



## Programs & Services Committee Agenda

### City of Newton In City Council

Wednesday, March 3, 2021

7:00 PM

The Programs & Services Committee will hold this meeting as a Zoom Meeting on Wednesday, March 3 at 7pm. To view this meeting using Zoom use this link: <https://us02web.zoom.us/j/83028390920> or call 1-646-558-8656 and use the Meeting ID: 830 2839 0920.

#### Items Scheduled for Discussion:

- #61-21**      **Request for response to resident petition calling for investment in athletic fields**  
COUNCILORS NORTON AND LEARY requesting a response to the 1000+ petition by Newton residents calling for investment in Newton athletic fields.
- #78-21**      **Reappointment of Marjorie Butler to the Election Commission**  
HER HONOR THE MAYOR reappointing MARJORIE BUTLER, 33 Andrew Street, Newton Highlands, as a member of the ELECTION COMMISSION for a term to expire on March 31, 2025. (60 days: 04/30/21)
- #79-21**      **Reappointment of Jan Huffman to the Election Commission**  
HER HONOR THE MAYOR reappointing JAN HUFFMAN, 27 Indiana Terrace, Newton, as a member of the ELECTION COMMISSION for a term to expire on March 31, 2025. (60 days: 04/30/21)
- #80-21**      **Reappointment of Sandra Lingley to the Commission on Disability**  
HER HONOR THE MAYOR reappointing SANDRA LINGLEY, 1938 Washington Street, #5, Newton, as a member of the COMMISSION ON DISABILITY for a term to expire on December 31, 2023. (60 days: 04/30/21)

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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.

**#81-21**

**Reappointment of Matthew Volpi to the Commission on Disability**

HER HONOR THE MAYOR reappointing MATTHEW VOLPI, 44 Oakmont Road, Newton Centre, as a member of the COMMISSION ON DISABILITY for a term to expire on April 30, 2024. (60 days: 04/30/21)

**Respectfully Submitted,**

**Josh Krintzman, Chair**

# For the Love of Sports Fix Newtons Fields!

Presentation to Programs & Services Committee



March 3, 2021

## Newton Athletic Fields Foundation (NAFF)

Organization advocating for improvements to Newton's athletic facilities with a focus on Multi-Purpose Fields (rectangles)

Launched to bring a voice to the thousands of residents who believe athletics are a critical part of our community and are continually underserved

Gathered 1,000+ petition signatures last Fall (See Appendix)

Backed by the following Newton Youth Athletic Programs



With a combined membership of approximately 3,500 athletes

## Challenge: Poor Field Quality

### Field quality and availability are low

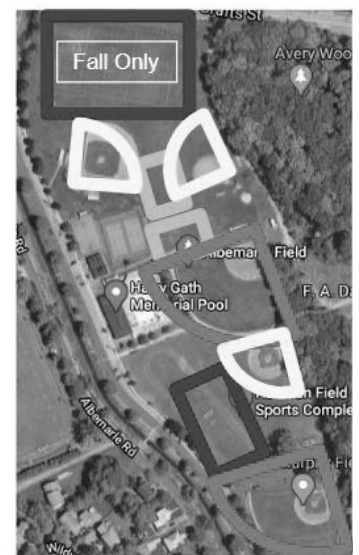
- Insufficient maintenance budget result in persistent quality issues
- Fields often closed due to flooding



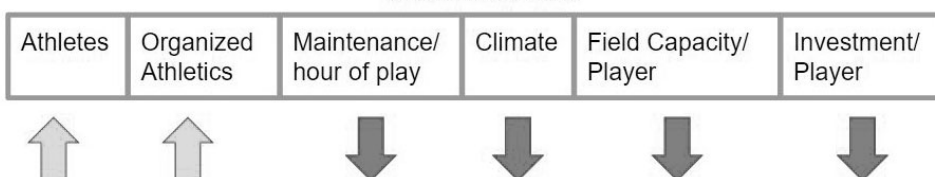
## Challenge: Insufficient Field Capacity

### Newton's Multi-purpose field capacity is insufficient

- Sports using multi-purpose fields (soccer, lacrosse, flag football, etc) have grown significantly while field space in Newton has remained relatively constant
  - Currently 4,000+ athletes use these fields every Fall & Spring
- Many programs are constrained to a single facility
- Excessive use further degrades quality
- Majority of fields "overlap"



Trends over time



# Solution: Next 30 Days. GET GOING!!!

## Identify 1-2 CPA Eligible projects and present them to the CPC

Dozens of High Value Projects have already been identified

- Re-construct dilapidated fields
- Build new grass fields to create “swing space”
- Install additional lighting & upgrade antiquated lighting
- Evaluate potential synthetic turf projects



# Solution: Next 60 Days

## Hire consultants to develop a 3 year plan

Newton does NOT have the resources available to develop the multi-year, multi-million dollar program we so desperately need

## Develop Funding Plan

- Use CPA for athletic fields projects
  - Only one CPA athletic field project over \$100K has been funded since 2012 (1)
- Create new funding models: Sponsorships, Bonds tied to CPA funding, Fees
- Increase funding for maintenance by \$100K from \$75K to \$175K

(1) 2012 amendment to the CPA broadened the law to also allow for the **rehabilitation of existing, outdoor recreational facilities.**

Project	2021				2022				2023			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Develop 3 Year Plan												
Design New Grass Fields												
Construct New Grass Fields												
Design Turf Field 1												
Construct Turf Field 1												
Re-construct Field 1												
Re-construct Field 2												
Re-construct Field 3												
Design Turf Field 2												
Construct Turf Field 2												
Lighting Upgrade 1												
Lighting Upgrade 2												
New Lighting 1												
New Lighting 2												
Fundraising												

Representative Road Map

# Appendix

1. NAFF Petition signed by 1,000+ Newton Residents
2. Feedback received from NAFF petition drive
3. Letter to Mayor Fuller from NAFF





## For the Love of Sports, Fix Newton's Fields

### Petition to Improve Newton's Athletic Fields

We, the undersigned, believe that athletics are integral to the well-being of our residents and that Newton's decaying and outdated athletic fields require urgent attention after decades of under investment.

Newton needs a multi-year athletic fields improvement program to:

- Rehabilitate fields in disrepair
- Construct artificial turf fields
- Increase maintenance to support usage levels
- Configure and allocate fields based on demand (not history)
- Install additional field lighting

We seek a formal commitment from the Mayor's office, City Council and Parks, Recreation & Culture (PR&C) department to:

- Allocate capital and operating funds
- Commit to a multi-year plan (dates, deliverables, budget, resources)
- Charge market-rate rental fees and direct them to field maintenance
- Commit Community Preservation Act (CPA) funds annually
- Dedicate the required resources to both deliver improvements and maintain existing fields

Your support will be shared with the City to demonstrate Newton's broad support for athletics.

Newton is overdue for some improvements on this front. Alec S.

As a parent of two children who play sports, I have observed that **Newton fields are significantly below par, when compared to other towns in Middlesex and other counties.** I hope that Newton can allocate funds to improve the conditions. Thank you. Alisa K.

As a parent who has coached baseball and soccer, I've put in multiple days raking, removing debris, weeding, and filling holes, **I can say that the condition and quality of our fields is below average to poor.** This weekend I practices baseball with my 2 sons at Roche field at Albemarle. Both kids took "dingers" off ground balls that popped up and hit them - one in the mouth and one in the forehead, and we had 1 twisted ankle for running and stepping in a hole. At Lyons, right field is flooded and soft and is basically a hazard. Both boys are hoping to play flag football this fall, and we're enrolling our daughter to Girls Soccer. Please prioritize investing in our fields - quality and safety from design to maintenance. Thank you! Matt S.

I coach for my daughters teams and as both a mom, young women and an educator, **it is paramount we sustain and support maintaining fields so that all children/ community members can appreciate the outlet given by partaking in and leading sports activities.** Green spaces and fields slated for games promotes a healthier community. Please don't neglect our fields! Please ensure equitable distribution of field time as well. Julie L.

I have been playing ultimate on Newton's fields year round for 14 years. It's been a **constant struggle to find adequate field space** for our team and I would really like to see more fields available and improvements made to the existing ones. Marc S.

I'm a coach for Newton Girls Soccer. The field conditions for games have ranged from fair to dangerous, uneven surfaces that can lead to knee injuries. There were holes so big at Oak Hill we've had to put cones in them. Please do something to fix the fields! David C.

I've coached Soccer and **the fields overall are in bad shape.** Our practice field in Upper Falls was mostly weeds and dirt. People used the playing field as an off leash dog park so our girls were stepping in dog feces and aggressive dogs would chase the girls during practice. The game day fields at Brown/Oak Hill are uneven with holes in the field and very poor drainage. One hole was so deep we stuck a road cone in and you could just see the tip sticking out. Even if it rained days earlier, there would be standing water on the field. For such an affluent town that prides itself on being family friendly, it seems very little is spent to maintain or improve the fields. The surrounding communities in Brookline, Wellesley, and Needham all have much better fields than Newton. Michael V.

**Lights are especially crucial in Fall** and early spring for practice. Elizabeth N.

Newton parks and field are not maintained nor is the necessary funding allocated to maintain them to even an acceptable standard. **When compared to surrounding towns, most of Newton parks and fields are in a poor conditions for athletics.** There are frequent letters to the Tab on degrading conditions of tennis courts, basketball courts, etc. Albert O.

**Our fields should be far better condition than they are.** Nearly every other town and city we travel to has super fields. Newton's fields are way overdue for a makeover, and in fact, should receive significant upgrades. Amy D.



**There are not enough fields and fields need help.** This is pretty obvious to anyone who has walked around a Newton field. Kids have gone through seasons barely practicing to "preserve the fields". So what is the point if they cannot even play on these fields! Alex K.

**Too long has the City failed in their stewardship of the City's assets.** You have no problem bending over backwards for developers, but your duty should be to the residents. Seth A.

Two priorities in my opinion. **Add a turf complex for city of Newton.** I cannot understand how a city this size does not have at least one municipal turf field. In addition, update the town pool. This means fix its leak, renovate and add a bubble/cover. Lars D.

**We have the tax money, please spend some of it** on the improvement of sports fields and equipment for children. Jake T.

**We have traveled to many towns across Massachusetts for our children's sports and we have seen what other towns have to offer. It is embarrassing** when we return to Newton and see our facilities. A town with such resources owes more to our children. Britt B.

**Any decision maker should take a look at our neighboring towns and cities and compare their soccer facilities with ours in Newton. I think you'll come to a quick understanding that Newton's athletic fields, particularly when it comes to soccer, is an embarrassment.** Given the number of children and families in Newton compared to our neighbor's, then this becomes quickly apparent that Newton's field management, quality and availability have been severely neglected over many years. Carl P.

**Our fields and parks need attention!** Our fields are an embarrassment esp when compared to the condition of the fields we play when when at an opponent's home! Kim B.

In these days where outdoor activity is the only option, and days get shorter, **Newton Youth Sports needs more lighted fields for sports.** Ron F.

I wholeheartedly support the goals of this petition. The events of the past six months only amplify the need for maintaining and improving our open spaces for the use of all the residents. **Ensuring safe playing surfaces also ensures equity in access to sports for a city that purports to value equal access.** Eileen O.

**This is critical to the physical and mental health of our kids in Newton - I view this as a minimal requirement/request of the City.** It impacts thousands of our kids now and going forward. More than ever, we have to prioritize making our Newton infrastructure work FOR our kids, not against....please support this initiative! Linda L.

I am a lifelong resident of Newton.....47 years and counting. I have (3) sons, and many nieces and nephews which have depended and relied on the public fields throughout our city.

I find it to be disturbing, that our city leaders seem to be less than enthused to improve our public fields. I am however optimistic, and hope our "city leaders" will invest the time and the resources to improve our current state of athletic playing fields. Eric B

December 12, 2020

The Honorable Ruthanne Fuller  
Mayor of the City of Newton

Newton City Council  
Newton Parks and Recreation Commission  
Newton Programs and Services Committee

Dear Mayor Fuller,

I write to you on behalf of the Newton Athletic Fields Foundation ([www.FixNewtonsFields.com](http://www.FixNewtonsFields.com)) to seek your formal commitment to Fix Newton's Fields. Leaders in Newton's Athletic community have been voicing concerns for years about the dangerously sub-par conditions, inequitable management of and dire need for action with Newton's athletic fields. Despite repeated attempts to convey the message and collaboratively address the issues (discussions with you, members of your administration and members of the City Council, attending both committee and public meetings, hiring consulting firms to provide expertise and providing inputs to the OSRP) negligible progress has been made.

Since the voices of our Athletic Program Leaders have been ignored, we have engaged members of the community to bolster our support. **To date, we have 1,000 signatures on the attached petition asking you to "Fix Newton's Fields"**. Also attached is a selection of the 100+ comments we received from Newton residents. The message we received was unambiguous: Newton is a laggard in athletic facilities.

In a time when most of our children spend their entire school day in front of a computer screen, athletics is one of the few available outlets. Athletic fields are by far one of Newton's most utilized resources, yet the needs of athletes and the benefits of sports do not garner any attention in comparison to other programs and projects in our city.

The City's lack of commitment is clear in the recently published Capital Improvement Plan that had no funding for multi-purpose field projects. It is also demonstrated by what appears to be a refusal to bring athletic facility projects to the Community Preservation Committee (currently managing \$10M in funding) where athletic facilities are statutorily permitted purposes.

We look forward to your formal response on the specific steps you will take to ensure a plan is authored and a date by which we can expect it's delivery for review.

Sincerely,

Justin Traxler  
President Newton Girls Soccer  
Founder Newton Athletic Fields Foundation

John Stephans  
President, Newton Youth Soccer

Larry Casillo  
President, Newton Youth Lacrosse

Sam Figler  
Member, Newton Park and Recreation Commission  
Director, Newton Youth Lacrosse

Nancy Sweatt  
President, Newton Girls Lacrosse

Fran Yerardi  
Founder, Girls LAX Newton

Eric Busa  
Director, Newton Mustangs Football

Burt Granovsky  
Head Coach, Newton Youth Ultimate

Jacob Groshek  
Founder, Commissioner Newton Area Flag Football



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

**#78-21**

Telephone  
(617) 796-1100  
Fax  
(617) 796-1113  
TDD/TTY  
(617) 796-1089  
Email  
rfuller@newtonma.gov

February 3, 2021

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

To the Honorable City Councilors:

I am pleased to reappoint Marjorie Butler of 33 Andrew Street, Newton Highlands as a member of the Election Commission. Her term of office shall expire on March 31, 2025 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

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2021 FEB 22 PM 3:25  
CITY CLERK  
NEWTON, MA. 02459

**Application Form**

**Profile**

Marjorie \_\_\_\_\_ Butler \_\_\_\_\_  
First Name Middle Initial Last Name

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

33 Andrew Street \_\_\_\_\_  
Home Address Suite or Apt

Newton Highlands \_\_\_\_\_ MA \_\_\_\_\_ 02461  
City State Postal Code

**What Ward do you live in?**

Ward 8

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

U.S. Department of Labor \_\_\_\_\_ Counsel, Office of the Solicitor,  
Employer Job Title Region 1

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

Election Commission: Submitted

**Interests & Experiences**

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

Marjorie Butler

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

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**#78-21**


I am writing to request that I be re-appointed as Election Commissioner for another term. I have been serving as an Election Commissioner since March, 2013. During that time, I have carried out my duties with diligence and enthusiasm. I have gained important knowledge and experience in the field of election rights and processes. I am committed to fair and free elections. During the time that I have been a commissioner, I have participated in major changes in the structure of the city's election department, which have made the process more efficient, moving the Election Commission under the purview of the City Clerk's Office, replacing a separate Election Office. Changes and upgrades in polling places have been a focus of the Commission's discussions based on the closure of certain polling areas due to school construction and more recently in relation to COVID-19 pandemic safety. The Commission has sought solutions to problems of access, parking and security concerns in current locations and have proposed changes where appropriate. Over the past several election cycles, early voting was introduced and mail-in balloting has expanded greatly. Every election day, I have visited a number of polling places to assess the locations in reference to the flow of traffic, security, physical space, the comfort of the poll workers, and the status of the machinery. The Commission has been involved in the use of new equipment, audits and recounts. I initiated a high school internship program, which I hope can be revived in the future, and I believe that the current discussion about the election process offers opportunities for outreach to young people for the Commission. It is important for there to be continuity on the Commission because of the upcoming departure of David Olsen so that we can support the staff who will be carrying out the election work seamlessly. As a Commission, we have functioned well and with collegiality. We have been lucky to have David Olsen, our City Clerk, as an integral part of the Commission and the city official in charge of the elections. We have worked hard to ensure the integrity of the voting process in Newton and the safety of our voters and poll workers. I have greatly enjoyed my tenure as Election Commissioner and have found it to be a way that I can positively contribute to the community. Thank-you in advance for your consideration of my request to be re-appointed for another term.

[Resume\\_2021.doc](#)

Upload a Resume

Marjorie Butler

**Marjorie A. Butler**  
**33 Andrew Street**  
**Newton, MA 02461**



**Education:**

Wellesley College, BA Political Science, 1983  
Harvard Law School, JD, Cum Laude, 1986

**Legal Employment:**

**Law Clerk, Massachusetts Appeals Court, September, 1986-August, 1987:**  
**Office of the Solicitor, Region 1, United States Department of Labor**

**Counsel, June, 2011 – present**

As Counsel for the Employee Retirement Income Security Act (ERISA), I oversee and supervise regional litigation by the Secretary of Labor pursuant to ERISA, I advise the Boston Regional office of the Employee Benefits Security Administration (the Department of Labor agency that enforces ERISA) in its investigations, and supervise attorneys and paralegals at the Regional Solicitor's Office.

**Senior Trial Attorney, November, 2000 - June, 2011**

As a Senior Trial Attorney, I litigated complex ERISA matters in U.S. District Court and in U.S. Bankruptcy Court. Through litigation, I retrieved millions of dollars of pension and health benefits for employees through my work.

**Trial Attorney, August, 1987-November, 2000**

I served as a Trial Attorney litigating in all areas of worker protection laws, including the Fair Labor Standards Act, Child Labor, Occupational Safety and Health Act, Executive Order 11246 (Office of Federal Contract Compliance, Discrimination), Whistleblower statutes, ERISA, Davis Bacon Act and other labor statutes.

**Mediator**

**Whistle Blower Mediation** within the Occupational Health and Safety Administration  
**Shared Neutrals Program** through Greater Boston Federal Executive Board

**American Bar Association**

**Government Co-Chair of the Employee Benefits Committee, Labor and Employment Section of the American Bar Association, August 2015-2018**

**Contributor** the American Bar Association Employee Benefits Newsletter and Employee Benefits Treatise Supplements (BNA) – 2013-2015, 2018-2020

**Recent speaking engagements:** ABA Joint Employee Benefits Committee ERISA Basics (2015, 2016, 2017)(Overview of ERISA, Government Enforcement of ERISA, ERISA Remedies); ABA Joint Employee Benefits Committee Advanced ERISA Litigation Institute (2016, 2017, 2018, 2020)(ERISA Remedies, Mediation, Government Enforcement of ERISA), ABA Employee Benefits MidWinter Conference (2015, 2016, 2019, 2020)(ERISA Ethics Panel, Fiduciary Panel, Fee Litigation Panel); ABA Labor and Employment Section, 2015 (ERISA Ethics Panel)

**Previous employment – prior to law school**

**Administrator, Local 26, Hotel and Restaurant Workers Union, 1981-1983**

*I managed the Union office and supervised office employees, overseeing the dues collection and benefits record keeping, acted as a plan administrator to a number of pension and health plans, assisted in research of contract issues, assisted Secretary-Treasurer in financial disclosure, wrote and disseminated press releases and wrote and edited Local 26 Newsletter.*

**University of Massachusetts, Clerical worker, 1980-1981**

**General Motors, Assembly Line Worker, 1976-1979**

**Advent Electronics, Assembly Line Worker, 1972-1976**

**Awards:**

*Secretary of Labor's Career Service Award - 2009*

*Greater Boston Federal Executive Board Career Service Award – 2017*

*Various Team Awards, including Great Northern Paper, Unum Long-Term Disability, and State Street Foreign Exchange)*

**Past Positions:**

*Neighborhood School Council, Newton Public Schools (elementary school and middle school)*

*Massachusetts Bar Association, former labor and employment section committee member*

**Other Interests:**

*Political Action and Voter Protection, Special Education and Disability issues, Grub Street Writing Center Member, hiking and camping in the National Parks, learning Spanish, bicycling*





Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

**#79-21**

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February 3, 2021

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

To the Honorable City Councilors:

I am pleased to reappoint Jan Huffman of 27 Indiana Terrace, Newton as a member of the Election Commission. His term of office shall expire on March 31, 2025 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

RECEIVED  
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CITY CLERK  
NEWTON, MA. 02459

**Application Form**

**Profile**

Jan \_\_\_\_\_ Huffman \_\_\_\_\_  
First Name Middle Initial Last Name

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

27 Indiana Terrace \_\_\_\_\_  
Home Address Suite or Apt

Newton \_\_\_\_\_ MA \_\_\_\_\_ 02464 \_\_\_\_\_  
City State Postal Code

**What Ward do you live in?**

Ward 5

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

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

\_\_\_\_\_  
Employer

\_\_\_\_\_  
Job Title

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

Election 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?**

To ensure the integrity of the election process. To make voting easy and understandable.

[Brief\\_recent\\_CV\\_2017.pdf](#)  
Upload a Resume

Jan Huffman

**Jan Huffman**

27 Indiana Terrace, Newton Upper Falls, MA 02464-1314, [REDACTED] [REDACTED] [REDACTED]

**Professional Experience**

**RE/MAX Home Team**

*Associate*

- ▶ Sells residential real estate in the Needham / Newton area..

**Previous Employment**

One Communications	<i>Senior Software Engineer</i>
Software Productivity Research	<i>Senior Software Engineer</i>
Project Software and Development, Inc.	<i>Principal Software Engineer</i>
Wang Laboratories	<i>Project Software Engineer</i>
Absolut Software	<i>Vice President, Software Development</i>
Prime Computer	<i>Product Manager, Transaction Processing</i>
Data General	<i>Product Manager, Commercial Eclipse Software</i>
McDonnell Douglas Automation Company	<i>Senior Section Manager, programming and analysis sections</i>
Westinghouse Air Brake Company	<i>Manager of engineering computer department</i>

**Non-Professional Work**

**Sean Bielat for Congress**

*July 2012 – November 2012*

*Office Manager*

- ▶ Managed the Newton campaign office full time. Installed and maintained technology. Hosted meetings. Coordinated volunteer efforts.

**Newton Ward 5 Republican Committee**

- ▶ Built and maintains web site, ward5gop.org.

**Newton 9-11 Memorial Committee**

- ▶ Treasurer since the inception of the committee.. Prepares monthly financial reports and regulatory filings.

**Newton Upper Falls Area Council**

*Accountant*

**Boston Beanstalks Tall Club**

*President, Treasurer, Webmaster, and Accountant*

- ▶ Ran the 1993 Tall Clubs International Convention in Boston.

**Education**

**Massachusetts Institute of Technology, Alfred P. Sloan School of Management**

SB in Industrial Management, Quantitative option

**Massachusetts Office of Campaign and Political Finance (OCPF)**

Attended training sessions on finance and reporting rules

**Recognition**

**Newton Republican City Committee: Republican of the Year 2013**

**Tall Clubs International: Lifetime Achievement Award 1993, Multiple Best Web Site Awards**



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

**#80-21**

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rfuller@newtonma.gov

February 17, 2021

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

To the Honorable City Councilors:

I am pleased to reappoint Sandra Lingley of 1938 Washington Street, #105, Newton as a member of the Commission on Disability. Her term of office shall expire on December 31, 2023 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

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CITY CLERK  
NEWTON, MA 02459

## Application Form

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### Profile

Sandra \_\_\_\_\_ J. \_\_\_\_\_ Lingley \_\_\_\_\_  
First Name Middle Initial Last Name

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

1938 Washington St. \_\_\_\_\_ #105 \_\_\_\_\_  
Home Address Suite or Apt

Newton \_\_\_\_\_ MA \_\_\_\_\_ 02466 \_\_\_\_\_  
City State Postal Code

### What Ward do you live in?

Ward 4

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

n/a \_\_\_\_\_ n/a \_\_\_\_\_  
Employer Job Title

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

None Selected

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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?

I am interested in serving on the Commission on Disability because as a disabled person myself I would like to be in the position to both learn about Newton's current issues with Disability problems as well as contribute my personal perspective on these issues. I believe I have a lot to give in terms of access issues and helping other disabled people and the city work to achieve accessibility goals. I am now on a subcommittee of the Commission on Disability which meets with the Newton Wellesley Hospital in the effort to make hospital more accessible. I enjoy learning about accessibility and seeing how making things more accessible helps both disabled people and able bodied people.

COD-  
Sandra Lingley Resume 10.15.2017.pdf  
Upload a Resume

Sandra J. Lingley  
24 Curve St.  
Newton, MA 02464

**SUMMARY**

I am interested in serving on the Commission on Disability because as a disabled person myself I would like to be in the position to both learn about Newton's current issues with Disability problems as well as contribute my personal perspective on these issues. I have been attending the COD meetings on a regular basis for approximately 4 years as an observer because I was not a resident of Newton but was a frequent visitor since a good friend of mine lives in Newton. Now, as a resident of Newton I can vocalize and be a part of the work I have seen going on all of this time. I would love the opportunity to serve and help continue the great work that the members of the COD perform year after year on accessibility for everyone.

**EXPERIENCE**

**ST. JOSEPH NURSING CARE CENTER**

**Human Resource Manager/ Computer Operations Specialist 1999 - 2001**

Manage all major functions with regard to human resources including orientation of new employees, benefit coordination and implementation, pension plan manager, worker's compensation claim specialist. Computer system liaison with Archdiocese of Boston personnel and nursing home personnel implementing new software and training of personnel.

- Meet with supervisors to develop job descriptions for vacant positions
- Meet with new and current employees regarding pension, health benefits and Banking
- Coordinate placement of newspaper advertisements and assist with recruitment For positions
- Assist in interview process for prospective employees
- CORI certified
- Responsible for in-house job posting vacancies for all Caritas Christi healthcare Facilities
- Review resumes for open positions and disseminate to department heads

**Business Manager 1995-1999**

Manage accounting staff and supervise daily operations regarding employee payroll, accounts payable, accounts receivables and resident trust accounts.

- Develop and implement accounting policies and procedures
- Supervise accounting clerks and resolve issues with vendors regarding overdue Accounts
- Supervise payroll clerk and work with nursing management regarding payroll Issues
- Work with resident family members to resolve resident trust account problems
- Responsible for all banking activities
- Train personnel on accounting and payroll software
- Interview and hire all business office staff

**Assistant Business Manager 1992-1995**

Assist Business Manager with daily operations of Business Office. Prepared weekly payroll and served as principal source of benefit and payroll information for all employees.

- Prepare all banking transactions
- Process weekly payroll reviewing nursing schedules with department heads
- Performed all data entry for payroll
- Disseminated benefit information to new and current employees

**Bookkeeper 1990-1992**

Process accounts payable invoices and communicate with vendors. Assist with payroll processing.

- Principal contact for outside vendor accounts
- Assist with data entry for payroll processing

**SOUTHLAND CORPORATION**

**Senior Accounting Clerk 1985-1990**

Managed Accounts Payable and Receivable for retail stores.

- Processed and researched franchise payroll
- Performed store audit and cost control verification and adjustments
- Performed bank reconciliations, bank deposits and verification of daily cash Reports
- Assisted in training new staff in office procedures

**Retail Store Manager 1980-1985**

Managed all facets of daily store operations. Supervised staff of twelve.

- Coordinated processing of employee payroll and benefits
- Reconciled daily cash reports
- Performed cost vs. retail merchandise evaluations to maintain profit margins
- Merchandised, ordered and maintained store inventory
- Managed all vendor accounts
- Reconciled Massachusetts State Lottery Account

**EDUCATION**

**Salem State College** Bachelor of Science

**Access Monitor Certification** - Massachusetts Office on Disability – Training Completed October 2015



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

**#81-21**  
Telephone  
(617) 796-1100  
Fax  
(617) 796-1113  
TDD/TTY  
(617) 796-1089  
Email  
rfuller@newtonma.gov

February 17, 2021

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

To the Honorable City Councilors:

I am pleased to reappoint Matthew Volpi of 44 Oakmont Road, Newton Centre as a member of the Commission on Disability. His term of office shall expire on April 30, 2024 and his appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller  
Mayor

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CITY CLERK  
NEWTON, MA. 02459



### Application Form

#### Profile

Matthew \_\_\_\_\_ Volpi \_\_\_\_\_  
First Name Middle Initial Last Name

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

44 Oakmont Road \_\_\_\_\_  
Home Address Suite or Apt

NEWTON CENTER MA 02459  
City State Postal Code

#### What Ward do you live in?

Ward 6

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

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

Tovana Consulting Inc. Senior Consultant  
Employer Job Title

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

Commission on Disability: 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'm looking forward to a second term on the Commission on Disability. One of my daughters has a physical disability (she has a service dog and uses a wheelchair) plus my other daughter has significant learning issues. I also served as the founding chapter president for Canine Companions for Independence, the largest provider of service dogs in the U.S. These experiences have raised my awareness of the challenges that come with living with a disability and it's a constant presence in my mind as I am out and about in the Newton community. I want things to be as accessible as possible for everyone and believe working with this group could help me improve the experiences of many who live in, work in and visit out city.

Matt Volpi resume 2017.pdf  
Upload a Resume

**MATTHEW VOLPI**

44 Oakmont Road, Newton, MA 02459 | [REDACTED] | [REDACTED]

**Experience**  
**2013-present****TOVANA CONSULTING, INC.**  
**Senior Consultant (2013-present)****NEWTON, MA**

- Custom projects for a variety of clients in industries including enterprise software, IT services, education, financial services, consumer marketing, strategy consulting, outsourcing services and non-profit.
- Engagements include market research, strategy consulting, survey design/analysis, executive interviews, case study development, article and blog creation, content marketing, branding and collateral creation, competitive/SWOT analysis and email/social media campaigns.

**2017-present****XANEDU, INC.**  
**Senior Product & Integration Manager (2017-present)****ANN ARBOR, MI**

- Define product roadmap, prioritize development activities and create user stories for SharedBook, an online content distribution and e-learning SaaS platform. Create training materials and onboard new clients.
- Manage outbound marketing campaigns, social media advertising, content calendar, content marketing and discount promotions for Blog2Print, a B2C custom publishing offering.

**2011-2013****BIGBELLY SOLAR, INC.**  
**Director of Product Marketing (2011-2013)****NEWTON, MA**

- Guided product management and positioning strategy for unique solutions that marry IT and green technology to create operational efficiencies for municipal, education and commercial markets.
- Transitioned company from hardware sales-driven business model to SaaS and managed services
- Managed pricing and sales policies, as well as managing and training channel partners.
- Responsible for all corporate marketing, press and analyst relations, events and speaking engagements.
- Created marketing and sales materials, including collateral, presentations, proposals, ROIs and web site.
- Executed lead-generation campaigns and developed lead management and reporting processes.
- Supported sales process, including creating customer proposals and recommending configurations.
- Expanded product line from one to four products, creating and managing all product requirements.
- Created management console and dashboard utilizing real-time data and historical analytics to provide actionable data for customers to manage their staff and optimize their deployment.
- Introduced mobile platform for field personnel to access critical data on their devices.
- Managed Verizon Wireless strategic partnership, including joint sales and national marketing campaigns.
- Won \$500K Verizon Powerful Answers Business Plan Competition & 2012 World Smart Cities Award
- Member of senior management team.
- Managed inside sales organization, sales operations team, client services and marketing specialists.

**2007-2011****MODIV MEDIA, INC. (Acquired by CATALINA MARKETING)**  
**Director of Product Management (2007-2011)****QUINCY, MA**

- Created and maintained product lifecycle process, roadmaps, pricing, business models and overall corporate product strategy for retail media network, consumer-facing kiosks and handheld devices, retail promotions for mobile phones, and operational touch points utilized by retail staff.
- Shepherded flagship scan-and-bag product from 1-store pilot to 300 stores within three years, as well as initiative to support iPhone-based solution in addition to dedicated, store-owned hardware.
- Defined and managed media delivery and targeting solutions for various mobile and in-store devices, taking solution from initial concept to serving more than 25 million impressions on more than 1 million shopping trips per month and generating hundreds of thousands of dollars in monthly media revenue.
- Responsible for all corporate marketing, press and analyst relations activities.
- 2010 and 2011 MITX Technology Awards winner, as well as earning clients multiple awards.
- Featured in national consumer and business magazines, national television and major newspapers.
- Business development, direct sales and sales support with retailers, vendors and agencies.
- Led all measurement and analytics strategies including media targeting business rules, user segmentation definition and execution, yield optimization, success criteria and advertiser ROI reporting.
- Venture capital and strategic investor fundraising support activities.
- Key participant in retailer client's digital strategy planning and execution.
- Maintained and contributed to patent portfolio; co-inventor on pending patent.
- Member of senior management team.
- Managed product managers, advertising trafficking/account services personnel and business analyst.

- 2005-2007**      **SUN MICROSYSTEMS, INC. (Acquired by ORACLE)**      **BURLINGTON, MA**  
**Product Line Manager (2005-2007)**
- Managed inbound/outbound marketing activity for mobility across Sun developer tools portfolio.
  - Strategic partnership management and business development support regarding co-marketing, integration and custom engineering initiatives with carriers and device and software vendors.
  - Planning of company-wide strategy for mobile and embedded software developer community.
  - Founded and chaired industry standards body and worked on other open source projects.
  - Facilitated content creation, evangelism and outreach for Sun Developer Network and NetBeans sites.
- 2000-2005**      **NOKIA, INC.**      **BURLINGTON, MA**  
**Head of Developer Resources Marketing (2003-2005)**
- Created marketing strategy for Nokia developer community.
  - Evangelization of solutions and products to global developer community, carriers, media, etc.
  - Created joint marketing strategies with strategic partners and generated competitive intelligence reports.
  - Managed team of Product Marketing Managers
- Product Manager (2000-2003)**
- Manage product life cycle of multiple mobile Internet software development and testing tools and WAP Server components, defining roadmaps, requirements and distribution strategies.
  - Conducted usability testing and user surveys for developer products.
- 1997-2000**      **CMGI**      **ANDOVER, MA**  
**Wireless Program Manager (1999-2000)**
- Started wireless initiative for private-label web portal, directing creative and technical integration of personalized mobile service to be used by national cellular and paging carriers.
  - Created business model and pricing plan for carrier and manufacturer distribution partners.
  - Created wireless product roadmap, collecting and integrating customer requirements.
- Associate Program Manager (1998-1999)**
- Designed, specified and managed integration of features for private-label web portal.
  - Managed multiple virtual teams, tracking workflow, staffing and deliverables.
  - Evaluated, selected and maintained third-party vendor relationships.
  - Designed and managed financial channel, accounting for \$2+ million ROI.
- Content Producer (1997-1998)**
- Developed design of site areas and integrated automated data feeds into service.
  - Increased membership and retention with contextual content and contests.
  - Created and maintained relationships with content providers, commerce partners and sponsors including negotiations, contracts, design and integration.
- 1995-1997**      **CRYAN ASSOCIATES**      **SUDBURY, MA**  
**Editor/Webmaster**
- Wrote, edited and designed newsletters, brochures, advertisements, web site and mailings for three professional associations and one educational foundation.
  - Developed educational programs including seminars, computer workshops and videos.
- Education**
- 1998-2004**      **F.W. OLIN GRADUATE SCHOOL OF BUSINESS AT BABSON COLLEGE**      **WELLESLEY, MA**  
Master of Business Administration, May 2004.
- 1996-1997**      **EMERSON COLLEGE**      **BOSTON, MA**  
Graduate-level Certificate of Publishing, January 1997.
- 1992-1995**      **PENNSYLVANIA STATE UNIVERSITY**      **STATE COLLEGE, PA**  
Bachelor of Arts in Journalism, minors in English and Political Science, December 1995.
- 1995**      **TEL AVIV UNIVERSITY**      **RAMAT AVIV, ISRAEL**  
International Student Program, June 1995.
- Certifications**
- 2014**      **SCRUM ALLIANCE**      **INDIANAPOLIS, IN**  
Certified Scrum Product Owner, January 2014.