

CITY OF NEWTON

IN BOARD OF ALDERMEN

PROGRAMS AND SERVICES COMMITTEE REPORT

WEDNESDAY, APRIL 6, 2011

Present: Ald. Sangiolo (Chairman), Baker, Hess-Mahan, Linsky, Blazar, Merrill, Rice, Fischman

City Staff: Shelley Chamberlain (Director of Information Technology for the School Department), Rebecca Smith (Committee Clerk)

Appointment by His Honor the Mayor

#70-11 SUSAN ROBERTS, 250 Hammond Pond Parkway, 404 South, Chestnut Hill, appointed to the Commission on Disabilities for a term of office to expire on June 30, 2012. [02-28-11 @12:33PM]

ACTION: APPROVED 8-0

NOTE: The Committee discussed and voted upon item #'s 70-11, 71-11, and 72-11 together. The appointees joined the Committee at the table and introduced themselves. Susan Roberts spoke first, sharing that her interest in the committee began when she was studying architecture and worked on commercial projects at a time when life safety laws and the American Disabilities Act came into effect. In addition, her interest in advocacy grew after her son was diagnosed with autism. When she heard about this Commission she knew it would be a good opportunity to utilize her knowledge of construction with her advocacy skills and asked to be considered for an appointment.

Rosemary Larking has been serving on the Mayor's Committee for People with Disabilities since the early 1980's. She's written legislation relating to disabilities and currently serves on the Governor's Committee on Disabilities Policy.

Jini Fairly has served on the Mayor's Committee since 2001 or 2002. Ms. Fairly has been losing her vision for the past twenty odd years and has dedicated her life to advocacy since that time. She wants to continue work on the Commission so that she may continue her efforts to advocate for people in Newton.

Ald. Fischman asked what these appointees consider to be the biggest issues that the Commission will need to address. Ms. Fairly noted that snow removal is a large issue, as well as signage, and access to parks, playgrounds, and other recreation areas. Additionally, making the Aldermanic Chamber an accessible location is a priority.

Ms. Larking added that there are multiple issues within City Hall, noting specifically that the control for the heater in the area where she and others wait for The Ride is placed too high to be accessed. Furthermore, the button to open and close the door to City hall is too close to the door, so much so that when it is pressed the door ends up hitting the operator. This button used to be extended on a pole but that is no longer the case. Before a change like this occurs, or the placement of such controls is decided, the Commission should be consulted. Ms. Larking also expressed her desire that handicapped

parking restrictions be better enforced especially since police are now allowed to go into private lots to ticket.

Ms. Roberts suggested that City Hall should be the role model for the entire City and for the surrounding cities and towns. She added that a lot of the information before the commission about costs of making accommodations is far too expensive. The Commission could do a lot more if it was more aggressive in encouraging people to get a variety of bids. She explained that the bids she saw at the last meeting were ridiculous. Being more economical would mean being able to accomplish more.

Ald. Fischman asked how successful the Chestnut Hill Towers evacuation was for disabled residents and if it showed any deficiencies. Ms. Roberts stated that all but 20 people were able to get out under their own steam. The 20 that weren't able were mostly those in wheelchairs; these residents got out with the aide of firefighters. Ms. Roberts, a resident in the towers, stated that she's initiated a warning system that will communicate whether there's a true emergency. The warnings will be conveyed through all electronic methods of communication. She also suggested a system of having 2 fire captains on each floor who would be responsible for knocking on each door on their floor to ensure that people know that they need to get out of the building.

Ald. Merrill moved approval of all three appointments which carried unanimously.

Appointment by His Honor the Mayor

#71-11 ROSEMARY LARKING, 1600 Washington Street, Unit 117, Auburndale, appointed to the Commission on Disabilities for a term of office to expire on June 30, 2013 [02-28-11 @ 12:33PM]

ACTION: **APPROVED 8-0**

NOTE: See item 70-11.

Appointment by His Honor the Mayor

#72-11 JINI FAIRLY, 80 Rowena Road, Newton Centre, appointed to the Commission on Disabilities for a term of office to expire on June 30, 2013. [02-28-11 @ 12:33PM]

ACTION: **APPROVED 8-0**

NOTE: See item 70-11.

Re-appointment by His Honor the Mayor

#82-11 PAUL ELDRENKAMP, 667 Sawmill Brook Parkway, Newton Centre, reappointed to the Board of Trustees of the Jackson Homestead for a term of office to expire on February 1, 2013 (60 days 5/20/11) [03-14-2011 @ 5:39PM]

ACTION: **APPROVED 8-0**

NOTE: Item #'s 82-11, 83-11, and 84-11 we voted on simultaneously. After reviewing the resumes of these re-appointees the Committee voted unanimously to approve them without any hesitation.

Re-appointment by His Honor the Mayor

#83-11 KAREN HAYWOOD, 69 Walker Street, Newtonville, reappointed to the Board of Trustees of the Jackson Homestead for a term of office to expire on February 1, 2013 (60 days 5/20/11). [3-14-2011 @ 5:39PM]

ACTION: **APPROVED 8-0**

NOTE: See #82-11

Re-appointment by His Honor the Mayor

#84-11 LYNN SULLIVAN, 74 Fountain Street, West Newton, reappointed to the Board of Trustees of the Jackson Homestead for a term of office to expire on February 1, 2013 (60 days 5/20/11). [03-14-11 @ 5:39PM]

ACTION: **APPROVED 8-0**

NOTE: See #82-11

REFERRED TO PROGRAMS AND SERVICES AND FINANCE COMMITTEES

#79-11 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of two hundred thirty-five thousand two hundred thirty-two dollars (\$235,232) from 2010-2011 E-Rate Reimbursement Funds for the purpose of upgrading school technology. [02/28/11 @ 6:47 PM]

ACTION: **APPROVED 8-0**

NOTE: Shelley Chamberlain, Director of Information Technology for the public schools, joined the Committee at the table to discuss the item. She explained that the goal of the appropriation is to upgrade the network so that it is capable of handling the demands that are put on it, especially given the fact that students are coming to school with 2-3 mobile devices which takes a toll on the network. She explained that the E-Rate money can only be used for telecommunications, as is stipulated by the federal government.

Ald. Fischman stated his concern about keeping capabilities equal between the two high schools and asked if this would create an imbalance. Ms. Chamberlain explained that this would give equal network capability to both high schools as it would allow the City to increase to a 10 gig network. She did note, however, that NNHS is a little better off when it comes to 1 on 1 computing for wireless, but are definitely working towards getting Newton South up to the same standard. She agreed that it is important for the two high schools to have the same capabilities.

Ald. Linsky asked if it would make sense to invest in a 20 gig network. Ms. Chamberlain explained that 10 gig is a huge increase and is state of the art. No other school system in the state has upgraded to the 10 gig network; 20 gigs would be an unnecessarily large increase. She also stated that should any more money be spent it should go into upgrading the City's network capabilities.

Ald. Baker moved approval of the item which carried unanimously.

#355-10 PRESIDENT LENNON and ALD. LAPPIN requesting a change to the rules of the Board of Aldermen to eliminate the Real Property & Reuse Committee. Issues regarding reuse of public buildings to be referred to the Public Facilities Committee and issues regarding reuse of City owned land would be referred to the Land Use Committee. Effective date of this change will be January 1, 2012. [11/26/2010 @ 11:59 AM]

REFERRED TO RULES SUBCOMMITTEE 12/8/10

ACTION: **HELD 8-0**

NOTE: Item #'s 355-10, 356-10, 357-10, and 357-10(2) were discussed together. Ald. Baker, Chair of the Rules Subcommittee, gave a brief synopsis of the discussion that the Rules Subcommittee had immediately before the Programs and Services Committee convened (see 04-06-11 Rules Subcommittee Report). Following his brief update, the Programs and Services Committee moved to hold the items again until the Rules Committee completes its discussion.

#356-10 PRESIDENT LENNON and ALD. LAPPIN requesting a change to the rules of the Board of Aldermen to eliminate the Post-Audit Committee. All post audit/follow-up items will be discussed in the substantive committee that originally heard the item. Effective date of this change will be January 1, 2012.[11/26/2010 @ 11:59 AM]

REFERRED TO RULES SUBCOMMITTEE 12/8/10

ACTION: **HELD 8-0**

NOTE: See #355-10.

#357-10 PRESIDENT LENNON and ALD. LAPPIN requesting a change to the rules of the Board of Aldermen to eliminate the Committee on Community Preservation. All Community Preservation items will be referred to the Finance Committee. Effective date of this change will be January 1, 2012. [11/26/2010 @ 11:59 AM]

REFERRED TO RULES SUBCOMMITTEE 12/8/10

ACTION: **HELD 8-0**

NOTE: See #355-10.

#357-10(2) ALD. YATES proposing a change in the proposed rule to eliminate the Committee on Community Preservation: community preservation items relating to housing and recreation shall be referred to the Programs and Services Committee; items relating to historic preservation and open space shall be referred to the Zoning and Planning Committee; all items shall then be referred to the Finance Committee. [12/6/2010 @ 10:57PM]

REFERRED TO RULES SUBCOMMITTEE on 01-19-11

ACTION: **HELD 8-0**

NOTE: See #355-10.

Respectfully Submitted,

Amy Sangiolo, Chairman

Susan A. Roberts

SUMMARY

- 2010 Finalist for the "Emerging Executive" award from the Massachusetts Technology Leadership Council
- High energy, creative professional with proven abilities to strategize, plan and implement integrated marketing efforts in both B2B and B2C.
- Extensive background in vertical marketing of both products and services in these segments: financial services, telco, footwear and apparel, retail, healthcare, high technology, legal, higher education, state and local government.
- Expertise in developing marketing to target and work with the reseller channel, Managed Service Providers, systems integrators and two-tiered distribution in addition to extensive work with direct sales.
- I prove that great communication inspires action from the market and commitment from customers. I use my communications expertise to help drive better business outcomes.
- Have helped manage 15 successful acquisitions (both pre and post-acquisition) including working in transition to successfully move assets to the acquirer.
- Recognized for my ability to ramp up quickly via media outreach as well as develop differentiated global branding/messaging, increased visibility for companies, products and services as well as create highly effective lead generation campaigns and social media campaigns.
- Extensive background working with global cross-functional teams.
- Developed and managed telesales functions, channel/partner marketing efforts, vertical industry-focused marketing departments, product management and media, analyst and investor relations functions.
- Ability to identify "first, bests and onlys" across a company and bring these attributes to life.
- I know the 'secret sauce' for effective lead generation that Sales buys into and supports.
- I present products and services (inc. SaaS) as *solutions to problems and align with sales to drive revenue.*

PROFESSIONAL EXPERIENCE

Oracle Corporation (acquired Virtual Iron Software, Inc.)

August 2008 - present

Virtual Iron was a scrappy contender in the server virtualization market; I was Vice President, Marketing at Virtual Iron and am presently Director, Product Marketing for x86 server virtualization at Oracle. I was the only executive and non-engineering person offered a position at Oracle after the acquisition.

- Reporting to the Virtual Iron CEO, use marketing as a means to make Virtual Iron's fourth place standing in the market more relevant. Strong repositioning in the face of entrenched competition.
- This included helping to ramp a 400% yearly revenue growth (\$855K vs. \$3.42M).
- Lead small team to improve relationships and results with two tiered distribution channel.
- Develop tactics to increase average selling price and automate the marketing to sales process among smaller, regional resellers.

eDial, Inc., Newton, MA

August 2000 - August 2001

A Greylock/Matrix/Atlas venture offering an IP telephony service
Vice President, Marketing,

- Reporting to the CEO, Frank Slaughter, led product redefinition efforts then launched the eDial product.
- Hired all key marketing staff (6) and managed press relations, product marketing, sales support and marketing communications functions.
- Successfully shifted the company's strategy from its original, failing, consumer orientation, to a more successful business-to-business model. This was the first, instrumental step in kicking off a subsequent overhaul of the company's basic strategy. The shift in strategy to a service provider focus ultimately resulted in their acquisition.
- Generated extensive press and analyst coverage including 2 major cover stories within 6 months of launch and "leading SIP vendor" designation from IDC.
- Initiated a major user interface redesign and enhanced other key features to make the product more commercially viable. Previously UI had been a major "deal killer".
- The company was reorganized and cut in size to focus on being acquired; sold to Alcatel approx. one year later

Cisco Systems, Denver, CO

October 1997- July 2000

Compatible Systems was a Virtual Private Networking appliance startup acquired by Cisco
Director, Marketing, Compatible Systems Corporation
Senior Marketing Manager, Cisco Service Provider Line of Business

- At Compatible, reported to the CEO/Founder managed all marketing efforts, including product management, all new branding, a major lead generation program and public relations.
- Created the marketing strategies and general visibility programs that resulted in 2 acquisition offers in 24 months, including one by Cisco. Key to this effort was a very successful branding/corporate identity program as well as the development of a leadership position in the new VPN market.
- Developed lead generation programs resulting in over 1000 sales within a 12-month period in the Fortune 1000 market for both direct selling effort and VAR channel.
- Established a leadership position via extensive press and analyst coverage. Widely regarded as a key contender in the crowded VPN space.
- Upon the acquisition of Compatible Systems joined the Service Provider Line of Business at Cisco as the first marketing person on the ILEC Market Segment Council.
- Conducted two successful product launches for Cisco, resulting in 4 sales into a new market within the first week of launch.
- Generated 30,000 web leads for new product within 2 weeks.
- Key member of Cisco team designated to develop strategies for shortening the time to market for joint efforts between Cisco and SBC, the Regional Bell Operating Company.

Neodata Services, Inc., Louisville, CO

March 1996 - September 1997

An EDS \$260 million direct marketing, data mining and business intelligence services company
 Director of Industry Marketing

- Reporting to the SVP of Strategic Marketing, developed the vertical marketing function by defining job profiles for 3 industry-focused divisions, hired individuals to fill those positions and worked with them to launch market-specific programs. Other duties included: a significant rebranding of the company, extensive marketing communications efforts, sales support, product management, strategic planning, budgeting and supervised staff of 12.
- Co-authored the business plan to create a new division of the company, which became its most profitable P&L.
- Completed comprehensive market research study resulting in greater clarity regarding how to approach a diverse range of vertical markets.
- Defined and launched approximately 15 new products in one year resulting in extensive media coverage, thousands of leads and more focused, successful selling efforts.
- Key contributor on the CEO's Internet product strategy team.
- Neodata was acquired by EDS in the summer of 1997 for a substantial multiple at which time I left to pursue a new startup opportunity (Compatible Systems)

U S WEST New Media, Denver, CO

1992-1995

Division of the RBOC responsible for corporation-wide new product development efforts
 Market Development Manager

Responsible for developing and launching new products for interactive television and the Internet. Responsible for sales channel development, recruiting national advertisers, conducting market research, defining product enhancements, marketing communications. Worked closely with corporate marketing to improve brand standards. One of only 35 employees certified to speak to the national media. Wrote business plans to compete for internal venture funding; 2 were successfully launched. New Media was spun off to create a separate company, which went IPO.

Precision Visuals, Inc., Boulder, CO

1991-1992

UNIX database visualization software solution
 Director, Marketing Programs

Served as one of a senior team of 5 persons to help position the company for acquisition. The company was sold within 14 months at a substantial multiple. I implemented integrated marketing programs designed to rapidly heighten the profile of both the company and the CEO. I managed the marketing communications, public relations and strategic alliance efforts. This involved a major branding effort and introduction of a new product category in markets previously not part of the company's sales/marketing efforts.

Microcom, Inc., Norwood, MA

May 1989 - January 1991

A networking hardware and software company
 Director, Corporate Communications

Reporting to the VP, Marketing, created a series of integrated marketing programs to substantially increase Microcom's position in the internetworking market. Assisted the CEO with the investor relations effort, resulting in record stock prices. Revised and improved corporate branding standards to include numerous new entities gained through acquisition.

Computervision and Prime Computer, Bedford, MA

May 1986 - May 1989

CAD/CAM hardware and software provider.

Various Senior Marketing Positions

Held senior international marketing positions including: Product Advertising Manager responsible for promoting all Prime products worldwide, media planning and managing 2 advertising agencies with a budget of \$8-10 million. Managed all PC-based CAD/CAM marketing including communications programs and technical documentation. Re-established Computervision as a provider in the international architecture, engineering and construction market. Key contributor to the efforts associated with combining the Prime and Computervision brands, including international research to define market perception, new identity and messaging.

Agfa Compugraphic, Wilmington, MA

February 1983 - April 1986

Multinational corporation providing a variety of publishing and typesetting solutions

Manager of Systems Sales Support

Created a comprehensive marketing and sales support program for high-end systems. Supervised a staff of 5 direct reports and 20 dotted line reports. Worked closely with the national direct sales force to close large deals, directly generating an average of \$25 million annually for a very mature product line. Extensive sales training responsibilities. Led efforts to have the nucleus of the high-end systems product line, obtained through acquisition, adhere to corporate branding standards.

Teledyne Acoustic Research, Norwood, MA

January 1981 - January 1983

Developer and manufacturer of loudspeakers and related stereo equipment

Global Communications Manager

Managed the international public relations efforts, generating significant, positive U.S. and European coverage. Also purchased all creative and consulting services for the corporation, reducing costs while creating a uniform, identifiable brand. Responsible for cooperative advertising, trade shows, channel programs and all key marketing efforts.

Steiger and Company, Springfield, MA

1978 - 1980

Chain of department stores acquired by May D&F

Staff Copywriter

Wrote advertising copy and approved all final ad materials in an in-house advertising agency. This was a high volume operation, generating approximately 40-50 ads per week in addition to 10-12 catalogs annually.

The Valley Advocate Newspapers, Springfield, MA

1977-1978

A chain of 6 weekly newspapers

Events Editor

Wrote the features column on page 2 of 2 editions; supervised freelance staff, conducted extensive interviews and contributed to special supplements.

EDUCATION

B.A., Boston University, major in art history, minor in business.

Graduate study, Boston Architectural Center, architecture and graphic design.

AWARDS AND OTHER

- Board of Trustees, The Towers of Chestnut Hill, a 423 unit residence, 2010-2013
- Keynote Speaker, Speech and the City event, Boston University School of Communications, 2009
- Business Marketing Association, silver award, Cisco database program, 2001
- International Summit Award, eDial advertising program, 2001

- Two Denver Ad Club silver awards for eDial marketing programs, 2000, 2001
- Business Marketing Association, silver award for direct mail, 2001
- Patent pending, United States Patents and Trademarks Office, for interactive television instruction
- Grand Cameo Award, Marketing Association of Colorado, for direct marketing, 1995
- Clio Award, for Best Interactive Television & Cinema Product or Service, 1995
- U S WEST Marketing Resources CEO's Extra Step Award, 1993
- Colorado Governor's Award for Excellence in Exporting, 1991
- Literacy Volunteer, Legacy for Literacy, Newton, MA, 2001-2007

Rosemary Larking

WORK EXPERIENCE

Consultant, self-employed. Provide information and referral on issues of independent living of disabled persons; conduct workshops in job placement techniques, recreation, legal rights, and adaptive equipment for disabled. June 1, 1982 – present.

Computer Information Specialist, Newton-Wellesley Hospital. Set up database and spreadsheets; input data. August 17, 1992 – Sept.1,2003

Community Advocacy Coordinator, Boston Center for Independent Living, Inc. Developed an active recreation program that was utilized to organize consumers and raise consciousness concerning issues of access, civil rights, and programmatic supports; worked with commissions on disability to organize consumers around state and local issues; represented the agency at numerous meetings; prepared written reports. August 17, 1988 – July 13, 1990.

Project Director, "Access to the Best Music" program of the ProArte Chamber Orchestra of Boston. Administered program of outreach designed to make ProArte's concerts available to elderly and disabled; served as liaison for the Orchestra and agencies whose constituencies are elderly and disabled; coordinated ticket requests and transportation to concerts; supervised volunteers; performed research and writing to meet publicity and fundraising needs of Program. October 3, 1984 – June 30, 1985.

Assistant Staff Psychologist, Belchertown State School, Belchertown, MA. Counseled adolescent retarded and physically disabled residents; prepared written reports; acted as resource person to program coordinator. September 13, 1976 – June 25, 1977.

Consultant, Regional Advisory Council, Title Iv, E.S.E.A. Advocated for disabled in Massachusetts. June 1975 – July 1979.

EDUCATION

American International College, Springfield, MA. Bachelor of Arts degree;
Major: sociology, psychology, political science; Minor: English

OTHER TRAINING

SBI training in Microsoft WORD,OUTLOOK,EXCEL and
POWERPOINT,Dragon Naturally Speaking,Toolbox,and Web Site Design

Lotus Corporation – sponsored training in basic functions of LOTUS 1,2,3,
November 1986 – July 1987.

Fourth annual conference on adaptive environments, Adaptive Environment
Center, Boston, MA. March 30 and 31, 1982.

American Coalition of Citizens with Disabilities educational workshop,
“Public Transportation for Disabled Persons” in Danvers, MA. December 12
and 3, 1981.

Philosophy Foundation, Boston, MA. Completed course in principles of
philosophy, September – December, 1981.

Family Service Association, Boston, MA. Completed course in assertiveness
training in April, 1981.

AWARDS

1991 – 1992 Pilot International Club Northeast-Potomac District “Disabled
Professional Woman of the Year” Award in May, 1992

Certificate of Appreciation from Partners for Disabled Youth, on August 20,
1990.

1988-1989 Pilot International Club’s “Professional Disabled Woman of the
Year” Award in May 1989.

Certificate of Appreciation from Massachusetts Department of Mental Health, May 1987.

Governor's Citation for outstanding contribution to bringing Music to citizens with special needs. April 3, 1985.

Nominee for National Hall of Fame for Persons with Disabilities, July 1981.

Certificate of Appreciation from Mass. Association of Paraplegics in 1972.

WRITING EXPERIENCE

Winner, Governor's Litter Olympics Award for winning essay, "Don't Give Litter a Sporting Chance!" June 1977.

Winner, Bicentennial Essay Contest, July 1976; Winner, National Arbor Day Essay Contest, April 1974.

"Equal Rights for the Handicapped", article in WOMAN'S DAY MAGAZINE, February, 1974.

Author of bills passed by Mass. Legislature:

-S.1416: a bill calling on the governor each year to issue a proclamation naming the first Sunday in October as "Independent Living Center Day". Signed into law in 1989.

-H.3423: a bill calling for investigation into the needs of physically handicapped. Signed into law on July 9, 1972.

-H.5716: a bill prohibiting discrimination in admission of blind students to state colleges and universities. Signed into law on June 1, 1972.

-H.5050: a bill eliminating medical verification of disability each time a permanently disabled person votes by absentee ballot; verify disability only once. Signed into law on June 2, 1971.

PUBLIC SPEAKING EXPERIENCE

Guest Speaker, Ward School, Newton, MA. Nov. 5, 2009

Guest Speaker, Cabot School, Newton, MA. Nov. 8, 2007

Guest Speaker, "Understanding Handicaps" Program, Newton Public Schools, Newton, MA. 1985 - 1989.

Conducted sensitivity training for Stavis Company chaircar drivers. December 16, 1987.

Speaker, Horace Mann School, March 26, 1987; Speaker, Bowen School, February 10 and 13, 1987; Speaker, Burr School, February 6, 1987; Speaker, SAR Seminar, University Hospital Boston, MA. April 27, 1986; Speaker Horace Mann School, March 27, 1986; Speaker, Burr School, February 14, 1986; Speaker 7th and 8th grade, Noble and Greenough School, Dedham, MA. November 18 and 19, 1985
Speaker, Heath School, Brookline, A. October 23, 1985.

LEADERSHIP EXPERIENCE

Vice-chairperson, MAYOR'S COMMITTEE ON ENVIRONMENT OF THE HANDICAPPED, Newton, MA. 1989 – 1993

President, NEWTON-WELLELEY AREA BOARD FOR MENTAL HEALTH AND MENTAL HEALTH AND MENTAL RETARDATION, 1986 to 1987.

Vice-President, NEWTON-WELLESLEY AREA BOARD FOR MENTAL HEALTH AND MENTAL RETARDATION, 1985 TO 1986.

Legislative chairperson, NEWTON-WELLESLEY AREA BOARD FOR MENTAL HEALTH AND MENTAL RETARDATION, 1984 TO 1985.

Vice-chairperson, LUDLOW COUCIL ON THE HANDICAPPED, 1978 TO 1980.

Founder and president, WHEELS AGAINST RESTRICTIONS, now known as DISABLED OF WESTERN MASS. INC. 1972 TO 1973.

VOLUNTEER EXPERIENCE

NEWTON ELDERLY AND DISABLED TAXATION AID COMMITTEE- 2008-present

GOVERNOR'S COUNCIL ON DISABILITY POLICY-1999-Present

MAYOR'S COMMITTEE FOR PERSONS WITH DISABILITIES, Newton, MA. 1988- Present.

WEST-NEWTON NEIGHBORHOOD ADVISORY COMMITTEE- 1993 – 2004

MASSACHUSETTS DEVELOPMENTAL DISABILITIES COUNCIL, 1991 –1995

NEWTON-WELLESLEY-NEEDHAM-SOUTH NORFOLK AREA BOARD FOR MENTAL RETARDATION, 1989 – 1992

REGIONAL ADVISORY BOARD, VERY SPECIAL ARTS, 1988 – 1990.

NEWTON-WELLESLEY AREA BOARD FOR MENTAL HEALTH AND
MENTAL RETARDATION, 1983 - 1989.

BOARD OF TRUSTEES, BOSTON CENTER FOR INDEPENDENT
LIVING, INC., 1982 - 1988.

LUDLOW COUNCIL ON THE HANDICAPPED, 1978 - 1980.

MENTAL HEALTH ASSOCIATION OF GREATER SPRINGFIELD,
1975 - 1981.

REGIONAL ADVISORY COUNCIL, SPECIAL EDUCATION, associate
member, 1975 - 1978

MASS COMMISSION TO INVESTIGATE THE NEEDS OF
PHYSICALLY HANDICAPPED, 1972 - 1976.

Summary

Well-organized, detail-oriented, and energetic administrative professional with strong oral and written communication skills. Proven ability in all aspects of program development, supervision, and coordination. Proficient in Microsoft Office and experienced with a variety of databases, including IDMS.

WORK EXPERIENCE

Director of Services

MetroWest Center for Independent Living, Inc., 2005-Present Framingham, MA

- Member of the management team
- Supervise and manage the Direct Service staff
- Develop training materials, including the Direct Service Manual
- Train all new Direct Services staff
- Facilitate accessibility features to ensure ADA compliance of the database used in all Massachusetts IL Centers
- Responsible for all ADRC activities
- Created an accessible document for referrals among the Metrowest ADRC agencies
- Provide IL training to ASAP staff
- Chair of the Consumer Engagement Workgroup of the MSW Regional Employment Collaborative
- Verify accuracy of all Braille productions
- Improved computer class training program for consumers
- Manage the VR-IL contract
- Provide advocacy, information and referral, peer counseling, and skills training to consumers
- Produce monthly, quarterly, and annual reports to state and federal agencies

Project Director, Disability Rights Advocate

Disability Policy Consortium, Inc. 2004-2005 Boston, MA

- Created a process, supervised a team of volunteers, and conducted an accessibility review of the Massachusetts State House
- Authored the SHARE report, which became the transition and implementation plan for the State House
- Designed materials, coordinated distribution, and maintain respondent database for the CommonHealth Project
- Coordinated individuals and organizations for legislative advocacy for several bills that affect people with disabilities, including Home-Based Community Services

Computer Consultant, Owner

JDF Data Services, 1982-Present Newton, MA

- Create and maintain customer database
- Produce mailing labels and reports
- Provide direct customer service

Board Member, Treasurer, School Coordinator, Presenter

Understanding Our Differences, Inc., 1981-Present Newton, MA

- Coordinated, implemented, and presented a disability awareness program
- Recruited and trained 35 parent volunteers to participate in the program
- Created and maintained a database of the program participants
- Prepare and present Program and Corporation budgets to the Board of Directors and the Newton School Committee

Co-Founder, President, Vice-President

Foundation Fighting Blindness-Mass Affiliate, 1988-2006 Boston, MA

- Created and administered a volunteer board
- Coordinated fund raising events
- Developed support groups in different regions
- Educated the general public through speaking engagements

European Area Coordinator of Leaders, Accredited Leader, Peer Counselor

La Leche League International, 1975-1995 Schaumburg, IL

- Co-founded the first LLL group in France, which has grown to 120 groups today
- Administered projects and corresponded with LLL leaders in 11 European countries
- Arranged and presented at international conferences in U.S. and Europe
- Facilitated and educated at monthly meetings in U.S. and abroad

Co-Founder, Treasurer

Cesareans/Support, Education, and Concern, Inc., 1973 -1993 Framingham, MA

- Started a grassroots childbirth group which became a national non-profit 501 © (3)organization
- Effected change in healthcare policies and practices for women throughout the U.S.
- Presented at national healthcare conferences

Community Service

Disability Policy Consortium
Board member since 2006

Newton Mayor's Committee For People with Disabilities
Member since 2003

Carroll Center for the Blind
Legislative Advocacy Committee since 2002
Alumni Association since 2002

Awards

Heroes Among Us awarded by the Celtics 2005
the Carroll Society The Carroll Center for the Blind and Massachusetts Commission for the Blind 2009

EDUCATION

Bachelor of Arts, Emmanuel College, Boston, MA
Supervision Certificate Human Services provider Council

Paul Eldrenkamp

11 MAR 17 P 5:03

CITY CLERK
NEWTON, MA. 02159

Summary of qualifications

President, Byggmeister, Inc., 1983-present

Newton, MA

Residential remodeling contractor. Company founded in 1983. Sales in fiscal 2006 of \$4.5 million. Nineteen employees including five licensed construction supervisors.

Since 1983 Byggmeister has completed over 500 projects for over 250 different clients. Projects range in size to \$1.5 million. Typical projects are additions, baths, kitchens, decks, basement and attic conversions, and energy upgrades.

Education

Harvard College

Cambridge, MA

BA degree in History, 1981.

Professional and non-profit boards

Former member and treasurer, Board of Directors, Northeast Sustainable Energy Association, Greenfield MA.

Former president, Board of Directors, Newton Historical Society, Newton MA.

Trustee, Jackson Homestead, Newton MA

President of the Board of Overseers, Boston Chamber Music Society, Boston, MA

Board member, Green Decade Coalition/Newton, Newton MA

Council president, Lutheran Church of the Newtons, Newton MA

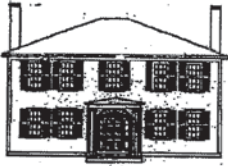
Professional memberships

National Trust for Historic Preservation.

Energy and Environmental Building Association.

National Association of the Remodeling Industry.

Northeast Sustainable Energy Association.



The Jackson Homestead Museum

The Newton Historical Society

Joint Board of Directors Information Sheet

Personal Information

KAREN HAYWOOD
 Name (Please print)

KATIE
 Nickname or Name you go by

Home Phone Number _____

Home Fax Number _____

Cell Phone Number _____

Employment Information

RETIRED
 Employer

Job Title _____

Address _____

City State Zip _____

Work Phone _____ ext. _____

Work Fax _____

Work E- Mail _____

11 MAR 17 P 5:03
 CITY CLERK
 NEWTON, MA 02159

Educational Background

11 MAR 17 P 5:03
Degree Year

	School	Degree	Year
Post Graduate		CITY CLERK NEWTON, MA. 02159	
Graduate			
Undergraduate			
High School	NEWTON High School		1959

Please list your professional affiliations or board memberships both past and present.

Second Step (transitional housing for battered women)

What specialized skills do you have that could be considered to be an asset to the Joint Board?

Data Entry

In 50 words or less, please indicate why you have chosen to be a member of the Joint Board of the Jackson Homestead.

my family has lived in Newton since the early 1870's. I am very proud of my family and community history, and Jackson Homestead is an extension of my interest in preserving local history

Which Committee's of the Joint Board would you like to join? Please check at least one.

- Buildings and Grounds
- Finance
- Public Programs
- Visitor Services
- External Communications
- Burying Ground
- Development
- Collections

Please include a recent photograph of yourself.

Please return completed form to the Executive Director.

~~xxx~~ NO RECENT PHOTO AVAILABLE

84-11
~~# 254-09~~

11 MAR 17 P 5:03

CITY CLERK
NEWTON, MA. 02159

Lynne M. Sullivan

Experience

For Profit Sector

Ingalls, Quinn & Johnson Advertising – 1980-1983 – Television & radio producer
Marshalls Inc. 1977-1980 – Public Relations, television, and radio producer
Videocom Inc. – 1972-1977 Associate producer

Non Profit Sector

Arthritis Foundation – 1986 -1992
American Liver Foundation – 1992-2002
Peirce School Creative Arts (co-chair) 1988-1996
Fessenden School Annual Fund (co chair) 1998-1999
Buckingham Browne & Nichols School (annual fund) – 1998-2005
Urban Improv – Banned in Boston (volunteer) 2002-2003
Boston Museum of Fine Arts – Museum School -2002-2007
Newton History Museum – 1993-present, Board
House Tour
Visitor Services and Shop
Capital Campaign
Gala 2010, 2007
Development Committee
Rebranding Committee
Steering Committee
National Pancreas Foundation (director) 2000-present
Wake Forest University Parents Council – 2006-present
Trinity College Parents Council -2006-2008
Second Step -2008-2009

Education

#254.09

Marymount College - BA in Art History 1971
Lesley University - graduate studies in education
CITY CLERK
NEWTON, MA. 02159



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#79-11

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

February 28, 2011

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

11 FEB 28 P 6:47
CITY CLERK
NEWTON, MA 02159

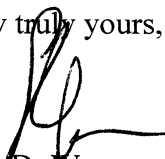
Ladies and Gentlemen:

On behalf of the School Committee I write to request that your Honorable Board docket for consideration a request to appropriate the sum of \$235,232 for school technology purchases from 2010-2011 E-Rate Reimbursements Funds.

The request from the School Committee, as well as, the prescribed process and policy of use of E-Rate funds are attached.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

From: Receipts Reserved
NPS E-Rate Receipts
14I301-5901 \$235,232
To: School E-Rate Technology
C301052-585111I \$235,232


02/16/2011

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov

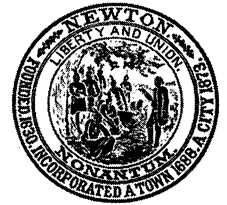


DEDICATED TO COMMUNITY EXCELLENCE

Ward . . .
I Geoffrey Epstein
II Reenie Murphy, Vice-Chairperson
III Kurt Kusiak
IV Jonathan Yeo
V Susan Rosenbaum
VI Claire Sokoloff, Chairperson
VII Matthew Hills
VIII Margie Ross Decter

Newton School Committee
100 Walnut Street
Newtonville, MA 02460
Tel (617) 559-6110
Fax (617) 559-6101
www.newton.k12.ma.us
schoolcommittee@newton.k12.ma.us

Mayor Setti Warren
#79-11
Ex officio



February 15, 2011

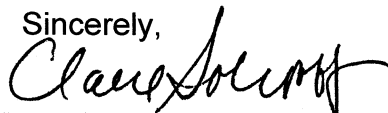
Mayor Setti Warren
Newton City Hall
1000 Commonwealth Ave.
Newton Centre, MA 02459

Dear Mayor Warren:

At the meeting of 2/14/11, the School Committee voted to approve the request for \$235,232 for school technology purchases from the 2010/2011 e-rate reimbursement funds. As you will note from the attached memos, this money will be used to upgrade the wireless network at Newton South High School.

This request and the recommended uses for the funding are within the prescribed process and policy on use of E-rate funds, as referenced in the attached memorandum from David Wilkinson.

The Committee requests that you docket this before the Board of Aldermen for their approval. Please do not hesitate to contact me if you have any questions.

Sincerely,

Claire Sokoloff,
Chairperson

c: Superintendent David Fleishman
Sandra Guryan, Deputy Superintendent/Chief Administrative Officer
Shelley Chamberlain, Director of Information Technology
David Wilkinson, Comptroller
Robert Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer

Atts.

CS/djr

NEWTON PUBLIC SCHOOLS

100 Walnut Street, Newtonville, MA 02460

AREA CODE (617) 559-9025

Memorandum

TO: David Fleishman, Superintendent
School Committee

FROM: *SS* Sandra Guryan, Deputy Superintendent/Chief Administrative Officer

DATE: February 11, 2011

RE: E-Rate Funds for School Technology Spending

This memo serves as a request that the School Committee make a request of the Mayor that E-Rate funds collected through November 2010 be appropriated to the School Department.

Attached is a detailed request from Shelley Chamberlain, Director of Information Technology, for school technology purchases to be made using the funds received from E-Rate (Universal Service Discount) reimbursements. The new items will be used to upgrade the wireless network at Newton South High School, part of an initiative to upgrade all school buildings to 10-Gigabite wireless networks. The new equipment will not be purchased until the funds are approved. These funds currently total \$235,232, collected during FY10 and FY11 to date. Per agreement with the Board of Aldermen, the School Committee must request appropriation of these funds for the purpose of purchasing technology items for the schools. I have enclosed the April 29, 1998 memo with this provision and agreement. Since FY99, \$962,592 has been received. This request for school computer equipment has been prepared by Shelley Chamberlain in keeping with the current technology plan for the district. Please see the table on the next page for a listing of all E-rate funds received and appropriated from FY99 to the present.

In order to access these funds, the School Committee may vote to request them from the Board of Aldermen. After such vote, the School Committee must send a letter to the Mayor and Board of Aldermen requesting that this item be placed on the docket.

Attachments

- cc: David Wilkinson, Comptroller
- Robert Rooney, Chief Operating Officer
- Maureen Lemieux, Chief Financial Officer
- Shelley Chamberlain, Director of Information Technology

**NEWTON
PUBLIC SCHOOLS**

100 Walnut Street, Newtonville, MA 02460-1398
Office of Information Technology
Shelley B. Chamberlain, Director

Phone: 617-559-6190

Fax: 617-559-6191

Email: Shelley_Chamberlain@newton.k12.ma.us

Memo

To: Dr. David A. Fleishman
From: Shelley Chamberlain
Date: February 10, 2011

Subject: E-Rate Funds Request to Upgrade Newton South High School Network

The purpose of this memo is to request \$235,232 in E-Rate funds to upgrade the Newton South High School (NSHS) network from the current 1-Gigabit (Gb) bandwidth to 10-Gb service in order to address the disparity between the two high schools. The current 1-Gb connectivity is inadequate to support the 852 computers (457 desktops and 395 laptops) at South, plus the additional high-speed network demands of specialized software applications, such as the CAD Lab and Graphics Lab use.

It is important to note the marked increase in the number of high school students bringing their personally owned mobile devices (e.g. iPads, iTouch, laptops, smart phones, etc.) into the classroom. It is imperative that we prepare our networks to support the 1:1 computing model where every student will have a computing device, either personally owned or school supplied, that is integrated into the curriculum of the classroom.

Our master network strategy is to upgrade all 6 secondary schools to 10-Gb service over the next 2 years with the two high schools being targeted first. Newton North already has 10-Gb service, while Newton South, the four middle schools, and half of the elementary schools have the same 1-Gb network service. The rest of the elementary schools are in the process of being upgraded to 1-Gb and will be completed before the end of the school year. The middle school 10-Gb network upgrade is being targeted for the following summer 2012 and is estimated to cost \$80-100K per middle school, also requiring accrued E-Rate funds to complete. The Cisco network equipment needed for Newton North High School has already been funded and installed as part of the new building project. Therefore, the focus of this request is to purchase and implement a similar 10-Gb network service for NSHS that we would leverage federal E-Rate funds which are specifically targeted to network infrastructure improvements like this.

The requested funds will underwrite the upgrade/replacement of Cisco network components in eleven (11) network closets that span the floors and buildings of the NSHS campus. This is a major investment in distributed fiber-optic interface equipment which is capable of routing computer data between the eleven closets and back to the Ed Center, all at the 10-Gb speed. In comparison, the network investment for the new NNHS building was about \$530,000 that involved building a network from scratch rather than upgrading existing equipment. This \$225,000 investment to upgrade NSHS is about 40% of the network equipment cost of NNHS for the improved network performance which will be achieved.

Please let me know if I can answer any questions about this request.

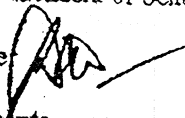
	E-Rate Funds Received	E-Rate Funds Appropriated
FY99	\$78,397	\$0
FY00	\$78,505	\$0
FY01	\$65,220	\$193,646
FY02	\$73,470	\$63,112
FY03	\$31,923	\$69,338
FY04	\$74,242	\$45,745
FY05	\$0	\$29,916
FY06	\$51,467	\$0
FY07	\$72,639	\$124,106
FY08	\$18,020	\$0
FY09	\$191,190	\$0
FY10	\$130,841	\$201,497
FY11	\$96,678	\$235,232 - requested
Total	\$962,592	\$962,592

COMPTROLLER'S OFFICE

1000 Commonwealth Avenue
 Newton, Massachusetts 02159
 (617) 552-7088

April 29, 1998

TO: Janet Goldrick, Acting Superintendent of Schools

FROM: David Wilkinson, Comptroller 

SUBJECT: Federal E-rate Reimbursements

Thank you for inviting me to the E-rate meeting at the Education Center yesterday afternoon. The purpose of this communication is to confirm my understanding of the financial accounting and reporting issues of this program.

Vendor Payment:

It is my understanding that the School Department will pay vendors the full cost of purchases potentially eligible for reimbursement under the E-rate program. The vendor will make application for reimbursement from the *Schools and Libraries Corporation* and will pass this refund on to the School Department. As I understand it the School Department will enter into a written agreement with each vendor to insure that any and all rebates that are granted will be passed along to the School Department in full. This agreement will be reviewed by the City Solicitor's Office to make certain that it is legally binding upon the vendor.

In order to avoid losing track of rebates that are owed to the City, I would recommend that employees of the School Department provide the Comptroller's Office with written notification of the dollar amount of each expected rebate, by vendor, at the point that it becomes known that a rebate is owed to the School Department. We will use this information to record an account receivable on the City's books, which can be monitored until such time as the rebate is actually received.

E-rate Cash Receipts:

All rebated cash receipts are City of Newton revenues, and can not be spent without an appropriation by the Mayor and Board of Aldermen. All rebate checks must be forwarded to the City Treasurer's Office, along with a standard cash receipt schedule, within one week of receipt. All E-rate cash receipts should be coded to Receipts Reserved for Appropriation account 14K301-4890.

The new receipts reserved for appropriation account will be used exclusively to account for E-rate reimbursements. As E-rate reimbursements are received, they will be deposited in this account, which will serve as a source for future technology appropriations. The appropriations can be requested of the Mayor and Board as frequently as you wish.

Funds appropriated from the E-rate Receipts Reserved for Appropriation account will be accounted for in the School Technology special appropriation section of the City's general ledger. This will insure that the funds are only used for school technology purposes. The specific expense budget account numbers will be provided to you within the text of the board order, which is used to appropriate the funds.

Please give me a call if you have any questions about these procedures.

Cc: Steve Cirillo
 Don Jensen
 Powers & Sullivan, CPA