

CITY OF NEWTON  
IN BOARD OF ALDERMEN  
FINANCE COMMITTEE AGENDA

MONDAY, MARCH 14, 2011

7 PM  
Room 222

**ITEMS TO BE DISCUSSED:**

**The Committee will meet jointly with the Committee on Community Preservation on the below item. Please refer to the agenda for the joint meeting for the back-up information on the item.**

**REFERRED TO COMMITTEE ON COMMUNITY PRESERVATION AND FINANCE**  
#365-10(2) COMMITTEE ON COMMUNITY PRESERVATION recommending that the sum of \$98,780 be appropriated from the fiscal 2011 historic reserve of the Community Preservation Fund to the control of the Commissioner of Public Buildings, to assess and prioritize the preservation needs of the most historically significant City buildings, as detailed in the Committee's funding recommendation to the Board of Aldermen. This study will be a component of the Comprehensive Citywide Capital Assessment docketed as #365-10. [02-18-11 @ 1:06PM]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**  
#365-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of three hundred ninety-five thousand dollars (\$395,000) from the FY 2011 Overlay Surplus Reserve Account for the purpose of funding a Comprehensive Citywide Capital Assessment. [11/29/10 @ 3:23 PM]  
**PUBLIC FACILITIES APPROVED 5-0-1 (Gentile abstaining) on 12/08/10**

**REFERRED TO CMTE ON COMMUNITY PRES & FINANCE COMMITTEES**  
#32-11 COMMUNITY PRESERVATION COMMITTEE recommending that \$37,500 be appropriated from the fiscal 2011 historic resources reserve of the Community Preservation Fund to create or update under the direction and control of the Planning & Development Department the Massachusetts Historical Commission survey forms for the city's approximately 140 buildings constructed between 1830 and 1840. [01-11-11 @3:35 PM]  
**COMMITTEE ON COMMUNITY PRESERVATION APPROVED 6-0 on 03/01/11**

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 Kathleen Cahill, 617-796-1125, via email at [KCahill@newtonma.gov](mailto:KCahill@newtonma.gov) or via TDD/TTY at (617) 796-1089 at least two days in advance of the meeting date.

**REFERRED TO PS&T, PUB. FACIL. AND FINANCE COMMITTEES**

- #310-10 ALD. DANBERG, ALBRIGHT, BAKER, BLAZAR, CROSSLEY, FISCHMAN, FREEDMAN, HESS-MAHAN, JOHNSON, LINSKY, MERRILL, RICE AND SCHNIPPER requesting that §26-8 and §20-21 of the City of Newton Rev. Ords., 2007, be amended to establish criteria and provisions for requiring removal of snow in all districts by property owners, occupants, and property managers to sidewalks abutting their property and to review and amend enforcement provisions including structure of fines, for snow removal violations. [10/25/10 @ 4:39 PM]  
**PUBLIC FACILITIES APPROVAL AS AMENDED FAILED TO CARRY 3-3 (Gentile, Lappin, Lennon opposed) on 01/19/11**  
**PS&T APPROVAL AS AMENDED FAILED TO CARRY 2-3-1 (Ciccione, Shapiro, Swiston opposed; Harney abstaining) on 01/19/11**

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #264-10 ALD. CROSSLEY, SCHNIPPER & FULLER requesting a discussion of the status of new water meter installations, and to consider payment mechanisms to help customers if they receive an extraordinary, one-time, water bill from an accurate accounting of past usage over an extended period of time. [09/16/10 @ 11:59 am]  
**PUBLIC FACILITIES VOTED NO ACTION NECESSARY 8-0 on 09/22/10**

**ITEMS NOT SCHEDULED FOR DISCUSSION:****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.  
**FINANCE VOTED NO ACTION NECESSARY on 3/8/10**  
**PROG & SERV REFERRED TO FINANCE 7-0 on 02/23/11**

**REFERRED TO COMMITTEES ON COMMUNITY PRESERVATION & FINANCE**

- #45-11 COMMUNITY PRESERVATION COMMITTEE recommending that the sum of \$665,500 be appropriated from the fiscal 2011 community housing and general reserves of the Community Preservation Fund, to the control of the Planning and Development Department, for a project that will create three units of perpetually affordable rental housing at 61 Pearl Street in Newton Corner as detailed in the Committee's funding recommendation to the Board of Aldermen. [01-27-11 @9:27am]

**REFERRED TO PROG. AND SERVICES AND FINANCE COMMITTEES**

- #373-10 ALD. GENTILE, HARNEY, SANGIOLO requesting amendment to §20-13, *Noise Control*, of the City of Newton Revised Ordinances to prohibit outdoor athletic events from starting before 7 AM and increase the maximum fine to \$300. [12-10-10 @ 12:53 PM]  
**PROGRAMS & SERVICES HELD on 02/09/11**

**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]

**REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

- #311-10 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:  
(A) Architectural Design and Engineering/Next Scheduled Fire Station \$400,000  
A-2 - HELD \$270,000 for final design bidding and construction admin [11/29/10 @ 3:23 PM]

**REFERRED TO PUBLIC SAFETY & TRANS. AND FINANCE COMMITTEES**

- #363-10 ALD. ALBRIGHT & DANBERG proposing a trial of parking meter free Saturdays between Thanksgiving and New Year for the shopping areas to support shopping at local businesses in Newton. [11/15/10 @ 6:30 PM]

**REFERRED TO PUBLIC FACILITES, PROG&SERV AND FINANCE COMMITTEES**

- #312-10 ALD. LENNON, LAPPIN, SCHNIPPER, SANGIOLO requesting a discussion with the School Committee on its plans to address space needs in the Newton public schools. [10-27-10 @ 11:07 AM]

**REFERRED TO PUBLIC SAFETY & TRANS. AND FINANCE COMMITTEES**

- #311-10(B) HIS HONOR THE MAYOR requesting an appropriation in the amount of three hundred thousand dollars (\$300,000) from bonded indebtedness for the purpose of funding the Manet Road Emergency Communications Radio Tower Replacement, which is included in the FY 2011 Capital Improvement Plan. [11/29/10 @ 3:23 PM]  
**PUBLIC SAFETY & TRANSPORTATION APPROVED 7-0 on 12/08/10**

**REFERRED TO FINANCE AND APPROPRIATE COMMITTEES**

- #311-10 HIS HONOR THE MAYOR submitting the FY'12-FY'16 Capital Improvement Program, totaling \$174,246,135 pursuant to section 5-3 of the Newton City Charter and the FY'11 Supplemental Capital budget which require Board of Aldermen approval to finance new capital projects over the next several years. [10/18/10 @ 5:24PM]

#259-10 COMPTROLLER transmitting Annual Financial Report for the audit of fiscal year ending June 30, 2010 for Board of Aldermen review/acceptance. [09/13/10 @ 12:26 PM]

#78-10 ALD. FULLER, GENTILE, FREEDMAN, JOHNSON, DANBERG AND BAKER requesting a review of the elements of the Financial Management Guidelines of January 2008, together with the Mayor's Office, to ensure they meet the current needs of the City. [03/09/10 @8:23 AM]

**REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES**

#391-09(2) ALD. DANBERG, MANSFIELD, VANCE & HESS-MAHAN requesting the establishment of a municipal parking mitigation fund whose proceeds, derived from payments-in-lieu of providing off-street parking spaces associated with special permits, will be used solely for expenses related to adding to the supply of municipal parking spaces, improving existing municipal parking spaces, or reducing the demand for parking spaces.

**REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES**

#87-09 ALD. SANGIOLO, BRANDEL, FREEDMAN AND HESS-MAHAN requesting a Home Rule Petition to allow the City of Newton to require elected officials to contribute a higher percentage rate for health insurance benefits than is required for other employee groups. [03-10-09 @ 9:17 AM]

**PROGRAM & SERVICES APPROVED 5-1-1 (Baker opposed; Merrill abstaining; Parker not voting) on 4/15/09  
RECOMMITTED TO FINANCE ON 07/12/10**

#207-07(2) ALD. COLETTI proposing that the city's Financial Management Guidelines adopted under board order #207-07 be amended, effective FY10, as follows:  
(A) total resources devoted to all forms of employee compensation shall not exceed the estimated growth in total general fund revenue for the following fiscal year;  
(B) funds for salary and wage adjustments shall not exceed the difference between total estimated revenue growth and resources needed to fund growth in health/dental and life insurance benefits and growth in the actuarial required contribution for the city's retirement system for each fiscal year;  
(C) if collective bargaining contracts are not resolved at the time of budget submission, funds budgeted for such contracts shall be held in "municipal and compensation" reserve. [07-02-08 @12:12 PM]

#207-07(4) ALD. COLETTI proposing that the city's Financial Management Guidelines adopted under board order #207-07 be amended to allow the adjustment of self-funded health insurance plan rates in the event that rates and any accumulated excess resources not meet actual resource requirements. [07-02-08 @12:12 PM]

Respectfully submitted,

Leonard J. Gentile, Chairman



SETTI D. WARREN  
MAYOR

City of Newton, Massachusetts  
Office of the Mayor

#365-10

Telephone  
(617) 796-1100

Facsimile  
(617) 796-1113

TDD/TTY  
(617) 796-1089

E-mail  
swarren@newtonma.gov

November 29, 2010

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

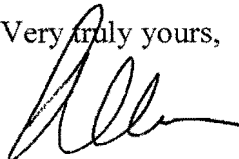
10 NOV 29 P 3:23  
CITY CLERK  
NEWTON, MA 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to appropriate and expend the sum of \$395,000 from the FY2011 Overlay Surplus Reserve Account for the purpose of funding the Comprehensive Citywide Capital Assessment.

The Comprehensive Assessment will evaluate the current condition and structural integrity of approximately thirty municipal buildings and will enable the administration to prioritize capital projects in a cost efficient and effective manner.

Additional information on this project will be included in your Friday Packet on December 3, 2010. I look forward to discussing this very important project with your Honorable Board. Thank you for your consideration of this matter.

Very truly yours,  
  
Setti D. Warren  
Mayor

From: Overlay Surplus  
01-3497 \$395,000  
To: Capital Asset Assessment  
C115037-5301 \$395,000

 11/30/2010

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



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

November 29, 2010

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

RE: Comprehensive Building Inventory and Assessment of Municipal Buildings

Dear Mayor Warren:

The Public Buildings Department respectfully requests an appropriation of \$ 515,000.00 to conduct a comprehensive building inventory and assessment of municipal buildings. The appropriation sources for this project shall be as follows:

\$ 395,000	-	Overlay Surplus
100,000	-	Community Preservation Act
<u>20,000</u>	-	CDBG Funds
\$ 515,000		

The study will include evaluating the building envelope; building accessibility; historic preservation; structural, electrical, plumbing, mechanical and life safety systems. Included in the study will be a life cycle cost analysis as well as a remediation plan with cost estimates.

Should you have any questions regarding this letter, please feel free to contact my office.

Sincerely,

Stephanie Kane Gilman  
Commissioner of Public Buildings

SKG:dia  
CC: Robert Rooney, Chief Operating Officer  
Maureen Lemieux, Chief Financial Officer

Wilkinson David, Comptroller City of Newton

To: ayuhasz@newtonma.gov, aingerson@newtonma.gov  
Subject: City building inventory and assessment  
Date sent: Thu, 02 Dec 2010 10:16:55

Amy and Alice,

The Mayor's Office has docketed a request for a \$395,000 appropriation to fund a portion of the cost of a citywide building conditions study. According to the back up documentation, CDBG is expected to contribute an additional \$20,000 and the CPA Fund an additional \$100,000.

Are CDBG funds available this fiscal year for this purposes? If so, please identify the project and account.

Is there a CPA fund appropriation pending before the CPC for the \$100,000 and if so, is this an historical project?

Thank you.

**DRAFT 12-3-2010**  
**ARCHITECTURAL SERVICES**

**City of Newton Municipal Buildings Facilities Study**

The City of Newton has over 70 municipal buildings. The requested study will look at 30 of these buildings that provide essential services and house a number of critical programs.

**Study objectives:**

The Newton Public Buildings Department is interested in a long-range Facilities Study of 30 municipal buildings. It is the City's desire to create a database and inventory of the existing facilities and sites.

The desired outcome is an electronic database containing current information about these buildings. A set of standards outlining how each building conforms to the standards and recommended approach and time table for addressing bringing buildings up to standards as well as a hierarchy of needs with priorities listed. Care will need to be taken to ensure that these standards are realistic, achievable, and take into account fiscal and other constraints. The City of Newton would expect to own the database and continue to update it following the completion of the study.

The City of Newton has conducted similar studies of the conditions of its Schools, Fire Stations, Streets and Sidewalks, and its Parks and Open Spaces. It is the City's desire to combine this previously compiled data into one database with the data from this Study in order to have a comprehensive overview of capital needs across the City.

The City of Newton through its Designer Selection Committee will seek expressions of interest from individuals and firms for professional services for the following scope of work.

Estimated Date for Draft Final Report is June 24, 2011



**Draft Scope of Services:**

The City of Newton Municipal Buildings Survey (Volumes I and II) and will serve as a reference in the completion of the following scope of services. Other studies will also be made available including those for the Schools and the Fire Stations.

1. Site Analysis: The architect will undertake a precursory analysis of the existing building sites. This analysis will include preliminary data essential in determining the suitability of the sites to accommodate any changes that might come about through information gathered by the study. (Local zoning and conservation issues, as well as State and Federal land-use regulations, which may impact the development of each site, will be identified.
2. Input: The consultant will expect to interface with the Public Buildings Department. The consultant will work with the Public Buildings Department together to outline a process for soliciting opinions and presenting preliminary findings and milestone reports to the Commissioner of Public Buildings.
3. Existing Facilities Report: A physical plant analysis will be undertaken for the existing identified buildings. Pertinent recommendations will be made for: building structure, including foundation, framing, and roof structure; building envelope, including all exterior materials, doors, windows and roofs; building interior, including all architectural components (floors, walls, ceilings, etc.) and their finishes; mechanical systems, including boilers motors, pipes ducts, controls, oil storage tanks, and related equipment; plumbing systems, including pipes, valve fixtures, etc.; electrical systems, including services, wiring, fire alarm, transformers and fixtures; presence of hazardous materials. The consultant will be expected to consider issues of energy conservation, sustainability and life cycle analysis for any potential future renovations or building enhancements. Cost estimates will be provided for all identified deficiencies.
4. Code Issues: A Building-type Summary will be compiled for the City and all pertinent code issues will be addressed, including, but not limited, to the Mass. Building Code, NFPA Life-safety Code, State Energy Code requirements, Architectural Access Board Rules and Regulation, and the requirement for the Americans with Disabilities Act.
5. Recommendations: The study will include a viable long-range plan with options for consideration. Each option's fiscal impact, strengths and weaknesses and proposed implementation time-line will be presented. Cost estimates will be provided. In all recommendations, careful consideration must be given to effective operational needs of the department housed in the facility.
6. Final Report and Consultation: Throughout this study the consultant is expected to meet regularly with the Public Building Commissioner to solicit input, discuss progress being made, and share preliminary reports for their review. A progress meeting will be held after data have been collected to ensure that the scope is meeting expectations. The consultant will submit to the City of Newton, twenty-five (25) copies and a CD of the final report containing the above elements.

## LIST OF BUILDINGS

DEPARTMENT	LOCATION	YEAR BUILT	SQ. FT.
<b><u>LIBRARY (5)</u></b>			
Main Library	330 Homer Street	1991	93,000
Auburndale Library	371 Auburn Street	1934	4,830
Newton Corner Library	124 Vernon Street	1910, 1934	6,138
Nonantum Library	114 Bridge Street	1957	5,137
Waban Library	1608 Beacon Street	1934	6,378
<b><u>PUBLIC WORKS (4)</u></b>			
Elliot Street Operations Center	74 Elliot Street	1927	15,858
Elliot Street Garage	70 Elliot Street	1959	9,000
Crafts Street DPW Operations Ctr.	90 Crafts Street	1894	19,553
Crafts Street Garage	110 Crafts Street	1919, 36, 88	23,474
<b><u>RECREATION (13)</u></b>			
Crystal Lake Bath House	16 Rogers Street	1931	7,581
Hawthorne Fieldhouse	17 Hawthorne Street	1950	5,608
Recreation Headquarters	70 Crescent Street	1900	3,208
Lower Falls Comm. Center	545 Grove Street	1958	10,519
Recreation Garage	70 Crescent Street, (rear)	1940	4,600
Albemarle Fieldhouse	250 Albemarle Road	1964	2,072
Gath Pool Facility	256 Albemarle Road	1964	4,600
Upper Falls Comm. Ctr/Lib.	5 High Street	1955	13,418
Newton Centre Fieldhouse	81 Tyler Terrace	1900	4,352
Burr Park Fieldhouse	142 Park Street		3,000
Auburndale Cove Fieldhouse	W. Pine Street		1,329
Cabot Park Fieldhouse	101 East Side Parkway		1,264
Nahanton Park Fieldhouse	455 Nahanton Street		1,440
<b><u>MISCELLANEOUS (4)</u></b>			
City Hall/War Memorial	1000 Commonwealth Ave.	1931	81,000
Jackson Homestead	527 Washington Street	1807	7,000
Health Department	1294 Centre Street	1934	4,581
Senior Citizens Center	345 Walnut Street	1938	11,298
<b><u>PUBLIC SAFETY (4)</u></b>			
Fire Alarm Headquarters	1164 Centre Street	1928	6,541
Police Headquarters	1321 Washington Street	1932	30,000
Police Garage	1321 Washington Street	1959	7,548
Police Annex	25 Chestnut Street	1925	5,470



**City of Newton, Massachusetts**  
**Community Preservation Committee**



**#32-11**  
**DOCKET**  
**ITEM NO.**  
  
**32-11**

Setti D. Warren  
 Mayor

**FUNDING RECOMMENDATION**

**DATE:** 25 January 2011, *summary budget corrected 1 March 2011*

**TO:** The Honorable Board of Aldermen

**FROM:** Community Preservation Committee

**RE:** **EARLY ARCHITECTURE SURVEY, 1830-1840**

**PROJECT GOALS & ELIGIBILITY**

In 2010, the Planning and Development Department received a Massachusetts Historical Commission grant to survey Newton buildings from before 1830. As they began this project, staff realized that many properties it was expected to cover actually dated from after 1830. The proposed additional survey will use CP funds to document these mis-dated properties, as well as others already dated from 1830-1840. Both surveys have comparable costs, because Newton has about the same number of surviving buildings from the period up to 1830 as from the "Early Industrial Period," from 1830 through 1840.

Historic resources are eligible for funding under the Community Preservation Act if they are listed on or eligible for the state and national registers of historic places, or if they are "determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of a city or town." The proposed survey will provide exactly the kind of information the Newton Historical Commission needs to determine which of the City's oldest buildings are truly significant.

Finally, under the CPA, preservation is always an allowable use of funds and is defined as "protection from injury, harm or destruction." Newton's pre-1840 buildings are at risk of harm or destruction partly because they are smaller, less elaborate, and more scattered than the newer buildings concentrated in the village centers shaped by railroad and streetcar networks after 1840. This project will support more informed official, public preservation decisions about Newton's oldest buildings, but may also encourage voluntary, private preservation simply by helping more people recognize and appreciate these buildings.

**RECOMMENDED FUNDING**

On 15 December 2010 the Community Preservation Committee voted 6 in favor, 0 opposed, 3 absent (W. Bernheimer, M. Clarke, S. Fauteux) to recommend that **\$37,500** be appropriated for this project, to the control of the Director of Planning and Development. All funds should be drawn from the historic resources reserve of the Community Preservation Fund and be allocated 100% as historic resources.

<b>Newton Early Architecture Surveys, Project Budget</b>	
<b>USES</b> (including inventory forms, project reports, photography & printing)	
Survey to 1830 (Planning staff)	\$27,833
Survey 1830-1840, includes	
preservation consultant	\$35,000
Planning staff (drafting consultant RFP & contract, project management)	\$2,500
<b>TOTAL</b>	<b>\$65,333</b>
<b>SOURCES</b>	
MHC Survey and Planning Grant (rec'd fy10)	\$16,700
Planning Dept. operating budget -- for staff time (fy10)	\$11,133
<b>CP funds (requested fy11)</b>	<b>\$37,500</b>
<b>TOTAL</b>	<b>\$65,333</b>

*(continued on next page)*

## KEY OUTCOMES

The Community Preservation Committee will evaluate this project based on the key outcomes identified in the proposal itself:

1. Surveys and reports are completed with 18 months after the funds are appropriated.
2. The City's historical commissions and the CPC itself use project results, particularly as integrated into the City's online Geographic Information System (GIS), to map properties at risk; to respond proactively to those risks; and to inform their own regulatory and funding decisions about surveyed properties.
3. The public has access to project results through the city's online GIS, the Planning Dept., the files and public programs of the Newton History Museum/Jackson Homestead, and the online Massachusetts Cultural Resource Information System (MACRIS, <http://mhc-macris.net>).
4. Any portion of the Community Preservation Fund grant not used for the purposes stated herein will be returned to the Newton Community Preservation Fund.

## ATTACHMENTS

(delivered to the clerks of the Committee on Community Preservation and Finance Committee)

All of the following documents are also available from the webpage for this project, linked to [www.newtonma.gov/cpa/projects.htm](http://www.newtonma.gov/cpa/projects.htm)

<i>attachment</i>	<i>starting page</i>
proposal	1
letters of support/community ltrs	7
public hearing presentation (w photos)	11

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## DETAILED FINDINGS on Relation to Current Funding Priorities

### Newton Community Preservation Plan

The Planning Dept.'s ongoing and proposed surveys of Newton's earliest surviving buildings address the following *Community Preservation Funding Priorities* for fiscal 2010-12:

#### Overall

1. Integrate planning for CP Funds with other citywide plans, including the *Comprehensive Plan* and *Heritage Landscapes Report*.
2. Give priority to projects that use CP Funds to leverage other funds.

#### Historic Resources

1. Require proposals to apply federal preservation standards.

These surveys will provide the analysis of historic significance and identification of significant features required by the Secretary of the Interior's *Standards for the Treatment of Historic Properties* as the basis for all preservation, rehabilitation, or restoration decisions.

### Newton Comprehensive Plan, Chapter 9: "Planning for and with History"

These surveys of Newton's historic architecture will also help planners and citizens achieve several goals in the City's *Comprehensive Plan*, particularly in Chapter 9, entitled "Planning for and with History." That chapter identifies several key actions that would help Newton not only preserve the physical evidence of its past, but use historical information to make proactive choices about change of all types across the City, including:

5. Develop new tools and training to encourage the broader use of historical information by all City staff, nonprofit, and for-profit organizations involved in planning and development.
6. Support more systematic use of local historic sites and resources in Newton Public Schools.

7. Explore options for using Newton's Geographic Information System (GIS) to track and evaluate change over time; in short, to support using historical information to manage change, rather than simply oppose it.

Memorandum 4, an appendix to that chapter, calls for a "**living map**" to track change in the City by including more accurate historical information in Newton's Geographic Information System (GIS).

*(continued on next page)*

Like most such systems, Newton's GIS currently focuses on providing up-to-date information, rather than tracking change through time. If a house built in 1834 is demolished and replaced by a house built in 2004, data about the 2004 house simply replaces data about the 1834 house.

Improved historic survey data will enable planners and citizens to map demolitions and other changes not currently tracked and thus to formulate more proactive strategies for managing change in the City's historic fabric, rather than wait to react when particular individual buildings are threatened.

NOTE: The full *Comprehensive Plan* is linked to the Community Preservation Program website here:

[www.newtonma.gov/cpa/program.htm](http://www.newtonma.gov/cpa/program.htm).

City of Newton



Setti D. Warren  
Mayor

## Newton, Massachusetts Community Preservation Program Fiscal 2011 FUNDING PROPOSAL



*Submit 14 printed copies & 1 electronic copy by 4 pm, 15 October 2010 to:*

Alice E. Ingerson, Community Preservation Program Manager  
Newton Planning and Development Department  
1000 Commonwealth Ave., Newton, MA 02459  
[aingerson@newtonma.gov](mailto:aingerson@newtonma.gov) 617.796.1144

Date received:	14 October 2010
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Project CONTACTS			
Candace Havens, Interim Director of Planning and Development	*Katy Holmes, Preservation Planner City of Newton, Planning Dept., 1000 Commonwealth Avenue Newton, MA 02459 617-796-1143, <a href="mailto:kholmes@newtonma.gov">kholmes@newtonma.gov</a>		
Project TITLE	<i>Newton Early Industrial Period Architectural Survey circa 1830-1840</i>		
LOCATION	1000 Commonwealth Avenue Newton MA 02459		
BUDGET	<b>CP FUNDS REQUESTED:</b> \$37,500	<b>OTHER FUNDS TO BE USED:</b> \$27,833	<b>TOTAL PROJECT COST:</b> \$65,333
ATTACH DETAIL SEPARATELY.			
SUMMARY			

This survey is intended to be the second phase of a plan to update the City of Newton’s historic building inventory forms, including architectural descriptions, historical background, and current photographs. The completed building inventory forms will serve as a baseline for reviewing requests for demolition under the City’s Demolition Delay Ordinance as well as eligibility for listing in the National Register of Historic Places.

In April of 2010, the Planning and Development Department received grant funding assistance from the Massachusetts Historical Commission (MHC) to document and/or update 120 building inventory (B) Forms on all Newton buildings built prior to 1830. This project is underway and is being completed by staff from this department. In the course of this work, staff noticed that most properties purportedly dating from the early 1800’s had inaccurate construction date information, particularly from the Assessor’s Department, and that many properties initially thought to be a part of this survey were built after 1830. The proposed survey (circa 1830-1840) is intended to complement and run concurrently with the existing survey to confirm construction dates for the large number of c.1835 properties found thus far. An outside preservation consultant will complete documentation on approximately 140 properties built in that decade.

The goal for the Historical Commission and Planning Department is to have a complete record of all buildings in Newton built before 1840. In addition to improving the Demo Delay review process, this information will be used to update Assessor’s Department records, MHC files, help the CPC properly evaluate funding requests (in the event some private historic properties convert to public use), and update the files at the Newton History Museum. All records at these institutions are available to the public. The MHC is currently uploading all of its B Forms to a public, online database. As our own B Forms are completed and approved, they too will be uploaded by MHC. We estimate the proposed survey will be completed in one year.

All updated construction information will be uploaded to our City GIS system for mapping purposes. Our GIS system will become a more effective tool in identifying the most vulnerable historic properties in the City, e.g. those positioned on large Multi-family or Commercial-zoned lots with no protections in place. Mapping of known historic structures will also serve to identify settlement patterns in the City over time and identify historic neighborhoods that may be at risk for demolition. Following trends in historic settlement patterns might also add to our knowledge of potential archeological sites.

This information would positively contribute to the "Living Map" concept as described in Memorandum #4, Comprehensive Plan for the City of Newton 2007. Public use of this information, from walking tours to "map nights" to online data access, will be the final step in this project.

*Fiscal 2011 Newton Community Preservation Funding Proposal*

1. HOW WILL CP FUNDS BE USED?	<i>Check all that apply.</i>	COMMUNITY HOUSING	HISTORIC RESOURCES	OPEN SPACE	RECREATION LAND
		acquire			
	create		NOT ALLOWED		
<i>allowed IF resource was acquired or created with CP funds</i>	preserve		X		
	support		NOT ALLOWED	NOT ALLOWED	NOT ALLOWED
	Rehabilitate/restore				

**2. CITYWIDE NEEDS:****[Goal] 5:** Promoting the Broader Use of History in Planning & Development

Planning with and for history requires making history a useful and useable tool for all City departments, as well as all nonprofit and for-profit organizations, involved in planning and development. Newton Comprehensive Plan, Cultural Resources, pages 9-16.

Referring to the existing historic resources survey, "the work was done 20 years ago and has only been updated sporadically. Newton should begin planning for a phased program of updating these forms, "A similar summary of survey efforts and recommendations for further documentation of archaeological resources in Newton should be completed" City of Newton Preliminary Historic Preservation Plan 2002, page 29-30.

Previous city plans support updating the existing survey information and utilizing the GIS system to identify and track changes to historic properties.

**3. OTHER FUNDING:**

The Planning and Development Department received \$16,700 from the Massachusetts Historical Commission (MHC) this year to complete the survey up to 1830. This funding was a 60% match to \$11,133 provided by the Planning and Development Department for a total project cost of \$27,833. Grant funding through the MHC Survey and Planning grant program can only be received once per year and for the next funding round (FY2011) preservation staff will be applying for funds to create a design guidelines booklet. This means that if additional MHC funding was sought, it would have to be for the FY 2012 round and could not be awarded before April of 2013. Rather than having a three year gap staff would prefer to work with a consultant while the existing survey is underway in order to collaborate and work more efficiently.

**4. STEWARDSHIP:**

This project involves preservation documentation work only. Any documentation created will be maintained as part of the files of the Planning and Development Department, Newton History Museum, and Massachusetts Historical Commission (MHC). The MHC has recently begun posting information on its website and information obtained from this survey will be added to their website and available to the public.

**5. COMMUNITY CONTACTS:**

Candace Havens, Interim Director of Planning and Development	617-796-1137
Zack Blake, Newton Historical Commission	978-337-8287
David Morton, Newton Historical Commission	617-512-2902

**References: Sample Budgets and CVs available upon request**

*Fiscal 2011 Newton Community Preservation Funding Proposal***Draft Project Timeline:**

<b>Project TITLE:</b>				
<b>STEPS</b>	<b>ASSISTANCE REQUIRED</b>	<b>START</b>	<b>FINISH</b>	<b>COST</b>
		<i>season/ year</i>	<i>season/ year</i>	<i>estimate</i>
<b>1. Generate RFP</b>	Purchasing Department / Law Department Planning Department	Spring 2011	Spring 2011	\$NA
<b>2. Select consultant</b>	Purchasing Department / Planning Department	Spring 2011	Summer 2011	\$NA
<b>3. Sign contract</b>	Purchasing Department / Planning Department	Summer 2011	Summer 2011	\$NA
<b>4. Review selected properties with consultant</b>	Planning Department	Summer 2011	Summer 2011	\$8,750
<b>5. Complete draft forms</b>	Planning Department	Fall 2011	Winter 2011	\$8,750
<b>6. Review draft forms</b>	Planning Department	Winter 2011	Spring 2012	\$8,750
<b>7. Complete final forms</b>	Planning Department	Spring 2012	Spring 2012	\$11,250



*Fiscal 2011 Newton Community Preservation Funding Proposal*

**List of Attachments:**

- A Proposed Project Budget
  
- B Historic Resources Attachments
  
- C Newton Historical Commission Letter of Support

*Fiscal 2011 Newton Community Preservation Funding Proposal***Attachment A  
Proposed Project Budget:**

<b>Newton Early Industrial Period Architectural Survey circa 1830-1840</b>	
<b>PROJECT BUDGET</b>	
<i>DESCRIPTION</i>	<i>SOURCES / AMOUNT</i>
	<i>CPA grant</i>
Preservation consultant fee, includes drafting inventory forms and completion report on the project, archival quality photography, and printing costs.	\$35,000 <i>(Requested)</i>
Planning staff project time including drafting RFP and project management	\$2,500 <i>(Requested)</i>
	Existing Funds
MHC Survey and Planning Grant 2010	\$16,700
Planning Department match	\$11,133
<b>TOTAL PROJECT COST</b>	<b>\$65,333</b>

140 properties have been selected for this survey. The current price for completing one Massachusetts Historical Commission building inventory form is on average \$250. 140 forms x \$250 = \$35,000

*Fiscal 2011 Newton Community Preservation Funding Proposal***Attachment B****Historic Resources Attachments:**

## 1. Analysis of Historical Significance:

Newton has at present one National Landmark (Fessenden House), 152 properties individually listed in the National Register, and approximately 1,600 properties in 35 National Register Districts. The vast majority of listings in the National Register are for buildings and structures. The significance of historic buildings in Newton is without question, however many buildings in the City have not been properly documented. The proposed survey will fill in existing data gaps in Newton's historic property survey and make determinations of National Register eligibility on surveyed properties. The historical and architectural significance of each property will be determined for future use in evaluating projects and to add to Newton's historical record so that future researchers can benefit from detailed information on Newton's history and historic architecture.

## 2. Description of Historically Significant Features:

Not Applicable. This project does not involve a singular historic property, but a survey of different properties city-wide. The historically significant features of each property will be documented both in a text description and through archival photographs. The proposed documentation will enable the protection of historically significant features during future projects.

## 3. Summary &amp; Justification of Proposed Treatment:

Not Applicable. This project does not involve a singular historic property, but a survey of different properties city-wide. No historically significant features will be altered as a result of this project, however historic buildings will be preserved through the documentation available as part of the proposed survey and through the use of the survey information in making preservation evaluations through the administration of the Demolition Delay Ordinance and other preservation related review processes.

## 4. Newton Historical Commission Review

On August 26, 2010, the Newton Historical Commission reviewed the application for CPA funds and issued a letter of support. The letter of support for the proposed project is attached.



Setti D. Warren  
Mayor

## CITY OF NEWTON, MASSACHUSETTS

### Newton Historical Commission

Donald Lang, Chair  
David Morton, Secretary

Telephone  
(617)-796-1120

Telefax  
(617) 796-1142

TDD/TTY  
(617) 796-1089

September 21, 2010

Community Preservation Committee  
c/o Alice E. Ingerson, Community Preservation Program Manager  
Newton Planning & Development Department  
City Hall, 1000 Commonwealth Avenue  
Newton, MA 02459

Subject: Newton Early Industrial Period Architectural Survey circa 1830-1840

Dear Ms. Ingerson,

The Newton Historical Commission voted unanimously at its regularly scheduled hearing on August 26, 2010 to support this application for CPA funding. The second phase of the survey is part of a long range plan to update the city's historic building inventory forms. It will also correct inaccuracies encountered in the existing forms.

These forms are an invaluable tool for the NHC in its evaluation of the projects that come before it for review. The more complete and accurate these forms are, the better we can fulfill our mandate to protect the city's historic resources. The building inventory forms also afford a broader purpose in that they provide the property owners with useful information about their homes.

Sincerely,

A handwritten signature in blue ink that reads "D. Morton".

David Morton, Secretary

14 October 2010

Douglas Greenfield  
GIS Administrator  
City of Newton, Massachusetts

To:  
Nancy Grissom  
Chair, Community Preservation Committee

Ms. Grissom,

I am the GIS Administrator for the City of Newton. I produce and update maps and geographic databases, including historic property data and cultural resources. I am writing in support of the grant proposal to update construction dates for buildings built before 1850. Our maps are only as good as the data behind them and where we know there are issues with accuracy and they need to be resolved. These inaccuracies can affect neighborhood district definitions and ordinances. Therefore it is imperative that we do not mislead the public with questionable information.

In addition to accuracy concerns, this project will enable us to produce historical maps and neighborhood surveys that will be of interest not only to historians, but to property owners throughout the city. Also, the project will aid the city in the goal of preserving historic properties and protecting the historic character of Newton. I hope you will approve funding for this valuable project.

Sincerely,

Douglas Greenfield

Susan D. Abele  
Archivist  
23 Russell Court  
Newton, Massachusetts 02460

October 12, 2010

Ms. Nancy Grissom, Chair  
Community Preservation Committee  
Newton City Hall  
1000 Commonwealth Avenue  
Newton, Massachusetts 02459


Dear Nancy,

I am writing in support of the proposal for the *Newton Early Industrial Period Architectural Survey, 1830-1840*. Having worked both as a contract consultant doing surveys for Newton, and as an administrator for the survey collection, which now covers more than 8,000 properties in the city, I have deep appreciation for the importance of the Newton Historic Properties Surveys. Making good decisions about planning and development is dependent on having accurate information. Comprehensive survey forms are the bedrock for the research process.

These records, used by both the public and professionals alike, are the most heavily used resource at the Jackson Homestead. Improved methodologies and the opportunity for broader dissemination through digital resources make this project even more important, especially as pressure for the demolition of older properties continues to increase.

The Newton Historical Commission began to establish the Newton Historical Property Survey collection in the late 1970s and has been consistent in pursuing that objective. In summary, I heartily support this project and commend the Planning Department for its proactive approach in forwarding the *Newton Early Industrial Period Architectural Survey, 1830-1840* for funding.

Sincerely,

  
Susan D. Abele  
Archivist

*fy11 funding proposals to Newton CPC, League of Women Voters comments; rec'd 14 Dec 2010*

## 1. Architectural Survey 1830-40

**Submitted by:** Candace Havens, Interim Director of Planning and Development

**Category:** Historic Preservation

**Location:** City-wide

**Cost:** \$37,500 from CPA, total \$65,333, includes \$16,700 grant from the Mass. Historical Commission and Planning Dept. staff time.

### **LWVN Reviewer Comments/Questions:**

Since the passage of the CPA in Newton, the League has asked the CPC to base its decisions on good information and on goals for the future. One of the goals of the CPA is to preserve historic sites—this would create a key tool for doing so. This survey also advances the Comprehensive Plan's goals of developing with history in mind—without this information, the city may inadvertently allow the demolition of historic properties without review. The survey also fits within the city's Preliminary Historic Preservation Plan of 2002, and would be helpful to the Newton Historical Commission.

The application is good, but could use more evidence of community support.

- The amount requested for the pre-1830 survey and the amount requested for the 1830-1840 survey don't quite align. Perhaps the applicants found that the survey was more expensive than when the pre-1830 request was made.
- With an Interim Planning Director and staffing cuts, does the Planning Dept. have the resources to get this done?
- Will the upcoming large budget deficit impact the \$11,133 Planning Dept. match?

**Recommendation:** neutral

*Presentation to 17 November 2010  
Community Preservation Committee  
public hearing, Newton, MA*

# Newton Early Industrial Period Architectural Survey 1830-1840



# Our Goal

- ◆ To document every historic building in Newton built before 1840
- ◆ Complete 140 additional Massachusetts Historical Commission Building Inventory (B) Forms (not yet funded, will hire consultant)

# Incorrect Data

- ◆ Assessors Database
- ◆ Outdated Survey Forms
- ◆ Changes to Historic Properties Over Time
- ◆ Unknown Architectural Features

Of 150 sample historic properties in Newton, the Assessor's Date of Construction is off by:

	5 years	10 years	50 years	100 years
	14	44	21	8
	(9%)	(29%)	(14%)	(5%)

# Do the Math...

- ◆ 57% of sampled historic buildings in Newton have incorrect construction dates



134 Vine Street





349 Dedham Street



75 Court Street







# Old, tired B Form

NEWTON HISTORICAL PROPERTIES SURVEY  
CITY OF NEWTON  
PLANNING AND DEVELOPMENT DEPARTMENT  
HISTORIC NEWTON, INC.

AREA NO. 93 FORM NO. \_\_\_\_\_

ADDRESS 79 Woodland Street

OUTBUILDINGS Garage \_\_\_\_\_  
Carriage Barn \_\_\_\_\_  
Other \_\_\_\_\_

EXTERIOR ALTERATIONS \_\_\_\_\_ minor \_\_\_\_\_ medium \_\_\_\_\_ major  major

REVISIONS (N) Fair eel 2 story  
(E) Fair 1 story addition

Moved \_\_\_\_\_ date \_\_\_\_\_

SIGNIFICANCE major \_\_\_\_\_ contributing  minor  none \_\_\_\_\_

STYLE Georgian \_\_\_\_\_ Federal  Greek Revival \_\_\_\_\_ Gothic Revival \_\_\_\_\_ Italianate \_\_\_\_\_ Mansard \_\_\_\_\_ Stick \_\_\_\_\_ Shingle \_\_\_\_\_ Queen Anne \_\_\_\_\_ Colonial/Georgian Revival \_\_\_\_\_ Other \_\_\_\_\_

PHOTO NUMBER 70-F-11-02

*See VF: Foggy Family*





# New, well-researched B Form

**FORM B - BUILDING**  
 MASSACHUSETTS HISTORICAL COMMISSION  
 MASSACHUSETTS ARCHIVES BUILDING  
 220 MORRISSEY BOULEVARD  
 BOSTON, MASSACHUSETTS 02125

Assessor's Number: 12003.0003 USGS Quad: [Blank] Area(s): [Blank] Form Number: 1004

Town: NEWTON Place (neighborhood or village): [Blank]

Address: 527 Washington Street  
 Name: Jackson Homestead/  
 Timothy Jackson House  
 Present use: museum/educational  
 Original use: residential  
 Construction: 1809  
 Period: *Anne's from the Old Homestead*  
 Form: Federal  
 Architect/Builder: unknown  
 Primary Material: [Blank]



**Sketch Map**  
 Draw a map showing the building's location in relation to the nearest cross streets and/or major road features. Show all buildings between intersecting building and nearest intersection or nearest junction. Label streets including route numbers, if any. Circle and number the inventoried building. Indicate north.

**See attached plan.**

**Foundation:** granite face on brick & fieldstone  
**Wall/Trim:** wood clapboard, brick ends, shingle on rest of ell  
**Roof:** asphalt shingles  
**Outbuildings/Secondary Structures:** attached ell including portions of a 1670 structure; garden gazebo moved from another Newton site in 1973  
**Major Alterations (with dates):** early 20th century addition of masonry terrace on north side, interior changes converting service ell into office and library space (1956, 1966) and collection storage (1992)

**Condition:** good  
**Moved:**  no  yes **Date:** [Blank]  
**Acres:** 1 acre

**Setting:** Large corner lot surrounded by residential and academic buildings and facing Massachusetts Turnpike and railroad, decorative fence lines street edge, mature trees particularly on southwest corner.

Received by: Susan Abele/Cristchen Schmier  
 Organization: Newton Historical Society/  
 The Jackson Homestead  
 Date (month / year): September 2001

Follow Massachusetts Historical Commission Survey Manual instructions for completing this form.

# Our Challenge

- ◆ To complete 260 B Forms for earliest historic resources in Newton

**(120 B Forms are funded, currently written by Planning Dept. Staff)**

# Budget

Newton Early Industrial Period Architectural Survey circa 1830-1840	
PROJECT BUDGET	
DESCRIPTION	SOURCES / AMOUNT
Preservation consultant fee, includes drafting inventory forms and completion report on the project, archival quality photography, and printing costs.	CPA grant \$35,000 (Requested)
Planning staff project time including drafting RFP and project management	\$2,500 (Requested)
MHC Survey and Planning Grant 2010	Existing Funds \$16,700
Planning Department match	\$11,133
<b>TOTAL PROJECT COST</b>	<b>\$65,333</b>

## \$37,500—Total CPA Fund Request

140 properties have been selected for this survey. The current price for completing one Massachusetts Historical Commission building inventory form is on average \$250. 140 forms x \$250 = \$35,000



## Snow Trial Draft Language for Finance Committee

Monday, March 14, 2011

Dear Colleagues,

The attached three documents are:

1. Language as amended and voted upon in Public Facilities Committee and Public Safety & Transportation Committee on January 19, 2011.
2. Redlined version of new proposed draft language.
3. Clean copy of new proposed draft language.

At the request of Alderman Harney on January 19, language was added to exempt from required compliance to the trial those citizens who showed hardship for compliance due to a combination of health and financial duress.

The March 10 draft improves syntax without altering any provisions, except to make the exemption renewable yearly.

Provisions of the trial include:

1. Clear and maintain sidewalks in passable condition and treat ice within 30 hours of the end of a storm.
2. Make paths 36 inches wide or the width of the sidewalk for sidewalks narrower than 36 inches.
3. This will be a two year trial with no fines during this trial period.
4. Trial will take effect November 1, 2011 and sunset on November 1, 2013.
5. Residents physically and financially unable to have their sidewalks cleared can apply annually for volunteer assistance, and if the City fails to arrange for such assistance, an exemption from requirement to clear.
6. This applies to residential districts only; business districts will continue to be required to clear sidewalks within 24 hours.

Please feel free to call me if you have any questions not made clear above.

Vicki Danberg  
617 969-1756

**Docket Item #310-10**

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**Language as amended and voted upon in Public Facilities Committee and Public Safety & Transportation Committee on January 19, 2011:**

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1. Insert a new section **26-8D** as follows:

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**Sec. 26-8D Trial program for removal of snow and ice from sidewalks.**

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In order to allow for safe pedestrian and wheelchair passage, every owner or occupant of a building or lot of land abutting upon a paved sidewalk or any person having charge of such property shall cause snow to be removed from the sidewalk, including handicap access ramps, and ice on the sidewalk, including handicap access ramps, to be removed, sanded or salted to allow for a passageway of at least thirty-six (36) inches in width, provided that where the sidewalk as defined herein is less than thirty-six (36) inches in width., the passageway shall encompass the entire width of such sidewalk and shall include handicap access ramps. Snow shall be removed and ice shall be removed, sanded or salted within thirty (30) hours after such snow has ceased to fall or such ice has formed. This section shall apply to snow and ice which falls from buildings, other structures, trees or bushes, as well as to that which falls from clouds. This section shall not apply to owners or occupants of a building or lot covered by Section 26-8. The [Commissioner or other city official to be determined and inserted here by administration] is authorized to exempt citizens upon petition showing demonstrable extreme hardship due to a combination of health and financial duress. The provisions of this section shall take effect on November 1, 2011 and shall expire on November 1, 2013~~two (2) years from the date of its adoption~~ unless terminated earlier or renewed or modified by the board of aldermen. Warnings may be issued for violations of any provision of this section.

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#310-10\*

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**Docket Item #310-10**

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**March 10, 2011 proposed draft language:**

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- 1. Insert a new section **26-8D** as follows:

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**Sec. 26-8D Trial program for removal of snow and ice from sidewalks.**

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In order to allow for safe pedestrian and wheelchair passage, every owner or occupant of a building or lot of land abutting upon a paved sidewalk or any person having charge of such property shall cause snow to be removed from the sidewalk ~~and, including~~ handicap access ramps, and ice on the sidewalk ~~and, including~~ handicap access ramps; to be removed, sanded or salted to allow for a passageway of at least thirty-six (36) inches in width, provided that where ~~such~~the sidewalk ~~as defined herein~~ is less than thirty-six (36) inches in width, the passageway shall encompass ~~its~~the entire width ~~of such sidewalk~~ and ~~shall include~~ handicap access ramps. Snow shall be removed and ice shall be removed, sanded or salted within thirty (30) hours after such snow has ceased to fall or such ice has formed. This section shall apply to snow and ice which falls from buildings, other structures, trees or bushes, as well as to that which falls from clouds. This section shall not apply to owners or occupants of a building or lot covered by Section 26-8. ~~The Mayor or his designee is authorized to coordinate volunteer snow-clearing assistance or to grant an exemption, renewable annually, for citizens who upon written petition demonstrate hardship due to a combination of health and financial duress.~~ The provisions of this section shall ~~take effect on November 1, 2011 and shall expire on November 1, 2013~~two (2) years from the date ~~of its adoption~~ unless terminated earlier or renewed or modified by the board of aldermen. ~~During this trial period,~~Warnings may be issued for violations of any provision of this section.

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**Docket Item #310-10**

**March 10, 2011 proposed draft language:**

1. Insert a new section **26-8D** as follows:

**Sec. 26-8D Trial program for removal of snow and ice from sidewalks.**

In order to allow for safe pedestrian and wheelchair passage, every owner or occupant of a building or lot of land abutting upon a paved sidewalk or any person having charge of such property shall cause snow to be removed from the sidewalk and handicap access ramps, and ice on the sidewalk and handicap access ramps to be removed, sanded or salted to allow for a passageway of at least thirty-six (36) inches in width, provided that where such sidewalk is less than thirty-six (36) inches in width, the passageway shall encompass its entire width and handicap access ramps. Snow shall be removed and ice shall be removed, sanded or salted within thirty (30) hours after such snow has ceased to fall or such ice has formed. This section shall apply to snow and ice which falls from buildings, other structures, trees or bushes, as well as to that which falls from clouds. This section shall not apply to owners or occupants of a building or lot covered by Section 26-8. The Mayor or his designee is authorized to coordinate volunteer snow-clearing assistance or to grant an exemption, renewable annually, for citizens who upon written petition demonstrate hardship due to a combination of health and financial duress. The provisions of this section shall take effect on November 1, 2011 and shall expire on November 1, 2013 unless terminated earlier or renewed or modified by the board of aldermen. During this trial period, warnings may be issued for violations of any provision of this section.

**NOTE:** Dennis Regan, National Grid Permit Representative, presented the petition for the installation of 110' of gas main in Beecher Place to provide gas service to an existing house. The gas service will provide heat and cooking fuel to the home. The Department of Public Works has reviewed the petition and recommended approval with the standard conditions including restoring the roadway to its original condition.

The public hearing was opened and Cynthia Raymond, 52 Beecher Place, stated that she is in favor of the petition. Mr. Regan explained that once the gas line is installed any residence that the line passes in front of could receive gas service, if requested by the property owner. Ald. Danberg moved approval of the item, which carried unanimously.

### **REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

#231-10 HIS HONOR THE MAYOR requesting authorization to transfer the sum of thirty thousand dollars (\$30,000) from the Angier School Boiler Replacement Project to the Williams School Boiler Replacement Project. [08/02/10 @ 5:02 PM]

**ACTION:** **NO ACTION NECESSARY 8-0**

**NOTE:** The item was discussed at a joint meeting of the Finance Committee and Public Facilities Committee on September 13, 2010 and held for further information. When the boiler replacement project originally went out to bid, the specifications on the boiler called for a prohibitively expensive boiler. The City switched to a boiler type that was less expensive and rebid the project. Due to the change in boilers, there was a chance that the City could get a second boiler as part of the bid; however, the bids came in high and a second boiler would require additional funds beyond the requested \$30,000. Therefore, the Public Buildings Department and Mayor's Office are recommending that the item be voted no action necessary. Ald. Crossley made the motion to recommend no action necessary, which carried unanimously.

### **REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES**

#264-10 ALD. CROSSLEY, SCHNIPPER & FULLER requesting a discussion of the status of new water meter installations, and to consider payment mechanisms to help customers if they receive an extraordinary, one-time, water bill from an accurate accounting of past usage over an extended period of time. [09/16/10 @11:59 am]

**ACTION:** **NO ACTION NECESSARY 8-0**

**NOTE:** David Turocy, Deputy Commissioner of Public Works, provided the Committee with an update of the water meter replacement installation project. Approximately 3,957 or 16% of water meters have been replaced. The commercial installations were held up due to back ordered parts but are almost complete. The contractor has installed 88% of the residential water meters in areas 1-7 of the Water Meter Routes, as shown on the attached maps.

The City had hoped to be further along with the replacements but the contractor has fallen behind. It was expected that the installation of the new meters would take approximately 18 months but it is estimated that it will take over two years to complete the replacement of the meters. The City will be meeting with the contractor to discuss the installation schedule in the upcoming week. The contractor has stated that it is the intention to increase the number of

installer from six to ten or eleven. The contract does stipulate that if the contractor does not make the install dates as provided in the contract, there will be a monetary penalty.

The meter reading function of the installed new water meters is providing a reading to City Hall for 56% of the meters. The function is based on the ability for the wi-fi signal to leapfrog from one meter to the next all the way to City Hall. However, as not all of the meters have been installed, there are gaps in the relay of information. Repeaters will be installed on telephone poles throughout the City to boost the signals and should immediately improve the meter reading capability. It is expected that the repeaters will be installed in the near future. Ald. Danberg suggested that the contractor do the routes around City Hall first and work outward from City Hall to provide better connections between City Hall and the new water meters.

Committee members questioned the accuracy of the new meters. The meters are tested at the manufacturer and guaranteed to be accurate. The City has done random spot checks on the meter readings and found them to be accurate. There has been no indication that any of the installed meters are faulty. The Department of Public Works is satisfied that the new meters are accurate.

The item was also filed to address calls from residents regarding large unanticipated water bills. The large water bills are one-time bills and are based on actual meter reads instead of estimated reads. The number of estimated meter reads has increased resulting in estimated bills. For some time now, the City has requested residents read their meters and provide the read to the City. However, many residents have not responded to the request and are receiving estimated bills. Ald. Crossley pointed out that it can be difficult for some people to get to their basement. The city bears some responsibility for the large water bills and must try to reduce the number of estimates. If a property owner or resident calls the City, the City will send somebody to the property to read the meter. As the meter replacement program is not expected to be completed for over two years, people will still receive estimated water bills.

When the City actually reads the meter or the meter is replaced in the home an actual read is taken and the property owner is billed accordingly. On average, property owners have received five estimated bills and many owners have received rebates due to the estimated bills. The ratio of homeowners receiving rebates and owner receiving extraordinarily large water bills is 20:1. The number of property owners that have received a significantly large water bill is relatively small.

Attorney Robert Waddick from the City's Solicitor's Office explained that there is no legal issue prohibiting the City to work with the property owners. The Executive Office and Law Department are planning to put together a process to help property owners deal with an unanticipated, extremely large water bill. There would be some type of written payment agreement between the owner and the City and agreements can be done on a case-by-case basis. Ald. Gentile pointed out that this has been a problem for a number of years and no program was offered before now. It is not particularly fair to property owners who previously received large bills and struggled to pay them. It was pointed out that the program would need to be on a case-by-case basis and could be a needs based program. The City may not collect the money on a large water bill unless there is a program in place to help a strapped property owner.

Committee members felt that the portion of the docket item related to creating a mechanism to help property owners deal with extraordinary water bills should be further discussed in detail during the Finance Committee discussion on the item. The Committee was pleased with the update provided by the Department of Public Works. It was decided that the appropriate action on the item was no action necessary, which was voted unanimously.

#385-07      ALD. SCHNIPPER AND GENTILE updating the Public Facilities Committee on the progress of the Newton North High School Project. [11/21/07 @ 10:23 AM]

**ACTION:**      **HELD 7-0 (Schnipper not voting)**

**NOTE:**      The new school has opened and a tour of the building was offered. Four thousand people went on the tour and for the most part were pleased with the building. The City and School Department are still working on the traffic flow around the building. The old building is being abated. Unfortunately, a minimal amount of mercury was detected in the drains in the science labs. The City is being conservative and addressing the whole drainage system within the school. The discovery will require a change order to bring in a company to abate the mercury and will result in an additional cost of \$300,000. Due to the discovery, the demolition is approximately two weeks behind schedule but the contractor is working to get back on schedule. The Committee held the item for future updates.

Respectfully submitted,

Sydra Schnipper, Chairman