

CITY OF NEWTON

IN BOARD OF ALDERMEN

PROGRAMS AND SERVICES COMMITTEE AGENDA

WEDNESDAY, APRIL 7, 2010

7:45PM - Room 222

ITEMS SCHEDULED FOR DISCUSSION:

Appointment by His Honor the Mayor

#94-10 BETHEL CHARKOUDIAN, 18 Maple Avenue, Newton, appointed as the Ward 1 member of the PARKS & RECREATION COMMISSION for a term to expire on April 20, 2013. (60 days: 06/04/10) [03/30/10 @ 4:09 PM]

Appointment by His Honor the Mayor

#95-10 ANDREW STERN, 56 Tyler Terrace, Newton Centre, appointed as the Ward 6 member of the PARKS & RECREATION COMMISSION for a term to expire on April 20, 2013. (60 days: 06/04/10) [03/30/10 @ 4:09 PM]

Appointment by His Honor the Mayor

#96-10 RICHARD TUCKER, 23 Woodman Road, Chestnut Hill, appointed as the Ward 7 member of the PARKS & RECREATION COMMISSION for a term to expire on April 20, 2013. (60 days: 06/04/10) [03/30/10 @ 4:09 PM]

Appointment by His Honor the Mayor

#97-10 DONALD FISHMAN, 68 Littlefield Rd., Newton Centre, appointed as an *alternate member* of the PARKS & RECREATION COMMISSION for a term to expire on April 20, 2013. (60 days: 06/04/10) [03/30/10 @ 4:09 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#109-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend one hundred thousand dollars (\$100,000) from Free Cash for the purpose of supplementing the Law Department's budget for services provided by the City's outside labor counsel. [03/30/10 @ 4:12 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #110-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend six hundred seventeen thousand nine hundred ninety-five dollars and fifty-two cents (\$617,995.52) from Receipts Reserved Fund 14, Account 3314L (Cable Reserve Funds) for the reinvestment and expansion of Newton North High School's and Newton South High School's television and media production facilities. [03/30/10 @ 4:09 PM]
- #51-10 ALD. CROSSLEY, HESS-MAHAN & LINSKY requesting adoption of a policy to purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable, in order to satisfy the requirements to qualify as a Green Community under MGL Chapter 25A, §10(c). [02/09/10 @ 7:25 PM]

REFERRED TO LAND USE & PROGRAMS & SERVICES COMMITTEES

- #59-10 ALD. HESS-MAHAN proposing that Article X of the Rules & Orders of the Board of Aldermen be amended to require that all plans, maps, photographs, and other documents and exhibits required to be filed with applications for special permits/site plan approvals and/or presented at public hearings and working sessions of the Land Use Committee must also be submitted in electronic form in order to facilitate compliance with recent amendments to the Open Meeting Law regarding recordkeeping requirements. [02/23/10 @ 3:24 PM]
- LAND USE APPROVED 8-0 ON 3/16/10**

ITEMS NOT YET SCHEDULED FOR DISCUSSION:

- #100-10 ALD. JOHNSON AND SANGIOLO requesting amendment of the Rules of the Board, **Section 6. Committee Reports, A.** to "It shall be the duty of any committee to whom a subject may be specifically referred to take this item up and report thereon within three weeks from the time said subject is referred to them, or at the next meeting thereafter, or to ask for further time. No committee and hence Board action (Approved, Denied, No Action Necessary) may be taken without a discussion with the primary docketer at a minimum, or with the substantive committee." [03/21/10 @ 9:12 PM]
- #99-10 ALD. JOHNSON requesting amendment of the Rules of the Board to include the definition of "substantive committee" as referenced in **Section 3. Referral of business to Committees.** [03/21/10 @ 9:12 PM]
- #98-10 ALD. YATES requesting that the Board of Aldermen and His Honor the Mayor take all possible steps to change state law to save local costs by giving cities and towns the right to negotiate health plans on the same basis as the Commonwealth. Such steps would include, but not be limited

to, joining the Coalition to Save our Communities and notifying our city legislators of our urgent concern about this matter. [03/23/10 @ 4:29 PM]

REFERRED TO PUB SAFETY & TRANS AND PROG & SERV COMMITTEES

#20-10 ALD. HESS-MAHAN AND HARNEY requesting special legislation prohibiting the use of handheld mobile devices to send, read or receive electronic messages while operating a motor vehicle within the City of Newton and in order to protect its citizens and to limit unnecessary motor vehicle accidents, injuries, and fatalities, and that the appropriate committees conduct a public hearing to examine the feasibility thereof. [01/04/10 @ 5:07 PM]

#394-09 ALD. BAKER requesting clarification of the Rules of the Board regarding referrals to Committee of appeals of decisions of the Traffic Council. [11/30/09 @ 9:34 AM]

REFERRED TO RULES SUBCOMMITTEE

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

#376-09 HIS HONOR THE MAYOR submitting the FY11-15 Capital Improvement Program, totaling \$140,377,285 and the FY10 Supplemental Capital budget, which require Board of Aldermen approval to finance new capital projects over the next five years.

#363-09 ALD. SANGIOLO requesting a discussion to increase the tobacco seller license fee. [09/13/09 @ 1:07 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#360-09(2) PROGRAM & SERVICES COMMITTEE requesting a discussion to explore possible sources of revenue to fund an off leash dog park system in the City. [11/06/09 @ 10:44 AM]

FINANCE VOTED NO ACTION NECESSARY ON 3/8/10

#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]

#125-09 THE POST AUDIT & OVERSIGHT COMMITTEE requesting creation of a public tree protection ordinance and amendment of the current tree ordinance as recommended in the Tree Preservation Ordinance Report. [04/17/09 @ 9:14 PM]

#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]

- #8-09 ALD. HESS-MAHAN, LINSKY, ALBRIGHT, FREEDMAN, MANSFIELD, JOHNSON, HARNEY & VANCE proposing an ordinance requiring that the installation of synthetic in-filled turf athletic fields on city-owned property shall use sustainable, recyclable, lead-free, non-toxic products to the maximum extent feasible. [12/30/08 @ 9:55 AM]

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.

- #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 PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #274-08 ALD. JOHNSON AND SANGIOLO proposing a RESOLUTION to His Honor the Mayor requesting that he create a plan to move the Child Care Commission to a self-sustaining model for FY2010. [07/17/08 @ 9:53 AM]

FINANCE VOTED NO ACTION NECESSARY ON 3/8/10

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

REFERRED TO PROG. & SERV. AND PUBLIC FACILITIES COMMITTEES

- #271-08 ALD. JOHNSON proposing a RESOLUTION to His Honor the Mayor requesting that he work with the Board of Aldermen, the Parks and Recreation Department, and the Department of Public Works in order to determine the most effective and efficient way to organize the work of managing our public resources. [07/17/08 @ 9:53 AM]

FINANCE VOTED NO ACTION NECESSARY ON 3/8/10

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 PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #258-08 ALD. SANGIOLO requesting discussion with the Executive Department regarding reorganization of senior transportation services and establishment of intra-village transportation systems.
[07/08/08 @ 1:29 PM]
FINANCE VOTED NO ACTION NECESSARY ON 3/8/10

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #207-08 ALD. BRANDEL AND SANGIOLO proposing that the following question be put before the Newton voters:
“Shall the City of Newton be allowed to exempt from the provisions of Proposition 2 ½ the amounts required to pay for the bond issuance in order to fund Newton North High School?” [05/21/08 @ 12:58 PM]
FINANCE VOTED NO ACTION NECESSARY ON 3/8/10

- #129-08 ALD. JOHNSON, SANGIOLO AND BRANDEL requesting establishment of a new Rule of Board of Aldermen stating that any new item submitted but not yet approved or accepted by the Full Board of Aldermen is prohibited from any formal or informal discussion by any formal, informal or special committee of the Board.
[03-24-08 @ 9:11 AM]

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

- #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]

- #262-07 ALD. VANCE AND HESS-MAHAN seeking approval by the Board of Aldermen of a home rule petition to the General Court that would authorize an amendment to the charter of the City of Newton that would change the length of terms of the members of the Board of Aldermen to three years and would provide for electing one-third of the aldermen, one from each ward, every year. [08/22/07 @ 3:53 PM]
- #82-07 ALD. YATES requesting that the City of Newton take all possible steps to persuade the General Court to allow the cities and towns to tax all telecommunications facilities in the City (which would yield at least \$1.6 million per year for Newton). [02/27/07 @ 10:21 PM]
- #52-07 ALD. PARKER, SANGIOLO, MANSFIELD, HARNEY, DANBERG, VANCE, LINSKY, HESS-MAHAN, BURG, ALBRIGHT & JOHNSON requesting an ordinance amendment to create a health care advisory committee whose function would be to recommend measures to control the rate of increase of health insurance costs, as recommended by the Newton Finance & Management Working Group in 2005 and the Blue Ribbon Commission on the Municipal Budget in 2007. [02/09/07 @ 12:36 PM]
- #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]
- #370-06 ALD. SANGIOLO, PARKER, MANSFIELD requesting home rule legislation to allow advisory questions to be asked in a Newton special election.

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

- #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.
- #242-03(5) PROGRAMS & SERVICES COMMITTEE requesting evaluation of the Off Leash Dog Pilot Program (Section 3-30(e) as established by ordinance Z-11) which was extended to June 30, 2010 to provide an opportunity for a fuller evaluation of the ordinance. [01/25/10 @ 4:45 PM]
- #346-99 ALD. SANGIOLO requesting creation of an ordinance that would prohibit dogs (leashed or unleashed) from all elementary school playgrounds.

Respectfully Submitted,

Amy Sangiolo, Chairman



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

10 MAR 23 PM 6:21

CITY CLERK
NEWTON, MA 02159

#109-10

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

March 23, 2010

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

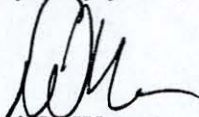
Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate \$100,000 from Free Cash for the purpose of supplementing the Law Department's budget for services provided by the City's outside labor counsel.

While the Law and Human Resources Departments have made progress on resolving many outstanding grievance and arbitration matters with union representatives with less reliance on outside counsel, the City will continue to engage outside counsel for the conduct of labor contract negotiations. We anticipate costs of approximately \$25,000 per month for the remainder of the year.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

10 MAR 30 PM 4:12
CITY CLERK
NEWTON, MA 02159

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

LAW DEPARTMENT



CITY OF NEWTON, MASSACHUSETTS

CITY HALL

1000 COMMONWEALTH AVENUE

NEWTON CENTRE, MA 02459

TELEPHONE (617) 796-1240

FACSIMILE (617) 796-1254

CITY SOLICITOR
DANIEL M. FUNK

ASSOCIATE CITY SOLICITORS

QUIDA C.M. YOUNG DONNALYN B. LYNCH KAHN

ASSISTANT CITY SOLICITORS

RICHARD G. CHMIELINSKI
EILEEN M. MCGETTIGAN
MARIE M. LAWLOR
ANGELA BUCHANAN SMAGULA
ROBERT J. WADDICK

March 12, 2010

Mayor Setti D. Warren
Honorable Board of Aldermen
City of Newton
1000 Commonwealth Avenue
Newton Centre, MA 02459

Dear Mayor Warren and Honorable Board of Aldermen:

The Law Department has learned that the February 2010 invoice from Morgan, Brown & Joy, the City's labor counsel, will be in the amount of \$29,009.39. The City had encumbered funds for Morgan, Brown & Joy's Fiscal Year 2010 contract totaling \$120,000.00. I appeared before the Finance Committee on January 25, 2010 requesting an additional \$100,000.00. To date this fiscal year, we have paid invoices totaling \$200,239.61. There is \$19,760.39 remaining in Law Department funds for labor counsel.

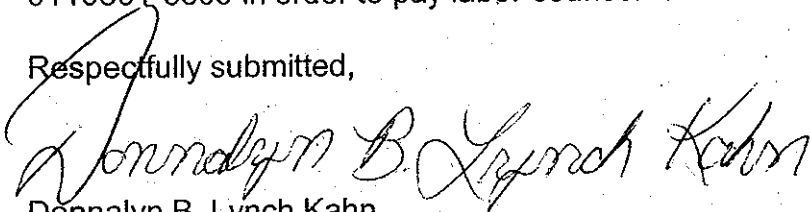
The Law and Human Resources Departments have begun making great strides in resolving many outstanding grievance and arbitration matters with union representatives and anticipate significant savings in the coming months. However, labor counsel do have at least two large outstanding matters that they will continue to work on (police JLMC and police FLSA) and have also been engaged to conduct labor contract negotiations. Therefore, I am still anticipating bills to run \$25,000 per month through the remainder of the fiscal year.

There will be a shortfall for the February 2010 invoice, as well as work that labor counsel will be conducting for remaining matters and labor contract negotiations for the remainder of the fiscal year. I am therefore requesting an appropriation in the amount

Mayor Setti D. Warren
Honorable Board of Aldermen
March 12, 2010
Page 2 of 2

of \$100,000.00 to be placed into Law Department Legal Assistance Account No. 0110801-5309 in order to pay labor counsel for the remainder of the fiscal year.

Respectfully submitted,



Donnalyn B. Lynch Kahn
Interim City Solicitor

cc: Sarah Ecker
Dolores Hamilton
Keith McCown, Esq.



Newton North High School, 360 Lowell Avenue Newton, MA 02460

617.559.6400 x454265 617.559.6204 fax NewtonNorthTV@gmail.com

Newton North Television

FR: Neil Giordano, Newton North television production/English Dept.
Carol Ober, Newton South media arts/Media Lab

TO: Maurya Sullivan, City of Newton Planning Dept.
Jennifer Price, Principal, Newton North H.S.
Joel Sternbridge, Principal, Newton South H.S.
Diana Robbins, Director, Career and Technical Education, N.P.S.

CC: Bob Kelly, Executive Director, NewTV/NCAC
James Marini, Acting Superintendent of Schools
Tom Fabian, Newton North English Dept.
Paul Shapiro, technology consultant, new North construction

DA: February 18, 2010

RE: **"Phase 3"** of Newton high schools' television program investment

We herewith submit the third and final request for funds from the City of Newton's cable receipts reserve account for further reinvestment and expansion of Newton North's and Newton South's future television and media production facilities, for both capital needs and operating expenses.

Since the previous request ("Phase 2", July 2009), Newton North and Newton South have combined efforts into a joint program, which will offer production opportunities to students from both high schools, grades 9 to 12. With this infusion of funds, both schools will together comprise a joint program in broadcasting, media arts, and film production. Newton North will operate with a fully equipped television studio and will host and provide curriculum for the

citywide Career and Technical Education program in broadcasting and production for students from both schools. Newton South will continue to operate in their Media Lab facility with its existing blue screen and lighting grid, and will expand their course offerings in video production and media arts, specifically with a new course focusing on narrative videos, from documentaries to fiction, shot on location and in the studio.

Both programs will function independently, and South students who wish to continue their studies will have the opportunity to feed into North's citywide CTE program.

To this end, the Newton South program is in need of updated technology: camcorders, portable switching capability, audio and lighting equipment, and computers for editing (see attached **Appendix A**). This equipment will be used not only by students in the video classes, but also by South's Film Club and the Computer Special Effects students, as well as faculty and students throughout the building for special projects.

Concurrently, the final phase of rebuilding the Newton North production program will require that the new studio space be outfitted in the new Newton North school building. With the new North coming close to completion, time is of the essence to get this studio completed in time for the 2010–2011 school year.

North's capital needs request consists of five separate components: (1) a new lighting grid for the studio; (2) a control room and studio furnishings, including studio cameras; (3) ENG (Electronic News Gathering) field equipment (portable equipment); (4) furnishings for the editing space adjacent to the studio, (5) computer editing stations (this budget line is carried over from the Phase 2 proposal).

Barbizon Lighting Co., based in Woburn (a Massachusetts state-approved contractor) has produced an extensive design proposal for a new lighting and dimming system. Their plan includes the fixtures themselves, a control board/dimming system, as well as new curtains/cycloramas. Nothing from the current studio can be salvaged: the lights are either non-functional and/or pose a fire hazard (new lights will be low-heat high-efficiency fluorescents), and the curtains are torn and have not been fireproofed in many years. Their quote is summarized in **Appendix B**.

The new North studio control room (costs estimated by Access A/V of Concord, NH, and Camera Company of Norwood, Mass., in **Appendix C**)—with a new digital switcher, a capture and playback system, and a new audio control and character generator—has been designed with 3 needs in mind: (1) to provide a teaching space for CTE students who will need the skills and familiarity with equipment used in the industry; (2) to provide learning opportunities for the maximum number of students, i.e., if 20 students are in a class, each will have a studio assignment; (3) playback (broadcast) capability to send a signal throughout the Newton North building and, for possible future or part-time hosting of the NewTV Green Channel, to broadcast to the community at large through the cable companies.

As for field equipment, North continues to be in dire need of more field/location cameras and audio equipment. (also estimated by Camera Company, **Appendix D**) The program is currently running with only 4 consumer-grade cameras (Canon GL-2s), and 4 functioning microphones of varying quality. We continue to be plagued with equipment shortages and failures that have hindered production this year. Consumer-grade equipment, while better than nothing, is not built to be used as extensively as we use ours, so, unfortunately, the cheaper the equipment, the shorter usable lifespan can be expected. For instance, 2 of our GL-2 cameras, which are not even 1-year old, have been repaired already (under warranty) because of constant use.

Additionally, the adjacent North classroom/editing space will need a few items to customize it for editing. This includes three televisions (one portable to be pulled into the studio itself), DVD/Blu-ray players, external hard drives, and assorted accessories. (**Appendix E**)

We are also carrying over the computer equipment from the Phase 2 proposal. The computer editing stations at North—an array which was estimated by Apple Computer last year—are attached as **Appendix F**. (Portable field equipment that had been specified in the Phase 2 proposal has been blended into Appendix D. Classroom accessories from the Phase 2 proposal have been blended into Appendix E.)

Finally, we are also requesting funds from the operating expenses portion of the cable monies to cover the costs of a full-time technical program aide (1.0 FTE) (**Appendix G**). The current aide position was previously full-time at North until recent years. Currently, the aide works approximately 12 hours at North each week, and starting in the spring semester 2010, will work 4 hours at South. With this proposed expansion of the program, an aide's technical expertise will be urgently needed at both schools. The aide's time, as it is currently, can be shared between schools as needed, likely on the order of a 0.75/0.25 split for NNHS/NSHS.

With this program up and running at full strength as soon as September 2010, we look forward to sharing the resources of the high school programs with the middle schools and elementary schools throughout Newton. As video rapidly and inexorably becomes the *lingua franca* of the current generation of students in our schools, multimedia and video have become an invaluable educational tool as well as a critical communication skill for all of us in the 21st century. As such, future requests for funds—"Phase 4" and beyond—will no doubt comprise ways in which the technology capital as well as our high school students' talents can contribute to the educational programs and outcomes at the K-8 level.

If you have any questions or comments, please contact Neil in the North studio at 617.559.6400 x454265, and Carol in the South media lab at 617.559.6564. Thank you for your assistance.

APPENDIX A: Newton South HS Video Program

Newton South Media Lab updates					
1	Datavideo SE-800	Video mixer	Datavideo Switcher 4 input DV Switcher, w/ effects	\$4,500.00	\$ 4,500.00
1	Delvcam DELV-RCLCD	Monitors	Dual 7 Inch Rackmount LCD Monitor with Dual Looping Inputs	\$ 400.00	\$ 400.00
1	V-R53P	Monitors	Triple 5 Inch Rackmount LCD Monitor	\$2,000.00	\$ 2,000.00
6	25' XLR Cable	Cable	XLR Cable -25 ft.	\$ 50.00	\$ 300.00
3	100' M XLR to F XLR	Cable	XLR Cable 100 ft.	\$ 130.00	\$ 390.00
10	1.5' BNC to BNC	Cable	BNC to BNC Video Cable 1.5 Ft	\$ 10.00	\$ 100.00
10	6' BNC to BNC	Cable	BNC to BNC Video Cable 6 Ft	\$ 14.00	\$ 140.00
3	100' BNC to BNC	Cable	BNC to BNC Video Cable 100 Ft	\$ 45.00	\$ 135.00
1	JVC BR-HD50U	VTR	HD/DVCAM Video VTR	\$3,500.00	\$ 3,500.00
1	Xenyx 1002B	Audio Mixer	Behringer Xenyx 1002B 10 input Mixer	\$ 150.00	\$ 150.00
2	Shure SM 58	Mics	SM58 Vocal mic	\$ 100.00	\$ 200.00
2	Shure SM57	Mics	SM 57 Mic	\$ 100.00	\$ 200.00
4	Sennheiser ew 114 G3	Wireless Mics	Wireless Lavalier mic system.	\$ 500.00	\$ 2,000.00
4	Digital Voice Recorder	Digital Voice Recorder	Sony ICD-SX700 USB Digital Voice Recorder	\$ 150.00	\$ 600.00
2	Lowell DV-901Z DV	Light Kit	Lowel DV-901Z DV Creator 1 Light Kit	\$1,125.00	\$ 2,250.00
2	I mac 27" Quad Core	I mac 27" Quad Core Computer	2.8 GHz/8 GB (2x4GB) RAM/2TB HD	\$3,000.00	\$ 6,000.00
1	Aleratec DVD Tower Publisher	DVD Burner	Aleratec DVD Tower Publisher 1:3	\$ 480.00	\$ 480.00
5	Sony HC9	Consumer DV Camcorder	DV Camcorder Sony HC9	\$1,000.00	\$ 5,000.00
1	Sony FX7	Prosumer DV Camcorder-	DV Camcorder Sony FX7	\$2,200.00	\$ 2,200.00
5	Bogen/Manfrotto 128RC/055XDB	Tripods (for Sony HC9)	Mini-Fluid Head w/QR plate (128RC) Basic Tripod Legs (055XDB)	\$ 210.00	\$ 1,050.00

1	Bogen/Manfrotto heavy duty	Tripods (for Sony FX7)	755MF3	\$ 500.00	\$ 500.00
2	Bogen Dolly heavy duty	Bogen Dolly	114 - Cine/Video Deluxe Dolly	\$ 330.00	\$ 660.00
3	LaCie D2 Quadra	External Hard Drives	LaCie D2 Quadra	\$ 180.00	\$ 540.00
13	Seagate Barracuda Hard Drive	Internal Hard Drives	Seagate Barracuda Hard Drive 1.5 TB SATA 3.0Gb/x, 7,200 RPM	\$ 115.00	\$ 1,495.00
2	Final Cut Studio	Final Cut Studio	Final Cut Studio 3	\$ 820.00	\$ 1,640.00
1	Photoshop	Photoshop	Photoshop Extended CS4 - 2 computers	\$ 300.00	\$ 300.00
1	Security Cabinet	Security Cabinet	All Welded Heavy-Duty Storage Cabinet/14 gauge steel	\$1,520.00	\$ 1,520.00
8	Sennheiser HD280	Headphones	Sennheiser HD280	\$ 100.00	\$ 800.00
2	KRK VXT 6	Audio Monitors	Audio monitors, 1" tweeter, 6" woofer	\$ 450.00	\$ 900.00
1	Misc. Camera & Lighting Supplies	Misc.	Batteries, Adapters, Lamps, etc.	\$ 500.00	\$ 500.00
			TOTAL		\$40,450.00

QUOTING	DATE
26298	01/07/10

QUOTE

CUT OFFS

584255
NEWTON PUBLIC SCHOOLS
100 WALNUT ST.
ATTENTION: ACCOUNTS PAYABLE
NEWTONVILLE, MA 02460

SHIP TO

NEWTON NORTH HIGH SCHOOL
ATTN: NEIL GIORDANO
NEWTON, MA 02460

CUSTOMER REFERENCE	ATTENTION	SHIP VIA	SHIP TO	TAX		
NEWTON NORTH TV STED	NEIL GIORDANO	FELIX GROUND	130	5		
LN	ITEM	DESCRIPTION	QUANTITY	UOM	UNIT PRICE	AMOUNT
1	PACKAGE	COMPLETE STUDIO LIGHTING, DIMMING & CURTAIN PACKAGE INCLUDES THE FOLLOWING: FOR FRONT LIGHTING FLUORESCENT & ELLIPSOIDALS VIDESSENCE 4-LAMP HIGH POWER KEY W/PEAK DIN, CLAMP & LAMPS	1	EA	72137.62	72137.62
5	P220-455BX-P	VIDESSENCE 4-LAMP HIGH POWER KEY W/PEAK DIN, CLAMP & LAMPS	4	EA	0.00	0.00
6	18-P220-W	VIDESSENCE 4-LAMP POWER KEY ZONE CONTROL SCREEN - WIDE	4	EA	0.00	0.00
7	429891	MATTHENS 2'-4' TELESCOPING TRIPLE EXTENSION HARNISH	4	EA	0.00	0.00
8	89429812	STIRRUP	4	EA	0.00	0.00
9	ETC450-750	SOURCE 4 750-50 #7060A1010 INCLUDES CF & C-CLAMP	3	EA	0.00	0.00
10	ETC42550	SOURCE 4 ZOOM 25/50 #7060A1042 INCLUDES CF & CLAMP	1	EA	0.00	0.00
11	2200	DONUT 7.5" X 7.5" FOR S4 ZOOM	1	EA	0.00	0.00
SUBTOTAL		TAX	SHIPPING CHARGES	DISCOUNT	TOTAL QUOTE	
					THANK YOU	
					Quote Valid Through	
					02/06/10	

TERMS NET 30

QUOTE SUBJECT TO BARBIZON'S TERMS AND CONDITIONS
BEFORE ORDER IS MADE TO A SIGNATURE CHANGE

BARBIZON LIGHT OF N.E. INC.
3 DRAPER ST.
WOBBURN, MA 01801-4595

QUOTED BY JONATHAN LIPSY

ATTACHMENT B

APPENDIX C: Newton North TV Studio equipment/installation

Camera Equipment				
3	HPX500-EFP	Panasonic 2/3" P2/Studio Camcorder	\$ 9,845.00	\$ 29,535.00
3	XA17X7.6BRM-M58B	Fujinon 2/3" 17x Lens	\$ 6,390.00	\$ 19,170.00
3	300-Studio	Studio Package for HPX500 (includes)	\$ 7,835.00	\$ 23,505.00
		AG-CA300GPJ Camera Studio Adapter		
		AG-BS300PJ Studio Base Station		
		AG-EC4GPJ Remote Control		
3	BT-LH80WU	Panasonic 7.9" HD LCD Monitor/Viewfinder	\$ 2,228.00	\$ 6,684.00
3	MS-11	Fujinon Broadcast Zoom/Focus Controllers	\$ 2,568.00	\$ 7,704.00
3	Studio300/25	25M Camera Cable	\$ 778.00	\$ 2,334.00
		Subtotal		\$ 88,932.00
Tripods				
3	Pedestal C I	Sachtler Pedestal C I	\$ 2,599.50	\$ 7,798.50
3	FSB 8	Sachtler FSB-8 Fluid Head	\$ 1,645.00	\$ 4,935.00
3	DV 75 L	Additional Pan Bar for FSB-8	\$ 88.25	\$ 264.75
		Subtotal		\$ 12,998.25
Teleprompter				
3		Prompter People Proline Studio 17 w/25' VGA Ca	\$ 1,975.00	\$ 5,925.00
1		Computer/Monitor for above		
1	VP-3XL	Kramer 1:3 VGA Distribution Amp	\$ 219.50	\$ 219.50
1	RK-1	Kramer Rackmount for above	\$ 59.00	\$ 59.00
		Subtotal		\$ 6,203.50
Switcher/Signal processing				
1	AV-HS450N	Panasonic 16 Input HD Switcher Dual (3D-DVE, D	\$ 20,100.00	\$ 20,100.00
1	811	Kramer 811 Blackburst & Test Generator	\$ 560.00	\$ 560.00
1	RK-1	Kramer Rackmount for above	\$ 59.00	\$ 59.00
1	VM-50V	Kramer Video DA	\$ 175.00	\$ 175.00
1	VM-50AN	Kramer Audio DA	\$ 166.00	\$ 166.00

1	RK-1	Kramer Rackmount for above	\$ 59.00	\$ 59.00
			Subtotal	\$ 21,119.00
Character generator				
1	ConverG1 HD	Compix HD Character Generator	\$ 13,330.00	\$ 13,330.00
			Subtotal	\$ 13,330.00
Audio Equipment				
1	PA28	Allen & Heath Mix PA Series 28 Input Mixer w/24	\$ 1,010.50	\$ 1,010.50
2	SMS5	EAW Speakers	\$ 129.00	\$ 258.00
1	CAZ800	EAW 800W Audio Amplifier	\$ 276.25	\$ 276.25
			Subtotal	\$ 1,544.75
Monitors				
2	LMD5320	Sony Triple 5.6" LCD Monitor	\$ 1,670.50	\$ 3,341.00
1	TM-H150CGU	JVC 15" Professional Monitor (Program)	\$ 495.00	\$ 495.00
			Subtotal	\$ 3,836.00
Intercom				
1	MS-702	Clearcom Main Station	\$ 957.50	\$ 957.50
5	CC-95-X5	Clearcom Single Muff Headset (5pin XLR)	\$ 215.00	\$ 1,075.00
4	RS-601	Clearcom Single Channel Beltpack	\$ 238.25	\$ 953.00
			Subtotal	\$ 2,985.50
Installation (labor)			\$15,000.00	\$15,000.00
			Subtotal	\$15,000.00

Studio equipment and installation total

\$165,949.00

APPENDIX D: Newton North portable/field (ENG) equipment

Portable Production capability and accessories			
2	AW-SG500E	Sony Anycast Station Portable Switcher	\$ 11,695.00 \$ 23,390.00
4	BKAW581	Sony Dual SDI Input Board for Anycast	\$ 1,758.00 \$ 7,032.00
1		Dell Inspiron Intel Core 2 Duo P8700 (2.53GHz/ 1066MHz FSB/ 3MB) (for use with Tricaster switcher)	\$ 1,020.00 \$ 1,020.00
1		LiveControl switchboard (for use with Tricaster)	\$ 1,995.00 \$ 1,995.00
			subtotal \$ 33,437.00
Portable Beginner-level ENG Gear			
5	AG-HVC70	Panasonic 1/4" CCD AVCHD Camcorder	\$ 1,775.00 \$ 8,875.00
5	VWVBG260PPK	Panasonic Additional Battery for HVC70	\$ 135.00 \$ 675.00
5	MC-70	Unidirectional Shotgun Mic	\$ 190.00 \$ 950.00
5	43MM-UV	43MM UV Protection Filter	\$ 10.00 \$ 50.00
5	AG-YUSC70H	Panasonic Soft Carrying Case w/LCD Hood	\$ 168.00 \$ 840.00
5	501HDV/028B	Manfrotto 501HDV Head w/028B Tripod	\$ 421.50 \$ 2,107.50
50	RP-SDM04GU1K	4GB SDHC Card	\$ 18.00 \$ 900.00
			subtotal \$ 14,397.50
Portable Intermediate-level ENG Gear			
5	AG-HMC150	Panasonic 3x 1/3" CMOS AVCHD Camcorder	\$ 3,390.00 \$ 16,950.00
5	VWVBG260PPK	Panasonic Additional Battery for HVC150	\$ 135.00 \$ 675.00
5	72MM-UV	72MM UV Protection Filter	\$ 20.00 \$ 100.00
5	AG-YUSC150H	Panasonic Soft Carrying Case w/LCD Hood	\$ 135.00 \$ 675.00
5	501HDV/028B	Manfrotto 501HDV Head w/028B Tripod	\$ 421.50 \$ 2,107.50
50	RP-SDM04GU1K	4GB SDHC Card	\$ 18.00 \$ 900.00
			subtotal \$ 21,407.50

Portable Advanced ENG Gear				
5	AG-HPX170	Panasonic 3x 1/3" CCD P2 Camcorder	\$ 3,950.00	\$ 19,750.00
5	CG-D54	Panasonic Additional Battery for HPX170	\$ 150.00	\$ 750.00
5	72MM-UV	72MM UV Protection Filter	\$ 20.00	\$ 100.00
5	CC-193	Kata Soft Carrying Case	\$ 120.00	\$ 600.00
5	501HDV/028B	Manfrotto 501HDV Head w/028B Tripod	\$ 421.50	\$ 2,107.50
10	AJ-P2E016XG	Panasonic 16GB P2 E Series Card	\$ 395.00	\$ 3,950.00
			subtotal	\$ 27,257.50
Portable Audio Gear				
5	Rode NTG-2 Audio Kit	5 section fish pole, Rode shock mount, 25' XLR cable, Rycote Softie	\$ 649.00	\$ 3,245.00
10	ENG 44	Sign Video Portable Audio Mixer	\$ 475.00	\$ 4,750.00
10	ATH-M30	Audio Technica Professional Headphones	\$ 48.00	\$ 480.00
10	MXC-442	Portabrace MXC-442 Audio Combination Case	\$ 1,000.00	\$ 10,000.00
10	AT8314-50	50' Mic Cable	\$ 30.00	\$ 300.00
20	AT8314-25	25' Mic Cable	\$ 25.00	\$ 500.00
10	AT8314-10	10' Mic Cable	\$ 20.00	\$ 200.00
10	VP-64AL	Shure Interview Mic	\$ 88.00	\$ 880.00
10	EW112PG2	Sennheiser Wireless Lav Kit	\$ 480.00	\$ 4,800.00
10	NTG-2	Rode Shotgun Mic	\$ 205.00	\$ 2,050.00
10	AT8314-1.5	Audio Technica 1.5' Mic Cable	\$ 10.00	\$ 100.00
			subtotal	\$ 27,305.00

GRAND TOTAL PORTABLE ENG

\$ 123,804.50

APPENDIX E: Editing Room/Classroom Technology					
	2	Panasonic Viera flat panel HDTV (TC-50PS14)	50" HDTV	\$999.00	\$1,998.00
	1	Samsung LN32B360C5D	32" LCD	\$399.00	\$399.00
	3	Sony BDP-BX2	Blu-ray player	\$139.00	\$417.00
	25	Shure SRH240	headphones	\$39.00	\$975.00
	10	Sony GV-HD700 HDV Video Walkman VCR	tape deck for tape ingestion	\$1,049.00	\$10,490.00
	25	EZQuest 1 TB drive	external hard drive	\$245.00	\$6,125.00
	1	Bravo-Pro DVD a 50-Disc Publisher - 16x DVD+/-R and 32x CD Automatic Duplicator and Printer with 4x DVD+R Dual Layer, 100-Disc Option and USB 2.0 Connector - Mac/Win	DVD duplicator and publisher	\$2,399.95	\$2,399.95
				TOTAL	\$22,803.95

APPENDIX F: Newton North editing stations/software/servers

Description	Part #	Qty	Unit price	Ext Price	
Editing Stations (iMac and MacPro)					
iMac 27-inch desktop computer, 2.8GHz Quad-Core Intel Core i7, 16GB 1066MHz DDR3 SDRAM - 4x4GB, 1TB Serial ATA Drive, 8x double-layer SuperDrive		20	\$ 3,768.00	\$ 75,360.00	
Mac Pro, Two 2.26GHz Quad-Core Intel Xeon/12GB (6x2GB)/1TB 7200-rpm Serial ATA 3Gb/s/ATI Radeon HD 4870 512MB/Two 18x SuperDrives		2	\$ 3,999.00	\$ 7,998.00	
Apple LED Cinema Display 24"	MB38wLL/A	2	\$ 799.00	\$ 1,598.00	
AppleCare Protection Plan for Mac Pro and Display	BD791LL/A	2	\$ 199.00	\$ 398.00	
Mac OSX Maintenance 3 years	D2088LL/A	22	\$ 99.00	\$ 2,178.00	\$ 87,532.00
Final Cut Studio					
Final Cut Studio 2 (site license)	D4319Z/A	1	\$ 4,999.00	\$ 4,999.00	
Final Cut Studio 2 Media Set	MA892ZM/A	1	\$ 15.00	\$ 15.00	
Final Cut Studio 2 Doc Set	MA893Z/A	1	\$ 20.00	\$ 20.00	\$ 5,034.00
Promise Vtrak E-Class RAID Subsystem					
Promise VTrak E-Class 16x 1TB SATA RAID subsystem (16TB)	TV299VC/A 1	1	\$ 13,499.00	\$ 13,499.00	
Promise VTrak E-Class Spare Parts Kits Includes RAID controller, power supply, fan	TV276ZM/A	1	\$ 3,419.00	\$ 3,419.00	
Apple Copper Fibre Channel Cable (4Gb SFP to SFP)	MA461G/A	4	\$ 89.00	\$ 356.00	\$ 17,274.00
Xserve - (Metadata Controller - OD Replica)					
One 2.26GHz Quad-Core Intel Xeon processor/ 2x160GB/6GB (3 x 2GB) RAM/4Gb Fibre Channel/Unlimited Client /DisplayPort/VGA adapter/Dual PowerSupply/Square Hole Rack Mount	Z0FR	1	\$ 3,683.00	\$ 3,683.00	
Mac OS X Server Maintenance 3yrs.	D2336Z/A	1	\$ 499.00	\$ 499.00	
AppleCare Premium Service & Support Plan for Xserve (3yrs of hw support)	MB595LL/A	1	\$ 760.00	\$ 760.00	\$ 4,942.00
Backup)					

Two 2.66GHz Quad-Core Intel Xeon processors/ 2x160GB/ 12GB (6 x 2GB) RAM/4Gb Fibre Channel/Unlimited Client/ Display Port/VGA adapter/Dual PowerSupply/Square Hole Rack	Z0GM	1	\$ 5,753.00	\$ 5,753.00	
Mac OS X Server Maintenance 3yrs.	D2336Z/A	1	\$ 499.00	\$ 499.00	
AppleCare Premium Service & Support Plan for Xserve (3yrs of hw support)	MB595LL/A	1	\$ 760.00	\$ 760.00	
Final Cut Server - Unlimited	MA997Z/A	1	\$ 599.00	\$ 599.00	\$ 7,611.00
Miscellaneous items					
AppleCare Service Parts Kit for Xserve	MB846G/A	1	\$ 799.00	\$ 799.00	
Apple Remote Desktop 3.2 (unlimited)	MB423Z/A	1	\$ 299.00	\$ 299.00	
Mac OS X Server Software Support Select	MB040ZM/C	1	\$ 4,796.00	\$ 4,796.00	\$ 5,894.00
Gigabit switch for Metadata network					
3Com Baseline 2824 24 Port GB Switch	TV317LL/A	1	\$369.95	\$ 369.95	\$ 369.95
Tandberg Backup Unit and Tapes					
Tape Autoloader, 19.2TB Native Capacity with Backup Software	TP273LL/A	1	\$ 7,569.95	\$ 7,569.95	
Tandberg Data LTO Cleaning Cartridge	TQ803LL/A	1	\$ 64.95	\$ 64.95	
Tandberg Data LTO-4 Tape 800GB/1.6TB	TQ818LL/A	24	\$ 79.95	\$ 1,918.80	\$ 9,553.70
UPS (for servers/switches/backup)					
APC Smart-UPS 3000VA USB (Note* Requires NEMA L5-30P Input Connection)	T7634LL/A	1	\$ 1,199.95	\$ 1,199.95	
APC SNMP Network Management Card	T6077LL/A	1	\$ 239.95	\$ 239.95	\$ 1,439.90
Rack Enclosure					
APC NetShelter SX Enclosure 42U with Sides (Black)	TJ226LL/A	1	\$ 1,149.95	\$ 1,149.95	
APC Rack PDU - 10x15A Outlet, 1U (AP9562)	TA726LL/A	1	\$ 89.95	\$ 89.95	\$ 1,239.90
Professional Services					
Image Creation	D4700LL/A	1	\$ 4,500.00	\$ 4,500.00	
Final Cut Server	D2344LL/A	1	\$ 7,460.00	\$ 7,460.00	\$ 11,960.00
				\$152,850.45	\$152,850.45

APPENDIX G: Newton high schools TV/video program aide

Salary-- 1.0 FTE aide position, TV/video production, NSHS and NNHS	\$ 25,000		\$ 25,000
Benefits--1.0 FTE aide position, TV/video produciton, NSHS and NNHS	\$ 15,000		\$ 15,000
Total FTE 1.0 aide position	\$ 40,000		\$ 40,000

Total \$40,000

NNHS Docket Total.xls

Appendix	Amount	Purpose	Fund Source	School
A	\$40,450.00	Equipment	Capital	South
B	\$73,137.02	Lighting	Capital	North
C	\$165,949.00	Control Room & Studio Equipment	Capital	North
D	\$123,804.50	Portable Field Equipment	Capital	North
E	\$22,803.95	Editing Facilities	Capital	North
F	\$152,850.45	Computer Editing Stations	Capital	North
G	\$40,000.00	Aide Position (0.75/0.25)	Operating	North & South
TOTAL	\$617,995.52			

#110-10

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

March 30, 2010

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

Ladies and Gentlemen:

I request that your Honorable Board docket for consideration a request to appropriate \$617,995.52 from Receipts Reserved Fund 14, Account 3314L (Cable Reserve Funds) for the reinvestment and expansion of Newton North's and Newton South's television and media production facilities.

The appropriation will be used to fund (A) equipment for video classes, computer special effects classes, and NSHS's Film Club; (B) a lighting grid for the new NNHS video studio; (C) control room equipment and fixed cameras for the new NNHS video studio; (D) portable field equipment for students in the NNHS video production classes; (E) equipment and software for the NNHS video editing room; (F) equipment and software for 22 video editing stations; (G) one FTE program aide to be split 0.75/0.25 between NNHS and NNHS.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

10 MAR 30 PM 4:09
CITY CLERK
NEWTON, MA. 02159

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

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(617) 796-1100

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swarren@newtonma.gov

April 2, 2010

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


Ladies and Gentlemen:

I write to submit documentation in support of Docket Item #51-10 "... requesting adoption of a policy to purchase only fuel-efficient vehicles for municipal use...". The attached policy entitled "Energy Management and Procurement of Fuel Efficient Vehicles" is one section from a more encompassing *City Vehicle Use and Procurement Policy*.

As part of the City's efforts to become one of the first communities in Massachusetts to become a Department of Energy Resources (DOER) Green Community, I would be happy to discuss this policy with the Honorable Board at your convenience.

Thank you for your consideration of this matter.

Very truly yours,


Robert R. Rooney
Chief Operating Officer

Section D. Energy Management and Procurement of Fuel Efficient Vehicles

I. DEFINITIONS

Combined city and highway MPG (EPA Combined fuel economy): Combined Fuel Economy means the fuel economy from driving a combination of 43% city and 57% highway miles and is calculated as follows: $=1 / [(0.43/\text{city MPG}) + (.57/\text{highway MPG})]$

Drive System: The manner in which mechanical power is directly transmitted from the drive shaft to the wheels. The following codes are used in the drive field:

AWD = All Wheel Drive: four-wheel drive automatically controlled by the vehicle powertrain system.

4WD = 4 Wheel Drive: driver selectable four-wheel drive with 2 wheel drive option.

2WD = 2 wheel drive, either from the front or rear of the vehicle.

Heavy-duty truck: A vehicle with a manufacturer's gross vehicle weight rating (GVWR) of more than 8,500 pounds.

Exempt Vehicles: Those vehicles 1-ton or greater, vans, or sedans required to have minimum performance requirements based on the security/safety functions within the City.

Non-exempt Vehicles: General purpose vehicles used for daily administration of the City which typically include pick-up trucks or smaller vehicles and not required for emergency use.

II. POLICY STATEMENT

The City's goal is to reduce to the maximum extent possible, the consumption of fuel within the existing fleet and purchase fuel efficient vehicles wherever practicable to further reduce energy needs within the City.

III. PURPOSE

To establish an policy for management of energy consumption through a fleet replacement strategy and guidelines for the purchase of fuel efficient vehicles for municipal / school use whenever such vehicles are commercially available and practical.

IV. APPLICABILITY

This policy applies to all divisions and departments of the City of Newton.

V. GUIDELINES

City vehicles will conform to any and all state and federal air emission standards.

Use of non-exempt vehicles will be cognizant of best practices for efficient and effective operation to include maximizing occupancy in vehicles travelling to a common destination, not leaving idling vehicles unattended for more than one minute, or stationary waiting in an idling vehicle for more than three minutes.

All departments and divisions shall purchase only fuel efficient vehicles for general municipal use whenever such vehicles are commercially available and practicable.

The City of Newton will maintain an annual vehicle inventory for non-exempt vehicles and a plan to replace existing vehicles with those that meet the fuel efficiency ratings below.

Based on the most recently published US Environmental Protection Agency data on fuel efficient vehicles, vehicles are to have a combined city and highway MPG no less than the following:

2 wheel drive car:	29 MPG
4 wheel drive car:	24 MPG
2 wheel drive small pick-up truck:	29 MPG
4 wheel drive small pick-up truck:	18 MPG
2 wheel drive standard pick-up truck:	17 MPG
4 wheel drive standard pick-up truck:	16 MPG

Note:

The latest fuel efficiency MPG ratings are available through the Massachusetts Department of Energy Resources Green Communities Program.

Exemptions

- a. Heavy-duty vehicles such as fire trucks, ambulances, vans, and public works trucks are exempt from this criterion.
- b. Police cruisers are exempt from this criterion.

Inventory

The following information shall be included in a vehicle inventory of non-exempt vehicles and said list shall be updated on an annual basis:

- a. Model; Make; Model year; Drive system; Weight Class; MPG
- b. Year purchased; Annual miles driven; Total Fuel Consumption; Vehicle Function

Note:

Departments/Divisions may use EPA combined MPG estimates or actual combined MPG.

VI. FUEL EFFICIENT VEHICLE REPLACEMENT PLAN

The City of Newton shall develop a plan to replace all non-exempt vehicles with fuel efficient vehicles as defined above. Said plan shall outline the process by which the City of Newton will replace vehicles, set goals for when the existing fleet will be replaced and review said plan on an annual basis.

VII. QUESTIONS/ENFORCEMENT

All inquiries should be directed to the department/division responsible for fleet management or the Office of the Mayor, who is responsible for fleet procurement.

#51-10

DRAFT RESOLUTION for Consideration by the Programs & Services Committee

RE DOCKET ITEM # 51-10

ALD. CROSSLEY, HESS-MAHAN & LINSKY requesting adoption of a policy to purchase only fuel-efficient vehicles for municipal use whenever such vehicles are commercially available and practicable, in order to satisfy the requirements to qualify as a Green Community under MGL Chapter 25A, §10(c). [02/09/10 @ 7:25 PM]

That - in order to fulfill the criteria to merit MA DOER designation of the City of Newton as a "Green Community", and therefore so as to make the City of Newton eligible for DOER funding that may be used for needed capital investments which can further help to reduce energy use and emissions, ...

The Board of Aldermen of the City of Newton supports and requests that the administration **establish and implement a vehicle purchasing policy** that requires vehicle replacements, when needed, be in conformance to the performance standards (in mpg) as per the Guidelines established by the DOER, and therefore request that the administration implement and maintain these measures.

And further, that in order to maintain Green Communities status, and therefore to retain eligibility for DOER funding available each year under the terms of the Green Communities Act, the Board of Aldermen requests that the City of Newton administration comply with DOER annual reporting and review requirements.

#59.10

REFERRED TO LAND USE & PROGRAMS & SERVICES COMMITTEES

#59-10

ALD. HESS-MAHAN proposing that Article X of the Rules & Orders of the Board of Aldermen be amended to require that all plans, maps, photographs, and other documents and exhibits required to be filed with applications for special permits/site plan approvals and/or presented at public hearings and working sessions of the Land Use Committee must also be submitted in electronic form in order to facilitate compliance with recent amendments to the Open Meeting Law regarding recordkeeping requirements.

ACTION: APPROVED 8-0

NOTE: Alderman Hess-Mahan explained that he docketed this in anticipation of the new open meeting law, which becomes effective July 1, 2010. As of that date, all documents submitted relative to an item as part of the record will have to be enumerated in and maintained as part of the "minutes" of the meeting. Electronic copies will make it easier for storage and to disseminate information and material to aldermen and citizens. The Committee voted 8-0 to approve the rules change, which will be taken up in the Programs & Services Committee.