

**HEARING SCHEDULE
CITY COUNCIL MEETINGS BEGINNING JUNE 25, 2001**

Monday, June 25, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Wednesday, June 27, 2001	12:30 P.M.	The Cable TV, Telecom- munications and Public Utilities Committee will conduct a public meeting to discuss cable issues affecting senior citizens and to give a status report on the issue of the senior discount on cable bills. (Senior Center, 806 Massachusetts Avenue)
Friday, June 29, 2001	12:30 P.M.	The Economic Development, Training and Employment will conduct a public meeting with the Superintendent of Schools and the Principal of the high school to discuss the School to Careers Program and to present the survey results entitled "Education and Skill for New Cambridge Economy. Patterns of Employment in New Economic Sectors." (Ackermann Room)
Wednesday, July 11, 2001	5:30 P.M. - 7:30 P.M.	The Neighborhood and Long Term Planning Committee will conduct a public meeting on MIT and community based organizations they support in Area IV and plans for Tech Square. Location to be announced
Wednesday, July 18, 2001	2:30 P.M.	The Ordinance Committee will conduct a public hearing to consider the Parking and Transportation

City of Cambridge does not discriminate on the basis of disability. The City Council will provide auxiliary aids and services, written materials in alternative formats, and reasonable modifications in policies and procedures to person with disabilities upon request. Contact the Office of the City Clerk 349-4260, tty/TDD 349-4242.

		Demand Management (PTDM) Ordinance, which expires in November. (Ackermann Room)
Wednesday, July 18, 2001	3:30 P.M.	The Ordinance Committee will conduct a public hearing to consider the proposed ordinance to establish a Community Preservation Act (CPA) Committee in the event that the CPA is approved by the voters. (Ackermann Room)
Wednesday, July 18, 2001	5:00 P.M.	The Ordinance Committee will conduct a public hearing on the Special District 4 and 4A (Alewife area) zoning petition. (Sullivan Chamber) This hearing is televised.
Wednesday, July 18, 2001	6:00 P.M.	The Ordinance Committee will conduct a public hearing on the ECAPS zoning petition. (Sullivan Chamber) This hearing is televised.
Wednesday, July 18, 2001	7:00 P.M.	The Ordinance Committee will conduct a public hearing on the Birk et al., zoning petition. (Sullivan Chamber) This hearing is televised.
Wednesday, July 25, 2001	4:00 P.M. - 6:00 P.M.	The Civic Unity Committee will conduct a public meeting to continue the discussion on mediation services and resources. (Ackermann Room)

Wednesday, July 25, 2001	7:00 P.M. - 9:00 P.M.	The Transportation, Traffic and Parking Committee will conduct a public meeting to discuss the draft recommendation on the Regional Truck Study. (Senior Center Ballroom, 806 Massachusetts Avenue)
Monday, July 30, 2001	5:30 P.M.	Special City Council Meeting (CRLS, 459 Broadway, Media Cafeteria)
Wednesday, September 5, 2001	4:30 P.M.	Ordinance Committee (Sullivan Chamber)
Monday, September 10, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Wednesday, September 12, 2001	4:30 P.M.	Ordinance Committee (Sullivan Chamber)
Monday, September 24, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Tuesday, September 25, 2001	4:30 P.M.	Ordinance Committee (If necessary) (Sullivan Chamber)
Monday, October 1, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Wednesday, October 10, 2001	4:30 P.M.	Ordinance Committee (Sullivan Chamber)
Monday, October 15, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)

Monday, October 22, 2001	5:30 P.M.	Roundtable Meeting Informal meeting with no public comment, at which no votes will be taken. Meeting will not be televised. (Sullivan Chamber)
Monday, October 29, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Monday, November 5, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Monday, November 19, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Monday, November 26, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Monday, December 3, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Monday, December 10, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Monday, December 17, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)
Monday, December 31, 2001	5:30 P.M.	Regular City Council Meeting (Sullivan Chamber)

JUNE 25, 2001

1. Transmitting communication from Robert W. Healy, City Manager, relative to the appointment of the following person as a Constable for a term of three years, effective the first day of January, 2001:

Michael LaRosa With Power
118 Thorndike Street
Cambridge, MA 02141

2. Transmitting communication from Robert W. Healy, City Manager, relative to the **Awaiting Report Item Number 01-151**, regarding a report on developing a plan to implement extended evening office hours one night a week and closing early on Fridays.
3. Transmitting communication from Robert W. Healy, City Manager, relative to the appointment of Cynthia Griffin as the Purchasing Agent for the City of Cambridge, effective June 18, 2001.

June 25, 2001

To The Honorable, The City Council:

I am hereby transmitting notification of the appointment of the following persons as a Constables for a term of three years, effective the first day of January, 2001:

Michael LaRosa
118 Thorndike Street
Cambridge, MA 02141

With Power

Very truly yours,

Robert W. Healy
City Manager

RWH/mec

June 25, 2001

To The Honorable, The City Council:

Please find attached a response to Awaiting Report Item No. 01-151, regarding a report on developing a plan to implement extended evening office hours one night a week and closing early on Fridays, received from Personnel Director Michael P. Gardner.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec
Attachment

M E M O R A N D U M

TO: Robert W. Healy
City Manager

FROM: Michael P. Gardner
Personnel Director

DATE: June 18, 2001

RE: Extended Evening Hours

We convened a small working group from Finance, Human Services, Traffic, and Inspectional Services to meet on this. The License Commission was unable to make the meeting due to a conflict, but submitted extensive written comments. We also had follow-up discussions with the City Clerk.

The general view was extended evening hours on Thursdays, beginning in the fall, on a pilot basis in a few selected City Hall departments was probably the best way to begin. The suggested possibilities include Finance, the Clerk's Office and perhaps one other. The Finance Department could serve those looking to pay fees, taxes, and water bills and deal with liens and holds on licenses, abatement applications and property transfer matter. The Clerk's office would provide general service on birth and death records, marriage and other licenses and the other general public service of the office. The License Commission felt that the clients who might be served include applicants for one-day licenses, night managers of restaurants and taxi cab drivers and applicants. Inspectional Services felt the need for night hours might be limited (and said that the contractors with whom they work would actually prefer opening earlier in the morning to take care of paperwork before beginning at the job site). Human Services felt they already have many evening hours for registering for programs, etc. and that there was little need for them to extend administrative hours. Traffic felt the biggest need might be for street permits (e.g. for moving vans) and perhaps resident permits. Traffic maintained Saturday hours for a time and believes that is actually more useful to the public than evening hours.

Whatever staff was assigned would have to be supervised. There was concern expressed about parking and whether any special arrangements could be made for that, (primarily to avoid later night walks in the dark to the Green Street garage). The lack of parking around City Hall in the evenings was seen as a barrier to many citizens actually visiting City Hall to use services in the evening.

The general view was that citizen needs and demands are so high that closing down on Friday afternoons in customer service areas would be very problematic. Friday afternoons can also be very busy in the Finance office and Licensing (at least certain times of year). Most people thought it not feasible to actually shut down and not provide services on Friday afternoons.

Were we to implement a limited pilot, it could probably be staffed by voluntary flex-time which could be rotated among staff if interest was high. The Clerk's office did express concern about being stretched too thin by the demand for additional hours.

I suggest that as a next step we call the group back together with representatives of the City Manager's office to see if there is sufficient need to proceed with a pilot or perhaps a broader plan.

June 25, 2001

To The Honorable, The City Council:

I am pleased to announce that I have appointed Cynthia Griffin as Purchasing Agent for the City of Cambridge, effective June 18, 2001.

I have attached Ms. Griffin's resume for your information.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec
Attachment

MASSACHUSETTS

**City Council Calendar No. 17
Monday, June 25, 2001**

At 5:30 P.M.

CHARTER RIGHT

1. Charter Right exercised by Councillor Toomey on Consent Agenda #24 of June 18, 2001 regarding the Eastern Cambridge Rezoning Petition.
2. Charter Right exercised by Councillor Toomey on Applications and Petitions #4 of June 18, 2001 regarding a petition received from Elizabeth W. Birk et al., to amend sections of the City of Cambridge Zoning Ordinance and zoning map for Eastern Cambridge.

ON THE TABLE

3. Consent Agenda #17, relative to a Preservation Easement for 2 Holyoke Place (Fly Club).
4. Order submitted by Councillor Davis to draft new rezoning proposal for Riverside Neighborhood adjacent to Western Avenue.
5. Landmark Designation Study Report for Shady Hill Square, 1-11 Shady Hill Square and 36 Holden Street.
6. An order introduced by Councillor Reeves regarding an allocation for a planning study for Riverside.

7. Committee Report #2 of February 5, 2001 from the Government Operations, Rules and Claims Committee for the purpose of evaluating the process used by the City Council to evaluate the City Manager.
8. Consent Communication #7 of March 19, 2001, and Calendar Item #3 of April 2, 2001 regarding notification of a new address for 127 Sixth Street from Owen O’Riordan, City Engineer.
9. Committee Report #1 of April 23, 2001 regarding a meeting held on March 27, 2001 for the purpose of discussing whether a zoning prohibition of lodging houses in Residence C and C-1 zoning districts is consistent with the City’s goal of promoting affordable housing.
10. Landmark Designation Study Report for designating as a protected landmark the Tulip Tree at 1436 and 1446 Cambridge Street.
11. An order introduced by Councillor Decker regarding increasing the Affordable Housing Trust by at least one million dollars.

UNFINISHED BUSINESS

12. Proposed amendments to the Zoning Ordinance to amend the zoning of East Cambridge proposed as part of the Citywide Rezoning package and refiled as a separate petition. The question comes on passing to be ordained on or after May 28, 2001. **The deadline for this petition is July 25, 2001.**
13. Proposed amendments to the Zoning Ordinance to amend the zoning in Special District 8 in Cambridgeport submitted by the Planning Board. The question comes on passing to be ordained on or after May 28, 2001. **The deadline for this petition is August 27, 2001.**

**APPLICATIONS AND PETITIONS -
CITY COUNCIL MEETING OF MONDAY, JUNE 25, 2001**

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|---|----|
| 1. Two applications were received from Cambridge Carnival International, requesting permission to hang two temporary banners across Massachusetts Avenue. | 1. |
| 2. An application was received from Karen Swaim Babin, Managing Member BKKSB, LLC, requesting permission for a sign on an awning at the premises numbered 2350 Massachusetts Avenue. Approval has been received from Inspectional Services, Community Development and abutters. | 2. |
| 3. An application was received from Karen Swaim Babin, Managing Member BKKSB, LLC, requesting permission for a canopy at the premises numbered 2350 Massachusetts Avenue. Approval has been received from Inspectional Services, Community Development and abutters. | 3. |

**CONSENT COMMUNICATIONS -
CITY COUNCIL MEETING OF MONDAY, JUNE 25, 2001**

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|---|----|
| 1. A communication was received from the Department of Environmental Protection (DEP), transmitting a copy of DEP's letter to Joseph J. Joseph regarding W.R. Grace excavating a utility trench at 62 Whittemore Avenue. | 1. |
| 2. A communication was received from Frank R. Gorgone, City of Newton Chief of Police, transmitting thanks for the resolution adopted by the City Council on the occasion of his retirement. | 2. |
| 3. A communication was received from David J. Villandry, City of Cambridge Physical Education Teacher, transmitting gratitude for the City Council resolution congratulating him on winning the Crystal Award for Preeminence in Teaching. | 3. |
| 4. A communication was received from Representative Alice K. Wolf, regarding House No. 2613 extending health-care benefits to the domestic partners of all state and municipal employees which will be heard on Tuesday, June 26, 2001 at 1:00 P.M. in room A-2 before the Joint Committee on Public Service. | 4. |
| 5. A communication was received from Bill Ravanese, Health Care Without Harm, Newton, MA urging the City to require tenting and venting and meaningful sampling standards for the proposed trench work at W.R. Grace. | 5. |
| 6. A communication was received from Owen O'Riordan, Assistant Commissioner/City Engineer, transmitting notification of a new address of 64 Church Street. | 6. |
| 7. A communication was received from Roy Bercaw, Editor, Enough Room, regarding the Cambridge Commission on the Handicapped. | 7. |

**RESOLUTION LIST FOR CITY COUNCIL MEETING
OF MONDAY, JUNE 25, 2001**

1. Congratulations to Tracy Gibbs as she assumes her role as a Minister of the Gospel. 1.
Councillor Reeves
2. Retirement of Myrtle Byars from the School Department. 2.
Councillor Reeves and entire membership
3. Get well wishes to Ruth Hamilton. 3.
Councillor Reeves
4. Resolution on the death of Bernard Kelly Flannery. 4.
Councillor Toomey, Mayor Galluccio and entire membership
5. Resolution on the death of Antonio I. Couto. 5.
Councillor Toomey and entire membership
6. Thanks to the members of the Joint Taxation Committee for their interest and concern in House Bill 4139 and Senate Bill 1870, legislation designed to allow cities and towns to continue to collect tax revenue from nonprofit organizations when such an organization makes a major purchase of property in a locality. 6.
Mayor Galluccio
7. Thanks to Julia Child for her help in making the Express Yourself marketing campaign a success. 7.
Councillor Davis
8. Thanks to Harvey Cox for his help in making the Express Yourself marketing campaign a success. 8.
Councillor Davis
9. Thanks to Wanetta Jackson for her help in making the Express Yourself marketing campaign a success. 9.
Councillor Davis
10. Happy 90th Birthday wishes to Bridget Spera Hill. 10.
Councillor Toomey

**RESOLUTION LIST FOR CITY COUNCIL MEETING
OF MONDAY, JUNE 25, 2001**

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|---|-----|
| 11. Happy 50 th Birthday wishes to Aimee Baum.
Councillor Sullivan and Vice Mayor Maher | 11. |
| 12. Resolution on the death of Joyce M. Frisoli.
Mayor Galluccio and entire membership | 12. |
| 13. Best wishes for a strong recovery to Raymond Bandar.
Councillor Reeves | 13. |
| 14. Best wishes to Julia Child on her relocation to California.
Vice Mayor Maher | 14. |
| 15. Congratulations to John and Brenda Roger on the birth of their
daughter Abigail.
Councillor Toomey | 15. |

**POLICY ORDER AND RESOLUTION LIST FOR CITY COUNCIL MEETING
OF MONDAY, JUNE 25, 2001**

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| 1. Dedicate a suitable location in honor of George Byars, Sr.
Councillor Reeves | 1. |
| 2. Review the tree branches which overhang utility wires near the
corner of Green and Bay Streets.
Councillor Reeves | 2. |
| 3. Parking problems in the area of the Kendall Square Cinema.
Councillor Reeves | 3. |
| 4. Defect of sidewalk and road in front of Abundant Life Church on
Howard Street.
Councillor Reeves | 4. |
| 5. Investigate the closing of the Cambridge Nursing Home.
Vice Mayor Maher, Councillor Toomey, Mayor Galluccio and
Councillor Sullivan | 5. |
| 6. Status report on the construction that is taking place in Area Four.
Councillor Reeves | 6. |
| 7. Review and assessment of the proposed trenching project at the
W.R. Grace site.
Mayor Galluccio | 7. |

O-1.

June 25, 2001

COUNCILLOR REEVES

WHEREAS: George Byars, Sr. was a dutiful son of Cambridge who served with distinction as a leader of the Cambridge Fire Department, serving in the rank of Lieutenant; and

WHEREAS: George Byars, Sr. was a man of remarkable intelligence, diligence and integrity. He served as a firefighter at a time when he as a man of color was unusual as a member of the Cambridge Fire Department; and

WHEREAS: George Byars, Sr. kept his own counsel and presented the world a head that was unbowed and a face that did not scowl. He was a consummate gentleman who defined dignity for all who knew him; now therefore be it

RESOLVED: That the City of Cambridge remembers George Byars, Sr. as a man of honor who labored here, kept to his family here, was a model citizen here and here he will be long remembered; and be it further

RESOLVED: That the City Council dedicate a suitable location in honor of this remarkable man; and be it further

RESOLVED: That the Assistant to the City Council be directed to confer with the family regarding a suitable dedication ceremony and communicate with the Department of Public Works to arrange for the sign.

O-2.

June 25, 2001

COUNCILLOR REEVES

WHEREAS: Near the corner of Green Street and Bay Street there are tree branches which overhang the utility wires. Residents report that they are fearful that unless the branches are addressed by the City Arborist, problems may occur; now therefore be it

ORDERED: That the City Manager be and hereby is requested to direct the City Arborist to review the trees at this location for appropriate action.

O-3.

June 25, 2001

COUNCILLOR REEVES

WHEREAS: Residents of Union Street indicate that it has become virtually impossible to park within four blocks of their home. Residents say that the Kendall Square Cinema patrons tend not to park in the paid parking and therefore park on the street to the detriment of the neighborhood residents. According to residents, they must race home on Saturdays to park before 6:00 p.m. and not move their cars for the duration of the evening. Residents say that they feel "imprisoned" when they must not use their cars in the evenings because if they return before midnight, they must park four or more blocks from their place of residence; now therefore be it

ORDERED: That the City Manager be and hereby is requested to direct the Department of Traffic, Transportation and Parking to do something to assist with the above-described problem. Some means of addressing neighborhood concerns by:

1. Convening a neighborhood meeting, including the theater ownership, at which parking and how residents may have potentially some reduced cost use of the lot;
2. How can the theater be requested to increase the number of patrons who use the garage; and
3. Determine if residential parking is appropriately restricted and if ticketing enforcement is an element of the solution to the residents concerned.

O-4.

June 25, 2001

COUNCILLOR REEVES

WHEREAS: Howard Street is one of the city's older streets near the Charles River; and

WHEREAS: On Howard Street directly in front of the Abundant Life Church, there is an opening in the asphalt paving which is sizable and an opening which is hazardous and which people have stepped into, tripped and fallen; and

WHEREAS: Also on Howard Street, there is a portion of concrete sidewalk which has been raised by an abutting tree. The sidewalk is therefore uneven and can cause pedestrians to trip and fall; now therefore be it

ORDERED: That the City Manager be and hereby is requested to direct the Commissioner of Public Works to review these areas on Howard Street and to address them with dispatch.

O-5.

June 25, 2001

VICE MAYOR MAHER
COUNCILLOR TOOMEY
MAYOR GALLUCCIO
COUNCILLOR SULLIVAN

ORDERED: That the City Manager be and hereby is requested to investigate the closing of the Cambridge Nursing Home and report back to the City Council on its findings; and be it further

ORDERED: That the report include what steps are being taken to work with patients and their families to service their needs.

O-6.

June 25, 2001

COUNCILLOR REEVES

ORDERED: That the City Manager be and hereby is requested to provide the City Council with a status report on the construction that is taking place in Area Four.

O-7.

June 25, 2001

MAYOR GALLUCCIO

ORDERED: That the City Manager be and hereby is requested to confer with appropriate City, State, and Federal officials regarding on-going review and assessment of the proposed trenching project at the WR Grace site and report back to this City Council no later than the mid-summer meeting scheduled for July 30, 2001.

COMMITTEE REPORTS
FOR THE CITY COUNCIL MEETING OF MONDAY, JUNE 25, 2001

1. A communication was received from D. Margaret Drury, City Clerk, transmitting a report from Councillor Jim Braude, Chair of the Government Operations, Rules and Claims Committee, for a meeting held on May 17, 2001 for the purpose of discussing a proposal in the budget for a new office for citizen information and services.
2. A communication was received from D. Margaret Drury, City Clerk, transmitting a report from Councillor Michael A. Sullivan, Chair of the Finance Committee, for a meeting held on May 29, 2001 for the proposal for a creation of a new office for citizen information and services, the Cambridge Information Center as a cooperative effort of the City Council and the City Manager's Office.
3. A communication was received from D. Margaret Drury, City Clerk, transmitting a report from Councillor Kenneth E. Reeves, Chair of the Human Services Committee for a meeting held on May 30, 2001 for the purpose of discussing extended day programs, afterschool programs, youth centers and other out of school time programs.
4. A communication was received from Donna P. Lopez, Deputy City Clerk, transmitting a report from Councillor Michael A. Sullivan, Chair of the Finance Committee for a meeting held on June 8, 2001 for the purpose was to make a recommendation on the position of the City Auditor.

Committee Report #1

GOVERNMENT OPERATIONS, RULES AND CLAIMS COMMITTEE MEMBERS

*Councillor Jim Braude, Chair
Councillor Henrietta Davis
Vice Mayor David P. Maher
Councillor Michael A. Sullivan
Councillor Timothy J. Toomey, Jr.*

In City Council June 25, 2001

The Government Operations, Rules and Claims Committee held a public hearing on May 17, 2001, beginning at 4:05 o'clock p.m. in the Ackermann Room for the purpose of discussing a proposal in the budget for a new office for citizen information and services.

Present at the hearing were Councillor Jim Braude, Chair of the Committee, Councillor Michael A. Sullivan and City Clerk D. Margaret Drury. Also present were Robert W. Healy, City Manager, Richard Rossi, Deputy City Manager, Lisa Peterson, Assistant to the City Manager and Ini Tomeu, Public Information Officer.

Councillor Braude convened the hearing and explained the purpose. He stated that the meeting was called in response to concerns raised at the Finance Committee budget hearing. He was not present for the initial discussion of the concerns, so he is not sure he knows all of them. It is unfortunate that only one City Councillor who has concerns is in attendance at this meeting. He noted that the City Manager's office had prepared a description of the proposed function of the office, including a suggested name change to the Cambridge Information Center, (617) 349-INFO. Ms. Peterson stated that in putting together this information she tried to respond to some of the concerns raised at the Finance Committee hearings. She noted that that information is included about how the office could serve as an ombudsperson function.

Councillor Braude said that he knew one concern was the need for an ombudsperson and is pleased to see that the issue is addressed in the memorandum.

He also noted that the memo seems to include a description of a function in which volunteers could provide assistance and direction so that people coming into City Hall would encounter a real person who could assist them, as happens at the State House.

Councillor Sullivan said that volunteers also provide information and assistance at the Harvard Square kiosk.

Councillor Braude pointed out that the memo suggests that senior citizens could volunteer in exchange for credit toward their property tax bill.

Councillor Sullivan said that the City Council has received memos about this in the past from the Assistant City Manager for Fiscal Affairs, who has informed the Council that such a credit can be authorized.

Councillor Braude asked what the other concerns are.

Councillor Sullivan said that the Council order said that the Government Operations Committee and the City Manager should “explore the creation.” There was supposed to be further discussion at the committee, but it did not happen; the funding for the new office just appeared in the budget.

Councillor Braude said that he saw this office as a natural and logical extension of the City Council goal to improve and simplify access to city services. It is not meant to replace any other type of access that citizens now enjoy.

Councillor Sullivan said that the point of entry has always been the Mayor’s Office or the City Manager’s office. Seventeen people do this job already. He does not see the need for it but he is willing to talk about it.

Councillor Braude replied that when he had been on the City Council for a year, he had to call Mr. Healy during off-hours to get the number to call to find out whether school was cancelled during a snow storm. Many people have no idea where to get information about city services or problems.

Councillor Sullivan said that more detail needs to be worked out, for example, the graffiti hotline already utilizes the 349-INFO number and flyers with that number were just handed out. Ms. Peterson said that the hotline gets about twenty calls per year. It would not be a problem to reprogram the number.

Councillor Sullivan suggested putting the money aside in a reserve fund and having further discussion. He asked Mr. Healy whether he was planning a budget to be amended to change the name of the position in the budget. Mr. Healy said that it not be necessary. He can change a title without amending the budget at any time.

Councillor Sullivan said that other City Councillors will only get the memo with their packet for Monday’s meeting, which is not much time for considering the matter. Councillor Braude said that that is as much time as the City Council had to review the Citywide Rezoning package. Surely it is sufficient time to review a four page memo.

Councillor Braude said that his fear is that once the money goes in the trust, reserve, it will never come out.

Councillor Sullivan said that he could hold the committee report on the budget for another week for more discussion in the Finance Committee of this issue. He requested the staff to check on the deadline for the budget adoption. Ms. Carvello informed the committee that June 6 is the final day for adoption.

Mr. Healy stated that it is not a good idea to delay the budget adoption. He urged Councillor Sullivan to go forward with the Finance Committee reports for the May 21 meeting.

Councillor Braude thanked the staff for their work on a fuller description of the proposal. He also thanked those in attendance for their participation.

The meeting was adjourned at six o'clock and ten minutes p. m.

For the Committee,

Councillor Jim Braude, Chair

Committee Report #2

FINANCE COMMITTEE MEMBERS

*Councillor Michael A. Sullivan, Chair
Councillor Kathleen L. Born
Councillor Jim Braude
Councillor Henrietta Davis,
Councillor Marjorie C. Decker
Vice Mayor David P. Maher
Councillor Kenneth E. Reeves
Councillor Timothy J. Toomey, Jr.
Mayor Anthony D. Galluccio*

In City Council June 25, 2001

The Finance Committee held a public meeting on May 29, 2001, beginning at 3:15 P.M. in the Ackermann Room for the purpose of a proposal for a creation of a Cambridge Information Center as a cooperative effort of the City Council and the City Manager's Office.

Present at the hearing were Michael A. Sullivan, Chair of the Committee, Councillor Jim Braude, Councillor Henrietta Davis, Vice Mayor David P. Maher and City Clerk D. Margaret Drury. Also present were Robert W. Healy, City Manager, Lisa Peterson, Assistant to the City Manager and Ini Tomeu, Public Information Officer.

Councillor Sullivan convened the hearing and explained the purpose. He noted that Lisa Peterson has submitted a revised proposal for this office (**Attachment A**). Councillor Sullivan invited Ms. Peterson to describe the proposal. Ms. Peterson summarized the proposal and described the modification in the most recent version, which provides for joint supervision by the City Council and the City Manager.

Councillor Davis asked where the office would be located. Mr. Healy and Ms. Peterson responded that it would be on the first floor, next to the City Clerk's Office, where the Personnel Benefits Office is currently located.

Councillor Sullivan explained that he, Councillor Braude, the City Manager and Ms. Peterson had met on Friday and had agreed on the importance of high visibility of this function. They also discussed moving the switchboard operator's desk farther out into the City Hall lobby, and, subject to negotiation, including more person-to-person customer service in that function.

Councillor Davis asked about the idea of using senior citizen volunteers for customer service in exchange for credit on their tax bills. She noted the need for the availability of persons who speak languages other than English. She added that she would like to see attention paid to the physical appearance and location of this new information function. She emphasized that it should not be a folding table and duct tape operation.

Vice Mayor Maher said he is having a problem understanding the proposal. It apparently contemplates one position. He does not see how one person can staff the whole operation, but using all volunteers for the information function is not realistic. He does not want to end up with another information booth like the one at Harvard Square - something that looks terrific and never has anyone in it. It is impossible for one person to do this; there would have to be a staff.

Ms. Peterson said that she agrees. The proposal starts with one funded position, one new person. For answering the phones, the front line persons are still Diane Squires and Mary Ellen Carvello.

Councillor Braude said that the first person hired, the “director,” will not be the front line “greeter.” That person will coordinate all of these activities.

Councillor Davis said that it is very important that the position is filled by a person who actually talks to people. Ms. Peterson said that she sees the person spending 50% of his/her time assisting residents.

Mr. Healy said that he agrees with the need of professional appearance for whatever space is utilized.

Vice Mayor Maher said that he believes that relying on volunteers could be a mistake. You cannot fire a volunteer, but volunteers can be much more difficult to manage.

Councillor Sullivan said that there are a variety of gatekeepers who, within their own offices, direct calls and answer questions.

Councillor Davis asked if this proposal would respond in some way to her order to look into access for the public to the Hansen system. Ms. Peterson responded in the affirmative.

The question of extended hours for city services was then discussed. Councillor Braude noted that this was a question on the citizen survey and he believes that many residents were in favor of some sort of extended service. It makes a very positive statement about the City and its commitment to serving its residents, just as having a person to answer questions in the lobby of City Hall does. He suggested trying extended hours with one department as an experiment. Ms. Peterson said that the Inspectional Services Department is opening earlier for the issuance of permits.

Councillor Sullivan noted the enhancements for volunteer services - jackets and lunch. Five hundred dollars is the limit on tax credits which does not go very far. This plan provides some additional incentive for continued volunteer participation.

Councillor Sullivan moved that the matter be referred to the full City Council. The motion passed on a voice vote without objection.

Councillor Sullivan thanked those present for their attendance. The meeting was adjourned at 4:15 P.M.

For the Committee,

Councillor Michael A. Sullivan, Chair

Committee Report #3

HUMAN SERVICES

COMMITTEE MEMBERS

Councillor Kenneth E. Reeves, Chair

Councillor Marjorie C. Decker

Vice Mayor David P. Maher

In City Council June 25, 2001

The Human Services Committee held a public hearing on May 30, 2001, beginning at 3:20 P.M. in the Ackermann Room for the purpose of discussing extended day programs, afterschool programs, youth centers and other out of school time programs.

Present at the hearing were Councillor Kenneth E. Reeves, Chair of the Committee, Councillor Vice Mayor Maher, Councillor Marjorie C. Decker and City Clerk D. Margaret Drury. Also present were Jill Herold, Assistant City Manager for Human Services, Ellen Semonoff, Deputy Director for the Department of Human Services (DHS), Jacqueline Neel, Director of Child Care Services, Paul Ryder, Director of Recreation, Selvin Chambers, Youth Center Director, Mary Wong, Director of the Kids' Council.

Councillor Reeves convened the hearing and explained the purpose. He said that last term, this committee focused on youth centers. This term the Human Services Committee is looking at after school/extended day programs. He noted his hopes for after school programs to lend support to academic efforts, for example, the youth center. He then posed the question of the future of the pilot program at Harrington should go and whether this committee could be useful in that discussion.

Ms. Semonoff stated that she believes that the next step is an assessment of the Harrington pilot extended day program on two levels. One is on the level of what the vision of the Harrington extended day program was, and whether the program matches that vision, and the second is whether the vision is the right vision.

Ms. Herold suggested that in terms of looking at what the vision of the Harrington pilot program was, she expects that an assessment may well find that there really was not a shared vision, among DHS, School administration, and others.

Ms. Herold noted the question of what distinguishes extended day from other public nonprofit enrolled afterschool programs.

Councillor Reeves reviewed his memory of the genesis of the vision. There was a consultant who looked at the youth centers, with an exploration of all the necessary connections, including the schools, and there was at the same time a desire for academic improvement.

Ms. Herold said that at the same time that the Human Services Department (DHS) was looking at the youth centers, in a process that involved parents, kids, staff, community (but not schools, although Joe Petner sat on the board), concurrently DHS was also looking at what a school-based afterschool program would look like with a different consultant working with DHS and school staff and administrations. By February/March, they had developed a model with which the Superintendent and Ms. Herold went to the City Manager to request authorization to

try the model. By that time it was now April/May. The Harrington School was chosen based on school demographics and the community resources nearby new youth center, library, new health clinic. Ms. Herold said that they underestimated the time that would be needed to bring on board school personnel who had never even heard of the model, and went ahead to open a program the next fall.

Vice Mayor Maher agreed with the description. The administration wasn't hired until just before school started. At the School Committee, the discussion was that this program would be a continuation of the school day, with regular teacher involvement. He always thought that the Harrington was the right place for the program. He said that he agrees that this evaluation would be a good step.

Selvin Chambers said that there must be a better understanding of what a collaboration is to minimize struggle over protecting vested interests.

Jackie Neel said that the name "extended day" was very important to the school administration and their interpretation was a fuller extension of the school program. The name and emphasis has presented a barrier, although what has happened over the last couple of years at the Harrington School is quite extraordinary. Mentoring takes place with regular teachers during the school day - extended day teachers come into classrooms at 11:00 A.M. The school was given a name and a budget, and their mission and their vision was more school.

Susan Richards Scott said that there is a stereotype that teachers do it one way, afterschool programs do something different. The Harrington extended day does not yet have a cross-fertilization of techniques, with a chance for teachers to learn from afterschool providers about the project-based learning that can support academic goals.

Ms. Neel said that the cross-fertilization is happening during the school day and the first part of the extended day program. DHS has provided lots of training and support for project-based learning. More joint training of regular day teachers and afterschool teachers is needed.

Councillor Reeves observed that launching a model has a great deal to do with the culture in which it is launched.

Ms. Semonoff emphasized that more time could have helped enormously.

Vice Mayor Maher said that, to him, the goal of the program was never quite clear. Everyone heard the part that they were interested in and then there was the disappointment that no one got quite what they wanted.

Ms. Semonoff noted that the pedagogy issue of taking the exact program that isn't working during the school day and extending it three more hours when the kids are more tired.

Councillor Reeves said that there are many professionals who believe that it is a mistake to make afterschool like school. He asked what the literature is saying now.

Ms. Herold responded that, as Ms. Richards Scott noted, afterschool teaching is being recognized as a profession. Academics are starting to really look at the area of “out of school time.” At the Harvard Education School, Professor Gil Noam is working on this, and he is a very good resource. She suggested the possibility of convening a group with Professor Noam and Mickey Seligson from the National Institute Out of School Time (NIOST), who together could bring a wealth of expertise to Cambridge.

Vice Mayor Maher asked Ms. Herold whether DHS is fixed on the Harrington model as an afterschool “program”. He cited the Central Park East, started by Deborah Meier as a full day 9:00-5:00 program. That is his interest. Ms. Herold asked why he would not call that a kind of afterschool program. Vice Mayor Maher said that there are such systemic issues with the schools, for example, sharing classroom space, the culture, etc.

Susan Richard Scott said that 50% of the Community Arts Center students of which she was Director for many years, are Harrington School kids. Her experience is that the faith/trust of the parents of these kids is enormous. They put their children in the hands of the schools and trust them to educate them well. Vice Mayor Maher agreed.

Councillor Reeves said that obviously it is not the role of the City Council and DHS to redo the schools. But his vision was that afterschools could support the academics of the school day. He added that he believes that the study of minority boys at the Kennedy and Harrington Schools and post high school outcomes would be very interesting.

Councillor Reeves said that perhaps this committee could look at what programs in other places are succeeding. For example, the Central Park East is a 9:00-5:00 program. There is no fancy building, no sports and no theater. Each child spends an hour every day with an adult in a complicated discussion about his/her progress. Each child has a public service job. Portfolio assessment is utilized for every aspect of the curricula.

Councillor Decker said that this is similar to the Boston Evening Academy.

Vice Mayor Maher said that getting flex time into the teacher contract was a big victory for the concept of using afterschool time for academic improvement. But even though the contract was changed, teacher flex time has not happened. Ms. Herold said that the original plan for the extended day involved flex time with art programs and physical education classes in the afternoon-afterschool time.

Councillor Decker suggested talking about how to move forward with the idea of the forum and also looking at how Cambridge is assessing and inventorying the existing programs. She emphasized her interest in the standards and the inventory of what happens from the standpoint of equity throughout the City.

Councillor Reeves said that all are aware of the need for outcomes. No one person has the answer. He is interested in what we can do to find the best answers. Councillor Reeves stated that it has become apparent that everyone brings their own questions. The extra dimension

is that with regard to city resources, we are talking about the same group of kids. He asked Ms. Herold if she is planning to assess the Harrington School after school program and its outcomes.

Ms. Herold said that there is a line item in the budget for program assessment and evaluation. There is now an in-place and ongoing evaluation. The first year was mostly a process evaluation. In the second year the evaluators developed a baseline for evaluations of academic progress and improvement. She said that from the evaluation, they have learned so far that extended day kids are somewhat poorer and more needy than the overall Harrington School student population, which is already a needy population. Ms. Herold said that they also learned that the extended day students are doing somewhat better than the other Harrington School kids in terms of improvements in performance on standardized tests.

With regard to assessment of other afterschool programs, Ms. Herold said that in the seven classrooms of 24 (approx.) kids of afterschool programs, Ms. Neel has been working towards accreditation under a particular set of higher standards, with an assessment tool built in as part of the standards. Ms. Neel said that DHS is just at the beginning of this process with the afterschool programs. DHS has used the accreditation process with preschools. Ms. Neel said that there is also an annual evaluation with the parents for each afterschool program. In addition, Ms. Richards Scott has some grant funding to work on tracking academic outcomes in connection with afterschool programs.

Councillor Decker stated that she would like to see the assessment. She said that she is also worried about equity - the kids who cannot get into the Harrington School Program. Another issue important to her is also how do we make the afterschool programs better. In that area she is very concerned about having full time staff with benefits. She asked about the private programs for afterschool care.

Ms. Richards Scott said that she has been looking at all the out-of-school time resources in Cambridge for the last six months. There is a great deal going on. The inventory of supervised out-of-school activities done by Julie Kirrane has been a very good starting point. The standards already exist; there is no reason for Cambridge to create its own standards. Ms. Richards Scott said that part of her work is trying to make everyone aware of the standards. With regard to the Harrington School extended day program, the model goes further into the cross communication needed to make kids succeed. It is very important to keep working on programs that make the links of school-afterschool.

Councillor Reeves described a program in Sacramento, very rich in resources - and very successful. He said that the answer to the question of whether Cambridge does evaluate its programs is - yes, somewhat. He would like to see some focus on the issue of which programs can provide the most value for the amount expended.

Ms. Richard Scott emphasized the importance of dialogue.

Ms. Semonoff noted the challenge of a coordinated effort with the schools. True "buy-in" by the schools is essential to making the school/afterschool links needed to improve academic performance, but with all that is going on with the schools, afterschool programs are

not the top priority for the school department and principals. Moreover, with the emphasis on high stakes testing, principals are panicking about academic success and they do not necessarily agree that what happens in afterschool programs is related to academic improvement.

Ms. Semonoff said that she sees the academics as potential allies in this area. For example, Professor Gil Naom, Harvard School of Education, has run institutes for principals to explore the importance of afterschool to academic success. In addition, Mickey Seligson, who has done excellent work for the National Institute of Out-of-School Time, is also locally based at the Wellesley Center for women.

Ms. Semonoff then distributed a list of afterschool programs in each school. She noted that what is different about this list than what one would have seen ten years ago is the increased involvement of the School Department in offering afterschool programs. Principals are often more comfortable with having their own small programs.

Councillor Decker stated that there is a need to involve principals and members of the school committee to participate in this discussion.

Councillor Reeves said that this is beginning to sound like the Kids' Council. Ms. Herold and Ms. Semonoff agreed.

Ms. Semonoff pointed out that many other groups in addition to city agencies are involved in providing services. She also suggested looking at the Gardner School in Allston.

It was agreed that the next step for the Human Services Committee would be a planning meeting to take concrete steps for a forum on out-of-school time.

Councillor Reeves thanked the all those present for their participation.

The meeting was adjourned at 5:00 p.m.

For the Committee

Councillor Kenneth E. Reeves, Chair
Human Services Committee

Committee Report #4

FINANCE COMMITTEE MEMBERS

*Councillor Michael A. Sullivan, Chair
Councillor Kathleen L. Born
Councillor Jim Braude
Councillor Henrietta Davis,
Councillor Marjorie C. Decker
Vice Mayor David P. Maher
Councillor Kenneth E. Reeves
Councillor Timothy J. Toomey, Jr.
Mayor Anthony D. Galluccio*

In City Council June 18, 2001

The Finance Committee, comprised of the entire City Council, conducted a public meeting on Friday, June 8, 2001 at 10:10 a. m. in the City Council Conference Room.

The purpose of the meeting was to make a recommendation on the position of the City Auditor.

Present at the meeting were Councillor Sullivan, Chair of the Committee, Vice Mayor Maher and Councillor Toomey. Councillor Born was present at the meeting via speakerphone. Also present were Sandra Albano, Assistant to the City Council and Donna P. Lopez, Deputy City Clerk.

Councillor Sullivan opened the meeting and stated the purpose.

The subcommittee consisting of Councillors Sullivan, Born and Vice Mayor Maher received resumes from seven candidates. Three of the candidates withdrew their applications. Four candidates were interviewed. One of the four interviewees declined the position during the interview. The subcommittee, the Assistant to the City Council and Michele Kincaid, Manager of Financial Reporting/Auditing Department, then ranked the candidates. This process is outlined in the attached letter from Councillor Sullivan that was forwarded to the members of the Finance Committee. **(ATTACHMENT A)**

Councillor Toomey recommended that the name of James Monagle be forwarded to the full City Council for the position of City Auditor. The motion carried on a voice vote.

Councillor Born further recommended that the Assistant to the City Council draft a letter to the City Manager recommending that the resumes of the remaining two candidates be referred to the City Manager for consideration for future employment in the city. The motion carried on a voice vote.

On motion of Councillor Born the meeting adjourned at 10:15 a.m.

For the Committee,

Councillor Michael A. Sullivan,
Chair

