



## Programs & Services Committee Agenda

### City of Newton In City Council

Wednesday, December 9, 2020

7:00 PM

The Programs & Services Committee will hold this meeting as Zoom Meeting on Wednesday, December 9 at 7pm. To view this meeting using Zoom use this link: <https://us02web.zoom.us/j/88462546815> or call 1-646-558-8656 and use the Meeting ID: 884 6254 6815.

#### Items Scheduled for Discussion:

*Chair's Note: The City Clerk will provide an update on the status of legislation to allow mail-in voting in Newton for the Special Election.*

- #430-20**      **Appointment of Randall Johnson to the Parks and Recreation Commission**  
HER HONOR THE MAYOR appointing RANDALL JOHNSON, 267 Upland Road, Newton, as an Alternate member of the PARKS AND RECREATION COMMISSION for a term to expire on September 30, 2022. (60 Days: 01/01/2021)
- #431-20**      **Appointment of Ellen Gibson to the Parks and Recreation Commission**  
HER HONOR THE MAYOR appointing ELLEN GIBSON, 41 Vernon Street, Newton, as the Ward 1 member of the PARKS AND RECREATION COMMISSION for a term to expire on September 30, 2023. (60 Days: 01/01/2021)
- #432-20**      **Appointment of Elizabeth Wilkinson to the Parks and Recreation Commission**  
HER HONOR THE MAYOR appointing ELIZABETH WILKINSON, 14 Trowbridge Street, Newton Centre, as the Ward 6 member of the PARKS AND RECREATION COMMISSION for a term to expire on September 30, 2023. (60 Days: 01/01/2021)

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The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the City of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: [jfairley@newtonma.gov](mailto:jfairley@newtonma.gov) or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

- #451-20 Reappointment of Arthur Magni to the Parks and Recreation Commission**  
HER HONOR THE MAYOR reappointing ARTHUR MAGNI, 107 Mount Vernon, West Newton, as the Ward 2 member of the PARKS AND RECREATION COMMISSION for a term to expire on September 30, 2023. (60 Days: 01/15/2021)
- #452-20 Reappointment of Byron Dunker to the Parks and Recreation Commission**  
HER HONOR THE MAYOR reappointing BYRON DUNKER, 10 Southwick Road, Newton, as the Ward 5 member of the Parks and Recreation Commission for a term to expire on September 30, 2023. (60 Days: 01/15/2021)
- #453-20 Reappointment of John Neville to the Parks and Recreation Commission**  
HER HONOR THE MAYOR reappointing JOHN NEVILE, 68 High Street, Newton Upper Falls, as an Alternate member of the Parks and Recreation Commission for a term to expire on September 30, 2023. (60 Days: 01/15/2021)
- #449-20 Request to set the date for a special election**  
PRESIDENT ALBRIGHT requesting the setting of a date for a special election to fill vacancies on the City Council in the positions of Councilor-at-Large, Ward 1 due to the death of Councilor Ciccone; and Councilor-at-Large, Ward 2 due to the resignation of Councilor Auchincloss.

**Referred to the Programs & Services, Zoning & Planning & Finance Committees**

- #487-20 Request to transfer Weights & Measures inspector position to ISD**  
HER HONOR THE MAYOR requesting to transfer the Weights & Measures inspector position from the Health and Human Services Department to the Inspectional Services Department to more accurately reflect the nature of the position, to add one temporary full-time employee (to be funded by existing ISD funds available due to vacancies). Additionally, requesting that City Ordinance Section 12-18 €, which details the position of Weights & Measures Inspector, be moved to Section 5-16 which covers ISD responsibilities. To fund the last half of FY20, this request includes a transfer of forty-three thousand five hundred dollars (\$43,500) from H&HS Weights & Measures Acct #0510110-511001 to Inspectional Services Full Time Salaries.

Respectfully Submitted,

Josh Krintzman, Chair



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

**#430-20**

Telephone  
(617) 796-1100  
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(617) 796-1113  
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(617) 796-1089  
Email  
rfuller@newtonma.gov

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

October 23, 2020

CITY CLERK  
NEWTON, MA. 02459

2020 OCT 26 PM 1:28

RECEIVED

To the Honorable City Councilors:

I am pleased to appoint Randall Johnson of 267 Upland Road, Newton as an Alternate member of the Parks and Recreation Commission. His term of office shall expire on September 30, 2022 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

# Application Form

## Profile

Randall (Randy) \_\_\_\_\_ S \_\_\_\_\_ Johnson \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_  
 Email Address

267 Upland Road \_\_\_\_\_  
 Home Address Suite or Apt.

Newton \_\_\_\_\_ MA \_\_\_\_\_ 02460 \_\_\_\_\_  
 City State Postal Code

## What Ward do you live in?

Ward 2

\_\_\_\_\_  
 Primary Phone Alternate Phone

Health E Commerce \_\_\_\_\_ Director of Business  
 Employer Job Title  
 Decvelopment

## Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted

## Interests & Experiences

Please tell us about yourself and why you want to serve.

**Why are you interested in serving on a board or commission?**

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I have been a resident of Newton for over 40 years and I would be honored to be a member of the Parks and Recreation Commission. The Newton Parks and Recreation have been a part of my life ever since my family moved to Newton in 1976. As a child I have played on many Parks and Recreation Sports Leagues' (Soccer, Basketball and Swim Team) held at Newton Fields and Swim Facilities. As a teenager and into College I was a lifeguard at the Gath and Newton North Pools. As an adult I have participated in Newton Parks and Recreation Men's Flag Football, Men's Softball Leagues and coached several Newton Little League teams . I frequently use the Gath and Newton North Pools to swim laps and the fitness rooms as well. My 13 year old son who is an eight grader at FA Day is a member of the Newton Bluefish and I am a starter at the swim meets. Our family is also the proud owners of a 4 year old Whoodle ( Wheaton Terrier /Poodle Mix) dog and frequent many dog parks and other locations on a daily basis. While attending sporting events or at dog parks around the City I feel a tremendous sense of pride when visitors to our city frequently share compliments on our Parks, Programs and Facilities. Unfortunately some of these facilities such as the Gath Pool and others have not changed much over the years and it would be my honor to be a part of the discussions and efforts to make improvements. I greatly appreciate the opportunity to be considered to join the Parks and Recreation Commission and I look forward to being able to contribute and make impact. Please contact me with any questions or for further information. Thanks in advance. Randy Johnson [REDACTED]

johnson\_randall.docx\_21\_.pdf

Upload a Resume

# Randall S. Johnson

• Newton, MA 02460

• [www.linkedin.com/in/randy-johnson-46bb0b8/](http://www.linkedin.com/in/randy-johnson-46bb0b8/)

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## Business Development, Sales and Marketing

*Seasoned professional recognized throughout the industry for delivering and sustaining revenue and profit gains within highly competitive U.S. retail markets. Exceptional communicator with a consultative style, strong negotiation skills, exceptional problem-solving abilities, and a keen client needs assessment aptitude. Strong experience with aggressively identifying opportunities, creating the area of focus, and executing a tactical business solution. Hailed for ability to build strong relationships, ability to transition approach toward client need and overall flexibility.*

### — Areas of Expertise —

Leadership & Development | Development & Growth | Strategic Planning & Execution  
Adaptability | Business Acumen | Relationship Building

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## Education and Credentials

Bachelor of Arts in Business Administration  
Morehouse College – Atlanta, GA

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## Professional Experience

Health E Commerce/FSA Store  
**Director of Business Development**

New York, NY  
August 2020- Present

Key member of the Management Team responsible for leading a group of Sales Executives selling FSA, HSA and Medicare Advantage Online/E-Commerce Solutions for Health Spending Account to employers, brokers, TPA's, Health Plans and HCM organizations.

K2 Realty Services  
**Licensed Real Estate Agent**

Needham, Ma  
2007 – Present

Xtapod  
**CEO/CRO**

Boston, MA  
December 2018 – February 2020

Member of the founding team for an Agile as a Service third party vendor providing IT development teams on demand. Led the organization in the development and rollout of Sales and Marketing Strategy as the Chief Revenue Officer and then led the overall organization in the Chief Executive Officer role.

*Key Accomplishments:*

- Created a Marketing Strategy and Sales Pipeline that produced several profitable clients
- Developed an Advisory Board which consisted of an accomplished group of corporate professionals from my professional and personal network.

Edenred Group (2007-2018)

Boston, MA

**Senior Vice President-US Sales, Marketing, & Client Service**

2012 – November 2018

Key member of the Executive Management Team, reporting directly to the CEO, leading the national sales, marketing and client services departments, employees, and P&L. Coach and lead the Director of Inside Sales and Field Sales, the Director of Client Services, and their subsequent teams on the completion of company goals and objectives. Lead the Director of

...continued...

**Randall S. Johnson**

• Newton, MA 02460

Page 2

Marketing and the marketing group responsible for handling all aspects of marketing strategies, planning, and execution on a national level.

*Key Accomplishments:*

- Created and closed 90% of the company's portfolio of Large Channel and Direct Clients.
- Drive consistent YOY sales growth of 15%-30% annually resulting in a 250% cumulative revenue growth throughout tenure.
- Spearhead client service groups focused on the account management of 12,000 business customers across several industries including clients from Fortune 100 (Qualcomm, Chevron, Visa), tech (Tesla, SAP, VMWare), and government (USPS, FBI, HUD, Census) agencies.
- Effectively lead teams through goal setting, compensation plan development, coaching, and support to surpass 2018 sales targets driven by closed sales to Boeing and The City of New York.
- Aid and guide the sales team on RFP responses, proposals, pricing, client negotiations and contracts.

**Vice President-Sales & Customer Service**

2009 – 2012

Led Sales and the customer service call center employees through the implementation of new contact center solutions including IVR, skill-based routing, as well as real-time and historical reporting. Commanded the Customer Service Call Center and the Sales Teams.

*Key Accomplishments:*

- Pioneered the leadership of Sales Initiatives in an effort to secure significant large and SME clients through an extensive sales cycle process.
- Collaborated with the Implementation and Account Management teams to deliver successful client roll-outs.
- Ensured marketing efforts were driving growth of pipeline and helped to close sales.
- Enhanced interactions with Client Relations to accomplish penetration into current and prospective clients.
- Led the marketing/growth interface and trade conference positions in order to drive effective lead generation.

**National Sales Manager**

2007 – 2009

Created, hired, and managed an Inside Sales Team to spearhead the initiative to penetrate the SME market. Revamped the strategy, personnel, and goals, as well as objectives for the national field sales team while providing coaching and direction of their daily activities.

*Key Accomplishments:*

- Recruited by CEO of Edenred Group to join, assess and create a sustainable business development strategy
- Conceptualized and regulated the Inside Sales Team on the completion of daily initiatives and goals.
- Delivered weekly, monthly, quarterly, and annual forecasts and detailed pipeline reports.
- Actively managed the sales pipeline and coach team on how to decrease the sales cycle.
- Transformed and restructured the Field Sales Team to exceed company expectations.
- Researched then interviewed multiple CRM vendors then successfully implemented a New Salesforce CRM.

Pfizer, Inc.

Cambridge, MA

**Health Care Manager**

2002 – 2007

Orchestrated nurse/physician continuing educational programs and community awareness seminars. Held responsibility for effectively communicating with practicing physicians, hospitals, nursing homes, managed care, and other health-related organizations.

*Key Accomplishments:*

- Recognized as the #1 Boston Division for Aricept Market Share and 9<sup>th</sup> out of 72 colleagues in New England for 2005 Relpax performance.
- Surpassed the forecast for Aricept and Relpax sales for 2004 and 2005 by achieving sales attainment over 100% consistently.
- Nominated to the Northeast Regional Leadership Council for 2004 and 2005.

Additional Experiences:

**Director of Operations**, Horizon Logistics, Inc., Quincy, MA

**Customer Service Manager**, Boston Scientific Inc., Quincy, MA

**Senior Business Analyst**, BankBoston, Boston, MA

**Call Center Group Manager**, BankBoston, Boston, MA

**Senior Customer Service Representative**, BankBoston, Boston, MA





Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

#431-20

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2020 OCT 26 PM 1:29  
OCTOBER 26 2020  
CITY CLERK  
NEWTON, MA. 02459

To the Honorable City Councilors:

I am pleased to appoint Ellen Gibson of 41 Vernon Street, Newton as the Ward 1 member of the Parks and Recreation Commission. Her term of office shall expire on September 30, 2023 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

### Application Form

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#### Profile

Ellen \_\_\_\_\_ P \_\_\_\_\_ Gibson \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

41 Vernon Street \_\_\_\_\_  
Home Address Suite or Apt

Newton \_\_\_\_\_ MA \_\_\_\_\_ 02458 \_\_\_\_\_  
City State Postal Code

#### What Ward do you live in?

Ward 1

\_\_\_\_\_  
Primary Phone Alternate Phone

Social Emotional Alliance for MA \_\_\_\_\_ Director of Policy & Advocacy \_\_\_\_\_  
Employer Job Title

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#### Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted

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#### Interests & Experiences

Please tell us about yourself and why you want to serve.

**Why are you interested in serving on a board or commission?**

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My husband, two children, and I have lived in Newton (specifically Ward1) for about 22 years. Both of our children graduated from the Newton Public Schools. Throughout this time, I have volunteered as a Class Parent, School Council Member at the elementary, middle, and high school levels. I've served as PTO Co-President while my children were at Underwood and as PTO Vice-President during our oldest child's years at Bigelow Middle School. During my tenure as Underwood Co-President I worked with the Parks & Recreation Department to make safety improvements at the Underwood playground. While our youngest was in elementary school, I worked as a Classroom Aide and Special Education Aide at both Franklin Elementary School and then at Underwood. Following my time as an aide, I served on the Newton School Committee for 2 terms (4 years) while volunteering with the Social Emotional Learning Alliance for MA (SEL4MA), a grassroots nonprofit of approximately 3,500 members across the Commonwealth focused on advancing social and emotional learning in school districts and communities. As Chair of the Policy & Advocacy Committee, I became a member on the Steering Committee which develops and implements the organization's strategic plan. I was then hired as Director of Policy & Advocacy and recently became a member of the Board of Directors. Since our children graduated from NPS, I have been looking for ways I can continue to contribute to the life of Newton. As an avid tennis player I use the Burr Park tennis courts frequently. Our oldest child does as well in addition to courts at NNHS, NSH and Upper Falls. As a dog owner, my husband and I use both the Hunnewell and Cabot dog parks on a daily basis. The balance of recreational and passive space is very important to my family and me. I would be honored to serve on this Commission as it looks at how best to accommodate the various uses of green space that Newton has to offer with the needs of all of its residents.

[Ellen P. Gibson resume 10.24.2020.pdf](#)

Upload a Resume

Ellen P. Gibson  
41 Vernon Street, Newton, MA 02458

EXPERIENCE

**Social-Emotional Learning Alliance for MA (SEL4MA)** 2014-present  
*A statewide grassroots organization of over 3,600 individuals and 29 SEL providers who work with schools, businesses and nonprofit organizations to introduce social and emotional learning (SEL) into schools and communities as a long-term education plan to improve academics and reduce violence, racism, and substance misuse.*

- **Steering Committee Member**
  - Worked to develop organization’s strategic plan and prioritize organization’s work to fulfill strategic plan and objectives
- **Member, Board of Directors**
  - Oversee organization’s annual budget and budget process
  - Improved annual budget process
- **Director of Policy & Advocacy**
  - Organized volunteers across the state to develop policy agenda, set legislative & budgetary priorities, and develop advocacy strategy
  - Collaborated with SEL/SEL-related organizations throughout the state to advance common legislative and budgetary priorities
  - Developed relationships with legislators throughout the state in order to establish organization’s reputation as key SEL policy and advocacy group
  - Built state-wide coalitions to advance SEL priorities and advocacy strategies
  - Filed and tracked bills and budget amendments related to SEL
  - Drafted and sent membership-wide Action Alerts through Action Network System
- **Conferences and Speaking Engagements**
  - Co-developed content and co-led presentations for annual conferences of the MA Association of School Committees & MA Association of School Superintendents (MASC/MASS), the MASC Summer Institute, and MA Parent Teacher Association.
  - At the invitation of Newton Mayor Ruthanne Fuller, co-developed and co-presented SEL workshop to city department heads as part of initiative to expand SEL beyond the classroom and into the community.

**Newton School Committee** 2014-2017

- Elected in city-wide race to 9-member School Committee responsible for more than 12,500 students and budget of \$240 million
  - Advocated for and supported strong SEL programs in grades pre-K-12 throughout the district
  - Advocated for improved facilities for students in need of special services
  - Helped develop annual system-wide goals that supported educator and administrator professional development in SEL programs such as Responsive Classroom, Open Circle, and Courageous Conversations about Race
- Member, Collective Bargaining Team
  - Successfully negotiated new contracts with 3 separate unions
- School Committee Liaison to the Special Education Parent Advisory Council (SEPAC)
  - Worked to enhance communication between the SEPAC and School Committee

**Kathy Marchi for School Committee** 2017

- Campaign Manager
  - Organized city-wide campaign for Newton school committee candidate

**Building Newton’s Future** 2013

- Organized volunteers and events in Ward 1 for override campaign to fund school renovation projects

**Newton Public Schools**

- Special Education Aide, Underwood Elementary School 2011-2012
- Classroom Aide, Franklin Elementary School 2010-2011
- Certified in Responsive classroom, a SEL training program

- Dearborn Academy,** 2019 – present
- Member of Advisory Council for private therapeutic day school located in Newton
  - Advise Head of School on initiatives
  - Liaison between school and larger community
  - Help organize and do community outreach for school's major fundraising gala and speaker events
- Underwood School Parent Teacher Organization** 2009-2011
- Co-President 2009-2011
  - Chair, Respect for Human Differences Committee 2005-2011
    - Organized meetings to discuss ways to improve cultural awareness in the school community
  - Member of School Council
- Bigelow Middle School Parent Teacher Organization** 2008-2011
- Vice-President
  - Member of School Council
- Sue Flicop for School Committee** 2009
- Campaign Manager
    - Organized city-wide campaign for Newton school committee candidate
- Newton Override Committee** 2008
- Coordinator of volunteers on north side of city for override campaign
- Deval Patrick for Governor** 2006
- Fundraising Event Host
    - Organized and hosted fundraising event attended by more than 100 donors
  - Phone Canvass Volunteer
    - Telephoned undecided voters to persuade them to vote for Deval Patrick for governor.
  - Get Out The Vote (GOTV) Coordinator
    - Organized GOTV volunteers and phone bank effort in Ward 1 resulting in more than 2,000 calls
- Milton Academy, Milton, MA** 1994-1997
- Member, Board of Trustees
  - Co-President, Graduates Council
- Share Group, Somerville, MA** 1996-1998
- Telephone fundraising organization that raises money for progressive candidates and organizations*
- Director of Human Resources and Account Executive
    - Developed comprehensive company-wide Personnel Policy
    - Managed relationships with key clients and developed fund raising programs
- Taylor, Anderson & Travers, Boston, MA** 1987-1991
- Attorney engaged in general litigation and domestic relations practice

**EDUCATION**

**Boston University School of Law, JD**  
**Vassar College, B.A.,**

Boston, MA  
Poughkeepsie, NY



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

#432-20

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Email  
rfuller@newtonma.gov

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

October 23, 2020

RECEIVED  
2020 OCT 26 PM 1:28  
CITY CLERK  
NEWTON, MA, 02459

To the Honorable City Councilors:

I am pleased to appoint Elizabeth Wilkinson of 14 Trowbridge Street, Newton Centre as the Ward 6 member of the Parks and Recreation Commission. Her term of office shall expire on September 30, 2023 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

Application Form

Profile

Elizabeth (Beth) A. Wilkinson
First Name Middle Initial Last Name

[Redacted]
Email Address

14 Trowbridge St.
Home Address Suite or Apt

Newton Centre MA 02459
City State Postal Code

What Ward do you live in?

[X] Ward 6

[Redacted] [Redacted]
Primary Phone Alternate Phone

None Community Volunteer
Employer Job Title

Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted
Urban Tree Commission: Appointed

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I've long been interested in maintaining (and increasing) the open space in Newton, having been on the Urban Tree Commission for nine years and a board member of Newton Conservators for ten years (and president for five of those years). I was an active member of the Open Space and Recreation Plan Committee for the update that was completed this year. Serving on the Parks and Recreation Commission would be a natural extension of my interest and experience. The City is approaching a time when more maintenance is needed and less funding is available. Working on that would be a rewarding challenge.

Parks\_RecCommssionResume2020.pdf
Upload a Resume

Elizabeth (Beth) Wilkinson  
14 Trowbridge Street, Newton, MA 02459

### Objective

To be appointed as a member of Newton's Parks and Recreation Commission with the goal of providing advice to the Parks, Recreation, and Culture Department, the Mayor, and the City Council regarding sports, recreation, parks, open space, and the preservation of scenic beauty throughout the city. In that role, I would work to balance the concerns of natural open space preservation and passive recreation with those of organized sports and active recreation.

### Summary of Relevant Qualifications

- Member of the Newton Open Space and Recreation Plan Committee, 2020-2027 update
- Member of the Urban Tree Commission for nine years
- Knowledge of city through leadership positions in a variety of organizations, most recently for the conservation-related nonprofits and committees listed below and also for the PTO Council (Co-president, 1998-2000) and the Newton Free Library (Trustee, 2005-2010)

### Related Experience

\*Member of the Newton Open Space and Recreation Plan Committee, 2020-2027 update  
I worked with other members of the committee to help City staff to update the expiring plan, working to incorporate not only advances that had been made in the past seven years but also to reassess priorities.

\*Chair of the Mayor's Webster Woods Advisory Panel from 1/2018 to 12/2019.  
My work as chair of the panel included convening meetings of the full panel and (more frequently) the executive committee of the panel to advise Mayor Fuller and to help City staff in the successful effort to preserve Webster Woods.

\*Newton Conservators. Board member (2011-Present) and President from 2014-2019,  
Editor of newsletter (2011 to 3/2017)  
My duties as president included representing the Conservators at meeting with city Conservation and Parks and Rec departments, working to place conservation restrictions on city properties purchased with CPA funds, planning and running board meetings, overseeing the organizations advocacy for and maintenance of open space in Newton.

\*Native Plant Trust (Formerly New England Wild Flower Society). Plant Conservation Volunteer (2010-Present).  
Tasks include doing woodland surveys for rare and endangered plants, and seed collection and cleaning.

\*Newton Tree Conservancy. Member of board of directors (2010 -2016)  
I had responsibility for all membership outreach and renewals and participation in twice-yearly planting.

\*Crystal Lake Conservancy. Member of board of directors (2010-2015).  
My work for the board included participation in testing water quality, applying for grants and writing for the newsletter.



**Elizabeth (Beth) Wilkinson, page 2**

**Education**

\*Field Botany Certificate, New England Wild Flower Society (2009)

\*Master Gardener Certificate, Massachusetts Horticultural Society (2003)

\*Master's Degree and ABD (all-but-dissertation for Ph.D.) in English and American Literature,  
Boston University (1977-1981)

\*BA in English and Philosophy, University of Rochester (1977)

**Awards**

2012 Unsung Heroine Award from Massachusetts Commission on the Status of Women



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

#451-20

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October 27, 2020

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To the Honorable City Councilors:

I am pleased to reappoint Arthur Magni of 107 Mount Vernon, West Newton as the Ward 2 member of the Parks and Recreation Commission. His term of office shall expire on September 30, 2023 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

Application Form

Profile

Arthur		Magni
<small>First Name</small>	<small>Middle Initial</small>	<small>Last Name</small>

  
Email Address

107 Mount Vernon St.	
<small>Home Address</small>	<small>Suite or Apt</small>

West Newton	MA	02465
<small>City</small>	<small>State</small>	<small>Postal Code</small>

What Ward do you live in?

Ward 2

	
<small>Primary Phone</small>	<small>Alternate Phone</small>

Magni Funeral Home	Director
<small>Employer</small>	<small>Job Title</small>

Which Boards would you like to apply for?

Parks and Recreation Commission: Appointed

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I am a competitive athlete and lifelong city resident and find great satisfaction in providing Newtonians access to recreational opportunities. It's widely understood that good health is linked to regular exercise (and good diet). And contact with nature also contributes to one's well-being (as does a sense of community and purpose). Our Commission oversees parkland for both active and passive recreation and I feel honored and privileged to be part of a group tasked with protecting those assets and managing them fairly and equitably for all residents of the city.

Arthur Resume 2020.docx  
Upload a Resume

Arthur A. Magni

107 Mount Vernon Street  
Newton, MA 02465

**EXPERIENCE:**

**2000 to Present**

**Andrew J. Magni & Son Funeral Home, Inc.**, Newton, MA

Co-Owner and Full-Time Director

Instructed and developed curriculum materials for World History and American History classes; incorporated various types of media and technology into curriculum. (Fall 1999)

Prior to entering the funeral trade, I worked in the journalism and publishing fields as both a reporter and editor, including a year with Reader's Digest at their Westchester, NY headquarters.

**EDUCATION:**

**Wesleyan University**, Middletown, CT

Dual Major - Italian Studies, American Studies, B.A., May 1993

**Funeral Institute of the Northeast (F.I.N.E.)**, Norwood, MA

Mortuary Science, Certificate, Summa Cum Laude, May 2000

**SKILLS AND INTERESTS:**

- Competitive Soccer Player in Over-the-Hill League (OTHL) in Boston area.
- Single Father of Two Teens (both at Newton North H.S.).
- Member of St. Mary of Carmen Society, Newton - non-profit organization dedicated to organizing annual festival in village of Nonantum and other community events.



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

#452-20

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October 27, 2020

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To the Honorable City Councilors:

I am pleased to reappoint Byron Dunker of 10 Southwick Road, Newton as the Ward 5 member of the Parks and Recreation Commission. His term of office shall expire on September 30, 2023 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

# Application Form

## Profile

Byron \_\_\_\_\_ Dunker \_\_\_\_\_  
 First Name Middle Initial Last Name

\_\_\_\_\_  
 Email Address

10 Southwick Road \_\_\_\_\_  
 Home Address Suite or Apt

Newton \_\_\_\_\_ MA \_\_\_\_\_ 02468  
 City State Postal Code

### What Ward do you live in?

Ward 5

\_\_\_\_\_  
 Primary Phone

\_\_\_\_\_  
 Alternate Phone

New England Petroleum \_\_\_\_\_ Marketing and Supply Manager  
 Employer Job Title

### Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted

## Interests & Experiences

Please tell us about yourself and why you want to serve.


### Why are you interested in serving on a board or commission?

I am a life long Newton resident and have worked closely with the Parks and Recreation Department on various projects over the years. I have also coached a number of youth sports and want to continue to help.

Parks Recreation-  
Byron Dunker.docx  
 Upload a Resume

Byron "Buzz"  
Dunker

10 Southwick Rd.  
Waban, MA 02468



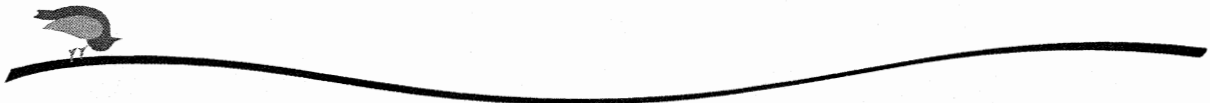
June 29, 2017

Dear Mayor Warren,

I would love to be considered to continue on as the Ward 5 representative on the Recreation Commission. I have lived in Newton all my life and been involved in all aspects of recreation in the city. As my 2 kids grew up and went through the school system, I coached just about every sport that they were involved in. I have continued to coach in our Newton Babe Ruth baseball league. I am also very involved in the running of the Newton Southeast Little League, both as its treasurer and being responsible for all of our fields. I have worked closely for years with our wonderful Parks and Recreation Department in maintaining all of our playing fields, both with their help as well as doing as much as I physically can myself. I think the Newton Police are very familiar with seeing me working on our playgrounds late at night.

I have also been very involved with the great Highlands Playground project which is finally nearing completion. The Parks and Recreation Department has been great in pushing that project along. I also really want to also thank you for your support on it. It is going to be an impressive playground for everyone to enjoy.

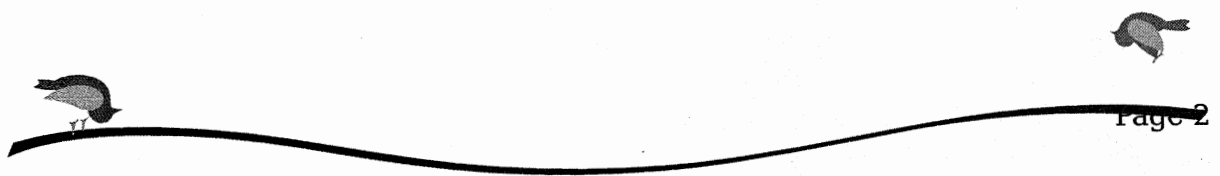
I work for New England Petroleum, 6 Kimball Lane in Lynnfield, MA 01940. We are a petroleum marketing and trading company that wholesales motor fuels in the northeast. I handle all the marketing along with supply. We bring in cargos of gasoline and diesel into the northeast and wholesale it. New England Petroleum is a privately held



company owned by the Kaneb family. In addition to my company, they also own HP Hood and a chain of gas stations and are also, minority owners of the Red Sox.

I have really enjoyed the past few years being on the commission and being able to have input on the various issues that come before us. More importantly, however, I have really enjoyed working directly with Bob Derubeis and the Parks and Recreation Department in maintaining all of our playing fields and the running our youth leagues. I hope to continue on with both.

Warm regards,  
Byron "Buzz" Dunker







Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

#453-20

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rfuller@newtonma.gov

October 27, 2020

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

RECEIVED  
2020 NOV - 9 PM 2:25  
CITY CLERK  
NEWTON, MA 02459

To the Honorable City Councilors:

I am pleased to reappoint John Neville of 68 High Street, Newton Upper Falls as an Alternate member of the Parks and Recreation Commission. His term of office shall expire on September 30, 2023 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

Application Form

Profile

John	F	Neville
<small>First Name</small>	<small>Middle Initial</small>	<small>Last Name</small>

[Redacted]  
Email Address

68 High Street	68 High Street, Newton
<small>Home Address</small>	<small>Suite or Apt</small>

Newton Upper Falls	MA	02464
<small>City</small>	<small>State</small>	<small>Postal Code</small>

What Ward do you live in?

Ward 5

[Redacted]	Home:
<small>Primary Phone</small>	<small>Alternate Phone</small>

Robert Lynch Municipal Golf Course / Retired	Director of Golf
<small>Employer</small>	<small>Job Title</small>

Which Boards would you like to apply for?

Parks and Recreation Commission: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I have been a lifelong resident of Newton. I am a member of the PGA of America and have been a Head Golf Professional and Director of Golf/General Manager. I began working for the Newton Recreation Department when I was in high school and college as a "skate guard" in the winter and taught golf through the Newton Recreation Department. I am currently a member and treasurer of the Newton Commonwealth Foundation which oversees the Newton Commonwealth Golf Course. I would like to continue to serve on the Newton Parks and Recreation Commission.

[Multiple\\_Boards-John\\_Neville.pdf](#)  
Upload a Resume

**JOHN F. (Jack) NEVILLE, JR.**  
68 High Street, Newton Upper Falls, MA 02464

**PROFESSIONAL  
STANDING:**

Class "A" Member, PGA of America, 1966

**SUMMARY:**

Progressive experience in golf industry that includes Director of Golf and Head Professional positions. Extensive achievements in public relations, teaching, business management, merchandising, and tournament organization. Office holder and active participant at both Sectional and National PGA levels, with particular recognition for the support and promotion of Junior golf. Elected by peers for NEPGA Golf Professional of the Year. Inducted to NEPGA Golf Hall of Fame.

**PGA**

**EDUCATION:**

MGA Rules Workshop, 2003, 2004, 2005, 2006, 2012  
NEPGA Medical Emergency Seminar, 2001  
NEPGA, Two-Day Teaching Seminar, 2001  
Henry-Griffitts Club Fitting Seminar, 1995  
Certified CPR and First Aid, 1994, 2000, 2003  
PGA & USGA Rules Workshop, 1984, 1988, 1991, 1992  
PGA Investment Program Workshop, 1989  
PGA Leasing Golf Facility Seminar, 1986  
PGA Golf Operations Seminar, 1985  
PGA & USGA Five Day workshop on Rules and Tournament Management, 1978  
PGA Five-Day Workshop on Teaching, 1975  
PGA Business School, Palm Beach, FL, 1964  
Over 36-hours of Continuing Education per three-year periods

**PROFESSIONAL  
EXPERIENCE:**

1997-2011

ROBERT T. LYNCH MUNICIPAL GOLF COURSE, Brookline, MA

**Director of Golf**

An active suburban municipal facility playing 33,000 rounds annually. Oversee all aspects of daily club operations, including grounds, capital improvement projects, financial management, and supervision and evaluation of 30-40 staff members.

- Key contributor in developing and implementing strategic budget plans.
- Create diverse junior program that includes clinics, summer camps, and leagues.
- Plan and manage club tournaments.
- Hosted Westfield Junior PGA Championship in 2004, 2005, and 2006.
- Led large-scale reorganization initiative to improve overall condition and efficiency of club.
  - Generated \$200K profit increase within one year.
  - Planned and managed green reconstruction projects.
  - Formalized operating policies and procedures.
  - Introduced technology to club and coordinated installation of POS system.
  - Improved merchandise quality and selection at pro shop.
- From 2000 to 2002, provided oversight in implementing \$2.3M capital plan for clubhouse and course improvement project.

1979-1997

PONKAPOAG GOLF CLUB, Canton, MA

**Head Golf Professional**

An active municipal facility playing 80,000+ rounds annually.

- Managed two major Junior Golf championships in New England as well as CYO and New England Junior Open.
- Hosted Gatorade Junior Golf Clinic, Pepsi Junior Golf Clinic, and sectional finals for PGA Junior Golf Championship.
- Oversaw development and performance of three PGA Professionals and three Apprentices.
- Established clinics for New England Special Olympics participants, adults, and children.
- Hosted two annual events for special education students within Boston Public Schools.

**JOHN F. (Jack) NEVILLE, JR.**

Page Two

**EXPERIENCE,***continued*

- 1978-1984      NEWTON NORTH HIGH SCHOOL, Newton, MA  
**Golf Coach**
- 1975-1980      MARTIN MEMORIAL GOLF COURSE, Weston, MA  
**Head Golf Professional**
- 1963-1975      BRAE BURN COUNTRY CLUB, Newton, MA  
**Assistant Golf Professional**  
 Previously served as **Caddy and Caddy Master.**

**PGA OF AMERICA****ACTIVITIES:**

- Senior Representative NEPGA Board of Directors, 2012-2016
- President's Council, PGA of America, 2004-2016
- Award's Committee, New England PGA, 2001-2011
- Club Relations Committee, New England PGA, 1989-Present
- Membership Committee, New England PGA, 1987-Present
- Land and Building Development Committee, Chairman, 2015-Present
- Marketing and Corporate Relations Committee, 1992-2001
- Benevolent and Relief Financial Development Committee, 1993-1999
- Assistant Professional Association Liaison Committee, 1992-1999
- Chairman, Junior Golf Committee, 1990-1999
- Member, NEPGA Ryder Cup Committee, The Country Club, 1999
- Junior Scholarship Committee, 1991-Present, Chairman, 1996
- Honorary President, New England PGA, 1995-1997
- Delegate to PGA Annual Meeting, 1990-1995
- President, New England PGA, 1993-1995
- Member, Junior Golf and Championship Committee, 1991-1994
- Secretary / Treasurer, New England PGA, 1990-1993
- President, Southern Massachusetts Chapter New England PGA, 1990-1991
- Secretary / Treasurer, Southern Mass. Chapter NEPGA, 1988-1989
- Vice President, New England PGA, 1987-1990
- Board of Directors, Francis Ouimet Caddie Scholarship Fund, 1985-1994

**AWARDS:**

Inducted New England PGA Golf Hall of Fame, 2008  
 Honorary Ouimet Scholarship Alumnus, Francis Ouimet Scholarship Fund, 2007  
 Distinguished Service Award, New England PGA, Southern MA Chapter, 2005  
 Professional of the Year, New England PGA, 1995  
 New England PGA, Junior Leader Award, 1990  
 Member, Quarter Century Club, PGA of America, 1991  
 Member, Fifty Years, PGA of America, 2016

**EDUCATION:**

NEWTON JUNIOR COLLEGE, Newton, MA

**MILITARY:**

U.S. ARMY RESERVE, 1962-1968

**COMMUNITY****ACTIVITIES:**

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

\* Elected to Newton Upper Falls Area Council, November, 2011



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

487-20

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rfuller@newtonma.gov

December 3, 2020

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Honorable City Councilors:

I respectfully submit an amendment to the docket item delivered to your Honorable Council Monday of this week regarding the Weights & Measures Inspector position. In addition to requesting the transfer of the Weights & Measures Inspector position from the Department of Health & Human Services to the Inspectional Services Department, this amendment requests the associated transfer of funds from HHS to ISD. More specifically, I request the transfer of \$43,500 from Acct # 0150110-511001 H&HS Weights & Measures to Inspectional Services Full Time Salaries which will cover the last half of the fiscal year.

In addition, this amendment also requests the temporary addition of one full time equivalent for the purposes of allowing an overlap between a newly hired individual and the incumbent Mitch Baker, for onboarding, training and continuity of operations for this critical and legally required position. The new employee will have the opportunity to learn from our current inspector, who is extremely experienced and knowledgeable. When Mitch Baker officially retires, the temporary FTE will no longer be needed and will be removed accordingly. Funding for this temporary position will come from ISD's salary account, as there are unexpended salary funds from two vacant positions that are in the process of being filled.

Thank you for your consideration of this matter.

Sincerely,

*Ruthanne Fuller*

Mayor Ruthanne Fuller

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2020 DEC - 3 5:41:55  
CITY CLERK  
NEWTON, MA



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

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rfuller@newtonma.gov

November 30, 2020

Honorable City Council  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, MA 02459

Honorable City Councilors:

Mitch Baker, our industrious Weights & Measures Inspection for the past 20 years, is retiring shortly. Mitch has been one of the most visible city employees in our community – driving and walking around our village centers to check on hundreds of weights and measures that define commerce between businesses and customers. He has been the consummate public servant – a well-respected early riser who takes great pride in his work and his clean truck. Mitch has always been on top of the latest technologies and requirements. He is always ready to help businesses and City Hall address issues. While Mitch is irreplaceable, we will do our best to find a new inspector to continue this important, state-required function of municipal government.

I respectfully submit a docket item to your Honorable Council requesting the transfer of the Weights & Measures Inspector position from the Department of Health & Human Services to the Inspectional Services Department. The position is best aligned with the mission and functions of ISD. Please see the attached memo from Human Resources Director Michelle Pizzi O'Brien detailing her recommendation of the appropriate departmental location for the position.

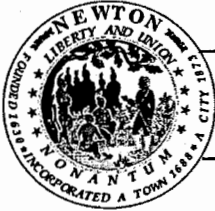
More specifically, I request that City Ordinance Section 12-18 (e), detailing the position of Weights and Measures Inspector within the responsibility of HHS, shall be moved to Section 5-16 which covers ISD responsibilities.

Thank you for your consideration of this matter.

Sincerely,

*Ruthanne Fuller*  
Mayor Ruthanne Fuller

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CITY CLERK  
NEWTON, MA. 02459




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**CITY OF NEWTON, MASSACHUSETTS**  
DEPARTMENT OF HUMAN RESOURCES


---

Ruthanne Fuller, Mayor  
Michelle Pizzi O'Brien, Director

Telephone (617) 796-1260  
Facsimile (617) 796-1272  
TDD/tty # (617) 796-1089

**INTERNAL MEMORANDUM**

**TO:** Mayor Ruthanne Fuller  
Jonathan Yeo, Chief Operating Officer  
Maureen Lemieux, Chief Financial Officer

**FROM:** Michelle Pizzi O'Brien, Director of Human Resources 

**DATE:** November 30, 2020

**RE:** Recommendation to move the position of Inspector of Weights and Measures

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While in the process of reviewing the description for the position of *Inspector of Weights and Measures*, following the announcement of the incumbent's intention to retire in the coming months, I conducted a community review of the appropriate location for this position and its duties.

In Newton, over the last fifteen years, this position has been in both the Inspectional Services Department (ISD) and in the Health and Human Services Department (HHS). Additionally, I have been advised that at one time this position also was an independent one-person department.

In my experience, this position is located in various departments within Massachusetts municipal governments. For example, our neighbors in Needham, Brookline, Waltham, Watertown and Wellesley all use a mixture of Building Inspection, Health, Public Works, and Public Safety departments to locate the traditional Sealer of Weights and Measures, with the most common department being the Buildings Department (which is equivalent to our ISD).

In addition to examining the position description, duties and municipal practices, I also received feedback from the Commissioners HHS and ISD regarding the appropriate location for the work of this position. The HHS Department's core mission and duties are related to the public health and wellbeing of our community. While the existing ordinances indicate a reference to weights and measures (Article II, Section 12-18(e)), the position's duties are generally unrelated to this core mission and more related in scope to the inspection and enforcement of non-public health regulations and the work of the Inspectional Services Department. With the HHS department strongly focused on public health (and currently the COVID-19 pandemic), and with a new person coming on board, this is the appropriate time to move this position to a more appropriate location. Both Commissioners agree that this position is best suited for incorporation into the ISD.

In anticipation of posting this position in the coming weeks, I therefore recommend requesting approval from the City Council to transfer the funding for the Inspector of Weights and Measures position to ISD. Our hope is to have a candidate selected in time for a brief overlap with the incumbent before he officially retires.