

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE AGENDA

MONDAY, JUNE 23, 2014

7:00 PM
Room 222

ITEMS SCHEDULED FOR DISCUSSION:

#248-14 HIS HONOR THE MAYOR requesting authorization to expend the sum of twenty-five thousand dollars (~~\$75,000~~) (\$25,000) from the Law Department Legal Claims and Settlements Account as full and final settlement of NSTAR Electric & Gas Corporation's File No. 11-698 and Middlesex Superior Court Civil Action Nol. 2012-04941. [06/09/14 @ 3:03 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#259-14 HIS HONOR THE MAYOR recommending that the Board of aldermen acquire a permanent and temporary drain and sewer easement through an eminent domain taking in the private land of Lasell College from Aspen Avenue to Seminary Avenue, a distance of 320' ±, and award damages to Lasell College in the amount of five thousand five hundred dollars (\$5,500) to be appropriated from the Law Department Settlements and Judgments Account.
PUBLIC FACILITIES APPROVED 5-0 (Lappin not voting) on 06/18/14

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#258-14 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of three hundred forty thousand dollars (\$340,000) from bonded indebtedness for the purpose of purchasing a large and a medium construction truck for the Department of Public Works in accordance with the City's Capital Improvement Plan. [06/16/14 @ 11:17 AM]
PUBLIC FACILITIES APPROVED 5-0 (Lappin not voting) on 06/18/14

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#249-14 HIS HONOR THE MAYOR requesting authorization to accept and expend the sum of four hundred sixty-five thousand dollars (\$465,000) in Federal Emergency Management Agency grant funds for the design and construction of the Hammond Brook culvert repairs and authorization to expend the sum of one hundred fifty-five thousand dollars (\$155,000) from the Storm Water Reserve Fund as the City's 25% matching obligation. [06/09/14 @ 3:03 PM]
PUBLIC FACILITIES APPROVED 5-0 (Lappin not voting) on 06/18/14

The location of this meeting is handicap accessible and reasonable accommodations will be provided to persons requiring assistance. If you need a special accommodation, please contact John Lojek, at least two days in advance of the meeting: jlojek@newtonma.gov, or 617-796-1064. For Telecommunications Relay Service dial 711.

#257-14 HIS HONOR THE MAYOR requesting approval of the following mentioned sidewalk/driveway apron and/or curb betterments; said betterments to be levied under the provisions of MGL Chapter 83, Sec. 26, authorizing the assessment of betterments for construction:

| | Property Owner(s) | Property Address/ S-B-L | Book Page | Betterment Amount |
|-----|---|--|------------------|------------------------------|
| 1. | ZEITELS STEVEN M | 100 Bellevue Street 13-010-0004 | 44830 542 | \$3,332.50 |
| 2. | SAPERS AVIVA E and SYDNEY JUDITH T | 115 Bellevue Street 12-021-0034 | 44381 145 | \$2,260.00 |
| 3. | MEHRA VIVEK MEHRA HEATHER M WAKEFIELD MARIA T and WAKEFIELD JOHN D | 217 Bellevue Street 12-023-0008 | 36196 346 | \$2,640.00 |
| 4. | RABY BENJAMIN A and ROSENBLATT JACALYN | 16 Country Club Road 81-011-0003 | 50565 569 | \$2,617.50 |
| 5. | GOULD JACK BARRY and GOULD DIANA S | 26 Country Club Road 81-011-0004 | 22755 423 | \$3,415.00 |
| 6. | HALPERN KENNETH and HALPERN DIANE J | 95 Country Club Road 81-002-0002 | 35886 401 | \$3,580.00 |
| 7. | BUDIN DAN and BUDIN ALINA AS TRUSTEES OF 150 COUNTRY CLUB ROAD REALTY TRUST | 150 Country Club Road 82-010-0001 | 35714 44 | \$2,672.50 |
| 8. | LESTER DAVID B and LESTER LAURA L | 151 Country Club Road 82-011-0005C | 26911 551 | \$2,977.50 |
| 9. | KESSEL CAROLE A TRUSTEE OF 44 CROSS HILL ROAD REALTY TRUST | 44 Cross Hill Road 82-013-0012 | 54606 282 | \$2,617.50 |
| 10. | KATZ JEFFREY E and KATZ PHYLLIS C | 50 Cross Hill Road 82-013-0011 | 15712 181 | \$2,755.00 |
| 11. | RAUDSEPS JURIS G and RAUDSEPS ILZE | 24 Fountain Street 32- 046-0009 | 11859 171 | \$3,520.00 |
| 12. | BUTANEY EDNA and BUTANEY KRISHNA | 410 Newtonville Avenue 22-005-0014 | 52998 535 | \$2,287.50 |
| 13. | MATTHEWS CHERYLANN | Unit A, 40-42 Summit Street 12-021-0027 | 48804 86 | \$3,000.00 |
| 14. | KREEFT PETER J and KREEFT MARIA M | 44 Davis Avenue 31-014-0018 | 11539 402 | \$4,487.50 |
| 15. | THILL DAVID M and THILL LAUREN L | 12 Kingsbury Road 63-026-0007 | 34626 467 | \$3,992.50 |

| | | | | |
|-----|---|---|--|------------|
| 16. | CARDOZA EDWARD H JR and SCHUSTER JANET A | 1701 Commonwealth Avenue 32-025-0001 | 1006 43 Certificate of Title No. 175193 | \$3,387.50 |
|-----|---|---|--|------------|

[06/16/14 @11:17 AM]

#250-14 HIS HONOR THE MAYOR requesting authorization to transfer the sum of twelve thousand dollars (\$12,000) from the Parks & Recreation Overtime and the sum of six thousand dollars (\$6,000) from Account to Parks & Recreation Seasonal Wages to the Parks & Recreation Motor Vehicle Repair and Maintenance to fund the repair services for forestry vehicles. [06/16/14 @11:17 AM]

#252-14 HIS HONOR THE MAYOR requesting authorization to expend a grant from the federal government in the amount of seventeen thousand dollars (\$17,000) for the purpose of funding police overtime costs incurred during the Boston Marathon. [06/16/14 @11:17 AM]

#251-14 HIS HONOR THE MAYOR requesting authorization to expend a mini grant from the Community Health Network Area 18 in the amount of one thousand dollars (\$1,000) for the purpose of funding a summer health program focused on mosquito and tick borne disease prevention and skin cancer prevention. [06/16/14 @11:17 AM]

#254-14 HIS HONOR THE MAYOR requesting authorization to transfer the sum of seventy thousand dollars (\$70,000) from Fiscal Year 2015 Budget Reserve to the Human Resources Full-time Salaries Account to fund a full-time Recruiting Manager position within the Human Resources Department. [06/16/14 @11:17 AM]

#253-14 HIS HONOR THE MAYOR requesting authorization to transfer the sum of four thousand dollars from Executive Office Full-time Salaries: two thousand dollars (\$2,000) to the Executive Office Printing Account and two thousand dollars (\$2,000) to the Executive Office Printing Account to address shortfalls in those accounts. [06/16/14 @11:17 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#200-14 COMMUNITY PRESERVATION COMMITTEE recommending the appropriation of two hundred eight thousand seven dollars (\$208,007) from the Community Preservation Fund's historic resources fund balance or reserve, to the control of the Jackson Homestead, for repair of tombs in the East Parish Burying ground (Centre & Cotton Streets), as detailed in the proposal submitted in November 2013 and revised in April 2014. [05/08/14 @11:01 AM]

PROGRAMS & SERVICES APPROVED 6-0 on 06/04/14

NOTE: The Committee may entertain motions to enter into Executive Session to discuss the two below Docket Items (#255-14 and #256-14):

#255-14 HIS HONOR THE MAYOR recommending that 1316 Beacon Street, 1330 Beacon Street, and 1338 Beacon Street, including trees and structures on the properties, be acquired through purchase or takings by eminent domain for the purpose of expanding the Zervas Elementary School site. [06/16/14 @ 11:17 AM]

#256-14 HIS HONOR THE MAYOR requesting authorization to appropriate the sum of two million seven hundred thousand dollars (\$2,700,000) from the Capital Stabilization Fund-Operating Override Account Fund for purposes of funding all costs associated with the acquisition of 1316 Beacon Street, 1330 Beacon Street, and 1338 Beacon Street including any relocation obligations the City may have pursuant to Massachusetts General Law Chapter 79A. [06/16/14 @ 11:17 AM]

ITEMS NOT TO BE DISCUSSED:

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#216-14 ALD. HESS-MAHAN, ALBRIGHT, BAKER, CROSSLEY, NORTON AND SANGIOLO proposing the following amendments to Chapter 12 Health and Human Services of the Revised Ordinances to:

- require owners of dwellings requiring a Certificate of Habitability under Section 12-1 and real estate agents/brokers who receive compensation in connection with the particular real estate transaction to notify the Commissioner of Health and Human Services whenever an apartment, tenement, or room in a lodging house is vacated by the occupant or when an area in an existing building is converted to a condominium prior to being reoccupied by a new tenant, lodger or occupant;
- require educational institutions to disclose addresses of undergraduates living off-campus in Newton;
- require a fee for certification; and
- impose a fine for violation of these provisions. [05/14/14 @ 11:51 AM]

#104-14 ALD. JOHNSON requesting that the Executive Department conducts a complete review and analysis of the policies governing data privacy and the security of resident/business information on the Treasurer's website to be followed with an action plan to protect our residents' data to be completed by the end of Fiscal Year 2014. [02/26/14 @ 9:07 AM]

REFERRED TO LAND USE AND FINANCE COMMITTEES

#49-14 LAND USE COMMITTEE requesting discussion with the Chief Financial Officer and the Chief Information Officer regarding the critical need to implement technology which enables the development, management and use of shared, searchable, mobile-accessed (both read and write) database which contains parcel-based information that can be accessed by all city departments (including Planning, Inspectional Services (ISD), Assessing, Engineering, Fire, Police, Health), the Board of Aldermen and the community. This technology must support the work of ISD and other departments in both the office and the field to more effectively and efficiently monitor and enforce compliance with approved special permits and other related Board Orders. [02/10/14 @ 6:47 PM]

- #34-14 ALD. FULLER requesting a discussion with the Executive Office regarding the current status and challenges related to the City of Newton pension and retiree healthcare (OPEB) systems. [01/11/14 @ 5:22 PM]

REFERRED TO FINANCE AND PROGRAMS & SERVICES COMMITTEE

- #402-13 ALD. FULLER, GENTILE, RICE and LINSKY requesting a Home Rule Petition to amend Article 9 of the Charter to clarify that Neighborhood Area Councils shall maintain and control their own financial accounts and records, independent of City finances; and to further clarify that such independent financial accounts and records shall remain subject to City audit. [10/28/13 @ 10:18 AM]

REFERRED TO ZAP, PROG & SERV AND FINANCE COMMITTEES

- #397-13(3) ALD. SANGIOLO AND DANBERG requesting creation of an ordinance to protect trees deemed historic by the Historical Commission and the City's Tree Warden. [05-05-14 @ 4:32 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #288-13 PUBLIC FACILITIES & FINANCE COMMITTEES requesting that the Administration update the Board of Aldermen when a funding source is determined for the Zervas Elementary School Feasibility Study. [07-11-13 @ 10:10 AM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #41-13 ALD. CROSSLEY, FULLER AND SALVUCCI requesting a discussion with the administration to review how the city inventories, plans for, budgets and accounts for needed smaller capital expenditures (currently set at under \$75,000), which are excluded from the Capital Improvement Plan (CIP); how to make these non-CIP capital maintenance items visible, and how to integrate them with the overall planning, CIP, and budgeting processes. [01/14/13 @ 5:02 PM]

REFERRED TO ZONING & PLANNING, LAND USE & FINANCE COMMITTEES

- #273-12 ALD. CROSSLEY & HESS-MAHAN requesting a restructuring and increase in fees for permits charged by the Inspectional Services Department and fees charged by the Planning Department and City Clerk to assure that fees are both sufficient to fund related services provided and simple to administer.

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #257-12 RECODIFICATION COMMITTEE recommending (1) review of the Fees, Civil Fines/Non-Criminal Disposition contained in Chapter 17 LICENSING AND PERMITS GENERALLY and Chapter 20 CIVIL FINES/NON-CRIMINAL DISPOSITION CIVIL FINES to ensure they are in accordance with what is being charged and (2) review of the acceptance of G.L. c. 40 §22F, accepted on July 9, 2001, which allows certain municipal boards and officers to fix reasonable fees for the issuance of certain licenses, permits, or certificates.

REFERRED TO PROG & SERV, PUB. FAC., ZAP, AND FINANCE COMMITTEES

- #256-12 ALD. HESS-MAHAN, SANGIOLO & SWISTON proposing an ordinance promoting economic development and the mobile food truck industry in the City of Newton. [08/06/12 @4:46 PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #254-12 (3) PROGRAMS & SERVICES COMMITTEE proposing an ordinance to require a fee, charged to consumers, for the use of paper bags at certain retail establishments in the City of Newton. [01/10/14 @ 3:36 pm]
- #248-12 RECODIFICATION COMMITTEE recommending that **ARTICLE IV. PURCHASES AND CONTRACTS, Secs. 2-182 through 2-205**, be amended to make it consistent with state law.
- #247-12 RECODIFICATION COMMITTEE recommending that Chapter 18 MEMORIAL FUNDS AND TRUSTS be reviewed relative to the consequences and practices of special legislation passed by the General Court in 2007, Chapter 75 of the Acts of 2007, in which the City sought and was granted an exemption from G.L. Chapter 44 §54, which intent was to allow the City greater flexibility in terms of investments.

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #185-12 ALD. BAKER, BLAZAR, SANGIOLO, LINSKY, ALBRIGHT & DANBERG requesting that the Board of Aldermen adopt a RESOLUTION to His Honor the Mayor asking that, when the Mayor seeks future Board approval for bonding the cost of additional capital facilities or equipment for the schools, he include in that funding request, as well as in the city-wide Capital Improvement Plan, the estimated costs needed for funding the capital technology needs of the Newton Schools, including the appropriate portions of the estimated project costs of the School Committee's three-year district-wide technology plan not anticipated to be funded by the Information Technology Department budget; the anticipated technology grants from Boston College for the elementary schools; and/or estimated revenue from the E-rate Technology Reimbursement Program.
PROGRAMS & SERVICES APPROVED 6-0 on 07/11/12

REFERRED TO ZONING AND PLANNING AND FINANCE COMMITTEES

- #102-11 ALD. HESS-MAHAN, JOHNSON, COMMISSIONER LOJEK, AND CANDACE HAVENS requesting an amendment to Chapter 17 to establish a fee for filing a notice of condo conversion. [03-29-11 @ 4:55PM]
ZONING & PLANNING APPROVED 6-0 on 6/10/13

REFERRED TO ZONING AND PLANNING AND FINANCE COMMITTEES

- #95-11 ALD. HESS-MAHAN proposing an ordinance requiring that a notice of conversion to condominium ownership be filed with the Inspectional Services Department and that the property be inspected to determine compliance with all

applicable provisions of the state and local codes, ordinances and the rules and regulations of all appropriate regulatory agencies. [03-24-11 @ 9:30AM]

ZONING & PLANNING APPROVED 6-0 on 6/10/13

#41-11(2) ALD. CICCONE requesting implementation of the fees associated with the Winter Overnight Parking Pilot Program. [09/19/13 @ 3:49 PM]

REFERRED TO LAND USE & FINANCE COMMITTEES

#276-10 ALD. FULLER, CROSSLEY, DANBERG, LINSKY requesting a review of guidelines for mitigation fund provisions to maximize the use of such funds on behalf of the city together with mechanisms by which the city can better track such funds to ensure they are used in a timely fashion.

Respectfully submitted,

Leonard J. Gentile, Chairman



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#248-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

June 09, 2014

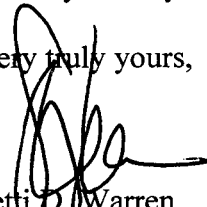
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the expenditure of \$25,000 from Acct # 0110893-5725 Legal Claims and Settlements as full and final settlement of NSTAR Electric & Gas Corporation's File No. 11-698 and Middlesex Superior Court Civil Action No. 2012-04941. Details of the case are attached.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

RECEIVED
Newton City Hall
2014 JUN -9 PM 3:03
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

LAW DEPARTMENT



CITY OF NEWTON, MASSACHUSETTS
CITY HALL

1000 COMMONWEALTH AVENUE
NEWTON CENTRE, MA 02459
TELEPHONE (617) 796-1240
FACSIMILE (617) 796-1254

CITY SOLICITOR
DONNALYN B. LYNCH KAHN
ASSOCIATE CITY SOLICITOR
OUIDA C.M. YOUNG

ASSISTANT CITY SOLICITORS
MARIE M. LAWLOR
ANGELA BUCHANAN SMAGULA
ROBERT J. WADDICK
MAURA E. O'KEEFE
JEFFREY A. HONG
ALAN D. MANDL
JULIE B. ROSS

June 4, 2014

Mayor Setti D. Warren and Board of Aldermen
City of Newton
1000 Commonwealth Avenue
Newton Centre, MA 02459

RE: *NSTAR Electric & Gas Corporation v. City of Newton, File No. 11-698 and Middlesex Superior Court Civil Action No. 2012-04941*

Dear Mayor Warren and Honorable Board of Aldermen:

On December 21, 2009, while in the process of excavating to repair a ruptured water main in the vicinity of 200 Wells Avenue, a City of Newton crew struck an electrical cable owned by NSTAR causing power outages and property damage.

An investigation into the incident was conducted and it was determined that the City would likely be found liable for damages in a court of competent jurisdiction.

NSTAR, through its attorneys, made a timely and proper claim pursuant to M.G.L.c. 258 seeking damages in the amount of \$61,148.82. The amount of the claim for damages was supported by documentary evidence. NSTAR subsequently brought suit in Middlesex Superior Court seeking said amount. As a result of negotiations between NSTAR and the City, NSTAR agreed to accept \$25,000.00 in settlement of the lawsuit.

Therefore, I respectfully request that you docket this item seeking to appropriate \$25,000.0 from the Reserve Account and authorize the expenditure thereof as full and final settlement of this lawsuit against the City of Newton.

Respectfully submitted,

Robert J. Waddick
Assistant City Solicitor



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#259-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

June 16, 2014

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

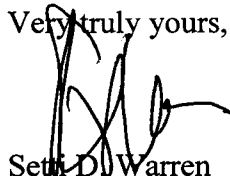
Ladies and Gentlemen:

I request your approval to take a permanent and temporary drain and sewer easement in the private land of Lasell College from Aspen Avenue to Seminary Avenue, a distance of approximately 320 feet \pm , and to award damages to Lasell College in the amount of \$5,500.00 for the taking. The award of damages is based on an appraisal conducted for the city by licensed real estate appraiser.

The easement is required in order to provide sewer service to several residents in the Aspen Avenue area who are currently on septic systems.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

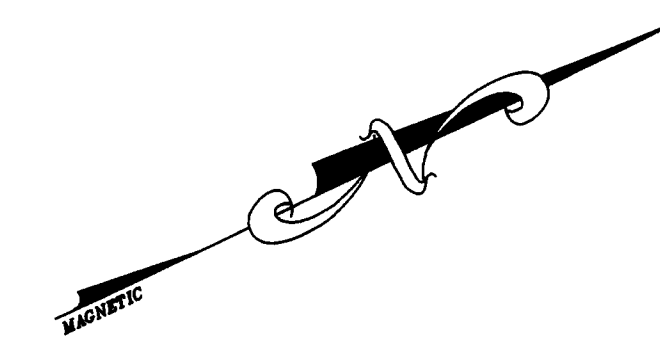
RECEIVED
NEWTON CITY CLERK
2014 JUN 16 PM 3:27
David A. Oison, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

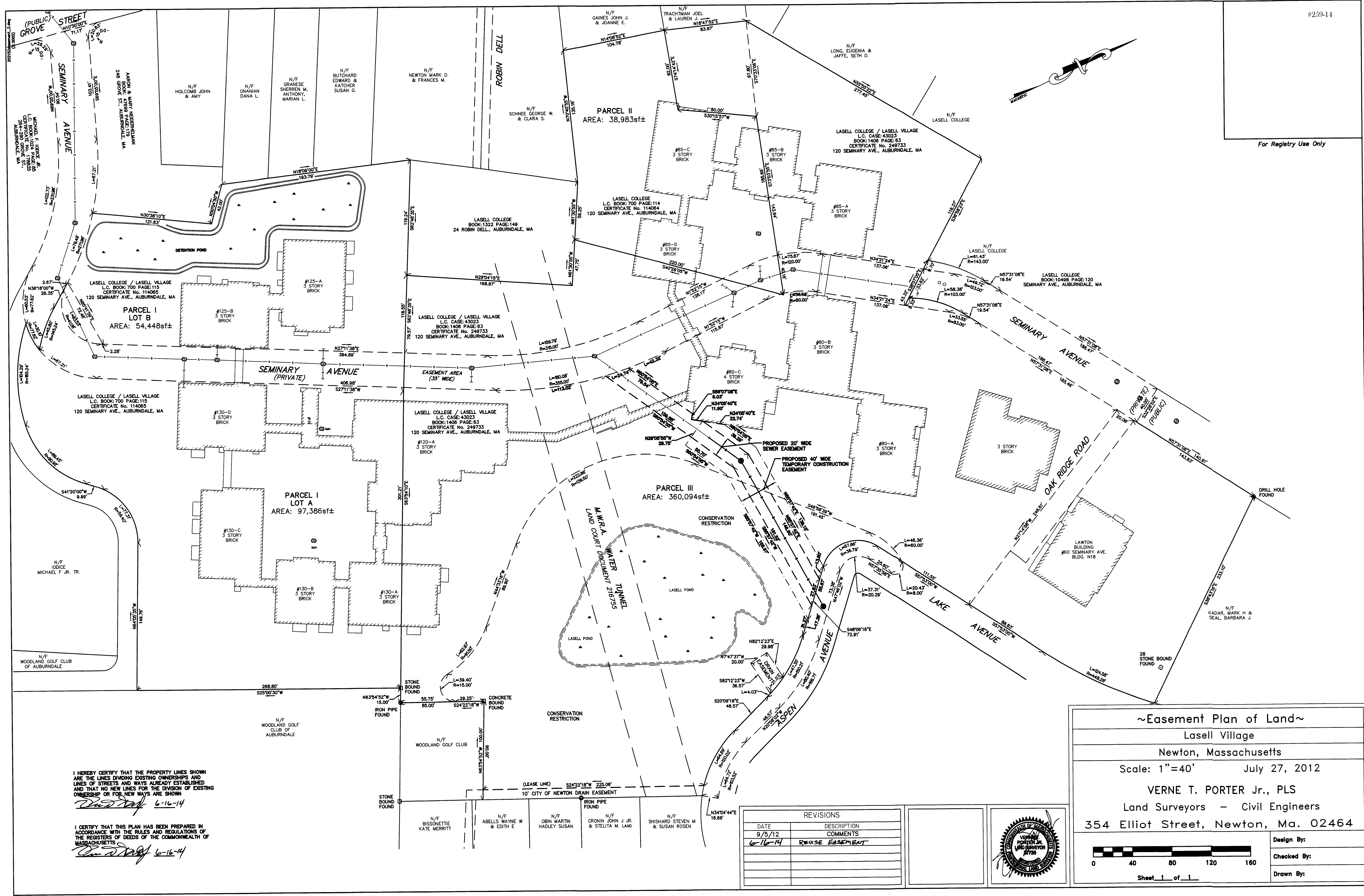
www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



For Registry Use Only



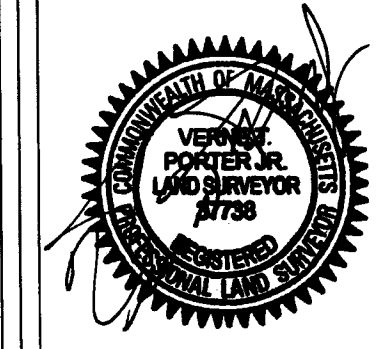
I HEREBY CERTIFY THAT THE PROPERTY LINES SHOWN ARE THE LINES DIVIDING EXISTING OWNERSHIPS AND LINES OF STREETS AND WAYS ALREADY ESTABLISHED AND THAT NO NEW LINES FOR THE DIVISION OF EXISTING OWNERSHIP OR FOR NEW WAYS ARE SHOWN

Verne T. Porter Jr. 6-16-14

I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS

Verne T. Porter Jr. 6-16-14

| REVISIONS | |
|-----------|-----------------|
| DATE | DESCRIPTION |
| 9/5/12 | COMMENTS |
| 6-16-14 | REVISE EASEMENT |
| | |
| | |
| | |



~Easement Plan of Land~

Lasell Village

Newton, Massachusetts

Scale: 1"=40' July 27, 2012

VERNE T. PORTER Jr., PLS
Land Surveyors - Civil Engineers
354 Elliot Street, Newton, Ma. 02464

Design By: _____

Checked By: _____

Drawn By: _____

Sheet 1 of 1



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#258-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

June 16, 2014

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

RECEIVED
Newton City Clerk
2014 JUN 16 AM 11:17
David A. Olson, CMC
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the following appropriations and authorize a general obligation borrowing of an equal amount for the purpose of capital equipment for the Department of Public Works in accordance with the FY2015 Capital Improvement Plan.

| <u>Item</u> | <u>Amount</u> |
|---------------------------|---------------|
| Large Construction Truck | \$205,000 |
| Medium Construction Truck | \$135,000 |

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton



DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue

Newton Centre, MA 02459-1449

Setti D. Warren
Mayor

June 12, 2014

To: Mayor Setti D. Warren

From: David F. Turocy, Commissioner of Public Works

A handwritten signature in black ink, appearing to read "D. Turocy", with a large loop at the end.

Via: Maureen Lemieux, Chief of Staff

Re: Request to Appropriate Funds for Capital Equipment

I write to request you docket with the Honorable Board of Aldermen to appropriate funds for the purchase of Capital Equipment for the Department of Public Works in accordance with the FY15 CIP, as amended in the Spring 2014, and approved with the FY 2015 Budget.

The first piece of equipment to be purchased is a large construction truck for \$205,000. This vehicle is used in daily construction activities for street and sidewalk maintenance, as well as snow removal operations in the winter. With a standard replacement life of 20 years, this vehicle is replacing a 1985 large construction truck, #73, that was taken out of service this winter due to its deteriorated condition. The new vehicle will be a ten wheel vehicle, as opposed to the six wheel truck that it is replacing, in order to provide additional hauling capacity. Furthermore, it will have a multi-purpose dump/salter body that can be used for hauling material or deploying salt to improve its versatility in the winter. Finally, we intend to add a side wing plow on it to improve its effectiveness in plowing main roads.

The second piece of equipment to be purchased is a medium construction truck with a 5-ton hot box for \$135,000. This vehicle will be used year-round to address potholes in a more effective manner. We currently have one 5-ton hot box that is chassis mounted for one DPW yard and a 2-ton hot box that is trailer mounted in the other DPW yard. Having the ability to keep repair mix hot throughout the day significantly improves our ability to make permanent repairs of potholes and the additional capacity of carrying 5 tons over 2 tons will again improve our pothole repair performance.

Please forward this request to the Board of Aldermen for their consideration.

cc: D. Wilkinson, Comptroller
R. Mendes, DPW Business Manager
B. Zaniboni, Deputy Commissioner



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#249-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

June 09, 2014

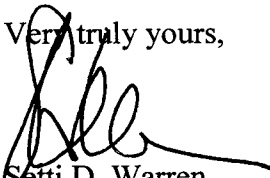
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to accept \$465,000 in FEMA Grant funds for the design and construction of the Hammond Brook Culvert Repairs and authorize the expenditure of \$155,000 from Storm Water Reserve Funds as the City's 25% matching obligation.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2014 JUN -9 PM 3:03
DAVID A. OLSON, CHC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton



DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Setti D. Warren
Mayor

June 4, 2014

To: Maureen Lemieux, Chief of Staff

From: David F. Turocy, DPW Commissioner

Subject: Request for Authorization of Acceptance of FEMA Grant Funds
and Authorization to use Stormwater Reserve Funds for
Hammond Brook Culvert Repairs

I respectfully request an authorization to accept \$465,000 in FEMA Grant funds for the design and construction of the Hammond Brook Culvert Repairs. The total estimated cost of the project is \$620,000. The grant is a cost sharing obligation, with the grant funding 75% of the required funds, and the City obligating 25% of the required funds.

I also request an authorization to use \$155,000 from storm water reserve funds for the remaining City obligation for the project.

The Hammond Brook Culvert is undersized and structurally damaged. Its failure to adequately convey stormwater during a major rain event in March 2010 contributed to the wash out and damage around the MBTA tracks near the culvert off Glen Road in Newton Centre.

Please docket this item for Board of Aldermen consideration.

cc: David Wilkinson, Comptroller
Louis M. Taverna, City Engineer
Ted Jerdee, Superintendent of Utilities
Maria Rose, Environmental Engineer
Ron Mendes, DPW Business Manager

EXHIBIT B Description of Existing Conditions

Hammond Brook begins as overflow from Hammond Pond and meanders through conservation land before crossing under Hammond Pond Parkway where it continues as an open channel flow through a forested wetland behind the homes on Beacon Street until it reaches a culvert 500 feet east of Glen Ave. The brook is then conveyed through a 24" diameter vitrified clay pipe built in 1914. The 99-year old culvert was laid through the Hollis-Rock ledge outcrop and hilly terrain.

The existing culvert is undersized for large storms, based upon the volume of runoff received by Hammond Brook from residential and commercial development in Newton Centre and Chestnut Hill. Upstream Hammond Brook begins as overflow flow from Hammond Pond and meanders through Chestnut Hill before crosses under Hammond Pond Parkway, through a 4 ft by 5ft box culvert, where it continues as open channel flow through a forested wetland area behind the homes on Beacon Street until it reaches the 24" diameter culvert next to the railroad tracks. Additional volume is picked up by a drainage swale located approximately 200 feet downstream of the stream crossing at Hammond Pond Parkway. Only a few hundred feet downstream of the existing undersized culvert, Thompsonville brook, an intermittent stream with a densely populated watershed area, merges into Hammond Brook and crosses through a 4 ft by 6 ft box culvert.

The historic March 13th - 15th 2010 rain event caused significant damage to private and public property and significant damage to the MBTA Green Line in Newton Centre. Although damages were widespread across the City, this application is specific to the damages caused by the aforementioned undersized culvert located parallel to the MBTA Green "D" Line. Besides extensive damages to the Green "D" line, which caused a portion of MBTA Green "D" line to be closed for 2 weeks, a business located at 40-46 Glen Avenue also sustained substantial damages. To our knowledge we are only aware of this one storm event that caused substantial damage. However, the business owner at 46 Glen Avenue has been flooded more than once. It is unknown if the undersized culvert caused or contributed to prior flooding damage at 46 Glen Avenue.

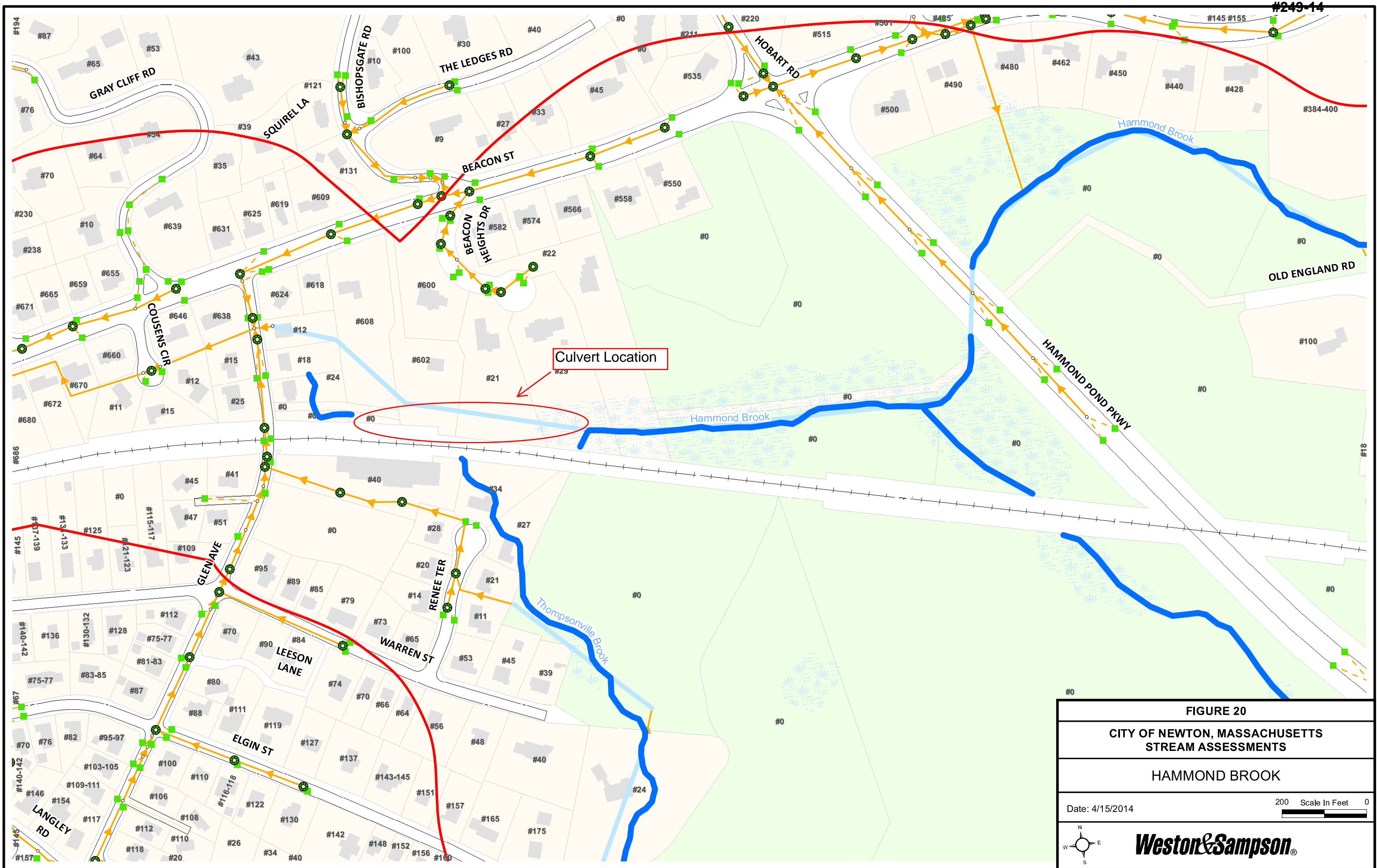



FIGURE 20
CITY OF NEWTON, MASSACHUSETTS
STREAM ASSESSMENTS
HAMMOND BROOK
 Date: 4/15/2014 200 Scale In Feet 0
 **Weston & Sampson**



CITY OF NEWTON, MASSACHUSETTS

Department of Public Works

Office of the Commissioner
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Hon. Setti D. Warren
Mayor

To: Mayor Setti D. Warren
From: David Turocy, Commissioner of Public Works *[Signature]*
Via: Maureen Lemieux, Chief of Staff/Chief Financial Officer
Dori Zaleznik, Chief Administrative Officer
David Wilkinson, City Comptroller
David Olsen, City Clerk
Ron Mendes, DPW Business Manager
Lou Taverna, City Engineer

Date: June 11, 2014

Subject: Billing of Betterment Applications

RECEIVED
Newton City Clerk
2014 JUN 16 AM 11:18
David A. Olson, CMC
Newton, MA 02459

The Department of Public Works hereby requests that the Honorable Mayor docket for consideration the assessment of betterments on the properties listed on the attached proposed Board Order. These betterments have been completed by DPW and have been inspected by the Engineering Division who have confirmed that the work is complete.

All property owners listed on the attached proposed Board Order have requested in writing that said work be performed at their personal expense; and have requested in writing that the City bill them in accordance with the procedure allowed by law for assessment of betterments.

Therefore, the Commissioner of Public Works requests approval of the curb betterments; said betterments graded and constructed and assessments to be levied under the provisions of MGL Ch. 83, Sec. 26, authorizing the assessment of betterments for sidewalk construction.

Thank you.

[Signature]
APPROVED

CITY OF NEWTON
IN BOARD OF ALDERMEN

July , 2014

ORDERED,

That, in accordance with the recommendation of the Commissioner of Public Works and the Finance Committee through its Chairman, Leonard J. Gentile, the following mentioned Curb Betterments to be graded and constructed and assessments to be levied under the provisions of MGL Chapter 83, Sec. 26, be and are hereby authorized:

| | Property Owner(s) | Property Address/ S-B-L | Book / Page | Betterment Amount |
|----|---|---|-------------|----------------------|
| 1. | ZEITELS STEVEN M | 100 Bellevue Street / 13-010-0004 | 44830 / 542 | \$3,332.50 |
| 2. | SAPERS AVIVA E and SYDNEY JUDITH T | 115 Bellevue Street / 12-021-0034 | 44381 / 145 | \$2,260.00 |
| 3. | MEHRA VIVEK MEHRA HEATHER M WAKEFIELD MARIA T and WAKEFIELD JOHN D | 217 Bellevue Street / 12-023-0008 | 36196 / 346 | \$2,640.00 |
| 4. | RABY BENJAMIN A and ROSENBLATT JACALYN | 16 Country Club Road / 81-011-0003 | 50565 / 569 | \$2,617.50 |
| 5. | GOULD JACK BARRY and GOULD DIANA S | 26 Country Club Road / 81-011-0004 | 22755 / 423 | \$3,415.00 |
| 6. | HALPERN KENNETH and HALPERN DIANE J | 95 Country Club Road / 81-002-0002 | 35886 / 401 | \$3,580.00 |
| 7. | BUDIN DAN and BUDIN ALINA AS TRUSTEES OF 150 COUNTRY CLUB ROAD REALTY TRUST | 150 Country Club Road / 82-010-0001 | 35714 / 44 | \$2,672.50 |
| 8. | LESTER DAVID B and LESTER LAURA L | 151 Country Club Road / 82-011-0005C | 26911 / 551 | \$2,977.50 |
| 9. | KESSEL CAROLE A TRUSTEE OF 44 CROSS HILL ROAD REALTY TRUST | 44 Cross Hill Road / 82-013-0012 | 54606 / 282 | \$2,617.50 |

| | | | | |
|-----|---|--|---|------------|
| 10. | KATZ JEFFREY E and KATZ PHYLLIS C | 50 Cross Hill Road / 82-013-0011 | 15712 / 181 | \$2,755.00 |
| 11. | RAUDSEPS JURIS G and RAUDSEPS ILZE | 24 Fountain Street / 32- 046-0009 | 11859 / 171 | \$3,520.00 |
| 12. | BUTANEY EDNA and BUTANEY KRISHNA | 410 Newtonville Avenue / 22-005-0014 | 52998 / 535 | \$2,287.50 |
| 13. | MATTHEWS CHERYLANN | Unit A, 40-42 Summit Street / 12-021-0027 | 48804 / 86 | \$3,000.00 |
| 14. | KREEFT PETER J and KREEFT MARIA M | 44 Davis Avenue / 31-014-0018 | 11539 / 402 | \$4,487.50 |
| 15. | THILL DAVID M and THILL LAUREN L | 12 Kingsbury Road / 63-026-0007 | 34626 / 467 | \$3,992.50 |
| 16. | CARDOZA EDWARD H JR and SCHUSTER JANET A | 1701 Commonwealth Avenue / 32-025-0001 | 1006 / 43 Certificate of Title No. 175193 | \$3,387.50 |

Under Suspension of Rules
Readings Waived and Approved
___ Yeas ___ Nays

(SGD) DAVID A. OLSON
City Clerk

(SGD) SETTI B. WARREN
Mayor



SETTI D. WARREN
MAYOR

NEWTON PARKS AND RECREATION DEPARTMENT

124 Vernon St, Newton, MA 02458
Office: (617) 796-1500 / Fax: (617) 796-1512
TDD/TTY: (617) 796-1089
parks@newtonma.gov



ROBERT J. DERUBEIS
COMMISSIONER

May 1, 2014

Honorable Mayor Setti Warren
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Dear Mayor Warren:

I write to respectfully request that you docket for consideration a request to transfer the sum of \$12,000 from Account # 01602011-513001 Regular Overtime and to transfer the sum of \$6,000 Account # 01602011-512001 Seasonal Wages to Account # 01602011-52403 Motor Vehicle R-M For repair services for Forestry Vehicles.

Thank you for your consideration of this matter.

Sincerely,

Robert J. DeRubeis
Commissioner, Parks and Recreation

RECEIVED
Newton City Clerk
2014 JUN 16 AM 11:18
David A. Olson, CMC
Newton, MA 02459

| | | | |
|-----------------------|--|---|--|
| COMMISSION MEMBERS | WARD 1 - BETHEL CHARKOUZIAN WARD 2 - ARTHUR MAGNI, CHAIRMAN WARD 3 - PETER JOHNSON | WARD 4 - VACANT WARD 5 - BYRON DUNKER WARD 6 - ANDREW STERN | WARD 7 - RICHARD TUCKER, VICE-CHAIR WARD 8 - DONALD FISHMAN SECRETARY-ROBIN McLAUGHLIN |
|-----------------------|--|---|--|

ALTERNATES: MICHAEL CLARKE, PETER KASTNER, JACK NEVILLE,



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#252-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

June 16, 2014

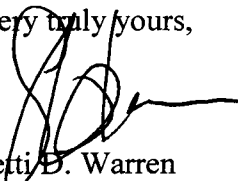
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the expenditure of \$17,000 from federal grant reimbursement for police overtime costs incurred during the Marathon.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

RECEIVED
Newton City Hall
2014 JUN 16 AM 11:18
David A. Oison, CHC
Newton, MA 02459





SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#251-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

June 16, 2014

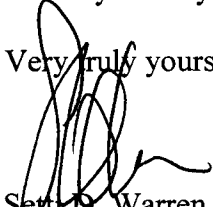
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to accept a grant in the amount of \$1,000 from Community Health Network Area 18 for the purpose of funding a summer health program regarding mosquito and tick-borne disease, as well as skin cancer prevention

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2014 JUN 16 AM 11:18
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton



Setti D. Warren
Mayor

HEALTH AND HUMAN SERVICES DEPARTMENT

Linda Walsh, RN, Commissioner
1000 Commonwealth Ave
Newton, MA 02459

Telephone 617.796.1420 Fax 617.552.7063
TDD/TTY 617.796.1089



Public Health
Prevent. Promote. Protect.

June 10, 2014

Honorable Setti D. Warren, Mayor
City of Newton
City Hall
1000 Commonwealth Avenue
Newton, MA 02459

RE: Request to Docket an Item to Accept a mini-grant for a Summer Health Program

Dear Mayor Warren:

I hereby request that you docket an item before the Board of Aldermen to accept a mini-grant in the amount of \$1,000 from Community Health Network Area 18 for the purpose of a Summer Health Program.

The funds will be used this summer for health programming around mosquito and tick-borne disease prevention, and skin cancer prevention. Specifically, we are purchasing sunscreen and mosquito repellent and printing informational materials. The items will be used when our public health nurse and public health program specialist present programs in the community and for our employees around these topics. More detailed information is available in the attachments, including the award letter and grant application with program plans.

Thank you.

Very truly yours,

Linda Walsh, RN
Interim Commissioner of Health and Human Services

West Suburban Community Health Network Area (CHNA) 18

Brookline ★ Dedham ★ Dover ★ Needham ★ Newton ★ Waltham ★ Wellesley ★ Weston ★ Westwood

Linda Walsh, RN, BSN
Interim Commissioner
1000 Commonwealth Ave
Newton, MA 02459

May 29, 2014

Dear Ms. Walsh

On behalf of CHNA 18, I would like to congratulate you on your successful application in response to the CHNA 18 Grants for Cities and Towns. The CHNA is prepared to provide funds in the amount of \$1,000 to support your project for the grant year June 1, 2014-May 31, 2015.

Funds will be released upon receipt of an invoice using the template that was sent to you.

Please direct any questions to our Coordinator, Jhana Wallace, at the contact information below.

Jhana Wallace, CHNA 18 Coordinator
108 Linden Rd
Melrose, MA 02176

We are pleased that your organization is committed to improving the health of people in CHNA 18 communities, and we look forward to learning more about your project over the upcoming year.

Sincerely,



Bruce Cohen, Co-Chairman

City of Newton

Setti D. Warren
Mayor

HEALTH AND HUMAN SERVICES DEPARTMENT

Linda Walsh, RN, Interim Commissioner
1000 Commonwealth Ave
Newton, MA 02459Telephone 617.796.1420 Fax 617.552.7063
TDD/TTY 617.796.1089Public Health
Prevent. Promote. Protect.Newton CHNA 18 Non-Competitive Funding Application
May 1, 2014

The mission of the Newton Health & Human Services Department is to protect, promote and sustain the health, harmony, and well-being of all Newton residents, in a culturally-sensitive, customer-friendly manner. Our focus is on prevention. Our department is organized into five different divisions: Environmental Health, School Health, Public Health and Education, Emergency Preparedness, and Human Services. Relevant public health and education activities include vaccine clinics, community health education, health maintenance clinics, communicable disease investigation and more.

The proposed project for which this funding will be used is will be a dual purpose project focusing on sun safety and prevention of tick-and-mosquito-borne illness. We plan to introduce and implement this project during the summer months of June, July and August, 2014.

The program will be a fun, age appropriate informational campaign presented at summer camps, farmer's markets, employees, the Newton Senior Center and Newton Free Library, and via the department's usual social media and traditional media outreach. The public will be given information about sun safety and skin protection; including tips about sunscreen application and frequency of use, risks of sun exposure and skin damage and long term effects of sun damage on the skin. We will also be giving education and resources to the public about tick-and-mosquito-borne illnesses with a focus on protection and prevention through the use of DEET containing bug repellent, wearing long sleeves and pants, avoiding outdoor activity during certain hours, how to check for ticks on the body and safe tick removal. The information will be presented in two ways – interactive presentations or a health fair-style booth. The program will also include outreach to organizers of groups using outdoor facilities during the summer such as little league. The public health nurse and the public health program specialist will implement the program.

Some of the funding (\$250) will be used for printed materials and signs. We will also use materials provided by the Massachusetts Department of Public Health. The remainder (\$750) will be used to purchase individual DEET bug repellent wipes and small packets of sunscreen. Usually we do not have funding for giveaway items, but when we do, we find having something tangible for people to take with them goes a long way in promoting our message.

Newton has a need for this educational outreach project based on data obtained from the Massachusetts Department of Public Health. This data shows a higher than state average incidence of Melanoma for the residents of Newton. Men in the city of Newton have an age-adjusted Melanoma rate of 37.1 compared to the state rate of 28.9. Women in Newton have an age-adjusted Melanoma rate of 23.7

City of Newton

Setti D. Warren
Mayor

HEALTH AND HUMAN SERVICES DEPARTMENT

Linda Walsh, RN, Interim Commissioner
1000 Commonwealth Ave
Newton, MA 02459Telephone 617.796.1420 Fax 617.552.7063
TDD/TTY 617.796.1089Public Health
Prevent. Promote. Protect.

compared to the state rate of 19.6. This data demonstrates a strong need for increased education and awareness of sun safety and skin protection.

Tick-borne illness in Newton has also increased in the last 5 years. There were 34 confirmed cases of Lyme Disease, Babesiosis and Human Granulocytic Anaplasmosis in 2009. In 2013 that number was 54. We believe there are many more unconfirmed cases. West Nile Virus has been confirmed in mosquitoes collected in Newton since the virus was detected in New England in the early 2000's. A handful of confirmed human cases have occurred, and we believe many more go undetected. While the number of confirmed cases is low and we don't have a case every year, the risk of death due to West Nile Virus among certain populations makes prevention key each summer.

The expected benefits of this project for Newton residents include increased knowledge about sun damage and tick-and-mosquito borne illnesses through education and outreach. We hope it will lead to behavior change and reduced morbidity, but do not plan to demonstrate that during the course of this project. The outreach provided to the residents will give them the necessary education to implement skin protection and insect protection in their outdoor activities, and a reminder to do so.

Expected outcomes of this project include increased awareness about the risks of sun damage and tick and mosquito exposure, and increased usage of sunscreen and DEET containing bug repellent. We will measure the success of the project by the number of places we are able to set up information sessions and the amount of people who attend these presentations. We will also use a paper evaluation to solicit feedback from program participants. Additionally, we will measure success by the number of people reached during the health-fair style events. We will also measure engagement via social media and traditional media of our messages.

Budget

| Item | Total Project Costs | Other Funding Sources | Amount requested in application |
|---|------------------------------|-----------------------|---------------------------------|
| Staff | \$1200 (in kind) | City funds | \$0 |
| Supplies | \$1000 | \$0 | \$1000 |
| Equipment/ Materials | | | |
| Other expenses (list and explain) | | | |
| Total | \$2200 | City funds | \$1000 |
| Fiscal Contact: Teresa Wood Kett | | | |
| Address: 1000 Commonwealth Ave. Newton, MA 02459 | | | |
| Phone: 617-796-1420 | Email: tkett@newtonma.gov | | |

Breakdown of Supply budget: \$250 for printing of flyers and signs; \$750 for individual sized bug repellent wipes and individual size sunscreen.



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#254-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

June 16, 2014

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

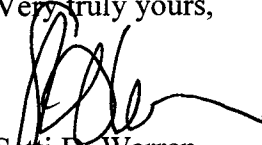
RECEIVED
Newton City Clerk
2014 JUN 16 AM 11:17
David A. Olson, Clerk
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the transfer of \$70,000 from FY15 Budget Reserve to fund a full-time Recruiting Manager within the Human Resources Department. Wesley Layne, Director of Human Resources has developed a strategic plan for the department which includes the implementation of an HRIS System in order to automate the job posting, application, and the on-boarding processes. Additionally, this individual will be key in driving and managing the recruiting function.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton



Setti D. Warren
Mayor

DEPARTMENT OF HUMAN RESOURCES

1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Telephone (617) 796-1260

Fax (617) 796-1272

Wesley Layne, Director

June 16, 2014

Mayor Setti D. Warren and
Honorable Board of Alderman
City of Newton
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

RE: Recruiting Manager - New
Human Resources Department
Fiscal Year 2015
Anticipated Employment: August, 2014

Dear Mayor Warren and Honorable Board of Alderman,

I respectfully request your approval to hire a full-time Recruiting Manager within the human resources department.

The Recruiting Manager would be a critical position in transforming the City's recruiting function enabling human resources the meet our FY-15 employment outcome, in addition to several key essential priorities identified in the new Director of Human Resources needs assessment.

Currently, the human resources departments' infrastructure including recruitment is woefully outdated. Recruitment does not have benefit of a streamlined effective process in coordination with finance to control the budget.

The Recruiting Manager's position would enable the City to automate our recruiting function, allowing for online requisitions, PAF and approvals routing, and integrate seamlessly with the job posting process, on-boarding functions, job descriptions development and department customizable performance evaluations as determined. Essentially, this one position would allow us to by the fall either have completed, or nearly completed, four essential items in transforming HR.

Additionally, in leading the recruitment function they would supervise current staff, enabling human resources to better partner with hiring departments and participate in competency based interview questions, and deliver a professional interview process.

I would appreciate your docketing this item with the Board of Alderman.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Wesley Layne".

Wesley M. Layne M.B.M., SPHR
Director of Human Resources



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#253-14
Telephone
(617) 796-1100
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089
E-mail
swarren@newtonma.gov

June 16, 2014

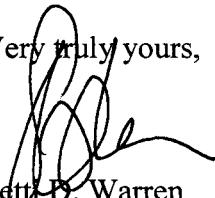
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$4,000 from Acct # 0110301-511001 Exec Office Salaries to be split equally between Acct # 0110301-5341 and Acct # 5342 to cover additional postage and printing costs of the executive office, particularly for monthly communications with the City's veterans.

Thank you for your consideration of this matter.

Very truly yours,



Setti D. Warren
Mayor

RECEIVED
NEWTON CITY OFFICE
2014 JUN 16 AM 11:17
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



Setti D. Warren
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

#200-14

Telephone
(617) 796-1120
Telefax
(617) 796-1142
TDD/TTY
(617) 796-1089
www.newtonma.gov

Candace Havens
Director

**Community Preservation Committee
FUNDING RECOMMENDATION for
Historic Burying Grounds, Phase 3**

DOCKET
ITEM
200-14

date: 15 May 2014
from: Community Preservation Committee
to: The Honorable Board of Aldermen

PROJECT GOALS & ELIGIBILITY

This project will restore from 10 to 16 tombs in Newton's historic East Parish Burying Grounds, at Centre and Cotton Streets. This site was established in the 1660s and is listed on the National Register of Historic Places. The eligibility of Newton's municipally owned historic burying grounds for CPA funding as historic resources has already been confirmed through two prior proposals and appropriations.

As the CPA Engineer in Newton's Department of Public Works, Frank Nichols will be the primary project manager. Mr. Nichols provided project management support for the most recent phases of work in Newton's historic burying grounds and served as the primary project manager for the restoration of the City's Civil War Monument in the private Newton Cemetery. He will oversee a consulting engineer with extensive experience in the restoration and preservation of historic cemeteries, who will be hired with CPA funds to provide biddable specifications and construction administration.

Historic Newton staff will work closely with Mr. Nichols, with the project's consulting engineer and with Historic Newton's volunteer Burying Grounds Committee to plan and publicize the project and to pursue a matching grant of \$50,000 from the Massachusetts Historical Commission (MHC).

RECOMMENDED FUNDING

On 30 April 2014 by a unanimous vote of 8-0 (member Dan Green absent), the Community Preservation Committee recommended that the requested \$208,007 be appropriated from the Community Preservation Fund's historic resources balance to the control of the Jackson Homestead for this project. All funds should be allocated as historic resources. Funds may be used for all CPA-eligible purposes included implicitly or explicitly in the following summary budget:

| Historic Burying Grounds, Phase 3 | | | | | |
|--|------------------|-------|---------------------------------------|------------------|-------|
| Uses | | | Sources | | |
| | | % | | | % |
| Tree work | \$2,800 | 1.0% | CPA funds | \$208,007 | 75.3% |
| Repair of tombs | \$218,200 | 79.0% | Massachusetts Historical Commission - | \$50,000 | 18.1% |
| Project management & specifications | \$37,007 | 13.4% | Preservation Projects Fund ** | | |
| Historic Newton: director and assistant, fund-raising and financials | \$18,203 | 6.6% | City of Newton operating budget | \$18,203 | 6.6% |
| Total | \$276,210 | | Total | \$276,210 | |

website www.newtonma.gov/cpa

contact Alice E. Ingerson, Community Preservation Program Manager

email aingerson@newtonma.gov phone 617.796.1144

Preserving the Past  Planning for the Future

***CPC Funding Recommendation for
Historic Burying Grounds, Phase 3***

15 May 2014
page 2 of 2

SPECIAL ISSUES CONSIDERED BY THE CPC

Project management: The CPC was particularly anxious to ensure that this project would avoid the delays experienced during some past projects for the historic burying grounds, for which management responsibility was shared among volunteers and City staff who, though highly motivated, did not always have directly relevant technical training or experience, or in some cases adequate time to oversee the project on a daily basis. In response to that concern, Historic Newton accepted the Committee's suggestion to designate CPA Engineer Frank Nichols as the lead project manager for this phase.

Maintenance vs. capital improvements: The CPC felt that some of the tree work in the November 2013 proposal crossed the line from CPA-eligible capital improvements into CPA-ineligible maintenance. In response to that concern, the only tree work in the April 2014 revised proposal recommended for funding here is to remove trees growing next to or actually through the tombs scheduled for restoration or rebuilding.

Project bidding and funding leverage: Some past phases of work on the burying grounds were delayed when even the lowest bid received exceeded the funds available. This required re-dividing the scope of work into smaller units and re-bidding the project. To avoid this, the scope of work for this phase will be divided into minimal sets of tasks, each of which can be contracted for separately. This will make it possible to contract separately for the work that can only be done if the MHC grant is awarded.

ADDITIONAL RECOMMENDATIONS *(funding conditions)*

1. After appropriated funds become available, complete plans and specifications suitable for public bidding shall be submitted within 3 months, and all tomb restoration work shall be completed within 2 years, or by any extension of either deadline granted in writing by the Community Preservation Committee.
2. The project manager and Historic Newton will assist the CPC in publicizing the project; respond to the CPC's regular requests for project status updates; and prior to expending the final 10% of the appropriated funds will provide the CPC with an in-person and written final report, including photographs, a brief project narrative, and a comparison of budgeted to actual expenditures, for posting online.
3. Any funds appropriated for this project but not used for the purposes described in the April 2014 proposal to the CPC will be returned to the Newton Community Preservation Fund.

KEY OUTCOMES

The Community Preservation Committee will evaluate this project based on the on-time, within-budget completion of the scope of work described in the April 2014 proposal, without a request for additional CPA funds.

ATTACHMENTS

(delivered to the clerks of the Programs & Services Committee and Finance Committee)

- ◆ CPC project webpage: www.newtonma.gov/gov/planning/cpa/projects/burying.asp#phase3
- ◆ Proposal as revised in April 2014, including capital & operating budgets and project manager qualifications
- ◆ Maps & photographs from public hearing presentation
- ◆ Historic Newton organizational operating budget & financial statement *(online only)*
- ◆ Letters of support submitted by Historic Newton *(online only)*



Phase 3 appears on page 3.

124 Vernon Street
Newton Corner, MA 02458
email: bderubeis@newtonma.gov
phone: 617.796.1500

Community Preservation Program

Historic Burying Grounds

locations: East Parish Burying Ground (Cotton & Centre Streets, Newton Centre)
West Parish Burying Ground (River & Cherry Streets, West Newton)
South Parish Burying Ground (Winchester Street, Newton Highlands/Newton Upper Falls)

goals: For: pruning and where necessary, removal of trees that are diseased or threaten integrity of gravestones or tombs; for conservation, repair, stabilization, and cleaning of over 130 historic headstones, footstones, and monuments (in phase 1), and of approximately 30 historic tombs (in phases 2 and 3); and for improved public access, including historically appropriate ornamental fencing and interpretive signage.

[Master Plan](#) (all phases), November 2004

funding: \$445,672 CPA funds appropriated (historic resources)
\$208,007 CPA funds requested
\$50,000 Massachusetts Historical Commission (to be requested)

funding phases [phase 1](#) (2002) [phase 2a](#) (2004) and [phase 2b](#) (2010) [phase 3](#) (2013-14)

contacts: Cynthia Stone, Director
Historic Newton/Jackson Homestead
527 Washington Street
Newton Corner, MA 02458
email: cstone@newtonma.gov
phone: 617.796.1451

Frank Nichols, CPA Engineer
City of Newton Dept. of Public Works
1000 Commonwealth Avenue
Newton Centre, MA 02459
email: fnichols@newtonma.gov
phone: 617.796.1034

Bob DeRubeis, Commissioner
City of Newton Parks & Recreation Dept.

Proposal Review & Appropriations

Historic Burying Grounds 2002-03. Phase 1

- October 2002 [Phase 1 proposal](#) (gravestones)
Full project [letters of support](#), includes letters from Parks & Recreation Dept. and Newton Historical Commission.
- 1 November 2002 Phase 1 [schedule & budget](#) updated (gravestones)
- 3 January 2003 Letter addressing [maintenance concerns](#)
- 7 April 2003 Phase 1 [CPC funding recommendation](#)
- 22 April 2003 Phase 1 [Board order](#) (appropriation): **\$188,277**
- November 2004 [updated Master Plan](#) (all phases)
[updated recommendations for fencing](#)
- Nov 2004 - Jan 2005 [updated full project budget](#) (all phases)

Historic Burying Grounds 2004-2011, Phases 2A and 2B

- October 2004 [Phase 2a proposal](#) (tombs)
Phase 2a [budget](#), also showing future phases
- 12 January 2005 Phase 2a [CPC funding recommendation](#)
- 19 April 2005 Phase 2a [Board order](#) (appropriation): **\$257,395**
- 12 October 2010 [Phase 2b proposal](#) (tombs & fencing), \$624,461.13 requested
Main proposal above includes summary, project budget, annual budget for the City partner (Jackson Homestead/Newton History Museum) within Historic Newton & project manager's qualifications; separate additional attachments below.
Phase 2b [maps & photos](#)
Phase 2b [analysis of historic significance](#)
- 6 March 2011 Newton Historical Society [annual financial statements](#) (*unintentionally omitted from October 2010 proposal*)
- 15 December 2010 Phase 2b public hearing [presentation](#), with photos (*long file, may be slow to load*)
- 4 January 2011 City of Newton Law Dept. [confirmation of eligibility](#) for line items in project budget
- 6 March 2011 Phase 2b [proposal revisions & updates](#) (includes photos):
 - minimum scope of work & additional funding required to begin using funds remaining from prior appropriation
 - fencing
 - volunteer training

5/15/2014

<http://www.newtonma.gov/gov/planning/cpa/projects/burying.asp>

- maintenance commitment by Parks & Recreation Dept.
- total revised funding request

revised proposal [presentation](#), with photos (*long file, may load slowly*)

April 2011 The CPC declined to recommend funding for this or any future proposal for the Burying Grounds until Historic Newton has completed bid restructuring, rebidding, and all site work that can be done with remaining already appropriated funds.

Historic Burying Grounds 2013-14, Phase 3

3 June 2013 [Phase 3 pre-proposal](#) (tree work & tombs), \$410,987 anticipated request

15 November 2013 [Phase 3 full proposal](#), \$290,207 request, including these attachments:

- project budgets (capital and operating/maintenance)
- proposal sponsor operating budgets & financial statements
- project manager qualifications

Phase 3 proposal [maps & photographs](#)

Phase 3 proposal [letters of support](#)

9 January 2014 Phase 3 proposal [presentation](#) (including photographs and budget)

11 April 2014 Phase 3 proposal [updates](#), including revised funding request for **\$208,007** and updated project manager information

15 May 2014 Phase 3 [CPC funding recommendation](#)

Project News

2000 Dept. of Conservation & Recreation historic cemeteries handbook, [recommendations for Newton](#)

ongoing Historic Burying Grounds page on [Historic Newton](#) website

23 May 2008 [process for approving revisions to workplan & budget](#)

16 April 2008 project [budget update](#)

December 2009 written [project work update](#)

Dec 2009-Jan 2010 [preservation consultants' recommendations](#) (from Building & Monument Conservation and Structures North, who helped to develop the May 2010 invitation for bids)

26 May 2010 [revised workplan & budget, with CPC approval](#)
In contrast to May 2008 process above, Board of Aldermen determined that their approval was not required.

16 December 2009 project update [presentation - part of Historic Newton overall/project updates](#), with photos

July 2010 [invitation for bids](#) and [plans](#) (*long documents, will load slowly*)

August 2010 Phase 2a/2b [bid received](#)

21 April 2011 revised [invitation for bids](#) and [plans](#) (*long documents, will load slowly*)

5/15/2014

<http://www.newtonma.gov/gov/planning/cpa/projects/burying.asp>

December 2011 all contracted work completed, \$60,652 unspent balance of previously appropriated funds remains in project accounts



Setti D. Warren
Mayor

**Newton, Massachusetts Community Preservation Program
FUNDING REQUEST**

#200-14

(For staff use)
date rec'd:

PRE-PROPOSAL

PROPOSAL

Form last updated April 2013.

For full instructions, see www.newtonma.gov/cpa or contact:

Community Preservation Program Manager,
City of Newton Planning & Development Department, 1000 Commonwealth Ave., Newton, MA 02459
aingerson@newtonma.gov 617.796.1144

REVISED
VERSION
rec'd by CPC
staff 23 April
2014

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

| | | | | |
|-------------------------|--|--|---|--|
| Project TITLE | Restoration of Newton's Historic Burying Grounds 2014-2015 | | | |
| Project LOCATION | East Parish Burying Ground: Corner of Centre and Cotton Streets, Newton Center, MA 02459 | | | |
| Project CONTACTS | Name & title or organization | Email | Phone | Mailing address |
| Project Manager | Frank Nichols, Engineer., Dept. of Public Works | fnichols@newtonma.gov | 617-796-1034 | Newton City Hall, 1000 Comm. Ave., Newton, MA 02459 |
| Other Contacts | Cindy Stone, Director, Historic Newton | cstone@newtonma.gov | 617-796-1451 | Jackson Homestead, 527 Washington St. Newton, MA |
| | Marc Welch, Superintendent of Forestry | mwelch@newtonma.gov | 617-796-1516 | Newton Parks & Recreation Dept., 124 Vernon St., Newton Corner, MA 02458 |
| | Bridget Jeffs , Assistant to the Director | bjeffs@newtonma.gov | 617-796-1453 | Jackson Homestead (see above) |
| | Stephanie Davis, Project Engineer, Structures North | sdavis@structures-north.com | 978-745-6817 Ext.18 | P.O. Box 01971-8560 Salem, MA. |
| Project FUNDING | CPA funds requested: \$208,007 over two years | Other funds to be used: \$68,203 (HN Staff & MHC grant) | Total project cost: \$276,210 | |
| Project SUMMARY | Summarize the project's main tasks, components or features, and explain why it is eligible for CPA funds. You may provide more information in attachments, but your SUMMARY MUST FIT IN THE SPACE BELOW. | | | |
| | <p>Over the next two years, city staff and volunteer members of the Historic Newton Historic Burying Grounds Committee would like to continue the progress they have made on these important historic resources. Our aim is to address these repairs in units of annual projects outlined below.</p> <p>A) Tree Work: Members of the Burying Grounds team surveyed the grounds and identified two trees which are posing eminent threat to tombs and gravestones. Marc Welch, will oversee this work: \$2800 (year 1).</p> <p>B) Complete repairs to East Parish Burying Ground: 1) Tomb E-1047 requires rebuilding: \$44,000 (year 1); 2) Table top monument, E-S Jackson and Table Top 1 in poor condition. \$16,200 (year 1) 3) Tombs E-A to E-H: \$108,000 (year 2); 4) Tombs E-211, E-220, E-Kenrick, E-T Jackson, E-Rogers: \$50,000 (year 2).</p> <p>C) Oversight/Management of Project: 1) Frank Nichols, city engineer, oversight: \$7500 (year 1) \$7687 (year 2). 2) Structures North to update construction drawings and provide construction administration: 10% of total tomb budget: \$6020 (year 1), \$15,800 (year 2).</p> <p>These projects are eligible for funding from the CPA as both historic preservation and open space. Funds previously appropriated by the CPC have been used to repair hundreds of gravestones and to complete restoration of the tombs in South Burying Ground.</p> | | | |

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

| Project TITLE | | Restoration of Newton's Historic Burying Grounds 2014-2015 | | | | |
|--|---|--|--|---|-----------------|---|
| USE of CPA FUNDS | | HISTORIC RESOURCES | OPEN SPACE | or | RECREATION LAND | COMMUNITY HOUSING Contact staff for separate form. |
| Check all that apply. | acquire | | | | | |
| | create | not allowed | | | | |
| | preserve | X | X | | X | |
| | rehabilitate/restore | X | Consult staff. | | | |
| COMMUNITY NEEDS | From at least 2 of the community-wide plans linked to <i>Guidelines & Forms</i> from www.newtonma.gov/cpa , provide the plan title, year, page number and a brief quote showing how this project meets needs already recognized in these plans. You may also list other community benefits not mentioned in any plan. | | | | | |
| <p>Several community-wide plans attest to the importance of the Historic Burying Grounds. "Some properties combine aspects of community space and historic design such as the city's Historic Burying Grounds or City Hall. The historic burying grounds are the final resting places for many of Newton's s early settlers and prominent citizens and provide both historic architecture with the tombs and headstones as well as community history, and historical information through inscriptions." (pages 10-11, Section 4, <i>2013-2019 Recreation and Open Space Plan Update</i>). Newton's 3 Historic Burying Grounds constitute 3 of the 5 burial grounds and cemeteries listed in the <i>Heritage Landscapes Report, 2010</i> pages 43-44. The Historic Burying Grounds are also listed in last year's <i>Capital Improvement Plan</i> for the city.</p> <p>Newton's three City-owned historic burying grounds are important civic and cultural resources whose significance stems both from the local history and the national events they embody. Recognizing the historical, cultural, social, and environmental importance of Newton's old burying grounds, Historic Newton and Newton's Parks and Recreation Department launched a long-range program in 2003 to secure site stabilization and gravestone and tomb restoration. Once the burying grounds are stable and secure, we can address interpretation of these properties.</p> | | | | | | |
| COMMUNITY CONTACTS | List 3 Newton residents or organizations that can comment on the project and its manager's qualifications. No more than 1 of these contacts should be a Board member, supervisor, employee or current work colleague of the project manager. Formal letters of support may also be attached but are not required. | | | | | |
| Name & title or organization | | Email | Phone | Mailing address | | |
| Russel Feldman | | rfeldman@tbaarchitects.com | 781-893-5828 | 85 Langley Rd., Newton Centre, 02459 | | |
| Constance Kantar | | cgk@kantartfinearts.com | 617-332-7495 | 382 Kenrick St. , Newton, 02458 | | |
| Jane Galli | | jgalli@shelleybulfinch.com | 617-467-4443 | 101 River St., West Newton, MA 02465 | | |
| Donald Lang | | donald@dlaboston.com | 617-969-8400 | 999 Chestnut St. , Newton Upper Falls, MA 02464 | | |
| Brian Yates | | byates@newtonma.gov | 617-244-2601 | 1094 Chestnut St. Newton Upper Falls, MA 02464 | | |
| NON-CPA FUNDING | Source of funds | Amount requested | Date of funding decision (confirmed or expected) | | | |
| | Funding from Historic Newton for project financial oversight and fund-raising | \$18,203 | City budget | | | |
| | Mass. Historic Commission Projects Preservation Fund if granted | \$50,000 | May 2015 | | | |
| | | | | | | |

You may adjust the space for each question, but the combined answers to all questions on this page Full proposals must also include a full, detailed budget in addition to this page.

#200-14
 REVISED VERSION
 rec'd by CPC staff 23
 April 2014

| Project TITLE | Restoration of Newton's Historic Burying Grounds 2014-2015 | | |
|---|--|--|---------------------------------|
| Project BUDGET | USES of Funds (major expense categories) | | SOURCES of Funds (CPA & others) |
| CAPITAL/DEVELOPMENT COSTS | | | |
| Tree Work | \$2,800 | CPA | \$208,007 |
| Complete repairs to East Parish Burying Ground Tombs | \$218,200 | <i>Note: Amount requested from CPA reduced from November 2013 proposal by \$32,200 not being spent on tree work and \$50,000 being requested from MHC.</i> | |
| Structures North --Engineering | \$ 21,820 | Mass Historic Commission Preservation Projects Fund | \$50,000 |
| Frank Nichols—Project Manager | \$15,187 | City budget | \$18,203 |
| Historic Newton: director and assistant; fund-raising and financials | \$18,203 | | |
| | | | |
| TOTAL | \$276,210 | TOTAL | \$276,210 |
| ANNUAL OPERATIONS & MAINTENANCE (cannot use CPA funds) | | | |
| Parks and Recreation Dept. | \$6,145 | City General Fund Budget | \$6,145 |
| Historic Newton: volunteers on clean-ups and staff on administration. | \$11,126 | City General Fund Budget for Jackson Homestead | \$ 11,126 |
| TOTAL | \$ 17,271 | TOTAL | \$ 17,271 |
| Project TIMELINE | Phase or Task | Notes (required fundraising, permits, bidding, etc.) | Season & Year |
| | Develop RFP for tomb work | | Summer 2014 |
| | Implement tree work | | Summer/Fall '14 |
| | Implement year 1 tomb work | | Spring-Fall 2015 |
| | Implement Year 2 tomb work | | Spring-Fall '16 |
| | Final report to CPC | | Winter '16 |
| | | | |
| | | | |
| | | | |

| Project TITLE | | Restoration of Newton's Historic Burying Grounds 2014-2015 | |
|--|-------------------|---|--|
| Required or Optional? | Check if included | Attachment Title & Description | |
| REQUIRED for all proposals | X | PHOTOS | of existing site or resource conditions (2-3 photos may be enough) |
| | X | MAP | of site in relation to nearest major roads (omit if project has no site) |
| | | PROJECT FINANCES printed and as computer spreadsheets, with both uses & sources of funds | |
| | X | development pro forma/capital budget: include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed) | |
| | X | 10-year annual operating & maintenance budget (CPA funds may not be used here) | |
| | X | non-CPA funding: commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions | |
| | Not required | purchasing of goods & services: short email or letter summarizing sponsor's understanding of applicable statutes (MGL ch. 30, 30B and/or 149) and City policies | |
| | | SPONSOR FINANCES & QUALIFICATIONS | |
| | X | for sponsoring department or organization, most recent annual operating budget (revenue & expenses) & financial statement (assets & liabilities); each must include both public (City) and private resources ("friends" organizations, fundraising, etc.) | |
| | X | for project manager: relevant training & track record of managing similar projects | |
| OPTIONAL for all proposals | X | LETTERS of SUPPORT | from Newton residents, organizations, or businesses |
| REQUIRED for all proposals that involve City govt., including real estate acquisitions | X | CAPITAL IMPROVEMENT PLAN | current listing/ranking & factors for this project |
| | X | COVER LETTER | from head of City department, board or commission confirming: current custody, or willingness to accept custody, of the resource and commitment of staff time for project management |
| NOT REQUIRED – established by previous projects. | | HISTORIC SIGNIFICANCE | see separate instructions for 3 required attachments analyzing significance and showing how project meets national preservation standards |
| NOT REQUIRED | | SITE CONTROL, VALUE & DEED RESTRICTIONS | |
| | | legally binding option, purchase & sale agreement or deed | |
| | | appraisal by an independent, certified real estate appraiser (the CPC may also commission its own, separate appraisal) | |
| | | owner's agreement to a permanent deed restriction (for affordability, historic preservation or land conservation) | |
| | | ZONING & PERMITTING | |
| | | short email confirmation of review by the Development Review Team (DRT) | |
| | | brief property history: at least the last 30 years of ownership & use | |
| | | environmental mitigation plans (incl. lead paint, asbestos, underground tanks) | |
| | | zoning relief and permits required (incl. parking waivers, demolition or building permits, comprehensive permit or special permit) | |
| | | other approvals required (Newton Conservation Commission, Newton Historical Commission, Newton Commission on Disabilities, Massachusetts Historical Commission, Massachusetts Architectural Access Board, etc.) | |
| To be produced with CPA funds. | | DESIGN & CONSTRUCTION | |
| | | professional design & cost estimates: include site plan, floor plans & elevations | |
| | | materials & finishes; highlight "green" or sustainable features & materials | |

Received by CPC staff 23 April 2014

Historic Burying Grounds Capital Budget and Non-CPA Funding

| Total Project | Year 1 | Year 2 | Project Total | Changes from Nov 2013 Proposal |
|---|-----------------|------------------|------------------|--|
| Tree Work | \$2,800 | | \$2,800 | Due to concerns about maintenance, this is for removal of two trees which impact tombs directly. Reduced from \$35,000. |
| Tomb Work | | | | This project will be put out to bid with a number of alternates delineated in priority order. We will repair as many tombs as funding will allow. |
| Tomb E-1047 | \$44,000 | | | |
| E-S Jackson and Table Top 1 | \$16,200 | | | |
| Tombs E-A through E-H | | \$108,000 | | |
| Tombs E-211, E-220, E-Kenrick, E-T Jackson, E-Rogers | | \$50,000 | \$218,200 | |
| Administrative and Engineering | | | | |
| Structures North @ 10% | \$6,020 | \$15,800 | \$21,820 | |
| Frank Nichols, Project Manager | \$7,500 | \$7,687 | \$15,187 | |
| Historic Newton: director and assistant, fund-raising and financials | \$9,011 | \$9,192 | \$18,203 | vs. \$16,492 total cost listed Nov 2013 |
| Total Expense | \$85,531 | \$190,679 | \$276,210 | |
| Non-CPA Support | | | | |
| Historic Newton: director fund-raising and managing, assistant processing | \$9,011 | \$9,192 | \$18,203 | vs. \$16,492 total cost listed Nov 2013 |
| Parks & Rec Dept | | | | \$17,069 total cost listed here in Nov 2013 has been removed because it was for maintenance or oversight of tree work, which has been significantly reduced. |
| Historic Newton volunteers | | | | \$2,880 total value listed here in Nov 2013 has been removed because it was for maintenance (cleanups). |
| Mass Preservation Projects Fund | \$50,000 | | \$50,000 | If this grant is awarded, it will be used to repair additional tombs. |
| Total Non-CPA Support | \$59,011 | \$9,192 | \$68,203 | |
| Total CPA Request (= Total Expense – Total Non-CPA Support) | \$26,520 | \$181,487 | \$208,007 | |

Capital Improvement Plan Ranking: 318

Rec'd 15 Nov 2013

Historic Burying Grounds Proposal to Newton Community Preservation Committee

Ten Year Maintenance Budget

| | FY2014 | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | FY2021 | FY2022 | FY 2013 |
|-----------------|---------|---------|---------|---------|---------|----------|----------|----------|----------|----------|
| Parks and Rec. | | | | | | | | | | |
| leaf removal | \$2,392 | \$2,452 | \$2,513 | \$2,576 | \$2,640 | \$2,706 | \$2,774 | \$2,843 | \$2,914 | \$2,987 |
| mowing | \$3,753 | \$3,847 | \$3,943 | \$4,042 | \$4,143 | \$4,246 | \$4,352 | \$4,461 | \$4,573 | \$4,687 |
| Historic Newton | | | | | | | | | | |
| clean ups | \$1,440 | \$1,476 | \$1,513 | \$1,551 | \$1,589 | \$1,629 | \$1,670 | \$1,712 | \$1,755 | \$1,798 |
| other | \$1,345 | \$1,379 | \$1,413 | \$1,448 | \$1,485 | \$1,522 | \$1,560 | \$1,599 | \$1,639 | \$1,680 |
| Total | \$8,930 | \$9,153 | \$9,382 | \$9,617 | \$9,857 | \$10,103 | \$10,356 | \$10,615 | \$10,880 | \$11,152 |

Rec'd by CPC staff 23 April 2014

HISTORIC BURYING GROUNDS

Management of Project

Frank Nichols of the city engineering department is the project manager. He has worked with Historic Newton on the burying grounds restoration for several years now. He recently completed oversight of the restoration of the Civil War Monument in Newton Cemetery.

Assisting Frank will be Cindy Stone, Director of Historic Newton. She will provide oversight of finances of the project, seek additional funds, and serve as liaison between city departments and citizen volunteers of the Historic Burying Grounds Committee. Bridget Jeffs, her assistant, will process payments.

Stephanie Davis of Structures North is the project engineer. She will create the specifications to put the project out to bid and will provide engineering oversight of the contractor.

Frank Nichols, PE
Department of Public Works
Engineering Division

CPC Project Management Summary

Brigham House – June 2008 to December 2008

Provided construction management for the restoration of the Brigham House in Newton Highlands. Duties included attending weekly construction meetings with the project Architect, Contractor and other City Departments

Burial Tombs – May 2008 to May 2011

Assisted in the development of the Request for Proposals (RFP) and provided construction management for the South Burial Cemetery located on Winchester Street. Provided construction oversight including regular on-site meetings with the Contractor and Consultant, reviewed contractor change orders and invoices

Durank-Kenrick House – April 2012 to March 2013

Provided construction management for the restoration of the Durank-Kenrick House located on Waverly Avenue. Duties included attending weekly construction meetings with the project Architect and Contractor, reviewed project change orders and payments

Civil War Monument – May 2013 to June 2014

Working with the Consultant developed project Plans and Specifications for Public bidding to restore the Civil War Monument located at the Newton Cemetery on Walnut Street. Provided construction management that included regular site visits with the Consultant and Contractor. Reviewed and approved change orders and project invoices for both Consultant and Contractor. Due to the project timeline, provided administrative duties to extend contracts for both Consultant and Contractor thru June 2014



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#255-14 & 256-14

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

June 16, 2014

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the acquisition, whether by purchase or eminent domain, of the real properties located at 1316 Beacon Street, 1330 Beacon Street and 1338 Beacon Street, for school use, and further request that the sum of \$2,700,000 be appropriated from Capital Stabilization Fund – Operating Override, to fund all costs associated with the acquisition of such properties, including any relocation obligations the City may have pursuant to G.L. c. 79A.

Thank you for your consideration of this matter.

Very truly yours,

Seth D. Warren
Mayor

RECEIVED
Newton City Hall
2014 JUN 16 AM 11:18
David A. Olson, CMAA
Newton, MA 02459





PUBLIC BUILDINGS DEPARTMENT

Joshua R. Morse, Commissioner

Telephone (617) 796-1600

FAX (617) 796-1601

TTY: (617) 796-1089

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

Setti D. Warren
Mayor

16 June 2014

The Honorable Setti D. Warren
Mayor
City of Newton
1000 Commonwealth Avenue
Newton Centre, MA 02459

RE: Request to Expand the Site of Zervas Elementary School by Acquisition of Abutting Properties

Dear Mayor Warren:

I am requesting that you seek authorization from the Board of Aldermen to acquire by purchase or eminent domain three properties abutting the Zervas Elementary School. The properties are located at 1316 Beacon Street, 1330 Beacon Street and 1338 Beacon Street and each contain occupied residential structures.

As you know, the Zervas Elementary School is being constructed to provide for an enrollment of 490 students. Design Partnership of Cambridge has been working with the Zervas School Building Committee and the Design Review Committee during the Feasibility Phase of the design process on site options. At this point it is clear that expanding the current school site through the acquisition of these properties greatly enhances the program for the renovated Zervas Elementary School.

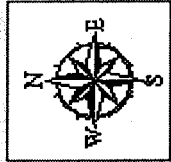
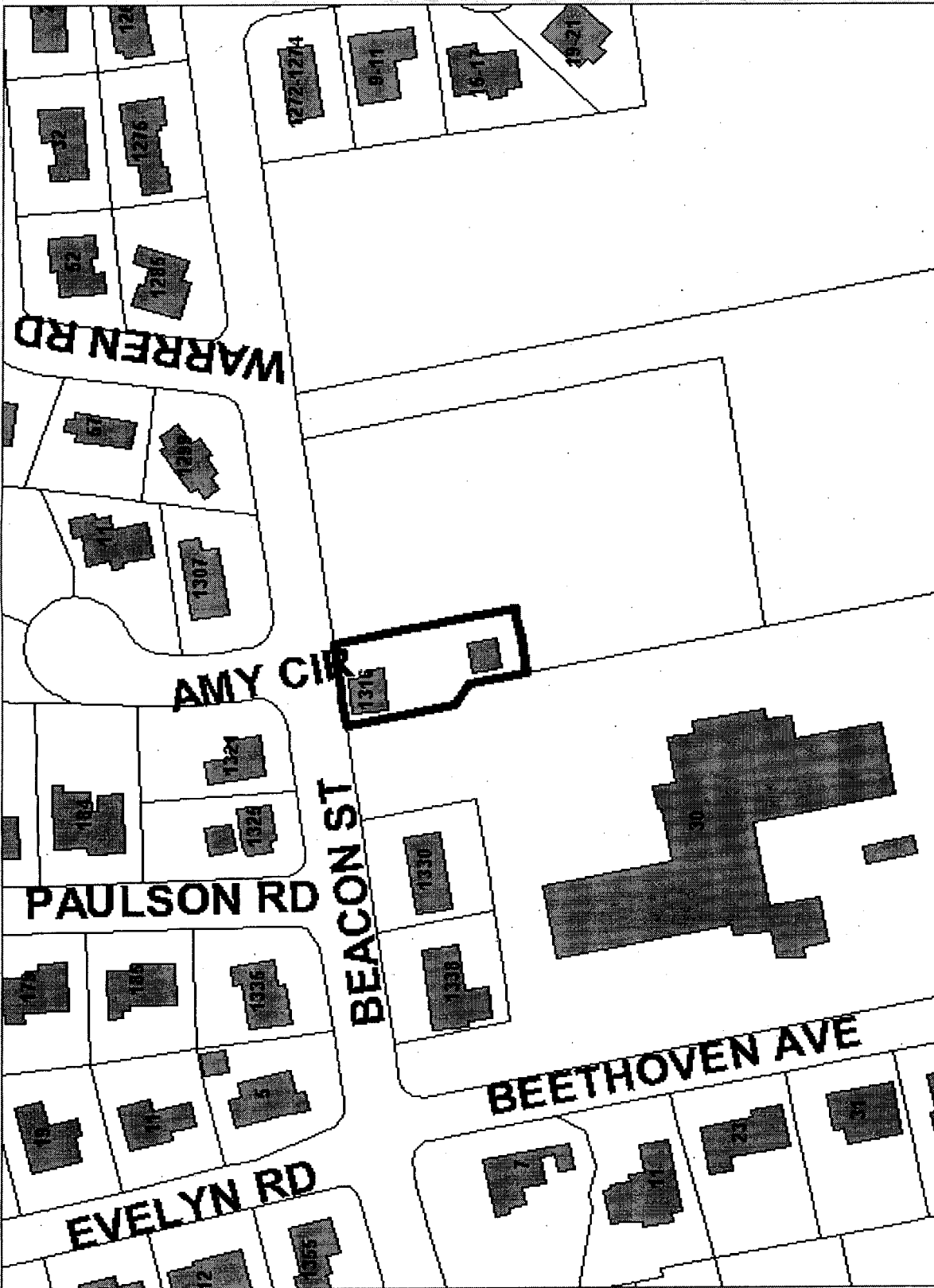
Accordingly, I would ask that authorization to acquire these properties be brought to the Board of Aldermen at soon as possible.

Sincerely,

Joshua Morse,
Commissioner of Public Buildings

Cc: Maureen Lemieux, Chief of Staff/ Financial Officer
Dori Zaleznick, CAO
Matt Hills, Chair, Newton School Committee
Dr. David A. Fleishman, Superintendent, Newton Public Schools
Sandy Guryan, Deputy Superintendent, Newton Public Schools
Arthur Cohen, Chair, DRC
David Krawitz, Joslin, Lesser + Associates, Inc.
David Finney, Design Partnership of Cambridge

NEWTON GIS DATA



Property Location:

1316 BEACON ST

Property ID:

54022 0068

Land Use:

101

Lot Size:

10958 Sq. Ft.

1 inch = Approximately 142 Feet

MAP DATE: June 19, 2014

Buildings

Property Lines

Lakes & Rivers

Easements

The information on this map is from the Newton Geographic Information System (GIS). The City of Newton cannot guarantee the accuracy of this information. Each user is responsible for determining the data's suitability for its intended purpose.

City departments will not approve applications based solely on GIS data. City staff correct errors as they are identified.