



**City of Newton, Massachusetts
Office of the Mayor**

Telephone
(617) 796-1100

Telefax
(617) 796-1113

TDD
(617) 796-1089

E-mail
swarren@newtonma.gov

SETTI D. WARREN
MAYOR

April 15, 2014

Ms. Kathryn DeCristofaro
Senior Field Coordinator
Massachusetts School Building Authority
40 Broad Street
Suite 500
Boston, Massachusetts 02109

RE: Updated Membership of the School Building Committee for the Cabot Elementary School

Dear Ms. DeCristofaro:

In accordance with 963 CMR 2.00, attached for your review and approval is the updated membership of the School Building Committee for the Cabot Elementary School located in the City of Newton. The Committee was formed in accordance with the provisions of all applicable statutes, local charters, by-laws and agreements of the City of Newton. This list reflects a change in membership which is highlighted in bold text.

Designation	Name and Title	Address	Phone Number	Voting Member
SBC member who is MCPPO Certified ¹	Nick Read Chief Procurement Officer	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459	617.796.1100	
Local Chief Executive Officer	Setti D. Warren Mayor	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459	617.796.1100	
Administrator or Manager ^{II}	Dori Zaleznik¹ CAO	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459	617.796.1100	X
School Committee Member (minimum of one)	Margaret Albright School Committee Member	Education Center 100 Walnut Street Newton, MA 02460	617.559.6100	X
Superintendent of Schools	David Fleishman Superintendent of Schools	Education Center 100 Walnut Street Newton, MA 02460	617.559.6100	
Local Official responsible for Building Maintenance	Joshua Morse Commissioner of Public Buildings	52 Elliot Street Newton, MA 02461	617.796.1600	X
Representative of Office authorized by law to construct school buildings	Joshua Morse Commissioner of Public Buildings	52 Elliot Street Newton, MA 02461	617.796.1600	

School Principal	Dr. Mary Lou DiBella	Cabot Elementary School 229 Cabot Street Newtonville, MA 02460	617.559.9400	X
Member knowledgeable in educational mission and function of facility	Joseph Russo Assist. Super. for Elementary Ed.	Education Center 100 Walnut Street Newton, MA 02460	617.559.6100	
Local budget official or member of local finance Committee	Maureen Lemieux CFO	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459	617.796.1100	X
Members of community with architecture, engineering and/or construction experience	Arthur Cohen, AIA Design Review Committee - Chair	79 Warren Street Newton, MA 02459	617.547.2200	
School Committee Chair	Matt Hills School Committee Chair	Education Center 100 Walnut Street Newton, MA 02460	617.559.6100	
School Committee Member	Diana Fisher Gomberg School Committee Member	Education Center 100 Walnut Street Newton, MA 02460	617.559.6100	X
School Committee Member	Angela Pitter-Wright School Committee Member	Education Center 100 Walnut Street Newton, MA 02460	617.559.6100	X
School District Official Finance & Operations Oversight	Sandra Guryan ² Dept. Super. / CAO, School Dep.	Education Center 100 Walnut Street Newton, MA 02460	617.599.9027	X
Board Of Aldermen Financial Management	Ruthanne Fuller Alderman	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459	617.738.5311	X
Board of Aldermen	Susan Albright Alderman	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459	617.527.7108	X
Board of Aldermen	Emily Norton Alderman	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459	617.795.0362	X
Andrea Steenstrup Cabot School Parent	Local Resident Appointed by Mayor	21 Kimball Terrace Newton, MA 02458	206.331.1497	X
Karen Wasserman Cabot School Parent	Local Resident Appointed by Board of Alderman	19 Holland Street Newton, MA 02458	617.467.4080	X
SBC Staff Associate City Solicitor	Ouida C. M. Young Associate City Solicitor	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459	617.796.1240	
SBC Staff Facilities and Project Management	Adam Gilmore Dir. of Project Management Public Buildings	52 Elliot Street Newton, MA 02461	617.796.1600	
SBC Staff Mechanical Engineer	Michael Cronin Chief of Operations School Department	Education Center 100 Walnut Street Newton, MA 02460	617.599.9001	
SBC Staff City Planning	Carol Chafetz Dir. of Env. Affairs School Department	Education Center 100 Walnut Street Newton, MA 02460	617.599.9010	
SBC Staff Architecture, Project Management	Alex Valcarce, AIA Project Manager Public Buildings	52 Elliot Street Newton, MA 02461	617.796.1600	

Listed below is the past performance of the school building committee, the building committee (temporary or permanent), or any other committee responsible for oversight, management, or administration of the construction of public buildings and its individual members:

The City of Newton has consistently followed the City project review process outlined below. Past state supported school building projects that have followed this process include the Cabot Elementary School, the new Newton North High School, Renovation and Addition to Newton South High School and renovations and additions to three elementary schools.

In the City of Newton all public building projects and funding appropriations must be approved by the Board of Aldermen and its Public Facilities Committee, Programs and Services Committee (school projects only), and Finance Committee. In addition to the members required by the MSBA, the proposed SBC for the Cabot project includes key individuals from these committees as identified in the table above. These individuals possess the knowledge and experience with the funding and construction of public school projects.

Public buildings in the City of Newton are constructed in accordance with the City's ordinances, specifically Chapter 5. The Commissioner of Public Buildings is responsible for the construction, alteration, repair and maintenance of all public buildings except as otherwise provided for by the Charter of the City.

The Designer Selection Committee makes recommendations to the Mayor whenever an architect is engaged by the City. The designer selection committee makes at least three recommendations to the Mayor from the responses to the request for proposals advertised by the City. The committee is composed of six residents of the City, three of whom are appointed by the Mayor, and three of whom are selected by the Board of Aldermen. For school projects three additional members are selected by the School Committee.

A Design Review Committee (DRC) coordinates the design review process for any public building within the City. The DRC is composed of twelve permanent voting members, four appointed by the Mayor, four appointed by the Board of Aldermen, four selected by the School Committee, and two voting members from within the community of each facility under review. The proposed SBC includes the Chair of the DRC.

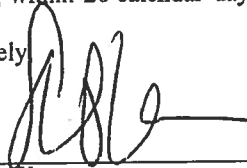
The DRC reviews project programs, scopes, plans, specifications and other such documentation to ascertain that proposed design solutions comply with facility program requirements. In doing such reviews the committee considers alternate solutions as it deems appropriate, and makes recommendations with respect to site planning, building design or construction that contribute to the efficient use and conservation of natural resources and energy.

The DRC provides site plan approval and files a formal petition with the clerk of the Board of Aldermen for site plan approval at a public hearing before the Public Facilities Committee in accordance with the City's Ordinances. The DRC also provides certifications to the Public Buildings Commissioner when final plans and specifications meet a project's intended program requirements prior to advertising for public construction bids.

Proposed building and site plans for municipal buildings and facilities are also reviewed by the Department of Planning and Development for consistency and compatibility with the City's Comprehensive Plan and pertinent planning studies.

After approval of this committee by the Authority, the City of Newton will notify the Authority in writing within 20 calendar days of any changes to the membership or the duties of said committee.

Sincerely



Setti D. Warren
Mayor


Approved by MSBA

6/24/14
Date

-
- i Please attach the certification from the Office of the Inspector General demonstrating completion of the MCPPO Program.
 - ii "Administrator or Manager" refers to a Town Administrator, Town Manager, or to an equivalent position.
 - 1 Mayor Warren has designated Dr. Zaleznik to be his voting representative.
 - 2 Superintendent Fleishman has designated Ms. Guryan to be his voting representative