




Community Preservation Program

Mission

To preserve and renew Newton's cultural, economic, and environmental diversity



In 2001, Newton voters adopted the Massachusetts Community Preservation Act (CPA) by accepting a 1% surcharge on City real estate taxes to fund projects that further the City's affordable housing, historic resource, open space, and recreation goals. This local funding qualifies Newton for state matching funds generated from fees collected by the Registry of Deeds.

The CPA state statute allows the funding to be used for projects that:

- Acquire, create, preserve, rehabilitate/restore, and/or support community housing (including affordable housing for families, residents with disabilities or special needs, seniors, etc.)
- Acquire, preserve, and/or rehabilitate/restore historic resources (including archives, art, buildings, structures, objects, or landscapes)
- Acquire, create, preserve, and/or rehabilitate/restore open space (including land for trails, wildlife habitat, watershed protection, etc.)
- Acquire, create, preserve, and/or rehabilitate/restore land for recreational uses (including parks, playgrounds, playing fields, etc.)

CPA funding comes with specific requirements as to how and when it can be used. For example, real estate acquired with CPA funds must be restricted to its CPA-eligible use in perpetuity. CPA funds may be used for capital improvements but not for maintenance or operations, may augment regular public funds but not replace them, and may be bonded or saved and combined over multiple years for major projects.

While the City Council approves the use of any CPA funds, those decisions are based on recommendations made by the all-volunteer Community Preservation Committee (CPC). This nine-member Committee includes five members appointed from other existing City boards and commissions and four non-statutory members appointed by the Mayor. Newton's CPA ordinance aims to ensure that the CPC represents all CPA-eligible resources, and Newton's CPC strives to make its recommendations to the City Council unanimous whenever possible.

These requirements and practices allow Newton's CPA program to take a collaborative approach to addressing the community's goals and needs.



The Community Preservation Committee (CPC) and the City Council have approved funding for a number of important new CPA projects in Fiscal 2023 (as of early March 2023):

- \$75,000 to Historic Newton and the Public Buildings Department for the first phase of the Jackson Homestead Basement Rehabilitation Project which will stabilize and protect the historic ca. 1809 structure, provide suitable gallery space, and preserve the collections and artifacts. Phase I funding will hire a consultant to develop a plan and design options for dealing with the current water infiltration and humidity issues in the building's basement.
- \$486,500 to the City of Newton's Parks, Recreation, and Culture Department for Phase II of the Gath Memorial Pool Renovation Project which will complete the design work, permitting, and construction documents necessary to begin construction in Fall 2023.
- \$133,002 in additional funding to the Planning and Development Department for the Commonwealth Avenue Carriageway Redesign Project to complete the 100% designs for the new pedestrian walkway, bike lanes and greenspace to be constructed in place of the northern carriageway of Commonwealth Avenue between Lyons Field and the Charles River Bridge.
- \$1,948,056 to the Newton Affordable Housing Trust to provide initial funding for the Trust's work to preserve, restore and rehabilitate the City's existing affordable housing stock and create and acquire new units that are affordable to low and moderate income households.
- \$5,834,362 in CPA Recreation funds to be bonded for the construction of the restored and renovated Gath Memorial Pool facility by the Parks, Recreation and Culture Department. This project will be sent to the

City Council for its review and approval in April 2023.

The CPC is also reviewing two new proposals submitted this spring. In April, the CPC will hold a public hearing on the Parks, Recreation and Culture Department's proposal for \$9,163,911.52 in Recreation funds for construction funding of the City's Athletic Fields Improvement Project work at Albemarle Park, McGrath Park, and the Burr School Fields. And in May, the CPC is anticipated to have a full proposal submitted for \$2.1 in Historic Resource funds to complete the exterior restoration work needed on the Warren House, an historic former school building which includes affordable housing units.

At present, the Newton's Community Preservation Fund is anticipated to have approximately \$8 million in forwarded fund balances available at the close of the fiscal year. However, if all of the currently proposed and anticipated projects are received and funded in FY23, then it is possible that the CPC will have more requests for funds than funds available for the first time in recent history, depending on financial decisions about bonding.

In either case, the program will have over \$5.56 million in new CPA funding available for use at the start of Fiscal 2024.

Lara Kritzer

Community Preservation Program Manager

Barney S. Heath

Director, Newton Department of Planning & Development

Draft FY24 Community Preservation Program Budget

City of Newton COMMUNITY PRESERVATION FUND	Fiscal 2023	Fiscal 2024 Provisional
Program Budget	<i>Approved June 2022</i>	<i>Draft February 8, 2023</i>
REVENUE		
Local CPA surcharge	\$3,922,024	\$4,120,278
State Matching Funds <i>(For FY24, currently estimating 20% match)</i>	\$771,569	\$796,154
Unrestricted Fund Balance	\$714,416	\$703,910
Fund Balance <i>(assume \$0 in budget)</i>		
Interest <i>(assume \$0 in budget)</i>		
TOTAL REVENUE	\$5,408,009	\$5,620,342
EXPENDITURES		
PROGRAM ADMINISTRATION & DEBT SERVICE		
Program Administration <i>(max. 5% of annual new funds)</i>	\$179,376.00	\$182,907.00
Debt Service: Webster Woods <i>(in addition to Open Space Budget Reserve)</i>	\$154,052.10	\$132,818.80
BUDGETED RESERVES		
Community Housing Reserve <i>(min. 10% of annual new funds)</i>	\$540,801	\$562,034
Historic Resources Reserve <i>(min. 10% of annual new funds)</i>	\$540,801	\$562,034
Open Space Reserve <i>(min. 10% of annual new funds)</i>	\$540,801	\$562,034
General Reserve (unrestricted, any CPA purpose)	\$3,406,181	\$3,618,514
TOTAL EXPENDITURES	\$5,362,011	\$5,620,342

**Draft FY24 Community Preservation
Program Administrative Budget Detail**

Newton, Massachusetts			
COMMUNITY PRESERVATION PROGRAM			
Budget Detail for Program Administration	MUNIS Accounts (58Z11400 unless shown otherwise)	Fiscal 2023 Final	Fiscal 2024 Provisional
		Approved June 2022	As of January 25, 2023
PERSONNEL			
Prog Mgr: FULL TIME SALARIES (Grade H-9)	511001	\$82,297	\$84,763
Prog Mgr: CONTRIBUTORY RETIREMENT	58Z10491-570700	\$29,269	\$32,834
Prog Mgr: DENTAL INSURANCE	57DENT	\$600	\$600
Prog Mgr: HEALTH INSURANCE	57HLTH	\$20,000	\$21,000
Prog Mgr: BASIC LIFE INSURANCE	57LIFE	\$60	\$60
Prog Mgr: MEDICARE PAYROLL TAX	57MEDA	\$1,500	\$1,500
Prog Mgr: LONGEVITY	514001	\$0	\$0
Program Manager(s) total (salary plus benefits)		\$133,726	\$140,757
Work by Other Depts.	513040	\$5,000	\$5,000
SUBTOTAL Personnel		\$138,726	\$145,757
OTHER			
Consultants	530100	\$20,000	\$20,000
Advertising/ Publications	534300	\$3,000	\$3,000
Audiovisual Equipment	585130	\$500	\$500
Computer Software	585121	\$500	\$500
Computer Supplies	558500	\$500	\$500
Dues & Subscriptions	573000	\$8,150	\$8,150
In-State Conferences	571100	\$1,000	\$1,000
Office Supplies	542000	\$1,000	\$1,000
Postage	534100	\$500	\$500
Printing	534200	\$2,000	\$1,000
Signs	554800	\$1,500	\$1,000
SUBTOTAL Other Expenses		\$38,650	\$37,150
TOTAL All Expenses		\$177,376	\$182,907

Community Preservation Program

Fiscal Year 2024 Outcomes and Strategies

Outcome 1

Promote Awareness of the Newton CPA Program

In 2001, Newton became an early adopter of the Community Preservation Program which has since raised nearly \$83 million for projects that have accomplished the community's goals in community housing, historic resources, open space and recreation. Over the life of the program, the

City has invested the largest portion of our funding (46%) on Affordable Housing projects which have acquired, created, preserved, supported, restored and rehabilitated new and existing affordable housing units throughout Newton. The remaining funds have been almost equally divided between the eligible CPA funding categories of Historic Resources (19%), Open Space (16%), and Recreation (17%).

In FY23, the Committee worked with students in the Newton North High School's Graphic Design Program to create a new logo for the Community Preservation Program as well as new signage to advertise existing and ongoing projects. The CPC will continue to work in FY24 to increase awareness in the community about the Community Preservation Program's possibilities and the positive impacts it has had on neighborhoods across the City. These initiatives will complement the CPC's webpage (www.newtonma.gov/government/planning/community-preservation-program) which is regularly updated with the latest information on the City's current funding proposals as well as past projects and the CPA funding process, including a [new Interactive Online Map](#) showing all the CPA projects completed to date.

Outcome 2

Establish New Community Preservation Program Information Sessions and Workshops for Prospective Applicants

Although Newton's CPA program has completed hundreds of projects throughout the City over twenty years, many organizations in the City are still not aware of the program and its possibilities and neighborhoods that have not yet benefited from it. The CPC is actively working to develop new outreach and engagement programs to create a wider

and more diverse network of connections between the CPC and the City's local organizations. The CPC also seeks to encourage neighborhoods and organizations that have not previously worked with the CPC to consider what projects or community needs they have that might be eligible for CPA funding. The CPC will continue to work with the City's community engagement planner to design and implement this new community outreach and engagement program which will include annual information sessions followed by regular project workshops for applicants who are interested in receiving assistance in thinking through potential projects. The CPC will begin this work in Spring FY23 with its first scheduled information session on Monday, March 27, 2023. At that time, the Committee will provide interested community members with information on the CPA program and its possible funding uses and review new materials designed to assist applicants who are developing funding proposals and applications. The CPC will follow up these information sessions with small group workshops to help potential applicants work through the application process. The CPC anticipates that these meetings will be held on an annual or bi-annual basis in the future based on community demand.

Community Preservation Program

Fiscal Year 2024 Outcomes and Strategies

Outcome 3

Use Community Feedback on CPA Funding Priorities and Continue to Work with Newton Affordable Housing Trustees to Fund Affordable Housing Projects and Initiatives

The Community Preservation Act requires that the CPC “study the needs, possibilities and resources of the city or town regarding community preservation.” These studies provide the CPC with direction on the community’s goals for how the City’s CPA funds should be spent. In FY23, the CPC expanded the uses of the reports and informational materials created in FY22 to provide the public with more detailed financial information and updates on the program and

its projects. After spending considerable time in FY22 reviewing its existing materials and funding targets, the CPC reaffirmed those goals in FY23 and continued to be guided by the category spending targets listed below.

Newton CPA Allocation Targets: Balancing Funds Across Resources	
Community Housing (statutory minimum 10%)	35%
Historic Resources (statutory minimum 10%)	20%
Open Space (statutory minimum 10%)	20%
Recreation	20%
Total	100%

In FY23, the CPC reviewed its first funding proposal from the newly established Newton Affordable Housing Trust (NAHT) for the program’s annual target funding goal for Community Housing of 35%, which in FY23 came to \$1,948,056. The CPC unanimously voted to recommend this funding which was subsequently approved by the City Council. The CPC will continue to work with the NAHT in FY24 to review its annual program funding requests.

Outcome 4

Develop Additional Tools for Monitoring Existing and Ongoing CPA Funded Projects

Each of the CPA funding categories has specific requirements and standards that are applied to any projects which receive those funds. The CPC continues to develop processes and tools to monitor new, existing, and ongoing CPA funded projects to ensure their compliance with the CPA funding statute

and requirements and continuously improve the CPA’s processes and outcomes. In FY24, this work will include working with the NAHT to develop cooperative processes for reviewing and managing any affordable housing developments and initiatives which they choose to fund with future CPA funding.

FUND: 5800 - CPA FUND RESERVE AND ADMIN
DEPARTMENT: ALL DEPARTMENTS

CITY OF NEWTON BUDGET
DEPARTMENT LEGAL LEVEL OF CONTROL

	ACTUAL 2020	ACTUAL 2021	ACTUAL 2022	ORIGINAL 2023	RECOMMENDED 2024	CHANGE 2023 to 2024
COMPTROLLER SUMMARY						
52 - EXPENSES	0	0	0	4,692,147	4,180,548	-511,599
59 - TRANS TO OTHER FUND	4,398,915	7,954,781	6,407,787	0	0	0
57 - FRINGE BENEFITS	20,492	21,827	25,058	29,269	32,834	3,565
TOTAL DEPARTMENT	4,419,407	7,976,608	6,432,845	4,721,416	4,213,382	-508,034
BUDGETED RESERVES						
52 - EXPENSES	0	0	0	4,692,147	4,180,548	-511,599
TOTAL BUDGETED RESERVES	0	0	0	4,692,147	4,180,548	-511,599
CONTRIBUTORY RETIREMENT						
57 - FRINGE BENEFITS	20,492	21,827	25,058	29,269	32,834	3,565
TOTAL CONTRIBUTORY RETIREMENT	20,492	21,827	25,058	29,269	32,834	3,565
TRANSFER TO OTHER FUNDS						
59 - TRANS TO OTHER FUND	4,398,915	7,954,781	6,407,787	0	0	0
TOTAL TRANSFER TO OTHER FUNDS	4,398,915	7,954,781	6,407,787	0	0	0
PLANNING SUMMARY						
51 - PERSONNEL SERVICES	104,743	75,608	78,453	89,296	89,763	467
52 - EXPENSES	15,061	8,809	8,437	37,650	36,150	-1,500
58 - CAPITAL EXPENSES	0	0	0	1,000	1,000	0
57 - FRINGE BENEFITS	5,686	19,328	19,351	22,160	23,160	1,000
TOTAL DEPARTMENT	125,490	103,745	106,241	150,106	150,073	-33
CPA ADMINISTRATION						
51 - PERSONNEL SERVICES	104,743	75,608	78,453	89,296	89,763	467
52 - EXPENSES	15,061	8,809	8,437	37,650	36,150	-1,500
58 - CAPITAL EXPENSES	0	0	0	1,000	1,000	0
57 - FRINGE BENEFITS	5,686	19,328	19,351	22,160	23,160	1,000
TOTAL CPA ADMINISTRATION	125,490	103,745	106,241	150,106	150,073	-33

FUND: 5800 - CPA FUND RESERVE AND ADMIN
DEPARTMENT: ALL DEPARTMENTS

**CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL**

	ACTUAL 2020	ACTUAL 2021	ACTUAL 2022	ORIGINAL 2023	RECOMMENDED 2024	CHANGE 2023 to 2024
104 - COMPTROLLER						
58R10498 - BUDGETED RESERVES						
EXPENSES						
579000 CURRENT YEAR RESERVE	0	0	0	3,578,971	3,618,514	39,543
57900B HISTORIC RESERVE	0	0	0	556,588	562,034	5,446
57900C COMMTY HOUSING RESER	0	0	0	556,588	0	-556,588
TOTAL EXPENSES	0	0	0	4,692,147	4,180,548	-511,599
TOTAL BUDGETED RESERVES	0	0	0	4,692,147	4,180,548	-511,599
58Z10491 - CONTRIBUTORY RETIREMENT						
FRINGE BENEFITS						
570700 NCRS PENSION CONTB	20,492	21,827	25,058	29,269	32,834	3,565
TOTAL FRINGE BENEFITS	20,492	21,827	25,058	29,269	32,834	3,565
TOTAL CONTRIBUTORY RETIREMENT	20,492	21,827	25,058	29,269	32,834	3,565
58Z10499 - TRANSFER TO OTHER FUNDS						
TRANS TO OTHER FUND						
595810 TRANS TO-CPA FUND- HIS	431,305	479,737	642,409	0	0	0
595820 TRANS TO-CPA FUND- CO	3,536,305	6,327,344	3,500,000	0	0	0
595830 TRANS TO-CPA FUND_ CO		450,000	420,000	0	0	0
595840 TRANS TO- CPA OPEN SP	431,305	697,700	1,845,378	0	0	0
TOTAL TRANS TO OTHER FUND	4,398,915	7,954,781	6,407,787	0	0	0
TOTAL TRANSFER TO OTHER FUNDS	4,398,915	7,954,781	6,407,787	0	0	0
TOTAL COMPTROLLER	4,419,407	7,976,608	6,432,845	4,721,416	4,213,382	-508,034

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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	ACTUAL 2020	ACTUAL 2021	ACTUAL 2022	ORIGINAL 2023	RECOMMENDED 2024	CHANGE 2023 to 2024
114 - PLANNING						
58Z11400 - CPA ADMINISTRATION						
PERSONNEL SERVICES						
511001 FULL TIME SALARIES	102,641	75,608	78,453	82,296	84,763	2,467
513040 WORK BY OTHER DEPTS.	1,427	0	0	5,000	5,000	0
514001 LONGEVITY	675	0	0	2,000	0	-2,000
TOTAL PERSONNEL SERVICES	104,743	75,608	78,453	89,296	89,763	467
EXPENSES						
530100 CONSULTANTS	4,696	572	0	20,000	20,000	0
534100 POSTAGE	31	46	0	500	500	0
534200 PRINTING	629	42	0	2,000	1,000	-1,000
534300 ADVERTISING/PUBLICATIO	225	0	0	3,000	3,000	0
542000 OFFICE SUPPLIES	521	249	0	1,000	1,000	0
554800 SIGNS & SIGN PARTS	0	0	37	1,500	1,000	-500
558500 COMPUTER SUPPLIES	1,058	0	0	500	500	0
571100 IN-STATE CONFERENCES	0	0	250	1,000	1,000	0
573000 DUES & SUBSCRIPTIONS	7,900	7,900	8,150	8,150	8,150	0
TOTAL EXPENSES	15,061	8,809	8,437	37,650	36,150	-1,500
FRINGE BENEFITS						
57DENT DENTAL INSURANCE	227	516	501	600	600	0
57HLTH HEALTH INSURANCE	3,962	17,856	17,857	20,000	21,000	1,000
57LIFE BASIC LIFE INSURANCE	61	57	52	60	60	0
57MEDA MEDICARE PAYROLL TAX	1,435	899	941	1,500	1,500	0
TOTAL FRINGE BENEFITS	5,686	19,328	19,351	22,160	23,160	1,000
CAPITAL EXPENSES						
585121 PC SOFTWARE-ADMIN	0	0	0	500	500	0
585130 AUDIO-VISUAL EQUIPMEN	0	0	0	500	500	0
TOTAL CAPITAL EXPENSES	0	0	0	1,000	1,000	0
TOTAL CPA ADMINISTRATION	125,490	103,745	106,241	150,106	150,073	-33
TOTAL PLANNING	125,490	103,745	106,241	150,106	150,073	-33

FUND: 5800 - CPA FUND RESERVE AND ADMIN
 DEPARTMENT: ALL DEPARTMENTS

**CITY OF NEWTON BUDGET
 FUNCTIONAL ELEMENT SUMMARY**

	ACTUAL 2020	ACTUAL 2021	ACTUAL 2022	ORIGINAL 2023	PROPOSED 2024	CHANGE 2023 to 2024	% CHANGE
104 - COMPTROLLER							
58R10498 - BUDGETED RESERVES	0	0	0	4,692,147	4,180,548	-511,599	-11%
58Z10491 - CONTRIBUTORY RETIREMEN	20,492	21,827	25,058	29,269	32,834	3,565	12%
58Z10499 - TRANSFER TO OTHER FUNDS	4,398,915	7,954,781	6,407,787	0	0	0	0%
TOTAL DEPARTMENT 104	4,419,407	7,976,608	6,432,845	4,721,416	4,213,382	-508,034	-11%
114 - PLANNING							
58Z11400 - CPA ADMINISTRATION	125,490	103,745	106,241	150,106	150,073	-33	0%
TOTAL DEPARTMENT 114	125,490	103,745	106,241	150,106	150,073	-33	0%
TOTAL FUND 5800	4,544,897	8,080,353	6,539,086	4,871,522	4,363,455	-508,067	-10%