



Finance Committee Report

City of Newton **In City Council**

Monday, January 25, 2016

Present: Councilor Gentile (Chair), Ciccone, Norton, Brousal-Glaser, Rice, Blazar, Fuller, and Lappin
City staff present: Sally Pellegrom (Cousens Fund Administrator), Maura O'Keefe (Assistant City Solicitor), Jim McGonagle (Commissioner of Public Works), David Wilkinson (Comptroller), and Maureen Lemieux (Chief of Staff/Chief Financial Officer)

#355-15 Appointment by the Mayor to the Trustee of the Cousens Fund

WILLIAM PAPPAS, 70 Prospect Street, West Newton, appointed as a Trustee of the Horace Cousens Industrial Fund for a term to expire on June 1, 2018. (60 days 02/19/16) [12/07/15 @ 1:16 PM]

Action: Finance Approved 7-0 (Ciccone not voting)

Note: Administrator of the Cousens Fund Sally Pellegrom and William Pappas joined the Committee to discuss Mr. Pappas' appointment as a Trustee of the Horace Cousens Industrial Fund. Mr. Pappas provided the Committee with his background and why he wishes to serve as a trustee.

Mr. Pappas is a retired dentist, who has lived in Newton since 1978. He served in the military and when Mr. Pappas set up his dental practice, he started a program to provide free dental services to indigent veterans. Now that he has some free time, he is looking to give back to the community.

Ms. Pellegrom explained that the Cousens Fund is a charitable trust that provides financial aid to residents. There are three trustees that make the decision to approve or not to approve a resident's application for aid. The trustees are generally long-time residents of Newton, who want to give back. The trustees meet once a month and Ms. Pellegrom feels that they set a community standard for service to their community. Mr. Pappas would be filling Lane Sofman's position. Mr. Sofman has served as a trustee for close to 30 years. The Committee thanked Mr. Pappas for his commitment to serve in the City in this capacity. With that, Councilor Fuller moved approval, which carried unanimously.

#28-16 Appt to Financial Audit Advisory Committee by the President of the Council

DAVID SPECTOR, 34 Lombard Street, Newton appointed as a member of the FINANCIAL AUDIT ADVISORY COMMITTEE for a term to expire on February 1, 2019. [01/08/15 @ 2:31 PM]

Action: Finance Approved 8-0

Note: David Spector is being appointed to the Financial Audit Advisory Committee to fill a vacancy as a result of Gail Deegan's resignation. Councilor Fuller, Chair of the Financial Audit Advisory Committee, interviewed qualified candidates to fill the position and found that Mr.

Spector's extensive financial experience was the perfect fit for the Committee. Mr. Spector is a long-term resident of Newton. He has been a banker with a focus on corporate and commercial banking for over 33 years. He has worked with a number of municipalities in the past and is familiar with aspects of municipal finance. He was employed by Bank of America and its predecessors for a number of years and is currently the Executive Vice President of Credit at Santander Bank NA. His current position requires less travelling, which gives Mr. Spector a great opportunity to volunteer time to the City.

The Committee members thanked Mr. Spector for his willingness to volunteer his expertise and time. Councilor Fuller moved approval, which carried unanimously.

#14-16 Mayor's appointment of Charles Grillo as a Constable

CHARLES V. GRILLO, 1011 Washington Street, Newtonville appointed as a Constable for the City of Newton for a term of office to expire January 31, 2019. [12/28/15 @ 8:28 PM]

Action: Finance Approved 8-0

Note: Charles Grillo joined the Committee for discussion of his appointment as a Constable for the City of Newton. Mr. Grillo recently moved from Boston, where he served as a constable for over 14 years. He is also a licensed realtor, private detective, and notary public. He would like to continue as a Constable in Newton. Mr. Grillo has met with Lieutenant Apotheker to discuss Constable duties, guidelines, and requirements.

The Chair suggested that Mr. Grillo contact Jeff Silton, who is a long-serving Newton Constable, if he has any questions. Mr. Grillo is fairly confident he knows the job requirements but will contact Mr. Silton, if necessary. He expects to work hand in hand with law enforcement similar to how he operated in Boston.

Mr. Grillo has filed the appropriate paper work including a Constable's Bond with the City Clerk's Office. Councilor Brousal-Glaser moved approval, which carried by a vote of eight in favor and none opposed.

#13-16 Mayor's reappointment of Maria Rosen as a Constable

MARIA BIANCHI ROSEN, 41 Aspen Avenue, Auburndale reappointed as a Constable for the City of Newton for a term of office to expire December 6, 2018. [12/28/15 @ 8:28 PM]

Action: Finance Approved 8-0

Note: As Maria Bianchi Rosen has served as a constable in the City of Newton for a number of years, the chair did not feel it was necessary for her to attend the meeting to discuss her reappointment. Ms. Rosen is also well-known to the Chair and other members of the Finance Committee. All of the appropriate documents including a Constable's Bond have been submitted to the City Clerk's Office. Councilor Ciccone moved approval of Ms. Rosen's reappointment, which carried by a vote of eight in favor and none opposed.

#29-16 Request to authorize a settlement for damages caused by a city vehicle
HIS HONOR THE MAYOR requesting authorization to appropriate and expend nine thousand three hundred sixty-two dollars and fifty-eight cents (\$9,362.58) from the Judgements and Settlements Account to cover the full and final settlement from damages caused by a City of Newton vehicle. [01/12/16 @ 1:57 PM]

Action: Finance Approved 8-0

Note: Assistant City Solicitor Maura O’Keefe reviewed the request to authorize expenditure of \$9,362.58 to settle a case resulting from an accident involving a City vehicle. A City asphalt truck struck a car on Austin Street on February 20, 2015. As the vehicles passed each other, a lever attached to the City vehicle hit a car causing significant damage. The car was deemed a total loss by the owner’s insurance company, Quincy Mutual Insurance.

Quincy Mutual Insurance filed a claim with the City for \$12,483.44 for damages. The Law Department did an investigation into the accident and determined that it was reasonable to assume that a court would find the City liable for the accident. After negotiating with Quincy Mutual Insurance, the City offered a settlement of \$9,362.58, which was accepted. The car owner will receive the remainder of the vehicle worth from the insurance company. Councilor Lappin moved approval, which was supported unanimously.

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEE

#30-16 Transfer from budget reserve to DPW for snow removal
HIS HONOR THE MAYOR, requesting authorization to transfer the sum of one million dollars (\$1,000,000) from Budget Reserve – Snow and Ice Removal Account to the following accounts:
Personnel Costs – Overtime
(0140110-513001)..... \$ 300,000
Rental Vehicles
(0140110-5273-5273)\$700,000
[01/19/16 @ 11:41 AM]

Public Facilities Approved 6-0 on 01/20/16

Action: Finance Approved 8-0

Note: Commissioner of Public Works Jim McGonagle presented the request for \$1 million from the budget reserve for snow and ice. The Department of Public Works begins each fiscal year with \$1 million for snow and ice operations. The Comptroller’s budget contains a budget reserve account for snow and ice removal. The docket request is to transfer \$1 million in the budget reserve – snow and ice account to the Department of Public Works snow and ice overtime accounts and snow and ice rental vehicles.

The Public Works Department has spent \$709,000 of the \$1 million in the department’s budget for three snow and/or ice events. The expended money does not include the cost of this past weekend’s snow clearing operations. The \$709,000 includes money to replenish the salt

supply, fund the new GPS tracking system, and prepare all of the department's vehicles for the winter season. Commissioner McGonagle provided data on the cost per inch for snow removal over the past few years. The costs range from \$49,000 per inch to \$78,000 per inch. The department is currently at \$102,000 per inch but that figure includes the vehicle maintenance and salt purchase. The department spent approximately \$263,000 for salt and \$108,000 for vehicle maintenance this fiscal year, which puts the cost per inch this winter at approximately \$70,000. The first storm was handled in-house and the next two were handled in-house forces with a small contingent of contractors with salt spreaders. The last storm was handled by both in-house forces and all of the City's snow and ice contractors.

The Public Works Department uses three contractors for street snow and ice removal. The contractors' bids are based on routes and cost per inch for snow removal. It is not linear bid by the contractors because they generally provide costs for ranges of inches. The snow contracts will be rebid for this upcoming fiscal year.

The requested \$1 million would be used to fully fund the last snow operation and provide additional funding the department's budget for the next snow operation. The Chair asked that the Commissioner keep a close eye on the cost per inch for snow removal, as it is important to keep snow removal costs in line with the budget, if possible. Any unused funds in the snow and ice removal accounts will be turned back to the general fund at the end of the season. The Committee members understood the need to provide the requested funding. Councilor Lappin moved approval of the item which carried by a vote of eight in favor and none opposed. Note: Comptroller David Wilkinson provided the attached Snow and Ice Control Expenditure Budget after the meeting.

#190-15 **Discussion of a policy to record all meetings and post all meeting materials online**
ALD. SANGIOLO requesting a discussion with the Executive Department relative to creating a policy to require audio recordings of all meetings of boards and commissions and requiring them to be posted to the City's website, as well as posting of all documentation that is reviewed by boards and commissions and/or by their designated City staff member.

Action: **Finance Held 8-0**

Note: Councilor Sangiolo requested hold on the item for discussion at a later date, as she was unavailable to attend the meeting. Committee members suggested that Councilor Sangiolo speak with the Executive Department regarding creation of the requested policy before the item is discussed. Councilor Brousal-Glaser moved hold on the item, which carried unanimously.

The Committee adjourned at 7:50 PM. Draft Council Orders for the above items that are recommended for City Council action are attached.

Respectfully submitted;
Leonard J. Gentile, Chair

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That in accordance with the recommendation of His Honor the Mayor and with the confirmation of the Honorable Board of Aldermen, be it known that WILLIAM PAPPAS is hereby appointed as a member of the BOARD OF TRUSTEES OF THE HORACE COUSENS INDUSTRIAL FUND for a term to expire June 1, 2018.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That in accordance with the recommendation of His Honor the Mayor and with the confirmation of the Honorable Board of Aldermen, be it known that DAVID SPECTOR is hereby appointed as a member of the FINANCIAL AUDIT ADVISORY COMMITTEE for a term to expire February 1, 2019.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

CITY OF NEWTON

IN BOARD OF ALDERMEN

2016

ORDERED:

That in accordance with the recommendation of His Honor the Mayor and with the confirmation of the Honorable Board of Aldermen, be it known that CHARLES V. GRILLO is hereby appointed as a CONSTABLE for the City of Newton for a term to expire January 31, 2019.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

CITY OF NEWTON

IN BOARD OF ALDERMEN

2016

ORDERED:

That in accordance with the recommendation of His Honor the Mayor and with the confirmation of the Honorable Board of Aldermen, be it known that MARIA BIANCHI ROSEN is hereby re-appointed as a CONSTABLE for the City of Newton for a term to expire December 6, 2018.

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

CITY OF NEWTON

IN CITY COUNCIL

2016

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chairman Leonard J. Gentile, authorization to settle a claim and the transfer of funds in the amount of nine thousand three hundred sixty-two dollars and fifty-eight cents (\$9,362.58) from the Liability Self Insurance fund to the Law Department's Judgments and Settlements Account for the purpose of settling a claim that arose as an automobile accident involving a City vehicle, be and is hereby approved as follows:

FROM:	Liability Self Insurance Fund (43-5901).....	\$9,362.58
TO:	Legal Claims/Settlements (0110893-5725).....	\$9,362.58

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date _____

CITY OF NEWTON, MASSACHUSETTS
GENERAL FUND
PUBLIC WORKS DEPARTMENT SNOW AND ICE CONTROL
EXPENDITURE BUDGET TO ACTUAL REPORT
July 1, 2015 - January 26, 2016

		<u>Original Budget</u>	<u>Revised Budget</u>	<u>Expended</u>	<u>Encumbered</u>	<u>Available Balance</u>
0140110	513001 REGULAR OVERTIME	\$ 200,000.00	\$ 195,000.00	\$ 176,234.13	\$ -	\$ 18,765.87
0140110	513001A REG OVERTIME-BLDG/SCHLS	33,300.00	33,300.00	2,210.97	-	31,089.03
0140110	513001E OVERTIME/VEH MAINT-SNOW	-	5,000.00	-	-	5,000.00
0140110	514311 SNOW STAND-BY PAY	30,000.00	30,000.00	40,141.58	-	(10,141.58)
0140110	514318 SNOW WATCH PAY	20,000.00	20,000.00	8,498.16	-	11,501.84
0140110	514321 PROMPTNESS PAY STIPEND	-	-	190.57	-	(190.57)
0140110	52403 MOTOR VEHICLE R-M	-	15,560.65	15,560.65	-	-
0140110	52410 SOFTWARE MAINTENANCE (GPS)	-	56,892.55	56,892.55	-	-
0140110	5273 RENTAL - VEHICLES	200,000.00	44,692.88	4,924.00	2,838.00	36,930.88
0140110	5273A RENTAL-VEH BLDG/SCHLS	100,000.00	100,000.00	5,400.00	30,000.00	64,600.00
0140110	5273C RENTAL-BOB CATS/SNOW BL.	-	37,871.47	10,995.42	26,876.05	-
0140110	5386 WEATHER FORECAST SVS	1,700.00	1,550.45	1,495.00	-	55.45
0140110	5484 VEHICLE REPAIR PARTS	75,000.00	132,000.00	88,710.63	30,083.14	13,206.23
0140110	5532 SAND & SALT	335,000.00	324,278.00	223,607.40	94,885.60	5,785.00
0140110	5712 REFRESHMENTS/MEALS	-	149.55	-	-	149.55
0140110	5783 PRIVATE PROPERTY DAMAGE	5,000.00	5,000.00	-	-	5,000.00
0140110	57MEDA MEDICARE PAYROLL TAX	-	-	2,903.87	-	(2,903.87)
0140110	58502 CONSTRUCTION EQUIPMENT	-	12,600.00	-	12,600.00	-
	2016 BUDGET	<u>1,000,000.00</u>	<u>1,013,895.55</u>	<u>637,764.93</u>	<u>197,282.79</u>	<u>178,847.83</u>
0140110	R52403 MOTOR VEHICLE R-M	3,407.28	3,407.28	3,014.00	392.88	0.40
0140110	R52409 R&M PUBLIC PROPERTY	6,961.00	6,961.00	8.25	6,952.75	-
0140110	R52410 SOFTWARE MAINTENANCE	82.39	82.39	-	82.39	-
0140110	R5460 GROUNDS MAINT SUPPLIES	2,000.00	704.45	704.45	-	-
0140110	R5484 REPAIR PARTS	3,919.36	3,919.36	3,656.42	199.70	63.24
0140110	R58502 CONSTRUCTION EQUIPMENT	5,640.00	5,000.00	5,000.00	-	-
	2015 CONTINUED APPROPRIATIONS	<u>22,010.03</u>	<u>20,074.48</u>	<u>12,383.12</u>	<u>7,627.72</u>	<u>63.64</u>
	TOTAL	<u>\$ 1,022,010.03</u>	<u>\$ 1,033,970.03</u>	<u>\$ 650,148.05</u>	<u>\$ 204,910.51</u>	<u>\$ 178,911.47</u>

CITY OF NEWTON
IN BOARD OF ALDERMEN

2016

ORDERED:

That, in accordance with the recommendation of the Public Facilities and the Finance Committees through their respective Chairmen Deborah J. Crossley and Leonard J. Gentile, the transfer of the sum of one million dollars (\$1,000,000) from the Budget Reserve - Snow/Ice Removal to the Public Works Department is hereby approved as follows:

FROM:	Budget Reserve – Snow & Ice (0110498-5794).....	\$1,000,000
TO:	Regular Overtime (0140110-513001).....	\$300,000
	Rental Vehicles (0140110-5273).....	\$700,000

Under Suspension of Rules
Readings Waived and Approved

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI D. WARREN
Mayor

Date: _____