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June 10, 2008 through June 23, 2008

REPORT OF THE COMMITTEE ON FINANCE

The Committee on Finance convened as a Committee of the Whole, for the purpose of discussing the FY 2009 Budget, as follows:

June 10, 2008:

List of Attendees: Chairman Maryann Heuston presiding and Committee Members Aldermen Sean O'Donovan, Walter Pero, William Roche, William White, Dennis Sullivan, Thomas Taylor, Rebekah Gewirtz, Bruce Desmond, John Connolly and Robert Trane also present and voting. Also present were Mayor Joseph Curtatone, Mike Lambert of the Mayor's Office, Chief Financial Officer Edward Bean, Richard Brescia from Assessing, Gerry Boyle from Capital Planning, Stephanie Hirsch from Somerstat, Rositha Durham from Purchasing, Kate Ashton from Grants, Phyllis Shea from Payroll, Kenneth Costa from Auditing, Linda Dubuque from Treasury and interested members of the public.

Budget Presentation: Mayor Curtatone gave an overview of the FY-09 budget and highlighted the following:

- FY-09 Proposed Appropriations = \$165,097,540 (an increase of \$7,067,214 or 4.5%)
- The per capita general fund expenditures are the lowest of any city in the commonwealth with a population over 50,000

Cost Drivers

- Health insurance (15% of budget)
- Energy and utility costs
- Pensions (8% of budget)

Utility/Energy Costs

- City participates in a regional purchasing consortium for gasoline and heating oil, paying about 75% of the price consumers at the pump

- Some vendor costs have increased to cover transportation costs
- Liquid asphalt rose from \$394 per ton to \$600 per ton in less than a year
- Implemented the ESCO project and savings will be seen in FY-09
- The ESCO savings will be \$2.7 million over a 20-year period

Revenue – Property Tax

- Property tax levy is \$91,871,710 (up \$3,641, 108 or 4.13%)
- In FY-09, property taxes fund 52% of the budget (as opposed to 41% in FY-01)
- New growth to date = \$1,400,000. This should improve next year as new commercial growth broadens the tax base
- A recent court decision leaves telecommunications companies subject to property tax valuation (approximately \$104,000)

Revenue –State Aid (based on FY-09 Senate Ways and Means)

- FY-09 local aid receipts = \$53,491,232
- The local aid receipts are up \$649,482, but offset by increased state charges of \$337,084, for a net increase in state aid of \$312,398
- Total education aid increased by \$263,864 (1.6%)

Revenue – Local Receipts

- Several fee and permit levels raised in FY-09 budget
- New lien process initiated for collection of unpaid non-criminal violations (demand notices will be sent for \$220,000 in unpaid taxes and fees)

Salaries & Benefits

- Accounts for 77.5% of the budget
- Contract settlements and other provisions added \$2.9 million to the base
- \$4.1 million is budgeted in salary contingency for ongoing collective bargaining negotiations and salary adjustments
- Pension costs are up \$590,015
- The return on retirement system investments in calendar year was 12.14%

Health Care Costs

- Costs are expected to increase 12% per year in Somerville, on average
- Actual claims running 12% to 15% below budget projections
- Projected expenses for FY-09 are \$30,390,739 (an 8.2% increase)
- The FY-09 net appropriation is \$24,734,465 (after grants, contributions, etc.)
- Raising employee contributions mitigates the escalation – it doesn't decrease cost

Education Spending

- Funded at \$48,785,700 (an increase of \$2 million)
- Somerville's per pupil expenditure in 2007 was \$15,369 (the statewide average was \$11,868)

New Initiatives-Public Safety

- Decentralization of operations by establishing East and West Somerville Police Substations
- Civilianize police positions in Records Bureau and Detail Office
- Reorganize command staff
- Establish a K-9 Unit
- Hire a Part-Time Animal Control Officer
- Implement a Rescue Company with 8 additional firefighters hired as part of SAFER Grant (75% federal funding)
- Re-establish Engine 4 next Spring

New Initiatives – Customer Service

- Expand 311 Call Center hours
- Install on-line kiosk at Traffic & Parking
- Install an after hours drop box at City Hall for payments.
- Expand on-line payment via credit cards

New Initiatives – Quality of Life

- Complete reconstruction of Somerville Avenue
- Reconstruct 40+ streets and plant 230 new trees
- Finish renovations on Central Library
- Begin needed school building renovations
- Begin construction of Albion, Grimmons and Hodgkins Parks
- Complete reconstruction of Central Hill Park
- Complete construction of park at Somerville Junction, Zero New Washington Street
- Renovate old Engine 3 living quarters and move firefighters back into the space
- Expand the Summer Jobs Program for Youth
- Hire a Mental Health Coordinator at the Council on Aging to provide services to seniors
- Increase Veterans benefits
- Launch weekend hours at the branch libraries

New Initiatives – Management Accountability

- Fund charter study to modernize the City's organizing document.
- Implement the Kronos time and attendance system to ensure accurate reporting and accountability

New Initiatives – Environment

- Expand procurement of green roof technologies for city facilities
- Utilize SMART CARS
- Reduce Citywide municipal energy consumption by 20% below FY-06 Levels

Assessing:

Alderman White requested that Mr. Brescia prepare a list of exemptions, by category, breaking it down by 1, 2, 3 and 4 family structures and that the total number of parcels be included

Treasury:

- Data processing and maintenance for payroll will increase by \$25,000

Purchasing:

- City has hosted meetings to encourage minority owned business to come to Somerville
- A Construction Procurement Manager's position is being sought to work on various city construction projects, guiding the regular project managers in performing their duties

Auditing:

Deputy City Auditor, Ken Costa, told the members that approximately \$2.2 million of debt service needs to be pushed out as far as possible so that the payments won't be due now. Mr. Bean stated that Congressman Capuano advised the city not to go long term now, but to go short term and wait to see what happens with the economy. At the present time, the city has \$8.1 million in free cash.

Grants:

- Over \$4 million in grant funding was awarded to Somerville in FY-08
- In FY-09, efforts will be made to secure grant funding to combat drug and alcohol use among youth, to contribute to public safety, to upgrade the city's open space and for economic development and environmental initiatives

June 11, 2008:

List of Attendees: Chairman Maryann Heuston presiding and Committee Members Aldermen Sean O'Donovan, William Roche, William White, Dennis Sullivan, Thomas Taylor, John Connolly, Bruce Desmond, Walter Pero, John Connolly and Robert Trane also present and voting. Also present were Mike Lambert of the Mayor's Office, Chief Financial Officer Edward Bean, Solicitor John Gannon, Asst. Solicitor Robert Collins, City Clerk John Long, Nancy Milnor from the Library, Police Chief Anthony Holloway, Cindy Hickey from the Council on Aging, Greg Jenkins from the Arts Council, Gerry Boyle from Capital Projects, Monica Lamboy, Mark Friedman, Robert May, Phil Ercolini, Arne Franzen, Madeleine Masters, Anne Thomas and George Landers from SPCD and interested members of the public.

City Clerk:

- Maintained steady progress on the creation of a citywide municipal archive
- A new Legislative Tracking System is approximately 50 percent complete and scheduled for installation in early-mid FY-09
- Published a "Municipal Register," for the first time since 1998
- Updated the Licensing Commission's forms and posted the completed packages on the City's website
- Worked with many city departments to procure a business-licensing database solution
- Continued with the conversion of vital record to several new databases
- Improve Abutter Notification as directed by the Board of Aldermen
- Create Business-Licensing Database

Library:

- The average monthly circulation increased 6% in FY-08 vs. FY-07
- There will be a focus on community initiatives, planning for a new library and various other long-range goals during FY-09
- Plan and carry out repair and renovation work at the branches
- Launch weekend hours at the branches

Police:

Chief Holloway explained the reorganization of the department, reviewing the command structure and deployment of personnel throughout the city. The Chief said that he is not aware of any plans to consolidate E-911 and Fire Alarm, but he agreed to explore this option for the future. Equipment in the emergency control center needs to be updated and Alderman Desmond suggested that the Chief investigate leasing some equipment, so that it gets updated on a regular basis.

In the past 6 months, the department has requested the assistance of a K9 unit from State police twice. Each time, it took at least 30 minutes for the K9 to arrive on-site. The city could eliminate this critical delay by having its own K9 unit. Arrangements can be made for the dog to be donated to the city, so the

cost to the city would be minimal (for a kennel and vehicle). The K9 officer would have to commit to a 5-year assignment and must live in the city.

Chief Holloway informed the members that the Police Department's FY-09 budget request is 6% lower than last year's.

Alderman White stated that he will convene a Public Health and Public Safety Committee of the Whole meeting after the Police Department's assignment bid procedure, in September, and would request that the meeting be recorded for replay on the city's cable access channel so that the public might be informed of the department's restructuring.

Alderman White requested a breakdown of personnel for last 5 years, by rank.

Alderman White requested a sector map.

Alderman Desmond requested a breakdown for the computer equipment referenced in account line #54221.

Chairman Heuston requested the department's overtime figures, to date.

Alderman Pero requested the number and types of citations awarded to police personnel in the past year.

Council on Aging:

- 12,200 lunches are projected to be served to seniors during the coming fiscal year
- Increased the number of programs and activities offered at the Centers and senior participation through outreach and advertising and spending more time in senior buildings
- Expanded the social work office by making available a mental health counselor
- 675 contact calls were handled by the Mental Health Coordinator over a period of 8 months
- With the inclusion of the baby boomers, the number of seniors in the city will double to over 20,000 by the year 2012

Arts:

Mr. Jenkins briefly reviewed some of the Arts Council's initiatives, including ArtBeat (now in its 22nd year), ArtsUnion (a cultural economic development initiative within Union Square), Art in the Garden (a free summer drop-in program serving approximately 50 youth, ages 6-12, and their families), Mural Project, Books of Hope, the Illuminations Tour and Somerville Art Exhibits. With a \$10,000 grant from the National Endowment for the Arts, the council conducted a study within the Brazilian and Portuguese communities examining their artistic and cultural traditions with a specific focus on needs with the communities and how the council can better serve those communities.

Capital Projects:

Alderman O'Donovan was recused from this portion of the meeting.

- Managed the Argenziano School project to 100% percent completion
- Grant administration, design and installation of a 15 kilowatt photovoltaic array to produce renewable energy in accordance with a grant from the MTC
- Implementation of the City-Wide ESCO project
- Complete the Capital Needs Assessment to review and assess potential renovation issues at various city buildings
- Manage the design, bidding and contract administration for demolition and renovation projects in response to the fire at the East Somerville School

Strategic Planning and Community Development:

- Approximately 86% of the department's annual budget is grant funded, with over half of remaining 14% being used for the revenue-generating Inspectional Services Division
- No new positions are being requested and there is a decrease of \$46,000 for FY-09
- Negotiated an agreement with IKEA, giving Somerville residents preference in their hiring process
- Recruited and hired additional staff members in Economic Development, Parks & Open Space, Planning, Transportation & Infrastructure and Housing
- Drafted and submitted the Five-Year Consolidated Plan for the Department of Housing and Urban Development. (This plan was approved on April 23, 2008 by HUD with no revisions.)
- Secured \$40 million in transportation and infrastructure funding
- Received \$3,836,281 in Housing and Urban Development Community Development Block Grant, Emergency Shelter Grants and HOME entitlements
- Promoted development in Underutilized and Strategic Locations such as Union and Davis Squares
- Presented recommendations for expansion of Local Historic Districts
- Leveraged local, State and Federal funds to promote the redevelopment of brownfield sites
- Completed construction of the Ed Leathers (Kemp Nut) Park
- Processed 200 Condominium Conversions
- Distributed RFP for \$65,000 in grants for upcoming fiscal year, disbursed over \$400,000 in loans for development and implemented Tenancy Stabilization Pilot Program
- Successfully marketed and sold 8 inclusionary housing units
- Awarded over \$1.9 million for programs serving the homeless population
- Passed revisions to the Table of Permitted Uses eliminating or requiring special permit review of undesirable, hazardous, noxious, or auto-oriented uses
- Clarified and standardized the permitting process
- 1,793 permits were issued by Inspectional Service in FY-08

Alderman White requested a breakdown of expenditures and salaries for the department, showing where funding came from, i.e., city vs. federal.

Alderman White requested an accounting statement of funds in the affordable housing trust fund for the last 2 years.

Alderman White requested information on the number of citations issued and revenue received by the Inspectional Services Department.

Chairman Heuston stated that aldermen should have a way to contact code enforcement inspectors during off hours and Mr. Landers said that he would investigate whether those calls could be routed through fire alarm. Chairman Heuston also stated that there should be a way for aldermen to contact any city department, as necessary.

June 16, 2008:

List of Attendees: Chairman Maryann Heuston presiding and Committee Members Aldermen Sean O'Donovan, Walter Pero, William Roche, Dennis Sullivan, Thomas Taylor, John Connolly, William White, Rebekah Gewirtz, Bruce Desmond and Robert Trane also present and voting. Also present were Mike Lambert of the Mayor's Office, Chief Financial Officer Edward Bean, DPW Commissioner Stan Koty, Director of Operations Richard Willette, Water & Sewer Superintendent Carol Antonelli, Director of Engineering Charles O'Brien, Director of Administration and Finance Ginger Barrett, Environmental

Coordinator Vithal Deshpande, Highway Superintendent Steve MacEachern and interested members of the public.

DPW:

Alderman Heuston recused herself from the Administrative portion of the meeting.

FY-08 Review

- Completed the grind and overlay of 32 streets
- Implemented the ESCO project for municipal and school buildings
- Upgraded fire pull boxes and traffic signals throughout city
- Planted 120 new trees
- Shifted all DPW diesel vehicles to bio-diesel blend fuel
- Completed additional installation of wireless access to the HVAC systems and security systems for city buildings and schools
- Implemented a scheduled sidewalk sweeping program for parks and city squares using the new sidewalk sweepers
- Replaced 182 lead service lines as required by DEP
- Replaced approximately 11,000 feet of water mains

FY-09 Goals

- Improve Customer Service by extending office hours one evening per week
- Renovate and implement new Police substation in East Somerville
- Renovate old Engine 3 living quarters and move fire fighters back into the space
- Complete renovations on Central Library
- Install new handicap lift at the Traffic and Parking building
- Reduce citywide municipal energy consumption by 20 percent below FY2006 levels
- Maintain new bulletin boards in parks and in front of schools
- Implement a grease remediation program with the MWRA Toxic Control Program to eliminate unnecessary grease discharge into the system.
- Identify continuous trouble spots for backups and place on a monthly checklist to avoid reoccurring blockages to residents.

There has been a significant increase in energy costs, as follows:

	Budgeted in	Actual cost	% increase	Budgeted in	% increase
	FY-08	FY-08	Actual to budgeted	FY-09	FY-08 to FY-09
Motor Gas	\$460,500.00	\$625,000.00	36%	\$700,000.00	52%
Heating Oil	\$400,000.00	\$624,000.00	56%	\$700,000.00	75%
Natural Gas	\$577,500.00	\$600,000.00	4%	\$612,150.00	6%
Electricity	\$3,695,276.00	\$3,300,000.00	-11%	\$3,769,182.00	2%

Chairman Heuston requested information on the cost of maintenance contracts for HVAC (line 52059 in the Buildings and Grounds account).

Alderman White requested the energy usage figures for FY-06 vs. FY-07.

Chairman Heuston requested that Ms. Antonelli determine who has the authority to shut down a business for improper grease discharges into the sewer system.

Alderman Trane requested a listing of all city vehicles, to include age and mileage, for efficiency evaluation.

Alderman Pero requested the figures for gas consumption by SHA and its reimbursements made to the city.

Alderman White requested a breakdown of the amount spent on private contractors for snow removal during FY-08.

Alderman Gewirtz requested that information be provided supporting the Administration's green roof claims

June 18, 2008:

List of Attendees: Attendees: Chairman Maryann Heuston, Aldermen William Roche, Rebekah Gewirtz, William White, Thomas Taylor, John Connolly, Dennis Sullivan, Robert Trane and Walter Pero, School Superintendent Tony Pierantozzi, School Committee Members Paul Bockleman, Mark Niedergang, Teresa Cardoso, Mary Jo Rosetti, Maureen Bastardi, Adam Sweeting, Jamie Norton, Communications Director Tom Champion, Recreation Superintendent James Halloran, Election Commissioner Nick Salerno, Director of Traffic and Parking James Kotzuba, Personnel Director Richard Tranfaglia, Director of Health Noreen Burke and interested members of the public.

School Department:

- 700 GED diplomas awarded
- Special Education Circuit Breaker reimbursed \$977,094
- Approx 24% of students receive some kind of SPED services (\$12.4 million)
- \$3.8 million per year for out of district placement for 65 students
- Per Pupil expenditure includes all funds, including grants and revolving accounts
- 64% of students live at or below the poverty line
- FY-09 projection is for approximately 100 less students overall
- 20% of students are mobile
- Increase of 1 administrator, net increase of 2 teachers, 1 less paraprofessional
- Net increase of 4.5 employees
- There is a tax revenue increase of \$1,658,374 and a Chapter 70 revenue increase of \$341,626 in FY-09
- Budget = \$48,785,700 for FY-09 (increase of 4.27%)

The primary education enrollment numbers are increasing and the prediction is for a leveling off for several years, followed by an increase in 4 to 6 years. To maximize the available funds, an accelerated purchasing plan for new technology was implemented, allowing the School Department to pre-purchased high tech phones, printers, duplicators and computers at a reduced cost. As of 1 month ago, all computers in the schools were networked. Negotiations over rent for the department's central office space were successful in reducing the rent increase from \$16,000 to \$5000. Overall, the school district rents 10,000 square feet of space from Tufts (TAB) at a cost of \$250,000. The Winter Hill Community School is one of most critical in terms of location, having a dense population per unit. Improvements are being funded to spruce up the

facility, but all being said, it is extremely viable. Alderman Trane recommended that technology upgrades for students be listed as a goal in future budgets and he suggested that the School Department and the City explore a program to assist with purchasing/providing computers to students. Several members commented on the level of detail and transparency of the School Department's budget and thanked the Superintendent, School Committee and staff for their efforts.

Alderman White requested information on the number of students who received SPED services last year.

Alderman Connolly requested information on the number of students per computer.

Alderman Sullivan requested information on the pass grades for MCAS.

Communications:

During FY-09, the Communications Department will renegotiate the cable lease with RCN and complete the next phase of Wi-Fi planning and development with the Information Technology Department. Communications staff will work with SomerStat, the Multicultural Commission and other City resources to explore the potential for development of separate Connect CTY calling databases for residents preferring calls in Spanish, Portuguese and/or Haitian Creole. The Connect CTY cost of \$85,162 will not be funded through a cable grant for FY-09. Only one of the department's salaries is funded by the city.

Alderman Gewirtz requested a breakdown of positions and salaries (by employee) funded by cable/telco, along with a description of duties.

Recreation and Youth:

- Introduced and expanded developmentally appropriate physical activities for young children and their parents/caregivers, such as the highly successful Start Smart Sports Development Program endorsed by the National Alliance for Youth Sports
- Expanded the Children at Play, the Physical Activities and the Art a-la-cart programs currently offered in partnership with the Michael E. Capuano Early Childhood Education Center
- Worked with the Somerville School Department to develop a recess fitness program and to develop a closer relationship with high school athletics coaches and trainers to work together to create youth clinics and leadership training that emphasizes relevant social issues
- For FY-09, the department will incorporate life programs for young adolescents, such as babysitting, training courses, first aid/CPR and lifeguard training
- The department is requesting the addition of a full-time Youth Coordinator Position (net increase of \$14,000)

Alderman Pero requested a list of members on Recreation Commission and Advisory Board, along with any vacancies.

Election Department:

Mr. Salerno reviewed the department's performance and presented statistics regarding the various elections that were held and the response to the city census. Changes to the department's budget for FY-09 are as follows:

- PS Budget: additional poll worker per precinct (increase of \$7,000)
- PS Budget: extra overtime-Presidential Election (increase of \$4,500)
- OM Budget: ballot printing responsibility (decrease of \$8,000)
- OM Budget: special elections (decrease of \$72,150)

Personnel:

- Oversaw the national search for new police chief
- Conducted police and fire certifications, enabling the hiring of 23 public safety employees (16 police officers and 7 fire fighters)
- Produced a non-union employee handbook and performance appraisal system
- Oversaw the Youth Summer Job Program, providing employment for 138 youth
- Monitored procedures to continue to reduce Workers' Compensation costs to City, resulting in projected savings of 20 percent compared to last year
- Continued monthly "Brown Bag" Lecture Series with presentations from various agencies, specializing in topics such as Estate Planning, Retirement, Trusts and Wills and Time Management

Traffic and Parking:

Alderman Sullivan recused from this portion of the meeting.

- Installed new crosswalk/pedestrian safety signage and other pedestrian safety devices
- Installation of a computer terminal to the lobby to give customers increased payment options
- Installation of scanners on all handheld computers, allowing for increased efficiency and accuracy of ticket issuance
- Add an additional part-time hearing officer (\$22,461.14)

Alderman White requested information on the number of appeals heard last year.

Health Department:

- Conducted public hearing on needle disposal issues and determined the location for a needle kiosk in Somerville
- Provided flu shots to 1,183 residents
- Provided daily nursing care to 4,890 students in 11 schools between September 2007 and March 2008 (over 27,876 office visits)
- Awarded 5 grants totaling \$214,025
- Migrated compliance checks and retailer inspections data to the state database
- Conducted eight successful permit suspension hearings and one court appeal hearing
- Received a Massachusetts Department of Public Health Grant on behalf of Shape Up Somerville (\$35,000 with renewing opportunities for the next 3 years)
- Trained over 100 community members in basic Post Traumatic Stress Management
- Officially launched the Somerville Anti-Violence Taskforce
- Provided community outreach to strengthen relationships with many community-based organizations

Alderman Trane requested that Ms. Burke seek out any available resources for smoking cessation programs.

June 19, 2008:

List of Attendees:

Chairman Maryann Heuston, Aldermen William Roche, Rebekah Gewirtz, William White, Thomas Taylor, John Connolly, Dennis Sullivan, Robert Trane, Walter Pero, Sean O'Donovan, Bruce Desmond, Mayor Joe Curtatone, Chief Fire Engineer Kevin Kelleher, Director of Information Technology Karthik Viswanathan, City Solicitor John Gannon, Director of Veterans Services Frank Senesi, Chief of Staff Michael Lambert, Director of SomerStat Stephanie Hirsch, Director of Constituent Services Sean Murphy, Finance Director Ed Bean, Environmental Coordinator Vithal Deshpande and interested members of the public.

Fire:

Alderman O'Donovan recused from this portion of the meeting.

At the present time, the city has 8 fire companies, comprised of 5 engine and 3 ladder companies. At this time next year, a rescue company will be in place. This has been one of the worst years for sickness and injuries to department personnel, necessitating an increase to the overtime budget. An additional 4 fire fighters would be needed to fill the vacancies, but this scenario would make it more costly than using overtime, due to employee benefits, etc. The department investigates all pattern sick leaves and offenders are dealt with individually. Approximately 80% of properties are compliant with smoke detector laws. A SAFER (Staffing for Adequate Fire and Emergency Response) grant was received that will partially fund the hiring of eight additional firefighters. During FY-08, four new Toyota Prius hybrid vehicles were added to the fleet for use by the Fire Prevention inspectors. Additionally, a new 100' tractor drawn aerial ladder truck was put into service, replacing the ladder at fire headquarters. Specifications were drawn up and an order placed for a new pumper to replace Engine #1.

Alderman White requested information detailing the amount the city pays for leasing the trailer used by the department.

Alderman White requested information stating when vacancies in the department would be filled, specifically, 1 captain, 1 lieutenant and 8 fire fighters.

Alderman White requested that Chief Kelleher produce a written statement of the Fire Department's short and long-term plans.

Alderman White requested a list of the new hires and retirements, along with a written explanation for the decrease in salaries.

Information Technology:

During FY-08 accomplishments and initiatives:

- VOIP and WiFi deployments for City Hall
- Deployment of a dedicated fiber network between City Hall and Central Library
- Deployment of computers to all Fire stations and to the Aldermanic Chamber (July 11, 2008)
- Network and VOIP deployment for Argenziano School
- Deployment of redundant fiber link to Central Police station for Disaster Recovery
- Formulation and start of implementation of the disaster recovery site for the City's computing infrastructure
- Development of an in-house Legislative Tracking System for implementation in FY-09

FY-09 goals:

- Start implementation of a new financial system for the City

- Complete VOIP Deployments for the Fire and Police Departments
- Streamline records retention and management for Fire Prevention
- Re-launch the City's website on an open source platform with new features and develop a comprehensive intranet for City staff
- Build out the City's disaster recovery data center
- Develop a municipal WiFi plan for the city
- Start consolidating City databases and provide web interface for data access

Alderman Desmond requested a breakdown of work order completions.

Alderman Desmond requested a cost comparison of buy/maintain vs. lease for the Fire Department's 35 new computers.

Law:

- Reduced drastically the use of more costly outside legal counsel
- Initiated a rapid-response approach to any and all potential claims against the City
- Resolved outstanding litigation matters that pre-dated the Mayor's term
- Realized significant success through pro-active resolution of claims and early issue management
- Drafted and negotiated with the developer, noteworthy covenants, land disposition agreements and conditions for decisions issued by special permit granting authorities
- Provided legal, policy and planning support for the Board of Aldermen, Planning Board and Design Review Committee and their staff relative to the permitting process for Assembly Square
- Assisted in the drafting of numerous filings to facilitate the developer's state environmental MEPA review process

Alderman Gewirtz stated that she was expecting a response to her earlier request regarding the inclusion of a line item for outside counsel to represent the Board of Aldermen in certain cases. Mr. Gannon replied that the response is ready and would be presented at the conclusion of the budget hearings.

Alderman Gewirtz requested information regarding the feasibility of adding a line item to the budget for outside legal counsel, including cost, e.g., where the law office cannot or will not represent the legal/policy position of BOA members

Alderman White requested an accounting of the legal fees paid by Federal Realty Investment Trust to date

Veterans Services:

- The number of veterans receiving aid in FY-09 is projected at 475, compared to 450 in FY-08
- Approximately 5,000 volunteers and participants have been mobilized to take part in Veteran events and programs during FY-08
- More than 120 veterans have been enrolled in the VA Health Care System
- Conducted 21 street dedications in honor of veterans

Environment:

- Executed ESCO to support citywide energy management and conservation
- Completed switch of diesel municipal vehicle fleet to biodiesel

- Continued cleanup of abandoned underground oil storage facilities
- Received \$200,000 EPA Cleanup grant for Crossroads Park
- Received \$114,000 Renewable Energy Equipment Grant for Central Library Photovoltaic System

Alderman Gewirtz suggested that perhaps the city could increase funding to Ground Works Somerville if it can't do green roof technology on city buildings and Mayor Curtatone replied that the city cannot legally fund a non-profit entity and said that EPA grants "pass through" the city on their way to Ground Works Somerville. Chairman Heuston suggested that city consider providing incentives for green roof technology.

Executive Office:

Mayor Curtatone touched upon several action areas, as follows:

- Promote Economic Development: Green Line and Orange line, Union Square Zoning Amendment, Infrastructure and transportation improvements in Union Square, Master planning process for Inner Belt and Brickbottom, Assembly Square development, I-Cubed, Permit streamlining
- Revolutionize Customer Service: ResiStat, City website, ACE program, Notifications to residents about public hearings, Mystery customer program, Water Commission, On-line transactions
- Live, Work, and Play: East Somerville Community School, Branch libraries weekend hours, Magoun Square and East Broadway reconstruction, Street resurfacing, Capuano School field turf
- Somerville Pride: Preservation Master Plan for the Milk Row Cemetery, Graffiti removal machine, Neighborhood advisory group, Memorial Day parade, fireworks at Trum Field, Family Fun Day, the Sunsetters performances, 100 new barrels and 50 benches, and Arts and design cluster
- Protect and Support: Rescue Company, Shape Up Somerville, Low vision group for seniors, Affordable housing, Summer youth program, Manual for Tobacco Control Program, Police substations and community policing and Engine 4
- Eco-Friendly Policies & Initiatives: 200 new trees, 20% reduction in Municipal energy consumption, Photovoltaic energy production system at the Argenziano School, Single stream recycling, and Bike lanes and crosswalks
- Maximize Return on Taxpayer Dollars: Health insurance cost savings measures, Integrated financial accounting software, and Vendor performance evaluation system
- Effective Management & Accountability: Legislative Tracking System, Work order system, Kronos time and attendance system, Expert evaluation of Fire Department
- Planning and Management: Charter Advisory Committee, Legislative Tracking Software, Business-licensing database, Somerville Historical Archives Restoration Project, Affirmative Market Program/SOMWBA information session

Alderman Gewirtz questioned the increase to the Executive Department's Personal Services line item and asked the mayor why he needs an additional administrative assistant, pointing out that the Board of Aldermen does not have a staff person to assist members with analysis and/or research. Mayor Curtatone responded by saying that the Administration is not going to slow down on results. By having enough personnel, the city is less likely to miss opportunities that might be available. Somerville is changing the culture of how municipal services are handled and the Mayor's Office needs to be playing a real time role in projects.

SomerStat:

SomerStat has regular meetings with 15 city departments on a regular basis to track performance and accountability and to assist in the development of new and innovative ways to more efficiently serve the residents of Somerville. The ResiStat program has proved to be a successful format for soliciting community input on a variety of issues. Somerville's SomerStat has hosted representatives from other Massachusetts municipalities, other states and other countries. During FY-09, efforts will be made to schedule meetings for Sept/Oct and March/April in each ward and with each special population group. This summer, the first Resident Report will be published. As a clearinghouse for information about City operations, information will be shared with groups as it becomes available.

Alderman Sullivan questioned why residents are not being informed of when a reported incident is scheduled to be addressed. Ms. Hirsch replied that a work order system is missing to track each step of the task along its way to completion.

Constituent Services:

Alderman Pero recused from this portion of the meeting.

As of 6/17/08, the 311 call center had processed 65,262 work orders. The Constituent Services knowledge database is being continually expanded to drive traffic to an online forum. The WRAP program was implemented allowing for the online registration of portable electronic devices and the sharing of this information in a productive way with the Somerville Police Department. During FY-09, the Office of Constituent Services will launch a new account-based City website, expand the hours of the 311 call center, continue to expand operations to include additional City departments in 311 and implement a new work order system.

Chairman Heuston suggested that aldermen receive email notification as each work order is closed in their ward. Alderman White requested that the Constituent Services Department determine how many individual residents have called into 311 and include that data in the FY-10 budget presentation.

The committee took action on the following item:

185715: Communication from Mayor - Requesting approval to expend a grant of \$4,880.64 from the Boston Mayor's Office of Emergency Preparedness to the Fire Dept. to cover overtime/back costs for Fire personnel training.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 6 - 0 in favor

June 23, 2008:

List of Attendees: Chairman Maryann Heuston presiding and Committee Members Aldermen Sean O'Donovan, William Roche, William White, Dennis Sullivan, Thomas Taylor, Bruce Desmond, Robert

Trane and Rebekah Gewirtz also present and voting. Also present were all department heads and interested members of the public.

Communications Director Thomas Champion provided the information that was requested earlier.

Public Hearing:

There were no speakers in favor or against the proposed FY-09 budget.

General comments:

Ms. Eileen Feldman asked how specific funds are integrated into the overall Union Square plan and how these funds are applied to SPCD salaries. She told the members that she found several discrepancies in the department's budget summary and she asked if there was a double use of state and federal funds. Mr. Friedman from SPCD responded by saying that there was no double use of funds. Ms. Feldman said that she would send a memo to Mr. Friedman for his clarification. She also asked that any available funds be applied to the ADA.

Alderman Desmond's motion that the Director of Finance and Administration for SPCD provide an explanation of the apparent discrepancies in the SPCD departmental budget, as referenced during the FY-09 public hearing, was approved.

Melissa MacWhinnie spoke on the Health Department's budget and distributed a chart comparing Human Services positions from 2000 to 2008. She is concerned that many human service functions will not be performed and she asked that additional funds be allocated to the Health Department next year.

Michelle Biscoe commented on the welcome addition of a part time animal control officer and commended the DPW for its work. She requested that the Dog Owners' Group be informed when meetings are scheduled to discuss parks. Chairman Heuston said SomerStat would be informed to include the DOG in such meetings.

Cesar Urrunaga spoke about commissions and said that additional funds are needed in next year's budget to accomplish the things that need to be done.

Ashraf Hegazy stated that he is hoping for a full time investigator next year to help the Human Rights Commission function more effectively.

Public Hearing closed.

Budget Review:

The following Aldermen were recused from the discussions and votes taken, as noted:

Alderman Heuston:	DPW Administration
Alderman Sullivan:	Traffic and Parking
Alderman Roche:	DPW Highway; Police
Alderman O'Donovan:	DPW Project Management; Fire
Alderman Desmond:	School Department

- Alderman Heuston's motion to reduce the salaries of 2 Senior Analyst positions in SomerStat a total of \$1,942.00 was approved on a Roll Call vote of 9 in favor to 0 against and 2 absent.

- Alderman Heuston's motion to reduce the salary of the Executive Assistant position in Capital Project Management a total of \$225.00 was approved on a Roll Call vote of 7 in favor to 0 against and 3 absent and 1 recused.
- Alderman Desmond's motion to reduce the salary of the Customer Service Rep 1 position in Constituent Services a total of \$572.00 was approved on a Roll Call vote of 7 in favor to 0 against and 4 absent.
- Alderman White's motion to reduce the salary of the Web Application Developer position in Information Technology a total of \$1,154.00 was approved on a Roll Call vote of 8 in favor to 0 against and 3 absent.
- Alderman Desmond's motion to reduce the Maintenance – Software line in Information Technology a total of \$14,000.00 was approved on a Roll Call vote of 8 in favor to 0 against and 3 absent.
- Alderman White's motion to reduce the salary of the Budget Analyst position in Auditing a total of \$4,939.00 was approved on a Roll Call vote of 8 in favor to 0 against and 3 absent.
- Alderman White's motion to reduce the salary of the Assessor Analyst position in the Board of Assessors a total of \$1,731.00 was approved on a Roll Call vote of 9 in favor to 0 against and 2 absent.
- Alderman White's motion to reduce the salary of the Senior Accountant position in SPCD – Administration and Finance a total of \$926.00 was approved on a Roll Call vote of 7 in favor to 0 against and 4 absent.
- Alderman White's motion to reduce the salary of the Captain position in Fire a total of \$13,067.00 was approved on a Roll Call vote of 6 in favor to 0 against and 4 absent and 1 recused.
- Alderman White's motion to reduce the salary of the Lieutenant position in Fire a total of \$11,564.00 was approved on a Roll Call vote of 7 in favor to 0 against and 3 absent and 1 recused.
- Alderman Trane's motion to reduce the salaries of 2 Patrolman positions in Police a total of \$10,928.00 was approved on a Roll Call vote of 6 in favor to 0 against and 4 absent and 1 recused.
- Alderman Trane's motion to reduce the salary of the Jr. Detail Clerk position in Police a total of \$1,251.00 was approved on a Roll Call vote of 6 in favor to 0 against and 4 absent and 1 recused.
- Alderman Trane's motion to reduce the salaries of 3 Records Clerk positions in Police a total of \$15,000.00 was approved on a Roll Call vote of 6 in favor to 0 against and 4 absent and 1 recused.
- Alderman Trane's motion to reduce the salary of the PV PCO position in Traffic and Parking a total of \$1,486.00 was approved on a Roll Call vote of 6 in favor to 0 against and 4 absent and 1 recused.
- Alderman Trane's motion to reduce the salary of the Hearing Officer - PT position in Traffic and Parking a total of \$3,787.00 was approved on a Roll Call vote of 6 in favor to 0 against and 4 absent and 1 recused.
- Alderman Desmond's motion to reduce the salary of the Assistant Director – Commissions position in Health a total of \$3,461.00 was approved on a Roll Call vote of 7 in favor to 1 against and 3 absent.
- Alderman Sullivan's motion to reduce the Salaries and Wages – Temporary line in Library a total of \$20,000.00 was approved on a Roll Call vote of 8 in favor to 0 against and 3 absent.
- Alderman White's motion to reduce the salary of the PV Jr. Clerk position in DPW - Administration a total of \$1,834.00 was approved on a Roll Call vote of 8 in favor to 0 against and 2 absent and 1 recused.
- Alderman Gewirtz's motion to reduce the Motor Gas and Oil line in DPW - Administration a total of \$50,000.00 failed on a Roll Call vote of 1 in favor to 6 against and 3 absent and 1 recused.

- Alderman White’s motion *to reduce the salary of the Temp. Jr. Civil Engineer position in DPW - Engineering a total of \$1,668.00* was approved on a Roll Call vote of 7 in favor to 0 against and 4 absent.
- Alderman White’s motion *to reduce the salaries of 2 SHMEO/PWL positions in DPW - Highway a total of \$1,473.00* was approved on a Roll Call vote of 6 in favor to 0 against and 5 absent.
- Alderman White’s motion *to reduce the salary of the HMEO/PWL position in DPW – Buildings and Grounds a total of \$694.00* was approved on a Roll Call vote of 8 in favor to 0 against and 3 absent.
- Alderman White’s motion *to reduce the salary of the TP SHMEO/Catch Basin Cleaner position in DPW - Sewer a total of \$40,336.00* was approved on a Roll Call vote of 8 in favor to 0 against and 3 absent.
- Alderman Heuston’s motion *to approve the School Department’s FY-09 Budget request* was approved on a Roll Call vote of 8 in favor to 0 against and 3 absent.

Items cut from FY-09 budget proposal:

<u>By</u>	<u>Department</u>	<u>Org. #</u>	<u>Acct. #</u>	<u>Line Item</u>	<u>Reduction</u>
Alderman Heuston	SomerStat	1042	51110	Senior Analyst	\$1,942.00
Alderman Heuston	Capital Projects Management	1043	51110	Executive Assistant	\$225.00
Alderman Desmond	Constituent Services	1049	51110	Customer Service Rep 1	\$572.00
Alderman White	Information Technology	2110	51110	Web Application Developer	\$1,154.00
Alderman Desmond	Information Technology	2110	52475	Maintenance - Software	\$14,000.00
Alderman White	Auditing	2101	51110	Budget Analyst	\$4,939.00
Alderman White	Board of Assessors	2301	51110	Assessor Analyst	\$1,731.00
Alderman White	SPCD - Admin. & Finance	2901	51110	Senior Accountant	\$926.00
Alderman White	Fire	4201	51110	Captain	\$13,067.00
Alderman White	Fire	4201	51110	Lieutenant	\$11,564.00
Alderman Trane	Police	4301	51110	Patrolman	\$10,928.00
Alderman Trane	Police	4301	51110	Jr. Detail Clerk	\$1,251.00
Alderman Trane	Police	4301	51110	Records Clerk	\$15,000.00
Alderman Trane	Traffic and Parking	4401	51110	PV PCO	\$1,486.00
Alderman Trane	Traffic and Parking	4401	51110	Hearing Officer - PT	\$3,787.00
Alderman Desmond	Health	4701	51110	Assistant Director - Commissions	\$3,461.00
Alderman Sullivan	Library	6101	51200	Salaries & Wages - Temporary	\$20,000.00
Alderman White	DPW - Administration	8001	51110	PV Jr. Clerk	\$1,834.00
Alderman White	DPW - Engineering	8003	51110	Temp. Jr. Civil Engineer	\$1,668.00
Alderman White	DPW - Highway	8005	51110	SHMEO/PWL	\$1,473.00
Alderman White	DPW - Buildings & Grounds	8007	51110	HMEO/PWL	\$694.00
Alderman White	DPW – Sewer *	8012	51110	TP SHMEO/Catch Basin Cleaner	\$40,336.00

Total reduction to FY-09 Budget: \$152,038.00
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Original Budget Proposal:	\$165,097,540
Amount of Reductions (exclusive of Enterprise Funds *)	-\$ 111,702
Approved Budget:	\$164,985,838

The following Orders and Resolutions were unanimously passed by the committee:

Orders and Resolutions – FY-09 (6/23/08)

A Resolution by Aldermen Sullivan, Gewirtz and White *that the Administration hire a full time ADA coordinator*, was approved.

An Order by Alderman Heuston *that the Commissioner of Public Works provide the Board of Aldermen with an update on the ESCO contract*, was approved.

An Order by Alderman Heuston *that the Director of Constituent Services provide aldermen with an email notification as each work order is closed in their respective ward*, was approved.

An Order by Alderman Heuston *that the Director of Strategic Planning and Community Development provide each alderman with 24 hour contact information for Inspectional Services inspectors*, was approved

A Resolution by Aldermen Pero, Trane and Connolly *that the Mayor provide funding in the FY-09 Budget for the continuation of a part-time Outreach Coordinator within the Youth Program*, was approved.

A Resolution by Alderman Gewirtz *that the Administration provide this Board with specific information regarding the owner(s) of the property where the city plans to rent the West Somerville Police sub-station and explain the rationale for the cost; AND BE IT FURTHER RESOLVED That this Board be informed whether city owned parcels were considered (and why they were not chosen) as possible locations for the West Somerville sub-station, including the Powderhouse School, Nathan Tufts Field House or other city owned or contracted spaces* was approved.

An Order by Alderman Gewirtz *that this Board of Aldermen submit a request, for inclusion in the FY-10 budget, for an administrative assistant to the Board of Aldermen who would assist board members with analyzing additional funding requests from the Administration throughout the year, to work on research projects for Board members and/or the Board as a whole and to ensure that Board members are fully briefed of the details and possible concerns with the mayor's and departmental requests leading up to alderman meetings* was approved.

An Order by Alderman Gewirtz, amended by Aldermen Heuston and Trane *that the Commissioner of Public Works, in coordination with the Administration, the Board of Aldermen's Committee on Environment and Energy and the Environmental Program Manager, create a concrete five year plan outlining the fuel and oil cost projections for the city and specific steps each department will take to reduce fuel dependence and steps to employ green and hybrid technologies within said departments; AND BE IT FURTHER ORDERED That this report be complete before the start of the FY-10 budget proceedings in June of 2009*, was approved.

A Resolution by Alderman Taylor *that this Board of Aldermen go on record in support of the Administration's efforts to consolidate and/or regionalize the E-911 and Fire Alarm operations* was approved.

A Resolution by Alderman Taylor *that the Administration continue to develop additional off-leash dog runs in the city*, was approved.

A Resolution by Alderman Trane *that this Board of Aldermen join with other city employees and accept an 80/20 split on health insurance*, was approved.

Ms. Lamboy, Mayor Curtatone and Ms. Thomas provided information on the proposed leasing of space for the police sub-station in West Somerville. There was only one bidder and the requested lease amount was \$3,500 per month for 900 square feet of space (including an additional 900 square feet of space in the basement of the building). The city was able to negotiate a 5-year lease for \$2,678 per month. Parking space in Davis Square is valued at \$150 per space, per month, thereby adding a value of \$750 per month to the lease. **Alderman White requested a breakdown of the cost by this Wednesday.** Alderman Gewirtz said that she wanted to review the lease prior to voting on the matter.

Captain Cabral and Mayor Curtatone explained a request to appropriate funds for the city's portion of the expenses incurred on December 27, 2007 at Russell Disposal. At some threshold, the vendor is not liable for the police presence. The decision was made based on the situation being a public safety issue. Alderman Gewirtz stated that she doesn't want the city to subsidize the bad behavior of the vendor. Mayor Curtatone stated, again, that it was a public safety issue and that the police took appropriate action. The mayor also noted that the city had a contractual obligation in the matter, as well. **Alderman White requested a copy of the contract with Russell Disposal.**

The committee discussed matters before it and took action on the following 17 items:

185612: Communication from Mayor - Requesting approval for the Law Dept. to pay a prior year invoice of \$8,713.17 with FY08 funds for services provided by the law firm of Murphy, Hesse, Toomey & Lehane, relative to the Police Advisory Group.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185721: Communication - City Clerk submitting recommendations for adjustments to certain fees charged by the City Clerk's Office, effective July 1, 2008.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185825: Communication from Mayor - Requesting approval of a lease for the West Somerville Police Substation at 1154 Broadway for \$32,136/year.

RECOMMENDATION: Should be approved

VOTE: Roll Call Vote, 7 in favor, 2 against and 2 absent

185826: Communication from Mayor - Requesting approval to appropriate \$3,500,000 from Free Cash to reduce the FY2009 tax levy.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185827: Communication from Mayor - Requesting approval to authorize the Summer Revolving Fund for FY09 under MGL d Ch.44 Sec.53½.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185828: Communication from Mayor - Requesting approval to authorize the Youth Revolving Fund for FY09 under MGL d Ch.44 Sec.53½.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185829: Communication from Mayor - Requesting approval to reauthorize twelve Departmental Revolving Funds for FY09 under MGL Ch.44 Sec.53E½.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185831: Communication from Mayor - Requesting approval to appropriate \$15,000 from Free Cash for a real estate analysis of the possible disposition or reuse of the Powder House School structure and site.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185832: Communication from Mayor - Requesting approval to transfer \$382,500 from the Interest on Long Term Debt Acct. (\$287,975) and the Interest on Notes-BAN Acct. (\$94,525) to the Snow Removal Acct.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185833: Communication from Mayor - Requesting approval to transfer \$337,700 from the Police Salaries Acct. to various OM and Capital Accts. to fund Police equipment and supplies.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185834: Communication from Mayor - Requesting approval to transfer \$90,000 from the Council on Aging Rental Buildings Acct. to the Fire PS Overtime Acct.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185835: Communication from Mayor - Requesting approval to transfer \$13,118 from the Interest on Notes-BAN Acct. to the Building Insurance Acct.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185836: Communication from Mayor - Requesting approval to transfer \$7,462 from the Council on Aging Rental Buildings Acct. to the Clerk of Committees Salaries Monthly Acct.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185837: Communication from Mayor - Requesting approval to transfer \$1,680 from the Interest on Notes–BAN Acct. (\$456) and the Council on Aging Rental-Buildings Acct. (\$1,224) to the Veterans Services Veterans Benefits

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185906: Communication from Mayor - Requesting approval to appropriate \$2,000,000 from Free Cash to the Capital Projects Stabilization Fund to fund necessary capital improvements in FY09.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185907: Communication from Mayor - Requesting approval to appropriate \$600,000 from Free Cash to the Assembly Square Stabilization Fund to fund necessary park rehabilitation and improvement projects.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

185908: Communication from Mayor - Requesting approval to appropriate \$159,134 from the Capital Projects Stabilization Fund to the Capuano School Projects Acct. to supplement existing funding for the renovation of the Capuano School Soccer Field.

RECOMMENDATION: Should be approved

VOTE: Unanimous, 9 - 0 in favor

COMMITTEE REPORT

Report of the Committee on Finance, June
10, 2008 through June 23, 2008.