

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE AGENDA

MONDAY, JANUARY 23, 2012

7 PM
Room 222

Chairman's Note: There will be an update on the Group Health Insurance Funds

ITEMS TO BE DISCUSSED:

- #20-12 HIS HONOR THE MAYOR requesting the vote of the Board of Aldermen to complement by RESOLUTION the vote of the School Committee to authorize the superintendent of schools to submit a Statement of Interest Form in regard to the Massachusetts School Building Authority Special Initiative for 2012 for Newton South Science Lab, which application is due prior to January 31, 2012. [01-12-12 @4:53 PM]
- #21-12 HIS HONOR THE MAYOR requesting authorization in accordance with MGL chapter 30B, Sec. 12 to permit the Newton Public Schools to solicit bids and enter into a 5-year contract for school bus transportation. [01-13-12 @11:38 AM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #16-12 HIS HONOR THE MAYOR requesting an appropriation in the amount of seventy-five thousand dollars (\$75,000) from Free Cash for the purpose of supplementing the Veterans' Benefits Account. [01/09/12 @ 5:21 PM]
PROG & SERV APPROVED 8-0 on 01/18/12
- #38-10(4) HIS HONOR THE MAYOR requesting an appropriation in the amount of forty-four thousand six hundred twenty-four dollars (\$44,624) from the Capitalization Stabilization Fund – Energy Conservation to supplement the fund for the envelope improvements at the Lower Falls Community Center. [01/10/12 @ 5:08 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #17-12 HIS HONOR THE MAYOR requesting an appropriation in the amount of one hundred fifty thousand dollars (\$150,000) from the Stormwater Reserve Account for the Webster Street Drain Replacement Project. [01/09/12 @ 5:21 PM]
PUBLIC FACILITIES APPROVED 8-0 on 01/18/12

The location of this meeting is handicap accessible, and reasonable accommodations will be provided to persons requiring assistance. If you have a special accommodation need, please contact the Newton ADA Coordinator Trisha Guditz, 617-796-1156, via email at TGuditz@newtonma.gov or via TDD/TTY at (617) 796-1089 at least two days in advance of the meeting date.

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#18-12 HIS HONOR THE MAYOR requesting authorization to borrow up to thirteen million six hundred two thousand dollars (\$13,602,000) in interest free loans from the Massachusetts Water Resources Authority (MWRA) for the purpose of funding water main improvements as outlined in the 5-year Capital Improvement Plan. [[01/09/12 @ 5:21 PM]

PUBLIC FACILITIES APPROVED 8-0 on 01/18/12

#15-12 HIS HONOR THE MAYOR requesting authorization to increase the spending level of the Fiscal Year 2012 Sidewalk/Curb Betterment Revolving Account from \$200,000 to \$500,000. (NOTE: Spending cannot exceed collected revenue) [01-09-12 @ 5:21 PM]

#14-12 COMMISSIONER OF PUBLIC WORKS recommending that abatements for sewer assessments for the following properties be approved:

BOARD ORDER #110-03(2)

S-B-L	OWNER/ADDRESS	BK./PG.	AMT
81-1-11	Thomas F. & Louise L. Weiner 580 Dedham St	27204/150	\$3,367.25
81-1-12	Denning E. Dahl & Debra J. Small 572 Dedham St	30372/526	\$3,278.06
81-1-13	Alan C. & Gail E. Epstein 564 Dedham St	12961/707	\$3,184.42
81-1-14	Lawrence T. Perera Kurt F. Somerville, Trs. 146 Beverley Rd Trust 556 Dedham St	30689/509	\$3,384.57
81-10-7	Richard S. & Lynn H. Raisman Raisman Realty Trust 8 Meadowbrook Rd	33289/239	\$99.98

Board Order #111-03(2)

S-B-L	OWNER/ADDRESS	BK./PG.	AMT
43-28-13	John M. & Karen E. Reilly 191 Grove St	28841/102	\$80.00

Board Order #58-11(2)

S-B-L	OWNER/ADDRESS	BK./PG.	AMT
54-30-08	Anne Sullivan 3 Bowdoin Street	13957-197	\$\$3,159.75
54-30-14	Milton & Henrica Bordwin 87 Hillside Road	10738/121	\$2,097.25

[12//01/11 @ 3:02 PM]

ITEMS NOT TO BE DISCUSSED:**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #407-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of ninety thousand dollars (\$90,000) from bonded indebtedness for the purpose of purchasing a backhoe for the Department of Public Works. [10/31/11 @ 2:48 PM]

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #383-11 HIS HONOR THE MAYOR submitting the FY13-FY17 Capital Improvement Program pursuant to section 5-3 of the Newton City Charter and the FY12 Supplemental Capital budget, which require Board of Aldermen approval to finance new capital projects over the next several years. [10/31/11 @ 3:12 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #374-11 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of twenty-five thousand dollars (\$25,000) from FY11 Free Cash for the purpose of repairing/replacing a broken jail cell door and track at Police Headquarters. [10/31/11 @ 2:49 PM]
- #267-11 COMPTROLLER transmitting the Budgetary Basis Annual Financial Report for fiscal year ending June 30, 2011 for Board of Aldermen review/acceptance. [09/09/11 @ 2:05 PM]

REFERRED TO PUBLIC SAFETY & TRANS. AND FINANCE COMMITTEES

- #262-11 HIS HONOR THE MAYOR requesting amendments to Chapter 17 of the City of Newton Ordinances, 2007 to increase fees for permits issued by the Fire Department. [08/29/11 @ 3:50 PM]
- #140-11 ALD. HESS-MAHAN requesting acceptance of MGL Chapter 59 §5c which allows communities to shift the tax burden away from homeowners who live in lower than average valued single and multi-family homes to owners of higher valued homes, second homes, and most apartment buildings. {04-15-11 @ 3:07 PM]

REFERRED TO ZONING AND PLANNING AND FINANCE COMMITTEES

- #102-11 ALD. HESS-MAHAN, JOHNSON, COMMISSIONER LOJEK & CANDACE HAVENS requesting an amendment to Chapter 17 to establish a fee for filing a notice of condo conversion. [03-29-11 @ 4:55PM]
ZAP APPROVED 7-0 on 06/13/11

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]
ZAP APPROVED 7-0 on 06/13/11

REFERRED TO PUBLIC FACILITIES & FINANCE COMMITTEES

- #89-11 FINANCE COMMITTEE recommending that **Sec. 29-72(b) Same— Assessments upon owners of estates passed by new sewers.** of the City of Newton Rev Ordinances, 2007, be amended to increase the fixed uniform rates assessed upon owners of all estates passed by new sewers to rates that more accurately represent the estimated average cost of installing such sewers. [03-07-11 @9:30 AM]

REFERRED TO PROG & SERV, PUBLIC FACIL. AND FINANCE COMMITTEES

- #367-10 HIS HONOR THE MAYOR requesting authorization to appropriate an amount not to exceed five million dollars (\$5,000,000) from bonded indebtedness for the following:
- (B) installation of up to six modular classrooms at five elementary schools as well as the addition of permanent classrooms and renovations to the core of F.A. Day Middle School. [11/29/10 @ 3:23 PM]
 - (A) \$75,000 for site plan work for 1 modular at Horace Mann, 2 at Zervas, and 1 at Burr was approved on December 20, 2010.
 - (B1) \$923,375 for installation of 4 modulars was approved on July 11, 2011
 - (B2A) \$86,545 for additional expenses related to the construction and installation of modular was approved on November 21, 2011.
 - (B2B) \$102,117 for design of sprinkler systems at three elementary schools was approved on November 21, 2011.
 - (B2C) Six hundred forty-three thousand five hundred dollars (\$643,500) of the remaining \$3,812,963 for the design and other related expenses associated with the building renovations to F.A. Day Middle School was approved on December 19, 2011.
- #367-10(B2)** – \$3,169,463 (remaining balance) for renovations to the core of F.A. Day Middle School and sprinkler systems.

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #311-10(A) HIS HONOR THE MAYOR requesting an appropriation in the amount of three million three hundred thirty-five thousand dollars (\$3,035,000) from bonded indebtedness for the purpose of funding the FY 2011 Capital Improvement Plan projects as follows: [11/29/ 10 @ 3:23 PM]
- Architectural Design and Engineering/ Next Scheduled Fire Station \$400,000
 - A-2 - HELD 6-0 \$270,000 for final design bidding and construction admin on 12/08/10

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.

REFERRED TO FINANCE AND PROGRAMS AND SERVICES COMMITTEES

#245-06 ALD. JOHNSON AND HESS-MAHAN requesting an amendment to the City Charter to require the Mayor annually to prepare and submit to the Board of Aldermen a long-term financial forecast of anticipated revenue, expenditures and the general financial condition of the City, including, but not limited to identification of any factors which will affect the financial condition of the City; projected revenue and expenditure trends; potential sources of new or expanded revenues; anticipated municipal needs likely to require major expenditures; and a strategic plan for meeting anticipated municipal needs, to include, but not be limited to, any long or short-term actions that may be taken to enhance the financial condition of the City.

Respectfully submitted,

Leonard J. Gentile, Chairman



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#20-12

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January 12, 2012

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

Ladies and Gentlemen:

I write to request that your Honorable Board suspend your rules to allow for the approval of the attached resolution authorizing the Superintendent of Newton Public Schools to submit a Statement of Interest Form in regard to the MSBA Special Initiative for 2012: Science Labs.

The City was made aware of this initiative within the last week or so. The attached Statement of Interest Application was completed by school administration and was due and submitted to the MSBA on January 11, 2012 with votes by both the School Committee and the Board of Aldermen required prior to January 31, 2012.

The City stands to gain several hundred thousand dollars in grant funding, thus the urgency of this request. The School Committee is expected to vote at their next scheduled meeting on January 23, 2012. Consequently, I would ask that this resolution be contingent upon an affirmative vote by the School Committee.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

RECEIVED
Newton City Clerk
2012 JAN 12 PM 4:53
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

RESOLVED:

Having convened in an open meeting on January 17, 2012, the Board of Aldermen of the City of Newton, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent of Newton Public Schools to submit to the Massachusetts School Building Authority the Statement of Interest Form dated January 11, 2012 for the Newton South High School located at 140 Brandeis Road, Newton Centre, MA 02459, which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future;

Priority 7, replacement of inadequate science labs in order to provide for a full range of science programming

and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City to filing an application for funding with the Massachusetts School Building Authority.

Name of School Newton South High

Massachusetts School Building Authority

School District NewtonDistrict Contact Carol Chafetz TEL: (617) 559-9010Name of School Newton South HighSubmission Date 1/11/2012

SOI CERTIFICATION

To be eligible to submit a Statement of Interest (SOI), a district must certify the following:

- The district hereby acknowledges and agrees that this SOI is NOT an application for funding and that submission of this SOI in no way commits the MSBA to accept an application, approve an application, provide a grant or any other type of funding, or places any other obligation on the MSBA.
- The district hereby acknowledges that no district shall have any entitlement to funds from the MSBA, pursuant to M.G.L. c. 70B or the provisions of 963 CMR 2.00.
- The district hereby acknowledges that the provisions of 963 CMR 2.00 shall apply to the district and all projects for which the district is seeking and/or receiving funds for a portion of a municipally-owned or regionally-owned school facility from the MSBA pursuant to M.G.L. c. 70B.
- The district hereby acknowledges that this SOI is for one existing municipally-owned or regionally-owned public school facility in the district that is currently used or will be used to educate public PreK-12 students.
- After the district completes and submits this SOI electronically, the district must sign the required certifications and submit one signed hard copy of the SOI to the MSBA, with all of the required documentation described under the "Vote" tab, on or before the deadline.
- The district will schedule and hold a meeting at which the School Committee voted, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI.
- The district will schedule and hold a meeting at which the City Council/Board of Aldermen, Board of Selectmen/equivalent governing body voted, using the specific language contained in the "Vote" tab, to authorize the submission of this SOI.
- On or before the SOI deadline, the district will submit the minutes of the meeting at which the School Committee votes to authorize the Superintendent to submit this SOI. The MSBA's vote template, which contains specific reference to the school and the priorities for which the SOI is being submitted, will be used, and the minutes will be signed by the Chair.
- The district has arranged with the City/Town Clerk to certify the vote of the City Council/Board of Aldermen or Board of Selectmen/equivalent governing body to authorize the Superintendent to submit this SOI. The district will use the MSBA's vote template and submit the full text of this vote, which will specifically reference the school and the priorities for which the SOI is being submitted, to the MSBA on or before the SOI deadline.
- The district hereby acknowledges that this SOI submission will not be complete until the MSBA has received all of the required vote documentation and certification signatures in a format acceptable to the MSBA.

LOCAL CHIEF EXECUTIVE OFFICER/DISTRICT SUPERINTENDENT/SCHOOL COMMITTEE CHAIR
(E.g., Mayor, Town Manager, Board of Selectmen)

Name of School Newton South High

Massachusetts School Building Authority

School District NewtonDistrict Contact Carol Chafetz TEL: (617) 559-9010Name of School Newton South HighSubmission Date 1/11/2012**Note**

A hard copy of this SOI is being mailed today 1/11/12 together with a cover letter from Superintendent David Fleishman which indicates that the votes of the School Committee and Board of Aldermen will be forthcoming.

The following Priorities have been included in the Statement of Interest:

1. Replacement or renovation of a building which is structurally unsound or otherwise in a condition seriously jeopardizing the health and safety of school children, where no alternative exists.
2. Elimination of existing severe overcrowding.
3. Prevention of the loss of accreditation.
4. Prevention of severe overcrowding expected to result from increased enrollments.
5. Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility.
6. Short term enrollment growth.
7. Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements.
8. Transition from court-ordered and approved racial balance school districts to walk-to, so-called, or other school districts.

Potential Project Scope: Science Lab**Is this SOI the District Priority SOI?** NO**School name of the District Priority SOI:** 2012 A E Angier**District Goal for School: Please explain the educational goals of any potential project at this school**

The District's goal is to increase students' access to a complete and excellent laboratory science experience. Due to prior constraints on classroom design and layout there are laboratory stations that do not have sinks or have limited space and restrict traffic patterns causing safety concerns. The science facilities at Newton North High allow the students and programs to flourish, while the facilities at Newton South High are hindering the program and the students' educational experience. The teachers at Newton South have modified instruction as follows: • The school has discontinued many laboratory experiments, which has diminished the student experience. • The school has shifted students from stations without sinks and narrow aisle areas thus increasing the number of students using other stations. This decreases both the space for students (a safety concern) and the level of hands-on access for each student. • Line of sight limitations forces teachers to compress students closer together during lectures, which results in uncomfortable learning situations and difficulties meeting Special Education accommodations. • Inadequate ventilation in laboratory stockrooms and lack of fume hoods results in denying students access to certain laboratory procedures.

Name of School Newton South High

District's Proposed Schedule: What is the District's proposed schedule to achieve the goal(s) stated above?

Assuming the District adds this request to the FY13 Capital Improvement Program (CIP), funding for design would be available in July of 2012. Once the project is approved by the School Committee and the Board of Aldermen, the project would be designed by either an on-Call Consultant or an MSBA approved consultant. Construction would likely begin in the summer of 2013 with substantial completion and occupancy by September 2013.

Is this part of a larger facilities plan? NO

If "YES", please provide the following:

Facilities Plan Date:

Planning Firm:

Please provide an overview of the plan including as much detail as necessary to describe the plan, its goals and how the school facility that is the subject of this SOI fits into that plan:

Please provide the current student to teacher ratios at the school facility that is the subject of this SOI: 22 students per teacher

Please provide the originally planned student to teacher ratios at the school facility that is the subject of this SOI: 22 students per teacher

Is there overcrowding at the school facility? YES

If "YES", please describe in detail, including specific examples of the overcrowding.

The school as a whole is not currently overcrowded, with a student-teacher ratio of 22.2, however, overcrowding exists in the science classrooms due to layout/circulation/storage issues, lack of fully equipped laboratory stations, and classrooms with less than the recommended square footage of 50 square feet per student given current class sizes in the Science Department with 24 classes out of 74 classes (27%) between 25-30 students in size (2010-11). The class size statistics for 2011-12 are not yet final but indicate that there are currently 38 of 72 classes (44%) in the 25-30 student size range. Specific examples of overcrowding include 1) the placement of students too close together in laboratory situations because stations are not fully equipped, 2) narrow aisles due to storage locations and laboratory station layout, 3) the placement of students in under sized science classrooms (14 of 16 classrooms are under 1,200 SF).

Has the district had any recent teacher layoffs or reductions? YES

If "YES", how many teaching positions were affected? 8

At which schools in the district? 3.2 FTE - elementary schools; 4.7 FTE - South High; 0.2 FTE - Newton North; 0.65 FTE - ELL dist.wide

Please describe the types of teacher positions that were eliminated (e.g., art, math, science, physical education, etc.).

Art, Music, Physical Education, Library, English, Math, Science, History, Technology and World Language.

Has the district had any recent staff layoffs or reductions? YES

If "YES", how many staff positions were affected? 31

At which schools in the district? 30.9 FTE reduction inc. 19.9 FTE Student Services/Special Education due to loss of the ARRA funds.

Please describe the types of staff positions that were eliminated (e.g., guidance, administrative, maintenance, etc.).

Assistive technology specialist; aides, inclusion facilitators, adaptive physical education.; guidance; social workers, coordinator of alternative high school; assistant principal; administrative support, custodial and clerical positions.

Please provide a description of the program modifications as a consequence of these teacher and/or staff reductions, including the impact on district class sizes and curriculum.

Staff collaborated to develop proposals aimed at generating additional revenues, reducing services/creating efficiencies, and restructuring educational programs. Over \$1 million in new fees or fee increases served to close one quarter of the gap. A major administrative reorganization resulted in a net reduction of 4.7 FTE and saved the district \$300,000 annually. Initiatives such as the use of elementary school co-taught classrooms generated a significant reduction in Special Education aides and

Name of School	Newton South High
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created educational efficiencies. Scarce resources were added to promote middle school literacy even as middle school team sizes were increased. Maintenance of facilities was level funded notwithstanding the need for more resources at the schools. Average class size increased at all grade levels and the district sustained the loss of programs such as fourth grade chorus.

Please provide a detailed description of your most recent budget approval process including a description of any budget reductions and the impact of those reductions on the district's school facilities, class sizes, and educational program.

The FY12 budget process began in late 2010; the Mayor and Chief Financial Officer met regularly with the School Committee, the Superintendent and the Chief Administrative Officer to discuss the assumptions of the FY12 budget. Between November 2010 and January 2011, the school developed the base budget for FY12 by starting from zero and building the budget by reviewing and confirming the need for each position and all expenses. As the work proceeded and until the final vote by the School Committee in March 2011, the overarching goal was to provide the best education to Newton's students with the resources available. The final allocation for FY12 was \$171,820,000, an increase of \$4.6 million, or 2.8% from FY11, resulting in a funding gap of \$4 million. In order not to exceed the \$4.6 million increase, staff collaborated to develop proposals aimed at generating additional revenues, reducing services/creating efficiencies, and restructuring educational programs. A net of 30.9 FTE were reduced from FY11 levels in areas including art and music teachers, middle school language teachers, high school teachers and administrators. Of the 30.9 FTE reduction, 19.9 FTE were within Special Education due to the loss of the Federal Stimulus funds. Over \$1 million in new fees or fee increases served to close one quarter of the gap. A major administrative reorganization resulted in a net reduction of 4.7 FTE and saved the district \$300,000 annually. Initiatives such as the use of elementary school co-taught classrooms generated a significant reduction in Special Education aides and created educational efficiencies. Scarce resources were added to promote middle school literacy even as middle school team sizes were increased. Maintenance of facilities was level funded notwithstanding the need for more resources at the schools. Average class size increased at all grade levels and the district sustained the loss of programs such as fourth grade chorus.

Name of School Newton South High

General Description

BRIEF BUILDING HISTORY: Please provide a detailed description of when the original building was built, and the date(s) and project scopes(s) of any additions and renovations (maximum of 5000 characters).

The building was constructed in 1959. There were two minor additions one of 12,575 sq. ft. built in 1997 and one of 4,778 sq. ft. built in 1999. A major addition and renovation was constructed in 2001 - 2004. The addition was 144,875 sq. ft. in size and houses 35 new classrooms. The remainder of the building of approximately 230,000 sq. ft. was a complete gut renovation. The science labs/rooms, however, have not been renovated since the mid-1990s.

TOTAL BUILDING SQUARE FOOTAGE: Please provide the original building square footage PLUS the square footage of any additions.

376650

SITE DESCRIPTION: Please provide a detailed description of the current site and any known existing conditions that would impact a potential project at the site (maximum of 5000 characters).

The site is 33.48 acres. The site has a flat topography, and, in addition to the building, it has athletic fields and parking. There are no known site conditions that would impact a potential science lab project.

BUILDING ENVELOPE: Please provide a detailed description of the building envelope, types of construction materials used, and any known problems or existing conditions (maximum of 5000 characters).

The exterior of the building is brick and mortar, with some CMU block. There are no known issues with the envelope at this time.

Has there been a Major Repair or Replacement of the EXTERIOR WALLS ? YES

Year of Last Major Repair or Replacement: 2004

Description of Last Major Repair or Replacement:

The addition was 144,875 sq. ft. in size and houses 35 new classrooms. The remainder of the building of approximately 230,000 sq. ft. was a complete gut renovation. This included new exterior walls, and restoration of the existing walls.

Has there been a Major Repair or Replacement of the ROOF? YES

Year of Last Major Repair or Replacement: 2004

Type Of ROOF: The roof is a mix of EPDM (80%) and tar & gravel(20%.)

Description of Last Major Repair or Replacement:

During the 2001-2004 renovation, a new roof was installed on the H building, cafeteria, D and E wings, SOA, and the Band room.

Has there been a Major Repair or Replacement of the WINDOWS? YES

Year of Last Major Repair or Replacement: 2004

Type Of WINDOWS: Double pane

Description of Last Major Repair or Replacement:

During the 2001-2004 renovation all of the windows were replaced.

MECHANICAL and ELECTRICAL SYSTEMS: Please provide a detailed description of the current mechanical and electrical systems and any known problems or existing conditions (maximum of 5000 characters).

The mechanical system is a combination of 2 hot water boiler plants, gas fired rooftop units, dx cooling RTU's, split systems, univents, fan coils, interior air handling units and direct digital controls with EMS (energy management system.)

The electrical system is comprised of standard supply and distribution, with emergency power supplied by two generators.

Lighting is controlled by a Lutron lighting control panel, and utilizes occupancy sensors for lighting controls.

Has there been a Major Repair or Replacement of the BOILERS? YES

Year of Last Major Repair or Replacement: 2009

Description of Last Major Repair or Replacement:

The boilers were all installed in the 2001-2004 renovation. Due to a premature failure of one of the boilers, it was replaced in 2009. This boiler, one of the Burnham boilers in the main building, developed multiple cracked sections, such that the repair cost was comparable to the replacement cost. Therefore the boiler was replaced with a different make and model.

New hot water gas fired boilers were installed in the 2001-2004 renovation. This included replacement of all of the associated support systems and equipment.

Has there been a Major Repair or Replacement of the HVAC SYSTEM ? YES

Year of Last Major Repair or Replacement: 2004

Description of Last Major Repair or Replacement:

Almost all of the heating, cooling, and ventilation equipment was replaced during the 2001-2004 renovation. This included boilers, rtu's, mau's, ahu's, exhaust fans, controls, hot water distribution, valves, pumps, heaters, fan coils, univents, etc. Since then the HVAC equipment has received routine preventative maintenance, but has not required any major repair or replacement.

Has there been a Major Repair or Replacement of the ELECTRICAL SERVICES AND DISTRIBUTION SYSTEM? YES

Year of Last Major Repair or Replacement: 2004

Description of Last Major Repair or Replacement:

The entire electrical distribution system was replaced in the 2001-2004 renovation. This included panels, junction boxes, controls, generators, outlets, emergency distribution, and life safety equipment.

BUILDING INTERIOR: Please provide a detailed description of the current building interior including a description of the flooring systems, finishes, ceilings, lighting, etc. (maximum of 5000 characters).

The building interior is 60% CMU block walls, 40% drywall, with 90% vinyl floor tiles, and drop ceilings throughout. Other flooring materials make up the other 10%, and they include stone, carpet, epoxy, wood(gym), and track (gym). Lighting is T-8's in 4ft and 2ft fixtures, as well as a variety of other lighting products in the gyms, auditoriums, and tech areas.

PROGRAMS and OPERATIONS: Please provide a detailed description of the current programs offered and indicate whether there are program components that cannot be offered due to facility constraints, operational constraints, etc. (maximum of 5000 characters).

- For ninth grade students three types of college preparatory physics are offered: levels I, II and a more student centered approach in a physics and engineering course at level I.

- For sophomores three types of college preparatory chemistry are offered: levels Honors, I and II. There is also one section of A.P. Chemistry that has a combination of juniors and seniors.

-For juniors three types of college preparatory biology is offered: levels Honors, I & II. There are also four sections of A.P. Biology that have a combination of juniors and seniors.

- For seniors the following classes are offered: physics I and II, A.P. Physics Mechanics, and A.P. Physics Electricity and Magnetism, Physics & Music, Anatomy & Physiology, Marine Biology, Modern Global Marine Biology, Neurobiology, Biotechnology, Science & Society, and a Concepts in Biology course for MCAS preparation.

- For all of our A.P. courses, enrollments begin in the high twenties per section. The A.P. suggests a maximum of 18 students per section.

- A wide spectrum of courses are taught, the selection of which has up until now been student driven. This also means that the materials for these disparate courses must be funded. While the District has been able to upgrade our selection of textbooks, the materials budget is roughly the same as it was nineteen years ago (\$12,000 then and \$13,000 now.) This has been accomplished by letting the student-teacher ratio drift upward.
- Seven years ago the school year began with 20 sections at 25 or more students. This year began with 38 sections at 25 or more students.
- In school year 2011-2012, a 0.75 full time teacher was cut from the science department. As a result, Biotechnology and Science 7 Society were not offered. In addition, Neurobiology started the year with 35 students, four sections of A.P. Biology at 27.5 students. Honors sections of chemistry and biology routinely begin the year at 28/29 students.
- Three effects of the increased numbers are: 1. more students than ever before have not been able to get into their first choice of class; 2. Students do not get the same time with their teacher and in many cases some students have to change to lower levels to succeed in the course; 3. A.P. students that might have been able to succeed in honors sections often have to drop to level one classes because of space.

CORE EDUCATIONAL SPACES: Please provide a detailed description of the Core Educational Spaces within the facility, a description of the number and sizes (in square feet) of classrooms, a description of science rooms/labs including ages and most recent updates, and a description of the media center/library (maximum of 5000 characters).

There are 60 core education classrooms ranging in size between 800-850 sq. ft. The library/media center is approximately 12,000 sq. ft. including associated study rooms, offices, and collection storage rooms. There are a total of sixteen science labs/rooms:

- Six are for physics (9th and 12th grade), 1 at 1200 sq. ft., 2 at 1100 sq. ft. and 3 at 1050 sq. ft.
- Five are for chemistry (10th, 11th, and 12th grade), 1 at 1100 sq. ft., and 4 at 1050 sq. ft.
- Five are for biology (11th and 12th grade), 1 at 1200 sq. ft., 1 at 1100 sq. ft., and 3 at 1050 sq. ft.
- There are four demonstration desks for chemistry rooms, however, it has not been possible to install water, gas and electricity due to financial constraints.
- There are two main laboratory stockrooms: one upstairs for physics and one downstairs for chemistry/biology. These are both double rooms with a 400 sq. ft. front room and a 250 sq. ft. back room.
- There are four satellite laboratory stockrooms: two between the chemistry classrooms at 250 sq. ft. and two between biology classrooms at 300 sq. ft.
- The chemistry satellite laboratories do not have access via the hallway, only through the classrooms on either side. This results in classes often being interrupted when gaining access. The storage rooms in front of them cut down on available space for lab materials.
- There are an insufficient number of fume hoods in the classrooms and ventilation in laboratories is poor. The draw on some of the existing hoods is below standards.

CAPACITY and UTILIZATION: Please provide a detailed description of the current capacity and utilization of the school facility. If the school is overcrowded, please describe steps taken by the administration to address capacity issues. Please also describe in detail any spaces that have been converted from their intended use to be used as classroom space (maximum of 5000 characters).

The current capacity of Newton South High is 1,850 students, with a current enrollment of 1,691 students. While the school as a whole is not currently overcrowded, overcrowding exists in the science classrooms due to facilities design and circulations issues as follows:

- Biology and chemistry rooms are too small for the number of students per section. Students are too close in laboratory situations. Twenty-four students at the recommended 50 sq. ft. per student would require 1200 sq. ft. and only two of the sixteen classrooms are that size.
- Three of five chemistry laboratories do not have sinks at a station for students and teachers do not use that station, instead they divide the students among the the other two stations.

Chief Executive Officer

School Committee Chair

Superintendent of Schools

Getti Warren
(print name)

Claire Sokoloff
(print name)

Dand Fleishman
(print name)

[Signature]
(signature)

[Signature]
(signature)

[Signature]
(signature)

Date 1/11/12

Date 1/11/12

Date 1/10/12

Name of School Newton South High

- One small study hall/student computer room was transformed into space for the IT department.
- One large computer room was transformed into space for English classes.
- In all cases the administration has attempted to utilize all of the rooms equally. This is done by spreading the demand on rooms throughout the day with one teacher having a room as their "home base" and with roaming teachers filling in most of the remaining blocks. The scheduler also attempts to balance students across the blocks with a great deal of success.
- Seven of the biology/chemistry rooms have insufficient board space. The cabinet and desk arrangements are difficult to work with. Teachers desks face the wrong way and aisles are often too narrow for safe traffic patterns.

MAINTENANCE and CAPITAL REPAIR: Please provide a detailed description of the district's current maintenance practices, its capital repair program, and the maintenance program in place at the facility that is the subject of this SOI. Please include specific examples of capital repair projects undertaken in the past, including any override or debt exclusion votes that were necessary (maximum of 5000 characters).

- Regular maintenance and preventive maintenance (PM) programs are funded annually by City Charter funding requirement of up to 2% of the prior fiscal year school budget (\$2,264,100 in FY11) and City capital funds from bonding/free cash (\$1,750,00 in FY11).
- PM and regular maintenance work orders are processed in a web-based electronic system (SchoolDude Maintenance Direct and PM Direct) enabling efficiency and data gathering. Custodians receive annual training on PM procedures and outside contractors for HVAC also conduct PM maintenance. PM program includes:
 - Asbestos inspection every 3 years
 - Boiler cleaning annually
 - Elevator inspection
 - Emergency generator inspections monthly
 - Fire suppression testing annually
 - Replacing carpet with vinyl tile
 - HVAC maintenance including duct cleaning
 - Infrared roof inspection
 - Steam trap replacement (where applicable)
 - Univalent filter changes 3x/year
- The Summer Projects Program tailors repairs and improvements to each building, including items such as painting, flooring, bathroom upgrades, energy efficiency upgrades and space reorganization to meet enrollment/programmatic demands.
- The City's Capital Improvement Program funds larger repairs from a plan formulated jointly with the City's Public Buildings Department and includes:
 - Accessibility improvements
 - Communication system upgrades
 - Masonry repairs/waterproofing
 - Generators
 - HVAC system, including replacement of boilers, roof top units, univents
 - Energy efficient lighting installation
 - Roof/gutter replacements
 - Window/door replacements

Priority 7

Please provide a detailed description of the programs not currently available due to facility constraints, the state or local requirement for such programs, and the facility limitations precluding the programs from being offered.

An inadequate design and poorly operating systems result in Newton South students having insufficient access to a full and excellent laboratory science experience. Although South students have a wide range of programmatic offerings, South is not able to offer a full lab experience in these offerings due to facility limitations.

Specifically, limitations in lab stations result in faculty not running some of the available experiments. Further, students are grouped more than 2 to a station for some experiments due to safety concerns, resulting in far-less-than optimal hands-on practice for students. Due to ventilation concerns, students are not able to gain experience with certain laboratory procedures. Finally, line-of-sight issues result in students grouped too close for comfort in classroom seating arrangements, and often provide difficulties for meeting accommodations in Individual Education Plans.

Priority 7

Please describe the measures the district has taken or is planning to take in the immediate future to mitigate the problem(s) described above.

The District renovated the science labs/rooms in the mid-1990's improving many aspects of the science program, but resulting in the listed deficiencies. Further renovation is needed to rectify these concerns, but space considerations at elementary and middle school levels are currently the priority for available district capital improvement funds. The recent enrollment growth over 8 years at the elementary schools, which is now expanding to the middle school population, will result in an additional 200+ students at South in the next five years.

Priority 7

Please provide a detailed explanation of the impact of the problem described in this priority on your district's educational program. Please include specific examples of how the problem prevents the district from delivering the educational program it is required to deliver and how students and/or teachers are directly affected by the problem identified.

Due to the science facility limitations, teachers are forced to make a choice between student safety and student experience. Often, teachers are forced to provide a safer, merely adequate lab experience rather than an outstanding lab experience that would be possible with a safer facility.

Science Lab Initiative

CERTIFICATION

- The district is submitting this SOI, in part or wholly, to assist with the replacement, renovation, or modernization of science laboratory facilities.
- The district acknowledges that the MSBA will not consider an SOI for the 2012 Science Lab Initiative if the school facility identified in the SOI also has facility needs that are greater in scope than a project consisting of a roof, window, boiler, HVAC, and/or ADA-related repair and/or replacement.
- Except for the condition of its science lab(s), the school facility is structurally, functionally, and educationally sound and has no other known deficiencies, except for minor repairs as noted in this SOI, particularly under Priority 5; and the building systems are operational, safe, and adequate for the delivery of the required educational program.
- The school facility has been and will remain in use as a public school, serving public school students in grades 9, 10, 11, and/or 12 for the useful life of a science lab renovation, modernization, or replacement project.
- The school facility has sufficient space to deliver its required educational program.
- The need for renovation, modernization, or replacement of the science lab(s) is not the result of neglect or the lack of routine or capital maintenance by the district.
- The district acknowledges and agrees to abide by all federal and state laws and all rules, regulations, policies, and guidelines of the MSBA, and the district agrees to use the MSBA's Science Lab Initiative pre-qualified OPMS and designers.
- The district has the ability to raise the local contribution required to fund the district's share of the project in a timely manner.
- The project schedule will have a deadline for substantial completion prior to September 2013.
- The district acknowledges and agrees that it has no entitlement to funds and the awarding of a grant(s), if any, is at the sole discretion of the MSBA.

Questions:

Please provide a detailed description of the school's existing science laboratory facilities, including prep and chemical storage components. Please include a description of deficiencies in these facilities that require replacement, renovation, or modernization.

• There are sixteen science classrooms: -Six are for physics (9th and 12th grade), 1 @ 1200 sq. ft. 2 @ 1100 sq. ft. and 3 @ 1050 sq. ft. -Five are for chemistry (10th, 11th, & 12th grade), 1 @ 1100 sq. ft., and 4 @ 1050 sq. ft. -Five are for biology (11th, & 12th grade), 1 @ 1200 sq. ft., 1 @ 1100 sq. ft., and 3 @ 1050 sq. ft. - The District has purchased four demonstration desks for chemistry rooms, but has not been able to install water, gas, and electricity due to funding constraints. • There are two main laboratory stockrooms: one upstairs for physics and one downstairs for chemistry/biology. These are both double rooms with a 400 sq. ft. front room and a 250 sq. ft. back room. - There is a small (dumb waiter) elevator to move equipment between the stockrooms. The District has been unable to maintain the elevator (burnt out motor). Therefore equipment cannot easily be moved between the rooms. • There are four satellite laboratory stockrooms: two between the chemistry classrooms at 250 sq. ft., and two between the biology classrooms at 300 sq. ft. - The chemistry satellite laboratories do not have access via the hallway, only through the classroom on either side. This results in classes often being interrupted when gaining access. The storage rooms in front of them cut down on available space for lab materials. - There are insufficient fume hoods in the classrooms and ventilation in laboratories is poor. The draw on some of the existing hoods is below standards. • In many classrooms there are stations missing sinks resulting in teachers combining students with groups at other stations. This affects the students' safety due to overcrowding and the inability of the teacher to see everyone. The larger groups also diminish the hands-on experience for the students. • The narrower isles around central lab islands impinges traffic flow causing a safety hazard. Teachers have again responded by not using these stations thus increasing the numbers elsewhere repeating the theme stated previously.

Please describe any measures the school has already taken to mitigate the deficiencies described in Question 1 above.

The District renovated the science labs/rooms in the mid-1990s improving many aspects of the science program, but resulting in the listed deficiencies. Further renovation is needed to rectify these concerns, but space considerations at elementary and middle school levels are currently the priority for available district capital improvement funds. To this end, these increases at the lower levels will result in an additional 200+ students at South in the next five years.

Please provide a detailed explanation of the impact of the deficiencies described in Question 1 above on your district's science curriculum. Please include specific examples of how the science laboratory facilities prevent the district from delivering its educational program and how students and/or teachers are directly affected by the deficiencies in the existing science laboratory facilities.

Due to our facility limitations, teachers are forced to make a choice between student safety and student experience. Often, teachers are forced to provide a safer, merely adequate lab experience rather than an outstanding lab experience that would be possible with a fully-functioning science facility. Specifically, due to classroom design and layout there are laboratory stations that do not have sinks or have limited space and restrict traffic patterns causing safety concerns. Teachers have modified instruction as follows:

- The school has discontinued many laboratory experiments, which has diminished the student experience.
- Students are shifted from stations without sinks and narrow aisle areas thus increasing the number of students using other stations. This decreases both the space for students (a safety concern) and the level of hands-on access for each student.
- Line of sight limitations forces teachers to compress students closer together during lectures, which results in uncomfortable learning situations and difficulties meeting Special Education accommodations.
- Inadequate ventilation in laboratory stockrooms and lack of fume hoods results in denying students access to certain laboratory procedures.

Please describe how addressing the deficiencies with the science laboratory facilities identified in Question 1 above will extend the useful life of the school facility that is the subject of the SOI and how it will improve your science curriculum and overall educational program.

Addressing the listed facilities issues will transform Newton South's science labs from being "labs with limitations" to "labs with endless possibilities." Transforming a few lab spaces from joint "lab/classrooms" to "full labs with islands" will enable flexibility for educational programming both now and in the future. In addition, fixing the missing sink issue and insufficient ventilation will transform the remaining labs into fully functional learning spaces for students and faculty.

Name of School Newton South High

Vote

Vote of Municipal Governing Body YES: 24 NO: 0 Date: 1/10/2012

Vote of School Committee YES: 8 NO: 0 Date: 1/10/2012

Vote of Regional School Committee YES: NO: Date:

Name of School Newton South High

Required Form of Vote

The following Form of Vote should be used by both the City Council/Board of Aldermen, Board of Selectmen/equivalent governing body AND the School Committee in voting to approve this Statement of Interest.

If a regional school district, the regional school committee should use the following Form of Vote.

Resolved: Having convened in an open meeting on _____, the

_____ *[City Council/Board of Aldermen,*

Board of Selectmen, Equivalent Governing Body, School Committee] of _____ *[City/Town/School District],*

in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to

submit to the Massachusetts School Building Authority the Statement of Interest dated _____

for the _____ *[Name of School]* located at

_____ *[Address]* which

describes and explains the following deficiencies and the priority category(s) for which

_____ *[Name of City/Town/District]* may be invited to apply to the

Massachusetts School Building Authority in the future

_____ *[insert a description of the priority(s) checked off on the Statement of Interest and a brief description of the deficiency described therein for each priority];* and hereby further specifically

acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the

_____ *[Name of City/Town/District]* to filing an application for funding with the Massachusetts School Building Authority.

CERTIFICATIONS

The undersigned hereby certifies that, to the best of his/her knowledge, information and belief, the statements and information contained in this statement of Interest and attached hereto are true and accurate and that this Statement of Interest has been prepared under the direction of the district school committee and the undersigned is duly authorized to submit this Statement of Interest to the Massachusetts School Building Authority. The undersigned also hereby acknowledges and agrees to provide the Massachusetts School Building Authority, upon request by the Authority, any additional information relating to this Statement of Interest that may be required by the Authority.

**LOCAL CHIEF EXECUTIVE OFFICER/DISTRICT SUPERINTENDENT/SCHOOL COMMITTEE CHAIR
(E.g., Mayor, Town Manager, Board of Selectmen)**

Chief Executive Officer	School Committee Chair	Superintendent of Schools
<u>Setti Warren</u>	<u>Claire Sokoloff</u>	<u>Dana Fleishman</u>
(print name)	(print name)	(print name)
<u>[Signature]</u>	<u>[Signature]</u>	<u>[Signature]</u>
(signature)	(signature)	(signature)
Date <u>1/11/12</u>	Date <u>1/11/12</u>	Date <u>1/10/12</u>



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

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(617) 796-1100
#21-12
Facsimile
(617) 796-1113
TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

January 13, 2012

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 Newton Public Schools to advertise for and enter into a 5 year contract for student transportation. I believe that a 5-year contract will significantly impact both competition and pricing for this very important service.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

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Newton City Clerk
2012 JAN 13 AM 11:38
David A. Olson, CMC
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



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SETTI D. WARREN
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January 9, 2012

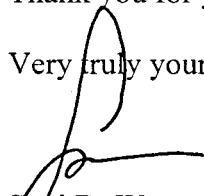
Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate \$75,000 from Free Cash to Veterans Benefits Acct # 0150301-5709. We continue to see an increase in the needs of our veterans and their dependents throughout our community. Please note 75% of these funds will be reimbursed to the City of Newton by the Commonwealth.

Thank you for your consideration of this matter.

Very truly yours,


Setti D. Warren
Mayor

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Newton City Clerk
2012 JAN -9 PM 5: 21
David A. Olson, CMC
Newton, MA 02459



City of Newton

DEPARTMENT OF VETERANS' SERVICES



John MacGillivray, VSO
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Telephone
617- 796-1090
Facsimile
617- 796-1094
TTY
617-796-1089

Setti D. Warren
Mayor

January 4, 2012

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

RECEIVED
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2012 JAN 12 PM 2:16
David A. Olson, CMAA
Newton, MA 02459

Dear Mayor Warren,

I respectfully request that a Supplemental Increase in the amount of \$75,000 be approved and allocated to the Department of Veterans Services for Veterans Benefits which is line item 0150301-5709. This increase is needed so that we can continue to assist our needy veterans and their dependents through the remainder of Fiscal Year 2012. Please note that 75% of these funds will be reimbursed to the City of Newton by the Commonwealth of Massachusetts.

I would appreciate it if you would docket this request with the Board of Aldermen at your earliest convenience.

If you have any questions or require more information, please do not hesitate to contact me.

Thank you for your consideration and cooperation.

Very truly yours,

John M. MacGillivray
Veterans Service Officer

Cc: Robert Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer
David Wilkinson, Comptroller

#38-10(4)

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

January 10, 2012

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 appropriate \$44,624 from the Capitalization Stabilization Fund – Energy Conservation to bridge the gap of available funding for the envelope improvements at the Lower Falls Community Center.

The City received eight bids for this building envelope project. Although there was approximately \$90,000 between the lowest and highest bidder, the low bid is still \$44,624 more than is available for this project.

As you know the City was the recipient of \$179,500 in the form of a Green Communities Grant which must be spent no later than June 30, 2012.

Thank you for your consideration of this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "Setti D. Warren".

Setti D. Warren
Mayor

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David A. Olson, Clerk
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

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City of Newton



Setti D. Warren
Mayor

PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner
Telephone (617) 796-1600
FAX (617) 796-1601
TTY: (617) 796-1089
52 ELLIOT STREET
NEWTON HIGHLANDS, MA 02461-1605

January 6, 2012

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

Re: Lower Falls Community Center

Dear Mayor Warren,

The Public Buildings Department respectfully requests \$44,624.00 for Lower Falls Community Center construction to bridge a gap between available funding and the lowest qualified bid received by the City on December 22, 2011. Significant portion of the funding for this project is through a Green Communities Grant in the amount of \$179,500 and is time sensitive. The City of Newton is required to spend the grant no later than June 30, 2012.

The funding breakdown is as follows:

Outstanding Design Fees	\$	4,500
Construction cost (Seaver Construction)	\$	309,000
5% Contingency	\$	15,450
Available Funding	\$	(284,326)
Shortfall	\$	44,624

Please do not hesitate to contact me should you have any questions regarding this request.

Sincerely,

Stephanie Kane Gilman
Commissioner of Public Buildings

SKG: dla
CC: Robert Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer
Arthur Cabral, Budget and Project Specialist
Maciej Konieczny, Sustainability Project Manager

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David A. Olson, OMC
Newton, MA 02459

CITY OF NEWTON, MASSACHUSETTS
PURCHASING DEPARTMENT
COMPARISON OF BIDS

INVITATION FOR BID #12-32
Envelope Improvements at the Lower Falls Community Center

Bid Opening: 11:30 A.M., August 25, 2011
Public Buildings - Josh Morse

Bidders	Seaver Construction, Inc.	Roger A. Tremblay Contractors	Casby Brothers	Vareika Construction
Envelope Improvements at the Lower Falls Community Center	\$309,000.00	\$313,500.00	\$315,000.00	\$337,700.00

Envelope Improvements at the Lower Falls Community Center	Paul J. Rogan Co., Inc.	Eagle Point Builders	Classic Construction	Lambrian Construction*
	\$344,900.00	\$375,850.00	\$378,800.00	\$397,000.00

Awarded to: _____ Date _____
Chief Procurement Officer

Department Head _____ Date _____
Mayor Seton

David A. Olson, Clerk
Newton City Clerk

2012 JAN 12 PH 2: 15

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NOTES REGARDING SUBMITTED BIDS
* No Bid Bond



City of Newton, Massachusetts
Office of the Mayor

SETTI D. WARREN
MAYOR

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swarren@newtonma.gov

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Newton City Clerk
2012 JAN -9 PH 5: 21
David A. Olson, CMC
Newton, MA 02459

January 9, 2012

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 appropriate \$150,000 from the Stormwater Reserve Account for the Webster Street Drain Replacement Project.

The goal of this project is to replace approximately 400 linear feet of collapsed clay drain pipe with a new 15-inch diameter ductile iron drain pipe and associated manholes within the existing drainage easement from Webster Street to Rowe Street in Auburndale. There is currently a lawsuit and pending court injunction against the City for replacement of this drain pipe. This project will replace the pipe in question.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



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City of Newton



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

Setti D. Warren
Mayor

December 5, 2011

To: Mayor Setti D. Warren

From: David F. Turocy, Commissioner of Public Works

Via: Maureen Lemieux, Chief Financial Officer
Robert R. Rooney, Chief Operating officer

Re: Request to Appropriate Funds from the Stormwater Reserve Account
for the Webster Street Drain Replacement Project

Public Works requests authorization to use up to \$150,000 from the stormwater reserve account for the Webster Street Drain Replacement Project.

The goal of this project is to replace approximately 400 linear feet of collapsed clay drain pipe with a new 15-inch diameter ductile iron drain pipe and associated manholes within the existing drainage easement from Webster Street to Rowe Street in Auburndale. The project includes fence and tree removal, and replacement of fence, within the City's easement. There are numerous boulders to be moved in order to install the new pipe.

This collapsed drain pipe has caused stormwater to allegedly spill onto residential property during heavy rain events. Public works crews currently assist owners remove standing stormwater by pumping methods during these rain events. The resident at 262 Webster Street has a law suit and a pending court injunction against the City for replacement of this drain pipe. This project will replace the drain pipe in question.

The project manual is being assembled for bidding, and will be completed in January. The proposed schedule is to bid the work in January, award the contract in February, and begin construction in March-April 2012.

cc: D. Wilkinson, Comptroller
R. Ferrara, DPW Chief of Budget
F. Russell, Director of Utilities
L. Taverna, City Engineer
M. Rose, Environmental Engineer
R. Waddick, Law Dept.

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2012 JAN 12 PM 2:16
David A. Olson, CMIC
Newton, MA 02459

City of Newton



Setti D. Warren
Mayor

Department of Public Works Utilities Division

Frederick W. Russell, PE, Director of Utilities
60 Elliot Street
Newton, Ma. 02461
Telephone (617) 796-1640 Fax (617) 796-1653

TO: David Turocy, Commissioner of Public Works

FROM: Frederick W. Russell, PE, Director of Utilities 

DATE: January 10, 2012

SUBJECT: Webster Street Drain repairs

Beginning in March 2010 the Utilities Division responded to flooding reported by the homeowner located at 262 Webster Street. The Utilities Division investigated a 15" VCP (vitrified clay pipe) storm drain within an easement that runs between Webster Street and Crescent Street in the Auburndale area. The investigation consisted of cleaning and televising (CCTV) the storm drain from both directions. Due to structural failures at various locations the Utilities Division was unable to complete the CCTV of the entire length of the storm drain.

The alignment of this section of storm drain consists of numerous bends with no manholes, which makes the investigation and maintenance extremely difficult. The backfill within the easement and above the storm drain consists of large boulders and pieces of ledge and trees that measure 8"-12" in diameter.

Replacing this storm drain would require the removal of a large number of trees, boulder removal and approximately 300 LF of 15" storm drain. Currently the Engineering Department has looked at various designs and costs associated with resolving this issue and the Utilities Division has met on several occasions with the owners of 70 Crescent Street (JF White Company) regarding access to the easement for future work.

Currently, the Utilities Division monitors this area during rain events and performs by-pass pumping to prevent flooding, until the repair can be completed. Attached is a log of past by-pass pumping events and a map showing the location of the storm drain.

Finally, as you are aware, the owner of 262 Webster Street has sought legal action against the City, sighting recovery of alleged damages resulting from the flooding. Litigation through the Law Department is currently on-going.

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2012 JAN 12 PM 2:16
Dana A. Olson, CNC
Newton, MA 02459

262 WEBSTER ST. FLOODING HISTORY
(70 ROWE ST)

DATE:	TYPE:	
3/14/2010	CALLED IN	According to police dispatcher Stacey Poutaz, no prior history of this address ever calling in a drainage, water, or flooding problem.
3/15/2010	SCHEDULED PUMPING	
3/16/2010	SCHEDULED PUMPING	
3/29/2010	SCHEDULED PUMPING	
3/30/2010	SCHEDULED PUMPING	
7/10/10	CALLED IN	City had crews already working on the grates and floods, but the property flooded before a crew could set up the pumps.
8/23/2010	SCHEDULED PUMPING	
8/24/2010	SCHEDULED PUMPING	
8/25/2010	SCHEDULED PUMPING	
8/25/2010	SCHEDULED PUMPING	
2/25/2011	SCHEDULED PUMPING	
3/7/2011	SCHEDULED PUMPING	
3/11/2011	SCHEDULED PUMPING	
3/16/2011	SCHEDULED PUMPING	
4/13/2011	SCHEDULED PUMPING	
4/14/2011	SCHEDULED PUMPING	
5/16/2011	SCHEDULED PUMPING	
5/17/2011	SCHEDULED PUMPING	
5/18/2011	SCHEDULED PUMPING	
5/19/2011	SCHEDULED PUMPING	
5/20/2011	SCHEDULED PUMPING	
6/2/2011	SCHEDULED PUMPING	
6/23/2011	SCHEDULED PUMPING	
8/15/2011	SCHEDULED PUMPING	
8/16/2011	SCHEDULED PUMPING	
8/27/2011	SCHEDULED PUMPING	
8/28/2011	SCHEDULED PUMPING	
9/6/2011	SCHEDULED PUMPING	
9/7/2011	SCHEDULED PUMPING	
9/8/2011	SCHEDULED PUMPING	
9/22/2011	SCHEDULED PUMPING	
9/23/2011	SCHEDULED PUMPING	
9/24/2011	SCHEDULED PUMPING	
9/29/2011	SCHEDULED PUMPING	
10/13/2011	SCHEDULED PUMPING	
10/14/2011	SCHEDULED PUMPING	
10/19/2011	SCHEDULED PUMPING	
10/27/2011	SCHEDULED PUMPING	
11/10/2011	SCHEDULED PUMPING	
11/23/2011	SCHEDULED PUMPING	






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2012 JAN 12 PM 2: 16
David A. Olson, OMC
Newton, MA 02459

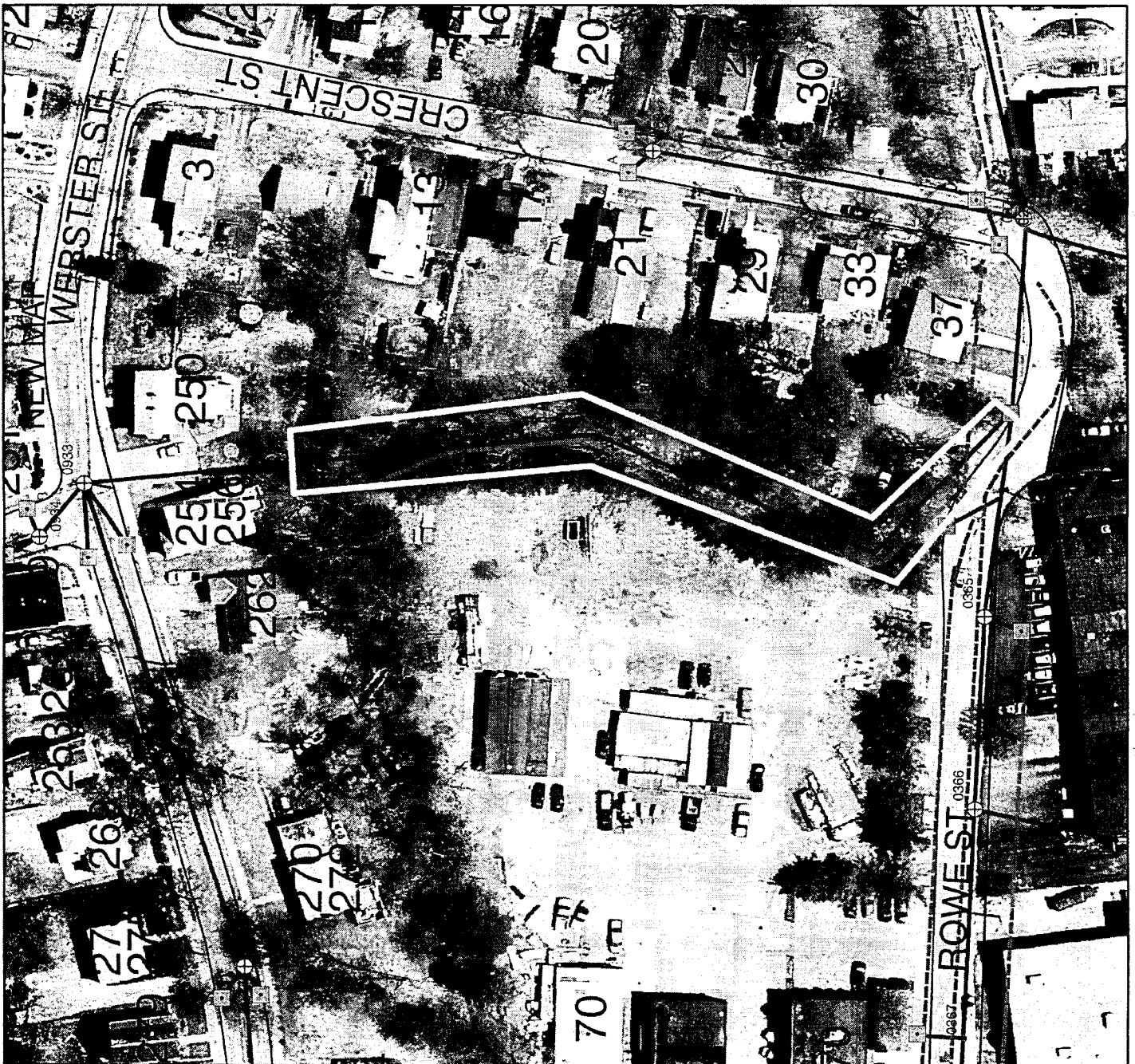
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Newton City Clerk

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David A. Olson, CHC
Newton, MA 02459

WEBSTER ST DRAIN EASEMENT TO ROWE ST

-  Catch Basins
-  Manholes
-  Easement Lines
-  Storm Drain Mains
-  Area of work





SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#18-12

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(617) 796-1113

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(617) 796-1089

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swarren@newtonma.gov

January 9, 2012

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

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2012 JAN -9 PM 5:21
David A. Olson, CMC
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to borrow up to \$13,602,000 in interest free loans from the Massachusetts Water Resources Authority (MWRA). This will allow the Department of Public Works to implement a portion of the water main improvements as outlined in the 5-year Capital Improvement Plan.

The City participated in the former MWRA Local Pipeline Assistance Program, borrowing a total of \$25,860,190 in interest free loans, facilitating the replacement or relining of approximately 47 miles of outdated and unlined cast iron water mains. That program will end for the City of Newton in the spring of 2012.

In 2011, the MWRA initiated another 10 year water loan program, the "Local Water System Assistance Program". Newton is authorized to borrow up to \$1,360,200 per year in interest free 10 year loans for a total of \$13,602,000. These funds will be utilized to rehabilitate approximately 13 miles of water mains over the next 10 years.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor



City of Newton



DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Setti D. Warren
Mayor

December 15, 2011

To: Mayor Setti D. Warren

From: David F. Turocy, Commissioner

Via: Robert R. Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer

Subject: Request for Water Funds Borrowing Authorization
(MWRA Local Water System Assistance Program)

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David A. Oisc...
Newton, MA 02459

I respectfully request an authorization to borrow up to \$13,602,000 in interest free loans from the Massachusetts Water Resources Authority (MWRA). This proposed borrowing will allow Public Works to implement a portion of the water main improvements as outlined in the 5-year capital Improvement plan. Upgrading our water system will ensure the delivery of superior water quality through pipe replacement and cleaning & lining projects.

Since 1998, the City has participated in the MWRA's Local Pipeline Assistance Program, borrowing up to \$2,586,019 per year for water main renewal. The current program for Newton will end in the spring of 2012. Total borrowing by Newton was \$25,860,190 in interest free loans.

In 2011, the MWRA initiated another 10 year water loan program, now called the Local Water System Assistance Program. Newton is authorized to borrow up to \$1,360,200 per year in interest free 10 year loans, for a total of \$13,602,000. Yearly loans are paid in 10 equal installments annually.

Newton has approximately 319 miles of public water supply pipeline. Since program inception in 1998, the City has performed rehabilitation (replacement or relining) on approximately 47 miles of our outdated and unlined cast iron water mains. The City has approximately 165 miles of unlined water pipe remaining to be rehabilitated. Through the use of a sophisticated Hydraulic Model, our water projects have been and will continue to be prioritized and planned based on age and hydraulic capacity. Through this borrowing authority, an additional 13 miles of water main will be rehabilitated over the next 10 years.

Pending your approval, the Treasurer will submit a request to Bond Council which will be provided to the Clerk's Office for inclusion as a docket item to the Honorable Board of Aldermen.

cc: David Wilkinson, Comptroller
James Reardon, Treasurer
Louis M. Taverna, City Engineer
Fredrick Russell, Director of Utilities

City of Newton



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

Setti D. Warren
Mayor

January 12, 2012

To: Robert R. Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer

From: David F. Turocy, Commissioner

Subject: Request for Water Funds Borrowing Authorization
(MWRA Local Water System Assistance Program)

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Newton, MA 02459

The attached table provides backup information for our request for water funds borrowing authorization from the MWRA Local Water System Assistance Program, at \$1,360,200 per year for 10 years.

The five year Capital Improvement Program contains a list of proposed water main rehabilitation projects. Some of the projects are proposed to be funded with these upcoming MWRA water loans. The MWRA water loan projects are rehabilitations which will improve water quality, as well as water flow requirements, and are typically scheduled in advance of street paving work. The other projects are upgrades required to meet current ISO fire flow standards, which are currently deficient, and are proposed to be funded by other funding sources (also attached).

The purpose for this request is for the MWRA water loan projects only. The other projects will be discussed at a later date.

MWRA authorized the use of the new water loan program in 2011. Currently, Newton is authorized to borrow \$1,360,200 from calendar year 2011, plus an additional \$1,360,200 in calendar year 2012 for a current total of \$2,720,400. The attached table of MWRA projects therefore front loads \$2,273,640 worth of projects into FY 2013. Our plan would be to spend \$1,360,200 from January to June 2012, and the remaining authorized funds from July to December 2012. The next \$1,360,200 will be authorized for borrowing in calendar year 2013.

We propose to use the remaining MWRA water loan funds from FY 2018 through FY 2022 to continue to address these issues and will identify the specific locations through the CIP process.

attachments

cc: David Wilkinson, Comptroller
James Reardon, Treasurer
Louis M. Taverna, City Engineer
Fredrick Russell, Director of Utilities

MWRA WATER LOAN PROGRAM \$1,360,200 per year
 5-YEAR WATER MAIN REHABILITATION PLAN 2013 TO 2017
 Required to improve water quality and water flow requirements

PROJECT TITLE	PROJECT DESCRIPTION/JUSTIFICATION	EST PROJECT COST	FUNDING SOURCE	ALLOCATION OF PROJECT COSTS				
				2013	2014	2015	2016	2017
Oak St	Elliot St to Chestnut St: Cleaning and lining 1,210 LF of 12" water main, 1876. Chestnut to Needham: Cleaning and lining 1,544 LF of 16" water main, 1892. Needham to 222' north: Cleaning and lining 222 LF of 8" water main, 1893. This precedes scheduled roadway paving.	\$ 535,680	MWRA Loan	\$ 535,680				
Homer St - Comm to Walnut	Cleaning and lining 1,390 LF of 8" water main, 1886. Project linked to the Lowell Ave water main rehabilitation. Roadway will be paved after water main construction.	\$ 250,200	MWRA Loan	\$ 250,200				
Temple St	Cleaning and lining 3,600 LF of 8" water main, 1889. Deteriorated pipe condition discovered while performing pipe rehabilitation tie-ins on W. Newton hill. Roadway will be paved after water main construction.	\$ 680,000	MWRA Loan	\$ 648,000				
Lowell Ave - Crafts to Washington	Cleaning and lining 2,332 LF of 6" & 8" water main, 1877. This precedes scheduled roadway paving.	\$ 419,760	MWRA Loan	\$ 419,760				
Melrose St	Replace 2,100 LF of 6" water main with 8", 1876. This precedes scheduled roadway paving.	\$ 420,000	MWRA Loan	\$ 420,000				
Cherry St - Derby St to Washington St	Cleaning and lining 3,060 LF of 6" & 8" water main, 1876. Concrete panels in roadway.	\$ 550,800	MWRA Loan	\$ 550,800				
Webster St	Walham to Elm: Replace 960 LF of 6" water main with 8", 1877. Elm to Wolcott: Cleaning and lining 3,150 LF of 8" water main, 1932. This precedes scheduled roadway paving.	\$ 759,000	MWRA Loan	\$ 759,000				
Wolcott St - Webster to Ionia	Replace 1,150 LF of 6" water main with 8", 1905. This precedes scheduled roadway paving.	\$ 230,000	MWRA Loan	\$ 230,000				
Lowell Ave - Otis to Homer	Cleaning and lining 3,466 LF of 6" water main, 1877. Concrete panels in roadway. This precedes scheduled roadway paving.	\$ 623,880	MWRA Loan	\$ 623,880				
Needham St - Oak to Charlemon	Cleaning and lining 760 LF of 8" water main, 1880. This precedes upcoming TIP funded road reconstruction project.	\$ 136,800	MWRA Loan	\$ 136,800				
Linwood Ave	Crafts to Fair Oaks: Cleaning and lining 322 LF of 8" water main, 1877. Walnut to Watertown: Replace 1,074 LF of 6" water main with 8", 1890. This precedes scheduled roadway paving.	\$ 253,080	MWRA Loan	\$ 253,080				

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 \$ 253,080
 David A. Olison, Clerk
 \$ 136,800
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 Newton, MA 02459
 #18-12

OTHER WATER FUNDING \$2,700,000 per year
 5-YEAR WATER MAIN REHABILITATION PLAN 2013 TO 2017
 Required to meet ISO fire flow standards, which are currently deficient.

PROJECT TITLE	PROJECT DESCRIPTION	EST PROJECT COST	ALLOCATION OF PROJECT COSTS					
			2013	2014	2015	2016	2017	
Water main upgrades required to meet ISO fire flow standards, which are currently deficient.	Washington Street	\$ 2,700,000	\$ 2,700,000					
	Chestnut Street	\$ 450,000	\$ 450,000					
	Broadway	\$ 250,000	\$ 250,000					
	Lowell Avenue	\$ 200,000	\$ 200,000					
	Adams Street	\$ 600,000	\$ 600,000					
	Charles St/Auburn Street	\$ 800,000	\$ 800,000					
	Pleasant Street	\$ 270,000	\$ 270,000					
	Linwood Avenue	\$ 450,000	\$ 450,000					
	Nevada Street	\$ 400,000	\$ 400,000					
	California Street	\$ 380,000	\$ 380,000					
	Walnut Street	\$ 1,200,000	\$ 1,200,000					
	Beacon St (Chestnut to Centre)	\$ 1,539,540	\$ 1,539,540					
	Tower Rd	\$ 100,000	\$ 100,000					
	Center St (Wash to Carlton @ Galen)	\$ 104,400	\$ 104,400					
	Waban St (Waban park to Hovey)	\$ 80,000	\$ 80,000					
	Elmwood St	\$ 112,200	\$ 112,200					
	Vernon St	\$ 346,680	\$ 346,680					
	Eldredge St	\$ 321,200	\$ 321,200					
	Lyman St (Summer easterly 312 LF)	\$ 62,400	\$ 62,400					
	Parker St (Cypress to Boylston)	\$ 517,680	\$ 517,680				\$ 517,680	
	Ward St (Elismore to Morseland)	\$ 167,200	\$ 167,200				\$ 167,200	
	Waban Ave (Nehoiden to Collins)	\$ 117,200	\$ 117,200				\$ 117,200	
	Collins Rd (Beacon to Fenwick)	\$ 226,800	\$ 226,800				\$ 226,800	
	Mill St	\$ 702,000	\$ 702,000				\$ 702,000	
	Deatham St (Brookline to W. Roxbury)	\$ 471,600	\$ 471,600				\$ 471,600	
	Langdon Ave (Sunny to Cabot)	\$ 188,800	\$ 188,800				\$ 188,800	
	Woodcliff Rd (Centre to Boylston)	\$ 183,200	\$ 183,200				\$ 183,200	
	Grafton St	\$ 124,020	\$ 124,020				\$ 124,020	
	Totals	\$ 13,064,920	\$ 2,700,000	\$ 5,000,000	\$ 2,666,420	\$ 2,698,500	\$ 2,698,500	\$

#18-12

2012 JAN 12 PM 2:16
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 Newton City Clerk
 David A. Oison, CMC
 Newton, MA 02459



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

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David A. Olson, CMC
Newton, MA 02459

2012 JAN -9 PM 5: 21

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Newton City Clerk

January 9, 2012

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 appropriate an additional \$300,000 in the authorized spending level of the Fiscal Year 2012 Sidewalk/Curb Betterment Revolving Account.

The City is making almost \$200,000 of curb and sidewalk improvements in the Woodland Road area for which Lasell College is paying 100% of the cost. Lasell's contribution to this project has been realized as a revenue to the Betterment Revolving Account, therefore, this is essentially an administrative request.

Additionally, the City has proactively offered curb betterments to property owners on streets where road rehabilitation work is taking place. DPW anticipates encumbering up to \$100,000 for this work in FY2012. Per City ordinance, residents are required to pay 50% of the cost of the improvement, either up front or on a 20-year betterment.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

spending cannot exceed collected revenue

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



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

Setti D. Warren
Mayor

To: Mayor Setti D. Warren
From: David Turocy, Commissioner of Public Works
Via: Robert Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer
Date: January 6, 2012
Subject: Request for Increase to FY12 Betterment Fund Revolving Account Authorization

David A. Olson, CMC
Newton, MA 02459

2012 JAN 12 PM 2: 16

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Newton City Clerk

The Department of Public Works (DPW) is requesting an increase in the authorized spending level within the Fiscal Year 2012 (FY12) Sidewalk/Curb Betterment Revolving Account from \$200,000 to \$500,000. The budgeted FY12 authorization level of \$200,000 was based on actual expenditures within the Betterment account over the last three fiscal years.

The FY12 authorization request was made prior to commitment to the following two initiatives:

- 1) The city is making extensive improvements to curbs and sidewalks in the Woodland Rd. area. Lasell College is paying for 100% of these enhancements. Year-to-date spending on this work is \$173,627. There is small amount of remaining curb and sidewalk work which will be addressed by DPW crews in spring 2012.
- 2) DPW executed a contract in June 2011 to offer curb betterments to property owners on streets where road rehabilitation work is taking place. Per the city ordinance, residents are required to pay 50% of the cost of the improvement, either up front or on a 20 year betterment, and the city is responsible for the balance. The city portion of the contract work is being funded via state funding (Chapter 90). Year-to-date spending within the Betterment account on this work is \$74,340. DPW anticipates spending up to an additional \$20,000 in betterment funds via the existing contract by the end of FY12. Another contract is scheduled to be issued by April 1, 2012 for calendar year 2012 betterments. DPW anticipates encumbering up to \$100,000 for this contract in FY12 within the Betterment account.

Through December 31, 2011, total FY12 spending within the Betterment account is \$283,384. Spending on both the Lasell College and contractor curbing is \$247,967, nearly 88% of total Betterment spending. Accounting for projected year end expenditures via the curbing contract and other DPW projects, FY12 year-end spending should not exceed \$500,000. DPW is accordingly requesting that the FY12 authorized spending level for the Sidewalk/Curb Betterment Revolving account be increased from \$200,000 to \$500,000.

Please let me know if you have any questions.

Actual and Projected FY12 Sidewalk Curb Betterment Account Year-End Spending

Lasell College Betterment	(173,627)
Curbing Contract (Summer 2011 Construction work)	(74,340)
Other Betterment Labor/Materials	(35,417)
Existing Curb Contract Work (Spring 2012)	(20,000)
New Curb Contract Work (Spring/Summer 2012)	(100,000)
Other Miscellaneous Betterment Labor/Materials	(30,000)
Total Projected FY12 Encumbrance/Spending Needs	(\$433,384) B

Year-To-Date Spending



Projected FY12 Year-End Spending



Note: Request to BOA to increase FY12 Sidewalk/Curb Betterment Account Authorization to \$500,000

Sidewalk/Curb Betterment Projected Balance as of 6/30/12

Sidewalk/Curb Betterment Account Available Balance as of 7/1/11	337,212
FY12 Payments From Lasell College (\$14,887 Balance due in spring upon project completion)	158,740
Other FY12 Revenue	41,107
Sidewalk/Curb Betterment Revenue	\$537,059
Sidewalk/Curb Betterment Account Projected Balance as of 6/30/12 (Note: Assumes No New Revenue)	\$103,675

A

A+B

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David A. Olson, CMC
Newton, MA 02459

SEWER ASSESSMENT SUMMARY

<u>ORDER #</u>	<u>PAYMENTS TO BE ABATED/REFUNDED</u>	<u>NO PAYMENTS ABATEMENT REQ'D</u>	<u>PAYMENTS REC'D PROPERLY CHARGED</u>	<u>PAYMENTS DUE PROPERLY CHARGED</u>
# 236-09 (2)			Fantasia \$2,748.00 Bianchi \$1,422.00 Purcell \$1,290.00	Ferolito \$1,169.00
# 110-03 (2)	Ravina \$ 99.98	Love \$3,367.25 Masood \$ 3,278.06 Movafaghi \$ 3,184.42 Granfield \$ 3,384.57	Charles River \$ 16,139.00	Sheinfield \$ 217.46 *
# 111-03 (2)		Corbett \$ 80.00	Delorie/ Boudreau \$ 2,905.00	
# 58-11		Binns \$ 2,097.25 Lawler \$ 3,159.75	Zessoules \$ 2,759.75 Hiser \$ 2,434.75	
<u>TOTALS</u>	<u>\$ 99.98</u>	<u>\$ 18,551.30</u>	<u>\$ 29,698.50</u>	<u>\$ 1,386.46</u>

* Payment properly charged but Order will not be recorded.

COMPTROLLER'S OFFICE
CITY OF NEWTON, MASSACHUSETTS
dwilkinson@newtonma.gov
(617) 796-1305

January 3, 2011

TO: Finance Committee

FROM: David Wilkinson

SUBJECT: **Group Health Self-Insurance Fund**

=====

The overall financial position of the City's group health self-insurance fund improved by \$1.8 million or 16% during the past month. Total fund equity at December 31, 2011 amounted to \$12.9 million - 3.6 months of average paid claims for the first six months of the current fiscal year. The City's target financial reserve policy for the fund is 1.5 to 2.0 months of average paid claims. Since July 1, the overall financial position of the fund has improved by \$2.9 million or 28.6%.

Incurred but unreported claims liabilities are recalculated every six months by the City based upon actual paid claims experience. As a result of positive claims experience for the first 26 weeks of the current fiscal year, the total incurred but unreported claims liability has been reduced by \$688,370 to \$3,622,288. This represents approximately one month of paid claims.

The **Tufts Health plan** share of the total fund equity is \$7.6 million, the equivalent of approximately 2.8 months of year-to-date paid claims. Year-to-date paid claims are \$16.2 million, which is a 5.8% less than total paid claims for the first six months of last fiscal year. Since the start of the current fiscal year, the Tufts Health plan fund balance has increased by \$1.3 million or 20.7%.

The **Harvard-Pilgrim plan** share of total fund equity is \$5.3 million, 5.7 months of average monthly paid claims for the first six months of the current year. Year to date paid claims are \$5.6 million – 21.5% less than total paid claims for the first six months of the previous fiscal year. Harvard-Pilgrim health plan fund balance has increased by \$1.6 million or 41.9% since the start of the current fiscal year.

Cc: CFO
HR Director
Benefits Administrator

CITY OF NEWTON, MASSACHUSETTS
GROUP HEALTH SELF INSURANCE FUND
COMPARATIVE BALANCE SHEET

December 31, 2011

(with comparative totals for November 30, 2011)

	December 31, 2011	November 30, 2011	\$ Change	% Change
ASSETS:				
Cash & temporary investments	\$ 17,646,976	\$ 17,230,402	\$ 416,574	2.4%
Health benefit deposits	361,810	361,745	65	0.0%
Total Assets	18,008,786	17,592,147	416,639	2.4%
LIABILITIES & FUND BALANCES:				
Accrued expenses	-	641,822	(641,822)	
Pre-paid premiums	1,433,868	1,472,090	(38,222)	-2.6%
Accrued self insurance claims payable	3,622,288	4,310,658	(688,370)	-16.0%
Total Liabilities	5,056,156	6,424,570	(1,368,414)	-21.3%
Fund Balance - Group Health Claims - Tufts Health Plan	7,639,691	6,699,502	940,189	14.0%
Fund Balance - Group Health Claims - Harvard Health Plan	5,312,939	4,468,075	844,864	18.9%
Total Fund Balances	12,952,630	11,167,577	1,785,053	16.0%
Total Liabilities & Fund Balances	\$ 18,008,786	\$ 17,592,147	\$ 416,639	2.4%

CITY OF NEWTON, MASSACHUSETTS
GROUP HEALTH SELF INSURANCE FUND
TUFTS HEALTH PLAN
COMPARATIVE OPERATING STATEMENT
July 1 - December 31

	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
Revenue:				
Investment income	\$ 12,886	\$ 16,333	\$ 32,604	\$ 188,039
Employee contributions	3,682,926	3,332,908	3,326,474	3,087,917
Employer contributions	14,506,151	13,066,109	13,137,953	12,310,827
Insurance recoveries	233,629	97,093	43,229	16,701
Total Revenue	18,435,592	16,512,443	16,540,260	15,603,484
Expenditures:				
Administrative services	903,572	889,743	855,560	835,577
Stop loss insurance premiums	176,540	158,902	157,661	191,362
Health claims (paid claims)	16,193,387	17,190,433	15,360,395	15,739,089
Health claims - change in IBNR estimate	(148,279)	95,991	-	-
Total Expenditures	17,125,220	18,335,069	16,373,616	16,766,028
Excess/(deficiency) revenues over expenditures	1,310,372	(1,822,626)	166,644	(1,162,544)
Fund Balance - July 1	6,329,319	8,293,450	9,110,960	8,435,343
Fund Balance - December 31	\$ 7,639,691	\$ 6,470,824	\$ 9,277,604	\$ 7,272,799

CITY OF NEWTON, MASSACHUSETTS
GROUP HEALTH SELF INSURANCE FUND
HARVARD-PILGRIM HEALTH PLAN
COMPARATIVE OPERATING STATEMENT
July 1 - December 31

	Fiscal Year 2012	Fiscal Year 2011	Fiscal Year 2010	Fiscal Year 2009
Revenue:				
Investment income	\$ 7,449	\$ 5,389	\$ 5,109	\$ 7,935
Employee contributions	1,480,529	1,529,933	1,405,360	1,229,014
Employer contributions	5,598,039	5,916,053	5,524,018	4,828,461
Insurance recoveries	-	-	20,526	-
Total Revenue	7,086,017	7,451,375	6,955,013	6,065,410
Expenditures:				
Administrative services	403,352	417,559	415,488	399,141
Stop loss insurance premiums	96,037	91,001	93,099	94,570
Health claims (paid claims)	5,557,050	7,079,688	5,969,524	6,396,105
Health claims - change in IBNR estimate	(540,091)	390,587	-	-
Total Expenditures	5,516,348	7,978,835	6,478,111	6,889,816
Excess/(deficiency) revenues over expenditures	1,569,669	(527,460)	476,902	(824,406)
Fund Balance - July 1	3,743,270	2,579,485	98,911	81,092
Fund Balance - December 31	\$ 5,312,939	\$ 2,052,025	\$ 575,813	\$ (743,314)