



Finance Committee Agenda

City of Newton In City Council

Monday, April 27, 2020

The Finance Committee will hold this meeting as a virtual meeting on Monday, April 27, 2020 at 7:00 pm. To view this meeting use this link at the above date and time: <https://zoom.us/j/702996224>

One tap mobile

+16465588656,,702996224# US (New York)

Dial by your location

+1 646 558 8656 US (New York)

Meeting ID: 702 996 224

Items scheduled for discussion:

#240-20 Authorization to expend a MassDOT grant in the amount of \$100,000

HER HONOR THE MAYOR requesting authorization to accept and expend a one hundred thousand-dollar (\$100,000) grant from the MassDOT's Community Transit Grant Program to assist financially with the City's NewMo program that provides transportation for older residents.

#238-20 Authorization to expend a MassWorks grant in the amount of \$396,500

HER HONOR THE MAYOR requesting authorization to accept and expend a three hundred and ninety-six thousand five hundred dollar (\$396,500) grant from the Commonwealth's MassWorks Infrastructure Program for design and engineering services for extension of the Upper Falls Greenway and Pettee Square streetscape enhancements

The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the city of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: jfairley@newtonma.gov or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

Referred to Programs & Services and Finance Committees

#239-20

Allocate \$500,000 to control the spread of COVID-19

HER HONOR THE MAYOR requesting authorization to allocate five hundred thousand dollars (\$500,000) to a non-lapsing account dedicated to the City's efforts to control the spread of COVID-19; additionally re-classify the previously approved \$250,000 to the same account and allow the administration to disburse these funds to support compensation, supplies, or other accounts as necessary.

Programs & Services voted as follows:

#239-20(1) \$250,000 – Approved 6-0-2 (Councilors Krintzman and Noel abstaining) on 04/22/20

#239-20(2) \$250,000 - Held 8-0 on 04/22/20

#241-20

Resolution requiring a cap of delivery fees charged to businesses

Councilors Albright, Krintzman, Downs, Ryan, Crossley, Wright, Humphrey, Leary, Malakie, Bowman, Kelley, Grossman, Markiewicz, Danberg, Noel, Lipof requesting a resolution to the Mayor asking her to work with relevant departments to determine the feasibility of restricting third party delivery services from charging restaurants a fee per online order for use of its services that totals more than 10% of the purchase prices of such online orders.

#236-20

Appointment of Councilor Humphrey to the Twombly House Fund

PRESIDENT ALBRIGHT appointing Councilor Bill Humphrey, 712 Chestnut Street, Newton as a Trustee of the TWOMBLY HOUSE FUND TRUST for a term of office to expire December 31, 2021.

#237-20

Appointment of Councilor Humphrey to the Emerson Community Center Trust

PRESIDENT ALBRIGHT appointing Councilor Bill Humphrey, 712 Chestnut Street, Newton as a Trustee of the EMERSON COMMUNITY CENTER TRUST for a term of office to expire December 31, 2021.

Respectfully submitted,

Rebecca Walker Grossman, Chair



Ruthanne Fuller
Mayor

RECEIVED
City of Newton, Massachusetts

Office of the Mayor
APR 16 PM 1:52

240-20

Telephone
(617) 796-1100
Fax
(617) 796-1113
TDD/TIY
(617) 796-1089
Email

rfuller@newtonma.gov

CITY CLERK
NEWTON, MA. 02459

April 16, 2020

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Honorable City Councilors:

I respectfully submit a docket item to your Honorable Council requesting the approval to accept and expend \$100,000 in grant funding from the MassDOT's Community Transit Grant Program to assist financially the City's NewMo program that provides transportation for older residents.

Attached is memo from Director of Senior Services Jayne Colino regarding the grant. Also attached is the project summary submitted to MassDOT.

Newton in Motion (NewMo) is an invaluable service to people age sixty and older. For Newton's older residents, and particularly those with lower incomes, getting around Newton without a car can be difficult. There are myriad gaps in the public transit system, and the options which do exist are often inaccessible and run on routes and schedules better suited to commuters. NewMo helps fill this gap by providing low-cost, on-demand, dynamically routed shared trips (except during the COVID-19 situation) for Newton's older residents to the Senior Center, village centers, medical appointments and specified destinations in Newton. This vital program enables more of our older residents without a car to age in place, maintain their quality of life and continue to be a part of the Newton community.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

Telephone
(617) 796-1120
Telefax
(617) 796-1142
TDD/TTY
(617) 796-1089
www.newtonma.gov

Barney S. Heath
Director

MEMORANDUM

Date: April 15, 2020
To: Maureen Lemieux, Chief Financial Officer
From: Jayne Colino, Director of Senior Services
Cc: Nicole Freedman, Director of Transportation Planning
Subject: Request to Docket Item to Accept MassDOT Community Transit Grant, NewMo

We request approval to accept and expend \$100,000 in grant funding from MassDOT's Community Transit Grant Program for the following project:

NewMo Program Operating Assistance (BCG0008305)

The City is contracted with Via to provide transportation to Newton's seniors. No additional match is required to support this grant beyond money already allocated by the City for this project.



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, MassDOT Secretary & CEO
Astrid Glynn, MassDOT Rail & Transit Administrator



Nicole Freedman
City of Newton
1000 Commonwealth Avenue
Newton Centre, MA 02459

Dear Ms. Freedman,

On behalf of Governor Baker and Lieutenant Governor Polito, I am pleased to notify you that the City of Newton has been competitively selected to receive a State Fiscal Year 2020 Community Transit Grant Program award for the following project(s):

Newmo Program Operating Assistance (BCG0008305) in the amount of **\$100,000** (to be matched with **\$100,000** in local funds)

Through this funding, we hope to ensure that you continue to provide meaningful transportation options across the Commonwealth, as the service that you provide is an essential component to our economic success.

In the coming weeks, you will receive further instructions from the MassDOT Transit Unit detailing next steps. Please feel free to contact Thomas Schiavone (Thomas.Schiavone@dot.state.ma.us) if you have any questions.

Thank you again for your continued commitment to improving transportation options across the Commonwealth.

Sincerely,

A handwritten signature in cursive script that reads "Stephanie Kelly".

Stephanie Pollack
Secretary and CEO, Massachusetts Department of Transportation



Applicant Organization Name: Newton Department of Senior Services

Organization Profile - FY20

RTAs ARE NOT REQUIRED TO COMPLETE THIS INFORMATION. All other applicants, complete information as applicable. If applicant is an organization applying for a mobility management type project and does not have a transportation program, complete only the questions that are applicable to the organization and its objectives in relation to transportation service. All organizations are required to complete the budget information to the extent applicable.

Program Information

1. **Organization Mission.** Describe the organization’s overall purpose and services. (610 characters)

The mission of the Department of Senior Services is to optimize quality of life for older adults and those who support them through welcoming, respectful and meaningful opportunities that engage and value older people, and empower them to remain independent and to be important assets in our community. Services and programs include: senior transportation, senior tax work-off, social services, fitness and wellness classes, support groups, health and nutrition services, education, community events, art programs, and games and entertainment.

2. **Transportation Specific Program.** Describe the organization’s current transportation program, to include geographic area(s) served, and if the services are provided by the applicant or a contractor. (865 characters)

Newton Senior Services, aiming to help residents age in place and maintain their quality of life, provides 25,000 subsidized trips annually to 700 seniors to access medical appointments, social events, houses of worship, village centers and shopping areas. In June 2019 Newton launched its modernized service: Newmo, with operations partner Via, an international micro-transit leader that uses state-of-the-art technology. Seniors book trips in real time using a smartphone app or phone. The system dynamically creates routes to pick up multiple passengers providing both an environmentally friendly service and a social experience for passengers. Seniors pay subsidized rate of \$.50, \$3, \$4 or \$5 and can take trips within Newton or just beyond. Seniors can easily identify the NewMo branded vehicles. Drivers walk passengers to their door, upon request.

3. **Transportation Service Area.** Indicate approximate percentage of census designated geographic areas the organization serves. Total percentage should equal 100%. To assist in determining your geographic service area, please see the ‘Urbanized Areas 2010’ map in the Resources tab on GrantsPlus+. Please also list, above the table, the **primary** communities served (either towns, cities or counties).

Percent of Total Trips		<i>*If in urbanized area, identify which urbanized area(s) service is provided.</i> Newton
100	%	*Urbanized Area
	%	Small Urbanized Area
	%	Rural Area
100	%	Total Percentage

4. **Transportation Service Operations.**

- a. What type of transportation service(s) is provided (e.g., demand response, route deviation, fixed route)?

microtransit: on demand, dynamic routed, shared trips

- b. What days of the week does your service operate? (e.g., M-F)

7 days a week

- c. What hours of the day does your service operate? (e.g., 5:00 am–7:30 pm)

Weekdays 8 AM – 5 PM, Weekends 9AM-12PM

Applicant Organization Name: Newton Department of Senior Services

5. Transportation Service Clientele. Describe rider clientele & service eligibility requirements. (735 characters)

NewMo provides transportation for any residents of Newton aged 60 years or older. Seniors confirm their age through an honor system with the Senior Services Department prior to enrolling in the program. Historically, based in 2017-2018 data, 70% of the seniors received a discount from the full rate through a sliding scale, and 30% of users paid the lowest rate, reserved for seniors on public assistance. The system has wheelchair accessible vehicles for seniors needing extra assistance.

6. Transportation Service Trip Purpose. Indicate approximate percentage of the type of transportation trip(s) the organization offers. Total percentage should equal 100%.

Percent of Total Trips		Trip Type
5	%	Work/Employment Related
50	%	Medical
5	%	Education
25	%	Senior Programs
15	%	Social, Recreation, Shopping
	%	Other (describe):
100	%	Total Percentage

7. Transportation Service Vehicles. Provide the number of active fleet vehicles currently used in the transportation program. (Do not include non-revenue service/staff specific vehicles.)

Number	Description
4	"Full-Time" Service
	"Back-Up" or Spare

8. Transportation Service Fare/Donation. Describe the fare or donation structure for the transportation program. (735 characters)

Seniors pay \$.50, \$3, \$4 or \$5 per trip. Seniors who receive a public benefit such as fuel assistance, Mass Health, SNAP or Veteran's benefits are eligible to pay \$.50 per trip. All new riders not on financial aid pay the \$5 rate.

9. Transportation Program Staff. Provide the number of staff employed in the transportation program.

Number	Description	Number	Description
	Paid Full-Time Drivers		Paid Full-Time Operation Supervisors
	Paid Part-Time Drivers		Paid Part-Time Operation Supervisors
	Volunteer Drivers		Paid Full-Time Dispatchers
	Paid Full-Time Administrative Staff		Paid Part-Time Dispatchers
1	Paid Part-Time Administrative Staff		Paid Mechanics

Applicant Organization Name: Newton Department of Senior Services

10. Transportation Program Budget.

Revenues - define the type and amount of revenue used to support transportation service operation costs on an annual basis.		
	Cash	In-Kind
City, Town, or County General Funds	\$ 350,000.00	\$
Title III (Older Americans Act)	\$	\$
TANF (Temporary Assistance to Needy Families)	\$	\$
Medicaid	\$	\$
Rider Fares or Donations	\$	\$
Advertising	\$	\$
Private Program Donations	\$ 89,000.00	\$
Grants (List Type Below)		
a. Community Compact	\$ 25,000.00	\$
b. State Formula Grant	\$ 25,000.00	\$
c.	\$	\$
In-Kind Support (List Type Below)		
a.	\$	\$
b.	\$	\$
c.	\$	\$
TOTAL REVENUE SOURCES	\$ 489,000.00	\$ 0.00

Expenditures - define the type and amount of transportation program expenditures tied to the revenue sources on an annual basis.		
	Cash	In-Kind
Transportation Program Related Administrative Costs*	\$	\$
Transportation Operations Salaries/Wages (drivers, dispatch, etc.)	\$	\$
Transportation Operations Fringe Benefits	\$	\$
Transportation Operations License Fees and Taxes	\$	\$
Transportation Operations Vehicle & Facility Insurance	\$	\$
Vehicle Fuel	\$	\$
Vehicle Materials & Supplies (e.g. oil, tires, etc.)	\$	\$
Vehicle Maintenance & Repair Services	\$	\$
Contract (purchased) Transit Services	\$	\$
Vehicle Depreciation	\$	\$
TOTAL EXPENSES	\$ 0.00	\$ 0.00

Explain the expenditures under transportation program related administrative costs. (125 Characters)

The City of Newton contracts with Via on a fee per service hour basis, based on 7,950 hours per year.

If revenue sources do not match expenses, explain why. (200 Characters)

Applicant Organization Name: Newton Department of Senior Services

Training and Safety Program

Complete the information below, as applicable. It is not required that every answer be "yes" to question 1.

1. Please answer the following questions. The transportation program:

- | Yes | No | |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Obtains a copy of the driving record before hiring a new driver? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Makes a road test part of the driver applicant review process? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Performs criminal history checks on new hires? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Requires drivers to obtain Defensive Driver training? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Requires drivers to obtain CPR training? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Requires drivers to obtain First Aid training? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Requires drivers to obtain training in Accessible Lift Use and Passenger Securement? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Requires drivers to obtain training in Disability Awareness? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Requires drivers to obtain training in evacuation procedures? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Requires drivers to complete a pre- or post-trip inspection for every service day or shift? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Requires staff to obtain training in Drug & Alcohol Awareness Safety Sensitive? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Has a Federal Transit Administration approved Drug & Alcohol Testing Policy & Program? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Formally investigates accidents and incidents, maintains an accident/incident log, & prepares a report for the file |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has a file in which records of all accidents are kept? |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Has a specific safety/risk management manual? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Developed a written transit safety & security policy? |

How many accidents did the transportation program have last year? **NA**

2. As clarification to any answers provided in Question 1, briefly describe the transportation program's ongoing safety and/or operational training program for drivers, dispatchers, and supervisors to include how often training is provided. (565 characters)

Training is provided before launch or upon hire as well as ongoing. Topics include: 1) Drivers - On-road troubleshooting, senior sensitivity, zero-tolerance policy for drugs, alcohol, discriminatory/ threatening behavior. WAV certification for WAV drivers. 2) Call Center agents - customer support, escalation for emergencies, service requirements 3) Supervisors - Multi-day training on regulatory background, compliance requirements, driver requirements and training, call center and dispatch training.

3. Do transportation program staff members receive in-house training?

- Yes No

If no, where and by whom do they receive training? (340 characters)



Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0008305

Project Name/GrantsPlus Project Description: Newmo Program Operating Assistance

Mark if project was funded with CTGP funds previously. Yes No

Operating Project Request - FY20

(Information requested is for the project funding request only, not the entire transportation program or service.)

1. **Funding Request.** Please enter only the total project cost. The form will auto-calculate federal and local match.

FTA Section 5310 Operating Funding Request	\$ 160,000.00
Local Match	\$ 160,000.00
Total Project Cost	\$ 320,000.00

2. Provide an in-depth **Project Description** related to the funding request. Include information on service start date, service type (demand response, etc.), and service area to include cities and towns supported by the project. Please identify in this section if a companion vehicle replacement or new service request is being applied for to support this project. (1055 characters)

In June, 2019 Newton Senior Services launched NewMo, the City's new state-of-the-art transportation system that will provide more than 25,000 on-demand, dynamically routed shared trips each year for 700+ seniors. Seniors book trips in real time using a smartphone app or phone to access the senior center, villages, medical appointments and specified destinations, primarily in Newton. The system dynamically creates routes to pick up multiple passengers providing both an environmentally friendly service and a social experience for passengers. Service is available weekdays from 8 am to 5 pm and weekends 9 am to noon. Seniors pay a sliding scale subsidized rate of \$.50 to \$5. Drivers can walk passengers to their door. Four vehicles including one WAVE are available. The system is operated by Via, a leader in on demand shared mobility and micro-transit. Via has 70 launched and pending deployments including Los Angeles Metro, Seattle's King County Metro, Transportation for London, and Berlin's Berliner Verkehrsbetriebe.

- a. **Project Service Area.** Indicate approximate percentage of census designated geographic areas the project will or does serve. Total percentage should equal 100%. To assist in determining your geographic service area, please see the 'Urbanized Areas 2010' map in the Resources tab on GrantsPlus+.

Percent of Total Trips		*If in urbanized area , provide name(s) of service area: Newton
100	%	*Urbanized Area
	%	Small Urbanized Area
	%	Rural Area
100	%	Total Percentage

Applicant Organization Name: GrantsPlus Newton Senior Services Department

Project Number / UPIN: BCG0008305

Project Name/GrantsPlus Project Description: Newmo Program Operating Assistance

3. Project Service Operations.

Days and Hours of Project Operation	Weekdays 8AM-5 PM, Weekends 9 AM - Noon
Service Project Operator (applicant, subcontractor, other)	Via
Average Project Fare or Donation	\$ 2.00
Primary Project Trip Purpose (medical, shopping, etc.)	medical, shopping, social, etc.
Estimated Project One-Way Passenger Trips per Day	25,000

Describe how the estimated trip number was determined. (345 characters)

In 2018, the Senior Transportation System, using Veteran's Taxi provided 25,000 trips. We anticipate the upgraded system which allows for real-time booking, as opposed to 3 day advance reservations will see an increase in requests.

4. Project Effectiveness and Performance Indicators.

a.(1) Project Implementation Plan - Complete for New Operating Projects Only. Describe the proposed project implementation plan. Information should include project tasks, benchmarks, key milestones, key personnel, routes and schedules as applicable. How will the organization market the project to target populations? Include as attachments, if applicable: formal service plan, timetable, route map, and/or service map. (990 characters)

TASKS, BENCHMARKS, MILESTONES: 1) Procurement Oct 2018- Apr 2019 2) Service Design Apr - Jun 2019 3) Software Localization & Feature Development Mar - Jun 2019 4) Vehicle and Driver Training and Onboarding May- Jun 2019 5) Launch Marketing & Education May-Aug 2019 6) Launch Jun 2019 7) Ongoing (Rider Acquisition, Customer Service, QC, Driver Acquisition & Onboarding) KEY PERSONNEL A) Jayne Colino - Newton Senior Services Director B) Nicole Freedman - Newton Transportation Planning Director C) Eleanor Joseph - Via Business Development Director D) Obinna Emenike - Via National Partnerships GM. MARKETING a) outreached prior customers with information and invitation to in-person education sessions. b) Mayor's e-newsletter, 18k subscribers c) senior newsletter and emails (21k subscribers) d) WGBH feature coming soon e) press releases to major media f) Fliers at senior center and throughout city. SERVICE MAP - see appendix.

a.(2) Performance Measure Data - Complete for Existing Operating Projects Only. Data is requested for the previous and current year as comparison.

Data Type	2018 Data	2019 Data (YTD)
Total Operating and Related Administrative Expenses:	\$ 356,000.00	
Annual One-Way Passenger Trips:	24,994	
Annual Vehicle Service Miles:	79,980	
Total Vehicles in Service (exclude spares/backups):	50	
Cost Per Mile:	\$ 4.40	
Cost per Passenger Trip:	\$ 14.00	

Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0008305

Project Name/GrantsPlus Project Description: Newmo Program Operating Assistance

- b.** How did your organization determine that the service type (i.e. fixed route, demand response, etc.) and route/schedule proposed or currently in place is the most effective to meet the needs of the passengers served? (330 characters)

The service was determined via RFP. All vendor types (taxi, TNC, microtransit) meeting requirements: transport to allowable locations, door-to-door, WAVE, phone service, were welcomed. Via best met project goals: improved customer experience, modern technology, competitive pricing and sustainability and core requirements.

- c.** Describe what performance measures have been identified or are being used to evaluate the effectiveness of the project. Measures can include number of passengers, cost per mile, or cost per trip. (330 characters)

Required service levels follow: 1) Avg wait time – 20 min 2) Avg wait time (WAVE) – 25 min 3) Avg trip rating – 4.5 stars 4) Avg time to resolve complaints (calls & emails) – 95% within 24 hrs 5) Avg response time to calls & emails

- d.** Describe the organization’s plan for monitoring and evaluating project performance. What types of documentation will be used (i.e.: demographic materials, surveys)? (330 characters)

The City will monitor performance as follows: 1) Vendor is contractually obligated to provide reports (and access to real-time dashboard) showing 30+ metrics 2) Vendor is contractually obligated to meet service levels (above) 3) Senior Center staff are in regular contact with users 4) City staff meet regularly with vendor.

- 5.** Proposed Project Budget (do not complete all expense categories, only specific to project type and applicable to the total requested project cost.) All in-kind and indirect costs listed must be approved by MassDOT in advance of application submission.

Expenses	Cash	In-Kind
a. Drivers/Dispatch Salaries	\$	\$
b. Drivers/Dispatch Fringe Benefits	\$	\$
c. Vehicle Insurance	\$	\$
d. Vehicle Fuel	\$	\$
e. Vehicle Materials and Supplies (e.g., oil, tires, etc.)	\$	\$
f. Vehicle Maintenance and Repair Services	\$	\$
g. Operations License Fees and Taxes	\$	\$
h. Contract (Purchased) Transit Services (identify):	\$ 489,000.00	\$
i. Transportation Project Direct Administrative Costs*	\$	\$
j. Indirect Cost Rate through approved ICAP or 10% de minimis rate	\$	\$
Total Expenses:	\$ 489,000.00	\$ 0.00

* Explain the expenditures proposed for transportation project direct administrative costs. Costs can include office supplies, telephone services, office rental. (435 characters)

Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0008305

Project Name/GrantsPlus Project Description: Newmo Program Operating Assistance

Revenue: Local Match Sources - IDENTIFY SOURCE(S) OF LOCAL MATCH (BOTH CASH and IN-KIND)	Status - Attach Local Match Letter to support Status	Cash	In-Kind
a. City Funding	Already in Budget	\$ 350,000.00	\$
b. Community Compact		\$ 25,000.00	\$
c. State EOEa Formula Grant		\$ 25,000.00	\$
d. User Fees (from past 3 years)	Already in Budget	\$ 89,000.00	\$
e.		\$	\$
Total Local Match:		\$ 489,000.00	\$ 0.00

6. Describe the organization's efforts to leverage funds from other contract revenue sources to help implement or continue the project. Examples are human service or workforce type contracts. (790 characters)

The City has received State EOEa formula grant funding in the past and anticipates receiving this money in the future. The City has no money from other contract revenue sources nor is it leveraging funds from other contract sources.

7. Describe the service area's local commitment to transportation funding. Is the organization receiving local sources of city or county revenue to sustain transit service for the proposed project? (790 characters)

The City of Newton has offered transportation services to older adult residents for 35 years. The service is a critical component of the City's commitment to being an age friendly community. The City contributes \$350,000 towards the service, with supplementary funding from grants and user fees. In 2019 the City used the expiration of its previous transportation contract as an opportunity to improve service to seniors. The new service, NewMo dramatically improves service for seniors who will no longer need to reserve trips 3 days in advance. The City increased its funding for senior transportation more than \$100,000 in order to allow for the improved NewMo service and corresponding anticipated increase in demand.



Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0008305

Project Name/GrantsPlus Project Description: Newmo Program Operating Assistance

Coordination Of Transportation Services and Collaboration With Other Organizations

Please answer the following questions in regards to transportation service coordination and organization partnerships. The ability to coordinate and collaborate with regional and local entities = 20% of your total application score.

1. Does the organization regularly attend, and engage in, Metropolitan Planning Organization (MPO) and/or Regional Planning Agency (RPA) planning meetings tied to regional coordination requirements (such as coordinated human service transportation plan updates)?

Yes No

2. Does organization staff regularly attend and actively participate in Regional Coordinating Council (RCC) meetings / activities?

Yes No

3. Has your organization verified that the project applied for not only meets Coordinated Human Service Transportation Plan inclusion requirements, but is not duplicating any other regional service efforts?

Yes No

If yes, please describe how. (575 characters)

Newton's senior transportation service, NewMo, is the only service dedicated to providing transportation to all seniors over 60 years of age in Newton. NewMo provides a high level of service, with the average wait time under 20 minutes for trips. The vast majority of NewMo users are able bodied and do not qualify for paratransit which is offered in Newton.

4. Is your organization participating in any service coordination initiatives with other organizations or through a Regional Coordinating Council project?

Yes No

If yes, please describe. (575 characters)

When rethinking Newton's senior transportation for 2019 and beyond, the City outreached neighboring municipalities (Somerville, Needham, Brookline, Weston, Belmont, Wellesley, Watertown, Waltham) and convened a meeting to discuss best practices and the feasibility of a regional procurement for improved service. While a regional procurement was not practical due to the divergent strategies, Newton's contract is written such that neighboring municipalities can purchase services via the contract. Ongoing communication about best practices and our system has ensued.

Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0008305

Project Name/GrantsPlus Project Description: Newmo Program Operating Assistance

- 5.** Does your organization partner with any medical type organizations to provide appropriate service coverage for medical related trips (e.g.: hospitals, clinics, non-emergency medical transportation (NEMT) broker)?

Yes No

If yes, describe what partnerships have formed and what has been the result. (685 characters)

Newton Senior Services works in collaboration with Newton Wellesley Hospital, Home Health Agencies, and public health organizations to ensure awareness of the senior transportation services. The City does not formally partner with these organizations.

- 6.** Does your organization partner with any local or regional human service type organizations to develop service area criteria or client eligibility for work or social related trips?

Yes No

If yes, describe what partnerships have formed and what has been the result. (685 characters)

- 7.** Is your organization listed within a regional referral system that provides information on transportation services, programs, and resources? (example is RideMatch)

Yes No There is no such resource list in our region.

- 8.** Organization procedures that support transportation coordination in the following areas. The organization:

- | Yes | No | |
|----------------------------------|----------------------------------|--|
| <input type="radio"/> | <input checked="" type="radio"/> | a. Has shared vehicle agreements with other organizations. |
| <input checked="" type="radio"/> | <input type="radio"/> | b. Participates in training provided by other organizations (i.e. travel training, driver training). |
| <input checked="" type="radio"/> | <input type="radio"/> | c. Makes current training programs available to other organizations (i.e. travel training, driver training). |
| <input checked="" type="radio"/> | <input type="radio"/> | d. Has an agreement in place with another organization to provide or obtain services if needed (e.g. if there is a vehicle breakdown or a staff shortage). |
| <input checked="" type="radio"/> | <input type="radio"/> | e. Other: (describe) Other cities can purchase service with Via through our contract. |



Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0008305

Project Name/GrantsPlus Project Description: Newmo Program Operating Assistance

Demonstration of Need and Project Benefit

Please answer the following questions in regards to transportation service need and benefit. The ability to maximize resources to address a formally documented (identified) need in the Coordinated Human Service Transportation Plan = 20% of your total application score.

1. Describe the local or regional unmet need or gap in service that the project applied for seeks to address. Please provide any census or concrete population data that can illustrate how many individuals in your population area are underserved due to this gap in service. (1345 characters.)

Newton's transportation service seeks to improve mobility for all seniors over 60 that reside in Newton, enabling more seniors to age in place without a car while maintaining their quality of life. The system specifically fills myriad public transit gaps with an emphasis on low-income seniors. Intra-Newton travel is difficult without a car, evidenced by high drive-alone rates in Newton: 64% of Newton trips are drive-alone versus 35%, 37% and 30% in Brookline, Boston and Cambridge respectively. And, while Newton has some MBTA service, transit functions poorly for seniors. Rail stations are not accessible and outdated, posing challenges for even ambulatory seniors. None of the commuter rail lines and only 4 of the 7 green line T stations are accessible. MBTA routes and schedules are designed for commuters with very limited intra-Newton travel. Income constrained seniors comprise the majority of users. In 2017 and 2018, nearly 30% of seniors using Newton's transportation system were eligible for free trips (i.e. the were on public assistance); 70% of all seniors paid a reduced rate for trips.

2. Describe how this unmet need / gap in service was identified.

Yes No

- a. Coordinated Human Service Transportation Plan?
 b. Through Regional Coordination Council (RCC) meetings/activities?
 c. Local service evaluation/research?
 d. Other: (describe)

3. Provide the target number of individuals this project will serve. How did your organization determine this number? (360 characters)

The project will serve more than 1,000 seniors. The number was determined based on historic data. From January 2017 through December 2018, the senior center sold transportation vouchers to 969 seniors. The dramatically improved service, plus accompanying increased outreach and media attention will attract additional new users in 2019 and beyond.

4. Who will be served by the proposed project? List client and trip type. (360 characters)

Clients include all Newton residents over 60 years of age, with a disproportionate rate of lower income seniors. Trip types are as follows: Medical 50%, 25% Senior Programs, 15% Social, Recreation, Shopping, 10% Work/Employment/ Education



Applicant Organization Name: Newton Department of Senior Services

CTGP Program & Project Eligibility - FY20

The following information is required to determine whether the applicant and application meet the threshold criteria for program and project eligibility. **Please first indicate if your organization is new to the CTGP.**

Yes **No** Our organization is new to the Community Transit Grant Program.

Organization Eligibility

To be eligible to obtain funding under the FTA Section 5310 or State MAP programs, organizations must certify to be one of the following entities listed below. Mark one of the certification boxes. If your organization is new to the MassDOT CTGP application process, please attach the proper documentation to verify this certification.

- Our organization is a **Private Non-Profit Organization** providing transportation service to seniors and/or persons with disabilities because the publicly operated mass transportation service in our service area is unavailable, insufficient, or inappropriate to meet the needs of these populations.
- Our organization is a **Governmental Authority** (City, County, Town and Tribal Governments including other related public bodies and Tribal community agencies) providing transportation service to seniors and/or persons with disabilities because no private non-profit organizations are readily available in our service area to provided the needed service. We understand that the definition of "readily available" in our service area means no non-profit organization is capable or willing to provide the service provided by our organization.
- Our organization is a **Regional Transportation Authority (RTA)** or **Council on Aging (COA)** providing transportation service or mobility management oversight in the interest, or strongly supportive, of local, regional, and/or State coordination objectives. We have been approved by MassDOT to receive 5310/MAP funding and may be in a lease agreement to ensure both 5310 and MAP funds are utilized to fill gaps in our service area.
- Our organization is an **Operator of Public Transportation** receiving 5310 funds indirectly through an eligible recipient or a **Private Taxi Operator** (includes Uber and Lyft) providing public transportation to include shared ride transportation services to the general public on a regular basis.

Coordinated Human Service Transportation Plan Inclusion

To be eligible for funding under the FTA Section 5310 program, organizations must certify they are a part of a regional human service transportation coordination planning process and the projects applied for in the CTGP application are designed to meet an unmet need that is consistent with and included in the local Coordinated Public Transit-Human Services Transportation (CPT-HST) plan. All approved planning documents can be found at this location: <https://www.mass.gov/service-details/community-transportation-coordination>

Yes The organization **must** certify participation in the regional human service transportation coordination planning process and that projects applied for under the CTGP are consistent with and included in the local CPT-HST plan by clicking yes.

Provide the name and page number of the Coordinated Human Service Transportation Plan your organization and/or project need is referenced in:

Plan Name: Coordinated Public Transit - Human Services Transp. Plan

Page Number: 13

Applicant Organization Name: Newton Department of Senior Services

Financial Management

To be eligible to obtain funding under the FTA Section 5310 and State MAP program, organizations must certify that their accounting systems can manage grant funds in accordance with federal and state requirements.

Yes

No

Our organization maintains an accounting system that is:

- Consistent with generally accepted accounting principles (GAAP);
- Can segregate funds;
- Uses an accrual method of accounting; and
- Can translate fiscal data into the Uniform System of Accounts (USOA) system (specified by FTA).

Yes

No

If yes, our organization documents this accounting system through board/elected official approved written accounting policies and procedures.

Last Revision Date: 01/01/2017

For non-profit or for-profit organizations only: Does your organization have a financial audit completed annually?

Yes

No

If yes, please provide date of last completed audit and a copy of this audit with the application submission.

Completion Date: 01/15/2019

Does your organization follow an approved Indirect Cost Allocation Plan (ICAP)? If yes, provide (1) approval letter by federal cognizant agency and (2) current rate with application submission.

Yes

No

MassDOT Compliance & Oversight Reviews

Has your organization received a compliance review from MassDOT (staff or contractors)?

Yes

No

If yes, what was the date of this review?

If yes, have all the findings been resolved?

Yes

No

If no, what findings need to be corrected and what is the timeline for resolution?
(1150 characters)



Applicant Organization Name: Newton Department of Senior Services

Civil Rights - FY20

All recipients of FTA assistance are responsible for compliance with all Civil Rights requirements, including 49 US 5332 (nondiscrimination), Title VI of the Civil Rights act of 1964 (Title VI), Equal Employment Opportunity (EEO), the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 (ADA/504), Disadvantaged Business Enterprise (DBE) program requirements, and the Limited English Proficiency (LEP) federal executive order. When contracting for federal funds, recipients agree to abide by all Civil Rights terms and conditions by signing Federal Certificates and Assurances. Recipients also agree to include these assurances and policies in each subcontract financed in whole or in part with Federal funds provided by FTA.

MassDOT is committed to providing all grant recipients technical assistance to meet Civil Rights requirements. New applicants are not required to have Title VI Plans completed at the time of application.

Civil Rights Complaints

Have there been any civil rights related investigations, complaints, lawsuits, or other legal actions filed against your organization in the last year?

Yes No

If yes, please provide a summary of such actions, including the date, the basis for the complaint (race, color, national origin, language, etc.), the status of the complaint, and the action(s) taken to resolve the matter. (960 characters)

City of Newton Civil Rights Cases, June 2018-June 2019

1. Basis: race/color discrimination, Date received: 3/7/19, Status: pending at MCAD, Actions: internal investigation complete; no violation
2. Basis: religious discrimination; First Amendment claim, Date received: 3/28/19, Status: pending in Federal District Court, Actions: ongoing litigation
3. Basis: disability discrimination, Date received: 6/7/19, Status: pending at MCAD, Actions: ongoing litigation

Title VI: Nondiscrimination

Does your organization have an approved Title VI Program Plan on file?

Yes No

If yes, provide the date the Plan was approved by MassDOT or FTA.

The following four questions require data from the **Minority and Low-Income Population Tool**. To locate this tool, please go to the folder 'CTGP Application Resources' under 'Global Resources' in the Resources tab on GrantsPlus+. Microsoft Excel is required. Contact MassDOT RTD staff with any questions.

What is the total population in the organization's service area? 85,146

What is the percentage of minority population in the organization's service area? 20.37%

What is the total number of households in the organization's service area? 31,158

What is the percentage of low-income households in the organization's service area? 18.99%

Enter number as a decimal to equal a percentage on questions 2 & 4.

Applicant Organization Name: Newton Department of Senior Services

Equal Employment Opportunity (EEO)

EEO Plan. Does your organization have in place an EEO plan for any of the following reasons: federal capital or operating assistance in excess of \$1 million; federal planning assistance in excess of \$250,000; employment of 50 or more transit related employees?

Yes No

If yes, was the plan approved by FTA, MassDOT, or another governmental entity?

Yes No

If yes, please provide date of approval.

Disadvantaged Business Enterprise (DBE)

Does your organization plan to procure or contract out any goods or services using MassDOT FTA Section 5310 operating or mobility management funds?

Yes No



Ruthanne Fuller
Mayor

City of ~~Newton~~ Massachusetts

Office of the Mayor
2020 APR 13 PM 4:15

238-20

Telephone
(617) 796-1100

Fax

(617) 796-1113

TDD/TTY

(617) 796-1089

Email

rfuller@newtonma.gov

CITY CLERK
NEWTON, MA. 02459

April 9, 2020

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Honorable City Councilors:

I respectfully submit a docket item to your Honorable Council requesting the approval to accept and expend \$396,500 in grant funding from the Commonwealth's MassWorks Infrastructure Program for design and engineering services for an extension of the Upper Falls Greenway and Pettee Square streetscape enhancements. The project is anticipated to be completed in June 2021 and no City money will be required to support it.

Attached is memo from Director of Planning & Development Barney Health and Director of Economic Development Devra Bailin regarding the project. Also attached is the project summary submitted to the MassWorks Program.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

238-20
(617) 796-1120
Telefax
(617) 796-1142
TDD/TTY
(617) 796-1089
www.newtonma.gov

Barney Heath
Director

To: Mayor Ruthanne Fuller
Jonathan Yeo, Chief Operating Officer

From: Barney Heath, Director of Planning & Development
Devra Bailin, Director of Economic Development

Date: April 8, 2020

Subject: MassWorks Grant for Greenway and Pettee Square

We respectfully ask that the Mayor docket for approval the request to accept and expend \$396,500 in grant funding from the Commonwealth's MassWorks Infrastructure Program for the following project:

Design/Engineering Funding for Extension of Upper Falls Greenway and Pettee Square Streetscape Enhancement

It is anticipated that the City through the Engineering Department will engage the appropriate services in June 2020 and we seek to begin the project after June 30, 2020. The project is anticipated to be completed in June of 2021. It is not anticipated that City money will be required to support this project.

MassWorks Infrastructure Program - 2019

MWIP-2019-Newton-00157

Section I. Project Summary

1.1: Applicant Municipality or Public Entity: City of Newton

1.2: Applicant CEO Name/Title: Mayor Ruthanne Fuller

1.3: Applicant Legal Address: 1000 Commonwealth Avenue

1.4: City: Newton

1.5: State: MA

1.6: Zip Code: 02459

1.7: Telephone: (617) 796-1000

1.8: Email: rfuller@newtonma.gov

1.9: Project Contact Name/Title (if different): Barney Heath, Director of Planning & Development

1.10: Contact Tel.: (617) 796-1131

1.11: Contact Email: bheath@newtonma.gov

1.12: Select the one item below that best describes the type of development that is being supported by the public infrastructure project proposed in this application:

- ✓ Mixed-use development (Residential with commercial, retail, and/or other development)
- Housing development (Housing only)
- Economic Development with job creation and/or retention (No housing)
- Road improvements to enhance transportation safety in small towns with population of 7,000 or less. (STRAP grant)

1.13: Amount Requested: \$396,476.38

1.14: Total Budget: \$396,476.38

1.15: Name of Proposed Project: Design/Engineering funding for Extension of Upper Falls Greenway and Pettee Square Streetscape Enhancement

1.16: Project Abstract: Please provide a brief description (No more than 150 words) of the proposed public infrastructure project and associated private development.

Design/Engineering funding to jumpstart an extension of a linear park, the Upper Falls Greenway Trail, and for Pettee Square improvements, both near the Northland development, so residents, employees and visitors can live, work, move around, and play in a safer, more accessible, and more inviting way in the Upper Falls and Needham Street neighborhoods. These funds will allow us to improve Pettee Square significantly (improving safety, conditions, sustainability and vitality in this commercial square) and to extend the Greenway (allowing pedestrians and bicyclists safe access to the T and Needham Street). Northland transforms a 22.6 acre rundown industrial complex into a mixed-use development with 800 units of housing (including 120 affordable and 20 middle-income apartment units), 180,000 sq. ft. of commercial space, and 115,000 sq. ft. of retail. It promotes multi-modal transportation through a Northland electric shuttle available free to the public seven days a week, sixteen hours a day.

MassWorks Infrastructure Program - 2019

Section II. Infrastructure Project Description

2.1: Project Address/Parcel ID: Newton Upper Falls

2.2: Description of project site/location:

Upper Falls Greenway from Easy Street to Curtis Street and Pettee Square Streetscape Enhancement

2.3: Is the project site publicly owned?

- Yes
- No

2.4: If yes, describe the type of public ownership (select all that apply).

- Public land
- Leasehold
- Right of Way
- Easement

Other: Please explain:

2.6: What is the primary emphasis of the public infrastructure work?

- Roadway / Streetscape Improvements
- Bridge / Culvert Repair or Replacement
- Water / Sewer Infrastructure
- Other Utility Project (Gas, Electric, etc.)
- Other: Please Explain: Unused MBTA Rail ROW and Roadway

2.7: Project Description – Please provide a detailed description of the public infrastructure project for which you are requesting grant assistance. Include details about construction work, planned uses for the grant, etc. Include a brief description of how the infrastructure project will advance the host community's housing, economic development and/or community revitalization objectives, or if the request is for a STRAP grant, how the project will enhance transportation public safety.

The City of Newton is seeking a grant to jumpstart public infrastructure near the new development by Northland which features multi-family housing in a walkable, mixed-use project that adds and preserves commercial/retail space and creates jobs. This grant will leverage \$500 million of private investment at this 22.6 acre site on Needham Street and a \$28 million investment by MassDOT on Needham Street/Highland Street for complete streets improvements. The grant will allow the City to improve for residents, employees and visitors two key areas along Newton's Upper Falls Greenway Trail near the proposed Northland Development.

The Upper Falls Greenway Trail is a mile-plus linear park enjoyed by walkers and bicyclists that winds along the charming village of Newton Upper Falls and Needham Street. The Greenway borders the anticipated Northland project on one side and Pettee Square on the other. The Greenway, at one end, stops suddenly, truncating safe access to the retailers along Needham Street and to an MBTA Green Line stop which otherwise would be a short walk. This grant of \$396,476.38 for survey and design as the first phase of a multi-million dollar investment will allow us to improve Pettee Square significantly (improving safety, conditions, sustainability and vitality in this commercial square) and to extend the Greenway (allowing pedestrians and bicyclists safe access to the T and Needham Street).

More specifically, the grant will allow the City of Newton:

MassWorks Infrastructure Program - 2019

MWIP-2019-Newton-00157

Section II. Infrastructure Project Description

- (1) To survey and design an extension of one terminus of the Upper Falls Greenway to connect the Greenway at Easy Street over to a completed extension at Curtis Street; this includes retaining walls, an accessible stone dust pedestrian and bike path, drainage, asphalt removal, landscaping, and lighting. (The City has obtained and/or will obtain through a Lease with the MBTA the right to utilize the area within which the Greenway extension is proposed); and,
- (2) To survey and design complete street improvements at Oak and Chestnut Streets (aka Pettee Square), including traffic signal replacement, utility pole relocations, road milling and pavement, concrete sidewalks, ADA accessible curb cuts, drainage system upgrades, pavement markings, lighting upgrades, signage, landscaping and streetscape improvements, and potentially a raised table intersection and/or crosswalk at the Greenway. (The City has jurisdiction of Pettee Square.)

Northland received a special permit and zoning approval from the Newton City Council in Dec. 2019 with more than a two-thirds majority (17 to 7). A binding referendum vote is being held on March 3, 2020 to uphold or deny the zoning.

Northland transforms a 22.6 acre rundown industrial complex into 800 units of housing (including permanently preserved 120 affordable and 20 middle-income units, some in a specially designed age-in-community living building), 180,000 sq. ft. of commercial space, and 115,000 sq. ft. of retail. This mixed-use development includes financial support for small local retailers. It provides an electric shuttle to the T for the public for free 7 days a week, 16 hours a day. The buildings meet stringent green standards. It creates extensive open and green space to for Newtonians, including a large splash park. It preserves an historic resource, an old mill building, for offices. It creates 1,346 permanent new full-time jobs. It provides bike and pedestrian linkage from the Greenway to and beyond Needham Street.

This grant represents a prime opportunity for the Commonwealth to invest in and support in Newton its principles of housing and job production; walkable, sustainable development; linkage to mass transit with a privately funded shuttle free and open to all; green and open space; historic preservation; and environmental sustainability.

2.8: What percentage of the project design is complete? (Ex: 0%, 25%) 0%%

2.9: Attach a site plan, construction or conceptual plans, and photographs that clearly delineate the project site and the proposed public infrastructure work.

https://madhcd.intelligrants.com/_Upload/444531_546244-DepotSquareConceptualPlan.pdf
https://madhcd.intelligrants.com/_Upload/444531_546244_2-GreenwayEastSttoWinchesterSt-Conceptual.pdf

2.10: Provide the planned schedule/timeline for the public infrastructure project for which the community is seeking MassWorks funding.

Milestone	Start Date	End Date
Design/Engineering	3/10/2020	10/31/2020
Permitting	11/2/2020	3/3/2021

MassWorks Infrastructure Program - 2019

Section II. Infrastructure Project Description

Bidding/Contracting
 Construction Start 4/1/2021
 25% Construction
 50% Construction
 75% Construction
 Construction Complete 9/1/2022
 Punch List

2.11: Has the public infrastructure project secured all required permits and approvals to commence in the upcoming construction season?

Yes No

2.12: Indicate which state permits or licenses are required for this project, whether these permits have been secured, and the actual or anticipated dates of filing and issuance.

<u>Required State Permits/Licenses</u>	<u>Secured? (Actual or Anticipated)</u>	<u>Filing Date</u>	<u>Issue/Decision Date (Actual or Anticipated)</u>
Article 97 Land Disposition			
MEPA			
Chapter 91 License			
401 Water Quality Certification			
Superseding Order of Conditions			
Water Management Act Permit			
MassDOT Access Permit			
Mass Historic Commission Review			
Other			

2.13: Indicate which municipal or other permits and approvals are required for this project, whether these permits have been secured, and the actual or anticipated dates of filing and issuance.

<u>Required Municipal/Other Permits and Approvals</u>	<u>Secured?</u>	<u>Filing Date (Actual or Anticipated)</u>	<u>Issue / Decision Date (Actual or Anticipated)</u>
Planning Board			
Conservation Commission			
Zoning Board			
Sewer Extension Permit			
Utility Relocation			
<input checked="" type="checkbox"/> Other N/A			

MassWorks Infrastructure Program - 2019

MWIP-2019-Newton-00157

Section II. Infrastructure Project Description

2.14: Will the project require coordination with a utility company?

Yes No

2.16: Will the project include work on a state roadway and/or at an intersection with a state roadway?

Yes No

2.19: Has the municipality previously received a MassWorks grant?

Yes No

2.20: If Yes, have all the past or current MassWorks funded projects in your municipality been completed and/or managed on time and on budget?

Yes No

2.21: If No, please provide additional information and/or explanation.

The Oak/Christina at Needham Street project was delayed due to the requirement to relocate utility poles and the considerable coordination effort and time it took to get all of the users of the poles to cooperate in the move.

2.22: Is the project located on a site that is part of a Land Use Priority Plan, Designated Priority Area, or similar regional plan that identifies priority development and/or preservation sites?

Yes No

2.23: If yes, identify the Region and Plan: 2019 Newton adopted its Economic Development Action Plan

2.25: Are any elements of this project part of an approved Complete Streets Prioritization Plan?

Yes No

MassWorks Infrastructure Program - 2019

Section III. Budget and Sources

3.1: Provide a breakdown of the project budget, by spending category, using the table below. This should include the amount requested from MassWorks for each category, the amount covered by matching funds, if any, and reflect the total budget for the entire project. Please be advised that no more than 10% of the MassWorks request may be allocated to pre-construction costs such as surveying, design/engineering, permitting, etc., except in the case of STRAP applications, which may request full funding for all pre-construction and construction costs.

Spending Category	MassWorks Funds Request	Match / Other Funds	Total Project Budget	Source of Match / Other Funds
<u>Design / Engineering</u>	\$396,476.38		\$396,476.38	
<u>Permitting</u>	\$0		\$0	
<u>Bidding</u>	\$0		\$0	
<u>CONSTRUCTION</u>	\$0		\$0	
<u>Construction Admin.</u>	\$0		\$0	
TOTALS	\$396,476.38	\$0	\$396,476.38	

3.2: Describe the source(s) of the Match / Other Funds (appropriation, loan authorization, donation, etc.), whether they are subject to a vote of approval by Town Meeting or Council, and by what date (actual or anticipated) the funds will be secured.

N/A

MassWorks Infrastructure Program - 2019

MWIP-2019-Newton-00157

Section IV. Preparing for Success

4.1: Has the municipality implemented best practice(s) in housing and/or economic development as part of the Commonwealth's Community Compact Program?

Yes No

4.2: Does the municipality have a current Master Plan and/or Economic Development Plan in Place?

Yes No

4.3: If No, what steps has the community taken to develop a plan and how does it currently evaluate, consider, and prioritize economic development opportunities to grow?

4.4: Has the municipality adopted or is it considering the adoption of a moratorium on any new housing and/or development in the community?

Yes No

4.5: If No, is the municipality a designated Housing Choice Community?

Yes No

4.6: If No, describe any challenges and/or efforts made to adopt Housing Choice or otherwise support the creation of new housing in the community.

4.7: Is the project located in a federally designated Opportunity Zone?

Yes No

4.8: If Yes, is this project meant to support a development that will benefit from an Opportunity Fund investment?

Yes No

MassWorks Infrastructure Program - 2019

Section IV. Preparing for Success

4.9: Indicate which of the following strategies/planning tools your community has adopted to attract investment in the community as a whole and at the project site specifically.

Development Tool / Strategy	Within Municipality	Within Project Site
Approved 40R District or Compact Neighborhood Designation		
Urban Center Housing Tax Increment Financing		
Approved Housing Development Incentive Program Zone		
Valid, unexpired, Housing Production Plan		
Approved Urban Renewal Plan		
Approved Tax Increment Financing District		
43D Expedited Permitting District		
Approved Tax Increment Financing District		
43D Expedited Permitting District		
Multi-family zoning by-right		
Mixed-use / cluster zoning		
✓ Commercial zoning by-right	✓	✓
Business Improvement District, Main Street program, or similar		
Federal Choice Neighborhood		
Federal Opportunity Zone nominated census tract(s)		
Federal Economic Development District		
Other:		

4.10: Is the municipality a designated Green Community under the Commonwealth's Green Communities Designation and Grant Program?

- ✓ Yes
- No

4.11: Has the municipality completed, or received a grant to complete, a Municipality Vulnerability Preparedness (MVP) plan through the Commonwealth's MVP Program?

- ✓ Yes
- No

4.12: Are there climate resiliency benefits with the project?

- ✓ Yes
- No

4.13: If Yes, describe.

The Project encourages bicycle and pedestrian use of the Greenway connections along this parallel mode parallel to Needham Street. It also provides safer bicycle and pedestrian on Pettee Square. Together with Complete Street improvements proposed by MassDOT on Needham/Winchester Streets, this Project will allow safer access to Newton Highlands T and businesses and housing along Needham Street, as well as to the adjacent Upper Falls and Newton Highland neighborhoods.

4.14: Does the project support a transit-oriented development: a development located within a half mile of a transit station (defined as a subway or rail station, or a bus stop serving as the

Section IV. Preparing for Success

convergence of two or more fixed bus routes that serve commuters)?

Yes ✓ No

4.15: Does the project support the redevelopment of a previously developed site?

✓ Yes No

4.16: Does the project support development of new housing with a density of at least four units/acre?

✓ Yes No

4.17: Does the project support a development containing a mix of residential and commercial uses, with a residential density of at least four units to the acre?

✓ Yes No

4.18: Will the project directly or indirectly benefit and/or support economic development in one or more adjacent municipalities? If yes, please attach a letter of support from each community.

Yes ✓ No

4.19: Is the project located in a Gateway City?

Yes ✓ No

4.20: Select the regional planning agency for this location:

Metropolitan Area Planning Council

4.21: Select the Mass. transportation district office for this location:

DOT Region 6

MassWorks Infrastructure Program - 2019

MWIP-2019-Newton-00157

Section V. Benefitted Private Development Projects

5.1: Does the public infrastructure project support new development in and around the project area?

If yes, continue to the next question. If No, skip to Section VI.

Yes No

5.2: Will the public infrastructure project...

(a) directly serve or connect to a private development project?

Yes No

(b) be located on parcels of land that either are part of a private development project site, or adjacent to parcels of land that are part of a private development project site?

Yes No

(c) involve the construction of improvements that are required to be constructed as a condition in a permit or approval for a private development project?

Yes No

5.3: If you answered Yes to any of the above, please continue to answer the remaining questions in this section regarding the private development project. If you answered No to all, skip to Section VI.

5.4: Please provide a detailed description of the private development project(s) that includes the full scope of the development, progress on permitting, expected public benefits, and project phasing, if any.

The Northland project constitutes redevelopment of an underutilized 22-acre site and represents an investment of over a half a billion dollars. Northland has been permitted to build 800 units of housing (including 140 affordable and workforce units and an age-in-community living building), 115,000 sq. ft. of retail, 180,000 sq. ft. of commercial space, 3,296 construction jobs and 1346 permanent full-time jobs. It brings to the Needham Street corridor a large mixed-use development that supports small local retailers, promotes multi-modal transportation (including an extensive private shuttle system available free to the public seven days a week), provides affordable and workforce housing, utilizes sustainable Passive House construction, grants extensive (over 40%) open space to the public (including a public splash park), protects historic resources, provides bike and pedestrian linkage from the Greenway to and beyond Needham Street, and much more. The project provides a critical link in the N2 Innovation District, which is a joint venture between Newton and Needham to promote economic development in the region. It is anticipated that the Northland project will be phased over a 5-7 year period.

5.5: Is this private development project allowed by-right, or by special permit, in the municipality's current zoning?

Yes No

MassWorks Infrastructure Program - 2019

Section V. Benefitted Private Development Projects

5.7: Is the private development project at least at 25% design?

Yes No

5.8: Does the private development project have all required permits and approvals to commence construction?

Yes No

5.9: If No, identify what permits and/or approvals are outstanding and the anticipated timeframe within which they will be secured.

The zoning for Northland's project is contingent on the referendum being held on March 3, 2020. Northland has not yet secured its building permits and it needs to submit a revised ENF for a reduced project, as the current Certificate received includes property on the east side of Needham Street, which has been eliminated from the current plan.

5.10: Please provide the anticipated schedule/timeline for the private infrastructure project.

<u>Milestone</u>	<u>Start Date</u>	<u>End Date</u>
<u>Design / Engineering</u>	9/1/2020	12/1/2020
<u>Permitting</u>	1/4/2021	4/5/2021
<u>Construction Start</u>	5/3/2021	
<u>25% Construction</u>		
<u>50% Construction</u>		
<u>75% Construction</u>		
<u>Construction Complete</u>		

5.11: Is the private development project's funding fully secured?

Yes No

5.13: Indicate all of the applicable benefits of the private development project:

Total private investment: (\$) projected:	\$500,000,000.00
Total lot area (acreage) of private development:	986,610
Total square footage of office, retail, and/or industrial space:	285,000
Total square footage of residential space:	1,048,770
Total number of NEW housing units to be created:	800
How many will be Rental units:	800
How many will be Homeownership units:	0
How many will be Affordable:	120
State level of affordability (% of Area Median Income, 30%, 80%, etc.):	65%
Number of construction jobs that will be supported:	3,296
Number of NEW part time jobs to be created:	0
Number of NEW full time jobs to be created:	1,346
Number of full time jobs to be retained:	0

5.14: Will the private developer, or any of its contractors or subcontractors, construct any portion

MassWorks Infrastructure Program - 2019

Section V. Benefitted Private Development Projects

of the public infrastructure project?

Yes ✓ No

5.15: Has the municipality provided the private development project with local benefits or incentives?

Yes ✓ No

5.17: Provide the following information for the entity undertaking the private development project:

Proponent Entity/Company: Northland Development

Contact Name/Title: Kent Gonzales

Phone: 617-630-7209

Email: kgonzales@northland.com

MassWorks Infrastructure Program - 2019

MWIP-2019-Newton-00157

Section VI. Applicability of MEPA Review

If MassWorks funding will be the only form of state action implicated by this project, please refer to EOHED's guidelines for applicability of MEPA review.

6.1: Does the public infrastructure project meet or exceed any of the thresholds for MEPA review set forth in 301 CMR 11.03? If Yes, check all relevant thresholds and indicate if ENF and/or EIR are required.

Yes No

Threshold	ENF Required	EIR Required
Land Development		
Rare, threatened, or endangered species		
Wetlands, waterways, and tidelands		
Water		
Wastewater		
Transportation		
Energy		
Air		
Solid and hazardous waste		
Historical and archeological resources		
Areas of environmental concern		

6.2: Does the private development project identified herein, meet or exceed the MEPA thresholds as set forth in 301 CMR 11.03? If Yes, check all relevant thresholds and indicate if ENF and/or EIR are required.

Yes No

Threshold	ENF Required	EIR Required
<input checked="" type="checkbox"/> Land Development		<input checked="" type="checkbox"/>
Rare, threatened, or endangered species		
<input checked="" type="checkbox"/> Wetlands, waterways, and tidelands		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Water		
<input checked="" type="checkbox"/> Wastewater		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Transportation		<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Energy		<input checked="" type="checkbox"/>
Air		
Solid and hazardous waste		
<input checked="" type="checkbox"/> Historical and archeological resources		<input checked="" type="checkbox"/>
Areas of environmental concern		

6.3: Can the private development proceed independently without the public infrastructure project? Attach letter(s) from the private development proponent confirming and explaining this answer.

Yes No

MassWorks Infrastructure Program - 2019**Section VI. Applicability of MEPA Review**

https://madhcd.intelligrants.com/_Upload/444552_546522-MEPAENFSecretaryCert.NeedhamStreetProject10-6-17.pdf

6.4: List any filings that have been made or will be made with the MEPA Office in connection with the public infrastructure project and/or the private development project described above, and whether the review is expected to be a full scope or a limited scope.
See attached

MassWorks Infrastructure Program - 2019

Section VII. Certification of Public Entity Authorization

7.1: Does your city/town require a vote of the executive body to authorize the submission of this application?

Yes No

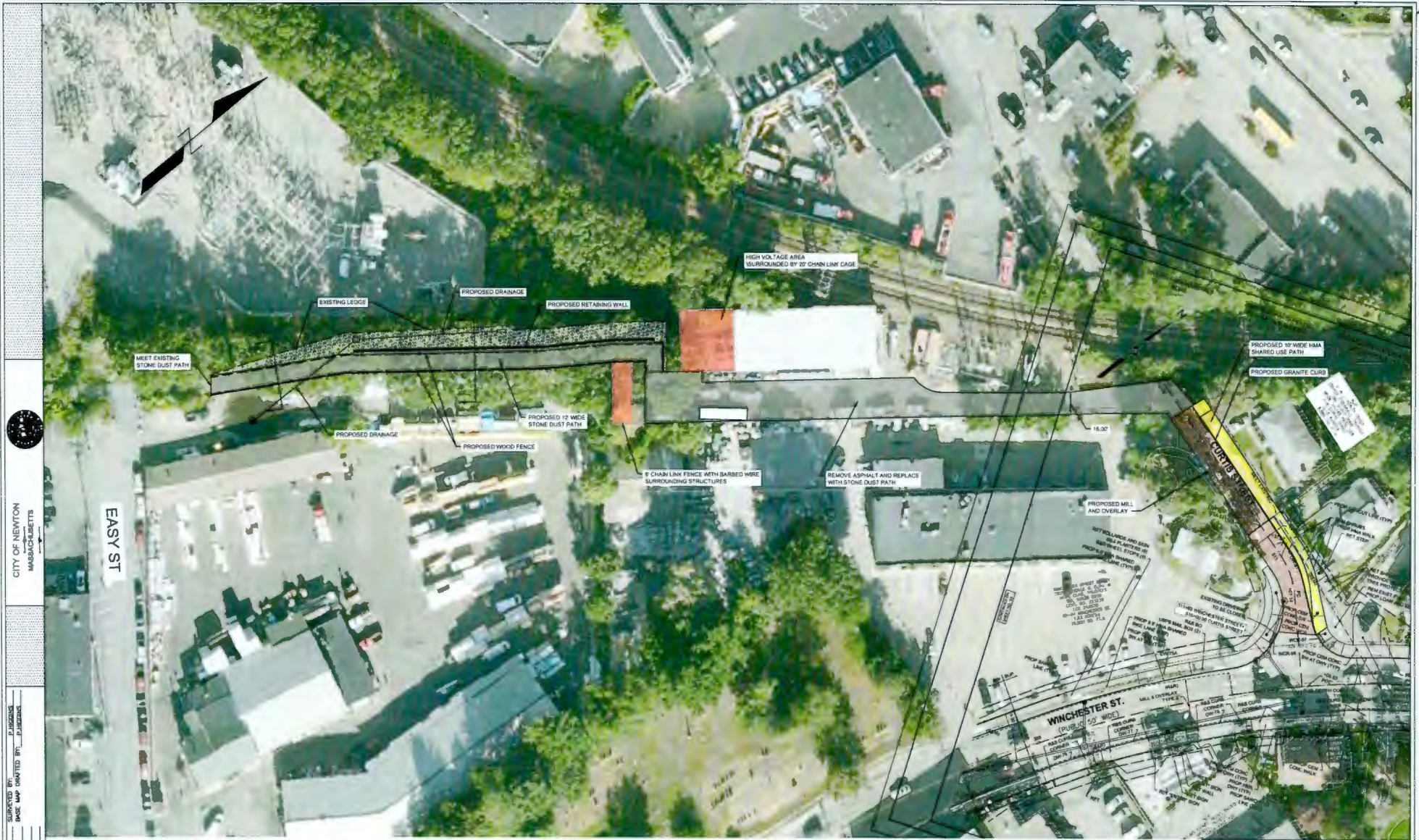
7.3: If no, are you authorized to submit this application on behalf of the applicant entity, by virtue of your executive position (CEO, CFO, etc.) or as a designee of an executive officer?

Yes No

I, Barney S. Heath, hereby certify that I am duly authorized to submit this application on behalf of (applicant) City of Newton and to agree that, if awarded, the applicant will implement the MassWorks Grant Program in accordance with all applicable laws and regulations. I understand that the information provided in this application will be relied upon by EOHED in deciding whether to award a grant and that the Commonwealth reserves the right to take action against the applicant or any other beneficiary of the grant if any of the information provided is inaccurate, misleading, or false.

I hereby further certify, under the pains and penalties of perjury, that the responses to the questions provided in this application and the attached documentation are true, accurate and complete.

Barney S. Heath	Director of Planning and Community Development	1/31/2020
<hr/> Name	<hr/> Title	<hr/> Date



CITY OF NEWTON
MASSACHUSETTS

EASY ST

WINCHESTER ST.
(10' WIDE)

CURTIS ST

- LEGEND:**
- PROPOSED HMA SHARED USE PATH
 - PROPOSED STONE DUST PATH
 - PROPOSED TEMPORARY CONSTRUCTION ACCESS ROAD
 - PROPOSED HMA MILL AND OVERLAY

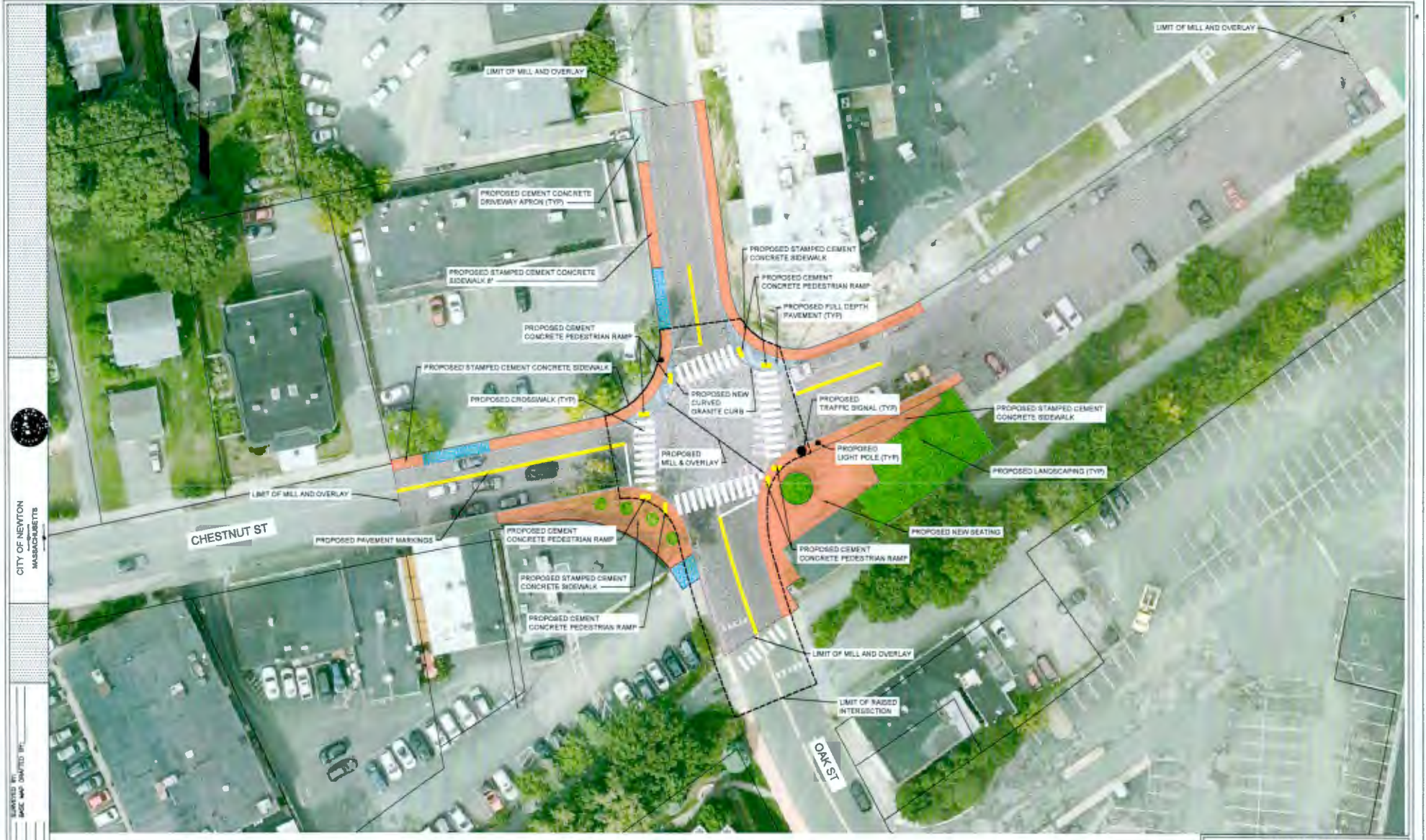


CITY OF NEWTON
MASSACHUSETTS
CONCEPT PLAN
FOR THE
UPPER FALLS GREENWAY
FROM
EASY ST TO WINCHESTER ST

PAGE 01 OF 01 Louis M. Taverna, P.E. DATE: 1/24/20

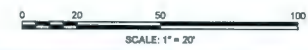
DESIGNED BY: AVERAGE
CHECKED BY: M. MANA
APPROVED BY: L. TAVERNA

SUBMITTED BY: P. PARSONS
DATE MAP CREATED BY: P. PARSONS



CITY OF NEWTON
 MASSACHUSETTS

DESIGNED BY: J. J. J. J.
 CHECKED BY: J. J. J. J.
 APPROVED BY: J. J. J. J.



CITY OF NEWTON
 MASSACHUSETTS
 CONCEPT PLAN
 FOR THE
 INTERSECTION IMPROVEMENTS
 AT
 CHESTNUT ST AT OAK ST
 PAGE 01 OF 01
 DATE: 10/2/2025

CITY OF NEWTON

DOCKET REQUEST FORM

RECEIVED

2020 APR -7 PM 4:11

DEADLINE NOTICE: Council Rules require items to be docketed with the Clerk of the Council NO LATER THAN 7:45 P.M. ON THE MONDAY PRIOR TO A FULL COUNCIL MEETING.

To: Clerk of the City Council
CITY CLERK
NEWTON, MA 02459

Date: April 7, 2020

From (Docketer): Director of Planning

Address: 1000 Commonwealth Avenue Newton MA 02459

Phone: 617-796-1131

E-mail: bheath@newtonma.gov

Additional sponsors: Department of Public Works

1. Please docket the following item (it will be edited for length if necessary):

We request approval to accept and expend \$396,500 in grant funding from the Commonwealth's MassWorks Infrastructure Program for the following project:
Design/Engineering Funding for Extension of Upper Falls Greenway and Pettee Square Streetscape Enhancement
The City through the Engineering Department will engage the appropriate services in June 2020 and we seek to begin the project after June 30, 2020. The project is anticipated to be completed in June of 2021. It is not anticipated that City money will be required to support this project.

2. The purpose and intended outcome of this item is:

- | | |
|--|---|
| <input type="checkbox"/> Fact-finding & discussion | <input type="checkbox"/> Ordinance change |
| <input type="checkbox"/> Appropriation, transfer, | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Expenditure, or bond authorization | <input type="checkbox"/> License or renewal |
| <input type="checkbox"/> Special permit, site plan approval, | <input type="checkbox"/> Appointment confirmation |
| <input type="checkbox"/> Zone change (public hearing required) | <input checked="" type="checkbox"/> Other: <u>Acceptance of grant funds</u> |

3. I recommend that this item be assigned to the following committees:

- | | | |
|---|---|--|
| <input type="checkbox"/> Programs & Services | <input checked="" type="checkbox"/> Finance | <input type="checkbox"/> Real Property |
| <input type="checkbox"/> Zoning & Planning | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Special Committee |
| <input checked="" type="checkbox"/> Public Facilities | <input type="checkbox"/> Land Use | <input type="checkbox"/> No Opinion |

4. This item should be taken up in committee:

Immediately (Emergency only, please). Please state nature of emergency:

- As soon as possible, preferably within a month
- In due course, at discretion of Committee Chair
- When certain materials are made available, as noted in 7 & 8 on reverse
- Following public hearing

5. I estimate that consideration of this item will require approximately:

- One half hour or less
- More than one hour
- More than one meeting
- Up to one hour
- An entire meeting
- Extended deliberation by subcommittee

6. The following people should be notified and asked to attend deliberations on this item. (Please check those with whom you have already discussed the issue, especially relevant Department Heads):

City personnel

Citizens (include telephone numbers/email please)

Barney Heath _____

James Mcgonagle _____

Devra Bailin _____

7. The following background materials and/or drafts should be obtained or prepared by the Clerk's office prior to scheduling this item for discussion:

MassWorks application

8. I have or intend to provide additional materials and/or undertake the following research independently prior to scheduling the item for discussion. *

MassWorks application

(*Note to docketer: Please provide any additional materials beyond the foregoing to the Clerk's office by 2 p.m. on Friday before the upcoming Committee meeting when the item is scheduled to be discussed so that Councilors have a chance to review all relevant materials before a scheduled discussion.)

Please check the following:

- 9. I would like to discuss this item with the Chairman before any decision is made on how and when to proceed.
- 10. I would like the Clerk's office to contact me to confirm that this item has been docketed. My daytime phone number is:
- 11. I would like the Clerk's office to notify me when the Chairman has scheduled the item for discussion.

Thank you.

Signature of person docketing the item

[Please retain a copy for your own records]



RUTHANNE FULLER
MAYOR

City of Newton, Massachusetts

RECEIVED
Office of the Mayor
2020 APR 13 PM 12:16

CITY CLERK
NEWTON, MA. 02459

239-20
Telephone
(617) 796-1100
Telefax
(617) 796-1113
TDD
(617) 796-1089
E-mail
rfuller@newtonma.gov

April 13, 2020

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

In the midst of the COVID-19 pandemic, I am focused on taking care of our vulnerable citizens, paying our employees when they work a significant number of hours to help people, and providing the supplies necessary to protect our first responders and essential workers.

Therefore, I am requesting that the City of Newton allocate another \$500,000 to a non-lapsing account dedicated to our efforts to control the spread of COVID-19, as well as, re-classify the previously approved \$250,000 to the same account, and allow the administration to disburse these funds to support compensation, supplies, or other accounts as necessary.

These \$750,000 in funds, along with the \$200,000 from the Massachusetts Department of Public Health COVID-19 Emergency Grant, put us in a strong position to meet the many needs we are facing.

We will carefully track utilization of these funds and will be sure to charge as many dollars as are appropriate to any grants we receive and seek the maximum reimbursements possible. We will keep your Honorable Council apprised.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller
Mayor

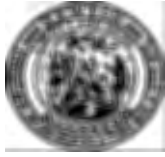
239-20
Amended

Telephone
(617) 796-1100

Telefax
(617) 796-1113

TDD
(617) 796-1089

E-mail
rfuller@newtonma.gov



RUTHANNE FULLER
MAYOR

City of Newton, Massachusetts
Office of the Mayor

RECEIVED
2020 APR 24 AM 11:32

CITY CLERK
NEWTON, MA. 02459

April 24, 2020

Honorable City Council
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

I write to request that your Honorable Council amend Docket Item #239-20 by deleting the request for \$500,000 and replacing it with a request for the larger sum of \$750,000.

As we grapple with the significant health consequences of COVID-19, including the gut wrenching deaths here in Newton, we must address the devastating impact on the lives and economic health of our residents, businesses and their employees, and the City itself.

Although there may be many sources of reimbursement as we move forward, in the meantime, we need to be sure that we take care of our vulnerable citizens (e.g. providing food), pay our employees who are working a significant number of hours, provide benefits for those impacted by COVID-19, and purchase the supplies necessary to protect all of our first responders and essential workers.

Therefore, I am now requesting that we dedicate \$750,00 to a non-lapsing account focused on our efforts to control the spread and address the impacts of COVID-19, as well as re-classify the previously approved \$250,000 to the same account, and give the administration the latitude to quickly disburse these funds to support salary, benefits, supplies, health and human service needs or other accounts as necessary.

We will carefully track utilization of these funds and will be sure to charge as many dollars as are appropriate to any grants we receive. We will keep your Honorable Council apprised thoroughly and regularly.

Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in black ink that reads "Ruthanne Fuller".

Ruthanne Fuller
Mayor



Memorandum

To: Finance Committee
CC: City Council
From: Chair of Programs & Services Committee
Re: Item #239-20 COVID-19 Funding Allocation
Date: April 24, 2020

At its meeting on April 22, 2020, the Programs & Services Committee discussed the following item and voted as follows:

Referred to Programs & Services and Finance Committees

#239-20 Allocate \$500,000 to control the spread of COVID-19

HER HONOR THE MAYOR requesting authorization to allocate five hundred thousand dollars (\$500,000) to a non-lapsing account dedicated to the City's efforts to control the spread of COVID-19; additionally re-classify the previously approved \$250,000 to the same account and allow the administration to disburse these funds to support compensation, supplies, or other accounts as necessary.

#239-20(1) \$250,000 - Approved 6-0-2 (Councilors Krintzman and Noel abstaining) on 04/22/20

#239-20(2) \$250,000 - Held 8-0 on 04/22/20

This approval carries a unanimous resolution from the Programs and Services Committee for the Finance Committee as it discusses this item on April 27, 2020 to request that the City Comptroller provide bi-weekly updates on how the funds are being spent and the status of reimbursement of those funds. If bi-weekly updates are not possible, then an otherwise periodic standard is requested.

Thank you

#241-20**Resolution requiring a cap of delivery fees charged to businesses.**

Councilors Albright, Krintzman, Downs, Ryan, Crossley, Wright, Humphrey, Leary, Malakie, Bowman, Kelley, Grossman, Markiewicz, Danberg, Noel, Lipof requesting a resolution to the Mayor asking her to work with relevant departments to determine the feasibility of restricting third party delivery services from charging restaurants a fee per online order for use of its services that totals more than 10% of the purchase prices of such online orders.

- Whereas: The City of Newton has been dedicated to supporting locally owned or operated businesses and the character and diversity they bring to our city; and
- Whereas: The Governor’s [“Stay at Home Advisory”](#) on March 23rd declared that all restaurants may only be open for takeout and delivery in an effort to stop the spread of COVO-19; and
- Whereas: Restricting restaurants to takeout and delivery has placed a sudden and severe financial strain on small businesses that already operate on thin margins under normal circumstances; and
- Whereas: Third party delivery services, with which local restaurants have very little bargaining power, charge restaurants commission fees up to 30% or revenue from any order place on their application or website; and
- Whereas: Restaurants already struggling have experienced an increase in orders through delivery apps from a low percent of total sales (5%-20%) to as much as 80% of total sales, which leads to an inability to cover costs; and
- Whereas: Some recent promotions put on by third party delivery services lack transparency; including some advertised as supporting local business during the COVID-19 crisis, which are deceptive since the promotions [do not lower the fees](#) charged to the restaurant; and
- Whereas: San Francisco’s supplemental COVID-19 [emergency declaration](#) capped fees for delivery apps to 15% and New York City, Cambridge, and lawmakers are proposing a cap of 10%; and
- Whereas: If immediate action is not taken, the City of Newton is in danger of losing the diverse range of its local restaurants to the COVID-19 crisis; now therefor be it ordered that;

Therefore be it Resolved:

The Mayor is requested to work with relevant departments to determine the feasibility of restricting third party delivery services from charging restaurants a fee per online order for use of its services that totals more than 10% of the purchase prices of such online order; and further it be

Further Resolved:

That all delivery services be required to disclose how the dollars of each order be allocated, to ensure that consumer know where their money is going; and further be it

Further Resolved:

That any restriction would last at least through the duration of the “Stay At Home Advisory” until restaurants are allowed to serve customers dining in their establishment at full capacity, at which point the cap of 10% will be reevaluated.