

Record Groups AF

Executive Office for Administration and Finance

Repository:
Massachusetts Archives
220 Morrissey Blvd
Boston, MA 02125

Reviewed 2020-07-27

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Record Group Descriptions and Related Series:

Record Group Number: AF1

Record Group Name: Executive Office for Administration and Finance

Historical Note:

St 1916, c 296 abolished the Commission on Economy and Efficiency (established 1912) and the State Board of Publication (established 1902) and assigned their functions to the post of Supervisor of Administration. St 1922, c 545 (see also St 1923, c 362) abolished that office and assigned its functions along with certain bookkeeping and accounting functions from the departments of the state treasurer and state auditor to the Commission on Administration and Finance (reorganized per St 1948, c 610). St 1962, c 757 replaced the commission with the Executive Office for Administration and Finance. Its functions as currently described in MGLA c 7 constitute fiscal and managerial oversight of the executive branch of state government and include financial operations (budgeting, state and local governmental fiscal oversight, tax revenue collection, and enforcement of financial obligations); central services (procurement of goods and services, automated data processing, and state buildings); personnel (including collective bargaining and employee benefits); and administrative law services (appeal hearings, dispute resolution, and antidiscrimination enforcement)

Additional Description: <http://www.worldcat.org/oclc/122506001>

Related Series:

Minutes, 1953-1963

Identifier: AF1/395X
Extent: 0.7 cubic feet (2 document boxes)
Arranged: In two subseries:
(1) Agendas
(2) Minutes
Arranged within each subseries chronologically.
Notes: Incomplete.
Subseries (1) includes: Jan. 1953-June 1954, 1956, 1960-1962, Jan. 1963.
Subseries (2) includes: Oct. 1958-Jan. 1960, Mar. 1962-Jan. 1963.

Additional Description: <http://www.worldcat.org/oclc/122420045>

State agency self-survey files, 1960

Identifier: AF1/582X
Extent: 10 cubic feet (8 record center cartons)
Arranged: Arranged by agency.
Additional Description: <http://www.worldcat.org/oclc/122591101>

Report on the State Farm in Bridgewater, 1931

Identifier: AF1/1121X
Extent: 0.17 cubic feet (1 document box)
Notes: "Report on investigation of affairs at the State Farm in Bridgewater, June 4, 1931"
Additional Description: <http://www.worldcat.org/oclc/122643417>

Annual reports, 1916-1919

Identifier: AF1/1318 (sub-series)
Extent: 1 partial pamphlet box
Arranged: Arranged chronologically.
Notes: Public document, no. 119. --Report for 1921 missing.
Additional Description: <http://www.worldcat.org/oclc/122336050>

Minutes of state agencies, boards, and commissions, 1957-1966 (bulk 1962-1965)

Identifier: AF1/1518
Extent: 15 microfilm reels
Arranged: Arranged by agency, thereunder chronologically.
Notes: Reels numbered 1-8; duplicates of 1-5, 7-8.
Additional Description: <http://www.worldcat.org/oclc/122575280>

Intragovernmental correspondence, 1983-1989

Identifier: AF1/1764
Extent: 8.75 cubic feet (7 record center cartons)
Arranged: Arranged by agency or subject.
Notes: Incomplete.
Subseries (1) includes: Jan. 1953-June 1954, 1956, 1960-1962, Jan. 1963.
Subseries (2) includes: Oct. 1958-Jan. 1960, Mar. 1962-Jan. 1963.
Additional Description: <http://www.worldcat.org/oclc/122372748>

Legislative issue files, 1983-1989

Identifier: AF1/1765
Extent: 7.5 cubic feet (6 record center cartons)
Arranged: Arranged by subject.
Notes: Combines two series scheduled for previous retention in agency as:
Legislative information files; General legislative issues.
Additional Description: <http://www.worldcat.org/oclc/122357411>

National Governors' Association annual meeting project files, 1993-1995

Identifier: AF1/2036X
Extent: 0.7 cubic feet (2 document boxes)
Additional Description: <http://www.worldcat.org/oclc/122506121>

Commissioner's administration subject files, 1956-1980 (bulk 1963-1965)

Identifier: AF1/2226
Extent: 25 cubic feet (20 record center cartons)
Arranged: Arranged chiefly alphabetically by subject.
Notes: Series constitutes part of the papers of William Augustus Waldron, an attorney practicing in Boston with an additional career in public administration. He held posts with the New York State Assembly and Constitutional Convention (1937-1938), the federal Dept. of Justice (1942), and the National War Labor Board (1942-1945); and in Massachusetts served with the Special Commission on the Structure of the State Government (1950-1954, from 1952 as executive director), as special assistant attorney general (1962), as commissioner of administration (1963-1965), and as special counsel to the General Court's House Rules Committee (1969, 1971, 1973-1974) --See also: Massachusetts. Special Commission on the Structure of the State Government. Commission files, 1950-1954 (bulk 1952-1953) ((M-Ar)2227X); Massachusetts. General Court. House of Representatives. Committee on Rules. Cabinet and post-cabinet reorganization files, 1956-1977 ((M-Ar)2228X)
Additional Description: <http://www.worldcat.org/oclc/83716085>

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Record Group Number: AF3.01

Record Group Name: Office of Geographic Information

Historical Note:

The Office of Geographic Information in Massachusetts (known also as the Massachusetts Geographic Information System (MassGIS) and renamed in 2014 as noted below) has been the designation for the unit of geographic information assigned to the collection, storage, and dissemination of geographic data. MassGIS manages, maintains, and provides access through web mapping services and data download to the state's geographic information database.

MassGIS was developed by the Executive Office of Environmental Affairs (EOEA). Appropriations bill St 1985, c 140 (item 2050-0200) funded a feasibility study for a geographic information system for environmental data under the Hazardous Waste Facility Site Safety Council division of EOEA. St 1987, c 199 (item 2050-0200) funded the implementation of the geographic information system. The Hazardous Waste Facility Site Safety Council ceased to meet as a body after St 1995, c 38, s 2 (item 2000-0100), and its functions were transferred to the office of the Secretary of Environmental Affairs. St 1998, c 194, s 63 established within the EOEA an Office of Geographic and Environmental Information, the name later shortened as above.

In 2010, the Secretary of Administration and Finance convened a task force to determine the future of MassGIS. Due to its increased focus on non-environmental agencies, the recommendation was made to move MassGIS to the Administration and Finance secretariat's Information Technology Division (ITD). St 2010, c 56, s 10D transferred the core functions of MassGIS from EOEA to the ITD. In 2014, the ITD was replaced by the Office of Information Technology (MassIT) as the state's lead executive agency for technology and innovation, at which time the geographic unit was officially renamed Bureau of Geographic Information (St 2014, c 165, s 2/MGLA c 7D, s 5).

Additional Description: <http://www.worldcat.org/oclc/879670492>

Related Series:

Statewide aerial and orthophoto files, 1992-2001

Identifier: AF3.01/2583

Extent: 19 cubic feet (31 boxes)

Arranged: 4 subseries

Notes: Accessioned as State orthophoto files

Additional Description: <http://www.worldcat.org/oclc/965627543>

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Record Group Number: AF4

Record Group Name: Public Employee Retirement Administration Commission

Historical Note:

Pursuant to St 1982, c 630 (effective 1983), the Massachusetts Division of Public Employee Retirement Administration (known also as Public Employee Retirement Administration (PERA)) was established within the Executive Office for Administration and Finance, headed by a commissioner of public employee retirement. It was reorganized per St 1996, c 306 within the executive office as the Public Employee Retirement Administration Commission (PERAC).

Duties of the commission, which generally succeeded those of the commissioner of public employee retirement, and before that, those of the commissioner of insurance in regard to these functions, include promulgating or approving rules and regulations of the boards of the state, teacher, and various county and municipal retirement systems, collecting data on these retirement systems, reviewing disability pensions, and being responsible for investment policies and procedures of public employee retirement systems through the Pension Investment Advisory Unit, among others.

The functions of the commission are currently described in MGLA c 7, ss 49-50; c 32, s 21.

Additional Description: <http://www.worldcat.org/oclc/145429583>

Related Series:

Legislative comments, 1983-2012

Restrictions: Personal information restricted by statutory provision; for conditions of access consult repository; MGLA c 4, s 7, cl 26(c) and c 66A.

Identifier: AF4/814

Extent: 7.5 cubic feet (6 record center cartons)

Arranged: Arranged chronologically.

Notes: Box 1: 1983-1996.

Box 2: 1997-1999.

Box 3: 2000-2003.

Box 4: 2004-2005.

Box 5: 2006.

Box 6: 2007-2009.

Additional Description: <http://www.worldcat.org/oclc/77594565>

Legal opinions, 1983-2015

Restrictions: Personal information restricted by statutory provision; for conditions of access consult repository; MGLA c 4, s 7, cl 26(c) and c 66A.

Identifier: AF4/956

Extent: 123.75 cubic feet (97 record center carton)

Arranged: Arranged chronologically by year, thereunder alphabetically by retirement board (i.e., usually locality)

Additional Description: <http://www.worldcat.org/oclc/78961580>

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Record Group Number: AF4.01

Record Group Name: Teachers' Retirement Board

Historical Note:

St 1913, c 832, s 4 vested the administration of the Teachers' Retirement System for public school teachers of Massachusetts (MGLA c 32, esp. ss 42-43; originally St 1908, c 498) in a Teacher's Retirement Board, which was placed under the Dept. of Education by St 1919, c 350, s 61. It was reconstituted per St 1945, c 658, s 4. St 1969, c 704 removed it from the Dept. of Education, although it continued to be chaired by the commissioner of education (s 19), and placed it within the Executive Office of Administration and Finance (s 8). Its functions are currently described in MGLA c 15, s 16.

Additional Description: <http://www.worldcat.org/oclc/145429660>

Related Series:

Minutes, 1913-1959

Identifier: AF4.01/365

Extent: 2.5 cubic feet (14 volumes in 2 record center carton)

Arranged: Arranged chronologically.

Additional Description: <http://www.worldcat.org/oclc/122575263>

Annual reports, 1941-150

Identifier: AF4.01/1318 (subseries)

Extent: 1 document box

Arranged: Arranged chronologically.

Notes: Public document, no. 50.

Additional Description: <http://www.worldcat.org/oclc/122297743>

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Record Group Number: AF5

Record Group Name: Division of Capital Planning and Operations

Historical Note:

St 1947, c 466 established the Massachusetts Public Building Commission. It was replaced successively per St 1953, c 612 by the Division of Building Construction (Commission on Administration and Finance), per St 1962, c 757 (effective Jan. 1963) by the Bureau of Building Construction (Central Services Division, Executive Office for Administration and Finance), and per St 1980, c 579 (effective July 1981) by the Division of Capital Planning and Operations (Executive Office for Administration and Finance). The division's functions, currently described in MGLA c 7, ss 39A-40D, include planning, design, property management, facilities maintenance, and supervision of construction, acquisition, renovation, repair, and demolition of public buildings (capital facilities) of the Commonwealth and its counties.

Additional Description: <http://www.worldcat.org/oclc/145429612>

Related Series:

Commission minutes, 1952-1958 (bulk 1958)

Identifier: AF5/422X
Extent: 0.17 cubic feet (1 document box)
Arranged: Arranged chronologically.
Notes: Includes December 1952-January 1953 (incomplete); 1958 only.
Additional Description: <http://www.worldcat.org/oclc/122575282>

Master plans, 1993

Restrictions: Some materials may be restricted.

Identifier: AF5/942
Extent: 1.25 cubic feet (1 records center carton) and digital files
Notes: U-Mass, Lowell; Contents by volume:
(1) Master plan summary
(2) Existing conditions
(3) Program
(4) Master plan concepts, final master plan and design
Additional Description: <http://www.worldcat.org/oclc/122564539>

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Record Group Number: AF5.01

Record Group Name: Bureau of State Office Buildings

Historical Note:

St 1919, c 350, ss 18-21 established the post of Superintendent of Buildings, a gubernatorial appointee to have responsibility for care and operation, including repairs, improvements, and purchasing and storage of furniture, fixtures, equipment, and supplies for the State House and other state office buildings, replacing the State House Commission and related functions of the sergeant-at-arms. St 1922, c 545, which established the Commission on Administration and Finance, transferred the superintendent's purchasing and storeroom functions to the commission's Purchasing Bureau. The post was redesignated as State Superintendent of Buildings by St 1938, c 249. St 1962, c 757, s 4 (effective Jan. 1963) established the Bureau of State Buildings (headed by the state superintendent of buildings) within the Central Services Division of the Executive Office for Administration and Finance (EOAF). St 1980, c 579, ss 4, 16 (effective July 1981) abolished the bureau and provided for a Bureau of State Office Buildings within the EOAF's Office of

Facilities Management of the Division of Capital Planning and Operations, headed by a state superintendent of state office buildings.

Additional Description: <http://www.worldcat.org/oclc/122469354>

Related Series:

Annual reports, 1921

Identifier: AF5.01/1318 (subseries)
Extent: Partial pamphlet box
Arranged: Arranged chronologically.
Additional Description: <http://www.worldcat.org/oclc/122469553>

Register of contracts awarded for state office furnishings, 1915-1920

Identifier: AF5.01/1622X
Extent: 0.21 cubic feet (2 volumes)
Arranged: Arranged chronologically.
Notes: Volume 1, 1915-1918; Volume 2, 1918-1920
Additional Description: <http://www.worldcat.org/oclc/86144317>

Requisitions, bids, and orders for state office furnishings, 1912-1920 (bulk 1914-1920)

Identifier: AF5.01/1623X
Extent: 0.35 cubic feet (1 document box)
Additional Description: <http://www.worldcat.org/oclc/122560445>

Expenditure ledger for state office furnishings and maintenance, 1909-1920

Identifier: AF5.01/1626X
Extent: 0.25 cubic feet (4 volumes)
Arranged: Chronologically by year span: volume 1, 1909-1913; volume 2, 1914-1916; volume 3, 1917-1919; volume 4, 1920; thereunder by state agency account (volume 1 also by supplier), and then chronologically.
Notes: Volume 2 has 1914 listing of expenditures by agency laid in.
Additional Description: <http://www.worldcat.org/oclc/122469639>

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Record Group Number: AF5.02

Record Group Name: Corrections Special Unit

Historical Note:

Created pursuant to St 1985, c 799, s 20, the Corrections Special Unit of the Division of Capital Planning and Operations, Executive Office for Administration and Finance, is responsible for the planning, design, and construction of capital projects for correctional facilities.

Additional Description: <http://www.worldcat.org/oclc/145429894>

Related Series:

Record drawing, 1987-1991

Identifier: AF5.02/1449

Extent: Technical drawings.

Additional Description: <http://www.worldcat.org/oclc/122591087>

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Record Group Number: AF5.03

Record Group Name: State House Commission

Historical Note:

St. 1857, c 65 created a commission comprised of the sergeant-at-arms and the secretary and treasurer of the Commonwealth, by 1895 (see St 1895, c 284, s 1) called the State House Commission, to have charge of the appropriations for repairs, improvements, and furniture of the State House and contingent expenses of offices in the State House and of the Council and General Court (per St 1887, c 128, contingent expenses limited to the General Court; per RL 1902 c 10, s 17, appropriations broadened in scope to include those for any building or part thereof owned or leased by the Commonwealth for the use of public affairs). St 1895, c 284 (RL 1902 c 10, ss 4, 17) assigned the sergeant-at-arms alone responsibility for requisitions for repairs, improvements, and supplies, reserving approval of requisitions for new furniture and fixtures to the commission. Pursuant to St 1916, c 17 the commission assumed the powers and duties of the State House Building Commission.

St 1919, c 350, s 17 abolished the commission; its powers and responsibilities (along with related responsibilities of the sergeant-at-arms) were vested in the newly established post of Superintendent of Buildings.

Additional Description: <http://www.worldcat.org/oclc/122556522>

Related Series:

Minutes relating to enlargement of the State House, 1913-1918

Identifier: AF5.03/1568X
Extent: 1 volume.
Arranged: Arranged chronologically.
Notes: Spine title: State House Building Commission. Records.
Additional Description: <http://www.worldcat.org/oclc/122575265>

Minutes 1909-1919

Identifier: AF5.03/1586X
Extent: 0.26 cubic feet (2 volumes)
Arranged: Arranged chronologically.
Notes: Spine title: Records.
Additional Description: <http://www.worldcat.org/oclc/122419960>

Ledgers relating to enlargement of the State House, 1913-1918 (bulk 1913-1917)

Identifier: AF5.03/1624X
Extent: 0.2 cubic feet (2 volumes and 1 file folder)
Arranged: By type/name of account, thereunder chronologically.
Notes: Has spine title: State House Building Commission. Cost of construction.
Additional Description: <http://www.worldcat.org/oclc/122336067>

Administrative files relating to enlargement of the State House, 1914-1918

Identifier: AF5.03/1646X
Extent: 0.35 cubic feet (1 document box)
Arranged: Arranged by subject or document type.
Additional Description: <http://www.worldcat.org/oclc/122469637>

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Record Group Number: AF6

Record Group Name: Department of Revenue

Historical Note:

St 1919, c 350, ss 52-55 established the Dept. of Corporations and Taxation by combining the offices of Tax Commissioner and Commissioner of Corporations. The department was reorganized by St 1953, c 654, which placed it under the administration of a State Tax Commission. St 1969, c 704 placed the department within the Executive Office for Administration and Finance. St 1978, c 514 replaced the department with the Dept. of Revenue and abolished the State Tax Commission (s 279). The functions of the Dept. of Revenue are currently described in MGLA c 14.

Additional Description: <http://www.worldcat.org/oclc/122469442>

Related Series:

Municipal data management payments to cities and towns, 1941-1974

Identifier: AF6/369
Extent: 5 cubic feet (cards ; --in 4 record center cartons)
Arranged: Arranged chronologically by year, thereunder alphabetically by municipality.
Notes: Also known as: Local aid fund distributions (1966-1970); General fund distributions (1971-1974) --Recorded by Bureau of Administration and Research (1959-1963); by Bureau of Planning and Research (1964-1974) --Box 1: 1941-1950. Box 2: 1951-1960. Box 3: 1961-1968. Box 4: 1969-1974.

Additional Description: <http://www.worldcat.org/oclc/122297762>

Municipal data management reimbursements to cities and towns, 1967-1974

Identifier: AF6/370
Extent: 3.75 cubic feet (3 record center cartons)
Arranged: Arranged chronologically by year, thereunder alphabetically by municipality.
Notes: Also known as: Local aid fund reimbursements (1967-1970); General fund reimbursements (1971-1974) --Recorded by Bureau of Planning and Research. --Box 1: 1967-1968. Box 2: 1969-1970. Box 3: 1971-1974.

Additional Description: <http://www.worldcat.org/oclc/122609939>

Cherry sheet schedules, 1966-1974

Identifier: AF6/371

Extent: 2.5 cubic feet (2 record center cartons)

Arranged: Arranged chronologically by year, thereunder by transaction.

Notes: Box 1: 1966-1971

Box 2: 1972-1974

Additional Description: <http://www.worldcat.org/oclc/122521229>

Interagency Relations Records, 1930-197-

Identifier: AF6/2386

Extent: 5 cubic feet (4 record center cartons)

Commissioner Media Tapes, 1998-2001

Identifier: AF6/2387

Extent: 7.5 cubic feet (6 record center cartons)

Commissioner's Program Administration Records, 1997-2000

Identifier: AF6/2407

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Record Group Number: AF6.01**Record Group Name: Department of Revenue – Office of Tax Policy and Analysis****Related Series:****Tax Policy and Analysis Reports – Mapper Reports, 1960-1984**

Identifier: AF6.1/2404

Tax Policy and Analysis Reports – Massachusetts Economic Indicators, 1984-1988

Identifier: AF6.1/2405

Tax Policy and Analysis Reports – Revenue Estimates, 1983-1984

Identifier: AF6.1/2406

Record Group Number: AF7

Record Group Name: State Library of Massachusetts

Historical Note:

St 1825, c 123 (1826) provided for a library for the General Court to be kept under the care of the land agent. St 1849, c 155 provided that the librarian of the State Library be the secretary to the Board of Education; St 1850, c 182 provided for a board of trustees to be appointed by the governor; and St 1893, c 86 provided that the librarian be appointed by the governor. St 1960, c 380 officially designated the State Library as the George Fingold Library. The trustees were placed within the Executive Office of Educational Affairs by St 1969, c 704, s 14; after that body was abolished (St 1980, c 329, s 106) the trustees and library were placed administratively within the Executive Office for Administration and Finance. The library's functions--to fill information and research requirements of the executive and legislative branches of state government, to be a depository for Massachusetts state and federal printed documents, and to be a principal resource for the history of Massachusetts and its local communities--are currently described in MGLA c 6, ss 33-39.

Additional Description: <http://www.worldcat.org/oclc/145429643>

Related Series:

Annual reports, 1951-1970

Identifier: AF7/1318 (subseries)

Extent: 1 document box

Arranged: Arranged chronologically.

Notes: Public document, no. 3. Reports for 1955-1959 missing.

Additional Description: <http://www.worldcat.org/oclc/86144250>

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Record Group Number: AF8

Record Group Name: Office of the Comptroller

Historical Note:

St 1922, c 545, which established the Commission on Administration and Finance, provided within it for a Comptroller's Bureau, to perform certain bookkeeping and accounting

functions transferred to the commission from the departments of the state treasurer and state auditor (ss 3, 5). St 1962, c 757, which replaced the commission with an Executive Office for Administration and Finance effective 1963, provided for a Comptroller's Division (s 4A). St 1986, c 488, s 3 replaced the division with an Office of the Comptroller, the functions of which are currently described in MGLA c 7A.

Additional Description: <http://www.worldcat.org/oclc/145429648>

Related Series:

Annual reports, 1923-2000

Identifier: AF8/1318 (subseries)
Extent: 4 pamphlet boxes and 37 volumes.
Arranged: Arranged chronologically.
Notes: Reports for 1951-1985 have title: Massachusetts financial report.
1996 report in 2 volumes.
Public document, no. 140.
Reports for 1949, 1958-1959, 1967-1970, 1979-1984, 1990 missing.

Additional Description: <http://www.worldcat.org/oclc/80882319>

Extraordinary and executive expense report, 1948-1983

Identifier: AF8/1982X
Extent: 0.41 cubic feet (1 volume in 1 box)
Arranged: In two subseries:
(1) Extraordinary expenses, FY1949-1983
(2) Executive expenses, FY1949-1974;

Additional Description: <http://www.worldcat.org/oclc/122575292>

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Record Group Number: AF9

Record Group Name: Division of Administrative Law Appeals

Historical Note:

In 1973 the legislature established the Division of Hearings Officers (usually called Division of Hearing Officers) within the Executive Office for Administration and Finance to hear, or assign for hearings, appeals filed to reconsider decisions made by the Rate Setting

Commission concerning rates charged by health care providers in the Commonwealth; and to hear appeals that may be filed pursuant to the General Laws (St 1973, c 1229).

The chief hearing officer, appointed by the secretary of administration, was required to provide speedy and fair disposition of appeals and to establish policies that encouraged and aided limiting and consolidating issues and pleadings to the superior court. The division was also given all the powers set forth in MGLA c 30A, s 12 concerning the responsibilities of agencies in adjudicatory proceedings.

In 1983 the division's name was changed to the Division of Administrative Law Appeals, and the chief hearing officer was now called the chief administrative magistrate (St 1983, c 683).

In addition to hearing rate setting appeals, the division hears appeals of decisions of the Civil Service Commission, Veterans Services, Contributory Retirement Appeals Board, State Office of Minority and Women Business Assistance, Office for Children licensing, Boards of Registration, appeals of public construction contract disputes and of transfers of mental retardation clientele.

Prior to 1973 rate setting decision appeals were heard by a hearing officer within the Rate Setting Commission (St 1968, c 492, s 3).

Additional Description: <http://www.worldcat.org/oclc/145429416>

Related Series:

Rate setting appeals case files, 1975-1988

Identifier: AF9/281
Extent: 11.25 cubic feet (9 record center cartons)
Arranged: Arranged by final numeric element of docket number.
Notes: Case file contents may predate series dates, i.e., of appeal decision-related materials.

Additional Description: <http://www.worldcat.org/oclc/77931091>

Appeals case files, 1975-1987

Identifier: AF9/282
Extent: 15.35 cubic feet (12 record center cartons)
Arranged: Arranged by docket number.
Notes: Scheduled as: Case files.

Additional Description: <http://www.worldcat.org/oclc/122609744>

Hearing appeals decisions, 1974-1994

Identifier: AF9/283

Extent: 43.75 cubic feet (35 record center cartons)

Arranged: Arranged by docket number.

Additional Description: <http://www.worldcat.org/oclc/83715265>

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Record Group Number: AF10**Record Group Name: Massachusetts Council on the Arts and Humanities****Historical Note:**

Resolves 1964, c 93 authorized the governor to appoint a fifteen-member special commission to study the cultural needs and resources of the Commonwealth. The commission recommended the formation of a council to maintain a continuing study of public awareness of the arts and humanities and available resources in these areas. Consequently a Council on the Arts and Humanities was established by St 1966, c 589 and placed within the Dept. of Education. It was transferred to the Executive Office for Administration and Finance by St 1980, c 329, s 108. From 1984 it was more commonly known by the longer name, Massachusetts Council on the Arts and Humanities.

The council consisted of fifteen gubernatorial appointees serving staggered three-year terms, to be private citizens who "demonstrated scholarship or creativity in or distinguished service to the arts and humanities." They were mandated to search out existing arts programs and to publicize their existence more fully to benefit the general public; to initiate programs encouraging young artists by building receptive audiences for various art forms; and to create in the Commonwealth a supportive environment for contemporary art.

The council used monies from the National Endowment for the Arts and state appropriations to create programs that distributed funds to artists and arts organizations, including: Merit Aid, New Works, Financial Assistance, Historic Conservation, Artists Fellowship, and Artists-in-Residence. During 1987 the council, in cooperation with the Smithsonian Institution's Office of Folklife Programs, conducted fieldwork to identify and

locate traditional folk artists from Massachusetts to participate in the 22nd annual Festival of American Folklife, held on the grounds of the Smithsonian in Washington, D.C., July 1988.

Council executive directors were Louise Tate, 1966-1977, and Anne Hawley, 1977-1989.

St 1989, c 653, ss 14-16 abolished the council and the Massachusetts Arts Lottery

Additional Description: <http://www.worldcat.org/oclc/82694585>

Related Series:

Administrative files of the Task Force on Public Financing of the Arts and Humanities, 1978-1982 (bulk 1978-1979)

Identifier: AF10/615X

Extent: 0.17 cubic feet (1 document box)

Additional Description: <http://www.worldcat.org/oclc/122357407>

Council minutes, 1966-1989

Identifier: AF10/781X

Extent: 1.6 cubic feet (1 record center carton)

Arranged: Arranged chronologically.

Additional Description: <http://www.worldcat.org/oclc/79843203>

Massachusetts folklife interview files, 1987-1988

Restrictions: There may be copyright restrictions applying to the reproduction of these materials, Smithsonian Institution

Identifier: AF10/870X

Extent: 1.75 cubic feet (5 document boxes)

Arranged: Arranged alphabetically by interviewer's name.

Notes: Duplicate file set deaccessioned to agency, February 2000.

Additional Description: <http://www.worldcat.org/oclc/79292816>

Massachusetts folklife audiocassettes, 1987-1988

Restrictions: There may be copyright restrictions applying to the reproduction of these materials, Smithsonian Institution

Identifier: AF10/871X

Extent: 1.2 cubic feet (189 sound cassettes)

Arranged: Arranged numerically.

Notes: Duplicated deaccessioned to agency, March 2000.

Additional Description: <http://www.worldcat.org/oclc/83622711>

Slides of the Festival of American Folklife, 1988

Identifier: AF10/1352X
Extent: 0.17 cubic feet (slides)
Notes: Duplicated deaccessioned to agency, February 2000.
Additional Description: <http://www.worldcat.org/oclc/81802956>

Press releases, 1980-1989

Identifier: AF10/2012X
Extent: Partial record center carton
Arranged: Arranged chronologically.
Additional Description: <http://www.worldcat.org/oclc/80490075>

Administration subject files, 1981-1989

Identifier: AF10/2013X
Extent: 1.25 cubic feet (1 record center carton)
Arranged: Arranged by subject.
Additional Description: <http://www.worldcat.org/oclc/80524674>

Speeches, 1975-1989

Identifier: AF10/2049X
Extent: Partial record center carton
Arranged: Arranged chronologically.
Additional Description: <http://www.worldcat.org/oclc/80710007>

Council meeting files, 1969-1989 (bulk 1976-1989)

Identifier: AF10/2173X
Extent: 3.75 cubic feet (3 record center cartons)
Arranged: Arranged chronologically.
Notes: Box 1: Apr. 1969-June 1982.
Box 2: June 1982-Jan. 1987.
Box 3: Mar. 1987-Nov. 1989.
Additional Description: <http://www.worldcat.org/oclc/79151747>

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Record Group Number: AF12

Record Group Name: State Office of Affirmative Action

Historical Note:

The State Office of Affirmative Action was established in 1983 within the Executive Office for Administration and Finance to collaborate with the Massachusetts Commission Against Discrimination in enforcing the Governor's Code of Fair Practices (Exec Order 74, July 20, 1970; Exec Order 227, Feb 25, 1983) as it pertains to employment within the Executive Department without regard to race, color, creed, religion, national origin, ancestry, language, sex, age, or handicap, and related equal opportunity and affirmative action policies. Also established was a Governor's Advisory Council for (the State Office of) Affirmative Action (Exec Order 236, Dec 7, 1983)

Additional Description: <http://www.worldcat.org/oclc/145429926>

Related Series:

Annual affirmative action reports, 1984-1986

Identifier: AF12/1324
Extent: 2.5 cubic feet (2 record center cartons)
Arranged: Arranged alphabetically by executive office, thereunder chronologically by year, and then by constituent agency.
Notes: Scheduled as: Annual reports.
Additional Description: <http://www.worldcat.org/oclc/122560469>

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Record Group Number: AF13

Record Group Name: Office of Employee Relations

Related Series:

Labor Relations Records, 1984-1986

Identifier: AF13/2395
Extent: 11.25 cubic feet (9 record center cartons)

Record Group Number: AF15.02

Record Group Name: Civil Service Commission

Historical Note:

St 1884, c 320 established a Civil Service Commission consisting of three gubernatorial appointees, to prepare rules for the selection of persons to fill offices in the government of Massachusetts, and, after their approval by governor and council, to supervise the administration of such rules. It was abolished by St 1919, c 350, s 63, and its functions transferred to a commissioner of civil service who headed the Division of Civil Service in the Dept. of Civil Service and Registration (s 64). St 1939, c 238 replaced the commissioner with a director of civil service, who shared supervision of the division with a new Civil Service Commission.

St 1969, c 704, ss 16-17 abolished the Dept. of Civil Service and Registration but retained the Division of Civil Service and Civil Service Commission (within the Executive Office for Administration and Finance (s 8)). St 1974, c 835 (effective July 1975) repealed the previous legislation (s 15), but provided once more for a Civil Service Commission, within but not under the supervisor or control of the Executive Office for Administration and Finance (ss 8, 176-177); to it were transferred powers and duties of the Personal Appeals Board, also abolished (s 175)

The functions of the commission are currently described in MGLA c 7, s 4I. The commission (2009) defines its mission thus: The Civil Service Commission is a quasi-judicial agency whose mission is to hear and decide appeals of public employees under the protection of civil service laws by ensuring that employment decisions are based on the relative ability, knowledge, and skills of the public employee, and to ensure that all individuals receive fair and impartial treatment.

Additional Description: <http://www.worldcat.org/oclc/145430103>

Related Series:

Annual reports, 1884-1940

Identifier: AF15.02/1318 (subseries)

Extent: 6 pamphlet boxes

Arranged: Arranged chronologically.

Notes: Public document, number 53.

Reports for 1892, 1916, 1934 missing.

Additional Description: <http://www.worldcat.org/oclc/122591016>

Decision files, 1884-1987 (bulk 1888-1981)

Identifier: AF15.02/2510
Extent: 28.75 cubic feet (145 volumes in 23 record center cartons)
Arranged: Arranged chronologically.
Notes: Appendix: Boston appointments, 1910-1930 (2 v.). St 1909, c 486, s 10 provided for the commission to pass on certain Boston municipal mayoral appointments, a provision renewed by St 1919, c 350, s 66 (GL 1921 c 31, s 2) but rescinded by St 1930, c 167, s 2. --Appendix: Regulations, 1917-1937, with index. Other rulings may be found among the decision volumes.

Appendix: Album of commissioners--photographic portraits, 1884-1940; listings, 1884-1987.

Appendix: Carl Russell Fish. Political patronage in the United States. Thesis (Ph.D.) --Harvard University, 1900.

Appendix: President's Committee on Civil Service Improvement. Report. Feb. 1941. With original signatures. Copy of Kenneth C. Vipond, staff assistant.

Additional Description: <http://www.worldcat.org/oclc/441416383>

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Record Group Number: AF16**Record Group Name: Massachusetts Commission Against Discrimination****Historical Note:**

St 1946, c 368 established the Massachusetts Fair Employment Practice Commission, serving under the governor. St 1950, c 479 renamed it the Massachusetts Commission Against Discrimination. St 1969, c 704, s 8 placed it under the Executive Office for Administration and Finance, and its responsibilities for nondiscriminatory hiring and other policies in the Executive Department were included in the Governor's Code of Fair Practices (Exec Order 74, July 20, 1970; see also Exec Orders 116, May 1, 1975; 117, July 3, 1975; 227, Feb 25, 1983; 236, Dec 7, 1983). Its composition was reconstituted by St 1976, c 463. Its functions are currently described in MGLA c 6, s 56; c 151B (unlawful

discrimination because of race, color, religious creed, national origin, ancestry, or sex--now called fair employment practices); and c 151C (fair educational practices)

Additional Description: <http://www.worldcat.org/oclc/122609617>

Related Series:

Annual reports, 1946-1969

Identifier: AF16/1318 (subseries)

Extent: 1 box

Arranged: Arranged chronologically.

Notes: Public document, number 163.

Reports for 1954 missing.

Additional Description: <http://www.worldcat.org/oclc/122609835>

Probable Cause Investigative Case Files

Identifier: AF16/2172

Extent: 8.75 cubic feet (7 record center cartons)

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Record Group Number: AF17

Record Group Name: Appellate Tax Board

Historical Note:

St 1930, c 416 established a Board of Tax Appeals within the Department of the State Treasurer. St 1937, c 400 replaced this agency with an Appellate Tax Board within the Department of Corporations and Taxation; St 1978, c 514. s 67 placed it within that agency's successor the Department of Revenue, part of the Executive Office for Administration & Finance. For a current description of the board's function see MGLA, c 58A.

Additional Description: <http://www.worldcat.org/oclc/86123235>

Related Series:

Annual reports, 1933-1965

Identifier: AF17/1318 (subseries)

Extent: 1 record center carton
Arranged: Arranged chronologically.
Notes: Public document, number 148.
Report for 1941-1945, 1964 missing.
Additional Description: <http://www.worldcat.org/oclc/86123329>

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Record Group Number: AF18

Record Group Name: County Personnel Board

Historical Note:

St 1930, c 400, s 5 established the County Personnel Board, consisting of three county commissioners elected by their colleagues on a regional basis. The director of accounts (successively head of the Division of Accounts, Dept. of Corporations and Taxation, per St 1919, c 350, s 54; Bureau of Accounts, Division of Local Finances, Dept. of Corporations and Taxation, per St 1953, c 654, s 1; and Bureau of Accounts, Division of Local Services, Dept. of Revenue, per St 1978, c 514, s 5) submitted personnel classification and compensation plans for county officers and employees to the board, which adopted them with modifications as desired and established related rules and regulations (MGLA c 35, ss 48-57A)

St 1988, c 164, s 35 placed the board within the Office of Human Resource Administration, Executive Office for Administration and Finance. On Oct. 6, 1988, the board voted to cease functioning as of Nov. 1, 1988 because of lack of staff support, and instructed the several counties to conduct their own personnel affairs

Additional Description: <http://www.worldcat.org/oclc/145429896>

Related Series:

Minutes, 1930-1987

Identifier: AF18/1443X
Extent: 2.5 cubic feet (2 record center cartons)
Arranged: Arranged chronologically.
Notes: Files for 1981 lacking.
Additional Description: <http://www.worldcat.org/oclc/122560440>

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Record Group Number: AF19

Record Group Name: Controller of County Accounts

Historical Note:

St 1887, c 438 provided for the appointment by the governor of a controller of the accounts of county officers, officers of inferior courts, and trial justices. The controller's duties, codified in RL 1902, c 21, ss 45-50 under the heading of Controller of County Accounts, included (1) inspection of books, accounts, and vouchers of county treasurers (except Suffolk) and all other county officers who received monies payable by them to county treasurers; clerks of the Supreme Judicial Court and Superior Court in Suffolk County; recorder and assistant recorders of the Court of Land Registration; registers of probate and insolvency; registers of deeds; trial justices and clerks of police, district, and municipal courts; justices of such courts without clerk; and truant schools (2) reporting to county commissioners and the attorney-general on unrectified deficiencies in such records (3) regulation of related accounting procedures (4) annual reporting to the General Court. The post was abolished by St 1919, c 350, s 52, which transferred its functions to the Dept. of Corporations and Taxation.

Additional Description: <http://www.worldcat.org/oclc/122556525>

Related Series:

Outgoing correspondence, 1887-1896

Identifier: AF19/600X

Extent: 0.17 cubic feet (1 volume in 1 document box)

Arranged: Arranged chronologically.

Additional Description: <http://www.worldcat.org/oclc/122469656>

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Record Group Number: AF20

Record Group Name: Government Land Bank (Mass.)

Historical Note:

As an independent state agency, the Government Land Bank acquired blighted properties and land surplus to state and federal uses and provided cities, towns, non-profit organizations, and private developers with below market rate financing for redevelopment of such lands through issuance of Commonwealth bonds; it was also be a developer or development partner for projects with public purposes. The stated goals of the agency were to spur industrial and economic development and to create affordable housing.

St 1975, c 212 as amended (MGLA c 7 App 1-1 et seq) provided for establishment in Massachusetts of the Government Land Bank in the Executive Office for Administration and Finance, but not subject to its administrative supervision or control; governed by a board of ten directors, including eight gubernatorial appointees, and, ex officio, the commissioner of administration and finance and the secretary of communities and development or designees. Originally scheduled to expire in 1980 (St 1975, c 212, s 19), the agency's mandate was successively extended to 1990 (St 1979, c 762, s 14), 1994 (St 1987, c 130, s 16), 1998 (St 1992, c 133, s 576), and 2004 (St 1993, c 110, s 240). St 1993, c 487, s 7 repealed all time limitation. However, from Dec. 1995 the Government Land Bank collaborated with the Massachusetts Industrial Finance Agency; together they did business as the Massachusetts Development Finance Agency, although their respective boards of directors continued to meet separately as well as jointly. An officially sanctioned merger of the two agencies, effective June 30, 1998, was mandated by St 1998, c 289, s 24 (MGLA c 23G)

Additional Description: <http://www.worldcat.org/oclc/145429969>

Related Series:

Base Commission studies, 1973-1976 (bulk 1974)

Identifier: AF20/2060X

Extent: 1.25 cubic feet (1 record center carton)

Arranged: Arranged alphabetically by subject.

Notes: Sample non-Massachusetts materials submitted by firms not retained.

Additional Description: <http://www.worldcat.org/oclc/80620503>

Meeting minutes, 1975-1996

Identifier: AF20/2061X
Extent: 2.5 cubic feet (2 record center cartons)
Arranged: In two subseries:
(1) Minutes, 1975-1996; Arranged chronologically
(2) Votes, 198- -199-; Arranged alphabetically by project.
Additional Description: <http://www.worldcat.org/oclc/83857624>

Legislative files, 1975-1987

Identifier: AF20/2072
Extent: 1.4 cubic feet (4 document boxes)
Additional Description: <http://www.worldcat.org/oclc/82211200>

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Record Group Number: AF22**Record Group Name: Massachusetts Board of Library Commissioners****Historical Note:**

The Massachusetts Board of Library Commissioners (MBLC) is the agency of state government with the statutory authority and responsibility to organize, develop, coordinate, and improve library services throughout the Commonwealth. It is governed by nine commissioners appointed by the governor. It was established by St 1890, c 347, s 1 to consist of five gubernatorial appointees. Its name, to more precisely reflect its mission at the time, was changed by St 1897, c 134 to the Board of Free Public Library Commissioners. MGL 1932 (Ter ed), c 78, s 14 assigned responsibility for filing the boards annual report with the commissioner of education. St 1952, c 585, s 12 et seq returned the body to the original name, reflecting an increased responsibility toward all library institutions in the Massachusetts. St 1977, c 565, s 4 increased the body to nine members, and deleted the reference to the commissioner of education. The board's responsibilities are currently outlined in MGLA c 78, ss 14-30.

Additional Description: <http://www.worldcat.org/oclc/32454770>

Related Series:

Many of the following series are minimally processed.

Hearing Files on Public Library Construction, 1985-1997

Identifier: AF22/2337

Library Services and Construction Act Project Files, 1993-1996

Identifier: AF22/2338

King Research Study, 1991

Identifier: AF22/2339X

White House Conference, 1991

Identifier: AF22/2340X

State Aid to Public Libraries Review Files, 1978-1997

Identifier: AF22/2341

Hearing Files for State Aid to Public Libraries, 1960-1997

Identifier: AF22/2342

Exams and Materials Related to Certification of Librarians, 1951-1982

Identifier: AF22/2343X

Proceedings and Reports of Advisory Committee on the Certification of Librarians, 1949-1984

Identifier: AF22/2344X

Certificates of Librarianship Review Files, 1977-1997

Identifier: AF22/2345

Proceedings and Reports of Advisory Council for Standards in State Aid to Libraries, 1960-1995

Identifier: AF22/2346

Library Services and Construction Act Surveys, 1986

Identifier: AF22/2356

Preservation Advisory Committee agendas and minutes, 1989-2010

Identifier: AF22/2694X

Extent: 0.52 cubic feet (2 document boxes)

Arranged: Chronologically

Additional Description: <http://www.worldcat.org/oclc/966645728>

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Record Group Number: AF23**Record Group Name: Massachusetts Developmental Disabilities Council****Historical Note:**

The Massachusetts Developmental Disabilities Council (MDDC), a federally-funded agency, is mandated to undertake systems-level planning and advocacy for better state government support and services to citizens with developmental disabilities. It identifies unmet needs, promotes better coordination of programs, serves as a permanent planning body, and plays a strong advocacy role to develop home, family, and community support programs. --The council was established in 1975 by executive order n.s. 122 (Nov. 1975), Michael Dukakis, governor, in accord with the Federal Developmental Disabilities Services and Facilities Construction Act, P.L. 91-517 and the Developmentally Disabled Assistance and Bill of Rights Act, P.L. 94-103. Membership included officials from various levels of state and local government, representatives of pertinent non-governmental organizations, and of groups that the council was intended to serve. Membership included officials from various levels of state and local government, representatives of pertinent non-governmental organizations, and of groups that the council was intended to serve. Successive executive orders have adjusted detailed mandates and procedures, most recently by executive order n.s. 512 (Sept. 2009), Deval Patrick, governor. The council is currently placed within the Executive Office for Administration and Finance.

Additional Description: <http://www.worldcat.org/oclc/880623420>

Related Series:**Council records, 1975-2000**

Identifier: AF23/2388

Extent: 10 cubic feet (8 record center cartons)
Additional Description: <http://www.worldcat.org/oclc/880673806>

Grant program records, 1996-2009

Identifier: AF23/2464
Extent: 18.75 cubic feet (15 record center cartons)
Arranged: Arranged by grantee, in rough grant number/chronological order.
Additional Description: <http://www.worldcat.org/oclc/880632936>

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Record Group Number: AF24

Finance Advisory Board

Historical Note:

Established per Massachusetts St 1956, c 708, s2, the Finance Advisory Board was renamed State Finance and Governance Board per St 2012, c 167, s 7, effective 2013 (MGLA c 6 s 97-98), consisting of three gubernatorial appointees and two Treasury appointees. Its duties at that time were described as follows: to promote transparency, public accountability, and adherence to best practices by all state entities with respect to proper governance of state entities and investments, borrowing, or other financial transactions made or entered into by state entities and involving public funds, including tax supported debt.

Related Series:

Chairman's Files, 1956-1970

Identifier: AF24/2448X
Extent: 2.5 cubic feet (2 record center cartons)

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