



Finance Committee Agenda

City of Newton In City Council

Monday, March 27, 2023

The Finance Committee will hold this meeting as a virtual meeting on Monday, March 27, 2023, at 7:00 pm. To view this meeting using Zoom use this link: <https://us02web.zoom.us/j/86331902261> or call 1-646-558-8656 and use the following Meeting ID: 863 3190 2261

Items scheduled for discussion:

#106-23 Appropriate \$244,821.31 for Homeless Student Transportation

HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of two hundred forty four thousand eight hundred twenty one dollars and thirty one cents (\$244,821.31) from June 30, 2022 Certified Free Cash to Newton Public Schools for homeless student transportation.

#107-23 Request to transfer \$125,000 to Human Resources Department Consultants

HER HONOR THE MAYOR requesting authorization to transfer the sum of one hundred twenty five thousand dollars (\$125,000) from Account # 01109520-511001 Human Resources Department Full Time Salaries to Account # 0110952-530100 Human Resources Full Time Consultants.

Referred to Public Safety & Transportation and Finance Committees

#109-23 Request to transfer \$450,000 to Traffic Safety – Regular Salaries

HER HONOR THE MAYOR requesting authorization to transfer the sum of four hundred fifty thousand dollars (\$450,000) to Account # 0120102-511001 Traffic Safety – Regular Salaries to fulfil the City of Newton’s two 3-year agreements with AFSCME 2913 spanning FY2019-2021 and FY2022-2024.

Public Safety & Transportation Approved 7-0 on 03/22/23

#108-23 Requesting a discussion regarding the Rainy-Day Fund Investment Strategy

COUNCILORS GENTILE, GROSSMAN, KALIS, LAREDO, AND LIPOF requesting a discussion with the administration, specifically the Treasurer, to understand the City’s rainy day fund investment strategy and how rainy-day fund investment decisions are made.

Respectfully submitted,

Rebecca Walker Grossman, Chair

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: fairley@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.



City of Newton, Massachusetts
Office of the Mayor

RUTHANNE FULLER
MAYOR

#106-23
Telephone
(617) 796-1100
Telefax
(617) 796-1113
TDD
(617) 796-1089
E-mail
rfuller@newtonma.gov

RECEIVED
2023 MAR 13 PM 4:42

CITY CLERK
2023 MAR 13 10:00 AM

March 13, 2023

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

Councilors:

I respectfully submit a docket item to your Honorable Council requesting authorization to appropriate and expend the sum of \$244,821.31 from June 30, 2022 Certified Free Cash to Newton Public Schools for homeless student transportation.

The McKinney-Vento Homeless Assistance Act, reauthorized in December 2001 as part of the Federal No Child Left Behind Act, ensures educational rights and protection for children and youth experiencing homelessness. The Massachusetts Educational Plan provides services aimed at preventing homeless children from experiencing further instability in their lives by minimizing their moves from school to school.

The Foster Care Transportation reimbursement is new, starting in FY21.

Appropriating these funds, as the City does annually, to the School Department allows for the Newton Public Schools to directly offset a portion of the cost of bus transportation in FY23.

- McKinney-Vento Homeless Student Transportation (0130101-433007) for \$209,832.31
- Foster Care Transportation (0130101-433008) for \$34,989.00

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

Office of Business, Finance and Planning
100 Walnut Street
Newtonville, MA 02460
617-559-9025

TO: School Committee
FROM: Liam Hurley, Assistant Superintendent / Chief Financial and Administrative Officer
DATE: November 17, 2022
RE: Vote to Accept McKinney-Vento State Reimbursement for Homeless Students and Foster Care Transportation

Due to a procedural change we are requesting a new vote of the School Committee to approve a request to the Mayor's office to docket a vote of City Council to appropriate the state reimbursement of \$209,832.31 for McKinney Vento Homeless Student Transportation (0130101-433007) and \$34,989.00 for Foster Care Transportation (0130101-433008) to the School Department. Current receipts total \$244,821.31. Please see breakdown below.

	FY21			FY22						Transfer Request
	Date Rcvd	\$	Free Cash Certified	Date Rcvd	\$	Free Cash Certified	Date Rcvd	\$	Free Cash Certified	
McKinney Vento				8/3/21	\$40,574.31	Y	6/29/22	\$169,258.00	Y	\$209,832.31
Foster Care	6/22/21	\$20,252.00	Y	6/28/22	\$14,737.00	Y				\$34,989.00
									Total	\$244,821.31

Appropriating these funds to the School Department will allow for the district to directly offset a portion of the cost of bus transportation in FY23.

The McKinney-Vento Homeless Assistance Act, reauthorized in December 2001 as part of the Federal No Child Left Behind Act, ensures educational right and protection for children and youth experiencing homelessness. The Massachusetts Educational Plan provides services aimed at preventing homeless children from experiencing further instability in their lives by minimizing their moves from school to school.

The Foster Care Transportation reimbursement is new, starting in FY21.

CC: Stephen Curley, Comptroller
Maureen Lemeux, Chief Financial Officer
Carol Moore, City Clerk



RUTHANNE FULLER
MAYOR

City of Newton, Massachusetts
Office of the Mayor

RECEIVED
2023 MAR 13 PM 4:42

CITY CLERK
CITY HALL, MA 02459

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(617) 796-1113

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(617) 796-1089

E mail
rfuller@newtonma.gov

March 13, 2023

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

Councilors:

I respectfully submit a docket item to your Honorable Council requesting authorization to transfer the sum of \$125,000 from Account # 0110952-511001 Human Resources Department Full Time Salaries to Account # 0110952-530100 Human Resources Department Consultants.

As you know, staffing shortages continue to plague the Northeast. Not only is this true throughout our City Departments, it is also true in our Human Resources Department. This year the City has needed to supplement our HR staff not only in the area of health insurance administration, but also in the areas of recruitment, background checks, and other human resources services.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor



CITY OF NEWTON, MASSACHUSETTS
DEPARTMENT OF HUMAN RESOURCES

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

Ruthanne Fuller, Mayor
Michelle Pizzi O'Brien, Director

March 17, 2023

Maureen Lemieux, CFO
City of Newton

delivered via email

RE: Request to transfer funds

Dear Maureen,

The purpose of this letter is to provide additional context to the recent request to transfer the sum of \$125,000 from the Human Resources Department's Full Time Salaries account to our Department's Consultant account.

Post pandemic, the nation, the Commonwealth, and our City, is experiencing a significant shortage of workers and interested candidates for vacant positions. COVID-19 led many people to make fundamental changes in the way they approach work. Municipalities face a particular challenge with the need to provide 24/7 services and compete with private industry for talent. While we continue to reimagine the future of our workforce and implement best practices and creative strategies, we must still fill vitally important vacant positions in a challenging competitive market. As of a result, the Human Resources Department has had to increase its hiring activities and recruitment strategies to keep up with the demand to fill vacant positions. This has resulted in unexpected and increased expenses relating to recruitment and pre-employment activities and requirements.

Additionally, as the City goes about the detailed process of reviewing competitive carrier proposals to ensure that we are providing a health plan that balances both cost and value for our employees, retirees, and taxpayers alike, the Human Resources Department has also experienced an increased need for consulting support. Since our Department has also struggled to fill vital positions, such as our Deputy Director and Benefits Administrator (two positions we were recently able to fill with qualified and capable candidates), we have a surplus in our full-time salaries account that can support the increased consulting needs.

We expect that these needs will continue for the remainder of this fiscal year and as of a result have requested this transfer. Thank you for your support in this request and please let me know if you need any additional information.

Sincerely,

Michelle Pizzi O'Brien, M.P.A.
Director of Human Resources

CC: Francoise Charlot
Deputy Director of Human Resources



RUTHANNE FULLER
MAYOR

City of Newton, Massachusetts
Office of the Mayor

RECEIVED
77 MAR 13 PM 4:42

CITY CLERK
CITY OF NEWTON, MA 02459

#109-23

Telephone
(617) 796-1100

Telefax
(617) 796-1113

TDD
(617) 796-1089

E-mail
rfuller@newtonma.gov

March 13, 2023

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

Councilors:

I respectfully submit a docket item to your Honorable Council requesting authorization to transfer the sum of \$450,000 to 0120102-511001 (Traffic Safety-Regular Salaries). The City of Newton recently reached agreement with AFSCME 2913 on two 3-year Collective Bargaining Agreements covering FY2019 – FY2021 and FY2022 – FY2024.

AFSCME 2913 includes the Parking Control Officers as well as all Traffic Supervisors (Crossing Guards).

The sources of these funds are per below.

- \$402,798 from 0110498-519700 (Reserve Funds-Current Year Wage Reserve)
- \$47,202 from 0110498-579000 (Reserve Funds-Current Year Budget Reserve)

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

CITY OF NEWTON
AND
AFSCME COUNCIL 93, LOCAL 2918
TRAFFIC SUPERVISORS/PARKING CONTROL
MEMORANDUM OF AGREEMENT

The City of Newton (the "City") enters into the following Agreement with AFSCME Council 93, Local 2918, Traffic Supervisors/Parking Control Officers (the "Union"), for a three-year successor collective bargaining agreement from July 1, 2018 to June 30, 2021 (FY19-FY21) as follows:

A. Traffic Supervisors

1. Article XIX (Wages):

- (a) FY19: July 1, 2018, 3% COLA to the existing grid.
- (b) FY20: July 1, 2019, 3% COLA to the existing grid.
- (c) FY21: July 1, 2020, 3% COLA to the existing grid.

2. Annual Meeting of Traffic Supervisors

The City shall compensate Traffic Supervisors at their regular rate of pay for attendance at the annual mandatory meeting held by the Newton Police Department, with a minimum of two (2) hours regular pay for each Traffic Supervisor in attendance at this meeting.

The City also agrees to retroactively pay all Traffic Supervisors, who were in attendance at this mandatory meeting, at their regular hourly rate of pay, for two hours for each annual meeting which occurred during the period of this agreement. Both parties agree that this shall represent any and all claims for retroactive payment for attendance at this meeting.

B. Parking Control Officers

1. Article XIX (Wages)

- (a) FY19: July 1, 2018, 3% COLA to the existing grid.
- (b) FY20: July 1, 2019, 3% COLA to the existing grid.
- (c) FY21: July 1, 2020, 3% COLA to the existing grid.

2. Annual Meeting of Traffic Supervisors and Its applicability to Parking Control Officers

The City shall compensate Parking Control Officers for attendance at the annual mandatory meeting of Traffic Supervisors held by the Newton Police Department. If attendance at this meeting results in the PCO working more than 40 hours during the week of the mandatory meeting, the PCO shall be paid at their overtime rate. If attendance at this meeting results in the PCO not working more than 40 hours during the week of the mandatory meeting, the PCO shall be paid at their regular rate of pay. In all



circumstances, the Parking Control Officers will each receive a minimum of two (2) hours pay for attendance at this meeting.

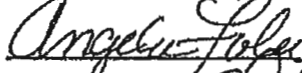

The City also agrees to retroactively pay all Parking Control Officers, who were in attendance at this mandatory meeting and who worked more than 40 hours during the week of that mandatory meeting, at the overtime rate of pay, for two (2) hours for each annual meeting which occurred during the period of this agreement. Both parties agree that this shall represent any and all claims for retroactive payment for attendance at this meeting.

C. Article XXVIII (Duration)

Revise Section 28.01 to read as follows:

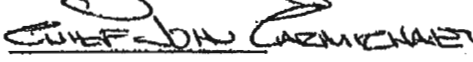
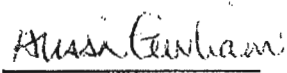
"28.01 This AGREEMENT shall be effective as of July 1, 2018 for the period ending June 30, 2021 and shall remain in effect from year to year thereafter unless either party hereto, desiring to terminate or amend any provisions of this contract, send written notice of the same to the other no later than one hundred twenty (120) days prior to the termination date hereof or any succeeding anniversary date."

AFSCME COUNCIL 93,
LOCAL 2918
TRAFFIC SUPERVISORS/PARKING CONTROL

By: 
By: 
1-9-23
By: _____
By: _____
By: _____
By: _____

Date: _____

CITY OF NEWTON

By: Mayor Ruthanne Fuller Digitally signed by Mayor Ruthanne Fuller
Date: 2023.01.10 18:07:57 -05'00'
By: Maureen Lemieux Digitally signed by Maureen Lemieux
Date: 2023.01.10 18:30:38 -05'00'
By: Michelle Pizzi OBrien Digitally signed by Michelle Pizzi OBrien
Date: 2023.01.09 18:12:12 -05'00'
By:  Digitally signed by George R. McMains
DN: cn=George R. McMains, o=Newton Police Department, ou,
email=gmcmains@newtonma.gov, c=US
Date: 2023.01.11 08:06:35 -05'00'
By: 

Date: _____

END OF DOCUMENT

CITY OF NEWTON
AND
AFSCME COUNCIL 93, LOCAL 2913
TRAFFIC SUPERVISORS/PARKING CONTROL
MEMORANDUM OF AGREEMENT

The City of Newton (the "City") enters into the following Agreement with AFSCME Council 93, Local 2913, Traffic Supervisors/Parking Control Officers, for a three-year successor collective bargaining agreement from July 1, 2021 to June 30, 2024 (FY22-FY24).

A. Traffic Supervisors

1. Article XIX (Wages)

- (a) FY22: July 1, 2021, 3% COLA to the existing grid.
- (b) FY23: July 1, 2022, 8% COLA to the existing grid.
- (c) FY24: July 1, 2023, 3% COLA to the existing grid.

2. Annual Meeting of Traffic Supervisors

The City shall compensate Traffic Supervisors at their regular rate of pay for attendance at the annual mandatory meeting held by the Newton Police Department, with a minimum of two (2) hours regular pay for each Traffic Supervisor in attendance at this meeting.

The City also agrees to retroactively pay all Traffic Supervisors, who were in attendance at this mandatory meeting, at their regular hourly rate of pay, for two (2) hours for each annual meeting which occurred during the period of this agreement. Both parties agree that this shall represent any and all claims for retroactive payment for attendance at this meeting.

B. Parking Control Officers

1. Article XIX (Wages)

- (a) FY22: July 1, 2021, 3% COLA to the existing grid.
- (b) FY23: July 1, 2022, 3% COLA to the existing grid.
- (c) FY24: July 1, 2023, 8% COLA to the existing grid.

2. Annual Meeting of Traffic Supervisors and its applicability to Parking Control Officers

The City shall compensate Parking Control Officers for attendance at the annual mandatory meeting of Traffic Supervisors held by the Newton Police Department. If attendance at this meeting results in the PCO working more than 40 hours during the week of the mandatory meeting, the PCO shall be paid at their overtime rate. If attendance at this meeting results in the PCO not working more than 40 hours during the



week of the mandatory meeting, the PCO shall be paid at their regular rate of pay. In all circumstances, the Parking Control Officers will each receive a minimum of two (2) hours pay for attendance at this meeting.

The City also agrees to retroactively pay all Parking Control Officers, who were in attendance at this mandatory meeting, and who worked more than 40 hours during the week of that mandatory meeting, at the overtime rate of pay, for two (2) hours for each annual meeting which occurred during the period of this agreement. Both parties agree that this shall represent any and all claims for retroactive payment for attendance at this meeting.

C. ARTICLE IV (Union Dues and Agency Fee)

Modify section 4.01 as follows:

"Pursuant to the provisions of General Laws, Chapter 180, Section 17A, accepted by the CITY, UNION dues shall be deducted by the CITY weekly from the salary of each employee, per pay period, who voluntarily executes and remits to the CITY a form of authorization for payroll deduction of UNION dues, ~~initiation fee and assessments.~~

Modify section 4.03 as follows:

"Transmittal of said dues deducted shall be made electronically to the UNION Treasurer within twenty-five (25) working days after the month in which dues are deducted; provided that the CITY Treasurer is satisfied with such evidence as he they may require that the Treasurer of the UNION has given to the UNION a bond, in a form approved by the Commissioner of Corporations and ~~Taxation~~ Revenue, for the faithful performance of his/her duties, in a sum and with surety or sureties as are satisfactory to the CITY TREASURER."

Delete Section 4.05 relating to agency fees and re-title this article: "Union Dues."

D. Article VI B (Employee Attendance)

Effective July 1, 2022, amend section 6B.06 to increase the annual "recognition" pay to increase from \$250 to \$300.

E. Article XVIII (Hours of Work)

Modify sections 18.01 as follows:

"The days of employment for School Traffic Supervisors shall conform to the Newton school calendar and hours."

Modify sections 18.02 as follows:

"The basic work week for School Traffic Supervisors shall consist of seven hours and thirty minutes (7.5 hours)."

2 

Modify sections 18.03 as follows:

"Adjustments in pay for School Traffic Supervisors for working at a post requiring coverage beyond the regular weekly schedule of seven hours and thirty (30) minutes will be maintained through the school year including vacations, holidays, and paid sick days."

Add new section 18.04 as follows:

"The hours of work for Parking Control Officers shall consist of 40 hours per week on a four-and two-day rotation and as set forth by the schedule agreed to on July 27, 2020. The regular workday shall consist of ten (10) hours beginning at 8:00 a.m. and ending at 6:00 p.m. daily."

Add new Section 18.05 as follows:

"The City shall have the right to modify the daily start and end times for hours of work of Parking Control Officers during the school year to reflect the needs of the School Department calendar when Parking Control Officers are also serving as Traffic Supervisors, so long as notice is given to the Union and all members of the bargaining unit within two weeks of the start of the school year. If a modification in hours results in Parking Control Officers working more than the forty (40) hour work week, Parking Control Officers shall be compensated in accordance with this agreement."

F. Article XXVIII (Duration)

Revise Section 28.01 to read as follows:

"28.01 This AGREEMENT shall be effective as of July 1, 2021 for the period ending June 30, 2024 and shall remain in effect from year to year thereafter unless either party hereto, desiring to terminate or amend any provisions of this contract, send written notice of the same to the other no later than one hundred twenty (120) days prior to the termination date hereof or any succeeding anniversary date."

G. Miscellaneous

1. HOLIDAYS

Add "Juneteenth" as an additional holiday.

Amend "half-holidays" to include Martin Luther King, Jr. Day.

Amend Section 16.05 (subsection 5) by renaming the holiday "Columbus Day" to "Indigenous People's Day" per the City Council resolution dated November 2, 2020, Order #351-20.

2. GPS

The City may install and maintain GPS to monitor geographic location and other related data that is necessary for the City to facilitate the safe, orderly and efficient operations of

Parking Control in the City of Newton. Tampering with GPS equipment or signal is expressly prohibited, and such misconduct will constitute just cause for discipline, up to and including termination from employment. GPS will not be used by the City to monitor the personal habits of members of the bargaining unit.

3. Scheduling/Payroll Computer Software

The NPD will adopt a new scheduling/payroll computer software program for use by its sworn officers and civilian employees, including Traffic Supervisors and PCOs. The parties shall impact bargain the implementation of the new scheduling computer software program. The parties shall take all reasonable measures to successfully put into effect the program in a timely manner and in no case later than sixty (60) days following ratification of this MOA by the union. This shall include, but not be limited to, the NPD providing personnel with training and instruction on the program as needed.

4. Health Insurance Changes

Amend the July 26, 2011 MOA between the City and AFSCME, Local 2913, to be implemented by the City no less than thirty (30) days upon ratification by members of the union of a successor CBA, as follows:

Health Insurance Changes:

- 75%-25% Contribution rate for all new benefit eligible employees
- Mandatory mail order for all maintenance medications
- Specialist Office visits - new ~~\$35 co-pay~~/visit \$40/visit
- Outpatient day surgery co-pay-new ~~\$100 co-pay~~
- Retail Clinic (as defined by the City's Plan) Visit co-pay: \$5/visit [~~\$20 to \$5~~]
- Urgent Care (as defined by the City's Plan) Visit co-pay: \$10/visit [~~\$20 to \$10~~]

IAC recommended health plan changes:

- Deductible of ~~\$250/\$500~~, with an annual out of pocket max of ~~\$1000/\$2500~~
- Preventative care - \$0 co-pay
- Physician Office visits - increase of ~~\$5 from \$15 to \$20~~/visit \$25/visit
- Emergency Room co-pay increase of ~~\$50 to \$100~~/visit
- 30-day Prescription drug co-pay increase:

Tier 1	\$15 <u>\$20</u>
Tier 2	\$30

4 

Tier 3 \$50

The City agrees that in return for the changes listed above, it will not seek further changes in the terms and conditions of the health insurance plans offered by it to its bargaining unit employees without the express written assent of the Association until at the earliest, negotiations for a successor to the 2011-2014 collective bargaining agreement. Further, should any federal or state law be enacted purporting to allow any such changes prior to the negotiations for a successor agreement, the City will not pursue any such changes unless it is legally compelled to do so.

5. DIRECT DEPOSIT

Within thirty (30) days of ratification by members of the union of a successor CBA, all members of the bargaining unit shall have direct deposit of payroll checks from the City.

6. MISCELLANEOUS

If a City email is provided to a member of the union, they shall be required to regularly check their City email in order to stay updated on Police Department notices or other City communications. If a member is not provided with a City email address, they shall provide to the Chief's office a personal email that they shall check regularly for Police Department notices or other City communications.

AFSCME COUNCIL 93, LOCAL 2913
TRAFFIC SUPERVISORS/PARKING CONTROL

By:

[Handwritten signature]

By:

[Handwritten signature]
1-9-23

By: _____

By: _____

By: _____

By: _____

Date:

CITY OF NEWTON

By:

Mayor
Ruthanne Fuller

Digitally signed by Mayor
Ruthanne Fuller
Date: 2023.01.10 18:08:27
-05'00'

By:

Maureen Lemieux

Digitally signed by Maureen
Lemieux
Date: 2023.01.10 18:31:02 -05'00'

By:

Michelle Pizzi
OBrien

Digitally signed by Michelle
Pizzi O'Brien
Date: 2023.01.09 16:12:01
-05'00'

By:

[Handwritten signature]
CHIEF

George R.
McMains

Digitally signed by George R. McMains
DN: cn=George R. McMains, o=Newton
Police Department, ou,
email=gmcmains@newtonma.gov, c=US
Date: 2023.01.11 08:07:40 -05'00'

By:

[Handwritten signature]

Date:

END OF DOCUMENT

[Handwritten signature]