

Exhibit D

Rec'd 18 Apr 08 as part of budget change request

Historic Burying Ground Restoration Phase 2 Budget Breakdown

	Phase 2 Budget	Phase 2a	Phase 2b
East Parish Burying Ground (Centre and Cotton Streets)			
2. Immediate			
a. Lawn rehabilitation, regrading & seeding	10,500		10,500
b. Tree pruning	35,000	35,000	
c. Repoint wall	8,750	8,750	
d. Repair Tomb A	6,125	6,125	
e. Realign Tomb Base B	2,275	2,275	
f. Repair Tomb C	5,250	5,250	
g. Repair Tombs G & H	11,375	11,375	
h. Repair Tomb I	4,375	4,375	
i. Rebuild Arch and Face	14,000	14,000	
j. Repair Hull Tomb	14,000	14,000	
k. Repair Tomb 1195	10,500	10,500	
l. Repair Tomb 1047	8,750	8,750	
m. Repair Tomb 1842	1,925	1,925	
n. Repair Tomb 985	2,100	2,100	
o. Repair Tomb 1150	8,750	8,750	
p. Repair Tomb 232	4,375	4,375	
q. Repair Tomb 1370	2,275	2,275	
r. Stone Conservation			
1. Three person crew	15,333	15,333	
2. Four person crew	12,825	12,825	
3. Cleaning (16 Gravestones)	2,280	2,280	
4. Materials	532	532	
	181,295	170,795	10,500
West Parish Burying Ground (Cherry and River Streets)			
2. Immediate			
a. New tubular steel pedestrian/vehicular access gate	26,000		26,000
b. New tubular steel fence along River and Cherry Streets	97,000		97,000
c. Lawn rehab, regrading and seeding	3,200		3,200
d. Tree pruning	6,000	6,000	
e. Regrading over exposed vaults	1,000	1,000	
f. Remove chains from posts	200	200	
g. Local rebuilding	5,000	5,000	
h. Local rebuilding	18,000	18,000	
i. Repair vault	3,000	3,000	
j. Repair mound tomb	18,000	18,000	
k. Repair tomb 197	4,000	4,000	
l. Stone Conservation			
1. Three person crew	3,648		3,648
2. Four person crew	8,550		8,550
3. Cleaning (10 Gravestones)	1,425		1,425
4. Materials	390		390
	195,413	55,200	140,213

Historic Burying Ground Restoration Phase 2 Budget Breakdown			Phase 2 Budget	Phase 2a	Phase 2b
South Parish Burying Ground (Evergreen Cemetery, Winchester Street)					
2. Immediate				Phase 2a	Phase 2b
	a. New pedestrian/vehicular tubular steel access gate	32,500			32,500
	b. New chain link fence along north, west and south edges of site	15,000			15,000
	c. New tubular steel fence along Winchester Street	85,000			85,000
	d. Recutting stumps	500	500		
	e. Lawn rehabilitations, regrading and seeding	2,500			2,500
	f. Tree pruning	7,500	7,500		
	g. Repair Tombs A-G	99,000			99,000
	h. Repair Tomb H	33,000			33,000
	i. Stone Conservation				
	1. Three person crew	7,068			7,068
	2. Four person crew	10,260			10,260
	3. Cleaning	2,708			2,708
	4. Materials	323			323
		295,359		8,000	287,359
	Total Project Cost	672,066		233,995	438,071
				Phase 2a Request	Phase 2b Request
	East Parish			170,795	10,500
	West Parish			55,200	140,213
	South Parish			8,000	287,359
	10% Contingency			23,400	43,807
	Grand Total			257,395	481,878
					739,273



David B. Cohen
Mayor

City of Newton, Massachusetts Community Preservation Committee



MEMORANDUM

DATE: 7 May 2008, revised 23 May 2008

TO: Cindy Stone, Director, Newton History Museum
& Bettina Urcuioli, Project Manager, Newton Historical Society

CC: Community Preservation Committee, Law Dept., Comptroller
& Marc Welch, Frank Nichols, Brian Lever

FROM: Alice E. Ingerson, Community Preservation Program Manager

RE: **Historic Burying Grounds, phases 1 and 2a –
procedure for approving updated workplan and budget**

The following process for updating and revising the workplan and budget for these projects was approved by the Community Preservation Committee on 30 April 2008, and by the City of Newton Law Department on 21 May 2008:

1. As requested in a letter from the director of the Newton History Museum to the Community Preservation Committee, dated 19 May 2008, the Museum/Newton Historical Society may allocate \$13,500 of contingency funds from phase 2a for up to 1/3 time to be spent managing these projects, from **May 2008** through **April 2009**, by Bettina Urcuioli, assistant to the director of the Museum.

The Newton Historical Society will submit to CP Program Manager Alice Ingerson, for approval and forwarding to the Comptroller, biweekly or monthly reimbursement requests for Ms. Urcuioli's work on this project, accompanied by timesheets documenting the work completed.

2. By **1 December 2008**, Newton History Museum/Newton Historical Society staff will submit to the CPC a revised workplan and budget for these projects, based on consensus advice from City staff and outside professionals with relevant expertise. The revised plan and budget will
 - ◆ update project priorities
 - ◆ identify sources in remaining project funds for any significant new spending categories – including staff time for project management beyond #1 above
 - ◆ identify impacts of the proposed changes on any previously approved project goals, and explain how these impacts will be minimized (especially for any previous goals that will be scaled back, canceled, or deferred to future phases of the project)

Suggested membership of advisory group: Museum director Cindy Stone, Bettina Urcuioli, Irving Slavid (Monument Conservation Collaborative, winning bidder on revised phase 1 RFP), Marc Welch (Newton's director of urban forestry), Brian Lever (Newton's senior preservation planner), Frank Nichols (Newton's community preservation engineer), volunteer members of the Newton Historical Society Burying Grounds Committee; and any others the Museum wishes to include.

3. On behalf of the CPC, a subcommittee consisting of members Charlie McMillan and Nancy Grissom with work with CP Program Manager Alice Ingerson to review the revised plan and budget.
4. The CPC will submit the plan and budget as approved by this CPC subcommittee for final approval by the Board of Aldermen, without any request for additional funding. Before project funds can be spent for new categories, or previously approved project tasks can be scaled back, canceled or deferred, the Board must approve the updated plan and budget, and at its discretion may first refer these items to any of its committees for discussion and reports.