



Finance Committee Agenda

City of Newton In City Council

Monday, April 10, 2023

The Finance Committee will hold this meeting as a virtual meeting on Monday, April 10, 2023, at 7:00 pm. To view this meeting using Zoom use this link: <https://us02web.zoom.us/j/81271626383> or call 1-646-558-8656 and use the following Meeting ID: 812 7162 6383

Items scheduled for discussion:

- #56-23 Requesting a discussion regarding the Use of Revolving Accounts**
COUNCILORS ALBRIGHT, GROSSMAN, AND OLIVER requesting a discussion with the Law Department and each City department regarding the use of revolving accounts with possible ordinance amendments if needed.
- #247-22 Establishing a departmental revolving account within the Department of Public Works Fleet Division**
HER HONOR THE MAYOR requesting the authorization to establish a departmental revolving account within the Department of Public Works Fleet Division per MGL Chapter 44, Section 53E1/2. The revenue is being generated from the sale of surplus Public Works equipment and parts through government auction. The Department would like to request an annual spending limit of \$200,000.
Finance Held 8-0 on 04/11/22
- #124-23 Reappointment of Carl F. Valente to the Financial Audit Advisory Committee**
PRESIDENT ALBRIGHT reappointing Carl F. Valente, 84 Sumner Street, Newton as a member of the Financial Audit Advisory Committee for a term of office to expire on April 21, 2026. (60 days: 06/02/2022)

Chair's Note: *It is the Chair's intent to entertain a motion of no action necessary on the following item.*

- #435-22 Appropriate \$60,826.31 for McKinney-Vento Homeless Student Transportation**
SCHOOL COMMITTEE requesting that the City Council approve authorizing the Mayor to appropriate the state reimbursement of sixty thousand eight hundred twenty-six dollars and thirty-one cents for McKinney-Vento and Foster Care Transportation funds from the general fund to the School Department.

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: 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.

#247-22



City of Newton, Massachusetts
Office of the Mayor

RUTHANNE FULLER
MAYOR

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(617) 796-1100

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(617) 796-1113

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(617) 796-1089

E-mail
rfuller@newtonma.gov

March 28, 2022

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 the authorization to establish a departmental revolving account within the Department of Public Works Fleet Division per MGL Chapter 44, Section 53E¹/₂. The revenue is being generated from the sale of surplus Public Works equipment and parts through government auction. The Department would like to request an annual spending limit of \$200,000.

The revolving fund will be used to fund equipment expenses within the Fleet Division, such as the update of the fuel station pedestals, hardware, and software at both the Crafts and Elliot Street Yards. The existing fuel management system is beyond its useful life, as it is over twenty years old. The software is obsolete as accessing all its functions is reliant on the Microsoft XP operating system, which is no longer supported by Microsoft.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in black ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor

CITY CLERK
NEWTON, MA. 02459

2022 MAR 28 PM 5:37

RECEIVED

City of Newton

DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Ruthanne Fuller
Mayor

To: Maureen Lemieux, Chief Financial Officer
Jonathan Yeo, Chief Operating Officer

From: James McGonagle, Commissioner of Public Works

Subject: Request to Establish a Revolving Account – Fleet Division

Date: March 28, 2022

I respectfully request that the Mayor docket the following request to establish a departmental revolving account within the Department of Public Works Fleet Division per MGL Chapter 44, Section 53E¹/₂. The revenue is being generated from the sale of surplus Public Works equipment and parts through government auction. The Department would like to request an annual spending limit of \$200,000.

The revolving fund will be used to fund equipment expenses within the Fleet Division, such as the update of the fuel station pedestals, hardware, and software at both the Crafts and Elliot Street Yards. The existing fuel management system is beyond its useful life, as it is over twenty years old. The software is obsolete as accessing all its functions is reliant on the Microsoft XP operating system, which is no longer supported by Microsoft.

Thank you for your consideration of this matter.

James McGonagle
Commissioner

Telephone: (617) 796-1009 • Fax: (617) 796-1050 • jmcgonagle@newtonma.gov

CITY OF NEWTON

DOCKET REQUEST FORM

RECEIVED

2023 MAR 21 PM 5:43

CLERK
MA. 02459

DEADLINE NOTICE: Council Rules require items to be docketed with the Clerk of the Council NO LATER THAN 7:45 P.M. ON THE MONDAY PRIOR TO A FULL COUNCIL MEETING.

To: Clerk of the City Council

Date: 03/21/2023

From (Docketer): Council President Susan Albright

Address: _____

Phone: _____

E-mail: _____

Additional sponsors: _____

1. Please docket the following item (it will be edited for length if necessary):

PRESIDENT ALBRIGHT reappointing Carl F. Valente, 84 Sumner Street, Newton as a member of the Financial Audit Advisory Committee for a term of office to expire on April 21, 2026.

2. The purpose and intended outcome of this item is:

- Fact-finding & discussion
- Appropriation, transfer,
- Expenditure, or bond authorization
- Special permit, site plan approval,
- Zone change (public hearing required)

- Ordinance change
- Resolution
- License or renewal
- Appointment confirmation
- Other: _____

3. I recommend that this item be assigned to the following committees:

- | | | |
|--|---|--|
| <input type="checkbox"/> Programs & Services | <input checked="" type="checkbox"/> Finance | <input type="checkbox"/> Real Property |
| <input type="checkbox"/> Zoning & Planning | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Special Committee |
| <input type="checkbox"/> Public Facilities | <input type="checkbox"/> Land Use | <input type="checkbox"/> No Opinion |

4. This item should be taken up in committee:

Immediately (Emergency only, please). Please state nature of emergency:

- As soon as possible, preferably within a month
- In due course, at discretion of Committee Chair
- When certain materials are made available, as noted in 7 & 8 on reverse
- Following public hearing

PLEASE FILL OUT BOTH SIDES

5. I estimate that consideration of this item will require approximately:

- One half hour or less
- More than one hour
- More than one meeting
- Up to one hour
- An entire meeting
- Extended deliberation by subcommittee

6. The following people should be notified and asked to attend deliberations on this item. (Please check those with whom you have already discussed the issue, especially relevant Department Heads):

City personnel

Citizens (include telephone numbers/email please)

- | | |
|--------------------------------|--------------------------------|
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |

7. The following background materials and/or drafts should be obtained or prepared by the Clerk's office prior to scheduling this item for discussion:

8. I have or intend to provide additional materials and/or undertake the following research independently prior to scheduling the item for discussion. *

(*Note to docketer: Please provide any additional materials beyond the foregoing to the Clerk's office by 2 p.m. on Friday before the upcoming Committee meeting when the item is scheduled to be discussed so that Councilors have a chance to review all relevant materials before a scheduled discussion.)

Please check the following:

- 9. I would like to discuss this item with the Chairman before any decision is made on how and when to proceed.
- 10. I would like the Clerk's office to contact me to confirm that this item has been docketed. My daytime phone number is:
- 11. I would like the Clerk's office to notify me when the Chairman has scheduled the item for discussion.

Thank you.

/s/Susan Albright
Signature of person docketing the item

[Please retain a copy for your own records]

Application Form

Profile

Carl F Valente
First Name Middle Initial Last Name

[Redacted]
Email Address

84 Sumner Street
Home Address Suite or Apt

Newton MA 02459
City State Postal Code

What Ward do you live in?

[X] Ward 6

[Redacted]
Primary Phone Alternate Phone

Retired Town Manager
Employer Job Title

Which Boards would you like to apply for?

Financial Audit Advisory Committee: 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 served in local government management positions for nearly all of my 40 year professional career. Even after I 'retired' I have done municipal consulting, primarily in the finance area. For the first 13 or so years my focus was in municipal finance. When I moved to chief executive positions, I continued to keep abreast in local government financial management and the network of finance professionals. I learned early on in my career, from one of my mentors, that just about everything in local government revolves around finances, a key competency for a municipal manager. I found that advice to be true to this day. There are few normative standards in municipal finance and no one correct way to manage a city or town finances. That being said, I would hope to be able to assist the City in overseeing its finances and financial management practices based on my experiences, my sense of best practices and an overall interest in this aspect of local government.

cfv_resume_v2.docx
Upload a Resume

Carl F. Valente

84 Sumner Street ~ Newton Center, MA 02459-1958
[REDACTED]

Professional Experience

Town Manager, Lexington MA, 2005 to August 2018 (retirement)

Perform local government chief executive duties for town of 32,000, including oversight of all Town operating departments, appointment and management of all Town staff and negotiations of all contracts.

- Prepare and recommend to Board of Selectmen the annual operating and capital budget.
- Conduct all collective bargaining with ten municipal unions, the Employee Health Insurance Coalition, and serve as voting member of the School Committee for the purpose of School Department collective bargaining contracts.
- Responsible for the Town's economic development efforts, including negotiating mitigation agreements related to significant commercial developments.

Town Manager, Weston MA, 2001 to 2005

First Town Manager of town of 11,500 after Charter Change. Perform local government chief executive duties, including oversight of all Town operating departments under the jurisdiction of the Board of Selectmen.

- Develop and propose to the Board of Selectmen and Finance Committee a consolidated operating and capital budget for all general government departments.
- Develop programs and strategies to advance the general policies and directions of the Board of Selectmen.
- Provide leadership in bringing together senior staff for inter-departmental, customer driven solutions.
- Represent the Town before State and local officials, business representatives and citizen groups.

Town Administrator, Needham MA, 1990 to 2001

Chief Administrative Officer of town of 28,000. Responsible for overseeing all operating departments under the jurisdiction of the Board of Selectmen.

- Develop all revenue and long-term financial projections.
- Develop and propose to the Board of Selectmen and Finance Committee the capital improvement plan.
- Develop programs and strategies to advance the general policies and directions of the Board of Selectmen.
- Conduct all collective bargaining with municipal unions.
- Serve as staff or member of numerous Town committees

Director of Finance, Needham MA, 1988 to 1990

Chief Financial Officer responsible for planning and directing the Town's financial management operations, and for overseeing the Comptroller's Office, Treasurer/Collector's Office, Information Services and all Risk Management activities.

Section Chief for Technical Assistance, Massachusetts Department of Revenue, Division of Local Services Boston MA, 1984 to 1988

Directed a technical assistance and training program that worked toward building the financial management capacity of appointed and elected officials in Massachusetts cities and towns. Organized and led a staff of six professionals to provide local officials with assistance in budgeting, cash management, capital planning, forecasting, reorganization studies and other financial management programs.

- Produced technical assistance manuals and conducted financial management workshops.
- At request of local officials, conducted studies of a community's overall financial condition, identifying strengths and weaknesses in the revenue, expenditure and debt structure.

Director for Financial Management, International City/County Management Association (ICMA) Washington DC 1979 to 1984

Directed technical assistance and training projects whose goals were to: 1) enhance the ability of municipal managers to understand and better manage the financial operations in their communities; and 2) enable municipal managers to examine creative alternatives for providing and funding municipal services. Authored or co-authored publications on local government financial management topics, including alternative service delivery techniques, exemplary financial management practices, and use of the Financial Trend Monitoring System (FTMS) for evaluating of municipal financial health.

Cost and Price Analyst, Intern, US Army Computer Systems Selection and Acquisition Agency Boston MA Summer 1978

Education

Master of Public Administration, University of Hartford, 1978

Bachelor of Arts, Political Science, University of Connecticut, 1976

Credentialed Manager, International City/County Management Association, 2004-2018

Affiliations

International City/County Management Association (ICMA)

- ICMA Emerging Leaders Development Program – Mentor

Massachusetts Municipal Management Association (MMMA)

- President, 2001
- Executive Committee, 1995-2001
- Chair of following committees: Program Committee (1994-1995), Scholarship Committee (1997-2001), Website Committee (2004 – 2018), Legal Assistance Fund Committee (2011-2018). Member: Future Managers Committee (2010 – 2018)

Massachusetts Municipal Association (MMA)

- President, 2001
- Board of Directors, 1995-1996 and 1999-2001
- Public Works and Transportation Policy Committee, 2005-2013