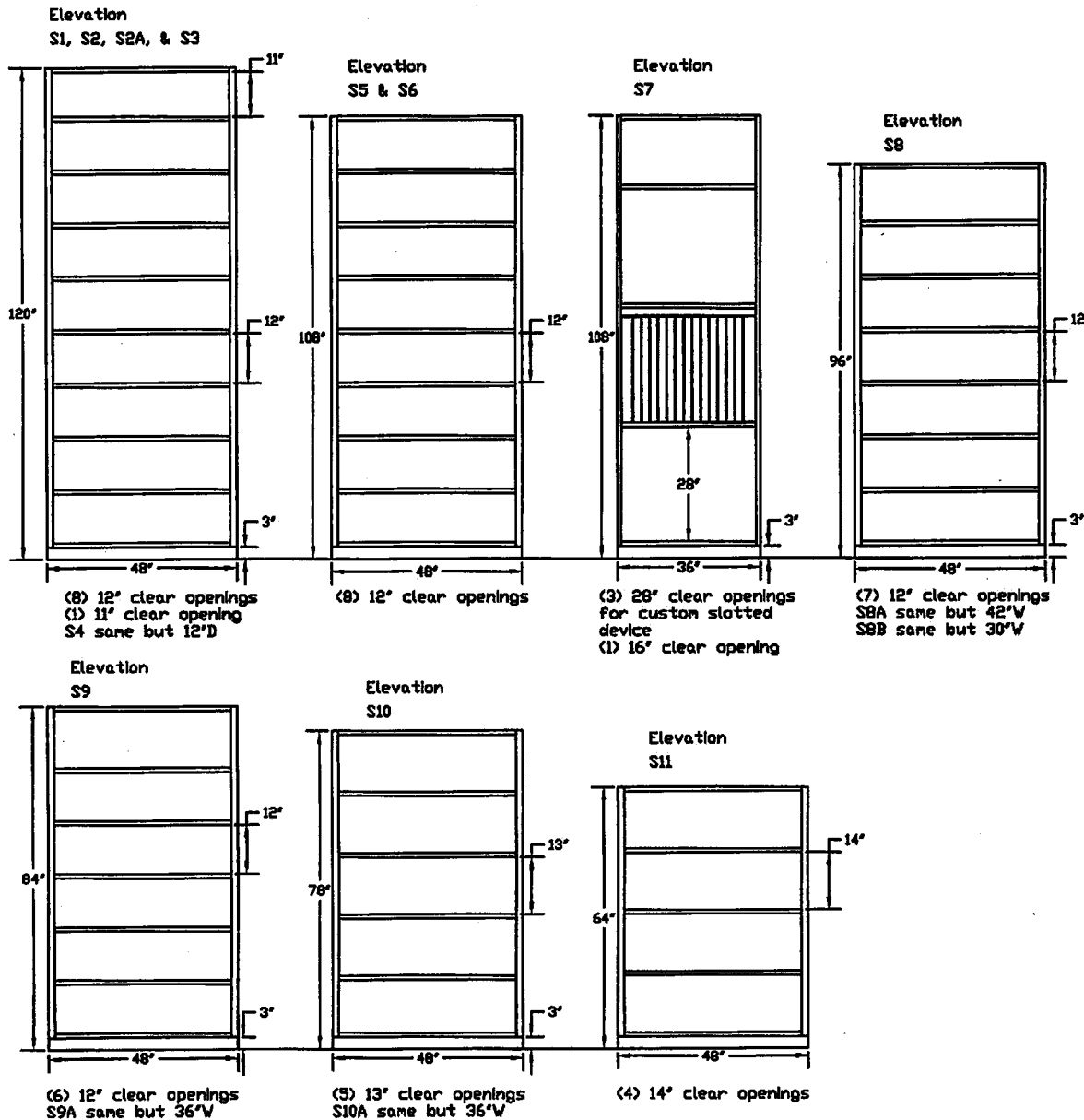
# Newton City Hall

Date: 9-19-14

Scale:

Revisions:

Notes:



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**LENGTH OF TERMS:**

Re-appointment by His Honor the Mayor

#381-14 BETHEL CHARKOUDIAN, 18 Maple Avenue, Newton, re-appointed as the *Ward 1 member* of the PARKS & RECREATION COMMISSION for a term to expire April 20, 2016 (60 days 1/2/15) [10/22/14 @ 1:14PM]  
**SERVING SINCE 2010**

Re-appointment by His Honor the Mayor

#382-14 ARTHUR MAGNI, 107 Mt. Vernon Street, West Newton, re-appointed as the *Ward 2 member* of the PARKS & RECREATION COMMISSION for a term to expire January 1, 2017 (60 days 1/2/15) [10/22/14 @ 1:14PM]  
**SERVING SINCE 2004**

Re-appointment by His Honor the Mayor

#384-14 RICHARD TUCKER, 23 Woodman Road, Chestnut Hill, re-appointed as the *Ward 7 member* of the PARKS & RECREATION COMMISSION for a term to expire April 20, 2016 (60 days 1/2/15) [10/22/14 @ 1:14PM]  
**SERVING SINCE 2010**

Re-appointment by His Honor the Mayor

#385-14 JACK NEVILLE, 68 High Street, Newton Upper Falls, re-appointed as an *at-large alternate member* of the PARKS & RECREATION COMMISSION for a term to expire April 1, 2015 (60 days 1/2/15) [10/22/14 @ 1:14PM]  
**SERVING SINCE 2003**

Re-appointment by His Honor the Mayor

#386-14 MICHAEL CLARKE, 1115 Beacon Street #9, Newton, re-appointed as an *at-large alternate member* of the PARKS & RECREATION COMMISSION for a term to expire January 1, 2017 (60 days 1/2/15) [10/22/14 @ 1:14PM]  
**SERVING SINCE 2008**





SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#380-14

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(617) 796-1089

E-mail  
swarren@newtonma.gov

October 22, 2014  
Honorable Board of Aldermen  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

RECEIVED  
Newton City Clerk  
2014 OCT 22 PM 1:14  
David A. Oison, CMC  
Newton, MA 02459

Ladies and Gentlemen:

I am pleased to appoint Sam Figler of Sumner Street, Newton as an at-large alternate member of the Parks and Recreation Commission. His term of office shall expire October 31, 2017 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very truly yours,

Setti D. Warren  
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE

The Honorable Setti Warren  
Mayor of Newton  
Newton City Hall  
1000 Commonwealth Ave,  
Newton, MA 02459

November 17, 2013

RE: Parks and Recreation Commission

Dear Mayor Warren:

I'm writing to express my interest in serving on the Parks and Recreation Commission.

I grew up in Brookline, and have been a Newton resident since 2005 (Ward 6, Precinct 4).

I have three children between the ages of 4 and 13, all of whom are active participants in Newton Recreation programs. I also participate in Newton Recreation programs both individually and as a youth sports coach.

I believe Newton's Parks and Recreation programs and facilities are among the City's greatest assets and I'd welcome the opportunity help guide their continued refinement and development by serving on the Commission.

I have provided Ana Gonzalez an outline of my background and professional experience, and would be pleased to provide additional information and/or discuss my interests in further detail.

Sincerely,

Sam Figler

63 Sumner St.  
Newton. MA 02459

cc: Ana Gonzalez

Sam Figler graduated with high honors from the George Washington University Law School in 1994. While there he served on the Law Review and as a Research and Writing Fellow. After law school, he clerked for the Honorable William M. Nickerson, federal district judge in Baltimore, Maryland. He then spent three years working for Arnold & Porter, where he represented a diverse array of clients on a broad spectrum of corporate matters.

In 1998, Mr. Figler joined Yahoo! as its sixth lawyer. He spent a year in Yahoo!'s legal department, having legal responsibility for, among other things, negotiating its largest commercial transactions. He moved over to Yahoo!'s business side in 1999 and over the next seven years held a variety of senior management positions, including Vice President, North American Operations. His responsibilities during that time included strategy and planning, business development, and business operations.

Mr. Figler resigned from Yahoo! in 2006, and went on to serve in a number of senior executive roles at various digital media companies, including Senior Vice President, Partnerships & Ventures, at The Huffington Post.

Mr. Figler has taught at the George Washington University Law School and served on numerous boards, including the Youth Law Center and Center for Children's Law & Policy. Mr. Figler currently provides advisory services to online media companies and is active in community service projects.





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s.warren@newtonma.gov

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David A. Olson, CMC  
Newton, MA 02459

October 22, 2014

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

Ladies and Gentlemen:

I am pleased to reappoint Bethel Charkoudian of Maple Avenue, Newton as the Ward 1 member of the Parks and Recreation Commission. Her term of office shall expire April 20, 2016 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very truly yours,

Setti D. Warren  
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE

18 Maple Avenue  
Newton, MA 02458  
12 March 2014

Reenie Murphy, Coordinator of Boards & Commissions  
Newton City Hall  
Office of Human Resources  
1000 Commonwealth Avenue  
Newton, MA 02459

Dear Ms. Murphy:

I am writing to express my interest in continuing to serve my city as a member of the Newton Parks and Recreation Commission. Below is a summary — an informal resume, if you will — of my background and qualifications.

Born in Newton, Massachusetts, of parents who had survived the Armenian Genocide, I attended Newton Public Schools, Radcliffe College( BA) where I was the assistant to Henry Kissinger for the Harvard International Seminars, Yale University (MAT), (following which I taught in Lexington High School for a while). After 2 years, I left teaching to attend Columbia University (MA in Counseling) and became a guidance counselor in Yonkers, NY, later at Newton High School (Newton, Massachusetts), a writing instructor at our local community colleges, and more recently, a guidance counselor and ESL teacher in Boston Public Schools (English High School).

Having been a trustee on the original Board of Trustees for the Armenian Library and Museum of America (Watertown, MA), oral histories became a major focus for me as I initiated and headed up ALMA's oral history project during the 1970's, a project which recorded over 100 interviews, interviews of survivors of the Armenian genocide. Those interviews are stored at ALMA for the use of historians, anthropologists, novelists, poets, and survivors' families. Volunteering on ALMA's Library Committee followed,



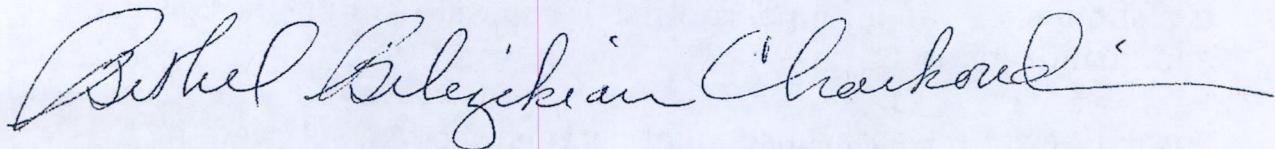
which culminated in my planning and bringing to fruition many events at ALMA of interest to the Armenian and broader communities. At about that time, I was also on the Board of Trustees for the ADAA (Armenian Dramatic Arts Alliance).

My love for open space, for keeping Newton the Garden City, the city that I remember, caused me to accept the position on the Newton Parks and Recreation Commission offered to me by Mayor Setti Warren, a position I have held for the past several years.

I would be most pleased to continue serving my city on the Newton Parks and Recreation Commission.

I look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Bethel Bilezikian Charkoudian". The signature is written in dark ink and has a long, sweeping horizontal line extending to the right.

Bethel Bilezikian Charkoudian



SETTI D. WARREN  
MAYOR

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Office of the Mayor

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swarren@newtonma.gov

October 22, 2014

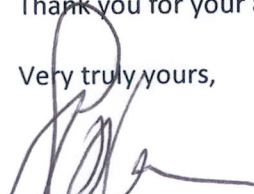
Honorable Board of Aldermen  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Ladies and Gentlemen:

I am pleased to reappoint Arthur Magni of Mt. Vernon Street, Newton as the Ward 2 member of the Parks and Recreation Commission. His term of office shall expire January 1, 2017 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very truly yours,

  
Setti D. Warren  
Mayor

RECEIVED  
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2014 OCT 22 PM 1:14  
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Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

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DEDICATED TO COMMUNITY EXCELLENCE

**Reenie Murphy**

---

**From:** Arthur Magni <magni@rcn.com>  
**Sent:** Thursday, March 13, 2014 12:16 AM  
**To:** rmurphy@newtonma.gov  
**Subject:** Parks and Recreation Commission Term Expiration

Hi Reenie,

A letter from HR arrived this afternoon regarding the expiration of my current term on the Parks and Recreation Commission. It is a post I enjoy and would like to continue as a member, so I am writing, as instructed, to you as the Coordinator of Boards and Commissions, to formally express my interest to continue on the Commission.

As you well know, I own and run the Andrew J. Magni & Son Funeral Home with my Father, Andy, and have done so for the last 14 years. Before the funeral profession, I worked in the publishing and journalism fields for several years, starting right out of college (Wesleyan University, CT, class of 93). In the 7 years between college and starting with my Dad, I worked in various capacities: as a beat reporter for various newspapers, a submission editor at Reader's Digest and later as an editor for a news-related website. Toward the end of this stretch of jobs, I pursued my funeral degree at night while continuing at my regular job during the day.

My work on the Parks and Recreation Commission continues to surprise me in how issues related to parks and land and athletics can be so complex and sometimes controversial, such as dog parks and swim at your own risk and lighting and concessions at playing fields. The position has also educated me about how many layers of government are involved in seemingly small issues, but how crucial each layer is in protecting the interests of the City and the citizens of the community.

I would be grateful for another term on the Commission.

Please let me know if you need any other information, Reenie.

Regards,  
Arthur M.  
107 Mount Vernon St  
Newton, 02465

P.S. The letter from HR was dated Feb. 13, 2014. But the envelope was postmarked March 11, and only arrived today, March 12.





SETTI D. WARREN  
MAYOR

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Honorable Board of Aldermen  
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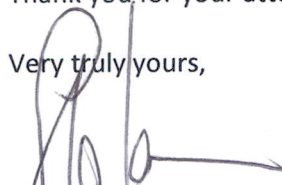
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Newton City Clerk  
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David A. Olson, CMC  
Newton, MA 02459

Ladies and Gentlemen:

I am pleased to reappoint Richard Tucker of Woodman Road, Chestnut Hill as the Ward 7 member of the Parks and Recreation Commission. His term of office shall expire April 20, 2016 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very truly yours,



Setti D. Warren  
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE

**Richard L. Tucker, CFA**  
23 Woodman Road, Chestnut Hill, MA 02467-1221

### **Career Summary**

Over 40 years of experience in three leading investment management organizations. Focus on general management, client service, marketing, and communications.

#### **1986-2004 Trinity Investment Management Corporation, Boston, MA**

Chief Executive Officer, 1999-2003, Managing Director 1992-99

In addition to general management and supervisory roles, I managed several large international client relationships and led the successful negotiations to sell Trinity to OppenheimerFunds/Mass Mutual in 1998.

#### **1980-86 The Boston Company, Boston, MA**

Senior Vice President, Manager Personal Trust Division 1982-86  
Director, Mutual Funds Marketing 1980-82  
Member of Corporate Marketing and Management Committees

Managed professional officer/support team handling large personal trust and investment accounts. Developed new business with affiliated companies following acquisition of Company by American Express/Shearson in 1981.

#### **1963-80 Scudder, Stevens & Clark, Boston, MA**

Vice President – Investments. Portfolio Manager for family and charitable clients.  
Marketing Director for Mutual Funds, Assistant Director for Public Relations

### **Education/Military Service**

Harvard College, 1962 – A.B. in Government & Economics  
US Army Reserves – 1962-68 (Military Intelligence, Top Secret Clearance)

### **Activities**

Financial Consultant – Advisor to individuals and families  
Director – Chestnut Hill Association  
Parks & Recreation Commission, Newton MA – Vice Chairman  
Overseer/Investment Committee – North Bennet Street School, Boston  
President, Taconnet Unit Owners Association, Rome, Maine  
Former Director – Data General Corp, Chair of Audit Committee  
Former Director – Harvard Alumni Association  
Former Treasurer, Vestry member – Church of the Redeemer, Chestnut Hill, MA  
Former Trustee – Phillips Exeter Academy, Chair of Investment and Finance  
Member CFA Institute



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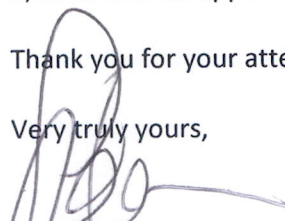
Honorable Board of Aldermen  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Ladies and Gentlemen:

I am pleased to reappoint Jack Neville of High Street, Newton Upper Falls as an at-large alternate member of the Parks and Recreation Commission. His term of office shall expire April 1, 2015 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very truly yours,

  
Setti D. Warren  
Mayor





**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  
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 GOLF CLUB, Brookline, MA**  
**Director of Golf (Retired)**

An active suburban municipal facility playing 37,000 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.
- In 1995, started Four-Ball League for Juniors playing at public golf courses.



**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:**
- NEPGA Board of Directors, 2012-Present
  - President's Council, PGA of America, 2004-Present
  - Award's Committee, New England PGA, 2001-Present
  - Club Relations Committee, New England PGA, 1989-Present
  - Membership Committee, New England PGA, 1987-Present
  - Land and Building Development Committee, 1992-2002
  - 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

- EDUCATION:**
- NEWTON JUNIOR COLLEGE, Newton, MA
  - NEWTON HIGH SCHOOL, Newton, MA  
 Golf Team, 1959-1961, Captain, 1961

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

- COMMUNITY  
 ACTIVITIES:**
- \*Member, Newton Commonwealth Golf Commission, 2012-Present
  - \*Elected Member of Newton Upper Falls Area Council, 2011-Present

- Member, Newton Upper Falls Community Development Corporation
  - President, 1995-Present, Vice President, 1992-1995, Board of Directors, 1970-1974, 1989-1992
- Member of Newton Parks and Recreation Commission, 2003-Present





SETTI D. WARREN  
MAYOR

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#386-14

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October 22, 2014

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

Ladies and Gentlemen:

I am pleased to reappoint Michael Clarke of Beacon Street, Newton as an at-large alternate member of the Parks and Recreation Commission. His term of office shall expire January 1, 2017 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Very truly yours,

Setti D. Warren  
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

[www.newtonma.gov](http://www.newtonma.gov)



DEDICATED TO COMMUNITY EXCELLENCE

Michael J. Clarke, Ph.D. Professor of Chemistry Birthdate: 12/30/46  
 Merkert Chemistry Center, Boston College, Chestnut Hill, MA 02467-3860

### Education

The Catholic University of America	B.S.	1968	Chemistry
Stanford University	M.S.	1970	Physical Chemistry
Stanford University	Ph.D.	1974	Inorganic Chemistry

### Recognitions and Honors

Professional: NSF Program Director for Inorganic, Bioinorganic and Organometallic Chemistry, 2001-2004. Program Officer, 1996-7, 2011  
 Co-chair, Metals in Medicine Gordon Research Conference 2002  
 NIH Biometallic Study Section Member 1991-1995; 1988-91, 1998-99 *ad hoc*  
 Secretary Division of Inorganic Chemistry, American Chemical Society 1995-98  
 Editor, *Structure and Bonding*. 1984-1999,  
 Editor, *Topics in Bioinorganic Chemistry*, 1999-present  
 Editor, *Metal-Based Drugs*, 1992-2000  
 Whiting Foundation Fellow, 1984  
 NIH Young Investigator Grant Award, 1978-1981

Graduate: Phi Lambda Upsilon, Chemical Honorary Society

Undergraduate: Phi Beta Kappa, Hillebrand Jr. Award, Sigma Xi Award, AIC Medalist

### Research Interests

Interactions of transition metal ions with nucleotides, nucleic acids and coenzymes. Transition metals in therapeutic and diagnostic agents. The chemistry of Ru. Electrochemistry of transition metal complexes. Electron transfer involving metal ions and molecules of biological importance.

### Experience

June 2001-Sep 2004 and July 2005-July 2008	Program Director, National Science Foundation
Sept 1996-Aug 1997; Jan-Dec, 2011	Program Officer, National Science Foundation Inorg., Bioinorg. & Organomet. Chem. Program
September, 1985 to 2013:	Professor of Chemistry (now emeritus)
September, 1980 to August, 1985	Associate Professor of Chemistry
September, 1976 to August, 1980	Assistant Professor of Chemistry Boston College
September, 1975 to August, 1976	Assistant Professor of Chemistry, Wheaton College, Norton, MA
September, 1974 to August, 1975	Assistant Professor of Chemistry Boston University, Boston, MA
September, 1972 to August, 1974	Research Assistant with Prof. Henry Taube Stanford University
January, 1971 to September, 1972	Research Clinical Chemist Washington Hospital Center
August, 1970 to January, 1971	Research Chemist Department of Anesthesiology Stanford Medical Center



### Professional Activities

1. NSF Program Director in Inorganic, Bioinorganic and Organometallic Chemistry, 2001-2008.
2. NSF Program Officer in Inorganic, Bioinorganic and Organometallic Chemistry, 1996-1997.
3. Co-organizer, first Metals in Medicine, Gordon Research Conference, 2002.
4. NIH Study Section Member, Analytical and Biometallic Chemistry (BMT), *ad hoc* 1989, 1990, 1998, permanent member 1991 to 1995
5. Secretary, Division of Inorganic Chemistry, American Chemical Society, 1996-1999  
Secretary-Elect. 1995
6. Editor, *Topics in Bioinorganic Chemistry*, 1999-
7. Editor, *Structure and Bonding*, 1982-2000
8. Editor, *Metal-Based Drugs*, 1995-2000
9. Editor, *A.C.S. Division of Inorganic Chemistry Newsletter 1996-1999*.
10. Expert witness patent case.
11. Consultant, Medical Department, Brookhaven National Laboratory, 1982-1994.
12. Consultant, Procept, Inc., Cambridge, MA, 1993-1995.
13. Consultant, Dupont, New England Nuclear, Radiopharmaceutical Products Division 1980-1982.
14. Organizing Committee, Fifth International Conference on Bioinorganic Chemistry, Boston, MA, July, 1989.
15. Organizing Committee, First International Conference on Ruthenium and Other Non-Platinum Metal Complexes in Cancer Chemotherapy, Trieste, Italy, June 30-July 1, 1988.

### Community Service

1.	Newton Community Preservation Committee	Member	2010-
2.	Newton Recreation & Open Space Plan Committee	Member	2011-13
3.	Newton Community Preservation Alliance	Secretary	2000
4.	Newton Parks & Recreation Commission	Alternate Member	1993-present
5.	Newton Bicycle & Pedestrian Task Force	Member Chair	1999-2009 2005
6.	Newton Flowed-Meadow Planning Group	Member	1999-2000
7.	Newton Conservators	Board Member Vice President President Past President	1992-present 1995-1996 1997-1999 1999-2001
8.	Clearbrook Homeowners Association 2004, 2010-present,	Board Member Secretary	1989-2001, 2009-
9.	Metropolitan Boston Health Planning Council	Member Board Member	1981-1985 1984



**REFERRED TO PROG & SERV, PUB. FAC., ZAP, AND FINANCE COMMITTEES**

#256-12 ALD. HESS-MAHAN, SANGIOLO & SWISTON proposing an ordinance promoting economic development and the mobile food truck industry in the City of Newton. [08/06/12 @4:46 PM]

**10-17-12 Programs & Services Report**

**NOTE:** Ald. Hess-Mahan explained that he had been approached by many people asking about the possibility of having food trucks operating in the City. Currently, Newton does not have any ordinance that deals with this issue and he would like to work on getting some input to develop one. There are issues of public safety, sanitation and health. There would also need to be some guidelines specifying where food trucks would be allowed to operate. Boston has an ordinance that appointed a Committee that included the Commissioner of DPW, the Director of Food Initiatives, Fire Department, Special Services Department and Transportation Department. It was about a year long process to get this ordinance in place.

Ald. Hess-Mahan would like to make sure sites are chosen carefully and that all needed licenses and permits would be secured. A Hawkers and Peddlers license is needed for food truck operations (granted through the Weights and Measures Dept.) as well as other requirements on both the state and local level. Ald. Hess-Mahan noted that Blue Ribbon BBQ in Newton has a truck that goes to Needham, as they have a process for allowing food trucks.

Ald. Swiston said that food trucks aren't allowed anywhere in the City, not even in office parks. She did not feel comfortable having an ordinance that would just allow trucks everywhere in the City. She believes that Needham only allows them on private properties, like office parks, with the permission of the property owner. Canteen trucks are not considered food trucks. Food trucks are outfitted at quite an expense, for cooking, storage and serving food. Commissioner Zaleznik said that there are several coffee trucks in Newton and they go through a licensing process through the Health Department. NECN did a weekly series and brought in a different truck in their parking lot. Newton granted one-day permits for that because they gave out samples to people.

Commissioner Zaleznik noted that the Health Department had a fairly negative view of food trucks prior to her term. She felt it was time to review the process. She was concerned about competition with the restaurants in the City, but also felt it would be nice to see some of the underserved parts of the City (in terms of nearby restaurants) to have food readily available. She thought Wells Avenue would be an ideal place to allow some trucks to go in and see what kind of business they could generate, as well as locations near Newton-Wellesley Hospital. Ald. Hess-Mahan thought Halloran Sports Complex would be a good place as well. Ald. Swiston said she would like to see some of the sports teams allowed to run their concessions stands rather than have food trucks on site.

Commissioner Zaleznik explained that there have been some interdepartmental discussions around this topic already. The Economic Development Cluster which consists of John Lojek, Candace Havens, and herself, meets weekly. There have been a number of conversations about what might be some interesting ways to attract food trucks. Perhaps they could have a family night at rotating parks throughout the city with various food trucks, is just one thought. She did

not feel there needed to be any objections to this idea, as long as it is approached thoughtfully. Avoiding very densely populated areas would be desirable. Ald. Hess-Mahan agreed as did Ald. Sangiolo. They would not want to cause detrimental competition with existing restaurants within the City.

Seana Gerehin from Dunn-Geherins Restaurant addressed the Committee. She said that it was difficult to think about the impact food trucks would have on her business. Wells Ave and Newton-Wellesley hospital are her customers and she said if she lost that customer base, it would be devastating. She pointed out that she employs a lot of people and pays meals tax; these are things that food trucks may or may not do and certainly not to the extent that her business does. Her overhead makes it impossible to compete economically with the very limited overhead costs of food trucks. Ms. Gerehin says she feels this will be a big threat to her operation. She asked that tremendous consideration be given before any allowances for food trucks are granted. She pointed out that her business is also solicited quite often for donations to various sports teams throughout the city. She would rather see the teams able to run their concessions stands rather than give that business to food trucks.

Vincent Errichetti , Executive Director of the Restaurant and Business Alliance also addressed the Committee. He said he has gotten a lot of concerned calls from all over the state. Very large, one season cities (like Miami) have a thriving food truck industry. But in smaller, older and seasonal cities, streets are narrower and problems arise. Food trucks in Boston don't create nearly as many full-time jobs, or collect as much revenue in taxes as brick and mortar restaurants do. They are convenient for people but only perhaps during a two hour lunch period and when they run out of food, they leave. Worcester, for example, does not allow food trucks at all. They want to keep patrons for their restaurants to support local business. Mr. Errichetti said that a single day operation is a different story, for an event, or a day here and there. But trucks in Boston can park for \$25 a day in the Back Bay, whereas a brick and mortar restaurant is paying an exorbitant amount of money for a lease on that prime property. He would like to see a level playing field so that food trucks don't have the advantage over business owners in the city. The trucks do not have a vested interest in contributing to the City and may or may not have much to contribute to the overall betterment of the City or its citizens. Closing down one business in the City seems to be a high price to pay for allowing food trucks.

Mr. Errichetti noted that Boston has started to see some consequences that they did not anticipate. He recommended doing some research and looking at the experiences that cities like Chicago have had. A letter from the President of the Restaurant and Business Alliance, David Andelman, is attached.

Ald. Baker read from the MIT New Enterprise Forum. An article profiled the new model of many kinds of businesses on wheels, not just food trucks. He felt that Boston is very different in that it is trying to keep business people in town and eating. Newton is primarily a residential city and has different needs. Enforcement can be difficult as well. Boston has many departments and much more manpower than Newton does. He is concerned that there are limited resources and enterprises that can move at a moments notice make oversight difficult. Ald. Baker also felt that

these trucks would not always necessarily be “mom and pop” enterprises. National companies could be sending out fleets of trucks into communities as they became more popular and more welcomed into cities and towns. He thought considerable care was necessary in thinking about this issue. Ald. Hess-Mahan said Boston had safeguards in place, for example, using GPS to know where the trucks are.

Ald. Hess-Mahan said he simply wanted to be forward thinking and prepared. Food trucks are becoming more popular and he wanted the City to be ready with some guidelines one way or another to deal with the inquiries. Ald. Linsky said there is a larger context here in terms of economic development. Commissioner Zaleznik said they would need input from the Aldermen in any further Economic Development Cluster conversations on this topic, then open it to any other departments that might need to be involved. Ald. Baker thought a Task Force could be useful made up of members of the other committees before which this item has been docketed.

Ald. Fischman said he can understand one-day events, or office parks with a trial period, or something at a park now and then. But he feels a need has to be defined. This is scoping the need, not scoping an ordinance at this point. He doesn't feel it's inevitable that trucks have to come to the City. If the City doesn't want them, they can prohibit it. Ald. Sangiolo agreed that they needed to have the conversation to decide how to move forward with this issue, and find out what the interest is.

Amanda Stout of the Economic Development Commission said that this is also a Planning Department concern. They meet weekly in development review team meetings with prospective businesses. There have had multiple people come to them with an interest in food trucks so it will be very helpful to have a policy in place.

The Committee voted to hold this item 8-0.

### **1-9-13 Programs & Services Report:**

**NOTE:** Ald. Sangiolo explained that she would like to appoint someone to form a subcommittee and/or possible task force to work on this issue, and have them bring something back to Committee in the next 3 to 4 months. She would like to have some coordination with all interested parties, such as the Economic Development Commission (EDC), the Planning Department as well as the Health Department and the public. Ald. Hess-Mahan said he would be happy to be the point person and connect with Commissioner Dori Zaleznik and the Director of Planning, Candace Havens. Ald. Linsky said he would follow up with the EDC. Ald. Sangiolo asked that they let her know when any meetings take place.

The Committee voted to hold this item.

**6-19-13 Programs & Services Report:**

(This note includes the plastic bag ban item and the polystyrene ban item)

**NOTE:** Ald. Linsky explained that these three docket items have been referred to respective subcommittees. The subcommittee meetings have begun in part through the auspices of the Chamber of Commerce. The Economic Development Commission is trying to assemble interested citizens to join the Aldermen and City officials in these discussions as well. An initial meeting has taken place and they will be working with the Department of Public Works and the Health Department going forward. The plan is to do some more subcommittee work over the summer and report back more substantively in the fall.

Ald. Danberg said that they have looked at surrounding communities to see how they are handling these issues. Brookline requires stores with three or more locations and at least 2,500 square feet to comply with the plastic bag ban. This will be rolled out on December 1<sup>st</sup> with some extensions available to help people comply. They have begun discussions with the most important groups that they think would be involved and they would like more time over the summer as Ald. Linsky stated.

The interest has peaked in food trucks as they have become more active in surrounding towns. The subcommittee would like to learn what the experiences have been in surrounding towns and also look at potential locations at which to launch a pilot program. The brick and mortar restaurants do have a serious interest here and so a pilot program seems like a reasonable way to proceed. There is also sentiment that food trucks should be strictly regulated in terms of setting fees that the community feels are fair and equitable. Restaurants pay taxes to the City and have more expensive overhead than food trucks. They will be looking for a fair balance. The City has a cluster in place to look at this and coordinate efforts with the subcommittee. Ald. Baker asked that the first discussion in Committee relative to food trucks be included with this report. It is attached.

Ald. Linsky moved hold on all three items for further discussion in the fall. The Committee voted in favor.

**9-18-13 Programs & Services Report**

**NOTE:** Ald. Hess-Mahan noted that there have been several meetings with the Chamber of Commerce, restaurant owners and others who are interested in the food truck issue. There has not been a tremendous amount of interest from those looking to have food trucks in the City, but it was felt that the City should have some sort of policy in place as they are becoming more popular in the surrounding communities. He would like a policy to encompass safety inspections as well as locations allowed. There have been reports of illegally operating food trucks in the City. Ald. Linsky reported that the latest information from Dori Zaleznik, Commissioner of Health and Human Services, is that the administration is not excited about the idea of food trucks in the City. There was some discussion relative to allowing food trucks to existing brick and mortar establishments in the City as a means to provide vitality as opposed to competition.

Some Committee members did not want food trucks in the City. There were concerns about traffic and the added congestion these vehicles could cause. Others thought they would be a great amenity to businesses that do not have cafeterias in their building, or food establishments nearby.

Follow Up

Ald. Baker would like it communicated to the administration that a moratorium should be enacted until a policy can be formed. The Committee agreed to put a letter together to that effect. The Committee also mentioned inviting Michelle Wu to a meeting. She is a candidate for Boston City Council and has been quite involved with this issue in Boston.

The Committee voted to hold this item.