

June 24, 1993

Vice Mayor Cyr

Councillor Sullivan

Ordered: that in accordance with the provisions of the Cambridge Municipal Code in Chapter 2.32 entitled "Auditing Department", specifically in Section 2.32.010 City Auditor - Authority - Appointment - Term - Vacancies the names of Gregory Billington and James Lindstrom be placed in nomination for the position of City Auditor.

The Chair advised the members of the City Council that they should indicate their choice when the roll was called.

The roll was called and resulted as follows:

Councillor Cyr	for James Lindstrom
Councillor Duchay	for James Lindstrom
Councillor Myers	for James Lindstrom
Councillor Russell	for Gregory Billington
Councillor Sullivan	for Gregory Billington
Councillor Toomey	for Gregory Billington
Councillor Walsh	for Gregory Billington
Councillor Wolf	for James Lindstrom
Mayor Reeves	for James Lindstrom

The Chair declared that by your vote you have elected James Lindstrom City Auditor of Cambridge.

#### Ballot Number One

for James Lindstrom:

Councillors Cyr, Duchay, Myers, Wolf and Mayor Reeves - 5 in number

for Gregory Billington:

Councillors Russell, Sullivan, Toomey

and watch - r in number.

# City of Cambridge

MASSACHUSETTS

*Suspension* In City Council June 28 1993  
*Andhra Electric*

	YEA	NAY	ABSENT	PRESENT	
Mr. Ed Cyr	✓				
Mr. Francis H. Duehay	✓				
Mr. Jonathan S. Myers	✓				
Mrs. Sheila T. Russell		✓			
Mr. Walter J. Sullivan		✓			
Mr. Timothy J. Toomey, Jr.		✓			
Mr. William H. Walsh		✓			
Ms. Alice K. Wolf	✓				
Mayor Kenneth E. Reeves	✓				

5 4 0 0

*Sup fails*

# City of Cambridge

MASSACHUSETTS

In City Council June 28 1993

## Auditor Nomination

	Billington <del>YEA</del>	Lindstrom <del>NO</del>	ABSENT	PRESENT	
Mr. Ed Cyr		✓			
Mr. Francis H. Duehay		✓			
Mr. Jonathan S. Myers		✓			
Mrs. Sheila T. Russell	✓				
Mr. Walter J. Sullivan	✓				
Mr. Timothy J. Toomey, Jr.	✓				
Mr. William H. Walsh	✓				
Ms. Alice K. Wolf		✓			
Mayor Kenneth E. Reeves		✓			

4 5

C. Duehay m. Suspension  
Roll call 5-4-0-0



# City of Cambridge

CR # 2

IN CITY COUNCIL

JUNE 28, 1993

VICE MAYOR CYR  
COUNCILLOR SULLIVAN

**ORDERED:** That in accordance with the provisions of the Cambridge Municipal Code in Chapter 2.32 entitled "Auditing Department," specifically in Section 2.32.010 **City Auditor - Authority - Appointment - Term - Vacancies** the names of

Gregory Billington and  
James Lindstrom

be placed in nomination for the position of City Auditor.

The Chair advised the members of the City Council that they should indicate their choice when the roll was called.

The roll was called and resulted as follows:

Vice Mayor Cyr	for	James Lindstrom
Councillor Duehay	for	James Lindstrom
Councillor Myers	for	James Lindstrom
Councillor Russell	for	Gregory Billington
Councillor Sullivan	for	Gregory Billington
Councillor Toomey	for	Gregory Billington
Councillor Walsh	for	Gregory Billington
Councillor Wolf	for	James Lindstrom
Mayor Reeves	for	James Linstrom

The Chair declared that by your vote you have elected James Lindstrom City Auditor of Cambridge, effective upon qualification.

**BALLOT NUMBER ONE**

For James Lindstrom:

Vice Mayor Cyr, Councillors Duehay, Myers, Wolf and Mayor  
Reeves

- 5 in number

For Gregory Billington:

Councillor Russell, Sullivan, Toomey and  
Walsh

- 4 in number

In City Council June 28, 1993.

Election of James Lindstrom as City Auditor.

ATTEST:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:- *D. Margaret Drury*

D. Margaret Drury  
City Clerk

UM Cyr - MS-Purpose.  
Introduction of Rept.  
Accept Report.

# City of Cambridge

The Auditor Selection Committee met on May 24, May 25, May 26, June 1, June 10, June 16, and June 25, 1993 to interview and evaluate candidates for the position of City Auditor pursuant to a vote of the full City Council. Present were Committee members Vice Mayor Edward N. Cyr, Chair, Councillor Francis H. Duehay and Councillor Walter J. Sullivan. Also present at various times were Councillor Alice K. Wolf, Councillor Sheila T. Russell and Councillor Jonathan S. Myers. The Committee was staffed by Assistant City Manager for Fiscal Affairs James P. Maloney, Jr., and Deputy City Clerk John E. Flynn.

The Committee recommended and the full City Council adopted a revised job description pursuant to procedures recommended by the committee, the position was advertised for several weeks in local and national publications. 83 resumes were received by the application deadline and three were received after the deadline. The Committee voted to consider the late resumes. The resumes were circulated to all members of the Council. The Committee attempted to interview all applicants recommended to them by at least three members of the Council. 11 applicants were interviewed and 2 candidates were brought back for a follow-up discussion.

In presenting its recommendations to the full City Council, the committee considered such factors as accounting skills; retirement knowledge; managerial ability; public outreach development and ability to work cooperatively with City Manager and his staff while maintaining an independence.

The Committee recommends that the following candidates be considered finalists for consideration by the full City Council:

- Gregory Billington 4
- James Lindstrom ✓ 5

A copy of each candidate's resume is attached.

For the Committee

ED Cyr (JEF)

Vice Mayor Edward N. Cyr, Chair

UM Cyr  
raised  
Suspension  
Failed  
5-4-0-0.

ATS # 4537

CITY OF CAMBRIDGE  
BUDGET PERSONNEL  
DEPARTMENT

Apr 30 4 32 PM '93

April 30, 1993

Councillor Edward N. Cyr, Chairman  
Finance Committee  
Cambridge City Council  
Cambridge, Massachusetts

Dear Councillor Cyr,

I read with great interest your recent advertisement for City Auditor. Please consider me an applicant for that position. I have enclosed two copies of my resume.

I have more than thirteen years of progressively responsible municipal finance experience in Cambridge. As manager of the city's first totally integrated automated financial system, I have a thorough knowledge of the city's accounting practices. I am responsible for the maintenance of the general ledger and have worked extensively with the city's outside auditors in closing the city's books and preparing the annual financial report. In addition, I have five years of supervisory experience with a five person financial staff at the Department of Human Services.

I believe I have the perfect mix of experience, education, energy and enthusiasm for this position. As an eleven year Cambridge resident and homeowner, I also have a great deal invested in this city and its government. I look forward to discussing this further with you. My daytime phone number is 349-4288. Thank you for your consideration.

Sincerely,



Gregory Billington

**GREGORY BILLINGTON**

20 Sullivan Road  
Cambridge, Massachusetts 02138  
(617) 491-8247

**QUALIFYING  
EXPERIENCE**

**MANAGER OF FINANCIAL SYSTEMS**, City of Cambridge,  
Massachusetts, November 1986 to Present.

Responsible for the implementation and management of the city's first totally integrated, on-line financial system. Duties include coordinating all municipal financial operations as well as supervising software program enhancements by the data processing staff. Accomplishments include the establishment of an internal billing/accounting system for all tax and utility receivables, restructuring the general ledger and chart of accounts to conform with state guidelines, automation of the budget process and the successful conversion to an in-house payroll/personnel system.

**FISCAL DIRECTOR, DEPARTMENT OF HUMAN SERVICES**, City of Cambridge,  
Massachusetts, July 1982 to November 1986.

Responsible for the financial administration of \$7.1 million agency. Managed accounting, payroll and purchasing systems. Supervised five-person staff. Accomplishments included a fiscal restructuring of the low-income fuel assistance program, the development of a receivable system for twelve child care sites and the establishment of a grants management system that satisfied both internal management needs and the requirements of outside funding sources.

**ADMINISTRATIVE/BUDGET ANALYST**, City of Cambridge, Massachusetts,  
January 1980 to July 1982.

Provided staff assistance to the City Manager on a variety of administrative and financial matters. Responsible for coordinating the financial work of city departments and monitoring the municipal budget process from initial preparation to implementation. Accomplishments included developing alternative Proposition 2 1/2 strategies and identifying new funding sources for various municipal programs.

**EDUCATION**

Master of Public Administration, Northeastern University, Boston,  
Massachusetts, June 1980. Concentration: Local Government Administration.

B.A., Political Science and American Studies, Colby College, Waterville, Maine,  
May 1978. Dean's List 1977-1978.

**PROFESSIONAL  
DEVELOPMENT**

- Public Administration Internship, Office of U.S. Senator Edmund S. Muskie, December 1977 to February 1978.
- Public Administration Fellowship, Northeastern University. Awarded for 1979-1980 academic year.
- Associate Member, International City Management Association.
- Member, Government Finance Officers Association.

ATS # 4456

BUDGET  
APR 23 11 55 AM '93

P.O. Box 355  
Chatham, MA 02633  
April 22, 1993

Personnel Director  
City Hall  
Room 309  
795 Massachusetts Avenue  
Cambridge, MA 02139

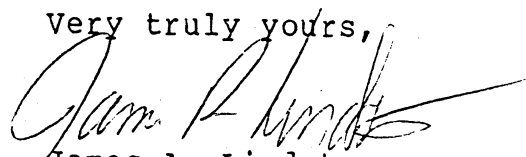
Dear Sir/Madam,

This is in response to your advertisement in the Boston Globe regarding the position of City Auditor for the City of Cambridge.

For the past six years, I have been serving as the first professional administrator of Chatham, Massachusetts. Prior to that I was the Director of Finance for Amherst, Massachusetts, managing all financial operations for the municipality. My previous experience also includes financial management for one of the nation's leading banking institutions and for New Jersey's third largest city.

My principal efforts here in Chatham have been threefold. First, to instill cohesion and purpose to a group of departments which had previously operated quite autonomously. Second, to implement sound financial planning practices since several years ago, Chatham reached the limit it could raise from the property tax. Third, to develop a performance budgeting system so that departments are held accountable for their operations and the citizenry can see what they are receiving for their tax dollar. The enclosed resume provides further details of my work in these areas.

In closing, I believe that my combination of experience from both the public and private sectors may provide what you are seeking in a City Auditor. I look forward to talking with you further regarding how my services may benefit the City of Cambridge.

Very truly yours,  
  
James A. Lindstrom

James A. Lindstrom  
P.O. Box 355  
Chatham, Massachusetts 02633  
508-945-3813

EDUCATION

M.B.A., Finance, Graduate School of Business, Stanford University, Palo Alto, California, 1967  
B.A. with Honors in Economics, Hamilton College, Clinton, N.Y., 1965

EXPERIENCE/ACCOMPLISHMENTS

Executive Secretary (Town Administrator)  
Chatham, Massachusetts 1987-present

- \* Currently serving as first professional administrator for Town
- \* Developed long range goals for the Town and integrated them into budget process
- \* Created five year financial forecasts of revenues, operating and capital spending and used them to control future Town budgets
- \* Significantly increased non-tax revenues to finance the Town's budget in response to statutory limits on the property tax
- \* Implemented team approach to budget reductions and living within the limits of Proposition 2 1/2
- \* Developed user fee structure to make landfill self-supporting and to pay for significant expansion of Town's water system
- \* Implemented new computer system
- \* Streamlined operations and improved customer service by establishing one office to issue all Town licenses and permits
- \* Successfully negotiated five collective bargaining agreements with police and fire unions

James A. Lindstrom

Page 2

Finance Director

Amherst, Massachusetts

1976-1987

- \* Served as municipality's chief financial manager directing all accounting, treasury, tax collecting, assessing, budgeting, risk management, and purchasing functions
- \* Introduced performance budgeting, basing each department's budget on its planned level of service
- \* Produced five year capital budgets which stabilized long term debt and future property tax revenues
- \* Directed implementation and operation of data processing system
- \* Executed aggressive investment program, increasing investment earnings fivefold

Assistant Vice President

Citibank, New York, New York

1974-1976

- \* Directed department for reporting and control of expense performance, revenue generation and production quality
- \* Planned and produced five-year operating and capital budgets, successfully holding annual expenditures to zero growth

Fiscal Officer

Paterson Redevelopment Agency, Paterson, New Jersey

1969-1974

- \* Directed all financial operations of City's community development program

OTHER

Co-Author, Using User Fees: A Guide for Massachusetts Cities and Towns

Conference Evaluation Committee, ICMA

Speaker, Massachusetts Municipal Association Annual Convention

Charter Reviewer, GFOA Budget Review Program

Volunteer, Cape Cod AIDS Council

Peace Corps Volunteer, Cooperative/Community Development Program, Venezuela

#4937

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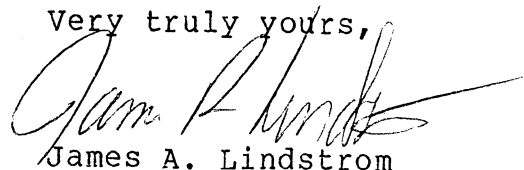
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The Committee recommends that the following candidates be considered finalists for consideration by the full City Council:

Gregory Billington  
James Lindstrom

A copy of each candidate's resume is attached.

For the Committee

ED Cyr (JEF)

Vice Mayor Edward N. Cyr, Chair

COMMITTEE REPORT

<sup>2</sup>  
A-57-

Report from the Auditor Selection  
Committee.

In City Council,

June 28, 1993

*Report accepted  
after suspension of  
the rules of 9 members  
Order electing  
James Lindstrom as  
City Auditor -*