

CITY OF NEWTON

IN BOARD OF ALDERMEN

PUBLIC FACILITIES COMMITTEE AGENDA

WEDNESDAY, DECEMBER 8, 2010

7 PM Please note early start
Room 209

ITEMS SCHEDULED FOR DISCUSSION

Chairman's Note: The Committee will meet jointly with the Public Safety & Transportation Committee to discuss the following item:

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]

Chairman's Note: The Committee will meet jointly with the Programs & Services Committee to discuss the following item:

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:
- (A) seventy-five thousand dollars (\$75,000) for site plan design work for modular classrooms at Horace Mann, Zervas, and Countryside Elementary Schools
 - (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

- #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]

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 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

#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
(C) City Hall Windows – Repair/Replacement	\$125,000
(D) Purchase of Heavy Vehicle Equipment – DPW	\$300,000
(E) Newton Public Schools – Roof Repairs	\$810,000
(F) Newton Public Schools – Masonry Repairs	\$450,000
(G) Newton Public Schools – Boiler Replacements	\$350,000
(H) Newton Public Schools – Roof Top & Exhaust Unit Replacements	\$100,000
(I) Newton Public Schools – Window and Door Replacements	\$500,000
TOTAL	\$3,035,000

[11/29/10 @ 3:23 PM]

#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]

ITEMS NOT YET SCHEDULED FOR DISCUSSION:

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#366-10 HIS HONOR THE MAYOR requesting authorization to appropriate and expend the sum of five hundred thousand dollars (\$500,000) from the Parking Meter Receipts Reserve Fund for the purpose of supplementing the City's annual Chapter 90 Highway Funding Allocation. [11/29/10 @ 3:23 PM]

REFERRED TO PUBLIC FACILITIES, 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 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]

#245-10 ALD. SCHNIPPER requesting discussion with National Grid regarding the possible damage to trees as a result of gas leaks. [09/01/10 4:00 PM]

#244-10 ALD. SALVUCCI requesting discussion with the Utilities Director and the Public Works Commissioner regarding the possibility of installing second water meters for outside irrigation. [08/17/10 @12:18 PM]

- #223-10 ALD. YATES & ALBRIGHT requesting updates on the status of the reconstruction of the Needham/Newton Street corridor, which include details on the reconstruction funding, plans for the revitalization of the area, and plans for the implementation of transportation improvements. [07/15/10 @ 1:02 PM]
- #192-10 POST AUDIT & OVERSIGHT COMMITTEE requesting review of **Section 26-30 Licenses for café furniture on sidewalks** with the Commissioner of Public Works and the role of the Board of License Commission. [06/22/10 @ 2:08 PM]
- #204-10 Commissioner of Public Works, on behalf of NSTAR, petitioning for a grant of location to relocate pole 128/6 to the opposite side of ELM ROAD, a distance of 50' +/- westerly from existing pole location. (Ward 2) [06/21/10 @ 5:13 PM]
- #116-10 ALD. CROSSLEY AND HESS-MAHAN requesting discussion regarding status of ESCO weatherization audit focusing on building envelope retrofits proposed for Phase II and Phase III and coordinating those efforts to inform decision making on related capital expenditures. [04/13/10 @ 7:24 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #53-10 ALD. FULLER, SCHNIPPER, CROSSLEY & BAKER requesting a Resolution to His Honor the Mayor requesting the implementation of new parking meter payment methods and/or parking meter systems to eliminate the sole use of coins. [02/09/10 @ 12:43 PM]
(A) Resolution to His Honor the Mayor requesting that the pay station for the Cypress Street Municipal Lot be installed within 120 days APPROVED 7-0 on 03/03/10
(B) Resolution to His Honor the Mayor requesting the implementation of new parking meter payment methods and/or parking meter systems to eliminate the sole use of coins –HELD 7-0 on 03/03/10
- #22-10 ALD. YATES & DANBERG requesting a report from current and former members of the Design Review Committee on the treatment of the members of the committee relevant to the Newton North High School Project. [01/04/10 @8:16 PM]
- #397-09 NSTAR ELECTRIC petitioning for a grant of location to install a new pole (233/4-1X on the northeasterly side of HOMER STREET opposite Grafton Street. (Ward 6) [11-10-09 @ 12:24 PM]
- #367-09 PUBLIC FACILITIES COMMITTEE requesting discussion with the Law Department on how to resolve the dispute with NStar regarding whose responsibility it is to repair the streetlight connection between the manhole and the base of the streetlight. [10/21/09 @ 9:00 PM]

REFERRED TO PS&T AND PUBLIC FACILITIES COMMITTEE

- #196-09 ALD. MANSFIELD AND SANGIOLO requesting rescission of Sec. 19-99 (b), Speed humps of the Revised Ordinances of the City of Newton. [06/17/09 @ 11:24 PM]

REFERRED TO PS&T AND PUBLIC FACILITIES COMMITTEES

- #196-09(2) PUBLIC SAFETY & TRANSPORTATION COMMITTEE requesting to broaden Sec. 19-99, Speed humps of the Revised Ordinances of the City of Newton to cover all vertical deflection: raised intersections, raised crosswalks and speed humps, regardless of dimension. [01/20/10]
- #175-09 PUBLIC FACILITIES COMMITTEE requesting monthly updates from the Department of Public Works on the Commonwealth Avenue project. [06-03-09 @ 10:30 PM]
- #126-09 ALD. LAPPIN requesting an update on the status of repairs and rental of the Kennard Estate. [04/17/09 @ 2:49 PM]
- #111-09 ALD. ALBRIGHT AND MANSFIELD requesting discussion of recent information (made available to the Land Use Committee) from NStar related to double poles, focusing on the 350 double poles waiting only for removal of wires or streetlights by the City of Newton.

REFERRED TO PS&T, PUBLIC FACILITIES AND FINANCE COMMITTEES

- #60-09 ALD. SANGIOLO, GENTILE AND HARNEY requesting the installation of traffic islands on CONCORD STREET to be funded with the Cabot, Cabot and Forbes Traffic Mitigation Fund for Lower Falls (Ward 4). [02/03/09 @ 1:01 PM]

RECOMMITTED TO FINANCE AND PUBLIC FACILITIES ON 02/17/09

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #13-09 HIS HONOR THE MAYOR requesting authorization to appropriate and expend three hundred eighty-five thousand dollars (\$385,000) from bonded indebtedness to the Public Works Department for the purpose of replacing both the salt shed and the Quonset hut at Crafts Street. [12/30/08 @ 5:04 PM]

REFERRED TO PUBLIC FACILITIES AND PROGRAMS & SERVICES

- #8-09 ALD. HESS-MAHAN LINSKY, ALBRIGHT, FREEDMAN, MANSFIELD, JOHNSON, HARNEY & VANCE proposing an ordinance requiring that the installation of synthetic in-filled turf athletic fields on city-owned property shall use sustainable, recyclable, lead-free, non-toxic products to the maximum extent feasible. [12/30/08 @ 9:55 AM]
- #457-08 ALD. LAPPIN AND SALVUCCI requesting discussion with NStar regarding the timely repair of City streetlights and the development of a standard response timeframe. [11/20/08 @ 12:51 PM]

REFERRED TO PROG. & SERV. AND PUBLIC FACILITIES COMMITTEES

- #271-08 ALD. JOHNSON proposing a RESOLUTION to His Honor the Mayor requesting that he work with the Board of Aldermen, the Parks and Recreation Department, and the Department of Public Works in order to determine the most effective and efficient way to organize the work of managing our public resources. [07/17/08 @ 9:53 AM]
- #208-08 ALD. GENTILE, SANGIOLO, SALVUCCI AND SCHNIPPER requesting a discussion on establishing a permanent Building Committee in the City of Newton. [05/16/08 @ 11:47 AM]
- #253-07 ALD. LINSKY ALBRIGHT, JOHNSON, HARNEY, SANGIOLO, SALVUCCI, MANSFIELD, BURG, SCHNIPPER requesting (1) a review as to how provisions of applicable ordinances, specifically 5-58, were implemented during the course of the Newton North project, and (2) consider proposed revisions of 5-58 including, but not limited to:
- (a) timely provision of documentation by the public building department to the Board of Aldermen and Design Review Committee;
 - (b) establishment of liaison committees to facilitate communications and input from neighborhoods affected by projects subject to this ordinance;
 - (c) approval of final design plans by the Board of Aldermen of projects subject to this ordinance;
 - (d) oversight during the construction phase of projects subject to this ordinance by appropriate Board committee(s) both in respect to approval of change orders as well as design changes; and
 - (e) generation of a required record detailing the entire construction process by the public building department to guide present and future oversight of projects subject to this ordinance. [08/07/07 @ 3:12 PM]
- 54-07 ALD. SANGIOLO requesting discussion with the School Department and the Public Buildings Department about giving the School Department increased control over maintenance of school building facilities thereby allowing the School Department to have direct authority to deploy/hire staff to make necessary repairs to their school facilities. [02/09/07 @ 1:46 PM]
- #224-06(2) ALD. LINSKY, ALBRIGHT & JOHNSON, BAKER & SCHNIPPER requesting further deliberation on the conditions set forth in the Site Plan Approval Board Order relating to the Newton North High School project, considering possible expansion and modification of the conditions.
- #155-06(2) ALD. BLAZAR on behalf of James A. Blackburn, 105 Wood End Road, Newton Highlands petitioning for laying out, grading and acceptance of WOOD END ROAD as a public way from the intersection of Mountfort Road westerly to the intersection of Nantucket Road, a distance of approximately 360 feet to the width of 45 feet. [05/18/10 @ 11:52 AM]

#152-06 PS&T COMMITTEE requesting discussion re Road Classification Design Types (as outlined by the Planning and Development Department) for future use as an overall management tool for the City.

#386-04 ALD. SANGIOLO, HESS-MAHAN, JOHNSON, AND DANBERG proposing an ordinance to require that designers selected have LEED certification and include high performance/life cycle analysis for all municipal construction projects in the City of Newton.

#321-04(2) ALD. JOHNSON requesting a RESOLUTION to His Honor the Mayor requesting that he expeditiously as possible find funding to create traffic calming measures on Mill Street as requested by the Traffic Council.

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

#309-01 ALD. PARKER requesting increase in the income eligibility level of the 30% water/sewer discount for low-income senior citizens.

Respectfully submitted,

Sydra Schnipper, Chairman

To: The Honorable Board of Aldermen

From: Vicki Danberg

Date: December 3, 2010

Based on input from the various Board members, I am proposing that we amend the snow ordinance in the following manner:

- **The Ordinance would contain a 3-year sunset to this law upon which, unless voted by the Board to continue, will automatically terminate on April 15th, 2013.**
- **Penalties as stated in the Ordinance will not be implemented until November 15, 2011.**

Answers to other questions from the Board as received as of December 1st, are provided below but do not require amendments to the docket item at this time.

John Freedman:

Q: Parking Control Officers: I see that at best as being controversial and costing significant \$\$ in salary, benefits, overtime and pension liability.

A: *As this is a matter of impact bargaining with the unions involved (no matter what union is asked to enforce the Ordinance) it is standard practice not to make public comment on the matter before reaching a mutually agreed upon resolution. However it has been noted that the traffic control officers are well suited to this enforcement based on their skill set in the implementation of their duties.*

Q: What would you think of removing any references to having parking officials oversee enforcement?

A: *The Ordinance as written does not make reference to parking officials overseeing the enforcement. This would be a policy decision by the Executive Office who can empower those officials with code enforcement capability to be engaged with this activity.*

Q: We are much better off with a complaint driven system.

A: *The proposal is for universal enforcement because:*

- a. *It is more equitable and efficient for police to treat all homeowners and sidewalks equally.*

- b. If we have a complaint-driven system, we are more likely to foster suspicion and antagonism between neighbors.
- c. All sidewalks need to be clear for pedestrian safety. Even on dead-end streets, students walking to school and less-nimble adults (elders, those with mobility challenges) need a safe place to be should a car turn in suddenly, or a driver be distracted.

Q: I am open to models having enforcement by police (including traffic enforcement), DPW or inspectional services, or some combo of the three-but not for hiring additional overtime staff.

A: *It is not the intention to hire overtime staff, nor pay overtime. Enforcement is to be weighed against other priorities and needs of the City on a daily basis.*

Q: As for fines, they should probably be starting at zero and escalating to \$25 for at least 1 or 2 offences before moving any higher than that.

A: *We explored this idea, but the administrative challenges would drive up the cost of implementation as tracking individual address violations with current software is nearly impossible without significant changes. In addition, this effort would be both time-consuming, rendering the process less effective. (After several months, it could be envisioned that some people would have no fines while others have experienced multiple). The proposal is to use the first year as a period of education and notification across the entire City. .*

Q: And we have to be careful that we don't just ticket some poor shnook who went on winter vacation, had their plow guy fail to show (or quit, or get busted, or not do as directed, or whatever) and have them face a pile of citations on their doorstep when they return 2 weeks later (or 4 months later, if they are a snowbird).

A: *The City is committed to working with residents who face unexpected or unusual circumstances. That said, everyone should be making arrangements with neighbors and others to get their walks cleared in their absence.*

Ruthanne Fuller

Q: Snow on Sidewalks from Plows

There are streets in Newton where the sidewalk abuts the street (e.g., portions of Hammond Street) or where the sidewalk is very close to the street. Presumably, the snow plows will place snow on the sidewalk (especially in snowstorms with a lot of snow). Are residents expected to comply with the ordinance and shovel these sidewalks to the full width of the sidewalk or to the 48", therefore having to shovel the snow placed on the sidewalk by the plows?

A: *The City is committed to working with residents who face unexpected or unusual circumstances. That would apply here, and in particularly heavy storms. However in previous winters, there have been success in keeping these walks clear of snow, sometimes requiring repeat clean-up. Streets like*

Hammond and Rt. 9 are ones for the City to watch in the first snow season, and revisit the implementation in subsequent seasons.

Q: Reasonableness Standard

Should the ordinance include a “reasonableness standard”? For example, should it read: 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 to a reasonable level”

A: None of the ordinances in the 11 surrounding municipalities use the word “reasonable” or any such equivalent. However, the Target decision uses the term multiple times to express the goal of snow clearing and of snow and ice safety. Since this is a state decision, it would need to apply to Newton’s enforcement efforts.

Q: State Owned Situations

Is the City planning to plow sidewalks that are State owned and abut State owned property (e.g., bridges on Rt. 9)? Have we identified where these locations exist?

A: Yes, the City has added sidewalks on bridges which would be added to the locations that DPW will, to its best ability, clear on a regular basis. Route 9 is admittedly a tough situation which will be monitored in the first year as to feasible solutions.

Q: For the first year of the pilot, should a warning be issued for the first (or first and second) snow event rather than a fine? Could we begin the pilot with a \$25 fine and see what the compliance is? (We can raise the fine to \$50 if we don’t have sufficient compliance.)

A: The proposal is in fact to make the first year penalty-free. Subsequent seasons a flat fee would be imposed for any enforcement action. If after the first year we have amendments to make in the fine structure, we can docket an amendment to the Ordinance, which you are suggesting at any rate by raising the fine without compliance.

Alan (Jay) Ciccione

Q: How can the city enforce an ordinance on snow shoveling which it discriminates one home owner versus another? To put it simpler, if you have a sidewalk in front of your house and you don't clear it you could be fined. On the other hand if you don't have a sidewalk in front of your house you need not worry, your off the hook for a fine, right? Isn't this ordinance to keep folks off the roads? How do you do that if you force folks out onto the streets where a sidewalk stops and then starts again a few doors down?

A: The City is aware of this situation. Ideally, pedestrians would have continuous sidewalks wherever they walk. We do not have an ideal situation, and will work toward that in the future. In the meantime, the City needs to do a better job ensuring the safety of pedestrians in the winter now.

Q: Another form of discrimination is plowing snow on a school route on one side of the street and not the other. I would believe children will be using both sides right? Are we forcing them to use one side and not the other? Is that safe?

A: *In some cases, this is deliberate—the “safe routes” are often on one side of the road, because that side involves fewer crossings or leads to crossings which are safer or supervised. This does mean some children walk on the wrong side until they cross, but currently the City cannot clear a path to the door of each student. Having a sidewalk ordinance clears those sides on which students walk that are currently not cleared—making the short stretches on the “wrong” side safer.*

Q: De-icing: this is not done by the city or its contractors now except for city buildings and schools.

A: *In fact, the city sidewalk plows do salt sidewalks that are part of the current plow routes when serious ice forms. Enforcement of the ice part of the ordinance will be reasonable, as will the snow part. As parking control officers notice that a walk is particularly bad, they will use informed enforcement.*

Q: I would like to see in writing where the city is prepared to shovel snow in front of folks homes who are unable to do so. What the city is using to determine if someone is able or unable to clear snow? I understand there is a plan in place for folks to call if they are unable to shovel but how can you guarantee this? The city is taking on a lot of "ifs" here and I would very seriously caution this.

A: *This is an important issue that the City takes seriously. The plan currently in place is to utilize City social workers to determine whether persons who are disabled and over 60 can show hardship. The City would then offer a volunteer list who will shovel free of charge. Other communities have responded that few to none have required this level of service.*

Q: I would also caution complaint driven enforcement. It drives neighbors against neighbors. Does the city want to responsible for this?

A: *No. The current plan is for equitable enforcement, not complaint-driven, for reasons including the one you mention.*

Q: How on earth can someone clear 48 inches of wet, heavy snow after the plows go by and push it off the road and onto the berm? Any snow over 3 inches being plowed collects on the snow blade and is pushed off the road and onto the berm and sidewalks. Now we are going to make the homeowners responsible for removing the snow the plows put there as well? Where can they put it? They can't shovel it back into the street and how high can they pile snow on their own properties if they even could do this?

A: *The City is committed to working with residents who face unexpected or unusual circumstances. That would apply here, and in particularly heavy storms. However ultimately the goal is to have the sidewalks walkable year-round.*

Q: Fines: I am against fining the same people who are paying taxes. At some point one has to ask what are the tax payers money paying for?

A: *The proposal is to take the first season to get the education component of the new law out to the residents. In the end however, this ordinance is like any other public safety ordinance. Do we exempt*

Newton residents from paying parking tickets? Moving violations? We should have one standard—keep the public safe, enforce when unsafe conditions/actions exist.

Marcia Johnson

Q: Will it snow, when will it snow and how much will be get?

A: *S'known only by the s'know gods.*

Q: I thought that this was to be a complaint driven system, what made this change?

A:

- a. It is more equitable and efficient for police to treat all homeowners and sidewalks equally.*
- b. If we have a complaint-driven system, we are more likely to create a situation where a ticketed homeowner is wondering who turned them in.*
- c. All sidewalks need to be clear for pedestrian safety. Even on dead-end streets, students walking to school and less-nimble adults (elders, those with mobility challenges) need a safe place to be should a car turn in suddenly, or a driver be distracted.*

Q: I think that the time to have one's sidewalk cleared should be equal to when one's street is plowed. So if it takes three days to clear the street in front of my house, then my sidewalk should be cleared at the same time. City should not have a different set of standards.

A: *This is something the City can review after a year of collecting applicable data around this concern. Constituents can bring this and other unusual issues (uneven pavement, street geography, etc.) directly to the DPW.*

Q: How much time, money, and resources did it take to keep the NNHS neighborhood sidewalks clear over the past year or two? This should be shared as that would give an indication of the cost for the City as a whole if you multiply it out.

A: *The DPW has already estimated how much it would take to plow all the City sidewalks to be on the average, an additional \$1.8 million.*

Q: How much will clearing of sidewalks really reduce traffic at all schools?

A: *Safe Routes to School did a city-wide survey of parents, and received 900+ responses. More than half (54%) said they would walk 4-5 days per week in the winter if sidewalks were clear.*

Q: I am very concerned that we again have one standard for sidewalks and a different one for parking on streets. Can we increase the overnight parking fines when there is a declared snow emergency?

A: *This is not an issue that this ordinance discussion can encompass, but is a valid point to negotiate with the aldermen who are most concerned that the overnight parking fine remains low.*

Q: I think that the width of the cleared area should not be in inches, but rather the width of the existing sidewalk, as each one may vary.

A: As the ordinance is now written, residents clear “48 inches or width of sidewalk, whichever is narrower,” because 48” is the ADA standard which allows passage and turning for a wheelchair . That requirement does not apply to sidewalks that are less than 48” wide. The city also does not need to require that sidewalks wider than 48” be cleared to their entire width.

Greer Swiston

Q: It was recently proposed on the Newton TAB whether we would entertain something similar to section 190 in Chapter 8 of Title 10 of the Chicago Municipal Code: 10-8-190 Liability for civil damages. Any person who removes snow or ice from the public sidewalk or street, shall not, as a result of his acts or omissions in such removal, be liable for civil damages. This section does not apply to acts or omissions amounting to wilful or wanton misconduct in such snow or ice removal.

A: This is not possible in Massachusetts. The civil immunity recited in the Chicago ordinance is actually provided by a specific Illinois state law, the Snow and Ice Removal Act, 745 Illinois Compiled Statutes 75/1, 75/2; Ch. 70, par. 200, par. 202. Since Massachusetts has no such statute, Massachusetts municipalities have no power to grant such immunity.

Q: Reasonableness Standard

Should the ordinance include a “reasonableness standard”? For example, should it read: 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 to a reasonable level

*A: None of the ordinances in the 11 surrounding municipalities use the word “reasonable” or any such equivalent. However, the Target decision uses the term multiple times to express the goal of snow clearing and of snow and ice safety. Target (and any negligence tort case) uses the “reasonableness” standard as a term of art. It is a tool used to determine whether someone has acted in a negligent manner. It is not usually seen in the wording of a law, **since it is not a definite, clear and objective standard by which compliance with a law can be measured.***

Q: Would the city consider balancing the onus of clearing the City sidewalks with something akin to a tax credit for those homeowners abutting sidewalks except for those on school routes who will already get the benefit of the city plowing those sidewalks?

A: While this has the appeal of “crediting” those who comply with the Ordinance, it raises other challenges to canvass the entire City on each storm. This level of enforcement we cannot guarantee and the equity of such a system could be challenged.

Q: Would the city consider using the trial period to determine the actual sidewalks that are truly important to clear and then apply the ordinance only to those properties (with the same proposal of tax credit for those properties)?

A: This idea would be extremely difficult to determine and there would be constant rebuttals on both sides making it a divisive process for the community as a whole. There is also the argument that the fact that there is a sidewalk that even for one person using it, it is important for their safety to have it clear.

11/17/10

DRAFT LANGUAGE FOR SIDEWALK SNOW REMOVAL TRIAL PROGRAM - 2 year sunset

The proposed trial program leaves in place the current Sec. 26-28 sidewalk snow removal requirement pertaining to business districts and commercial properties, and inserts a new section, with a sunset provision, applicable to all other properties. This new section would be enforceable (\$50.00 fine) while it is in effect. All currently existing snow removal fines will be raised from \$25.00 to \$50.00 with no sunset.

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, 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 forty-eight (48) inches in width, provided that where the sidewalk as defined herein is less than forty-eight (48) 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 twenty-four (24) hours after such snow has ceased to fall or such ice has come to be 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 provisions of this section shall expire two (2) years from the date of its adoption unless terminated earlier or renewed or modified by the board of aldermen.

2. Amend paragraph (d) of section 20-21, **Enforcing persons and revised ordinances subject to civil fine**, relative to ordinances enforced by the Police Department by:

A. Deleting, in Sec. 26-8 **Removal of snow and ice in certain districts**, the words “in certain districts”; and deleting the penalty amount of “25.00” and inserting in its place the penalty amount of “50.00.”

B. Adding after Sec. 26-8 the following language:

Sec. 26-8D. **Removal of snow and ice from sidewalks (pilot program)**

() Any offense.....\$50.00

C. Deleting, in Sec. 26-9 **Putting snow and ice upon streets, sidewalks and bridges**, the penalty amounts of “\$25.00”, and inserting in their place the penalty amounts of “\$50.00



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November 29, 2010

Honorable Board of Aldermen
Newton City Hall
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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 authorize the appropriation of an amount not to exceed \$5,000,000 and authorize a general obligation borrowing of an equal amount for the purpose of funding the purchase/installation of up to six modular classrooms at the elementary school level and the addition of up to six permanent classrooms and renovations to the core of the F.A. Day Middle School.

As you know, the Newton Public School Enrollment Projections indicate that there will be a significant increase in students at both the elementary and middle school levels over the next few years which will continue for at least the next ten years.

This project is subject to NRO 5-58 – Site plan approval for construction or modification of municipal buildings and facilities. As such, the project steps are as follows:

- a) Preparation and submission of site plans suitable for review and approval,
- b) Written notification from the Director of Planning and Development of consistency and compatibility of such plans with the City's comprehensive plan,
- c) Consideration by the Design Review Committee,
- d) Site plan approval by the Design Review Committee,
- e) Public Hearing – scheduled by the Board of Aldermen,
- f) Site plan approval by the Board of Aldermen, Mayor and School Committee, and
- g) Board of Aldermen authorization and appropriation of construction funding.

Middle School Space Needs

Docket Item 288-09 authorized Site Plan Design work for the F.A. Day Middle School. The Site Plan Design is now ready to be submitted to the Director of Planning and Development for review as per Item "b)" above.

Elementary School Space Needs

Docket Item 11-08 authorized funding for Site Plan Design for modular classrooms at both Mason Rice and Burr Elementary Schools. The Site Plans for those modular classrooms were approved by the Board of Aldermen on May 5, 2008.

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



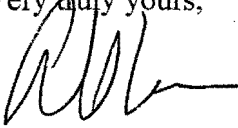
DEDICATED TO COMMUNITY EXCELLENCE

Site Plan Design is now needed for modular classrooms at the Horace Mann, Zervas and Countryside Elementary Schools.

Therefore, at this time, I write to request that your Honorable Board authorize \$75,000 (of the total project cost of \$5,000,000) for Site Plan Design work for these remaining modular classrooms.

Additional information for this project will be provided in your Friday Packet on December 3, 2010. I look forward to meeting with your Honorable Board to discuss this Capital Project. Thank you for your consideration of this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Setti D. Warren', with a long horizontal flourish extending to the right.

Setti D. Warren
Mayor



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

NEWTONHIGHLANDS, MA 02461-1605

December 3, 2010

Alderman Sydra Schnipper
Chairman, Public Facilities Committee
Alderman Lenny Gentile
Chairman, Finance Committee
1000 Commonwealth Avenue
Newton Centre, MA 02459

RE: Funding for the Schematic Design of Six (6) Modular Classrooms at Five (5) Elementary Schools

Dear Chairmen:

The Public Buildings Department, on behalf of the School Department, is requesting the sum of \$75,000.00 to cover design, through the site plan approval process, of six (6) modular classrooms at five (5) elementary schools (Burr, Countryside, Horace Mann, Mason-Rice and Zervas). Included in this request is funding to confirm the previously approved schematic design and site plans for the Burr and Horace Mann Schools that were completed in 2008.

The breakdown of the cost of schematic design and site plan approval, is below:

<u>School Facility</u>	<u>Schematic Design/ Site Plan Approval</u>	<u>Contingency</u>	<u>Total</u>
Burr Elementary School	11,900	600	12,500
Countryside Elementary	11,900	600	12,500
Horace Mann Elementary	11,900	600	12,500
Mason-Rice Elementary	11,900	600	12,500
Zervas Elementary	<u>23,800</u>	<u>1,200</u>	<u>25,000</u>
	\$ 71,400	\$ 3,600	\$ 75,000

The modular classrooms are required for September, 2011. The modular construction will take place between June, 2011 and August, 2011.

Should you have any questions regarding the above, please feel free to contact my office.

Sincerely,

A handwritten signature in black ink that reads "Stephanie Kane Gilman". The signature is written in a cursive style with a large, prominent initial 'S'.

Stephanie Kane Gilman
Commissioner of Public Buildings

SKG:dla

CC: David Fleishman, Superintendent of Schools
Robert Rooney, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer
Sandy Guryan, Assistant Superintendent of Business/Finance

Newton Public Schools
Follow Up Information for Board of Aldermen
Long and Short Range Facilities Planning

1.) A four-page memo on space utilization by Dr. Stein.

Please see the attached memo, Classroom Usage at Day, from Paul Stein, Deputy Superintendent and Brian Turner, Principal, Day Middle School.

2.) The HMFH Study that was done on the School Buildings.

The Long-Range Facilities Master Plan developed by HMFH Architects, Inc. can be found on the Newton Public Schools website under "School Committee", "Document/Archives" and "Major Reports" at the following two links:

Long-Range Facilities Master Plan Volume I:

http://www.newton.k12.ma.us/schoolcommittee/documentsFY07/Long_Range_Facilities_Master_Plan_Vol1.pdf

Long-Range Facilities Master Plan Volume II:

http://www.newton.k12.ma.us/schoolcommittee/documentsFY07/Long_Range_Facilities_Master_Plan_Vol2.pdf

3.) The actual number of students that would be in each classroom for each of the construction scenarios.

Of the six additional classrooms added to Day Middle School to ameliorate enrollment increases within each of the construction scenarios, four would be used as team classrooms and two would be needed to accommodate the growing number of students receiving special services such as English Language Learners and for additional subject area teachers (world language, art, health, music, drama, technical education, etc.). With the population of Day Middle School expected to grow by 129 students to 887 students by 2013-14, the addition of four team classrooms will yield average class sizes of 22.2 students. However, in Grade 8, the classes will average 24.3 students and 25% to 30% of classes will have greater than 25 students. If all six classrooms were used for team classrooms, these Grade 8 numbers would lower to match the class size averages in Grades 6 and 7. With increasing space constraints for all other programs and services, two additional classrooms will ensure compliance with Special Education regulations on the size of instructional groups as well as ease the day-to-day scheduling conflicts within the school.

4.) Please provide the estimated costs of the Carr School renovations which were done a few years ago.

Please see the attached budget estimate for the renovation of Carr School. Please note both boilers were replaced at Carr School two years ago.

Newton Public Schools
Follow Up Information for Board of Aldermen
Long and Short Range Facilities Planning

5.) What are the high school student projections?

Please see the attached enrollment projections.

6.) What is on the horizon in terms of school needs? What do you need to do next?

The next step is to initiate funding for a feasibility study of the Carr School. Having Carr ready would allow an immediate response to the MSBA, in the case that the Angier project is approved. If the feasibility study for Carr is delayed, it may cause a delay in the construction schedule for Angier.

7.) Please provide a prioritized list of capital repairs for the schools.

Please see the attached memo from Michael Cronin dated June 14, 2010. In addition, smaller maintenance projects, such as bathroom renovations, flooring, and painting, are covered in the annual Newton Public Schools operating budget under Charter Maintenance.

8.) What is the total cost (design, construction, soft costs, etc.) for each of the scenarios of Day construction and modulars that were in the presentation?

For Day Middle School, the total cost for Option 3b is \$3,478,106. Option 14c total cost is \$3,731,906, and Option 1a total cost is \$3,771,326. Please see the attached cost sheets. The top sheet shows the itemized costs for different aspects of the construction project. The difference between the Construction Costs and Project Costs on the top sheet is due to a 35% calculation of soft costs, including 15% for design, 10% for a contingency fee, and 10% for furniture, fixtures, and technology costs.

For the elementary modular classrooms, typical modulars, which have been installed already at some of the elementary schools, will cost approximately \$180,000 each. Green modulars, similar to the ones installed at Oak Hill Middle School, will cost approximately \$250,000 each. The design cost for the modulars will be approximately 10% of the total project cost. Below is the total estimated cost for installing six elementary modulars, including design. Please note design costs may be reduced by combining projects under one architect, if timing for the two projects allows.

Six Typical Modulars with Design: (6 times \$180,000 plus 10%) = \$1,188,000
Six Green Modulars with Design: (6 times \$250,000 plus 10%) = \$1,650,000

NEWTON

PUBLIC SCHOOLS

100 Walnut Street, Newtonville, MA 02460-1398

Office of the Deputy Superintendent
Telephone: (617) 559-6115
Fax: (617) 559-6101

MEMO

TO: Superintendent David Fleishman, Newton School Committee Members
FROM: Paul Stein, Deputy Superintendent
Brian Turner, Principal, Day Middle School
RE: Classroom Usage at Day
DATE: October 14, 2010

Questions have been raised about how classroom space is utilized at Day Middle School, particularly with regard to vacancy rates. Day operates on a seven period schedule (plus lunch) within a six-day cycle. Most team teachers are with students, either teaching their content area or in Extension periods, for 5 of these 7 periods. Teachers hold meetings with colleagues, or engage in prep work, during the remaining two periods. One proposal suggests that rather than building 6 new classrooms, we instead ask a number of teachers to share classrooms. **The cumulative impact of this proposal would create an inequitable experience between students among the four middle schools. Day would be the only school that would need to make the accommodations listed below and thus students would receive a lower quality education at Day than at the other 3 middle schools.**

The list below details the potential impact of such a proposal. In general, problems arise in three areas:

- Teaching and learning is compromised.
- The learning environment, and to a degree, the middle school model is compromised.
- The constraints to the building and to the schedule will reduce flexibility, negatively impacting programming by forcing the schedule to drive programming (rather than the other way around).

Teaching and learning is compromised.

- 1) Students would not have time to ask teachers questions at the beginning or end of class, as the teachers would need to rush off to or into their next class. Extra-help would be compromised. On a related note, it is not uncommon for teachers to instruct students to stop by their room during lunch or before and after school for check-ins, extra help, or just a friendly haven. This practice would of necessity be curtailed.
- 2) Preparation time would be compromised. Teachers use their classroom as their offices. Without a workspace, lesson planning becomes disrupted and more difficult. Of course, teachers will continue to get the work done, but less efficiently. Separate office space would mitigate this problem, but in order to create office space, the school would need to give up some classroom space. Obviously, this would defeat the original goal, which was to create *more* classroom space.

- 3) Teachers use their prep time in their classrooms to prepare the physical space itself. Science labs require provisioning. Differentiated instruction often requires learning stations, which often requires teachers to prepare student resources for group projects and assignments.
- 4) Most “rotation” and “elective” courses require unique physical spaces: Physical Education, Tech Engineering, Art, Drama, Band, Chorus, and Computers. This lessens the opportunities to establish itinerant teachers within multi-use spaces. Science teachers need science labs, and it becomes a safety concern if science lab equipment and materials were left out when other classes make use of the space. Social studies teachers have distinctly unique classrooms full of primary and secondary sources. Walls have history murals that map out the year’s curriculum. ELA teachers create spaces and centers that bring to life the varied skills addressed: vocabulary, grammar, reading comprehension, writing, speaking and listening. ELA teachers set space aside for independent reading libraries, writing centers, poetry corners, vocabulary walls, etc. Math teachers splash walls with strategies. It is quite hard to separate the discipline from the space.
- 5) Start-up time in classes would be seriously compromised. Teachers would need to move back and forth between classrooms, likely in different parts of the building, sharing space in 2 to 3 rooms. As a result, they would have no time to set up their classrooms. When teachers have back-to-back classes, teaching time would be lost since teachers cannot realistically travel from one class and be ready to begin the next in a matter of 3 minutes.
- 6) Instead of teachers welcoming students into their classrooms as they enter, teachers would be waiting and entering the classrooms along with the students. This limits the possibility of teachers effectively passing out “starters,” “do-nows” or “activators” to the students as they walk into the classroom. At the same time, teachers would have limited opportunity to collect “tickets-to-go” or “exit assignments” as the students exit classes.
- 7) Traveling teachers would need carts to wheel classroom sets of textbooks from one class to the next. World Language teachers – should they be itinerant teachers – would also need to transport audio equipment on their carts. The use of carts would require the use of the elevator, which would increase the need for transition time. The elevator is already slow and would be slower with greater use. Any increase in transition time increases unstructured time and decreases structured classroom time.
- 8) The classroom teaching environment would be compromised, since teachers could not easily establish a classroom environment that reinforces the teacher’s teaching style and content area. The teacher could not display student work, visual aides, and materials – all of which help create a physical environment which reinforces the academic goals. Improved technology could, at best, only ease this problem, and we do not even have such technology in place or the means of doing so in the next few years at least. In addition, different teachers use different seating arrangements depending upon the types of teaching they are doing, and these could not easily or quickly be altered if space were shared.
- 9) Teachers make effective use of wall space. For example, Word Walls help students learn vocabulary. Traveling teachers would need to replicate Word Walls for each classroom.

- 10) Teachers often post academic expectations, norms, rules, procedural expectations and consequences. Rules are unique to disciplines and teachers. Multiple teachers within one space may have varied student expectations and criteria for success, which could send mixed messages and confuse matters. This may be especially problematic for an age-group that is constantly on the look out for what is fair and unfair.
- 11) Visually displaying and pitting one teacher's expectations, norms, procedures, etc. against another's in front of the eyes of the students may very well cause acrimonious situations, both across and among teachers and students.
- 12) Teachers who teach all of their classes in the same room will also be disrupted since they must leave their room any time their classroom is otherwise occupied. In addition, they must wait for the other teacher and his or her class to leave before they can get started teaching (again creating likely delays).

The learning environment, and to a degree, the middle school model is compromised.

- 1) Students in the impacted teams would lose their "home base." If team teachers were asked to move about during the school day, the teams would no longer have their geographic center, negatively impacting the school-within-a-school environment. Teaming as a middle school concept is vital for the middle school child in that it ensures a smaller school within a school environment that helps smooth the transition away from elementary models to department-based models at the high school level. Teams provide students with a safe haven within which to mature socially, emotionally and academically within a climate that allows students to comfortably take risks within a familiar environment. Teaming also ensures a team of core-academic teachers have frequent collegial opportunities to collaboratively discuss how best to support struggling students, enhance instructional techniques and maximize student learning. Teaming helps connect students to their community, helps build strong teacher-student and student-student bonds, and helps engage students in school so that they can confidently explore the world around them without the fear of adolescent ridicule that can far too easily surface when students co-exist off teams and within larger school populations.
- 2) The more students lose their home base or geographic center, the less likely they are to take ownership of and responsibility for the physical space itself. At the end of the day, students are much more willing to clean up after themselves than they are willing to clean up after others who have visited their space. Students and teachers have pride in their spaces, especially when it truly is their space.
- 3) Unless all subjects were equally impacted, students, teachers and parents will get the message that the subject matter taught by the itinerant teacher is somehow less important.
- 4) A teacher's classroom is his or her workplace. Removing this classroom would negatively impact how teachers feel about their working environment.

The constraints to the building and to the schedule will reduce flexibility, negatively impacting programming by forcing the schedule to drive programming (rather than the other way around).

- 1) With greater student enrollment, there will need to be more teachers to not only teach ELA, math, science and social studies, but also to teach “rotation” and “elective” classes, considering these off-team courses are already at full capacity (e.g. some world language, health, art, tech engineering, yearbook, music and PE classes currently have 28, 29 and 30 students each). Hiring additional “rotation” and “elective” teachers will certainly result in their needing additional space, too. Therefore, world language teachers who are already doubling up will double up even more. We currently have three .3 FTE world language teachers and one .3 FTE health/PE teacher. These four positions will need to increase from .3 FTE to at least .5 FTE to accommodate additional classes, thereby compounding the need for additional space.
- 2) Scheduling is more difficult than it appears at first glance because, although there will be empty classrooms throughout the school day, these classrooms are not always available when needed.
- 3) Special education teachers make great use of “empty” classrooms for pull-out sessions and for separate locations to administer accommodations for quizzes, tests, projects and assignments. Grade-level department meetings and interdisciplinary team meetings all take place within the “empty” classrooms. Teachers use their prep time in their classrooms to prepare the physical space itself (“provisioning”). For example, science teachers set up labs; ELA teachers set up stations, etc. Therefore, it is much less than 30% of the time that classroom space is not utilized.
- 4) Grade-level department meetings take place in department-based classrooms, which helps teachers share instructional techniques and strategies. Currently, for example, math teachers meet within a math classroom. This provides host math teachers, coaches and mentors with opportunities to demonstrate in-class strategies within the actual math space.
- 5) Interdisciplinary team meetings take place in team-based classrooms, which helps teachers discuss and share common systems and policies. Currently, for example, a host teacher can have a show-and-tell to demonstrate exactly how HW is processed, how hall passes are utilized, how class work is filed, how absent students’ work is collected, how norms have been displayed, how room configurations maximize student learning, etc... giving each teacher better opportunities to provide consistency from one classroom to the next.
- 6) This proposal would sacrifice the flexibility that new classrooms would offer if student enrollment were to increase in future years.

Newton Schools Study
Preliminary Budget Estimates

May 2007

BUILDING RENOVATIONS NEEDED BUDGET ESTIMATE

<p>Carr 1930, 1960 49,000 gsf 2 levels 4.85 acres</p>	<p>EXTERIOR: pitched and flat roofs - unknown repair and clean masonry replace windows/lintels and louvers replace 50% doors and all door hardware replace ramps and railings replace railings, repair/replace concrete steps/landir Exterior Subtotal: INTERIOR: new HVAC system new plumbing/toilet rooms upgrade electrical service upgrade electrical distribution provide rated room for generator extend phone lines to classrooms replace 25% light fixture lenses increase quantity of receptacles/circuits upgrade security system provide sound/intercom system new elevator paint all surfaces replace carpet, VAT, vinyl, wood w/ VCT replace 75% ceilings w/ new ACT replace 25% doors replace door hardware replace casework/sinks provide metal double tier lockers replace window treatment w/ shades replace stair railings refinish wood gym floor refinish assembly room and platform wood floor provide ramp or lift for access to platform provide signage Interior Subtotal: SITE: resurface parking area replace concrete sidewalks, paths, ramps restoration of fields required replace swings replace benches, bike racks provide accessible path to play areas repair/replace chain link fencing new lighting Site Subtotal:</p>	<p>0 \$85,201 \$339,066 \$4,000 \$40,000 \$80,000 <u>\$548,267</u> \$1,372,000 \$618,000 \$50,000 \$76,615 \$20,000 \$20,000 \$36,750 \$22,000 \$50,000 \$30,000 \$345,000 \$98,000 \$360,000 \$121,500 \$10,000 \$40,000 \$84,000 \$93,000 \$20,866 \$50,000 \$15,184 \$26,250 \$30,000 \$35,000 <u>\$3,624,165</u> \$37,500 \$20,000 \$30,000 \$10,000 \$6,000 \$15,000 \$5,000 \$6,800 <u>\$130,300</u></p>
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Subtotal	\$4,302,732	
GC General Conditions and Fee	\$860,546	
Soft costs	\$1,290,820	
Project Contingency	\$1,613,524	Per SF:
Total	<u>\$8,067,622</u>	\$164.65

**TABLE 1
PROJECTED ENROLLMENTS BY SCHOOL
FY12-FY16**

School	Spec. Ed.*	Actual FY11	Projections Using 5 Year Average Ratios**				
			FY12	FY13	FY14	FY15	FY16
Angier		375	355	354	327	318	321
Bowen		449	438	440	437	440	435
Burr		391	403	404	410	432	431
Cabot		452	450	438	433	434	428
Countryside		499	519	535	533	548	547
Franklin	(17)	397	390	390	392	403	404
Horace Mann		373	383	391	405	397	400
Lincoln-Eliot		293	303	305	310	331	336
Mason-Rice		442	428	440	430	415	407
Memorial-Spaulding		459	460	447	432	429	426
Peirce		318	322	324	305	308	311
Underwood		282	287	282	288	288	287
Ward		269	275	289	290	288	296
Williams		298	308	300	294	277	252
Zervas		349	349	362	373	380	395
TOTAL ELEMENTARY	(17)	5,646	5,670	5,701	5,659	5,688	5,676
Bigelow		523	523	508	538	529	545
Brown	(7)	666	687	697	743	739	765
Day		758	831	866	887	876	881
Oak Hill		603	630	654	684	674	662
TOTAL MIDDLE	(7)	2,550	2,671	2,725	2,852	2,818	2,853
Newton North	(70)	1,871	1,858	1,895	1,925	1,941	2,005
Newton South	(33)	1,708	1,699	1,726	1,752	1,809	1,843
TOTAL SR. HIGH	(103)	3,579	3,557	3,621	3,677	3,750	3,848
GRAND TOTAL	(127)	11,775	11,898	12,047	12,188	12,256	12,377

*Enrollment numbers and projections include students who receive Special Education services outside the regular classroom for a significant amount of time.

**Three-year ratios are used to project kindergarten enrollment.

North High School

ACTUAL AND PROJECTED ENROLLMENTS BY GRADE

Grade	October Enrollment		Difference		Projections Using 5-year Average Ratios				
	2009 FY10	2010 FY11	N	%	2011 FY12	2012 FY13	2013 FY14	2014 FY15	2015 FY16
9	427	487	60	14.1%	426	469	465	503	491
10	432	439	7	1.6%	490	429	473	468	506
11	431	436	5	1.2%	440	491	430	474	469
12	443	439	-4	-0.9%	432	436	487	426	469
TOTAL	1,733	1,801	68	4%	1,788	1,825	1,855	1,871	1,935
Post Grads	0	0	0	0	0	0	0	0	0
Spec. Ed.*	69	70	1	1%	70	70	70	70	70
TOTAL	1,802	1,871**	69	3.8%	1,858	1,895	1,925	1,941	2,005

**Includes 56 METCO students.

*Students who receive Special Education services outside of the classroom for a significant amount of time.

TEN YEARS OF TOTAL SCHOOL ENROLLMENTS

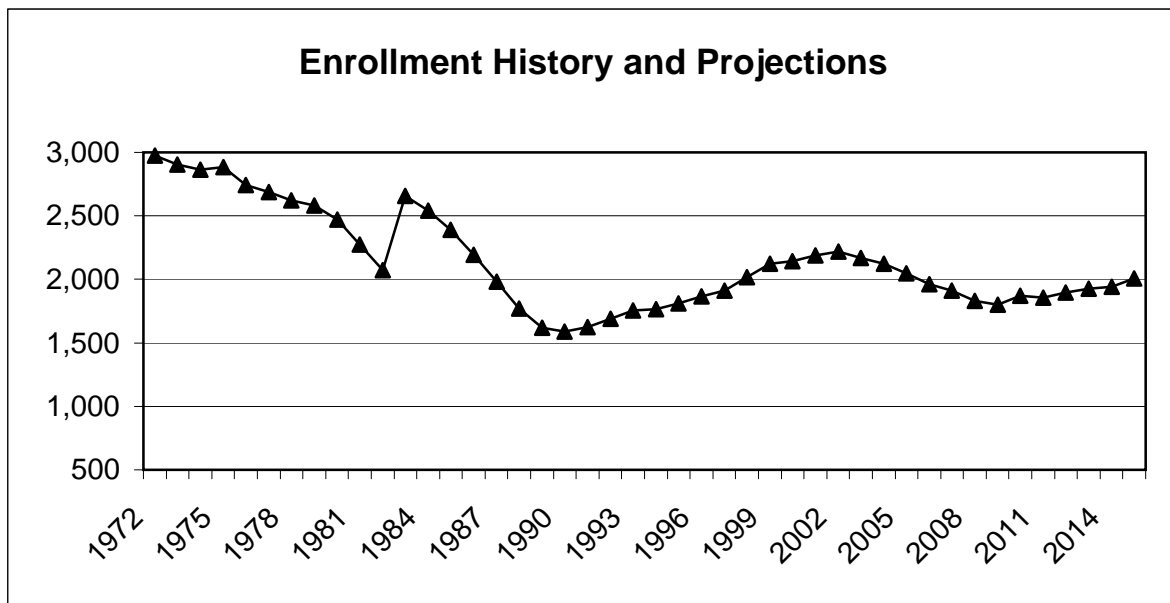
Year	Total Enrollment	Change from Previous Year	Percent Change
2001	2,190		
2002	2,219	29	1.3%
2003	2,169	-50	-2.3%
2004	2,121	-48	-2.2%
2005	2,047	-74	-3.5%
2006	1,964	-83	-4.1%
2007	1,911	-53	-2.7%
2008	1,829	-82	-4.3%
2009	1,802	-27	-1.5%
2010	1,871	69	3.8%

Peak enrollment year: 2002, 2219 students

North High School

EIGHTH GRADE STUDENTS FROM THE NORTH FEEDER SCHOOLS

Middle School	2010-2011 8th Grade Enrollment
Bigelow	180
Brown (10%)	22
Day	218
Total	420



South High School

ACTUAL AND PROJECTED ENROLLMENTS BY GRADE

Grade	October Enrollment		Difference		Projections Using 5-year Average Ratios				
	2009 FY10	2010 FY11	N	%	2011 FY12	2012 FY13	2013 FY14	2014 FY15	2015 FY16
9	408	417	9	2.2%	425	425	432	474	458
10	414	411	-3	-0.7%	422	430	430	437	480
11	431	407	-24	-5.6%	415	426	434	434	441
12	436	440	4	0.9%	404	412	423	431	431
TOTAL	1,689	1,675	-14	-1%	1,666	1,693	1,719	1,776	1,810
Post Grads	0	0	0	0	0	0	0	0	0
Spec. Ed.*	33	33	0	0%	33	33	33	33	33
TOTAL	1,722	1,708**	-14	-0.8%	1,699	1,726	1,752	1,809	1,843

**Includes 58 METCO students.

*Students who receive Special Education services outside of the classroom for a significant amount of time.

TEN YEARS OF TOTAL SCHOOL ENROLLMENTS

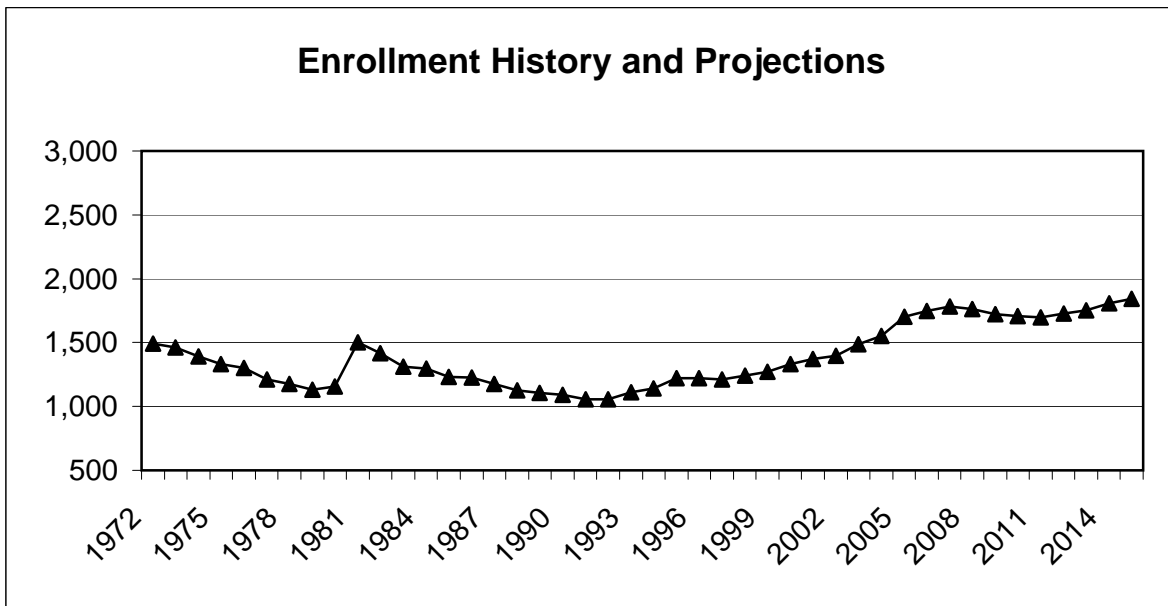
Year	Total Enrollment	Change from Previous Year	Percent Change
2001	1,370		
2002	1,399	29	2.1%
2003	1,487	88	6.3%
2004	1,552	65	4.4%
2005	1,701	149	9.6%
2006	1,745	44	2.6%
2007	1,784	39	2.2%
2008	1,763	-21	-1.2%
2009	1,722	-41	-2.3%
2010	1,708	-14	-0.8%

Peak enrollment year: 2007, 1784 students

South High School

EIGHTH GRADE STUDENTS FROM THE SOUTH FEEDER SCHOOLS

Middle School	2010-2011 8th Grade Enrollment
Brown (90%)	201
OakHill	196
Total	397



NEWTON PUBLIC SCHOOLS

100 Walnut Street, Newtonville, MA 02460

Michael D. Cronin
Chief of Operations
Telephone: (617)559-9000 FAX: (617)559-9006
E-mail: michael_cronin@newton.k12.ma.us

MEMORANDUM

TO: V. James Marini, Interim Superintendent
 FROM: Michael D. Cronin
 DATE: June 14, 2010
 RE: FY11 Proposed Capital Improvement Plan and Five Year Plan FY12-16

At the April 26th meeting, the School Committee reviewed the list of proposed FY11 projects which are grouped into priority tiers of \$500,000 each. The School Committee also asked for a list of other projects which did not rise to the top of the priority list and do not appear on the FY11 list. Those items are in the FY12-FY16 proposed CIP included on the next page. Lastly, a list of items that were once under CIP which have fallen out of priority are listed at the end of the 5 year projection.

Tier 1 FY11 Proposed Capital Projects	Cost Estimate
Roof Repairs -- Significant replacement of roof sections at Bowen, Brown, Cabot, Countryside, Franklin, Lincoln-Eliot and Ward. \$475,000 was requested in FY10. The roof study was completed by Tremco with results attached.	\$350,000
Masonry Repairs -- Bigelow, Education Center, Underwood, and Ward	\$450,000
Tier 1 Total	\$800,000

Tier 2 FY11 Proposed Capital Projects	Cost Estimate
Countryside Boiler Replacement – The second boiler has failed and must be replaced. We will also remove the oil tanks and convert both boilers to natural gas.	\$200,000
Bowen Boiler Replacement – The second boiler has failed and must be replaced.	\$150,000
Roof Top Unit and Exhaust Unit Replacements at Bowen, Countryside, Underwood and Lincoln-Eliot	\$100,000
Tier 2 Total	\$450,000

Tier 3 FY11 Proposed Capital Projects	Cost Estimate
Window and Door Replacement - Horace Mann	\$500,000
Tier 3 Total	\$500,000

Tier 4 FY11 Proposed Capital Projects	Cost Estimate
Day Middle School Space Needs Improvements -The City approved \$100,000 in FY10 for a design study which is underway. Recommendations to the Committee will be an expected outcome of the report.	Pending study outcome
Tier 4 Total	\$500,000 +

FY 12 - FY16 Proposed CIP Projects

PROJECT CATEGORY	FY12	FY13	FY14	FY15	FY16
BOND ELIGIBLE					
Heating & Ventilation Systems	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Generators	\$0	\$200,000	\$0	\$200,000	\$0
ADA/Accessibility Project Horace Mann	\$150,000				
Exterior Masonry	\$550,000	\$500,000	\$500,000	\$500,000	\$500,000
Roofs/gutters	\$650,000	\$650,000	\$650,000	\$650,000	\$650,000
TOTAL	\$1,750,000	\$1,750,000	\$1,550,000	\$1,750,000	\$1,550,000

CIP projects that have not been completed and have fallen out of priority:

Day Seating (\$75,000)

Bathroom renovations (\$100,000/year)

FA Day Middle School Space Needs Study

Permanent Construction Cost Estimate Components

Pricing assumes that these individual scopes of work are not individual projects, but part of a larger general contract

	<u>Square Footage</u>	<u>\$/SF</u>	<u>Constr Cost</u>	<u>Project Cost</u>	
Site A	n/a	LS	\$ 75,000	\$	101,250 Relocate Perimeter Drive
Site A	n/a	LS	\$ 30,000	\$	40,500 Add 12 Parking Spaces at Existing Main Entrance
A	2250	150	\$ 337,500	\$	455,625 Reconfigure Existing Admin Suite into 2 CR's and Corridor
A	2250	150	\$ 337,500	\$	455,625 Reconfigure Existing Admin Suite into Admin and Corridor
A	1000	290	\$ 290,000	\$	391,500 Add Entry Lobby and Expand Footprint for Admin Suite (due to corridor)
A	1500	120	\$ 180,000	\$	243,000 Renovate Exist'g Entrance & Storage into Two 750 sf CR's with Windows
A	1000	120	\$ 120,000	\$	162,000 Reconfigure Existing Girls PE Showers into Storage to replace existing entry storage
Caf 'b'	1250	260	\$ 325,000	\$	438,750 One Story Cafeteria Addition into Parking Lot (takes up 5-6 pkg spaces)
B	1800	190	\$ 342,000	\$	461,700 Add Two 900 sf CR's above Caf Add'n b (off Music Corridor)
B	3180	190	\$ 604,200	\$	815,670 Add Two 900 sf CR's at Third Floor & New Corridor abv Music Corridor & Extend Stairwell
Caf 'e'	756	LS	\$ 20,000	\$	27,000 Corridor Partition at Elev to Create More Cafeteria Seating
Caf 'e'	720	200	\$ 144,000	\$	194,400 Extend Cafeteria into Lobby (includes reconfiguring the portion of lobby that will remain)
Site C	n/a	LS	\$ 50,000	\$	67,500 Pull Existing Oil Tank- (Maintain Existing Dual-Fuel Boilers, but Use Gas Only)
Site C	n/a	LS	\$ 60,000	\$	81,000 Reconfigure Site Walks & Stair @ Minot Place
C	2300	250	\$ 575,000	\$	776,250 Add Two 900 sf CR's at 1st Flr and New (secondary) Minot Place Entrance
C	2300	250	\$ 575,000	\$	776,250 Add Two 900 sf CR's at 2nd Flr over First Floor Minot Place CR's
C	3800	190	\$ 722,000	\$	974,700 Add Two 900 sf CR's at 3rd Flr Minot Place w/ New Corridor abv Music Corridor & Stairwell Extension
C	2300	250	\$ 575,000	\$	776,250 Add New Admin Suite and New Main Entrance at Minot Place at 1st Flr
C	1200	150	\$ 430,000	\$	580,500 Convert 750 sf @ Boiler Rm into Nurse and Conf for Admin Suite across hall - Install New Boilers in Remainder of Boiler Rm

'Project Schedule'

Power Point w/ Wkg Grp - Early Sept

Sch Comm Approval - Sept 2010
 Design - Oct thru Dec 2010
 Award - February 2011
 Temp Constr Avail - August 2011

Library: May - Sept = 5 mos
 Permanent Constr Avail Sept 2012 = 17 mos

'Assumptions'

Two 'Temporary' Classrooms Req'd by Sept 2011
Six 'Permanent' Classrooms Req'd by Sept 2012
 New Permanent CR Size = Min 750 SF each
(most are at 900 sf - see below)
 Temp Modular Rental = \$200k/yr per Classroom
 Cafeteria Requires 300 Seats
 Cafeteria Can Wait Until Sept 2012 (2011 is better)

Temporary Construction Cost Estimate Components (if required for 2011)

Mod's @ C for two Temp 2011 CR's (if Req'd)	\$ 510,000	\$	688,500	Pull Oil Tanks, Reconfigure Entry Walks and install 2 Mod CR's
Mod's @ A for two Temp 2011 CR's (if Req'd)	\$ 485,000	\$	654,750	Reconfigure Road and install 2 Mod CR's
Wght Rm for two Temp 2011 CR's (if Req'd)	\$ 332,500	\$	448,875	Infill Weight Room for 2 CR's and install new Ramp & Stairs to Remaining Exercise Room

**FA Day Middle School
Space Needs Study**

2 CR's for Sept 2011 / 6 Permanent CR's + Expansion of Cafeteria by Sept 2012

Phasing

Pros

Cons

Comments

Option 3b

Site @ C	\$	148,500	Pull Oil Tank, New Entry Walks	April 2011 - August 2012
New Admin @ C	\$	776,250	1-Story Add'tn @ Minot Place	April 2011 - August 2012
2 Perm CR's @ C	\$	776,250	2nd Story Add'tn @ Minot Place	April 2011 - August 2012
Extend Caf	\$	221,400	Into Lobbies (Caf Opt 'e')	Summer 2011
Nurse + Conf @ C	\$	580,500	Convert Part Boiler Rm to Admin	Summer 2012
2 Perm CR's @ A	\$	455,625	Reconfigure Existing Admin Suite	Summer 2012
2 Perm CR's @ A	\$	243,000	Reconfigure Existing Main Entry	Summer 2012
Replace Storage	\$	162,000	Reconfigure Girls PE Shower Area	Summer 2012
Replace Pkg @ A	\$	40,500	Add 12 Pkg Spaces @ Existing Entry	Summer 2012
	\$	74,081	Escalation for 2012 Work	

\$ 3,478,106 Total Project Cost (no temp cr's for 2011)

"ADD" Options For Sept 2011:
(pick one only)

2 Temp CR's	\$	448,875	ADD for 2 Temp CR's in Wgt Rm
2 Temp CR's	\$	654,750	ADD for 2 Temp CR's @ Site A
2 Temp CR's		n/a	ADD for 2 Temp CR's @ Site C

Down 1 PE Station for 1 Sch Year

Option 14c

Site @ C	\$	148,500	Pull Oil Tank, New Entry Walks	April 2011 - August 2012
New Admin @ C	\$	776,250	1-Story Add'tn @ Minot Place	April 2011 - August 2012
2 Perm CR's @ C	\$	776,250	2nd Story Add'tn @ Minot Place	April 2011 - August 2012
Extend Caf @ B	\$	438,750	Into Parking Lot (Caf Opt 'b')	April 2011 - August 2012
2 Perm CR's @ B	\$	461,700	2 CR Add'tn Abv Caf Add'n	April 2011 - August 2012
Nurse + Conf @ C	\$	580,500	Convert Part Boiler Rm to Admin	Summer 2012
2 Perm CR's @ A	\$	455,625	Reconfigure Existing Admin Suite	Summer 2012
Replace Pkg @ A	\$	40,500	Add 12 Pkg Spaces @ Existing Entry	Summer 2012
	\$	53,831	Escalation for 2012 Work	

\$ 3,731,906 Total Project Cost (no temp cr's for 2011)

"ADD" Options For Sept 2011:
(pick one only)

2 Temp CR's	\$	448,875	ADD for 2 Temp CR's in Wgt Rm
2 Temp CR's	\$	654,750	ADD for 2 Temp CR's @ Site A
2 Temp CR's		n/a	ADD for 2 Temp CR's @ Site C

Down 1 PE Station for 1 Sch Year

Option 1a

Extend Caf @ B	\$	438,750	Into Parking Lot (Caf Opt 'b')	April 2011 - August 2012
2 Perm CR's @ B	\$	461,700	2-Story Add'tn Abv Caf Add'n	April 2011 - August 2012
2 Perm CR's @ B	\$	815,670	2-Story Add'tn Abv Caf Add'n	April 2011 - August 2012
Site @ C	\$	148,500	Pull Oil Tank, New Entry Walks	April 2011 - August 2012
New Admin @ C	\$	776,250	1-Story Add'tn @ Minot Place	April 2011 - August 2012
Nurse + Conf @ C	\$	580,500	Convert Part Boiler Rm to Admin	Summer 2012
2 Perm CR's @ A	\$	455,625	Reconfigure Existing Admin Suite	Summer 2012
Replace Pkg @ A	\$	40,500	Add 12 Pkg Spaces @ Existing Entry	Summer 2012
	\$	53,831	Escalation for 2012 Work	

\$ 3,771,326 Total Project Cost (no temp cr's for 2011)

"ADD" Options For Sept 2011:
(pick one only)

2 Temp CR's	\$	448,875	ADD for 2 Temp CR's in Wgt Rm
2 Temp CR's	\$	654,750	ADD for 2 Temp CR's @ Site A
2 Temp CR's		n/a	ADD for 2 Temp CR's @ Site C

Down 1 PE Station for 1 Sch Year

Newton Public Schools
Additional Follow Up Information for Board of Aldermen
Long and Short Range Facilities Planning

Questions from Alderman Johnson

1.) Can you please provide an explanation as to what steps you have taken to determine how to leverage technology in order to reduce reliance on classrooms?

The Newton Public Schools is currently piloting a 1-1 computer project at Bigelow Middle School. Preliminary evaluation results suggest a positive impact on student learning. However, this is a pilot and it will take considerable time and resources to determine whether it makes sense to bring this approach to scale and what the impact would be on the reliance on classrooms. The Newton Public Schools have also looked into the use of mobile carts with fully loaded laptop computers, which would move from classroom to classroom. There are three disadvantages to this model:

- 1) It is more costly to purchase and maintain laptops as compared to desktops.
- 2) Class time is wasted with set up and returning laptops to carts and moving them from place to place.
- 3) Laptops have a shorter life span.

Lastly, there is a blended learning opportunity in the middle schools where teachers create an online component for units using our course management system (Moodle). Students can refer to this tool for a variety of resources related to the unit as well as participate in discussion groups. For example, an 8th grade teacher at Brown has developed an online course for astronomy to supplement face-to-face lessons. Students can find at the site a variety of web sites and articles on related topics that are appropriate for their grade level. They often use the online discussion forum to discuss topics for homework. Another example is at Bigelow and Day, where teachers have created online sites to discuss books that students have read.

2.) A detailed list from the Executive Department, School Department and Board as to what they would do when building/renovating a new school. Questions to answer are:

- **What things should they discontinue doing?**
- **What things should they continue to do?**
- **What things should they start doing that were not done in the past?**

In response to the question regarding the approach to building or renovating schools in Newton in the future, both the City Executive Department and the School Department are working collaboratively on a citywide improved and comprehensive facilities plan. This plan will first require full evaluation of all city buildings and an update to the school facilities review. Planning will then proceed and will be developed with best practices to fully address the facilities needs of all public buildings.

Newton Public Schools
Additional Follow Up Information for Board of Aldermen
Long and Short Range Facilities Planning

3.) Please take the list of items presented and prioritize. There can only be one 1, one 2, etc.

The School Committee has voted both the elementary and middle schools needs as an equal priority.

The middle school needs are:

1. Day

Within the elementary schools, the modulars would be prioritized as follows:

1. Zervas (two modulars)
2. Burr
3. Mason Rice
4. Horace Mann
5. Countryside (ranked #5 because of the potential complexity of adding a modular, and the need to address the enrollment and space issues in a more comprehensive manner).

4.) What is the final total budget cap for these projects?

The total budget for these projects is \$5 million.

5.) What programs/services could be eliminated/reduced in order to have the resources, including space, to deliver the core subjects and services?

The middle school program of studies consists of the following courses:

English, Social Studies, Science, World Languages (Spanish, French, Italian, Chinese, and Latin with some variation depending on the school), Art, Technology Education, Drama, Health, Music, and Physical Education. During the week, students additionally meet with their Team teachers in extension periods. They do not have any "free" periods. Even with the reduction of a program, students still need to be scheduled into classrooms. For instance, if a World Language offering was eliminated, we would need to add sections of the remaining languages. In theory, if we eliminated an arts program, as when we cut the media program a few years ago, this would free up dedicated space. However, we are not recommending the elimination of any arts program.

Newton Public Schools
Additional Follow Up Information for Board of Aldermen
Long and Short Range Facilities Planning

Questions from Alderman Sangiolo

1.) Has anyone from the School Department/Executive Department looked at the operating costs for Aquinas? What are they?

The operating costs for Aquinas are estimated to be similar to other school buildings of equivalent size. Total operating costs for a large elementary school range from \$3.5 to \$4.1 million. This figure includes salaries, benefits, supplies, maintenance and utilities. The total operating costs without salaries would be between \$200,000 to \$300,000. Utilities costs are estimated to be approximately \$2.25/square foot based on current FY11 rates.

2.) Has the School Department considered use of Carr and/or the Ed Center?

Yes, both of these buildings were considered in the HMFH Facilities study. The HMFH Master Plan can be found on the Newton Public Schools website and was referred to in the 11/18/10 packet of information for the Board of Aldermen.

3.) What are things that have to be done before Carr or the Ed Center can be used and what is the cost?

The list for Carr School, along with cost, was included in the 11/18/10 packet of information for the Board of Aldermen.

4.) What are the estimated design fees for the proposed Day renovations (all options) and what are the design fees associated with the design/siting of the 6 modulators? What is the total price for the proposed projects including contingency fees?

This question was answered in the 11/18/10 packet of information for the Board of Aldermen.

Questions from Alderman Crossley

I would like to see:

1.) An accounting of capital repairs and improvements needed on our 22 school buildings as you currently see it, to compare with the short list of capital improvements (\$2.31M) you have decided to implement.

Please refer to the June 14, 2010 memo from Mike Cronin which was included in the 11/18/10 packet of information.

Newton Public Schools
Additional Follow Up Information for Board of Aldermen
Long and Short Range Facilities Planning

2.) A total budget 'pro-forma' for all of the work the school department has prioritized.

The total budget for the proposed work is a maximum of \$5 million. The expectation is that the Day project will come in between \$3.5 and \$3.8 million, and the elementary modulars will be between \$1.2 and \$1.65 million.

3.) A realistic assessment/budget for building department staff time – so we can determine whether we need to add for oversight.

In order to properly oversee these projects, a dedicated staff member would be required.

4.) For the school buildings, what major building envelope projects could be advanced – new (insulated) roofs; new window/wall insulation systems, etc.?

Please refer to the June 14, 2010 memo from Mike Cronin which was included in the 11/18/10 packet of information.

5.) Since you propose multiple discreet projects at Day (separate constructions in different parts of the building) – if you had to prioritize these projects on a timeline – would the cafeteria and two classrooms be a \$1.5M project in the first year, etc.?

The 6 classrooms and the cafeteria expansion at Day Middle School need to happen at the same time due to increases in enrollment.

Questions from Alderman Shapiro

1.) Is it safe to assume that enrollment projections do not actually include the pending developments?

The enrollment projections in the November 2010 Enrollment Analysis Report do not include any students manually added in for pending developments. In the case of large housing developments built in Newton in the past, including Avalon at Newton Highlands, Avalon at Chestnut Hill, and Arborpoint at Woodland Station, once the projects received building permits, students were manually added to the enrollment projections until residents moved in and actual enrollments were part of the enrollment count.

Newton Public Schools
Additional Follow Up Information for Board of Aldermen
Long and Short Range Facilities Planning

2.) Either way, what are the enrollment projections from those projects and/or any others which are currently under consideration or in the pipeline? (It would be nice to know the actual potential financial impact of mixed or other use projects at the time we vote on them.)

The following information concerning residential housing projects in Newton was provided in October 2010 by Trisha Kenyon Guditz, Housing Program Manager, City of Newton. School district information is provided by the School Department.

Projects with Permits:

- 1) 192 Lexington Street will become available in late calendar year 2011 in the Burr/Day/North school district. The project has a comprehensive permit and site work is underway. There are 10 affordable housing units, including 9-three bedrooms and one 2-bedroom unit.
- 2) 2148-50 Commonwealth Avenue will become available early in calendar year 2011 with 2 two-bedroom units in the Burr/Day/North school district.

Projects seeking funding:

- 1) 61 Pearl Street proposed as 3 affordable housing units, all 2 bedrooms (Lincoln-Eliot/Bigelow/North school district).
- 2) 112-116 Dedham Street proposed as 16 units, 4 affordable, all 2 bedroom (Countryside/Brown/South school district).

Other projects:

- 1) Chestnut Hill Square: Housing component on hold; possibly 91 units (tentative).
- 2) Riverside/MBTA Site: In the concept stage.
- 3) Kessler Woods: On hold.



SETTI D. WARREN
MAYOR

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Office of the Mayor

#365-10

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November 29, 2010

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

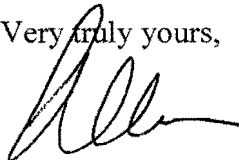
10 NOV 29 P 3:23
CITY CLERK
NEWTON, MA 02159

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.
<u>LIBRARY (5)</u>			
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
<u>PUBLIC WORKS (4)</u>			
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
<u>RECREATION (13)</u>			
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
<u>MISCELLANEOUS (4)</u>			
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
<u>PUBLIC SAFETY (4)</u>			
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



SETTI D. WARREN
MAYOR

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November 29, 2010

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

10 NOV 29 P 3:22
CITY CLERK
NEWTON, MA. 02159

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the following appropriations and authorize a general obligation borrowing of an equal amount for the purpose of funding the FY2011 Capital Improvement Plan.

<u>Project</u>	<u>Amount</u>
A) Architectural Design and Engineering/Next Scheduled Fire Station	\$400,000
B) Manet Road – Emergency Communications Radio Tower Replacement	\$300,000
C) City Hall Windows – Repair/Replacement	\$125,000
D) Purchase of Heavy Vehicle Equipment – DPW	\$300,000
E) Newton Public Schools – Roof Repairs	\$810,000
F) Newton Public Schools – Masonry Repairs	\$450,000
G) Newton Public Schools – Boiler Replacements	\$350,000
H) Newton Public Schools – Roof Top Unit and Exhaust Unit Replacements	\$100,000
I) Newton Public Schools – Window and Door Replacements	\$500,000

Additional backup information for each of these projects will be provided in your Friday Packet on December 10, 2010. I look forward to meeting with your Honorable Board to discuss these Capital Projects. Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



PUBLIC BUILDINGS DEPARTMENT

Stephanie Kane Gilman, Commissioner

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52 ELLIOT STREET

NEWTONHIGHLANDS, MA 02461-1605

Setti D. Warren
Mayor

December 3, 2010

Alderman Sydra Schnipper
Chairman, Public Facilities Committee
Alderman Lenny Gentile
Chairman, Finance Committee
1000 Commonwealth Avenue
Newton Centre, MA 02459

RE: Fire Station Renovation Program – Design/Project Manager/Testing Building

Dear Chairmen:


The Public Buildings Department has requested \$ 400,000.00 to cover the cost of Fire Station Programming, Schematic Design, Project Manager, Testing, and other related expenses associated with the building renovations to Fire Station #3, 31 Willow Street, Newton Centre, Fire Station #10, 755 Dedham Street, Oak Hill and Fire Headquarters, 1164 Centre Street, Newton Centre. The City is committed to going forward with plans to renovate various fire stations. It is essential to have funds in place to compensate the design Architect and their consultants. I am also requesting funds to cover the Project Manager and other required site and building testing services.

The funding request breakdown is as follows:

1. Architectural Programming of each facility noted above	\$ 50,000
2. Schematic Design of each facility noted above, including related Design Architect's consultants	\$ 60,000
3. Final Design bidding and construction administration for renovation of the selected Fire Station.	\$ 221,000
4. Project Manager (½ year salary)	\$ 29,950
5. Site and Building Testing Services	<u>\$ 20,000</u>
Sub-Total	\$ 380,950
Contingency	<u>\$ 19,050</u>
Total	\$ 400,000

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: Chief Joseph LaCroix

Robert Rooney, Chief Operating Officer

Maureen Lamieux, Chief Financial Officer