City of Quincy
Massachusetts

OFFICE OF THE CITY COUNCIL
1305 Hancock Street
Quincy, MA 02169

Brad L. Croall
Kevin F. Coughlin
Joseph G. Finn, President
Douglas S. Gutro

Kirsten L. Hughes
Margaret E. Laforest
Michael E. McFarland
Brian F. McNamee
Brian Palmucci

Joseph P. Shea, Clerk
Nicole L. Crispo, Assistant Clerk
Jennifer L. Manning, Clerk of Committees
Susan M. O'Connor, Auditor

City Council Meeting Agenda
Monday, May 18, 2015
Council Chambers – City Hall

Regular Council Meeting
7:30 PM

Honoring of Bertha Galvin & Mary Kennedy
World War II – Rosie the Riveter Association Members
Councillor Coughlin

Juvenile Diabetes Day – May 30th
Councillor Hughes & Councillor Gutro

1. Update – State Legislative Delegation Update
2. Appropriation – $140,000 City Clerk - City Council Document/Agenda Management Solution
3. Appropriation – $52,969.53 for Public Landing Repairs to Police Contractual
4. Transfer – $30,000 Transfer within Workers Compensation Accounts
5. Introduction – Urban Revitalization and Development Plan Amendment #3
6. Ordinance - Pharmacy Posting Requirements for Municipal Prescription Drug Disposal Facilities – Councillor Gutro
7. Gifts – $375.00 from Various Donations from Various Donors to D.A.R.E.
8. Gifts – $2,667.00 from Various Donations to D.A.R.E. Camp

It is anticipated that one or more matters contained within the City Council Calendar, including any or all listed items pending in Committee, may be discussed and acted upon at this meeting. For a full Council Calendar, go to www.quincyma.gov

Tel. (617) 376-1341, FAX (617) 376-1345
TTY (617) 376-1375

INTRODUCED BY **MAYOR, THOMAS P. KOCH**

CITY OF QUINCY

IN COUNCIL

ORDER NO. 2015 -

ORDERED: May 18, 2015

Upon the recommendation of the City Council President, and with the approval of his Honor, the Mayor, the sum of $140,000.00 is appropriated to the City Clerk - City Council Contractual. This appropriation is to fund the implementation and operation of an Agenda Management, Document Storage and Retrieval System with in the City Clerk and City Council Offices.

The same to be charged to Free Cash

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Executive Summary for Document/Agenda Management Solution

The City of Quincy's City Council is looking to digitally automate the task and manage the process of preparing, publishing, archiving and retrieving its recurring agenda meeting documents. They seek to replace the existing manual and labor intensive process with one that will digitally capture all the agenda element items - including Word documents, Excel spreadsheets, facsimiles, emails, images and graphics. Once captured, these elements will be indexed/searchable and all modifications to them will be tracked by an automated version control process.

In essence, the Council seeks to acquire a solution to serve as the single repository for all finished agendas, minutes and supporting documents. When complete, the Council will have access to any and all information pertaining to their business in a digital fashion. They will be able to access this information from any remote PC or digital tablet. It is envisioned Councillors will all be equipped with tablets and that meetings will be conducted referencing the agenda and supporting materials on their tablets.

In addition, minutes for each meeting will be automated using this system. As the Council moves through each agenda item, the Clerk of Committees will have electronic tools at his or her hands which will time-stamp those items and keep track of voting results.

The Council also desires that electronic version of the agenda (and all the supporting documents) be accessible to its residents on the City's Website.

The Council recognizes that the functionality it is looking to implement is one that other departments in the City may be interested in utilizing. Thus, the chosen solution approach should be one that is Enterprise in nature, scalable and appropriate to the rest of the City's document management needs. Further, such a system should be supported by a reputable, established and full-service vendor who has proven success in this application arena, with a strong city government customer-base.

As existing City IT resources are limited, the chosen solution should require a minimum of their support, although it is understood that the system must reside within, and be compatible with the architectural environment the City has in place, and that some IT resources will be needed to assure that this is the case.

This project will require competent and committed project management, both from the vendor side as well as the City's side. The Council envisages retaining a qualified outside consultant for this purpose.

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INTRODUCED BY **MAYOR, THOMAS P. KOCH**

CITY OF QUINCY

IN COUNCIL

ORDER NO. 2015 -

ORDERED: May 18, 2015

At the request of the Chief of Police, and with the approval of his Honor the Mayor, the sum of $52,969.53 is hereby appropriated to the Police Department Contractual account.

The same to be charged to Free Cash

QUINCY POLICE DEPARTMENT

Office of the Chief

PAUL KEENAN
CHIEF OF POLICE

ONE SEA STREET
QUINCY, MASSACHUSETTS 02169
(617) 745-5712
FAX: (617) 745-5714
TTY: (617) 376-1375
ChiefKeenan@ci.quincy.ma.us

May 13, 2015

Mayor Thomas Koch
Quincy City Hall
1305 Hancock Street
Quincy, MA 02169

Dear Mayor Koch:

I am writing to inform you that the Public Landing Pier located adjacent to the Hough's Neck Maritime Center at 137 Bayview Avenue in Quincy was severely damaged by sea ice during this past winter season. In its present damaged state, the Public Landing Pier is a danger to the Public. I recommend that the Public Landing Pier Access Point be immediately secured until emergency repairs can be completed.

After consulting with Mr. Carlos Pena of CLE Engineering with a local marine contractor, the following emergency repairs were identified as needed to be completed in order for the Public Landing Pier to be safely used during the Boating Season this year:

- Install shoring and jack up pier deck carrying beams to the former elevated positions
- Remove and replace two sets of wooden load bearing support pilings
- Remove, replace, and/or sister load bearing wooden cross section members
- Remove and replace as needed deck planks
- Repair Gangway Attachment Connection Cross Section

I am requesting that an emergency appropriation in the amount of $52,969.53 be submitted by your office to the Quincy City Council in order to get this Maritime Critical Infrastructure back in service for use by the Public and by Maritime Emergency Response Agencies. Your careful consideration of this request is greatly appreciated.

Sincerely,

Paul Keenan
Chief of Police

Coastal Marine Construction LLC

15 North Street
Canton, MA 02021

Phone: 339-502-8667
Fax: 339-502-8669

To:	HN Maritime Center	**Contact:**	Lt. Gillan
Address:	236 Rock Island Road Quincy, MA 02169	**Phone:**	617-376-1351
		Fax:	
Project Name:	HN Maritime Center Pier	**Bid Number:**	
Project Location:		**Bid Date:**	5/11/2015

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
1000	Mob	1.00	LS	$9,339.45	$9,339.45
2000	Install Shoring And Jack Pier	1.00	LS	$6,633.54	$6,633.54
3000	Remove 4 Piles	1.00	LS	$9,023.53	$9,023.53
4000	Install 4 New Timber Piles And Bracing	1.00	LS	$11,805.87	$11,805.87
5000	Sister Stringers And Replace Decking	1.00	LS	$10,180.82	$10,180.82
6000	Repair Gangway Connection	1.00	LS	$2,032.27	$2,032.27
7000	Repair Broken Pile	1.00	LS	$3,954.05	$3,954.05

Total Bid Price: $52,969.53

Notes:

- The price does not include sales tax.
- The timber will be treated but treatment and grade will depend on availability.
- Piles to be 12 inch by 30 lf and will depend on availability.
- All hardware will be HDG.
- The price does not include the cost of any permits.
- The project may need to work outside the normal work hours due to the tides.
- The float will be secured with anchors and chains.

Payment Terms:

Payment due within 30 days of date of invoice, regardless of when payment is made by Owner

ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.	**CONFIRMED:** **Coastal Marine Construction LLC**
Buyer: _____	
Signature: _____	**Authorized Signature:** _____
Date of Acceptance: _____	**Estimator:** Eugene Kelley

INTRODUCED BY **MAYOR, THOMAS P. KOCH**

CITY OF QUINCY

IN COUNCIL

ORDER NO. 2015 -

ORDERED: May 18, 2015

Upon the request of the City Solicitor, and with the approval of his Honor, the Mayor, the sum of Thirty Thousand ($30,000.00) to be transferred within the Workers' Compensation budget accounts, as follows:

From Medical Account – 0191254 – 570703

To Payroll Account – 0191251 - 510173

The purpose of this transfer is to meet the reasonably anticipated Workers' Compensation payroll expenses through the balance of the fiscal year.

OFFICE OF THE CITY SOLICITOR

QUINCY CITY HALL
1305 Hancock Street
Quincy, MA 02169

Phone: (617) 376-1516
Fax: (617) 376-1519
TTY: (617) 376-1375

MICHAEL M. MAXEY
SPECIAL COUNSEL

THOMAS P. KOCH
MAYOR

Memo

TO: Mayor Thomas P. Koch

CC: James S. Timmins

RE: Request to Transfer Funds between Workers' Compensation accounts

DATE: April 30, 2015

Based upon the current weekly cost of providing workers' compensation wage payments to our injured employee's it is anticipated that we will need an additional $30,000 to meet those obligations through the end of this Fiscal Year. It is anticipated that without these funds we will not be able meet our payroll for the last two weeks in June.

Fortunately, at this point we have more than enough funds in the Medical account to meet expected claims and expenses through the end of this fiscal year.

Accordingly, we are requesting approval to transfer $30,000 from the medical account (Account # 0191254570703) to the payroll account (Account #0191251510173).

Please let me know if you need anything further from this office and thank you for your assistance.

Respectfully submitted,

Michael M. Maxey

INTRODUCED BY **COUNCILLOR-AT-LARGE – DOUGLAS S. GUTRO**

CITY OF QUINCY
IN COUNCIL

ORDER NO. 2015 -

ORDERED: May 18, 2015

Be it ordained by the City Council that the Quincy Municipal Code is hereby amended as follows:

Adding as Section 8.31 to the Quincy Municipal Code the following Pharmacy Posting Requirements for Municipal Prescription Drug Disposal Facilities

Pharmacy Posting Requirements for Municipal Prescription Drug Disposal Facilities

All pharmacies shall post notice of all permanent municipal disposal locations in a visible location near pharmacy check out and/ or consultation windows. All postings may either reference proper disposal of prescription drugs and associated risks of prescription drug abuse or be supplemented with visible access to literature referencing risks and additional disposal options.

INTRODUCED BY **MAYOR, THOMAS P. KOCH**

CITY OF QUINCY
IN COUNCIL

ORDER NO. 2015 -

ORDERED: May 18, 2015

Be it ordained that the City of Quincy accept the following gift upon the conditions attached and herein set forth:

DONOR	GIFT	PURPOSE
Various Donors	$375.00	D.A.R.E. Program

Deposit To: 31194 - 484000

D.A.R.E. Donor's

Donor	Check#	Date		Amount
Hough's Neck Congregational Church/ M.O.T.H.E.R.S. Club	197	4/21/2015	$	50.00
Mrs. Barbara Renken	1955	5/3/2015	$	25.00
S-Bank	28340	4/30/2015	$	200.00
Scott-Williams Incorporated	46771	4/28/2015	$	100.00
			$	**375.00**

INTRODUCED BY **MAYOR, THOMAS P. KOCH**

CITY OF QUINCY
IN COUNCIL

ORDER NO. 2015 -

ORDERED: May 18, 2015

Be it ordained that the City of Quincy accept the following gift upon the conditions attached and herein set forth:

DONOR	GIFT	PURPOSE
Various Donors	$2,667.00	D.A.R.E. Camp

Deposit To: 31194 - 484000

QUINCY POLICE DEPARTMENT

GIFT ACCOUNT

MAY 11, 2015

TO: The Quincy City Council

Please accept the following gift

PURPOSE: DONATION FOR DARE CAMP.
TOTAL AMOUNT $2,667.00.00

ACCOUNT # 31194-484000

DONOR: VARIOUS PARENTS FOR DARE CAMP

CONTACT: OFFICER JOHN GRAZIOSO

ADDRESS: QPD

Paul Keenan
Chief Of Police

Quincy Police Department
1 Sea St.
Quincy, MA 02169
617-745-5735

To Resist Drugs and Violence

Donation to DARE: $100 x 24 =$ 2400
$200 x 1 = $ 200
$67 x 1 =$ 67

$2667

Contact: Various Parents for DARE Camp