



State Library of Massachusetts - Special Collections Department

Ms. Coll. 62

Robert H. "Tex" McClain Papers, 1937-1991, bulk 1966-1991: Guide

COLLECTION SUMMARY

Creator: McClain, Robert H. "Tex", 1926-.

Call Number: Ms. Coll. 62

Extent: 20 boxes (19.5 linear feet)

Preferred Citation Style: *Folder Title, Box Number #.* Robert H. "Tex" McClain Papers. State Library of Massachusetts Special Collections.

About This Finding Aid: Description based on DACS.

Provenance: Received from Robert H. McClain, Jr., 1993.

Processed by: Finding aid prepared by Claire Goodwin and Brenda Howitson, 1994. Updated by Abigail Cramer, June, 2012.

Abstract: This collection documents the professional activities of Robert McClain, Undersecretary of Administration and Finance for the Commonwealth of Massachusetts from 1975 to 1991.

SCOPE AND CONTENT

This collection contains correspondence, notes, memoranda, articles, proposals, brochures, pamphlets, reports, bulletins, circulars, cherry sheets (the official notification from the Commissioner of Revenue of the upcoming fiscal year's state aid and assessments to cities, towns, and regional school districts), financial and statistical reports, manuals, news clippings, and charts relating to general and specific administrative projects and committee work conducted by McClain between 1975 and 1991. Also included are materials relating to McClain's term as a

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Trustee of the State Library of Massachusetts as well as materials relating to his efforts on behalf of the Bicentennial Committees.

This collection reflects a professional career spent in the areas of public finance and administration. Taxation, debt management, and state budget matters make up large parts of the collection. The collection also contains a significant number of files on the Massachusetts Development Bank, a mechanism to provide debt financing for state highways, bridges and tunnels, sewer and water systems, transportation authorities, and other facilities and structures.

BIOGRAPHICAL NOTE

Robert H. "Tex" McClain, Jr. was born on May 24, 1926 in Dallas, Texas. He received a Bachelor of Arts in Political Science from Southern Methodist University in 1948. In 1949, he received a Master of Science and a Fellowship in Government Management from the University of Denver, Colorado. McClain served as Undersecretary of Administration and Finance for the Commonwealth of Massachusetts from 1975 to 1991. The Executive Office for Administration and Finance, a Cabinet-level agency through which the Governor exercises constitutional authority as chief executive magistrate. The Secretary for Administration and Finance is the Governor's chief fiscal and administrative officer and is responsible for the executive branch's overall administrative planning and policy direction as well as its financial and managerial control. Some of the activities of the Office include preparation and submission of budgets; allotment of funds, approval or regulation of transfers, contracts and certain other financial transactions, and maintenance of financial and accounting records. The Office also includes the agencies responsible for administration and collection of taxes, collective bargaining, and supervision of municipal finances. Capital resource management is another activity of the Office through both capital planning and debt management; human resource management and employee benefits administration are also included within the Office.

Prior to his tenure as Undersecretary of Administration and Finance, McClain held a variety of positions in the area of public finance in Massachusetts state government. He was a Research Associate and later Director of the Massachusetts Commission on Taxation from 1951 to 1954; Chief of Administration and Research for the Massachusetts Department of Revenue from 1953 to 1965; and Deputy Commissioner for Fiscal Affairs for the Commonwealth of Massachusetts from 1963 to 1965. He was also Staff Director for the Joint Committee on Taxation of the Massachusetts Legislature from 1965 to 1975 and Fiscal Advisor to the Legislature during the same period. He also held the position of Executive Director of the Massachusetts Master Tax Plan Commissioner from 1967 to 1971. Earlier in his career, he had held the position of Research Associate at the Princeton University Surveys of State and Local Government Department from 1949 to 1950 and the Institute of Public Affairs at the University of Texas from 1950 to 1951.

Since 1991, McClain has served as Advisor to the Speaker of the Massachusetts House of Representatives and as a Senior Research Fellow of the Donahue Institute for Governmental Services at the University of Massachusetts, Boston. His other professional affiliations include serving as a Trustee of the State Library of Massachusetts, to which he was appointed in 1988; a Fellow of the National Academy of Public Administration since 1987; and a member of the Board of Directors of the Bostonian Society and a member of the Board of Directors of Historic Massachusetts. McClain was also National President-Elect of the American Society for Public Administration from 1993 to 1995. In 1984, he was the recipient of the first Distinguished Public Service Award from the Commonwealth of Massachusetts, and in 1991, he received the National Public Service Award from the American Society for Public Administration and National Academy of Public Administration.

McClain has also served on various commissions and task forces. He was a member of both the Boston and the Massachusetts Commissions on the Bicentennial of the United States Constitution, and a member of the Commission on the Bicentennial of the Massachusetts State Constitution. He was a member of the Commissions on County Charters, on Infrastructure, on Tax Reform, and on Property Tax Relief; and he also served as a member of the Legislative Task Forces on the Reorganization of State Government; on School Aid; and on Aid to Local Government. Additionally, he served as a consultant to the Massachusetts Fiscal Survey Commission and the Massachusetts Commission on the Structure of State Government. He was also an Adjunct Faculty member in the Graduate Program in Public Administration at Northeastern University from 1969 to 1988.

In 1968, McClain began a side-career as an Adjunct Professor at Northeastern University in the graduate program in Public Administration, for which he taught a variety of classes, including state and local finance, budgeting, public personnel administration, public management, legislation, and a survey course in public administration.

McClain's other affiliations include membership in the Arkansas Historical Society, Dorchester Historical Society, Georgia Genealogical Society, Lawrence County (Alabama) Historical Commission, Massachusetts Horticultural Society, National Trust for Historic Preservation, New England Historic Genealogical Society, Professional Genealogists of Arkansas, Rhode Island Historical Society, and South Carolina Historical Society.

ADMINISTRATIVE INFORMATION

Arrangement

The collection is arranged alphabetically within one series. Folder titles are those used by McClain.

Conditions Governing Access

This collection is open for research during the Special Collections Department's regular hours.

Conditions Governing Reproduction and Use

Copyright restrictions may apply. Requests for permission to publish material from this collection should be discussed with Special Collections staff.

Languages and Scripts

The materials are entirely in English.

Immediate Source of Acquisition

Received from Robert H. McClain, Jr., 1993.

Related Materials

The following collections may also be of interest:

- Ms. Coll. 122

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Box #	Folder #	Folder Title	Date
1	1	A & F Secretary File	undated
1	2	Undersecretary A & F Procedures	undated
1	3	Miscellaneous Correspondence	undated
1	4	Undersecretary Correspondence, Miscellaneous	undated
1	7-May	Administrative Bulletins & Informational Circulars #3	undated

1	8	Administration/Finance, Overview of Responsibilities	undated
1	11-Sep	Affordable Housing	1987
1	12	Associated Industries of Massachusetts (AIM)	undated
1	13	Attorney General's Opinions, Research	undated
1	14	Attorney General's Reports, Index	1937-1976
1	15-18	Bicentennial Commission. U.S. Constitution, Massachusetts Advisory Committee	undated
1	19	Bicentennial Commission. U.S. Constitution, Massachusetts Advisory Committee, Miscellaneous	undated
1	20	Bicentennial Commission. U.S. Constitution, Massachusetts Advisory Committee, Research	undated
1	21	Bicentennial Commission. U.S. Constitution, Massachusetts Advisory Committee, Boston Commission	1987
1	22	Bicentennial Commission. U.S. Constitution, Massachusetts Advisory Committee, Boston Commission, Old State House Project	undated
1	23	Bonding Reports [bonding of state employees]	1979-1983
1	24-25	Boston, Cherry Sheets	1953-1980
1	26	Boston, Distributions & Recapitulations/Local Aid	undated
2	27-31	Boston, Fiscal Crisis Study Group	1976-1977, 1983-1985
2	32	Boston, Local Aid Comparisons/Tax Comparisons	undated
2	33	Boston, Municipal Research Bureau Reports	1976
2	34	Boston, Municipal Revenue Package	1985
2	35	Budget, Chapter 14, Acts of 1966 [amounts by cities]	1966

2	36	Budget, Chapter 70, Actual Certification	1966
2	37	Budget, Appropriation Balances	1988
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2	39	Budget, Downsizing	1990
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3	62	Budget Bureau, History of Appropriation Act Dates	undated
3	63	Budget Bureau, Impoundment	1979
3	64	Budget Bureau, Program Budgeting	1977
3	65	Budget Bureau, Revenue Estimating, Historical Analyses	1970s
3	66	Budget Bureau, Revenue Estimating	1975-1990
3	67	Budget Bureau, Revenue Estimating, Surplus	1985
3	68	Budget Bureau, Staffing & Functions	1982
3	69-72	Budget Bureau, Weekly Attrition Reports, January 25, 1990-November 16, 1990	undated
3	73	Budget Bureau, Zero-Based Budgeting	undated

3	74	Budget Preparation Instruction Manual	June 1, 1973
3	75	Budget Transition	1974
3	76	Bureau of Planning and Research, Tax Draft	undated
3	77	Capital Formation Task Force	undated
3	78	Capital Spending Recommendations Memo	May 31, 1990
3	79-90	Cherry Sheets (see also: Local Aid)	1974-1987
20	604	Cherry Sheets	1978
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4	110	Cherry Sheet Conferences	1980-1981
4	111	Citizens for Limited Taxation (CLT), Analysis of CLT Initiative Petition	1990
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4	113	Collective Bargaining, Agreements, Checklists and Onward	1981
4	114	Collective Bargaining, AFSCME, AFL-CIO, Units 2, 4, 8, 10	April, 1983-March, 1986
4	115	Collective Bargaining, AFSCME/SEIU, AFL-CIO, Local 509	February, 1984
4	116	Collective Bargaining, Board of Regents & Higher Education Coalitions	January 1983-June, 1986
4	117	Collective Bargaining, Board of Regents/APA	July, 1983-June, 1986
4	118	Collective Bargaining, Board of Regents/CCC	July, 1983-June, 1986

4	119	Collective Bargaining, Board of Regents, SEIU, Local 254, U/Lowell	July, 1973-June, 1986
4	120	Collective Bargaining, Board of Regents, SMU, AFT, Local 1895	July, 1983-June, 1986
4	121	Collective Bargaining, Board of Regents/State Colleges	July, 1983-June, 1986
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4	132	Collective Bargaining, Public Welfare Department, Unit 8, Service Units	undated
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5	143	Debt Management, Authorities, NY Experience	December, 1989
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5	148	Debt Management, Bond Spending Plans	1989
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6	201-203	Decision: "Making the Mass. Merit System Work for You" by James J. Hartnett, Jr., Deputy Commissioner for Merit System Services, Division of Personnel Administration	undated
6	204	Division of Personnel Administration (DPA), Revision of Affirmative Action Plans	June, 1980
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6	206	DPA, Governor's Committee to Review the Compensation of Certain State Employees	1963
6	207	DPA, Governor's Message: Personnel System Modernization (not filed)	1980
6	208	DPA, Hay Group (policy group)	1988
6	209	DPA, Managers' Salaries,	1985, 1986
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7	214	DPA, Management Compensation Survey	June, 1985
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7	235	Dept. of Revenue, Governor's Advisory Task Force, Report	1983
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8	248	Economy, "Massachusetts Success Story, a white paper on economic development policy: the Mass Experience"	June, 1987
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8	255	Flynn, David, Assignments	1980
8	256	Generally Accepted Accounting Principles (GAAP)	1984
8	257	Governor's Advisory Committee on Computers and Data Processing, Discussion Papers, Report to Governor, Minutes	1977
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8	267	Graduated Income Tax, "State Graduated Income Taxes - A State-Initiated Form of Federal Revenue Sharing" by Ed Moscovitch, Federal Reserve Bank of Boston	1972
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9	299	Legislative Research Council "Index to Special Reports"	1900-1972
9	300	Local Aid, A Critique by Robert T. Capeless	August, 1984
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10	308	Local Aid Commission (Massachusetts Special Commission on Local Aid)	1987-1988
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10	327	Management Employees, Salary Schedules (H. 5803)	1984
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12	391	Mass/Bank, Massachusetts Turnpike Authority	undated
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15	481	Prop. 2 1/2, Papers, Publications, Etc.	undated
15	482	Prop. 2 1/2, Property Tax Relief Commission	1979
15	483-485	Prop. 2 1/2, Proposals/Guidelines/Chapter 151	1979
15	486-487	Prop. 2 1/2, Proposals, Papers, Etc.	1981-1983
15	488-491	Prop. 2 1/2, Proposals/Studies/Legislation	1979-1981
15	492	Prop. 2 1/2, Tax and/or Levy Limit Proposed Initiatives	undated
16	493	Public Utility Property Tax Assessments 1985	undated
16	494	Purchasing, State (Analysis, 1987)	undated
16	495	Purchase of Services, 1988 (Peter Nessen)	undated
16	496	Purchased Services, Office of - 1989 Report	undated
16	497-500	Reorganization, Executive Office for Administration and Finance (see also: State Reorganization, box 17)	1973
16	501	Research, Budget Process	undated
16	502	Research, Budget Process, Poor	undated
16	503	Research, State Budget	1974
16	504	Research, State Budget	1975
16	505-511	Revenue Advisory Board Reports, 1976-1990	undated
16	512-516	Revenue Estimating, Tax Collection Reports	1986-1990
16	517-520	Revenue Structure, Income Tax, Circuit Breaker	1978
16	521-523	Revenue Structure, Income Tax Sample	1974, 1982-1983
16-17	524-540	Revenue Structure, Income Tax Statistics	1982, 1985-1988
17	541	Revenue Structure, Miscellaneous Papers	undated
17	542	Revenue Structure, Mo. Report/Collections & Refunds	October, 1990
17	543	Revenue Structure, Property Taxes/Utilities	undated

17	544	Revenue Structure, Unitary, Corporation Tax	1984
17	545	Salaries, Current Constitutional	1987
17	546	School Aid Allotment Process	1981
17	546A	School Aid, Pupil Financial Report Instructions	1983-1984
17	547	School Finance Reform Movement, Dr. Joel Berke	January 23, 1974
17	548-549	State Reorganization (see also: Reorganization, box 16)	undated
17	550	State Reorganization, A/F Task Force	undated
17	551	State Reorganization, Communities & Development	undated
17	552	State Reorganization, Communities & Development Study	1985-1996
17	553	State Reorganization, Committee on State Administration	undated
17	554	State Reorganization, Environmental Affairs	undated
17	555	State Reorganization, Executive Order 205, Phase II	undated
17	556-557	State Reorganization, General	undated
17	558	State Reorganization, Edward Hanley	undated
17	559	State Reorganization, Human Services	undated
17	560	State Reorganization, Manpower Affairs	undated
17	561	State Reorganization, Tex McClain	undated
17	562	State Reorganization, Public Safety	undated
17	563	State Reorganization, Transportation & Construction	undated
18	564	Tax Cap, Comparison with CLT Petition	1986
20	606-608	Tax Collections, Monthly Reports	1960s-1990s

18	565	Tax Comparisons, Revenue Structure	undated
18	566	Tax, Corporations, Investment Tax Credit	undated
18	567	Tax, Corporations, S Chapter	undated
18	568-569	Tax Limitation, Corres./Tax Cap. Cities & Towns	1979
18	570	Tax Limitation, Cap on State Tax Revenues	1985
18	571	Tax Limitation, Seminars	1979
18	572	Tax Limitation, State Tax Limitation	undated
18	573-574	Tax Limitation, Tax Cap (Chapter 151)	1979
18	575-576	Tax Limitation, Tax Cap Legislation	1978-1979
18	577	Tax, Master Tax Plan Proposals	1970
18	578	Tax Parity Study	1983
18	579	Tax Reduction Fund	1987-1990
18	579	Tax Reform, Special Commission	undated
18	580	Tax, Unitary, Federal	undated
18	581	Taxation Limitation, Citizens for Limited Taxation (CLT)	1983
18	582	Taxation Limitation, CLT	1990
18	583	Taxation Limitation, Initiative Petition	1982
18	584	Taxation Limitation, School Finance Reform	1966, 1973
18	585	Taxation, Property Tax, Circuit Breaker	1987
18	586	Taxation, Special Commission on, Report	1958
18	587-589	Transition Report by Administration and Finance	1982
18	590-593	Transition Report by A/F. 1990	undated
18	594	200th Anniversary of the Massachusetts Constitution, Special Commission	1980
18	595	Univ./Mass, State Infrastructure Project	1985

18-19	596-600	Vanishing Exemption Case	undated
19	601-602	Wastewater Treatment, RFP Evaluations	undated
20	603	Wastewater Treatment, RFP	undated