



Finance Committee Report

City of Newton In City Council

Monday, April 13, 2020

Present: Councilors Grossman (Chair), Malakie, Humphrey, Kalis, Norton and Noel

Absent: Councilors Gentile and Ciccone

City staff present: Chief Financial Officer Maureen Lemieux, Comptroller Sue Dzikowski, and Chief of the Newton Police Department David MacDonald

#228-20 Appointment of Carl Valente to Financial Audit Advisory Committee

PRESIDENT ALBRIGHT appointing Carl Valente as a member of the Financial Audit Advisory Committee for a term of office to expire April 21, 2023.

Action: Finance Approved 6-0

Note: Carl Valente expressed his interest in serving the community as a member of the Financial Audit Advisory Committee. Mr. Valente explained that he retired and moved to Newton in August 2018. Additionally, Mr. Valente explained that he was a Town Manager of Lexington for 13 years and before that he was in similar positions in Weston and Needham. Mr. Valente also served at the Department of Revenue in the division of Local Services in 1983 and has trained and worked in municipal finance throughout his career.

The Committee asked the following questions:

Q: What areas are you looking forward to focusing on as a member of the Financial Audit Advisory Committee?

A: Mr. Valente explained that there are a number of areas that could be focused on and is looking forward to seeing how the Committee decides on which areas to further investigate. Additionally, Mr. Valente explained that the audit can be difficult to understand, so in his past roles he felt that it was important to bring in the independent auditors to go through the document. Through that discussion it is easier to see what areas need to be focused on.

Q: How could you help communicate the financial state of the City to the residents with the implications of Proposition 2 1/2?

A: Mr. Valente explained that he came to Massachusetts after Proposition 2 ½ was implemented. Additionally, Mr. Valente explained he was hired by the Department of Revenue to help cities and towns manage Proposition 2 ½. As part of that outreach he worked with boards and committees in cities and towns to help them communicate how this affects their financial status.

The Committee thanked Mr. Valente for his willingness to serve and is looking forward to working with him.

Councilor Noel motioned to approve which passed unanimously.

#221-20 Reappointment to the Anthony Salvucci Scholarship Fund

PRESIDENT ALBRIGHT requesting the reappointment of Councilor Lisle Baker, as a trustee of the Anthony Salvucci City Council Scholarship Fund for a term to expire on December 31, 2021. (60 days: 06/05/2020)

Action: Finance Approved 6-0

Note: With no concerns from the Committee, Councilor Noel motioned to approve which passed unanimously.

#222-20 Appointment to the Anthony Salvucci Scholarship Fund

PRESIDENT ALBRIGHT requesting the appointment of Councilor Maria Scibelli-Greenberg, as a trustee of the Anthony Salvucci City Council Scholarship Fund for a term to expire on December 31, 2021. (60 days: 06/05/2020)

Action: Finance Approved 6-0

Note: With no concerns from the Committee, Councilor Noel motioned to approve which passed unanimously.

#223-20 Appointment of Councilor Markiewicz to OPEB Trust Committee

PRESIDENT ALBRIGHT appointing Councilor Christopher Markiewicz as a member of the Other Post-Employment Benefits Trust Fund for a term of office to expire December 31, 2021.

Action: Finance Approved 6-0

Note: Councilor Norton explained that because Councilor Markiewicz has a background in finance he is a good candidate for this position. Chief Financial Officer, Maureen Lemieux, expressed her support for Councilor Markiewicz joining the OPEB Trust Committee and explained that he was at the first meeting of the year. With no further comments from the Committee, Councilor Norton motioned to approve which passed unanimously.

#224-20 Authorization to expend a MED-Project LLC Grant in the amount of \$1,300

HER HONOR THE MAYOR requesting authorization to accept and expend one thousand three hundred-dollar (\$1,300) grant from MED-Project LLC Grant for the purpose of covering personnel costs associated with the collection and disposal of unwanted medication.

Action: Finance Approved 6-0

Note: Chief of Police, David MacDonald, presented his request to accept and expend a \$1,300 MED-Project LLC grant. Chief MacDonald explained that this organization is located on the West Coast and has partnered with the Commonwealth. This program provides funds for the collection and disposal of household medications. There has been a drug kiosk in the Police Headquarters for approximately four years and the Support Services Bureau periodically removes and inventories the kiosks when it becomes full. The drugs collected used to be incinerated and now the City waits for Drug Enforcement Administration (DEA) drug take back days, which happen twice a year. Chief MacDonald explained that this grant gives the City the ability to provide overtime for the property and evidence employees that work DEA drug take back day.

The Committee asked the following question.

Q: In the attached document, there were different options that the City could choose for this grant. Which option did the City choose to apply for?

A: Chief MacDonald explained that the City chose option 1 because it deals with the overtime issue. Additionally, he explained that option 2 would help pay for a kiosk that the City already has. Option 3 deals with the liner boxes that drugs would be packed in and the City also did not need that option.

Councilor Norton motioned to approve which passed unanimously.

#225-20 **Authorization to expend a COVID-19 Emergency grant in the amount of \$100,000**
HER HONOR THE MAYOR requesting authorization to accept and expend a one hundred thousand dollar (\$100,000) grant from the Massachusetts Department of Public Health COVID-19 Emergency Grant for the purpose of additional compensation in the form of overtime, additional personnel resources and the purchase of emergency supplies necessary to help City of Newton prepare for and respond to the COVID-19 pandemic.

Action: **Finance Approved as Amended to \$200,000 6-0**

Note: Chief Financial Officer, Maureen Lemieux, presented the request to accept grant funds from the Massachusetts Department of Public Health for the purpose of additional compensation in the form of overtime, additional personnel resources and the purchase of emergency supplies necessary to help City of Newton prepare for and respond to the COVID-19 pandemic. Ms. Lemieux explained that the Mayor would like the Committee to amend the request to accept and expend a \$200,000 grant from the Massachusetts Department of Public Health. Since the original request the Massachusetts Department of Public Health has notified the City that they will be receiving an additional \$100,000. Ms. Lemieux explained that the City can decide what percentage would be put towards salaries, supplies and other areas that would need more funding during this time.

The Committee asked the following questions.

Q: Will the City receive other funds to help with COVID-19?

A: Ms. Lemieux explained that she recently docketed an item for the City to allocate more City funds to COVID-19. Additionally, she explained that the City is investigating other funding sources, including other grant opportunities.

Q: What will the grant funds be used for?

A: Ms. Lemieux explained that the City has spent a little over \$200,000. These grant funds can be used to pay for the overtime of the health department employees. The other items range from N-95 masks for police and fire to Chrome-books that were distributed to students of Newton Public Schools. Additionally, Ms. Lemieux explained that the money is also being spent to make sure that employees have the technology they need to work from home and a tremendous amount of money has been spent on cleaning supplies. The State sent out the first \$100,000 very quickly and the next \$100,000 should be arriving shortly. The City should be hearing soon how COVID-19 will impact the State's budget and based on that what the State will allocate to cities and towns.

Councilor Humphrey motioned to amend item #225-20 to accept and expend a \$200,000 grant from Massachusetts Department of Public Health, which passed unanimously.

Councilor Kalis motioned to approve as amended which passed unanimously.

The Committee adjourned at 7: 49 p.m.

Respectfully submitted,

Rebecca Walker Grossman, Chair

Massachusetts Grant Application - David MacDonald

PHARMACEUTICAL TAKE-BACK PROGRAM

The Commonwealth of Massachusetts approved the MED-Project drug stewardship program (the "Program"), as submitted in the Product Stewardship Plan by MED-Project LLC (the "Plan") for the management and disposal of unwanted household generated opioids and benzodiazepine medications, as regulated by the Massachusetts Department of Public Health (the "Department").

Enrollment in MED-Project's Program is now open to all Law Enforcement Agencies ("LEAs") within the Commonwealth of Massachusetts to apply and receive grants for the collection and disposal of unwanted household medications.

PROGRAM OVERVIEW

LEAs may choose from one of three options as described below:

Option 1 (Funding-Only Grant):

MED-Project will provide an annual funding grant of \$1300 in support of the LEA's existing program for unwanted household medicine collection kiosk at the LEA site where unwanted medicine is collected and subsequently disposed of at a disposal site. The purpose of this grant is to pay for the collection and disposal of unwanted household medicines where the LEA directly manages the disposal of the collected medicine. MED-Project will provide \$1300 to LEAs who submit a complete application between January 1, 2020, and July 1, 2020. Any complete applications received between July 2, 2020 and December 31, 2020, will receive \$650. Funding grants will be renewable each year provided a new complete application is submitted.

or

Option 2 (Kiosk and Funding Grant):

MED-Project will provide an unwanted medicine kiosk*** and an annual funding grant of \$1300. The purpose of this grant is to pay for the collection and disposal of unwanted household medicines where the LEA directly manages the disposal of the collected medicine. MED-Project will provide \$1300 to LEAs who submit a complete application between January 1, 2020, and July 1, 2020. Any complete applications received between July 2, 2020 and December 31, 2020, will receive \$650. Funding grants will be renewable each year provided a new complete application is submitted.

or

Option 3 (Service Grant):

MED-Project will fund up to 12 unwanted household medicine collection box and liner kits per year. All box and liner shipping and disposal is including in the service grant. MED-Project will also supply an unwanted medicine collection kiosk***. LEAs may request more than 12 box and liner kits in a year by entering into a separate, self-paid agreement with the vendor. MED-Project will apply to the Massachusetts Department of Environmental Protection on behalf of the LEA for a Waiver of the Household Hazardous Waste Center Requirements for a Permanent Residential Waste Medication Collection Kiosk ("MassDEP Waiver") in accordance with 310 CMR 30.1102. The MassDEP Waiver will be provided to the LEA. To qualify for the service grant, the LEA will operate an unwanted household medicine collection kiosk, and package and ship full unwanted household medicine collection kiosk box and liner to authorized disposal facilities.

***For Options 2-3, if the LEA has already received a kiosk via a previous grant application to MED-Project, it will not receive an additional kiosk as part of the grant option it selects and will only receive the funding or service component of the selected grant option.

Applicants accepted to participate in this stewardship program will need to accept some responsibilities and compliance with the steps listed below.

PROGRAM ESSENTIALS

To complete the application, an authorized official will need to electronically sign a certification statement that:

- He or she, on behalf of the law enforcement agency, understands the information and responsibilities for participating in the Massachusetts MED-Project Service or Funding Grant program, as stated above in this application;

- If I am requesting a Service Grant, the law enforcement agency shall sign a standard service agreement with vendor.

LEA RESPONSIBILITIES

Applicants for this stewardship program must accept the LEA Responsibilities listed below and comply with the Program Essentials listed in the following section.

All Options:

1. Sign certification statement to receive grant;
2. Read and understand Title 21 Code of Federal Regulations Part 1317 -- Disposal;
3. Ensure proper placement of the unwanted household medicine collection kiosk according to Drug Enforcement Administration ("DEA") requirements.
4. Ensure proper operation of the unwanted household medicine collection kiosk which includes: periodic monitoring to determine when it is full; removing and replacing the inner box and liner when full;
5. Authorize MED-Project to verify the Employment Identification Number / Tax Identification Number of the LEA;
6. Maintain all records as required by DEA regulations; and
7. Follow all applicable laws, rules and regulations.

Option 2 (Kiosk and Funding Grant) In addition to All Options 1-7 above:

1. Receive and install the unwanted household medicine collection kiosk according to DEA requirements.

Option 3 (Service Grant): In addition to All Options 1-7 above:

1. Sign agreement to receive service grant with MED-Project;
2. Sign standard service agreement with vendor
3. Receive and install (or request installation of) the unwanted household medicine collection kiosk according to DEA requirements and Mass DEP; and
4. Operate the unwanted household medicine collection kiosk in accordance with the MassDEP Waiver that will be obtained by MED-Project and provided to the LEA; and
5. Ensure proper operation of the unwanted household medicine collection kiosk which includes: periodic monitoring to determine when it is full; removing and replacing the inner box and liner when full; contacting common carrier to arrange for liner pickup; and securely storing the liner until it is retrieved by common carrier.

Application Acceptance

Full Name: David MacDonald
Email: chiefsoffice@newtonma.gov

Leave this empty:

David MacDonald



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