

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

WEDNESDAY, NOVEMBER 16, 2011

8:15 PM Room 222

ITEMS SCHEDULED FOR DISCUSSION:

- #205-11 ALD. SANGIOLO, GENTILE, HARNEY, LINSKY requesting a discussion with the School Committee regarding a proposal to enter into contractual relationships with the Newton Schools Foundation to sell naming rights on behalf of the Newton Public Schools. [06/22/2011 @ 8:32AM]
- #275-11 ALD. LAPPIN AND LENNON requesting an addition to the Board of Aldermen's rules to require that the Board of Aldermen review the salary of the City Clerk/Clerk of the Board of Aldermen during a 90 day period following the Clerk's election pursuant to Sec. 4-20 of the City of Newton Rev Ord, 2007. [09/22/11 @ 1:50PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #363-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of one hundred thousand dollars (\$100,000) from bonded indebtedness for the purpose of funding the mechanical and electrical repairs to the Gath Pool. [10/31/11 @ 2:48 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #364-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of one hundred fifty thousand dollars (\$150,000) from bonded indebtedness for the purpose of funding improvements to the Bobby Braceland Playground in Newton Upper Falls. [10/31/11 @ 2:48 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #365-11 HIS HONOR THE MAYOR requesting authorization to transfer the sum of thirty-two thousand dollars (\$32,000) from the Health and Human Services Consultant Account to the Health and Human Services Part-time Work Account. [11-01-11 @2:12 PM]

The location of this meeting is handicap accessible and reasonable accommodations will be provided to persons requiring assistance. If you have a special accommodation need, contact the Newton ADA Coordinator Trisha Guditz at 617-796-1156 or tguditz@newtonma.gov or via TDD/TTY at (617) 796-1089 at least two days in advance of the meeting.

- #95-09(2) PROGRAMS & SERVICE COMMITTEE requesting establishment of an Advisory Committee to review processes of the Board of Aldermen and report recommended efficiency improvements to the Board of Aldermen. Members of the Advisory Committee shall be appointed by the Chairman and Vice Chairman of the Programs & Services Committee and the President of the Board. [11/16/09 @ 3:59 PM]
- #373-10 ALD. GENTILE, HARNEY, SANGIOLO requesting amendment to §20-13, *Noise Control*, of the City of Newton Revised Ordinances to prohibit outdoor athletic events from starting before 7 AM and increase the maximum fine to \$300. [12-10-10 @ 12:53 PM]

ITEMS NOT YET SCHEDULED FOR DISCUSSION:

- #114-11(2) ALD. HESS-MAHAN & ALD. SALVUCCI requesting a discussion on the definition of “tot lot” in the ordinance and whether there are other play areas/structures which should be protected from the presence of dogs.
- #334-11 ALD. LENNON & LAPPIN requesting that Article 1 Section 3(6)(d) of the Rules of the Board of Aldermen be amended to raise the limit on budget transfers or appropriations that need only be referred to finance from \$20,000 to \$50,000 and to add language to allow referral of all requests for changes to a funding source for previously discussed items to be referred only to finance.
REFERRED TO RULES SUBCOMMITTEE ON 11/09/2011

REFERRED TO PROG & SERV, PUBLIC FACIL. AND FINANCE COMMITTEES

- #367-10 HIS HONOR THE MAYOR requesting authorization to appropriate an amount not to exceed five million dollars (\$5,000,000) from bonded indebtedness for the following:
(B) installation of up to six modular classrooms at five elementary schools as well as the addition of permanent classrooms and renovations to the core of F.A. Day Middle School. [11/29/10 @ 3:23 PM]
Note: Seventy-five thousand dollars (\$75,000) of the \$5 million was approved on December 20, 2010 for site plan design work for modular classrooms at Horace Mann, Zervas, and Burr Elementary Schools and \$923,375 for installation of one modular classroom at Burr Elementary School, one modular classroom at Horace-Mann Elementary School, and two modular classrooms at Zervas Elementary School was approved on July 11, 2011.
#367-10(B2A) – Eighty-six thousand five hundred forty-five dollars (\$86,545) of the remaining \$4,001, 625 for additional expenses related to the construction and installation of the four modular classrooms for the Horace Mann, Zervas, and Burr Elementary Schools.
PUBLIC FACILITIES APPROVED 8-0 on 11/09/11
PROG & SERV APPROVED 3-0-1 (Sangiolo abstaining) on 11/09/11

#367-10(B2B) One hundred two thousand one hundred seventeen dollars (\$102,117) of the remaining \$4,001,625 for the design of sprinkler systems for the Horace Mann, Zervas, and Burr Elementary Schools.

PUBLIC FACILITIES APPROVED 7-0-1 (Lappin abstaining) on 11/09/11

PROG & SERV APPROVED 3-0-1 (Sangiolo abstaining) on 11/09/11

#367-10(B2) – \$3,812,963 (remaining balance) for renovations to the core of F.A. Day Middle School and sprinkler systems

HELD ON 11/09/11

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #383-11 HIS HONOR THE MAYOR submitting the FY13-FY17 Capital Improvement Program, totaling pursuant to section 5-3 of the Newton City Charter and the FY12 Supplemental Capital budget which require Board of Aldermen approval to finance new capital projects over the next several years. [10/31/11 @ 3:12 PM]

REFERRED TO PROG & SERV AND PUBLIC FACILITIES COMMITTEES

- #245-10 ALD. SCHNIPPER requesting discussion with National Grid regarding the possible damage to trees as a result of gas leaks. [09/01/10 4:00 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #273-08 ALD. JOHNSON proposing a RESOLUTION to His Honor the Mayor requesting that the Executive and Human Resources Departments develop a comprehensive human capital strategy for the city to include: performance management, talent development, succession planning, and compensation. [07/17/08 @ 9:53 AM]

FINANCE VOTED NO ACTION NECESSARY ON 3/8/10

- #205-11 ALD. SANGIOLO, GENTILE, HARNEY, LINSKY requesting a discussion with the School Committee regarding a proposal to enter into contractual relationships with the Newton Schools Foundation to sell naming rights on behalf of the Newton Public Schools. [06/22/2011 @ 8:32AM]

- #207-08(2) PROGRAMS & SERVICES COMMITTEE requesting discussion with the Executive Department and various City Department heads regarding use of debt exclusions to address city needs. [03-14-11 @ 10:26AM]

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

- #130-11 PAUL COLETTI, ALD. SANGIOLO, DANBERG, & JOHNSON requesting Home Rule Legislation to create a Capital Preservation Fund for the City of Newton modeled on the Community Preservation Fund to address the capital needs of the City. [04/11/11 @9:42 PM]

FINANCE VOTED NO ACTION NECESSARY ON 10/12/11

PUBLIC FACILITIES VOTED NO ACTION NECESSARY ON 10/19/11

REFERRED TO PROG & SERV. AND PUB. FACIL. COMMITTEES

#99-11

ALD. ALBRIGHT, JOHNSON, and DANBERG requesting that the Department of Public Works coordinate data on the impact of the snow removal ordinance from the Department of Public Works, Parks and Recreation Department, Executive Office, and Senior Services into a monthly report for the winters 2012 and 2013, which will be sent to the Public Facilities Committee of the Board of Aldermen that includes the following data: (1) the number of people requesting exemptions; (2) the number of exemptions awarded; (3) the number of warning letters sent; (4) the ability of the City to maintain the same standard regarding treating the surface to preserve safe passage; and (5) cost of the implementation of the program.

PUBLIC FACILITIES COMMITTEE VOTED TO APPROVE 4-0 ON 10/5/2011

REFERRED TO FINANCE AND PROGRAMS AND SERVICES COMMITTEES

#245-06

ALD. JOHNSON AND HESS-MAHAN requesting an amendment to the City Charter to require the Mayor annually to prepare and submit to the Board of Aldermen a long-term financial forecast of anticipated revenue, expenditures and the general financial condition of the City, including, but not limited to identification of any factors which will affect the financial condition of the City; projected revenue and expenditure trends; potential sources of new or expanded revenues; anticipated municipal needs likely to require major expenditures; and a strategic plan for meeting anticipated municipal needs, to include, but not be limited to, any long or short-term actions that may be taken to enhance the financial condition of the City.

FINANCE VOTED NO ACTION NECESSARY ON 3/8/10 REFERRED TO FINANCE 02/23/2011

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#422-06(2)

ALD. HESS-MAHAN requesting that a task force be established to meet and prepare a report and recommendations regarding the regulation of noise, air pollution and best practices with respect to the operation of power equipment used in landscaping, property and yard maintenance, including, without limitation, leaf blowers. [01/27/09 @ 3:47 PM]

#306-08

ALD. BAKER, DANBERG, MANSFIELD & PARKER requesting discussion of how swimming at Crystal Lake might be lawfully and safely extended beyond mid-August. [08/26/08 @ 5:03 PM]

REFERRED TO LAND USE AND PROGRAMS & SERVICES COMMITTEES

#474-08(2)

ALD. HESS-MAHAN & VANCE proposing that Article X of the Rules & Orders of the Board of Aldermen be amended to conform with a proposed amendment to Chapter 30 re transfer of the special permit granting authority to the Zoning Board of Appeals and/or the Planning & Development Board for projects that are not classified as Major Projects pursuant to Article X.

REFERRED TO RULES SUBCOMMITTEE

LAND USE VOTED NO ACTION NECESSARY on 11/1/11

- #287-07(2) ALD. PARKER requesting a discussion with Parks and Recreation Department in regards to an appropriate marker or plaque to honor and recognize Olympic figure skater and Newton resident Tenley Albright and her skating exhibition at the Crystal Lake upon her return from the 1956 Olympic Games where she won a gold medal. [09/20/07 @ 1:22 PM]
- #370-06 ALD. SANGIOLO, PARKER, MANSFIELD requesting home rule legislation to allow advisory questions to be asked in a Newton special election.
- #298-09 ALD. MANSFIELD proposing Home Rule Legislation to amend **Article 2, Section 2-1(c) Composition; Eligibility; Election and Term** of the Newton Charter to establish four-year terms for Aldermen-at-Large with the provision for one Aldermen-at-Large to be elected from each ward at each biennial municipal election. [09-29-09 @ 6:45 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #270-08 ALD. JOHNSON proposing a RESOLUTION to His Honor the Mayor requesting that he work with the Board of Aldermen, School Department, and School Committee in order to determine the most effective and efficient way to organize the Information Technology Departments. [07/17/08 @ 9:53 AM]

FINANCE VOTED NO ACTION NECESSARY ON 3/8/10

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

- #89-08 ALD. PARKER requesting the following:
- A) review of the maintenance practices for buildings, parks and other properties owned by the City (including School Department facilities and grounds)
 - B) development of a comprehensive maintenance plan that includes regular schedules for preventive maintenance for each specific site or facility
 - C) a RESOLUTION requesting that implementation of said maintenance plan be funded using operating budget funds.
- [02/13/08 @ 12:07 PM]

FINANCE VOTED NO ACTION NECESSARY ON 3/8/10

PUBLIC FACILITIES NO ACTION NECESSARY ON 11/3/10

- #329-05(3) ALD. YATES requesting a discussion relative to amending the noise control ordinance to (A) prohibit the cumulative noise level from multiple pieces of equipment operating simultaneously on the same site to exceed the maximum noise levels allowed when measured at the nearest lot line and (B) to eliminate various exemptions in residential districts.

Respectfully Submitted,

Amy Sangiolo, Chairman

NEWTON

PUBLIC SCHOOL

100 Walnut Street, Newtonville, MA 02460-1398

Phone: 617-559-6190

Fax: 617-559-6191

To: School Committee

From: Kurt Kusiak and Margie Ross Decter

Date: June 16, 2011

Re: NSF/NNHS Naming Proposal to the School Committee

History

The Newton North committee was given permission to research and recommend naming for the new Newton North earlier in 2009. The NNHS naming committee reported back to the School Committee with recommendations on June 28, 2010. At that time there were few formal guidelines for naming conventions from the School Committee.

Concurrent with the North naming committee, Kurt Kusiak began working on guidelines for naming given a trend in public education to sell naming opportunities in schools to generate much needed revenue. The Newton Schools Foundation (NSF) reported on October 12, 2010 how other communities in the United States were doing naming. The same day, the School Committee approved new naming guidelines. At that time the School Committee asked NSF to start working on naming criteria for Newton's schools, in particular, our two high schools.

Recently Liz Richardson and Julie Sall, co-presidents of the Newton Schools Foundation, met with Jen Price and Jon Bassett, representing NNHS, to discuss naming rights in general and specifically the plan the NNHS naming rights committee presented to the Newton School Committee in December 2009.

It is clear that the North group did an excellent job evaluating spaces, and developed a plan to honor past named spaces and proposed new naming conventions to honor revered teachers. The committee did it without any guidelines from the School Committee because, at the time, there were none in place. The School Committee acknowledges the NNHS naming committee's work and their recommendations will be considered along with other naming options/donations going forward.

Proposal

The School Committee asks NSF to move forward with its plan to identify spaces that can be successfully named for a designated price, honoring to the best of its ability, the thoughtfully laid out plan by the NNHS Naming Committee. We would ask that NSF present their proposal this fall.

If the SC does vote to move forward with the NSF Plan, NNHS has asked that 3 requests be honored.

1. That the houses are excluded from the Naming Process
2. If after three years, NSF is not able to sell a space, the NN Naming Committee Plan will be reviewed with an eye toward implementing those spaces that have still not been named.
3. As part of its Naming Process, NSF agrees to set aside a certain amount of Capital Campaign funding for establishing perpetual memorials at both high schools. We would like to have a design contest at each high school for a commemorative wall.

Proposed NSF Capital Campaign (CC) Timeline

- **February-May:** Co-Directors worked with Development consultants on building structure for Capital Campaign.
- **May 5:** Met with NSF Board to review Capital Campaign and meet CC Consultants, Helaine Miller and Madelyn Bell. Obtain Board approval.
- **Month of May:**
 - CC Search Committee ID top 20 donors and potential CC Committee Chairs/members
 - Begin development activities to raise funds for CC (NE Mobile Book Fair Match, dinners, small business outreach and Fall Whole Foods Match)
- **May 15th:** Begin Top Donor Research project
- **May 20th:** Meet with NNHS Naming Committee to coordinate new/current honorary naming
- **June-September:** Begin Quiet Phase of Campaign; Solicit Board and Campaign Committee, secure top 1-3 donors to use as models for campaign launch
- **August-September:** Complete Case For Support
 - Develop in conjunction with revised Technology Plan/NPS Mission Statement (as determined by NPS Administration). New direction in Technology/21st Century Classroom definition will strengthen our NSF CFS. Focus will be on equipping every classroom with the technology needed to meet 21st Century teaching/learning.
 - Campaign Committee and Chairs identified
 - Opportunities for Participation initiated (attaching dollar amounts to spaces)
 - Communication Plan Outlined
- **Fall 2011:** Present to School Committee for Final Approval
- **October 27th:** Community Event: Education Night at NNHS
- **October-November:** Obtain necessary BOA Approval
- **December:** Finalize all segments of the CC
- **January, 2012:** Public Campaign Launch



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#363-11

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(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

October 31, 2011

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

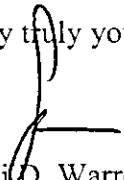
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the following appropriation and authorize a general obligation borrowing of an equal amount for the purpose of funding the FY2012 Capital Improvement Plan.

<u>Project</u>	<u>Amount</u>
Gath Pool – Electrical/Mechanical Repairs	\$100,000

Thank you for your consideration of this matter.

Very truly yours,



Setti D. Warren
Mayor

OCT 31 P 2:48
CITY CLERK
NEWTON, MA. 02159



City of Newton



Setti D. Warren
Mayor

PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner

Telephone (617) 796-1600

FAX (617) 796-1601

TTY: (617) 796-1089

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

October 31, 2011

The Honorable Setti D. Warren
Mayor
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

RE: FY 2012 Capital Improvement Plan; Gath Pool Mechanical & Electrical Repairs and Upgrades

Dear Mayor Warren:

The Public Buildings Department is requesting an appropriation in the amount of \$100,000 for the purpose of funding Gath Pool Improvements as outlined below:

- A. Mechanical: Ventilation Improvements, Chlorine System Upgrade
- B. Electrical: Replacement of all electric conduit, panels and junction boxes in the basement due to severe erosion

Should you have any questions regarding this request, please contact my office.

Sincerely,

Stephanie Kane Gilman
Commissioner of Public Buildings

SKG:dlo

CC: Robert Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer
Bob DeRubeis, Commissioner of Parks & Recreation



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

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E-mail
swarren@newtonma.gov

October 31, 2011

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

11 OCT 31 P 2:48
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the following appropriation and authorize a general obligation borrowing of an equal amount for the purpose of funding the FY2012 Capital Improvement Plan.

<u>Project</u>	<u>Amount</u>
Upper Falls – Bobby Braceland Playground Improvements	\$150,000

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN
MAYOR

NEWTON PARKS AND RECREATION DEPARTMENT

70 Crescent Street, Newton, MA 02466

Office: (617) 796-1500

Fax: (617) 796-1512

#364



ROBERT J. DERUBEIS
COMMISSIONER

<u>Project</u>	<u>Amount</u>
Upper Falls- Bobby Braceland Playground Improvements	\$150,000

In 2006 using Community Preservation Act funds, Weston & Sampson worked alongside the Parks and Recreation Department and prepared a Master Plan for Newton Upper Falls Playground, a.k.a. Officer Bobby Braceland Playground. Following a neighborhood user survey, an analysis of existing conditions and a series of three public meetings, priorities were identified. In order to construct a portion of Phase I, we are requesting \$150,000 for FY12. Construction documents for this work have already been completed by the Engineering Department. The work is to encompass a formal and accessible point of entry to the park with a seating area, aesthetic improvements including fencing and shade trees for the Chestnut Street side and a complete renovation of the tennis courts to make them useable.



SETTI D. WARREN
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Office of the Mayor

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November 1, 2011

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

11 NOV - 1 P 2:12
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$32,000 from Account # 0150101-5301 Health and Human Services – Consultant, to Account #0150101-511101 Part Time Work. The department had been fortunate to have the former Commissioner work on a part time basis during the past year to fill in for an employee who was on long term sick leave. This year the amount was inadvertently budgeted in the “Consultant” line item rather than “Part Time Work”.

Thank you for your consideration of this housekeeping matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton



Setti D. Warren
Mayor

HEALTH AND HUMAN SERVICES DEPARTMENT

Dori Zaleznik, MD., Commissioner

1294 Centre Street
Newton, MA 02459-1544

Telephone 617.796.1420 Fax 617.552.7063



PublicHealth
Prevent. Promote. Protect.

November 1, 2011

Maureen Lemieux
Chief Financial Officer
City of Newton
1000 Commonwealth Avenue
Newton, MA 02459

Dear Ms. Lemieux:

I am requesting a transfer of \$32,000 from the consultant line item 0150101-5301 to the part-time line item 0150101-511101. Through a clerical error, we were mistakenly paying part-time returning retirees from the consultant line not realizing that retirees cannot be paid as consultants but are always our employees, even when returning in a special circumstance. We should be paying from our part-time account but need to transfer money in order to do this.

Sincerely,

A handwritten signature in black ink that reads "Dori Zaleznik MD".

Dori Zaleznik, MD
Commissioner

DZ:bm



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

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October 31, 2011

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

11 OCT 31 P 2:48
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

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<u>Project</u>	<u>Amount</u>
Upper Falls – Bobby Braceland Playground Improvements	\$150,000

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

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DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN
MAYOR

NEWTON PARKS AND RECREATION DEPARTMENT

70 Crescent Street, Newton, MA 02466

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Fax: (617) 796-1512

#365



NEWTON
Parks & Recreation

ROBERT J. DERUBEIS
COMMISSIONER

<u>Project</u>	<u>Amount</u>
Upper Falls- Bobby Braceland Playground Improvements	\$150,000

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Rebecca Smith

Date sent: Fri, 21 Jan 2011 11:34:01 -0500
 Subject: Fwd: 95-09
 From: amy sangiolo <aldermansangiolo@gmail.com>
 To: Rebecca Smith <rsmith@newtonma.gov>

11 JAN 21 P 12:43
 CITY CLERK
 NEWTON, MA. 02159

----- Forwarded message -----

From: **tom sheff** <ahhinc@hotmail.com>
 Date: Tue, Jan 18, 2011 at 7:28 PM
 Subject: 95-09
 To: asangiolo@newtonma.gov

Dear Programs and Service members,

I hope all is going well with you and your families. On Wednesday, January 19th, you will be discussing 95-09. I am sorry that I will not be able to attend the meeting myself, but my schedule doesn't permit it. I hope you understand. I have been in past meetings, but unfortunately not this one.

95-09 is a proposal for the Board to set up a committee selecting citizens utilizing the most talented individuals in the city. The committee should consist of one or two current aldermen, several ex-aldermen and the rest of the committee made up of citizens with particular skill sets, ie IT professionals, city managers of another city, etc. The purpose of the committee is to draft a memo (for the lack of a better word) of exactly what individuals on the Board of Alderman actually do as part of their responsibilities on the Board. Once they have developed this "memo" they are charged with proposing efficiencies the BOA may (or may not) implement.

95-09 is important in many levels. I believe the Mayor has made it a huge priority to get more citizen involvement (which this clearly does). This shows objectivity, whereas, an in-house study of more efficiencies does not. It can be very difficult to be involved in a time consuming job like being on the BOA and being able to analyze the job objectively. I think one of the weaknesses the Board has as a whole is the lack of PR from the Board. People don't trust politicians and whos fault is that?....Politicians. If you take care of these efficiencies inhouse, people wont have the respect or trust for your accomplishments as they would if objective outsiders proposed the efficiencies. For example, when Mayor Cohen went in front of people and said we are running a deficit, I heard many people say, just go into some of those mysterious bank accounts that seem to pop up in the last second and get the money from that (lack of trust). But, once the CAG analyzed our finances and said close to the something our finances became a serious matter. Having objective third party people involved in the project brings more legitimacy to the project.

In my opinion, this is the type of project that should be done periodically to make sure we stay current with the times and the technology. We are extremely behind in the times with our technology and I feel if you let this committee play out, you will find that your own jobs will get infinitely easier. The point is the faster you work, the faster the city can get things accomplished. The Mayor has worked extremely hard changing people's mindset at city hall, it's now up to you to change the mindset within the BOA. Clearly we have much more difficult decisions to be made now then 20 years ago, but we are still stuck in the 1990's.

I invite any friendly amendments that dont change the goals of the committee. I hope you take this proposal seriously as I believe it's an important topic for the future of the city. Thank you.

Sincerely, Tom Sheff

95-09(2)
95.09(2)

CITY OF NEWTON

IN BOARD OF ALDERMEN

LONG RANGE PLANNING COMMITTEE REPORT

THURSDAY, OCTOBER 1, 2009

Present: Ald. Hess-Mahan (Chairman), Albright, Baker, Danberg, and Johnson

#95-09 TOM SHEFF requesting the Board of Aldermen appoint an advisory committee made of up persons who are not elected officials to review the daily processes of the Board of Aldermen and report recommended efficiency improvements to the Board of Aldermen. [03/26/09 @8:34 pm]

NOTE: The item is a request from a citizen to form an advisory committee to look at the processes of the Board of Aldermen and recommend improvements to the Board. Mr. Sheff, the docketor, was unable to join the Committee for discussion of this item but provided an e-mail, which was attached to the agenda. The e-mail outlined Mr. Sheff's suggestions regarding the advisory committee's membership and mission.

Ald. Albright thought that it would be helpful if the Clerk's Office could research docket items and determine how long an item sits on an agenda before it is discussed. Ald. Johnson pointed out that some items such as appointments are dealt with quickly, while items such as the tree ordinance or the noise ordinance take a significant amount of discussion time. Ald. Johnson added that there are also docket items that sit on agendas because it is up to the Chairman whether the items are discussed. Ald. Danberg stated that some type of protocol needed to be established for items that languish on agendas. Ald. Hess-Mahan stated that the federal courts began requiring the clerk for each judge to collect information on how many cases were filed and how many were disposed of within a six-month timeframe. Ald. Baker reminded the Committee that there is a rule within the Rules of the Board requiring docket items to be discussed within a set amount of time.

Ald. Hess-Mahan was thinking about the citizen component of the proposed advisory committee. In talking with Mr. Sheff, he realized that citizens might have entirely different ideas regarding what is inefficient or what is working well. It is his sense that citizens get a very different view. Ald. Hess-Mahan also spoke with Mr. Sheff about procedures that the Aldermen use that may not be transparent to the public, such as proceedings at public hearings. Ald. Mansfield, the Chair of the Land Use Committee, provides written explanation of the procedures at each Land Use public hearing. In addition, President Baker from time to time begins Board meetings with an explanation of first and second call, which is helpful to people unaware of the process. Ald. Hess-Mahan felt that it would be useful to have both aldermanic and citizen input on the advisory committee, as he feels that to most people unfamiliar with City government, the Board of Aldermen meetings are a cipher.

Ald. Hess-Mahan reviewed the information contained in an efficiency report generated by Aldermen in 1972. At the time, the Board of Aldermen did not have any type of process, such as first call and second call. Every single item before the Board was discussed on the floor of the Board and meetings went on until two or three in the morning. There was also some shift

in the Board makeup at that time. Although it was still non-partisan, the Board was dominated by one political party and was in the process of changing over to the other party creating a balance on the Board. During that time, one of the concerns was how often Aldermen voted with each other in blocks. At that time, the Board did not even have Robert's Rules of Order, let alone a set of written rules. The efficiency report was a phenomenal piece of work.

Ald. Johnson suggested looking at the Committee structure, especially when things are docketed to multiple committees. She questioned whether there was a real need for the Post Audit Committee and the Committee on Community Preservation. She believes that the Post Audit Committee could be an important committee, if it was utilized. The advisory committee and Board could do some research on how to better utilize that committee. It is possible that the Board could eliminate the Committee on Community Preservation because applications for Community Preservation Funds have decreased significantly leaving the Committee with a very light workload. The work could go to either the Public Facilities Committee or the Programs and Services Committee depending on the content. Ald. Baker stated that a number of years ago a number of Aldermen looked at the issue of trying to consolidate committees. At that time, the committee structure had two topical issues that were not self-evident. One unexpected benefit was that when some items were discussed in more than one Committee, it seemed to weed out some of the controversy. Those items often went through the Board on first call, where they would not have otherwise. The second issue that generated discussion was the appropriate size for committees. Many Aldermen wanted to discuss certain items while other items did not warrant the same amount of interest. Ald. Baker felt that the Board could benefit by looking at Committee structure again.

Ald. Hess-Mahan noted that there are three basic things that the Committee seems to be discussing as appropriate for discussion by the advisory committee. They relate to workflow, transparency, and committee organization and structure. Ald. Hess-Mahan inquired if there were any other things that should be recommended to Programs and Services Committee.

Ald. Hess-Mahan spoke to David Olson, City Clerk/Clerk of the Board, again about Granicus, which is a web-based software program that would provide additional information to the public on Board meetings. Unfortunately, there has been an ongoing dispute between NewTV and the city over who is going to pay for the program, how much they are going to pay, and who is going to own the equipment associated with Granicus.

Ald. Johnson thought that it would be helpful to have a more user-friendly city website. Ald. Albright pointed out that it is very difficult to search the ordinances and the webpage. Ald. Danberg informed the Committee that she had submitted a stimulus fund request of \$50,000 to redo the city website. She has yet to hear anything regarding the request. She believes that improving the website would go a long way to resolving the transparency issue.

The Committee discussed what type of people should be included on the advisory committee. Ald. Johnson requested a process person with an organizational background. Ald. Albright suggested an information technology professional with database management experience. She would also like to see some type of content management system for docket items, as it would make finding information on webpage much easier. Ald. Johnson stated that

the aldermen appointed to the Committee should represent fairly new members as well as long serving Aldermen. A newer Alderman may have a different view of the Board functions.

The Committee also discussed the size of the proposed advisory committee and felt that between five and eight members was the appropriate size. In addition, Ald. Baker reminded the committee that the Board and Executive office would be in a transition period after the election. He suggested that it might be advisable to institute the advisory committee at the start of the new Board. Ald. Johnson agreed and added that it would be nice to have everything in place by January.

SUMMARY OF RECOMMENDATIONS:

- Establish Advisory Committee in early 2010 to review processes of the Board of Aldermen and report recommended efficiency improvements to the Board of Aldermen
- Advisory Committee should be comprised of 5-8 members including past and present aldermen with range of years of service, citizens with expertise including a process person with organizational background, and an information technology professional with database management experience
- Review of processes of the Board of Aldermen should include workflow, public communication, and committee organization and structure as well as other areas of interest to be determined by the Advisory Committee
- Review of workflow should include analysis of the amount of time docket items remain on committee agendas before discussions and/or actions take place, and development of searchable database indicating status of each docket item with links to agendas, reports and other documents
- Review of public communications should include online availability and retrieval of agendas, reports and other documents from the aldermanic website, explanation of process at public hearings and meetings, and methods for providing effective notice of meetings, hearings and other important events
- Review of committee organization and structure should include possible creation, consolidation and/or elimination of committees or functions of committees, and referral of certain types of items to more than one committee

Note from the Chairman: The Long Range Planning Committee did not discuss whether the Advisory Committee should be an ad hoc or a standing committee, which is an issue that the Programs & Services Committee may wish to address.

All other items were held without discussion and the meeting adjourned at 8:30 PM.

Respectfully submitted,

Alderman Ted Hess-Mahan, Chair

#95-09(2)
#95.09(2)

#95-09(2) PROGRAMS & SERVICE COMMITTEE requesting establishment of an Advisory Committee to review processes of the Board of Aldermen and report recommended efficiency improvements to the Board of Aldermen. Members of the Advisory Committee shall be appointed by the Chairman and Vice Chairman of the Programs & Services Committee and the President of the Board. [11/16/09 @ 3:59 PM]

ACTION: **HELD 7-0 (Linsky not voting)**

NOTE: Ald. Hess-Mahan explained that this item came from a previous item docketed by Tom Sheff. Originally it was an outside group to be an advisory committee on the efficiency of the Board. Working with Tom Sheff, it became a joint effort with current and former aldermen as well as citizens. The Long Range Planning Committee took this up and made some recommendations, which was not an exclusive list. The report was not attached to the agenda, so Ald. Hess-Mahan felt it would be best to hold the item so it could be reviewed by the Committee. Ald. Sangiolo asked if the Long Range Committee had determined how many people should serve on the committee. Ald Hess-Mahan said 7-9 was suggested. He said they had also looked at finding people with certain expertise such as IT, Process Management, etc. That report is attached here.

The Committee voted to hold this item by a vote of 7-0

February 3, 2010 Programs & Services Report

#373-10

received at meeting
6/22/2011
7:45pm

6/21/2011

Item #373-10 NOISE ORDINANCE AMENDMENT

DRAFT LANGUAGE FOR DISCUSSION PURPOSES

1. Insert after paragraph (7) in **Section 20-13(f) *Time Restrictions*** a new paragraph (8) as follows (added language underscored):

(7) Between the hours of 11:00 p.m. and 7:00 a.m. no person or persons shall disturb the peace by causing or allowing to be made any unreasonable or excessive noise, including but not limited to such noise resulting from the operation of any electronic device, or from the playing of any band or orchestra, or from the making of excessive outcries, exclamations, or loud singing or any other excessive noise by a person or group of persons, provided however, that any performance, concert, establishment, band group or person who has received and maintains a valid license or permit from any department, board, or commission of the City of Newton authorized to issue such license or permit shall be exempt from the provisions of this section. Unreasonable or excessive noise for the purposes of this section shall be defined as 5dB(A) or more above background level when measured not closer than the lot line of a residential lot or from the nearest affected dwelling unit.

(8) Any group, club or team sports event, game practice or drill, such as soccer, lacrosse, rugby, field hockey, baseball, or football, taking place on an outdoor athletic field between the hours of 11:00 p.m. and 7:00 a.m. shall be deemed to be generating unreasonable or excessive noise within the meaning of Paragraph (7), above.