



Finance Committee Agenda

City of Newton In City Council

Monday, October 25, 2021

The Finance Committee will hold this meeting as a virtual meeting on Monday, October 25, 2021 at 7:00 pm. To view this meeting using Zoom use this link: <https://us02web.zoom.us/j/84350261845> or call 1-646-558-8656 and use the following Meeting ID: 843 5026 1845

Item scheduled for discussions:

- #384-21** **Acceptance of \$6,000 from MassDOT's Safe Routes to Schools Signs and Lines Program**
HER HONOR THE MAYOR requesting authorization to accept and expend the sum of six thousand dollars (\$6,000) in grant funding from MassDOT's Safe Routes to Schools Signs and Lines Program to improve signage and pavement markings for the Oak Hill and Brown Middle School to address safety and circulation issues around the traffic circle.
- #385-21** **Acceptance of \$100,000 from Massachusetts Department of Energy Resources**
HER HONOR THE MAYOR requesting authorization to accept and expend the sum of one hundred thousand dollars (\$100,000) in grant funding from Massachusetts Department of Energy Resources for the LED lighting and controls at the new Newton Early Childhood Program facility at 687 Watertown Street and at the Newton South High School's Cutler Wing. The funds will also be used to complete insulation/air sealing at the Nonantum Library.
- #386-21** **Appropriate \$29,807 from the Energy Stabilization Fund**
HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of twenty-nine thousand eight hundred and seven dollars (\$29,807) from the Energy Stabilization Fund for the LED lighting and controls at the new Newton Early Childhood Program facility at 687 Watertown Street and at the Newton South High School's Cutler Wing. The funds will also be used to complete insulation/air sealing at the Nonantum Library.

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 Zoning & Planning and Finance Committees

#320-21

CPC Recommendation to appropriate \$500,000 in CPA funding

COMMUNITY PRESERVATION COMMITTEE recommending appropriation of five hundred thousand dollars (\$500,000) in Community Preservation Act funds, with \$478,877 to come from the FY22 Community Housing Reserve Fund (Account #58C10498-57900C) and \$21,123 to come the Prior Year Undesignated Fund (Account #5800-3599), to the control of the Planning & Development Department to provide funding to replace roofs, repair and restore damaged siding, and replaced the HVAC systems as part of the Nonantum Village Place Senior Housing Preservation Project.

Zoning & Planning Approved 7-0 (Councilor Baker not voting) on 09/27/2021

Respectfully submitted,

Rebecca Walker Grossman, Chair



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

384-21

Telephone
(617) 796-1100

Fax

(617) 796-1113

TDD/TTY

(617) 796-1089

Email

rfuller@newtonma.gov

October 7, 2021

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

Honorable City Councilors:

I respectfully submit this docket item to this Honorable Council requesting the approval to accept and expend \$6,000 in grant funding from MassDOT's Safe Routes to Schools Signs and Lines Program. This funding will be used to improve signage and pavement markings for the Oak Hill and Brown Middle School areas to address safety and circulation issues around the traffic circle. The grant requires implementation before June 30, 2022.

Please see the attached letter from Transportation Planning Director Nicole Freedman regarding the details of the grant.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

CITY CLERK
NEWTON, MA. 02459

2021 OCT 12 PM 3:24

RECEIVED



Ruthanne Fuller
Mayor

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

Telephone
(617) 796-1120
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(617) 796-1142
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Barney S. Heath
Director

MEMORANDUM

Date: October 6, 2021
To: Maureen Lemieux, Chief Financial Officer
From: Nicole Freedman, Director of Transportation Planning
Cc: Jonathan Yeo, Chief Financial Officer Barney Heath, Director of Planning
Subject: Request to Docket Item to Accept MassDOT Shared Streets and Spaces Grant

We request approval to accept and expend \$6,000 in grant funding from MassDOT’s Safe Routes to Schools Signs and Lines Program to improve signage and pavement markings for the Oak Hill and Brown Middle School areas. The project will address safety and circulation issues around the traffic circle by providing technical analysis and implementation funds for signs and pavement markings.

The proposed project would use paint to:

- visually reduce the width of the travel lane to the width of a single vehicle
- paint the curbs along the exterior and interior of the circle yellow to indicate no parking
- add pedestrian crosswalk signs to each side of the crosswalks along the traffic circle
- repaint the crosswalks with thermoplastic paint.

The grant requires implementation before June 30, 2022.

Attached:

- Award MOU

SAFE ROUTES TO SCHOOL PROGRAM - SIGNS AND LINES PROJECT

MEMORANDUM OF UNDERSTANDING

This **Memorandum of Understanding** (“**MOU**”) is entered into and made effective this ____ day of _____, 2021 (“**Effective Date**”) by and between the Massachusetts Department of Transportation (“**MassDOT**”) and the City of Newton (“**Municipality**”). MassDOT and the Municipality are collectively referred to herein as the “Parties.”

WHEREAS, MassDOT administers the statewide Safe Routes to School Program (“**SRTS**”), which is a program that works to increase safe biking and walking for elementary and middle school students by using a collaborative, community focused approach toward health and transportation;

WHEREAS, as part of its SRTS, MassDOT created a “Signs and Lines Project” (“**SLP**”) to identify infrastructure challenges for students walking and biking to and from the Oak Hill Middle School and Brown Middle School (the “**School**”) in the Municipality;

WHEREAS, the goal of the SLP is to design and implement low-cost improvements, including signage and pavement markings, to improve safety and accessibility along key walking and biking routes to the School;

WHEREAS, the Parties intend to work collaboratively in the design and construction of said low-cost improvements; and

WHEREAS, the Parties wish to execute this MOU to set forth the guidelines, roles and responsibilities of the Parties with respect to the execution of said SLP goals.

NOW, THEREFORE, to set forth the expectations for participation in the SLP, the Parties mutually agree to the following.

RESPONSIBILITIES OF THE PARTIES

1. MassDOT or its contractors shall conduct a needs-based assessment to identify certain infrastructure barriers near the School. Municipality and School staff will be invited to attend the assessment. The Municipality’s participation in said assessment shall be required.
2. MassDOT’s contractor shall produce a technical memorandum summarizing the issues identified during the needs-based assessment referenced in paragraph 1 herein, and shall offer potential design solutions, which shall be submitted to the Municipality for review. The Municipality shall provide written comments, if any, to the technical memorandum within seven (7) days of the Municipality’s receipt of the memorandum, unless the Parties mutually agree to another date.

3. MassDOT or its contractor shall promptly review the Municipality's comments and shall develop plans which may include sign installation by location, pavement marking details, pavement marking locations, and schedules for each ("**Plan Set**"). MassDOT or its contractor shall submit the Plan Set to the Municipality for review. The Municipality shall provide written comments, if any, to MassDOT within seven (7) days of its receipt of the Plan Set, unless the Parties mutually agree on another date. If the Municipality requests any change(s) to the Plan Set, the Parties shall meet and confer in order to discuss whether the change(s) is appropriate, and shall make a good effort to reach a mutual agreement concerning the requested change(s). If the Parties are unable to reach a mutual agreement, however, the incorporation of any proposed change(s) shall be at MassDOT's sole discretion.
4. Upon the development of a mutually agreed upon Plan Set, if required, MassDOT or its contractors shall develop a bid package that includes the approved Plan Set. The Municipality agrees to issue said bid package in accordance with its procurement process and applicable Massachusetts laws, which may include G.L. c. 30, § 39M, G.L. c. 30B, and G.L. c. 149.

PROJECT ADMINISTRATION, COSTS, AND PAYMENT

5. **Project Administration**. The Municipality, at its sole expense, shall manage the timely completion of all of the improvements contained in the agreed upon Plan Set ("**Project**") and shall complete the Project prior to June 30, 2022.
6. **Project Costs and Payments**. MassDOT shall reimburse the Municipality for all eligible costs in connection with the Project up to six thousand dollars (\$6,000.00) ("**Maximum Reimbursement**"), subject to the following terms:
 - a. MassDOT will reimburse the Municipality for construction costs associated with the Project, subject to the invoice submission and approval procedures contained herein. Reimbursable costs ("**Eligible Construction Costs**") shall include the following as contained on the agreed upon Plan Set:
 - i. Installation of new signage,
 - ii. Installation of new pavement markings,
 - iii. Modification of existing pavement markings, and
 - iv. Other improvements, as determined by MassDOT.
 - b. The Municipality shall submit a single invoice for actual expenses no later than the 15th day of the month after the completion of the Project or by July 15, 2022, whichever comes first. ("**Invoice**"). Any and all Invoices submitted after July 15, 2022 shall be ineligible for reimbursement by MassDOT. The Invoice shall include a copy of the invoice from the Municipality's contractor or vendor with a description of work performed and materials ordered, the date of the billing cycle, and the vendor number.

- c. Reimbursement will only be for work completed and/or items purchased. All Eligible Construction Costs associated with the Project must be distinctly identified on the contractor invoice, separate from work performed for other projects. The Invoice must be issued and submitted directly from the Municipality to MassDOT's designated contractor for the Safe Routes to School Program, in the manner prescribed by MassDOT. The Invoice shall be sent to:
- i. Diane Hanson, MA Safe Routes to School C/O AECOM, 1 Federal St., 8th Floor, Boston, MA 02110
 - ii. Or via email: Diane.Hanson@aecom.com
 - iii. Invoice must contain the following information
 1. Bill to: AECOM-Safe Routes to School Project, 1 Federal Street, 8th Floor, Boston, MA 02110
 2. AECOM Project #: 60633415.2300
 3. AECOM P.O. # and Vendor # (to be assigned)
- d. MassDOT will use its best efforts to ensure that its contractor reimburses the Municipality within ninety (90) days of receipt of an Invoice, although reimbursement within ninety (90) days is not guaranteed. All reimbursement for Eligible Construction Costs will be made through MassDOT's contractor and will be made solely based on invoices properly submitted in accordance to the requirements contained herein.
- e. If MassDOT objects to charges identified on the Invoice, it shall notify the Municipality of its objection in writing within forty-five (45) days of receipt of said Invoice. Within thirty (30) days thereafter, the Municipality will provide MassDOT or its contractor with additional documentation and/or explanation as required, to support the accuracy of the charges. Any decisions or determinations regarding reimbursements pursuant to this MOU are at MassDOT's sole discretion and shall be final.
- f. The Municipality agrees to use any and all funds provided by MassDOT and/or its contractor for this Project only.
7. **Maximum Reimbursement.** The Parties agree that MassDOT has no obligation to increase the Maximum Reimbursement contained in Paragraph 6 herein for any reason, including but not limited to, a change in the Project's budget.
8. **Obligations of the Municipality** In addition to any other requirements of this MOU, the Municipality, by accepting any or all MassDOT funding, shall ensure compliance with any and all applicable local, state and federal rules, regulations and laws with respect to the Project.
9. **Ownership and Maintenance.** Once completed, MassDOT shall have no obligations relating to the Project including but not limited to future operations, maintenance, or replacement. All improvements made as part of the Project shall be owned and maintained solely by the Municipality.

MISCELLANEOUS

10. **Notice.** Unless otherwise explicitly set forth in this MOU, all notices or other communications required or permitted to be given hereunder, shall be in writing and shall be delivered by email:

To MassDOT:

Diane Hanson, Program Director, Massachusetts Safe Routes to School

Diane.Hanson@aecom.com

To the Municipality:

[Name, Title,], City of Newton

[email]

11. **Amendments.** This MOU may be amended only by written agreement of both Parties.

12. **Term.** This MOU and all of the obligations thereunder, shall expire 1 (one) year from the Effective Date of this MOU. The Parties may, by written agreement, agree to extend this MOU for 1 additional 1 year term.

IN WITNESS WHEREOF, as of _____, 2021, the Parties hereto have caused this MOU to be duly executed as a sealed instrument as of the date first written above.

Dated:

Dated:

David Mohler

[Name]

Executive Director

[Title]

MassDOT Office of Transportation Planning

City of Newton

Applications Due: 9/17/21 5:00 p.m. Eastern

Please see the 2021 – 2022 Signs and Lines Guidance document for additional application background and instructions

A. School and Municipality Applicant Information	
1. Name of Applicant School:	Oak Hill Middle School & Brown Middle School
2. Municipal Applicant Contact:	Nicole Freedman
3. Title/Role:	Director of Transportation Planning
4. Phone Number:	617-879-8148
5. Email Address:	nfreedman@newtonma.gov
6. Address:	1000 Commonwealth Ave
7. Address 2:	
8. Town/City:	Newton
9. Zip Code:	2459
10. School Applicant Contact:	
11. Title/Role:	Stephanie Gilman / Director of Planning, Project Management, and Sustainability
12. Phone Number:	617-483-0287
13. Email Address:	gilmans@newton.k12.ma.us
14. Address:	100 Walnut St.
15. Address 2:	
16. Town/City:	Newton
17. Zip Code:	2460

B. Safe Routes to School Partnership Information	
1. Are you a Safe Routes to School Partner?	Yes
2. Partnership level with Safe Routes to School:	Partner
3. Describe your involvement with the SRTS program:	<p>Stephanie Gilman is an active member of the Newton Safe Routes to School Task Force and spearheads the citywide School Transportation Steering Group. She also oversaw the new Oak Hill building addition so is very familiar with the site and works closely with Principal John Harutunian, who is an avid supporter of SRTS. Oak Hill has two very active Safe Routes to School representatives, Jenn Martin and Adam Peller who chair a committee of five and in the last two years have made a promotional bike video, advocated and worked with state representatives to improve ped/bike crossings of Route 9, worked with the City of Newton's Complete Streets Working Group to develop bike lanes on nearby Parker St., laid out Park & Walk and off-street routes and maps, worked with Newton Police on engagement/enforcement outside the school, and worked with the 8th grade on a Civic Action project about traffic safety in front of Oak Hill. Their website is https://sites.google.com/view/newtonsaferoutes/OakHill. Brown Middle School has a new principal who is supportive of walking and biking (the former principal was not) and has a new SRTS team led by the longtime SRTS Countryside rep Barry Elliot; Oak Hill and Brown share materials since they share a campus. Last year the biking encouragement and route improvement was so successful that many bike racks had to be added over the summer.</p>

C. Project Information	
1. Grades Served	Grades 6-8
2. Total Number of Students	662 at Oak Hill and 780 at Brown <small>Newton had planned a transportation survey for April 2020 that is now planned for later this year so we don't know. Arrival counts have been challenging since the areas where students are dropped off overlap with the areas students are walking from and even though there is a 30 minute gap in arrival between the two schools, there is still some overlap. Fall 2019 bus ridership was 467 for Brown and 263 for Oak Hill, though it is likely some of those bus riders shifted to bike due to COVID bus concerns.</small>
3. Number of Daily Walkers	
4. Number of Daily Bikers	Approximately 40 for Oak Hill and 50-60 for Brown; the two schools share bike racks. SRTS reps did weekly bike counts last spring and this fall.

Please see the 2021 – 2022 Signs and Lines Guidance document for additional application background and instructions

<p>5. Describe the project: <i>You may include one additional page with a map and/or photos</i></p>	<p>Oak Hill and Brown Middle Schools are adjacent to each other and reached by car via Wheeler Rd and Meadowbrook Rd with a shared traffic circle connecting the two roads. Newton South High School and playing fields for the three schools sit behind the two middle schools and are accessible by paved walking/biking paths. Students who approach from the west (Countryside Elementary) are districted to Brown which is to the east of the traffic circle, and students to the east and south (Memorial Spaulding Elementary) attend Oak Hill, which is to the north and west of the traffic circle. This means that the majority of our walkers must pass through the traffic circle crosswalks. Meanwhile all parents who drive their students to school and use the official drop-off areas must drive through the traffic circle, the yellow buses go through the traffic circle to access the bus loops for each school, and the MBTA 52 bus also goes through around arrival and dismissal times. Even though it is expressly not allowed, parents pull over within the traffic circle to drop off or pick up their children, blocking buses and adding chaos and distraction to the traffic circle. Additionally, the majority of the handicap parking spots are in the staff parking lot across the street from both schools so students in wheelchairs also use these crosswalks and there have been some harrowing near crashes with staff and parents running into the crosswalk to try to prevent a student in a wheelchair from being hit by an inattentive driver. There are many distractions and many opportunities for conflict. The traffic circle and entrances to Wheeler and Meadowbrook cannot be physically narrowed because the MBTA bus needs to navigate the tight circle. We propose the following: using paint, visually reduce the width of the travel lane to the width of a single vehicle; paint the curbs along the exterior and interior of the circle yellow to indicate no parking; add pedestrian crosswalk signs to each side of the crosswalks along the traffic circle; and repaint the crosswalks with thermoplastic paint.</p>
<p>6. How would this project benefit your students?</p>	<p>The benefits are two-fold. Many parents say they drive students because of a perception that it is unsafe to walk or bike through this car-centric area. There also is a real safety threat as drivers have many things to pay attention to when navigating the traffic circle and sometimes fail to notice or stop for students in the crosswalk. Visually narrowing the traffic circle to a single lane will help deter parents from dropping off in the traffic circle which will reduce distractions for the other drivers and make them more likely to notice kids on foot and bike. Similarly, the new crosswalk signs and more visible thermoplastic crosswalks should help draw attention to this being a space for kids walking and biking. Additionally, these changes will increase the perception of safety which should help convince parents that it is safe enough to let their own students walk and bike, which is self-fulfilling because it means fewer cars will be driving through the area.</p>
<p>7. How many more walkers and bikers will you see as a result of this project?</p>	<p>By increasing the perception of safety and pairing it with a strong encouragement campaign led by both PTOs and both principals, who are very supportive, we expect to see up to a 50% increase in children arriving by bike and hope for a similar increase in walkers.</p>
<p>8. Please describe the school and municipal support of this project: <i>You may include letters of support with this application</i></p>	<p>From the school side, Newton Public Schools, both Brown and Oak Hill principals, and both PTOs strongly support the project. Letters of support are included. This safety concern has also been a focus of the School Transportation Steering Group, which is a joint venture of the schools and the City and includes a representative from the Newton Safe Routes to School Task Force. The City of Newton Department of Public Works supports the application; a letter of support from Newton Chief Operating Officer is included with the application.</p>

Safe Routes to School (SRTS) Signs and Lines Program
2021-2022 Project Application

384-21

Applications Due: 9/17/21 5:00 p.m. Eastern

Please see the 2021 – 2022 Signs and Lines Guidance document for additional application background and instructions

Name of Applicant School:	Oak Hill Middle School & Brown Middle School

School Applicant Signature (insert image file of signature or sign and attach signature page to email application)

Date

- We understand that this is a reimbursement-based project and the municipality must pay for all costs in advance.
- If our project is selected, we agree to adhere to all the terms and conditions of the Memorandum of Understanding (MOU) and sign the MOU prior to beginning any project-related tasks.
- We understand that the description of the project outlined in our application may not be the actual work approved by MassDOT/SRTS and a needs assessment conducted by the SRTS Program will determine the eligible project components.
- We have read through the Signs and Lines Guidance Document and understand the process and timeline of all project-related tasks.
- If our project is selected, we agree to complete all work within the current school year, no later than June 30, 2022.
- If our project is selected, we agree to submit an invoice for work completed not to exceed \$6,000 and no later than July 15, 2022.
- I am authorized to sign below and commit resources on behalf of the municipality.

Municipal Applicant Signature (insert image file of signature or sign and attach signature page to email application)

Date

Please email completed form to diane.hanson@acem.com

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman, the authorization to accept and expend the sum of six thousand dollars (\$6,000) in grant funding from MassDOT's Safe Routes to Schools Signs and Lines Program to improve signage and pavement markings for the Oak Hill and Brown Middle School to address safety and circulation issues around the traffic circle be and is hereby approved.

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

385-21/386-21

Telephone
(617) 796-1100

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(617) 796-1113

TDD/TTY

(617) 796-1089

Email

rfuller@newtonma.gov

October 12, 2021

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

Honorable City Councilors:

I respectfully submit this docket item to this Honorable Council requesting the approval to accept and expend the Green Communities Grant in the amount of \$100,000 from the Massachusetts Department of Energy Resources.

This grant will be used for LED lighting and controls at new Newton Early Childhood Program facility at 687 Watertown Street and at Newton South High School's Cutler Wing. The grant will also be used to complete insulation/air sealing at the Nonantum Library.

The total cost of these three projects is \$129,807. I also respectfully request authorization to spend \$29,807 out of the Energy Stabilization Fund to complete these projects.

Please see attached for a cost breakdown by project and funding source.

Thank you for your consideration of this matter.

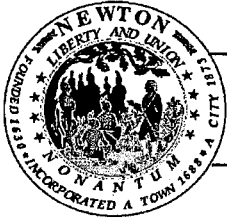
Sincerely,

Mayor Ruthanne Fuller

CITY CLERK
NEWTON, MA. 02459

2021 OCT 12 PM 3:24

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CITY OF NEWTON, MASSACHUSETTS
PUBLIC BUILDINGS DEPARTMENT
52 ELLIOT STREET, NEWTON HIGHLANDS, MA 02461

Ruthanne Fuller, Mayor
Josh Morse
Building Commissioner

Telephone (617) 796-1600
Facsimile (617) 796-1601
TDD/tty # (617) 796-1608

September 30, 2021

Ruthanne Fuller, Mayor
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

RE: Authorization to Accept Green Communities Grant and Funding for LED lighting and Insulation/Air Sealing

Dear Mayor Fuller:

The Public Buildings Department respectfully requests the authorization to accept the Green Communities Grant in the amount of \$100,000 from the Department of Energy Resources. This grant will be used for LED lighting and controls at Horace Mann aka NECP aka 687 Watertown Street and Newton South High School Cutler Wing. We will also be using this grant to complete insulation/air sealing at the Nonantum Library. In addition to the grant, the Public Buildings Department respectfully requests authorization to spend \$29,807 out of the Energy Stabilization Fund to complete these projects.

Sincerely,

Josh Morse
Public Buildings Commissioner

cc: Jonathan Yeo, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer
James Mcgonagle, Commissioner of Public Works
Alex Valcarce, Deputy Buildings Commissioner
David Stickney, Director of Facilities

2021 Green Communities Grant

	Total Project Cost	Green Comm. Grant	Utility Rebates	Request City Energy Stabilization Funds	Annual Cost Savings
Horace Mann aka NECP aka 687 Watertown Street	\$ 54,143.00	\$ 34,381.00	\$ 10,148.00	\$ 9,614.00	\$ 7,364.00
LED Lighting and Controls					
South High School	\$ 98,194.00	\$ 60,689.00	\$ 22,242.00	\$ 15,263.00	\$ 18,760.00
LED Lighting and Controls					
Cutler Wing					
Nonantum Library					
Insulation/air sealing	\$ 9,860.00	\$ 4,930.00	\$ -	\$ 4,930.00	\$ 660.00
Total	\$ 162,197.00	\$ 100,000.00	\$ 32,390.00	\$ 29,807.00	\$ 26,784.00



I. COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM

385-21 & 386-21



This form is jointly issued and published by the Office of the Comptroller (CTR), the Executive Office for Administration and Finance (ANF), and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the Standard Contract Form Instructions and Contractor Certifications, the Commonwealth Terms and Conditions for Human and Social Services or the Commonwealth IT Terms and Conditions which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access published forms at CTR Forms: https://www.macomptroller.org/forms. Forms are also posted at OSD Forms: https://www.mass.gov/lists/osd-forms.

CONTRACTOR LEGAL NAME: City of Newton (and d/b/a):		COMMONWEALTH DEPARTMENT NAME: Department of Energy Resources MMARS Department Code: ENE	
Legal Address: (W-9, W-4): 1000 Commonwealth Avenue, Newton, MA 02459		Business Mailing Address: 100 Cambridge Street, Suite 1020, Boston, MA 02114	
Contract Manager: Ruthanne Fuller	Phone: 978-465-4413	Billing Address (if different): Not Applicable	
E-Mail: rfuller@newtonma.gov	Fax: 978-465-4452	Contract Manager: Jane Pfister	Phone: 617-626-7300
Contractor Vendor Code: VC6000192120		E-Mail: jane.pfister@mass.gov	Fax: 617-727-0030
Vendor Code Address ID (e.g. "AD001"): AD001 (Note: The Address ID must be set up for EFT payments.)		MMARS Doc ID(s):	
		RFR/Procurement or Other ID Number: DOER PON-ENE-2021-034	
<input checked="" type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> Statewide Contract (OSD or an OSD-designated Department) <input type="checkbox"/> Collective Purchase (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> Department Procurement (includes all Grants - 815 CMR 2.00) (Solicitation Notice or RFR, and Response or other procurement supporting documentation) <input type="checkbox"/> Emergency Contract (Attach justification for emergency, scope, budget) <input type="checkbox"/> Contract Employee (Attach Employment Status Form, scope, budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language, legislation with specific exemption or earmark, and exception justification, scope and budget)		<input type="checkbox"/> CONTRACT AMENDMENT Enter Current Contract End Date <u>Prior</u> to Amendment: _____, 20____. Enter Amendment Amount: \$ _____ (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of amendment changes.) <input type="checkbox"/> Amendment to Date, Scope or Budget (Attach updated scope and budget) <input type="checkbox"/> Interim Contract (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> Contract Employee (Attach any updates to scope or budget) <input type="checkbox"/> Other Procurement Exception (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions and Contractor Certifications and the following Commonwealth Terms and Conditions document are incorporated by reference into this Contract and are legally binding: (Check ONE option): <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services <input type="checkbox"/> Commonwealth IT Terms and Conditions			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00 . <input type="checkbox"/> Rate Contract. (No Maximum Obligation) Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> Maximum Obligation Contract. Enter total maximum obligation for total duration of this contract (or new total if Contract is being amended). \$ \$100,000			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: <input checked="" type="checkbox"/> agree to standard 45 day cycle <input type="checkbox"/> statutory/legal or Ready Payments (M.G.L. c. 29, § 23A); <input type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) This is a contract to award a grant to the City of Newton for fiscal years 2022-2024 under the Green Communities Competitive Grant Program in the amount of one hundred thousand dollars (\$100,000) to fund energy conservation measures, LED lighting with controls and weatherization, in municipal facilities including Horace Mann and South High Schools and Nonantum Library, to be provided for the benefit of, and subject to the direction and oversight of, the Grantee as detailed in Attachment C.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 2. may be incurred as of _____, 20____, a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. <input type="checkbox"/> 3. were incurred as of _____, 20____, a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>September 30, 2023</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response (excluding any language stricken by a Department as unacceptable, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Ruthanne Fuller</u> Print Title: <u>Mayor</u>		AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: _____ Date: _____ (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Marcelle T. Payen</u> Print Title: <u>Chief Financial Officer</u>	

BACKGROUND

1. The DOER has selected the Grantee to receive Green Communities grant funds for projects described in the Grantee’s response to the PON.
2. The DOER approves the expenditure of funds as described in Attachment D (Budget) for the work planned and described in Attachment C (Scope of Grant Award).
3. The Grantee agrees to complete the projects described in the Scope of Grant Award (collectively referred to as “the Project”).

This agreement (Agreement) incorporates and makes part hereof certain attachments and forms which have been provided and accepted by the parties as part to this Agreement. Copies of such agreed upon attachments and forms are attached hereto set forth in their entirety and made part of this Agreement by reference:

THE COMMONWEALTH STANDARD CONTRACT FORM

BACKGROUND

ATTACHMENT A: GREEN COMMUNITIES COMPETITIVE GRANT APPLICATION

MATERIALS

ATTACHMENT B: GRANTEE RESPONSE

ATTACHMENT C: SCOPE OF GRANT AWARD

ATTACHMENT D: BUDGET

THE COMMONWEALTH OF MASSACHUSETTS STANDARD CONTRACT ATTACHMENTS

1. COMMONWEALTH TERMS AND CONDITIONS
2. GRANTEE AUTHORIZED SIGNATORY LISTING
3. W-9 FORM
4. EFT

ATTACHMENT A – Green Communities Competitive Grant Application Materials

The Program Opportunity Notice (PON) was provided to the municipality via Combuys, the Commonwealth's procurement website from 1/28/2021 until 4/9/2021.

DOER PON-ENE-2021-034 2021 Green Communities Competitive Grant Program

Bid # [BD-21-1041-ENE01-ENE01-58101](#)

DOER PON-ENE-2021-034 Green Communities Competitive Grant Program Opportunity Notice 01.14.21 (FINAL).pdf

Amended 2/2/21 to add

GC_Grant Table.xlsx

Amended 3/15/21 to add

Specially-Eligible Communities~1.pdf

ATTACHMENT B – Grantee Response

(All documents listed below are available to DOER fiscal staff at:

<https://massdoer.imeetcentral.com/greencommunities/dbapp=7ary4jojv3xnh83ficwf09s252274943&ac=h&view=1110582>)

1. Grantee submission narrative – Newton grant narrative asd.pdf
2. Grantee grant table submitted – Newton gc grant table.xlsx
3. Grantee certification of application submitted – Newton signed attachment c.pdf

Response included additional files:

- rise proposal newton south hs cutler wing 1st 2nd flrs led lighting controlsr.pdf
- rise proposal newton horace mann 2nd flr led lighting.pdf
- rise proposal newton nonantum library weatherization scope of work savings.pdf
- 2021 lighting rebate application ma retrofit south hs cutler wind for customer signature.pdf
- rise proposal newton horace mann 2nd flr led lighting.pdf
- flr plan newton south high school.pdf
- past completed project 2-23-21.pdf;
- rise project summary table newton 2021 grant project.pdf

ATTACHMENT C – SCOPE OF GRANT AWARD

**COMMONWEALTH OF MASSACHUSETTS
SCOPE OF GRANT AWARD AGREEMENT**

**By and Between
Department of Energy Resources
and
City of Newton**

SCOPE OF GRANT AWARD**1. Overview**

The purpose of this contract is to award a grant to the City of Newton (Grantee) for a maximum obligation amount not to exceed one hundred thousand dollars (\$100,000.00) to fund energy conservation measures in municipal facilities including Horace Mann and South High Schools and Nonantum Library, as more particularly described in Attachment B (Project). In connection with the above referenced grant, the Grantee requested one hundred thousand dollars and no cents (\$100,000.00) in public funding out of one hundred sixty two thousand one hundred ninety seven dollars and no cents (\$162,197.00) in total project costs for energy conservation measures listed in attachment B. The energy conservation measures funded are LED lighting with controls and weatherization.

The Grantee is responsible for informing the Department of Energy Resources (DOER) of all eligible expenses and Project deliverables as compared to the original proposal as set forth in Attachment B.

Note that no changes in Project scope can occur or proceed without the prior written authorization from the DOER.

2. Contingencies

The Grantee shall provide to the DOER's satisfaction, the required information as stated below as applicable to the Project(s), when the information becomes available.

1. Documentation that the municipality has met, teleconferenced, or had an email exchange with its gas and/or electric public utility representatives regarding the availability of utility incentives for any eligible energy conservation or efficiency measures.
2. Documentation of having **applied for all gas and electric rebates** provided for eligible energy conservation or efficiency measures. The Grantee is required to have documentation from utilities regarding rebates before selection and installation of products.

3. Procurement

All procurement contracts and subcontracts entered into by public agencies and governmental bodies shall be governed by and in accordance with Massachusetts General Laws. Where applicable, such procurements, contracts and subcontracts shall be governed by the all provisions of either M.G.L. c.25A, § 11C or §11I, M.G.L. c.30B, or M.G.L c.149. All designer selection for building projects shall be governed by M.G.L. c.7, §§38A1/2 - O.

4. Program Schedule

The following are milestones to ensure timely completion of the Project(s). If the Grantee is unable to meet these milestones Grantee shall promptly contact the DOER.

- (1) Complete construction of the Project – August 1, 2023
- (2) End of grant period – September 30, 2023

5. Disbursement of Funds

Initial Disbursement: Twenty five percent (25%) of the award in the amount of twenty five thousand dollars and no cents (\$25,000.00) will be disbursed by the DOER subsequent to the execution of this grant agreement and upon the DOER agreement that contingency number one as stated under Section Two Contingencies of this Scope of Grant Award Agreement has been fully satisfied.

Second Disbursement: Fifty percent (50%) of the award in the amount of fifty thousand dollars and no cents (\$50,000.00), shall be disbursed upon verification by the DOER that twenty-five percent (25%) of the grant funds have been expended and that contingency number two as stated in Section Two Contingencies of this Scope of Contract Award has been fully satisfied and that all reporting requirements have been met. Reporting requirements will include submittal by the Grantee to the DOER of detailed dated invoices of Grantee's costs incurred to date.

Final Disbursement: Twenty five percent (25%) of the award in the amount of twenty five thousand dollars and no cents (\$25,000.00), shall be disbursed after a site visit by the DOER, a review of the detailed invoices of the Project(s) and any other requested documentation and verification by the DOER that the Project(s) are complete, that one hundred percent (100%) of grant funds have been expended, evidence of approved utility incentives have been provided, and that all reporting requirements and requests by the DOER have been met, including submittal and approval of the Final Report.

Funds shall not be used for the reimbursement of any work related to this Project(s) performed before the contract Effective Date.

6. Grantee Warrants to Keep Facility Open

For Project(s) involving services or construction at facility(s) owned by or under the control of the Grantee, the Grantee hereby warrants and certifies that the facility (s) for which grant funds are designated will remain open and in service for at least five (5) years following completion of proposed project(s).

7. Separate Accounts

The Grantee shall at all times conduct its business and affairs in such a manner that any and all ledger accounts and records pertaining to the receipt and expenditure of the DOER funds under this Agreement shall be kept separate and distinct from all ledger accounts and records of the Grantee relative to any other enterprise which the Grantee has engaged in, developed, or administered.

8. Unused Funds

Any funds undisbursed or uncommitted by the Grantee after September 30, 2023, shall be promptly returned to the DOER within sixty (60) days.

9. Administrative Costs

Grantee's administrative costs cannot exceed ten percent (10%) of the maximum obligation contract amount of one hundred thousand dollars (\$100,000.00).

10. Publicity

The municipality will coordinate with the DOER on all publicity regarding this Project(s).

11. Reporting and Other Required Documentation

- A. Should Grantee engage a third party to manage administrative functions of the program and rely on the internal controls of that third party, the third party shall provide the results of an internal controls audit annually according to the provisions Statements of Auditing Standards No. 70 to the DOER and Grantee.
- B. Grantee shall have a program to combat fraud, waste and abuse of funds and shall incorporate into its program guidance provided by the Office of the State Comptroller.
- C. **Quarterly reports:** The Grantee shall be required to file progress and financial reports once every quarter, unless specifically exempted in writing by the DOER. Quarterly reports are due by 5pm 4 days after the completion of each of the following quarters:
 - a. July 1 – Sept 30
 - b. Oct 1 – Dec 30
 - c. Jan 1 – Mar 30
 - d. Apr 1 – June 30

Quarterly reports shall include:

- a. The progress and status of activities performed in relation to the Scope of Grant Award including an explanation of any delays or obstacles encountered in meeting the performance schedule as well as a description of efforts taken to resolve delays; and
 - b. The actual costs incurred to date by the Project, breaking down all costs in such manner as the DOER may prescribe.
- D. **Final report:** The final report shall be submitted within two (2) months after completion of the final project receiving funding, and shall include a summary of the projects completed, including project locations and capacity. All quarterly and final reports above shall be submitted to:

Jane Pfister
 Green Communities Grant Coordinator
jane.pfister@mass.gov

NOTE: If the services funded by this Agreement are solicited pursuant to M.G.L. ch. 25A § 11C or § 11I, then the Grantee shall also comply with the monitoring and reporting requirements set forth in the DOER's regulations at 225 C.M.R. 10.00, 19.00 or other applicable regulations. For solar PV systems, registration with and reporting to the Massachusetts Clean Energy Center Production Tracking System (PTS) is required.

- E. **Ownership of Reports and Other Required Documentation:** The deliverables shall be owned by the Commonwealth of Massachusetts and treated as public documents. Following the completion of the contract both the Commonwealth of Massachusetts and the Grantee retain the right to make further use of the deliverables.

VI. ATTACHMENT D - BUDGET

Check one: Initial Budget

Budget/Account Amendment. Maximum Obligation before this Amendment:

PRIOR MMARS DOCUMENT ID: _____ (for reference - if applicable)

CURRENT DOC ID: _____

[See Instructions for Additional Guidance on completion. Insert as many additional lines as necessary.]

A	B	C	D	E	F	G	H	I
Budget Fiscal Year	Account	Object Class	Activity / Function Codes	Initial Amount / or Amount Prior to Amendment	Indicate Add or Reduce +/-	Amendment Amount	Enter "YES" if Amount is a prior FY budget reduction or a current FY "Carry-in" authorization for Federal Funds	New Amount After Amendment
FY22	2000-0113	P01	GNCO-COMP	\$99,998.00				
FY23	2000-0113	P01	GNCO-COMP	\$ 1.00				
FY24	2000-0113	P01	GNCO-COMP	\$ 1.00				

FISCAL YEAR SUBTOTALS AND TOTAL MAXIMUM OBLIGATION FOR DURATION OF CONTRACT	
FISCAL YEAR: <u>2022</u> SUBTOTAL (or <i>New Subtotal if Fiscal Year Subtotal being amended</i>)	\$99,998.00
FISCAL YEAR: <u>2023</u> SUBTOTAL (or <i>New Subtotal if Fiscal Year Subtotal being amended</i>)	\$ 1.00
FISCAL YEAR: <u>2024</u> SUBTOTAL (or <i>New Subtotal if Fiscal Year Subtotal being amended</i>)	\$ 1.00
FISCAL YEAR: _____ SUBTOTAL (or <i>New Subtotal if Fiscal Year Subtotal being amended</i>)	
TOTAL MAXIMUM OBLIGATION FOR DURATION OF CONTRACT	\$100,000.00

**VII. COMMONWEALTH OF MASSACHUSETTS
STANDARD CONTRACT ATTACHMENTS (ENCLOSED)**

1. COMMONWEALTH TERMS AND CONDITIONS
2. GRANTEE AUTHORIZED SIGNATORY LISTING
3. W-9 FORM
4. EFT

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman, the authorization to accept and expend the sum of one hundred thousand dollars (\$100,000) in grant funding from Massachusetts Department of Energy Resources for the LED lighting and controls at the new Newton Early Childhood Program facility at 687 Watertown Street and at the Newton South High School's Cutler Wing. The funds will also be used to complete insulation/air sealing at the Nonantum Library be and is hereby approved.

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman, to appropriate and expend twenty-nine thousand eight hundred and seven dollars (\$29,807) from the Energy Stabilization Fund for the LED lighting and controls at the new Newton Early Childhood Program facility at 687 Watertown Street and at the Newton South High School’s Cutler Wing. The funds will also be used to complete insulation/air sealing at the Nonantum Library be and is hereby approved as follows:

FROM:	Capital Stabilization Energy Rebates (7907C104-593041).....	\$29,807
TO:	Green Communities Grant Undistributed Budget (30412021-579500).....	\$29,807

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____

CITY COUNCIL

RECEIVED

CITY OF NEWTON

2021 AUG -2 PM 2: 29 DOCKET REQUEST FORM

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.

CITY CLERK
NEWTON, MA. 02459

To: Clerk of the City Council

Date: July 30, 2021

From (Docketer): Lara Kritzer, Community Preservation Program Manager

Address: Planning Department, Newton City Hall, 1000 Commonwealth Avenue Newton MA 02459

Phone: 617-796-1144

E-mail: lkritzer@newtonma.gov

Additional sponsors: Community Preservation Committee

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

Recommendation from the Community Preservation Committee for the allocation of \$500,000 in Community Preservation Act funds, with \$478,877 to come from the FY22 Community Housing Reserve Fund (Account#58C10498-57900C) and \$21,123 to come from the Prior Year Undesignated Fund (Account #5800-3599), to the control of the Planning & Development Department to provide funding to replace roofs, repair and restore damaged siding, and replace the HVAC systems as part of the Nonantum Village Place Senior Housing Preservation Project.

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

- | | |
|--|---|
| <input checked="" type="checkbox"/> Fact-finding & discussion | <input type="checkbox"/> Ordinance change |
| <input checked="" type="checkbox"/> Appropriation, transfer, | <input type="checkbox"/> Resolution |
| <input checked="" 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 type="checkbox"/> Other: _____ |

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 checked="" type="checkbox"/> Zoning & Planning | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Special Committee |
| <input 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)

Lara Kritzer _____

Marcia Hannon, CASCAP mhannon@cascap.org _____

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:

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

CPC Funding Recommendation, the City's Proposal for the Nonantum Village Place Senior Housing Preservation Project, and the Project Presentation made at the CPC's public hearing on July 13, 2021.

(*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.

Lara Kritzer
Signature of person docketing the item

[Please retain a copy for your own records]



Ruthanne Fuller
Mayor

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

320-21
Telephone
(617) 796-1120
Telefax
(617) 796-1142
TDD/TTY
(617) 796-1089
www.newtonma.gov

Barney S. Heath
Director

**Community Preservation Committee
Funding Recommendation for
Nonantum Village Place Senior Housing Preservation Project**

Date: July 30, 2021
From: Community Preservation Committee
To: The Honorable City Council

PROJECT GOALS & ELIGIBILITY This proposal requests \$500,000 in CPA funds, under the category of community housing, for the preservation of Nonantum Village Place, an entirely affordable senior housing facility built in 2004 in part with City CPA and CDBG funding. The facility was one of the first affordable housing projects completed with Newton CPA funding and is affordable to very low income households, with incomes at or below 50% AMI, and extremely low-income households with incomes below 30% AMI. The proposal requests funding to replace the roof, replace and repair damaged siding as needed, and replace the HVAC systems (35 individual unit systems and three building wide systems) with new electric heat pump systems that are more energy efficient and allow the building to be less reliant on fossil fuels.

This project is eligible for CPA funding under community housing as it is an entirely affordable senior housing development which was created in part with CPA funding. The requested CPA funding may be used to preserve as well as restore and rehabilitate the existing units and overall building.

RECOMMENDED FUNDING At its monthly meeting on Tuesday, July 13, the Community Preservation Committee unanimously recommended, with a vote of 8 to 0, that \$500,000 in Community Preservation Act funding be appropriated, with \$478,877 to come from the FY22 Community Housing Reserve Fund and the remaining \$21,123 to come from Prior Year Undesignated Funds, to the control of the Planning & Development Department for a grant to CASCAP, Inc. for the preservation of the existing affordable senior housing facility at Nonantum Village Place.

Proposed CPA Funding Accounts for the Nonantum Village Place Senior Housing Preservation Project			
Account Name	Account Number	Amount Currently Available (minus pending recommendations)	Proposed Amount for Nonantum Village Place Preservation Project
FY22 Community Housing Reserve Fund	#58C10498-57900C	\$478,877	\$478,877
Prior Year Undesignated Funds	#5800-3599	\$4,498,980.75	\$21,123
Total Project Funds			\$500,000

www.newtonma.gov/cpa

Lara Kritzer, Community Preservation Program Manager
lkritzer@newtonma.gov 617.796.1144

SPECIAL ISSUES CONSIDERED BY THE CPC

Community Need: Nonantum Village Place has provided affordable housing to Newton seniors since 2004, providing deeply affordable senior housing to households at or below 50% AMI, with the majority of those living at Nonantum Village having incomes closer to 30% AMI. The CPC recognized the strong need in Newton for the very low and extremely low income senior housing units which Nonantum Village Place provides and praised CASCAP for its work to serve this population. It was also noted that the federal programs used to create the building don't permit rents that are high enough to fund a capital reserve adequate to make these improvements. CPA funding will play a vital role in maintaining the integrity of the building envelope and improving living conditions within the facility by replacing the roof, siding, and HVAC systems. The CPC considers the preservation of Newton's existing affordable housing stock to be a valuable use of CPA funding, particularly when it protects housing resources that serve a vulnerable population such as Newton's very and extremely low income senior households.

Increased Environmental Efficiency of New Systems: The CPC encouraged CASCAP during their pre-proposal review to take advantage of this opportunity to improve the energy efficiency of the building and was impressed by the applicant's willingness to revise their proposal. The new electric heat pump HVAC systems are a significant step towards moving the building closer to full electrification and zero net carbon status. CASCAP has also been working with a consultant, New Ecology, to develop plans to improve the energy efficiency of the building and consider how additional environmental improvements can be made in the future.

Durability of New Materials: During its review of the project, CPC members noted that the quotes called for quality, durable materials which are anticipated to have a lasting and positive impact on the preservation of the structure. Both the existing roof and siding were noted to need replacement far earlier than is typical for those materials, and it was important to the CPC that quality materials with longstanding warranties be used and installed correctly to both preserve the affordable housing use and protect the City's CPA funding investment in the property.

Prior CPA Funded Housing Development: Nonantum Village Place is one of the City's first CPA funded affordable housing projects. It was noted that the use of CPA funding to create the units in 2004 allows for CPA funds to now be used to complete rehabilitation and restoration work on the building. The CPC also acknowledged the high cost of creating new affordable senior housing at this income level and the importance of preserving it for future use.

ADDITIONAL RECOMMENDATIONS (*funding conditions*)

1. CPA Funding will be used to replace the existing roofs, repair and replace damaged siding, and install new electric heat pump HVAC systems throughout the building.
2. The project shall be fully reviewed by the applicant's project manager and/or a qualified inspector designated by the CPC to ensure that the work is of lasting quality and meets all warranty requirements of the products used.
3. All recommended CPA funds should be appropriated by the City Council within 6 months and project construction should begin within 1 year of the date of any CPC recommendation. If either deadline cannot be met, CASCAP may submit a written request for an extension from the CPC, which the CPC may grant at its discretion.
4. The release of CPA funds should be governed by a grant agreement that includes but is not limited to the usual conditions for the phased release of CPA funds for housing projects, including a final report to the CPC at the close of the project.
5. Any CPA funds appropriated but not used for the purposes stated herein should be returned to the Newton Community Preservation Fund.

KEY OUTCOMES

The Community Preservation Committee will evaluate this project based on its success in using CPA funds to preserve and rehabilitate the existing 35-unit affordable senior housing complex by installing new electric heat pump systems in each unit and the common areas, replacing and repairing damaged siding on the exterior, and replacing the roofs on the building.

ATTACHMENTS

- Proposal and selected attachments submitted to the CPC for their July 13, 2021 review
- CASCAP's presentation to the July 13 joint public hearing of the CPC and Planning and Development Board

Additional information not attached to this recommendation, including petitions and letters of support, are available on the CPC's website at:

<https://www.newtonma.gov/government/planning/community-preservation-program/proposals-projects/nonantum>



231 Somerville Avenue
Somerville, Massachusetts 02143

Phone: 617.492.5559 Fax: 617.492.6928
TTY: 617.764.3025 www.cascap.org

By Email

June 8, 2021

Lara Kritzer
Community Preservation Program Manager
City of Newton Planning & Development Department
1000 Commonwealth Avenue
Newton, MA 02459

RE: CPA funding request for
Nonantum Village Place
241 Watertown St.
Newton, MA 02458

Dear Ms. Kritzer,

I am pleased to submit this full proposal on behalf of Nonantum Village Place, thirty-five units of affordable housing for elders located in the Nonantum neighborhood.

We have incorporated several changes in response to questions raised by the Community Preservation Committee, in particular the suggestions about further evaluating the green building elements, the long-term capital building needs, and our current scope of construction. Towards this end, we have engaged New Ecology Inc. to assess the buildings energy conservation measures with an additional eye to carbon gas emission reductions. We have also been working with ABCD and New Ecology Inc. to review the proposed HVAC equipment.

This full proposal reflects the changes in equipment and scope that will provide more efficiency and carbon footprint reduction. We are now replacing the existing air conditioning system for the apartments with heat pumps that will provide both heating and cooling. We have also significantly improved the efficiency of the equipment specified to be installed. This will greatly reduce our carbon

footprint. To maximize the energy efficiency in the near term, we will include controls that switch to the existing condensing boilers during the coldest time periods. These changes have increased construction costs. While we are asking CPA for an increased amount of funding, we are also contributing more from other funding sources.

With the anticipated roof replacement and additional insulation, we will be solar ready and able to install solar photovoltaic at a later date. We are working with NEI and LISC on a design charrette and more long-term planning for the building. We are also working with LISC and Resonant Energy on installing photovoltaic arrays on Cascap's properties, including Nonantum Village Place.

We are excited to be working to improve the building for the current and future residents. As you know, NVP is income and age restricted, to those who are 62 years or older and have earning less than 50% of the Area Median Income. Most residents earn less than 30% of Area Median Income. NVP provides stable housing and on-site supportive services, as well as plenty of common spaces to foster community and well-being.

Built in 2004-2005 with the HUD 202 program capital advance funds and significant funding from the City of Newton, NVP has previously been able to address both capital needs and operating needs with ongoing operating subsidies from the HUD 202 program. However, at this junction, we find that we have significant capital needs that cannot be met by our resources, and we have an opportunity to improve the building's energy performance. We are grateful to the City of Newton for your review and consideration of our proposal.

All the Best,

Marcia Hannon

Marcia Hannon
Project Management Consultant

Cc: Jane Carbone, President Cascap Board and Nonantum Village Place Board

City of Newton



Ruthanne Fuller
Mayor

**Newton, Massachusetts Community Preservation Program, CDBG,
and HOME Investment Partnerships Program
FUNDING REQUEST**

320-21

(For staff use)
date rec'd:

PRE-PROPOSAL

PROPOSAL

Please submit this completed file directly – do not convert to PDF or other formats.

For full instructions, see www.newtonma.gov/cpa or contact us:

Community Preservation Program Manager,
City of Newton Planning & Development Department, 1000 Commonwealth Ave., Newton, MA 02459
lkritzer@newtonma.gov 617.796.1144

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

Project TITLE	Nonantum Village Place Senior Housing Preservation				
Project LOCATION	Full street address (with zip code), or other precise location. 241 Watertown Street, Newton, MA 02458				
Project CONTACT(S)	Name & title or organization		Email	Phone	Mailing address
Project Manager	Marcia Hannon Cascap Inc		mhannon@cascap.org	617-492-5559	231 Somerville Ave. Somerville, MA 02143
Project FUNDING	A. CPA funds requested: \$500,000	B. CDBG funds requested: \$100,000	C. HOME funds requested: \$0	D. Other funds to be used: \$292,338	E. Total project cost: \$ 892,338
Project SUMMARY	<p>Explain how the project will use the requested CPA, CDBG, and City of Newton HOME funds. You may provide more detail in attachments, but your PROJECT SUMMARY MUST FIT IN THE SPACE BELOW. Use a cover letter for general information about the sponsoring organization's accomplishments.</p> <p>Nonantum Village Place (NVP) is permanent, affordable housing for seniors (62 years or older). The thirty- five (35) units are deed restricted as affordable in perpetuity. While NVP is income restricted to those with an income below 50% of Area Median Income (AMI), most residents have incomes below 30% of AMI. NVP was built in 2004 by Cascap Inc. We are a local non -profit focused on service enriched housing to disabled and elderly residents. While the Dept of Housing and Urban Development (HUD) provided the majority of development funds through the HUD 202 Program for Supportive Housing for the Elderly, Newton provided significant funding through the CPA, CDBG, and NHA IZ funds.</p> <p>NVP is an architecturally detailed wood-frame building, with one-bedroom units and an on-site Resident Manager. Some building amenities include: seven fully accessible units; a twelve-car parking lot; a community kitchen, dining room, and large sitting room; laundry room; and staff offices. NVP provides residents with stable housing and a part time service coordinator for on-site supportive services, as well as plenty of common spaces to foster community and well-being.</p> <p>We are proposing to address the building's significant capital needs, improving the building's energy efficiency and significantly reducing our carbon footprint. The building's roof (there are 3 levels of roofing), and air conditioning system will be replaced and upgraded. Prior roof leaks have been repaired, but all three levels are deteriorated and need replacement. To replace the roofs, the 35 condensers on the roof must be removed. The air conditioning units will be replaced with heat pumps that provide both heating and cooling. The existing roof insulation will be increased to R-50. The 3 Roof Top Units (RTU) that provide air conditioning to the common areas will be replaced with higher efficiency units. As well, the building siding and trim has portions (approx. 30%) that need to be replaced and painted. The current NVP residents will benefit greatly from proposed improvements, and our ability to invest in roof, HVAC system and siding in the near-term will preserve the building for many future residents.</p>				

Project TITLE	Nonantum Village Senior Housing Preservation		
USE of CPA and HOME Funds	COMMUNITY HOUSING	Preservation	
COMMUNITY NEEDS	From each of at least 2 plans linked to the Guidelines & Forms page of www.newtonma.gov/cpa , provide a brief quote with plan title, year, and page number, showing how this project meets previously recognized community needs. You may also list other community benefits not mentioned in any plan.		
<p>The Nonantum Village Senior Housing Preservation project meets the following recognized community needs:</p> <ol style="list-style-type: none"> 1. Preserve much-needed affordable housing for a growing elderly population – As identified in the “Newton Leads 2040” planning process, “While some retirees will be able to afford to age in place, many are forced to leave Newton if they choose to downsize since there are few options available” (Housing Needs Analysis and Strategic Recommendations, June 2016, pg. 38). These critical capital investments in Nonantum Village Place will preserve the longevity of the property and increase the well-being of its residents today. Likewise, the FY16-20 Consolidated Plan [for Housing and Community Development] finds that rehabbing existing affordable housing, particularly housing for elderly populations near amenities is a high priority (pg. 113). 2. Reduce greenhouse gas emissions – As identified in the Newton Comprehensive Plan (2007), Newton has an <i>Energy Action Plan</i> that aims to reduce greenhouse gas emissions (pg. 8-6). By replacing existing air conditioning units with modern, energy efficient heat pumps that provide both heating and cooling and adding additional rooftop insulation, the building will reduce its carbon footprint. 			
COMMUNITY CONTACTS	List at least 3 Newton residents or organizations willing and able to comment on the project and its manager’s qualifications. No more than 1 should be a supervisor, employee or current work colleague of the project manager or sponsor. For housing projects, at least 2 contacts should reside in or near the project’s neighborhood.		
	Name & title or organization	Email	Phone
	Marilyn Brashears		241 Watertown St., Unit 27
	Mary Ann Lambert		241 Watertown St., Unit 23
	Maria Scibelli Greenberg Newton Ward 1 City Councilor	msgreenberg@newtonma.gov	
	Alison M. Leary Newton City Council Councilor Ward 1	aleary@newtonma.gov	

Project TITLE		Nonantum Village Senior Housing Preservation	
SUMMARY CAPITAL/DEVELOPMENT BUDGET			
Uses of Funds			(rounded amounts)
Construction			725,000
Construction contingency			108,750
Soft costs			58,588
D. TOTAL USES (should equal C. on page 1 and E. below)			\$892,338
Sources of Funds		Status (requested, expected, confirmed)	(rounded amounts)
Newton CPA Funds		Requested	\$ 500,000
Newton CDBG Funds		Requested	\$ 100,000
Utility/LEAN Funds		Requested	\$102,338
Foundation Charlesbank		Confirmed	\$50,000
Nonantum Village Place reserves		Confirmed	\$140,000
E. TOTAL SOURCES (should equal C. on page 1 and D. above)			\$ 892,338
SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET (cannot use CPA funds)			
Uses of Funds			(rounded amounts)
NVP annual budget: Administrative and renting expenses			\$81,043
Maintenance			\$87,148
Resident Services			\$25,327
Utilities, taxes, and insurance			\$126,047
Replacement reserve -requested (current amount is \$70,000 annually)			\$115,875
F. TOTAL ANNUAL COST (should equal G. below)			\$435,440
Sources of Funds			(rounded amounts)
Residential Effective Annual Gross Income HUD Rental Subsidy and tenant payments			\$436,825
Laundry			\$1,000
			\$
G. TOTAL ANNUAL FUNDING (should equal F. above)			\$437,825
Cashflow			\$2,385

Project TIMELINE	Phase or Task	Season & Year
	Funding application and building permit application	Spring-Summer 2021
	Construction start- Building Siding and Trim	Summer- Fall 2021
	Roof replacement (all three roofs)	Spring 2022
	A/C systems for 35 units (heat pump replacement) and common area Roof Top Units	Spring 2022

Project TITLE		Nonantum Village Senior Housing Preservation	
↓ Check off submitted attachments here. See also supplemental checklist for housing proposals.			
REQUIRED	X	PHOTOS	of existing site or resource conditions (2-3 photos may be enough)
	X	MAP	of site in relation to nearest major roads (omit if project has no site)
Pre-proposals: separate attachments not required, just use page 3 of form. Full proposals: separate, detailed budget attachments REQUIRED.	PROJECT FINANCES printed and as computer spreadsheets, with both uses & sources of funds		
	X	Development pro forma/capital budget: include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed)	
	X	Operating/maintenance budget, projected separately for each of the next 10 years (CPA funds may not be used for operations or maintenance) (NB: including year one rather than 10 years)	
	X	Non-CPA, CDBG, and Newton HOME funding: commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions	
	X	Purchasing of goods & services: briefly summarize sponsor’s understanding of applicable state statutes and City policies	
REQUIRED for full proposal.	SPONSOR FINANCES & QUALIFICATIONS, INSTITUTIONAL SUPPORT		
	X	For sponsoring organization, most recent annual operating budget (revenue & expenses) & financial statement (assets & liabilities); each must include both public (City) and private resources (“friends” organizations, fundraising, etc.)	
	X	For project manager: relevant training & track record of managing similar projects	
REQUIRED for all full proposals involving real estate acquisition, construction, or other building/ landscape improvements.	SITE CONTROL, VALUE & DEED RESTRICTIONS		
	X	Owner’s agreement to a permanent deed restriction for affordability	
	ZONING & PERMITTING		
		Short email confirming review by the Development Review Team (DRT)	
	X	Brief property history: at least the last 30 years of ownership & use (ask CPC staff for assistance with sources)	
	X	Environmental mitigation plans: incl. lead paint, asbestos, underground tanks	
	X	Zoning relief and permits required: incl. parking waivers, demolition or building permits, comprehensive permit, or special permit	
	X	Other approvals required: Newton Conservation Commission, Newton Historical Commission, Newton Commission on Disabilities, Massachusetts Historical Commission, Massachusetts Architectural Access Board, etc.	
	DESIGN & CONSTRUCTION		
	X	Professional design & cost estimates: include site plan, floor plans & elevations	
X	Materials & finishes; highlight “green” or sustainable features & materials		
OPTIONAL for all proposals.		LETTERS of SUPPORT	from Newton residents, organizations, or businesses

Project TITLE		Nonantum Village Senior Housing Preservation				
Newton, Massachusetts Community Preservation Program, CDBG, and HOME Investment Partnerships Program						
<p style="text-align: center;">These attachments are required for full proposals only. Electronic attachments may be submitted as PDFs. With printed copies, insert this checklist immediately after the main proposal attachments checklist.</p>						
USES OF FUNDS <i>Check all that apply.</i>						
Acquisition	Rehabilitation/ Preservation	New construction	Mortgage buydown/ refinance	Site preparation/ remediation		
TARGET POPULATION, TYPE OF HOUSING, SPECIAL FEATURES – <i>Check & describe all that apply.</i>						
Individuals	Families	Seniors X	Homeless/At Risk of Homelessness			
Rental X	Ownership	Condominium	Cooperative	Group/congregate		
Combination or other (identify):						
Special needs/disabilities (identify population & provider of support services, if any): Residents are elders, aged 62 years or older. Many have disabilities or are frail. Support services are provided by Wingate Companies						
Special features (historic preservation, sustainability, etc.): (expand description) Sustainability: reflective roofing, R-50 roof insulation, high efficiency heat pumps to provide both air conditioning and heating to apartments to be installed as part of the project. Higher efficiency common area cooling equipment to be installed. Project will also allow for solar thermal or photovoltaic installation at a later date.						
UNIT COMPOSITION <i>List number of units in each category.</i>						
UNIT TYPE	≤ 30% AMI	≤ 50% AMI	≤ 80% AMI	80-100% AMI	Market-rate	TOTAL
SRO						
Studio						
1 BR	14	20			1 rent free RM	35
2 BR						
3 BR						
B. Supplements to PROJECT FINANCES						
always	X	Market analysis: including prevailing/trending rents or prices & target population				
rental only	X	Rental subsidy, if any: sources, commitment letters or application/decision schedules				
ownership only	N/A	Cost of ownership analysis: including proposed sales prices, owners' estimated total housing costs, % interest of affordable units & proposed condominium association budget				
C. Supplements to SPONSOR FINANCES & QUALIFICATIONS						
sponsor: check all that apply		Non-profit X	Certified CHDO	Public Agency	Project LLC	Private for-profit
always	X	Organization mission & current housing portfolio, including how this project fits both; summary of previous similar projects completed, with photographs				
nonprofits	X	Board of Directors: including skills, experience, tenure & City board/commission affiliations				
D. Supplement to COMMUNITY OUTREACH						
always	X	Community outreach plan & efforts to date				
E. FAIR HOUSING, ACCESSIBILITY, RELOCATION						
always	X	Affirmative marketing & resident selection plan				
	X	Fair housing: training completed, summary of any past complaints & their resolution				
	X	Reasonable accommodation/reasonable modification policy				

as needed	N/A	Relocation plans/ budget/ notices
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Nonantum Village Senior Housing Preservation

Nonantum Village Place (NVP) Application for CDBG and CPA Funding Request

ATTACHMENTS



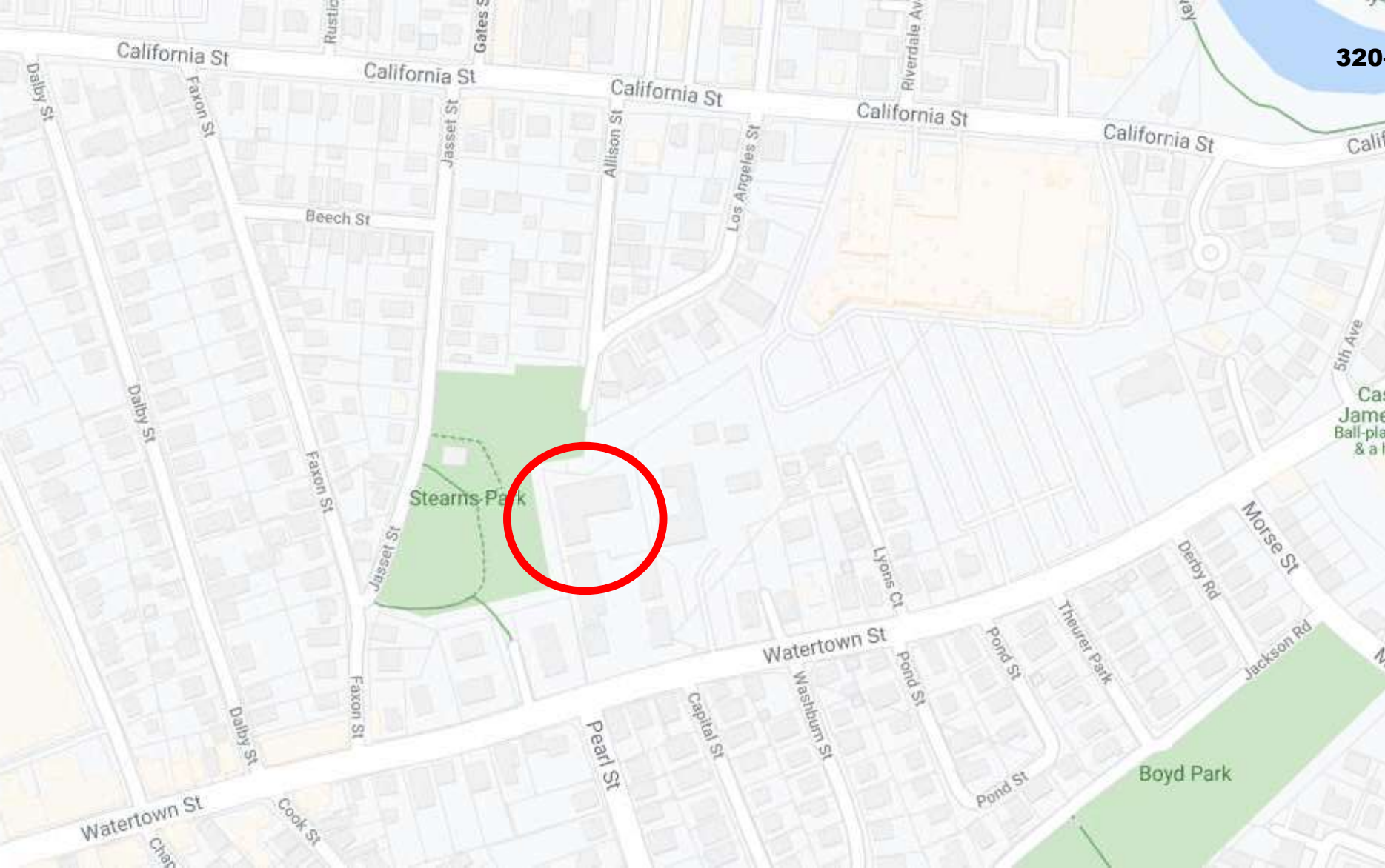
FIRE EQUIPMENT INC
Serving Fire since 1925

Several silver cars parked in a row in the foreground.

320-21







Nonantum Village Place
Sources and Uses of Funds
6/7/2021

Sources

Soft Debt

	Total	Per Unit	
City of Newton - CPA	500,000	14,286	Anticipated
City of Newton - CDBG	100,000	2,857	Anticipated

Other Sources

LEAN Grant	102,338	2,924	Anticipated
Replacement Reserve	140,000	4,000	Committed
Charlesbank	50,000	1,429	Committed

Total Perm Sources

892,338

Uses

	Total	Per Unit	
Construction	725,000	20,714	
Contingency	108,750	3,107	
Construction: Subtotal	833,750	23,821	Hard Costs % of Uses 93.4%

Architecture and Engineering	11,500	329	\$4K for LISC energy audit; \$7.5K for architect/engineers time
Survey and Permits	14,500	414	2% for Newton Building Permit Fee
Legal	6,000	171	
Title & Recording	4,000	114	
Development Consultant	15,000	429	
Lender Legal	3,500	100	
Soft Cost Contingency	4,088	117	
General Development: Subtotal	58,588	1,674	Soft Costs % of uses 6.57%

Total Uses

892,338	25,495
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Sources Over/(Under) Uses

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Nonantum Village Place Construction Scope Detail			
6/8/2021			
Scope Item	Budgeted Cost	Per Unit	Notes
Replace Upper Roof Area w/ additional Insulation	100,000	2,857	Est. \$22/sq.ft. remove existing roofing to substrate. Insulate to R-50. Install white TPO roofing
Replace Middle and Lower Roofs w/ additional insulation	120,000	3,429	Existing roofing removed to substrate and reinsulated to R-50. Install white TPO roofing. bids received
Replace siding and trim, as needed	70,000	2,000	Replacing trim and clapboard where damaged with hardiplank siding and composite trim. Bids received
Paint entire building	45,000	1,286	bids received
Replacing Split system air conditioning for each apartments 35 units to heat pumps to provide both heating and cooling. with more efficient system.	350,000	10,000	Replace 35 A/C units (SEER 10) with heat pumps. 20 SEER cooling split system and COP heating 3.08. Replacing Condensers significant step to decarbonizing the building. In unit air handler replaced. Bids received
Common Area Air Conditioning- 3 Roof Top units (RTU's) gas fired	40,000	1,143	Replace 3 rooftop A/C units for common area
construction	725,000	20,714	
contingency	108,750	3,107	15% contingency. Global market supply chain issues- high volatility in supply pricing
Total Hard Costs	833,750	23,821	

Nonantum Village Place
Operating Budget
6/8/2021

	PBV	Market	Affordable Total
1 BR	34	1	35
<i>Rent</i>	1,127	-	
Total Units	34	1	35
<i>% Units</i>	97%	3%	
<i>Monthly GPR</i>	38,318	-	
<i>Vacancy</i>	5.00%		
<i>Monthly EGI</i>	36,402	-	

Residential Effective Annual Gross Income 436,825

Other Income	Commercial	Laundry	Parking
<i>Total</i>	-	1,000	-

Commercial Effective Annual Gross Income 1,000

Total Revenue **437,825**

Operating Expenses

Subtotal: Renting Expenses **420**

Subtotal: Administrative **80,623**

Subtotal: Maintenance **87,148**

Subtotal: Resident Services **25,327**

Subtotal: Utilities **53,481**

Subtotal: Taxes & Insurance **72,566**

Replacement Reserves 115,875

Total Operating Expenses 319,565

Net Operating Income **2,385**

Debt service, first mortgage P&I

Cash flow **2,385**

PUPY
3,219
8,876.81

* Current rent is \$980; awaiting HUD review of Budget Based Rent Increase request would be effective in July

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Nonantum Village Senior Housing Preservation

Nonantum Village Place
241 Watertown Street
Newton, MA 02458

History of Nonantum Village Place (NVP)

- Cascap -a local non-profit that has over 220 units in greater Boston area.
 - 100% are affordable, permanent housing, and the majority are service enriched.
- Local leaders and the Newton Housing Authority (NHA) invited Cascap to develop Nonantum Village Place (NVP)
 - Cascap expertise with the HUD 202 Supportive Housing for the Elderly.
 - State, city, and private foundation funding played a significant role in addition to HUD 202 funds.
- 2003 recipient of Newton Community Preservation Act (CPA) funds. Additional Newton funding through CDBG and NHA IZ funds.
- 2005 construction completed: 35 one -bedroom units for elders of limited means. 7 units are fully handicapped accessible, and all have handicapped accessible features. Communal dining room, kitchen, living room, laundry room. Offices for service coordinator. Resident Manager on site.

Who makes up the NVP community?

- NVP is **100%** affordable.
 - Residents must have incomes below 50% of Area Median Income (AMI), and 40% of the units at NVP are set aside for residents with incomes less than 30% of (AMI).
 - In general, residents incomes range from \$9,000 to \$21,000.
- Residents must be 62 years or older, and resident's ages range from 60's to late 80's. Several residents have a disability or are frail.

Ensuring a diverse and welcoming community

Multifamily housing	White	African-American	Asian/Pacific Islander	Other	Documented Disability
Cascap portfolio- open referral	55.5%	32.3%	4.8%	7.3%	60%
Cascap closed referral through DMH	67.4%	18%	9.4%	4.4%	100%
NVP	68%	20%	12%	0%	50%
NVP waiting list-applicants	66%	29%	0%	4.8%	29%

- Outreach to the Newton Senior Center, local non- profits and religious groups, ensures diverse groups of seniors know about NVP. Critical documents are translated for those with Limited English Proficiency (LEP). Residents with Hispanic ethnicity are 6% for Cascap portfolio, and .3% at NVP.
- The residents have created a community, decorating the common areas for different events or holidays, and welcoming those who are newer residents. Prior to the pandemic, residents had pot- luck dinners, and were teaching informal art classes.
- A part time resident services coordinator provides important assistance: advocating on behalf of residents, connecting them to services, encouraging healthy lifestyles, and setting up activities/educational programs.

Sources and Uses: Request to City of Newton

Sources	
CPA	\$500,000
CDBG	\$100,000
NVP	\$140,000
LEAN	\$102,338
Foundation	\$50,000
Total	\$892,338

Uses	
Construction	
Roof (3 roofs)	\$220,000
Siding	\$115,000
HVAC	<u>\$390,000</u>
Construction total	\$725,000
Contingency	\$108,750
Soft costs	\$58,588
Total	\$892,338

- NVP funding is project reserves. LEAN funding is a utility grant program for affordable housing energy conservation measures. Foundation funding is through the Charlesbank Foundation.
- Construction bids have been received for Roof, siding and HVAC work.

Nonantum Village Place facades



Project scope: Building envelope rehabilitation and energy conservation measures.



Project scope: Building envelope rehabilitation and energy conservation measures.



Existing roofs must be replaced. The new roof insulation will be increased to R-50, and the new roof will be a white TPO. The existing apartment air conditioning condensers must be removed and all 35 units replaced. These will be replaced with heating/cooling heat pumps to reduce green house gas emissions. Three gas fired Roof Top Units (RTU's) that cool the common areas will be replaced with higher efficiency equipment.

Pictures above show the temporary coatings that have been applied to stop active leaks. The ponding and soft spots on the roof lead to deteriorated roofing.

Project scope: Building envelope rehabilitation and energy conversation measures.



Sections of the siding and trim have extensive damage and must be replaced.

Pictures above show water damaged trim on window and front

Picture to the right is above main entrance and shows extremely weathered façade. The deteriorated wood siding and trim will be replaced with hardiplank and composite trim



320-21

**Thank you to the City of Newton
Comments or questions?**

Nonantum Village Place
241 Watertown Street
Newton, MA 02458

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Community Preservation Committee through its Chair, Dan Brody, the Zoning & Planning Committee through its Chair Deborah J. Crossley and the Finance Committee through its Chair Rebecca Walker Grossman, the appropriation of five hundred thousand dollars (\$500,000) in Community Preservation Act funds, with \$478,877 to come from the FY22 Community Housing Reserve Fund (Account #58C10498-57900C) and \$21,123 to come the Prior Year Undesignated Fund (Account #5800-3599), to the control of the Planning & Development Department to provide funding to replace roofs, repair and restore damaged siding, and replaced the HVAC systems as part of the Nonantum Village Place Senior Housing Preservation Project be and is hereby approved as follows:

FROM:	CPA Housing-Budgeted Reserve (58C10498-57900C).....	\$478,877
	CPA Housing-Budgeted Reserve (5800-3599)	\$21,123
TO:	Nonantum Senior Housing Preserve (58C11417-579500).....	\$500,000

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____