



COMMUNITY PRESERVATION COMMITTEE REVISED AGENDA

December 14, 2021 at 7:00 P.M.

The Community Preservation Committee (CPC) will hold this meeting as a virtual meeting. No in-person meeting will take place at City Hall.

To view and participate in this virtual meeting on your phone, download the “Zoom Cloud Meetings” app in any app store or at www.zoom.us. At the above date and time, click on “Join a Meeting” and enter the following Meeting ID: **85152137777**

Ruthanne Fuller
Mayor

Barney S. Heath
Director of Planning and
Development

To join this meeting on your computer, go to:

<https://us02web.zoom.us/j/85152137777>

One tap mobile: +16465588656,,85152137777#

7:00 P.M. - Jennifer Van Campen, Final Report for Covid-19 Emergency Housing Assistance Program

COMMUNITY PRESERVATION COMMITTEE

Dan Brody, Chair
Jennifer Molinsky, Vice Chair
Mark Armstrong
Eliza Datta
Byron Dunker
Susan Lunin
Robert Maloney
Martin Smargiassi
Judy Weber

PROPOSALS AND PROJECTS

7:20 P.M. – Pre-Proposal Review of [Newton Community \(Angino Farm\) Farmhouse Rehabilitation and Restoration Project](#) (\$88,554 in CPA Historic Resource Funding)

7:50 P.M. – Pre-Proposal Review of the [Newton Architectural Survey 1940 – 1972](#) (\$17,500 in CPA Historic Resource Funding)

www.newtonma.gov/cpa

Program Staff

Lara Kritzer
Community Preservation
Program Manager
lkritzer@newtonma.gov
617-796-1144

OTHER BUSINESS

- 1) Committee Introductions
- 2) Discussion of Housing Trust and Housing Project Review Process
- 3) Approval of Revised Community Preservation Plan Guidelines
- 4) Review of Current Finances
- 5) Approval of November 9 Minutes
- 6) Designate Member for January Minute Review
- 7) Update on Temporary Project Signage
- 8) Other

1000 Commonwealth Ave
Newton, MA 02459
T 617.796.1120
www.newtonma.gov

Please note that the times noted above are approximate and discussions may happen earlier or later in the meeting as needed. Pre meeting packets with additional information on each agenda item are posted on the website before each meeting.

The location of this meeting/event is wheelchair 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/Section 504 Coordinator, Jini Fairley, at least two business days in advance (2 weeks for ASL or CART) of the meeting/event: 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.

Newton

Community Preservation Program

Meeting Materials



Proposals and Project Reviews

Review of Final Report for the Covid-19 Emergency Housing Assistance Program

While the Covid-19 Emergency Housing Assistance Program is still in operation today, the CPA funded portion of this project ended in September when City AARP funds took over. The CPA funded program ran for 15 months and provided up to 12 months of assistance to households at or below 80% AMI. A total of \$3.2 million in CPA housing funds was allocated to the project in two separate funding rounds – to date, there is still \$472,982.40 still in the project fund that will need to be returned to the CPA general fund for other projects. Jennifer Van Campen of Metro West Collaborative Development and Amanda Berman, the City’s Director of Housing and Community Development, will be at the meeting to present the final report and review the results of the program.

Pre-Proposal Review of [Newton Community \(Angino Farm\) Farmhouse Rehabilitation and Restoration Project](#) (\$88,554 in CPA Historic Resource Funding) (Packet information begins on Page 5)

The Newton Community Farm has submitted a pre-proposal for Historic Resource category funding to complete preservation work on the ca. 1855 Greek Revival style farmhouse which is currently used as housing for the site’s farmer. The building has had significant alterations over time but has previously been considered to be a locally significant historic resource by the NHC. CPA funding was used to purchase the site in 2005, to delead the farmhouse in 2006, and to restore and rehabilitate the adjacent barn in 2010 and 2012. The house does not have a preservation restriction on it, but the overall site is protected by a conservation restriction due to the prior CPA funding.

The applicant is requesting CPA funding to complete necessary work including the following:

- Address moisture issues in the basement which are causing mold and deterioration
- Upgrade the electrical system to meet building code
- Replace the kitchen ceiling and light fixtures
- Replace the hot water system

It is important to note that CPA funding can be used here to Preserve, Restore, and Rehabilitate an historic resource so long as the work is done according to the Secretary of the Interior's Standards. Dealing with the moisture and water issues could be considered to be preservation as it prevents further deterioration and protects the historic structure from further damage. If funded, this proposed work should be reviewed carefully to make sure that the methods used meet the Secretary of the Interior's Standards, but the potential process as stated in the proposal initially seems to be a reasonable approach for an historic structure. The same arguments can also be made for updating the electrical and hot water systems. For example at the Allen House, CPA funding was used to restore/rehabilitate its mechanical systems and in the process made them more energy efficient. This is considered to be preservation as well because the historic materials and finishes benefit from properly working systems that keep the building intact and free from deterioration or damage.

An initial review of the proposed replacement of the kitchen ceiling and light fixtures, however, raises questions on its eligibility. This space is not open to the public and appears to have been completely modernized with no surviving historic features or details. The proposal does not mention how the work would preserve or restore the historic elements of the kitchen or its fixtures, which makes it harder to justify as an eligible use of funding under the CPA legislation.

Pre-Proposal Review of the [Newton Architectural Survey 1940 – 1972](#) (Beginning Page 36)

This is the project that Councilor Crossley mentioned during the presentation to the City Councilors. In the early 2000s, the City did two initial studies to gain a better understanding of its mid-century resources, at the time ending with buildings that were constructed through the early 1960s. While some survey was done based on those initial reports, there are over 3,000 buildings constructed between 1946 and the early 1970s (ie. buildings now over 50 years in age and eligible for historic resource designation) which have yet to be reviewed. The Planning Department is applying for a Survey and Planning Grant from the Massachusetts Historical Commission to continue their work to document this architectural period and is requesting Historic Resource category funding to serve as a match to the grant. While this is not a project that has been done in Newton in recent years, many other CPA communities use their Historic Resource funding to match these grant funds. While neither the 2001 or 2003 plans are attached here, both are available on the project webpage at:

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

OTHER BUSINESS

- 1) Discussion of Housing Trust and Housing Project Review Process (Page 41)

The City Council approved the Housing Trust on December 6 and we will be starting the process to form the Committee in the next few weeks. I have attached a copy of the approved ordinance and will have a brief presentation at next week's meeting to go over the next steps for the Trust and how it is expected to impact the CPA funding process.

2) Approval of Revised Community Preservation Plan Guidelines (Page 46)

The Guidelines have been updated to reflect the Committee's discussion a few weeks ago as well as a statement on the CPC's expectations for energy efficient projects in the future. A copy of the draft guidelines was sent out earlier this week – I've attached a copy here with the significant changes highlighted.

3) Review of Current Finances (Page 52)

The At a Glance report has been updated to reflect the addition of this month's new pre-proposals. There are no current proposals pending for review.

I've also updated the spreadsheet on current and future projects and attached it here for the Committee's review.

4) Approval of November 9 Minutes (Page 57)

Because I was late in sending these out to the reviewing member, I do not have the revised draft yet to share. I am going ahead and sending the initial one for now and will share any updated drafts as soon as they are available.

5) Designate Member for December Minute Review

A Committee member will be appointed to do the initial review of the draft meeting minutes as soon as they are available.

6) Update on Permanent and Temporary Project Signage

I have reached out to Newton North to get the new sign produced and hope to have an update for the meeting. Grace Church is ready to hang the new sign as soon as it is available.

NCF - FARMHOUSE PROJECTS - CPA FUNDING REQUEST (CYs 2021-2022)

City of Newton
Ruthanne Fuller
Mayor

Newton, Massachusetts Community Preservation Program FUNDING REQUEST			
	X	PRE-PROPOSAL	PROPOSAL

(For staff use) date rec'd:

Drafted Nov 2021

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

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

Lara Kritzer, 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	Newton Community Farm- Farmhouse Rehabilitation and Restoration			
Project LOCATION	Full street address (with zip code), or other precise location. 303 Nahanton Street, Newton MA 02459			
Project CONTACTS	Name & title or organization	Email	Phone	Mailing address
Project Manager	Paul Holt	paul@newtoncommunityfarm.org	617-775-4790	303 Nahanton St Newton, MA 02459
Other Contacts	Michael Goldman Josh Morris	megoldman@comcast.net jmorse@newtonma.gov	617-796-1120	City of Newton Planning Dept 1000 Commonwealth Ave Newton, MA 02459
Project FUNDING	A. CPA funds requested: \$ 88,554	B. Other funds to be used: \$10,000	C. Total project cost (A+B): \$98,554	

Project SUMMARY	Explain how the project will use the requested CPA 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.
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Overview

Newton Community Farm (NCF) is requesting CPA funds to rehabilitate and restore parts of the farmhouse on the City of Newton's Angino Farm. Our proposal requests funding for four key projects, listed as follows:

- #1 Remediate excessive water and moisture situation; includes three sub-projects
- #2 Upgrade electrical systems
- #3 Replace kitchen ceiling
- #4 Replace hot water heater

NCF intends to contribute to this project by absorbing the costs for site preparations (i.e. clear basement of obstructions), accommodations for the Farmer and his family as-needed during construction, and the staff time to coordinate the project.

Please see **Attachment #1** for more information about each project.

Background

This structure dates back to the mid-1800s or earlier. Although the house was modified in the 20th century to include some more modern features, it still required extensive work to renovate it after the City purchased it in 2005 to make it more livable for the farmer and his family. The farmhouse must be occupied by farm personnel or a watchperson per Newton Community Farm's license agreement with the City of Newton. Unfortunately, the 2005 renovation did not address all the outstanding issues with the house and several of those issues now require near-term attention to ensure the house is habitable. Also, there are other projects that are emerging as components of the house reach the end of their useful lives. NCF is requesting funds for those emerging projects that require attention in the next few years and will defer consideration for projects outside that timeframe until a later date.

Clean Energy Initiatives

In addition to rehabilitating these issues in the house, these projects also show NCF's shift to more environmentally-sustainable practices. We are pushing to electrify our heating system in line with the City of Newton's energy priorities. For example, NCF and the City have recently been notified of a grant award from Massachusetts Department of Agricultural Resources to install solar panels and a storage system on the barn to provide 99% of the agricultural electric use. (Total system cost is \$61,000.)

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	Newton Community Farm- Farmhouse Rehabilitation and Restoration	
USE of CPA FUNDS	HISTORIC RESOURCES	
	acquire	

NCF - FARMHOUSE PROJECTS - CPA FUNDING REQUEST (CYs 2021-2022)

(To be completed by CPC staff.)	create	not allowed
	preserve	X
	rehabilitate/ restore	

COMMUNITY NEEDS	<p>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>
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- **Historic Landscape Plan p.31** - There is only one remaining Farm in Newton, Angino Farm, now owned by the City
- **Open Space and Rec Plan 2020-2027 p. 135 Ecological Connectivity** -We offer programs that connect people with farming and gardening. See NCF’s cover letter for more information about the extent of community involvement in our programs and participation.
- **Capital Improvement Plan FY2022-2026 p10- Addressing climate Change**-we are making the home more environmentally-sustainable with these improvements.

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. Consult staff on the community contacts required for your specific proposal.
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Name & title or organization	Email	Phone	Mailing address
Adrian Bishop NCF Volunteer	ajlbishop@gmail.com	857-636-0330	69 Kaposia Street Auburndale, MA 02466
Josh Morse City of Newton Commissioner of Public Buildings	jmorse@newtonma.gov	617-796-1120	City of Newton Planning Dept 1000 Commonwealth Ave Newton, MA 02459
Michael Goldman, Chairperson Newton Community Farm Commission	egoldman@comcast.net	617-527-1936	14 Saxon Terrace Newton, MA 02461

NCF - FARMHOUSE PROJECTS - CPA FUNDING REQUEST (CYs 2021-2022)

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.
Full proposals must include separate, detailed budgets in addition to this page.

Project TITLE **Newton Community Farm- Farmhouse Rehabilitation and Restoration**

SUMMARY CAPITAL/DEVELOPMENT BUDGET

Uses of Funds (see Attachments #1 and #2 for more info on project descriptions)

Project 1a - Water Intrusion: basement drain and pump		\$ 7,400
Project 1b - Moisture Remediation - HVAC System		\$ 35,000
Project 1c - Moisture Remediation - Basement Dehumidifier		\$ 4,270
Project 2 - Electrical Systems Upgrades		\$ 15,050
Project 3 - Kitchen Ceiling Replacement		\$ 9,700
Project 4 - Hot Water Heater Replacement		\$ 5,250
Construction Contingency (10%; per City of Newton, reasonable % for this stage of the process)		\$ 7,667
Professional Services Costs (project oversight		\$ 4,217
Site Preparation		\$ 5,000
NCF Staff Time		\$ 5,000
D. TOTAL USES (should equal C. on page 1 and E. below)		\$ 98,554
Sources of Funds	Status (requested, expected, confirmed)	
CPA funding	Requested	\$ 88,554
NCF Funding	Confirmed	\$ 10,000 (could be more)

NCF - FARMHOUSE PROJECTS - CPA FUNDING REQUEST (CYs 2021-2022)

Sub-Total	\$ 98,554
Other	\$0
E. TOTAL SOURCES (should equal C. on page 1 and D. above)	\$ 98,554

SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET (cannot use CPA funds)

Uses of Funds	
See Attachment #3 for operating costs from 2019 - 2021 (actuals 2019, 2020; budget 2021)	\${amount}
	\${amount}
	\${amount}
	\${amount}
F. TOTAL ANNUAL COST (should equal G. below)	\${amount}
Sources of Funds	
See Attachment #3 for operating revenues from 2019 - 2021 (actuals 2019, 2020; budget 2021)	}
	\${
G. TOTAL ANNUAL FUNDING (should equal F. above)	}\${

Project TIMELINE	Phase or Task	Season & Year
Get final quotes		Winter 2021

NCF - FARMHOUSE PROJECTS - CPA FUNDING REQUEST (CYs 2021-2022)

Start projects (Will need to work around schedules of the farmhouse occupants as well as availability of contractors. Will also need to work around farm operations during the growing season.)	Spring 2022
Projects finished	Spring 2023

NCF - FARMHOUSE PROJECTS - CPA FUNDING REQUEST (CYs 2021-2022)

Project TITLE	Newton Community Farm- Farmhouse Rehabilitation and Restoration	
Check off submitted attachments here.		
REQUIRED	PHOTOS	See attached photos
	MAP	See attached photos.
Pre-proposals: Separate attachments not required, just use page 3 of form	PROJECT FINANCES printed and as computer spreadsheets, with both uses & sources of funds	
Full proposals: separate, detailed budget attachments REQUIRED	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)	
	Operating/maintenance budget, projected separately for each of the next 10 years (CPA funds may not be used for operations or maintenance)	
	Non-CPA funding: commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions	
	Purchasing of goods & services: briefly summarize sponsor’s understanding of applicable state statutes and City policies	
Pre-proposals: Recommended	HISTORIC SIGNIFICANCE	For all historic resources projects, see separate instructions for 3 attachments analyzing historic significance and significant features, and showing how project meets national preservation standards
Full proposals: REQUIRED.		
REQUIRED for all full proposals	SPONSOR FINANCES & QUALIFICATIONS, INSTITUTIONAL SUPPORT	
	For sponsoring department or 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.)	
	For project manager: relevant training & track record of managing similar projects	
REQUIRED for all full proposals involving City govt., incl. land acquisition	CAPITAL IMPROVEMENT PLAN	Current listing/ranking & risk factors for this project. N/A There is no funding in the City of Newton’s CIP for rehabilitation of structures on the historic Angino Farm.

NCF - FARMHOUSE PROJECTS - CPA FUNDING REQUEST (CYs 2021-2022)

	<p>COVER LETTER</p>	<p>From head of City department, board or commission confirming: current custody, or willingness to accept custody, of the resource and commitment of staff time for project management.</p> <p>Attached.</p>
ZONING & PERMITTING		
<p>Brief property history: at least the last 30 years of ownership & use (ask CPC staff for assistance with sources)</p>		
<p>Environmental mitigation plans (if applicable): incl. lead paint, asbestos, underground tanks</p>		
<p>Zoning relief and permits required: incl. parking waivers, demolition or building permits, comprehensive permit or special permit</p>		
<p>Other approvals required: Newton Conservation Commission, Newton Historical Commission, Farm Commission, Massachusetts Historical Commission, Massachusetts Architectural Access Board, etc.</p>		
DESIGN & CONSTRUCTION		
<p>Professional design & cost estimates: include site plan, floor plans & elevations</p>		
<p>Materials & finishes; highlight “green” or sustainable features & materials</p>		
<p>OPTIONAL for all proposals</p>	<p>LETTERS of SUPPORT</p>	<p>See attached letter from Josh Morse, City of Newton, Building Commissioner.</p>



NEWTON COMMUNITY FARM

HIGHLIGHTS OF RECENT ACCOMPLISHMENTS

(as of Nov 2021)

- Grew **50,000 lbs. of food** on less than two acres of farmable land.
- Distributed **over 1,600 CSA shares** from June through December 2021 to **150 summer and 30 fall families**. Both Summer and Late Fall CSA programs sold out.
- Increased our produce donations to **\$12,000 (over 3,300 lbs. produce)** to Newton Food Pantry, Food to Your Table, and the Boston Area Gleaners in response to increasing food insecurity in our community in 2021. Have donated food to the community since the first growing season (2006)
- Developed relationships with more grantors and **increased our grant income** to support programs and initiatives including our Produce Donation Program, farm equipment to improve our resilience to climate change, and a solar array on the roof of the barn.
- Taught **109 kids at our summer classes** about farming and environmental stewardship and continued to teach children and adults both on- and off-site.
- Provided **farm education programming** to 300+ participants hosted by NCF or through six community partners.
- Hosted **Kids' Fall Fun Party** for 25 children in October.
- Ran our on-site **farmstand** three days per week, June through November.
- Sold our produce at the **Newton Farmers' Market** on Saturdays since 2006
- Added **SNAP** (Supplemental Nutrition Assistance Program) to the list of benefits we accept as payment, in addition to WIC and Elder checks.
- Held our **first online event** "Crisis Farming: The Essential Work of Feeding a Community" which has been **viewed 180 times**, live or on our Youtube channel.
- **Sold 800 bags** of fresh, healthy, local produce through our Healthy Harvest Bag program in 2020.
- Ran our educational, hands-on Summer Student Internship Program with **seven college and high school student interns** led by our intern supervisor over the summer of 2021.
- In 2020-21, produced **50 shows** on gardening, cooking, and story time on our YouTube channel which has more than **130 subscribers**. Shows are also available on our website and on NewTV.
- Created **25 educational newsletters** on gardening and nutrition and healthy cooking in 2020.
- In spring of 2021, distributed over **24,000 seedlings** of **98 plant varieties** to more than **600 customers** through our annual seedling sale.
- Celebrated our **15th anniversary** in Sept 2021 with an outdoor event at the Farm for 130 people.
- Grew over **50 varieties** of crops in 2021 including Hakurei turnips, beets, parsley, basil, cutting broccoli, broccoli raab, cucumbers (three types), eggplant (three types), peppers (seven types), tomatoes (11 types), zucchini, zephyr squash, scallions, white onions, red onions, fennel, herbs (rosemary, thyme, lavender, lemon balm, mint, oregano, sage), garlic, carrots, spinach, arugula, snap



NEWTON COMMUNITY FARM

HIGHLIGHTS OF RECENT ACCOMPLISHMENTS

(as of Nov 2021)

peas, beans, chard, lettuce (three types), radishes, mustard greens, leeks, kale (two types), celery, Asian pears, and nasturtiums as well as offering fruit shares and produce from other local farms.

November 19, 2021

Newton Community Preservation Committee,

The City of Newton Farm Commission is submitting this pre-proposal for CPA funding for the next phase of restoration and improvements to the farmhouse on the historic Angino Farm. This mid-1800 farmhouse has been modified in the past to include some more modern features and to make it more livable for the farmer and his family. However, as with any old structure, it continues to need substantial work to ensure the building envelope is more habitable. Our proposal requests funding for four key projects, listed as follows (see attachments #1 and #2 for more information):

- #1 Remediate excessive water and moisture situation; includes three sub-projects
- #2 Upgrade electrical systems
- #3 Replace kitchen ceiling
- #4 Replace hot water heater

Newton Community Farm (NCF) intends to contribute to this project by allocating staff time for project and logistical coordination. NCF will also absorb the costs for site preparations (i.e. clear basement of obstructions) and accommodations for the Farmer and his family as-needed during construction.

These projects also show NCF's shift to more environmentally-sustainable practices by pushing to electrify the farmhouse heating system in line with the City of Newton's energy priorities. For example, NCF and the City have recently been notified of a grant award from Massachusetts Department of Agricultural Resources to install solar panels and a storage system on the barn to provide 99% of the agricultural electric use. (Total system cost is \$61,000.)

NCF manages the farm and its educational, historic, and public access programs via several operating licenses from 2006-2031 with the City of Newton. Since its inception, NCF has established a robust portfolio of programs and has served thousands of Newton residents through its Community Supported Agriculture shares, on-site farmstand, Newton Farmers' Market booth, Produce Donation Program (major partner; Newton Food Pantry), youth and adult educational programs, annual Seedling Sale, and many public events. As with many organizations, NCF had to quickly curtail many in-person programs during this recent pandemic and find other ways to serve the public. NCF successfully pivoted to new ways of delivering services while maintaining the agricultural operations of this historic working farm (see attachment with recent accomplishments). The farm continues to be a 'beloved gem' in the Newton Community.


Financially, NCF is stable most recently due to revenue from non-recurring sources such as PPP loans, earmarked fundraising campaigns (i.e. funds for transition to Exec Director), major gifts, and grants. Most of these sources have restrictions on use so NCF has carefully allocated funds to ensure compliance. NCF hired its first Executive Director in 2019 with the expectation of increased emphasis on securing revenue from corporate sponsors, foundations, major benefactors, and government agencies. Recent successful efforts to secure funds have enabled NCF to buy needed equipment and a used vehicle, build a more modern greenhouse, and rehabilitate the existing greenhouse. All of these uses are critical to the successful operations of the farm. Additionally, sponsorships have enabled NCF to better serve the public by hosting public events, expanding the Seedling Sale, and increasing donations to local food pantries.

NCF's financial situation allows for the organization to cover the costs of its on-going operations and maintenance but it does not provide sufficient funds to complete major capital projects on the farm's buildings. Revenue from farm operations programs (CSAs, Seedling Sale, produce sales) generally provide a revenue stream to cover NCF's baseline expenses but they do not sufficiently cover all the costs of the Farm's labor, education programs, and outreach initiatives. NCF has already identified significant increases in estimated operating costs for 2022 due to supply chain disruptions; maintenance needs in the buildings; inflation for equipment, packaging, etc; and increased labor costs due to labor shortages. NCF will have to find ways to sufficiently increase revenue to cover those expenses. NCF has relied in the past on other sources of funding such as the CPA to restore the farm's major structures and continues to need financial support to complete the current list of critical projects.

Thank you for your consideration of this request. The City of Newton Farm Commission supports this project.

Sincerely,

Michael Goldman
Chair, City of Newton Farm Commission

From: **Michael Goldman** megoldman@comcast.net 
Subject: Signed Letter
Date: November 24, 2021 at 12:14 PM
To: Paul Holt paul@newtoncommunityfarm.org
Cc: Sue Bottino sue@newtoncommunityfarm.org

MG

Paul,

See attached pdf of the signed letter. I've also provided a Word version of the final letter. I got a few spaces in for formatting and corrected one typo.

Michael

Michael Goldman
14 Saxon Terrace
Newton, MA 02461
617.527.1936

November 19, 2021

Newton Community Preservation Committee,

The City of Newton Farm Commission is submitting this pre-proposal for CPA funding for the next phase of restoration and improvements to the farmhouse on the historic Angino Farm. This mid-1800 farmhouse has been modified in the past to include some more modern features and to make it more livable for the farmer and his family. However, as with any old structure, it continues to need substantial work to ensure the building envelope is secure and the house remains habitable. Our proposal requests funding for four key projects, listed as follows (see attachments #1 and #2 for more information):

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- #2 Upgrade electrical systems
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Newton Community Farm (NCF) intends to contribute to this project by allocating staff time for project and logistical coordination. NCF will also absorb the costs for site preparations (i.e. clear basement of obstructions) and accommodations for the Farmer and his family as-needed during construction.

These proposed CPA funded projects also show NCF's shift to more environmentally-sustainable practices by pushing to electrify the farmhouse heating system in line with the City of Newton's energy priorities. In addition to the above proposed projects, NCF and the City have recently been notified of a grant award from the Massachusetts Department of Agricultural Resources to install solar panels and a storage system on the barn which will provide 99% of the agricultural operations' electric use. (Total system cost is \$61,000.)

NCF has managed the farm and its educational, historic, and public access programs via several operating licenses from 2006-2031 with the City of Newton. Since its inception, NCF has established a robust portfolio of programs and has served thousands of Newton residents through its Community Supported Agriculture shares, on-site farmstand, Newton Farmers' Market booth, Produce Donation Program (major partner: Newton Food Pantry), youth and adult educational programs, annual Seedling Sale, and many public events. As with many organizations, NCF had to quickly curtail many in-person programs during this recent pandemic and find other ways to serve the public. NCF successfully pivoted to new ways of delivering services while maintaining the agricultural operations of this historic working farm (see attachment with recent accomplishments). The farm continues to be a 'beloved gem' in the Newton Community.

Financially, NCF remained healthy during the pandemic due to revenue from non-recurring sources such as PPP loans, earmarked fundraising campaigns (i.e. funds for transition to an Exec. Director), major gifts, and grants. Most of these sources have restrictions on use. NCF hired its first Executive Director in 2019 with the expectation of securing additional revenue from corporate sponsors, foundations, major benefactors, and government agencies. Recent successful efforts to secure such funds have enabled NCF to buy needed equipment and a used vehicle, build a more modern greenhouse, and rehabilitate the existing one. All of these uses are critical to the successful operations of the farm. Additionally, sponsorships have enabled NCF to better serve the public by hosting public events, expanding the Seedling Sale, and increasing donations to local food pantries.

NCF's financial situation allows for the organization to cover the costs of its on-going operations and maintenance requirements, but

it does not provide sufficient funds to complete major capital projects on the farm's buildings. Revenue from farm operations (CSAs, Seedling Sale, produce sales) generally provide a revenue stream to cover NCF's baseline expenses but it does not cover all the costs of the Farm's labor, education programs, and outreach initiatives. NCF has already identified significant increases in estimated operating costs for 2022 due to supply chain disruptions affecting the cost of maintenance, equipment, supplies, and increased labor costs due to labor shortages. NCF will find ways to increase overall revenue to cover those expenses. NCF has relied in the past on outside sources of funding such as the CPA to restore the farm's major structures so it can continue to execute on its multi-faceted mission for the community. The Farm Commission of the City of Newton fully supports the projects outlined in this Pre-Proposal letter.

Sincerely,



Michael Goldman

Chair, City of Newton Farm Commission



CPC Pre-
Propos...al.docx



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
TDD/tty # (617) 796-1608

Valerie Birmingham
Chief Preservation Planner
Planning Department
1000 Commonwealth Ave.
Newton Centre, MA 02459

November 10, 2021

To Whom It May Concern:

I am writing in support of the renovations to be made to the farmhouse located on Newton's Angino farm. It is a requirement that this home is occupied. Even though there was a previous renovation done, there are some outstanding repairs necessary as components of the home reach the end of their useful lives. We would also like to take this opportunity to make improvements to the HVAC system to update it to the more environmentally friendly standards the City strives for. The projects are detailed as follows:

Project Part 1: There is a moisture problem in the basement, as is common with homes in Newton. We propose the installation of a French Drain and Sump Pump to remove the moisture that occurs. In addition to these components, we propose installing a Whole Heat Pump and Ductless HVAC system. This will help with the humidity, as well as provide energy efficient heating for the home. This system is powered by electricity, which is much more environmentally sustainable than the current gas-powered boiler.

To further aid in the removal of damaging moisture from the home, we propose installation of an All-House Dehumidifier in the basement. This has a much larger capacity than a standard dehumidifier.

Project Part 2: The electrical system was partially upgraded in the 2005 renovation, however there are many areas of the home where the electrical is not up to code, causing a safety hazard. We would like to update the electrical systems in the basement and outside to meet current codes, as many of them are currently non-operational. There are also several locations throughout the house that require GFCI outlets, which will be added in this project.

Project Part 3: The kitchen ceiling is at risk of collapsing. We propose a replacement of ceiling, also bringing the lighting up to code.

Project Part 4: The current water heating is nearing the end of its' useful life. We would like to replace the water heater with an electric pump water heater. While there is a higher installation cost, the replacement water heater is much more sustainable as it does not burn fossil fuels.

All of these projects are necessary to bring the home up to the environmentally sustainable standards the City expects and will extend the life on the home for continuous habitation.

Sincerely,

A handwritten signature in blue ink, appearing to read "J. Morse", written in a cursive style.

Josh Morse
Public Building Commissioner

2015 Plan Map



Newton Community Farm, Inc.
303 Nahanton St.
Newton, MA 02459
Approx. Acres: 2.2

Field Office: Westford Service Center
Agency: MA Assoc. of Conservation Districts
Assisted by: Elizabeth McGuire 5/22/2015



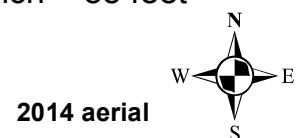
Legend

Practice name

-  Seasonal High Tunnel System for Crops 2015
-  Consplan

0 40 80 120 160 Feet

1 inch = 88 feet



OVERVIEW

The farmhouse on the City of Newton's Angino Farm dates back to the mid-1800s or earlier. Although the house was modified in the 20th century to include some more modern features, it still required extensive work to renovate it after the City purchased it in 2005 to make it more livable for the farmer and his family. The farmhouse must be occupied by farm personnel or a watchperson per Newton Community Farm's license agreement with the City of Newton. Unfortunately, the 2005 renovation did not address all the outstanding issues with the house and several of those issues now require near-term attention to ensure the house is habitable. Also, there are other projects that are emerging as components of the house reach the end of their useful lives. NCF is requesting funds for those emerging projects that require attention in the next few years and will defer consideration for projects outside that timeframe until a later date. NCF will absorb the cost of farm family accommodations during the work and also clear the basement of any obstructions.

In addition to rehabilitating these issues in the house, these projects also show NCF's shift to more environmentally-sustainable practices. We are pushing to electrify our heating system in line with the City of Newton's energy priorities. For example, NCF and the City have recently been notified of a grant award from Massachusetts Department of Agricultural Resources to install solar panels and a storage system on the barn to provide 99% of the agricultural electric use. (Total system cost is \$61,000.)

PROJECT #1 – REMEDIATE WATER AND MOISTURE SITUATION IN FARMHOUSE

Issue - There is a serious and continuous water and moisture problem in the interior of the house. The occupants are continually attempting to remediate the effects. The situation is due to water in the basement emanating from a high water table (common for that area of Newton) and leaks in the fieldstone foundation walls. The wet basement results in extensive humidity and moisture issues in the house. The occupants have dealt with the leaks during the entire time they have lived there (since the City purchased the farm) and have tried to address it with a dehumidifier in the basement and redirection of water away from the house. These efforts only marginally mitigate the situation and have not eliminated the problem.

Project Components -

Part 1a - Basement Drain and Sump Pump:

Install an interior French drain along the east wall and a sump pump in the basement to remove water as necessary to ensure a drier basement. This is a common system in many homes in this area of Newton due to the high water table.

Part 1b - Whole House Heat Pump and Ductless HVAC System:

Installation of a heat pump and ductless HVAC air conditioning system would help address the humidity in the home. The planned modification is to install a heat pump system which will help remove humidity, cool the air on the first and second floors, and very efficiently heat the both floors. The heat pump system, which is powered by electricity, is more environmentally friendly than a boiler, which uses natural gas. There are no plans to remove the gas-powered boiler at this time.

Part 1c - Basement All-House Dehumidifier:

The French drain and sump pump will remove water flowing into the basement but the all-house dehumidifier located in the basement will further remove humidity and moisture in the basement and throughout the entire house. All-house dehumidifiers have a much larger capacity to remove humidity than a standard dehumidifier.

PROJECT #2 – UPGRADE ELECTRICAL SYSTEMS

Issue – The initial renovation of the house by the City included partial, but not comprehensive upgrades of the electrical systems. There are many areas in the home where the electrical system is not up to prevailing codes and it is a safety hazard. For example;

- the basement does not have proper lighting and most switches do not work
- the outside light is not working and does not meet code
- many areas that require a GFCI outlet do not have them and need to be installed.

Project – Upgrade the electrical system to meet prevailing safety codes and to ensure ample capacity for use of typical household appliances and equipment.

PROJECT #3 – KITCHEN CEILING REPLACEMENT

Issue - The kitchen ceiling is bowing and is dangerously at risk of collapse.

Project – Replace the kitchen ceiling and install new lighting that is up to prevailing codes.

PROJECT #4 – HOT WATER HEATER REPLACEMENT

Issue – The hot water heater is near the end of its 10-year useful life. There is a risk of leaks or equipment failure if used beyond that time.

Project – Replace the hot water heater with an energy efficient, electric heat pump model. Heat pump water heaters have a higher installation cost but are much more efficient than gas-powered hot water tank models and since they run on electricity they do not burn fossil fuels.

PROJECT #5 – SITE PREPARATION

Clear basement of obstructions, accommodate Farmer and family during construction, and other TBD when project commences

PROJECT #6 – NCF STAFF TIME

Paid staff including the Executive Director, Farm Manager, and periodically the Education Manager will need to be involved in project oversight and logistics. The work will most likely take place during the growing season so there will be a need to coordinate farm operations and public access with the presence of contractors on site. In addition to staff time, NCF expects there will be considerable volunteer time spent overseeing and managing this project.

ATTACHMENT #2 - NEWTON COMMUNITY FARM - IMPROVEMENTS TO THE FARMHOUSE - CPA FUNDING PROPOSAL

		Project	Estimated
#	Name	Description	\$
PART 1 - CPA FUNDING			
1a	Water Intrusion - Basement drain and pump	Install sump pump and interior French drain along one wall in basement	\$ 7,400
1b	Moisture Remediation - HVAC System	Install air-source heat pump and ductless HVAC system in the house	\$ 35,000
1c	Moisture Remediation - Basement Dehumidifier	Install all-house dehumidifier in basement	\$ 4,270
2	Electrical System Upgrades	Bring electrical system to code and ample capacity	\$ 15,050
3	Kitchen Ceiling Replacement	Replace ceiling and install new lighting	\$ 9,700
4	Hot Water Heater Replacement	Replace hot water heater with energy efficient model	\$ 5,250
		Sub-Total	\$ 76,670
		10% Hard Costs Contingency	\$ 7,667
		Sub-Total	\$ 84,337
		5% Professional Services Costs Contingency	\$ 4,217
		TOTAL - CPA FUNDS	\$ 88,554
PART 2 - NEWTON COMMUNITY FARM FUNDS			
5	Site Preparation	Clear basement of obstructions, accomodate Farmer and family during	\$ 5,000
6	NCF Staff Time	Executive Director, Farm Manager (estimate; costs could be more)	\$ 5,000
		TOTAL - NCF FUNDS	\$ 10,000
		TOTAL COSTS	\$ 98,554

ATTACHMENT #3 - NEWTON COMMUNITY FARM - OPERATING EXPENSES - CYs 2019 to 2021

	2019	2020	2021	Notes
Revenue				
Farm Operations	\$125,097	\$131,083	\$129,883	Includes ~\$65k to \$70k/yr from summer & late fall Community Supported Ag (CSA) shares; donated
Education Income	\$ 76,367	\$ 1,910	\$ 27,000	Program revenues affected as of 2020 by pandemic due to curtailment of on-site programs,
Public Support	\$132,436	\$231,468	\$158,234	Events = 2019/\$40k, 2020/\$45k, 2021/\$47.5k Major event is Seedling Sale.
Total Revenue	\$333,900	\$364,461	\$315,117	
Expenditures				
Farm Operations	\$ 41,488	\$ 46,932	\$ 49,865	Includes seeds, supplies, tools, equipment, vehicle upkeep, etc. Expect costs to rise in 2022
Educational Programs	\$ 10,199	\$ 2,423	\$ 3,300	Supplies.
Public Support	\$ 30,612	\$ 5,744	\$ 9,300	Costs of events and fundraising. Decrease from 2019 due to discontinuation of major events
Administrative & Office	\$ 26,195	\$ 31,776	\$ 29,376	Insurance, bank fees, tax prep, software, supplies, etc.
Maintenance	\$ 7,985	\$ 15,375	\$ 9,850	On-going building and site maintenance including doors in 2020, etc. Will increase in 2022
Payroll	\$219,641	\$214,755	\$206,089	Includes full-time staff (~3), part-time staff, and seasonal labor. Also rely on substantial
Utilities	\$ 12,769	\$ 11,436	\$ 15,200	
Total Expenditures	\$348,889	\$328,441	\$322,980	
Net Income Without Depreciation	\$(14,989)	\$ 36,020	\$ (7,863)	
Depreciation	\$ (30,000)	\$ (30,000)	\$ (30,000)	
Net Income With Depreciation	\$(44,989)	\$ 6,020	\$(37,863)	
Other Non-Routine Transactions:				
Revenue				
Donor-restricted funds: ED salary	\$ 40,325	\$ 19,163	\$ -	Portion of contributions pledged in prior years for ED salary (total for 3 yrs = \$80,650)
PPP Loan/Grant (maximum)	\$ -	\$ 45,198	\$ 41,485	2021 revenue - not included in initial budget due to uncertainty.
Total Non-Routine Revenue	\$ 40,325	\$ 64,361	\$ 41,485	
Expenses				
Contribution to Capital Account	\$ (5,000)	\$ -	\$ -	NCF aims to replenish capital account each year depending on financial situation; minimum
Farmhouse roof repair	\$ -	\$ (6,000)	\$ -	Critical repair; applied limited funds earmarked for capital expenditures
Total Non-Routine Expense	\$ (5,000)	\$ (6,000)	\$ -	
Net Non-Routine Transactions	\$ 35,325	\$ 58,361	\$ 41,485	
Net Income with Other Transactions	\$ (9,664)	\$ 64,381	\$ 3,622	

NEWTON COMMUNITY FARM - OPERATING EXPENSES - CYs 2019 to 2021

	2019	2020	2021	2021	NOTES
Revenue					
Farm Operations					
CSA Income					
Fruit Share	\$ 2,460	\$ 5,984	\$ 5,915	\$ 5,915	
Full Shares	\$ 30,038	\$ 32,683	\$ 33,120	\$ 33,120	
Half Shares	\$ 24,288	\$ 22,976	\$ 23,808	\$ 23,808	
Hours	\$ 1,535	\$ 60	\$ -	\$ -	
Winter Share	\$ 6,765	\$ 6,800	\$ 7,040	\$ 7,040	
Total CSA Income	\$ 65,086	\$ 68,503	\$ 69,883	\$ 69,883	
Donated Produce	\$ 10,000	\$ 11,000	\$ 11,000	\$ 11,000	
Farm Stand - (Harvest bags in 2020)	\$ 30,977	\$ 26,931	\$ 25,000	\$ 25,000	
Farmers' Market	\$ 15,369	\$ 22,220	\$ 21,000	\$ 21,000	
Wholesale Produce	\$ 3,665	\$ 2,429	\$ 3,000	\$ 3,000	
Total Farm Operations Revenue	\$ 125,097	\$ 131,083	\$ 129,883	\$ 129,883	Includes ~\$65k to \$70k year from
Education Revenue					
Grants	\$ 2,818	\$ -	\$ -	\$ -	
Other Education Revenue	\$ 380	\$ 25	\$ -	\$ -	
Programs					
Group visits/off-sites	\$ 5,478	\$ 1,715	\$ 1,000	\$ 1,000	
On-site year-round	\$ 9,674	\$ 170			
Summer Youth Programs	\$ 58,017	\$ -	\$ 26,000	\$ 26,000	
Total Programs	\$ 73,169	\$ 1,885	\$ 27,000	\$ 27,000	
Total Education Income	\$ 76,367	\$ 1,910	\$ 27,000	\$ 27,000	Program revenues affected as of
Public Support					
Events					
Dinner on Farm	\$ 12,461	\$ -	\$ 6,500	\$ 6,500	
Growing Green Online Auction/CF	\$ -	\$ -	\$ 8,000	\$ 8,000	
Crisis Farming Event	\$ -	\$ 10,028	\$ -	\$ -	
Fall Festival	\$ 3,324	\$ -	\$ 2,000	\$ 2,000	
Seedling Sale	\$ 24,382	\$ 35,096	\$ 31,034	\$ 31,034	
Total Events	\$ 40,167	\$ 45,124	\$ 47,534	\$ 47,534	
Fundraising					
Corporate Support					
Corp Contr - Donor Restricted	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	
Corporate Donations in Kind	\$ 6,657	\$ -	\$ -	\$ -	
Corporate Sponsorships	\$ 13,650	\$ 15,124	\$ 18,000	\$ 18,000	
Corporate Volunteer Fee	\$ 100	\$ -	\$ -	\$ -	
Total Corporate & Org Support	\$ 21,407	\$ 15,124	\$ 19,000	\$ 19,000	
Grants	\$ -	\$ 9,800	\$ 14,000	\$ 14,000	Restricted and unrestricted
USDA Grants	\$ -	\$ 12,534	\$ -	\$ -	
Total Fdns & Govt Agencies	\$ -	\$ 22,334	\$ 14,000	\$ 14,000	
Individual Contributions	\$ -	\$ -	\$ -	\$ -	
CSA Registrant Add-on Donation	\$ -	\$ 1,410			
Donations - Donor Restricted	\$ 7,822	\$ 21,599	\$ 1,000	\$ 1,000	
Donations - General	\$ 53,461	\$ 61,418	\$ 45,000	\$ 45,000	
Donations in Kind	\$ 56	\$ -	\$ -	\$ -	
Major Gifts	\$ 5,000	\$ 62,500	\$ 30,000	\$ 30,000	includes Kalman bequest in 2020
Total Individual contributions	\$ 66,339	\$ 146,927	\$ 76,000	\$ 76,000	
Other Fundraising Income	\$ 1,092	\$ 776	\$ 1,200	\$ -	
Total Fundraising	\$ 88,838	\$ 185,161	\$ 110,200	\$ 109,000	
Total Public Support	\$ 129,005	\$ 230,285	\$ 157,734	\$ 156,534	
Administrative Income - Barn Rentals,	\$ 3,431	\$ 1,183	\$ 500	\$ 500	
Total Revenue	\$ 333,900	\$ 364,461	\$ 315,117	\$ 313,917	
Expenditures					
Farm Operation					
Bought Produce	\$ 14,393	\$ 16,412	\$ 17,510	\$ 17,510	
Donated Produce	\$ 10,000	\$ 11,000	\$ 11,000	\$ 11,000	
Field Supplies	\$ 794	\$ 1,239	\$ 1,775	\$ 1,775	
Greenhouse Supplies	\$ 4,973	\$ 3,016	\$ 4,366	\$ 4,366	
Irrigation Supplies	\$ 174	\$ 318	\$ 318	\$ 318	
Marketing	\$ 1,431	\$ 4,365	\$ 2,291	\$ 2,291	
Mulch	\$ 42	\$ 408	\$ 200	\$ 200	
Seed & Plants	\$ 4,816	\$ 6,447	\$ 6,873	\$ 6,873	
Other	\$ 852	\$ 1,422	\$ 700	\$ 700	shipping, 2020 intern honorarium
Soil Management/Compost	\$ 752	\$ 734	\$ 1,327	\$ 1,327	

NEWTON COMMUNITY FARM - OPERATING EXPENSES - CYs 2019 to 2021

	Tools and Equipment	\$ 2,155	\$ 804	\$ 2,450	\$ 2,450	
	Vehicles	\$ 1,080	\$ 767	\$ 1,055	\$ 1,055	
	Continuing education	\$ 26				
	Total Farm Operations Expenditures	\$ 41,488	\$ 46,932	\$ 49,865	\$ 49,865	
	Educational Programs					
	Animals	\$ 759	\$ 1,265	\$ 1,700	\$ 1,700	
	Continuing education	\$ -	\$ 52	\$ 350	\$ 350	
	Discounts-Education	\$ 4,394	\$ 31	\$ -	\$ -	
	Licensing Fee	\$ 190	\$ 276	\$ -	\$ -	
	Other	\$ 103	\$ -	\$ 150	\$ 150	
	Outside instructors/consultants	\$ 1,035	\$ -	\$ -	\$ -	
	Publicity/Marketing	\$ 130	\$ -	\$ 100	\$ 100	
	Supplies	\$ 3,588	\$ 799	\$ 1,000	\$ 1,000	
	Total Educational Programs	\$ 10,199	\$ 2,423	\$ 3,300	\$ 3,300	
	Public Support Expenses					
	Events					
	Discounts-Events-FoF	\$ 369	\$ -	\$ -	\$ -	
	Entertainment	\$ 325	\$ -	\$ -	\$ -	
	Food	\$ 17,634	\$ -	\$ 5,000	\$ 5,000	
	Materials	\$ 6,045	\$ 614	\$ -	\$ -	
	Permits	\$ 225	\$ -	\$ -	\$ -	
	Publicity	\$ 238	\$ 113	\$ -	\$ -	
	Total Events	\$ 24,836	\$ 727	\$ 5,000	\$ 5,000	
	Fundraising					
	Materials	\$ 2,443	\$ 2,691	\$ 1,600	\$ 1,600	t-shirts purchased 12/2020
	Postage	\$ 1,262	\$ 1,417	\$ 700	\$ 700	
	Printing	\$ 2,071	\$ 909	\$ 2,000	\$ 2,000	
	Total Fundraising	\$ 5,776	\$ 5,017	\$ 4,300	\$ 4,300	
	Total Public Support Expenses	\$ 30,612	\$ 5,744	\$ 9,300	\$ 9,300	
	Administrative Expenses					
	Bank and Payment Processing Fees	\$ 4,939	\$ 9,420	\$ 5,500	\$ 5,500	
	Insurance	\$ 9,998	\$ 10,422	\$ 12,036	\$ 12,036	
	Office Supplies	\$ -	\$ 603			
	Other Office Expenses	\$ 1,023	\$ 2,251	\$ 1,250	\$ 1,250	
	Software	\$ 3,693	\$ 4,541	\$ 4,350	\$ 4,350	
	Total Office Expenses	\$ 19,653	\$ 27,237	\$ 23,136	\$ 23,136	
	Staff Expense	\$ 1,174	\$ 489	\$ 700	\$ 700	
	Tax Prep	\$ 4,620	\$ 4,000	\$ 4,000	\$ 4,000	
	Other Office Expenses	\$ 748	\$ 50	\$ 1,540	\$ 1,540	
	Total Administrative Expense	\$ 26,195	\$ 31,776	\$ 29,376	\$ 29,376	
	Preservation					
	Building Maintenance	\$ 6,551	\$ 15,019	\$ 9,500	\$ 9,500	inc. doors in2020
	Site Maintenance	\$ 1,434	\$ 356	\$ 350	\$ 350	
	Total Preservation	\$ 7,985	\$ 15,375	\$ 9,850	\$ 9,850	
	Payroll Expenses					
	Education Manager	\$ 43,000	\$ 37,969	\$ -	\$ -	
	Education Instructors	\$ 18,268	\$ 32	\$ 21,000	\$ 21,000	
	Executive Director	\$ 56,152	\$ 51,500	\$ 54,075	\$ 54,075	
	Farm Manager	\$ 45,211	\$ 46,567	\$ 48,896	\$ 48,896	
	Farm Stand	\$ 5,878	\$ 2,336	\$ 3,780	\$ 3,780	2020 also includes farmers market
	Assistant Grower & HS Intern Instructor	\$ 22,113	\$ 27,686	\$ 30,122	\$ 30,122	2020 also includes temp farming staff due to pandemic limitations
	Office Staff, OCE Mgr, Barn Event Staff	\$ 10,660	\$ 31,894	\$ 31,200	\$ 31,200	
	Payroll Taxes	\$ 18,359	\$ 16,771	\$ 17,016	\$ 17,016	
	Total Payroll Expenses	\$ 219,641	\$ 214,755	\$ 206,089	\$ 206,089	
	Total Utilities	\$ 12,769	\$ 11,436	\$ 15,200	\$ 15,200	
	Total Expenditures	\$ 348,889	\$ 328,441	\$ 322,980	\$ 322,980	
	Net Income Without Depreciation	\$ (14,989)	\$ 36,020	\$ (7,863)	\$ (9,063)	
	Depreciation (balance sheet)	\$ (30,000)	\$ (30,000)	\$ (30,000)	\$ (30,000)	
	Net Income With Depreciation	\$ (44,989)	\$ 6,020	\$ (37,863)	\$ (39,063)	
	Other Non-Routine Transactions:					
	Revenue					

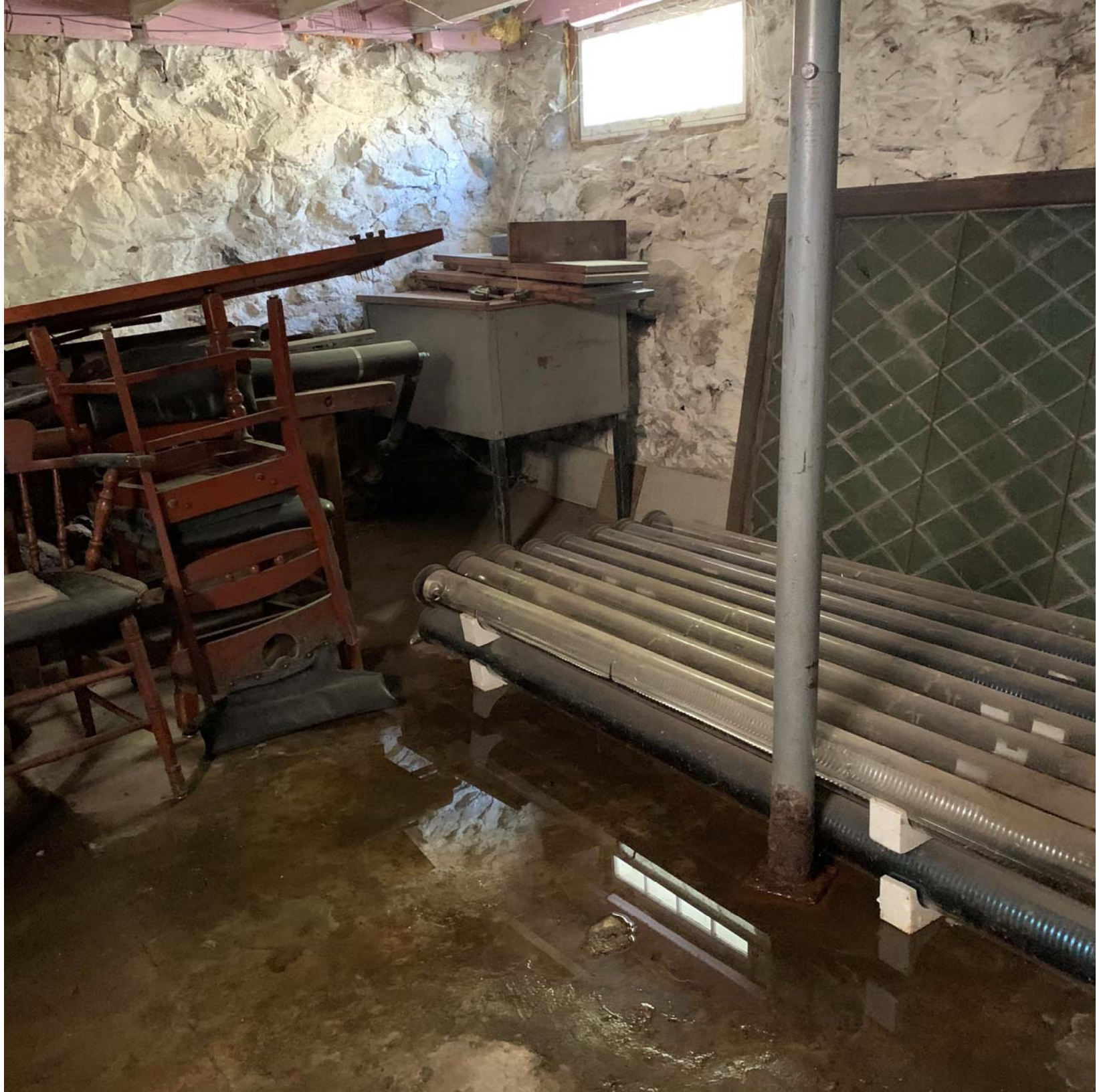
NEWTON COMMUNITY FARM - OPERATING EXPENSES - CYs 2019 to 2021

Donor-restricted funds: ED salary	\$ 40,325	\$ 19,163	\$ -	\$ -	Portion of contributions pledged in
PPP Loan/Grant (maximum)	\$ -	\$ 45,198	\$ -	\$ -	
Total Non-Routine Revenue	\$ 40,325	\$ 64,361	\$ -	\$ -	
Expenses					
Contribution to Capital Account	\$ (5,000)	\$ -	\$ -	\$ -	NCF aims to replenish capital
Farmhouse roof repair	\$ -	\$ (6,000)	\$ -	\$ -	Critical repair; applied funds
Total Non-Routine Expense	\$ (5,000)	\$ (6,000)	\$ -	\$ -	
Net Non-Routine Transactions	\$ 35,325	\$ 58,361	\$ -	\$ -	
Net Income with Other Transactions	\$ (9,664)	\$ 64,381	\$ (37,863)	\$ (39,063)	











state
WATER HEATERS

ProLine

COMMERCIAL GRADE

⚠ DANGER

Do not touch the tank or pipes when the tank is hot. The tank and pipes can become extremely hot and cause serious burns or death.

Do not use the tank for anything other than its intended purpose. The tank is not designed to be used for anything other than its intended purpose.

Do not use the tank for anything other than its intended purpose. The tank is not designed to be used for anything other than its intended purpose.

⚠ WARNING

Flammable Vapor

EXPLOSION HAZARD

Can result in serious injury or death.

Do not store or use gasoline or other flammable vapors and liquids in the vicinity of any part of this water heater. Storage of all types of gasoline or other flammable vapors and liquids in the vicinity of this water heater can result in an explosion or fire.

ACT90

ENERGYGUIDE

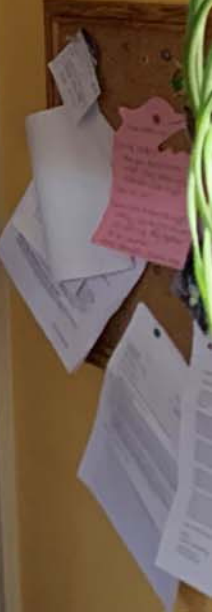
Model Year Range: 2005

First Year Rating

MADE IN MEXICO

120 Volt

Pilot





City of Newton



Ruthanne Fuller
Mayor

**Newton, Massachusetts Community Preservation Program
FUNDING REQUEST**

PRE-PROPOSAL

PROPOSAL

(For staff use)
date rec'd:

Last updated February 2020.

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

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

Lara Kritzer, 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	Newton Architectural Survey 1940 to 1972			
Project LOCATION	Full street address (with zip code), or other precise location. Various			
Project CONTACTS	Name & title or organization	Email	Phone	Mailing address
Project Manager	Barbara Kurze, Senior Preservation Planner	bkurze@newtonma.gov	617-796-1129	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459
Other Contacts	Valerie Birmingham, Chief Preservation Planner	vbirmingham@newtonma.gov	617-501-1143	Newton City Hall 1000 Commonwealth Ave. Newton, MA 02459
Project FUNDING	A. CPA funds requested: \$17,500	B. Other funds to be used: \$17,500	C. Total project cost (A+B): \$35,000	
Project SUMMARY	<p>Explain how the project will use the requested CPA 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>The City of Newton requests CPA funding to preserve and protect its mid-twentieth century historic resources by undertaking a new survey of approximately 140 properties constructed between 1940 and 1972. In 2001 and 2003, Newton completed two projects to understand the City's largely unrecognized Post WWII development and plan for its preservation. The current proposal uses these resources as a starting point to develop a list of historically and architecturally significant mid-twentieth century structures for additional research and study. While those initial studies looked at any structure then 50 years old (built before 1961 and 1963), the current project extends this time frame to consider structures built over the last 80 years (from 1942 – 1972).</p> <p>The goal of this project is to preserve Newton's historically significant mid-twentieth century resources by completing new historic inventory forms that will allow for a more complete understanding of the individual structures and neighborhoods constructed during this period. Newton has over 3,200 structures built between 1940 and 1972 yet to survey, including commercial and institutional structures which warrant recognition and preservation, and this project is seen to be the first of several phases of survey needed to fully document this period. This survey will provide the City with much needed information to help it better implement its existing preservation tools and strategies to preserve, rehabilitate, and restore mid-century structures for future generations.</p> <p>The City has applied to the Massachusetts Historical Commission's Survey and Planning Program for a 50/50 funding match to hire an outside historic preservation consultant to complete the field work and research necessary for this project. This program also provides assistance from MHC staff to ensure that the individual survey forms meet all of the state's requirements and are as complete and detailed as possible. Senior Preservation Planner Barbara Kurze and Chief Preservation Planner Valerie Birmingham will manage the project and complete the preliminary work necessary to develop the list of survey projects from reviews of the existing 2001 and 2003 studies, GIS research, and field assessments.</p>			

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		Newton Architectural Survey 1940 to 1972	
USE of CPA FUNDS		HISTORIC RESOURCES	
CHECK ALL THAT	Preserve	X	
COMMUNITY NEEDS	<p>From each of at least 2 plans linked to the CPA Funding Process and Materials 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</p> <p>From 2001 City of Newton Demolition Review and Post WWII Housing Survey, Neil Larson and Associates: Strategy #1 of the Executive Summary urges Newton to “Initiate new survey efforts that will identify all individual and groups of buildings meeting the national, state and local criteria for designation.”</p> <p>From 2003 Communitywide Survey of Mid-20th Century Housing, Kathleen Kelly Broomer, Architectural Historian. Part 5 (Page 22) recommended that additional research be completed in the following:</p> <ul style="list-style-type: none"> • Concomitant commercial and institutional (including municipal) development in Newton in the 1940s-1950s • Further study of the architectural styles and housing forms from the 1950s onward • Only 15 of the 54 areas identified in the initial survey completed as part of this project were able to be fully reviewed. This report includes 39 remaining areas that merited further survey and research which have yet to be completed. A list of these areas is included on Page 28 of the 2003 Survey. • In addition to the recommended areas, the 2003 Survey included 15 individual properties built between 1940-1960 which merited further survey <p>Comprehensive Plan, Section 9, Planning For and With History: Addresses Action #3 “Continue using and supporting Newton’s Existing regulatory tools for preservation” by providing the critical details needed for properties under review by the Demolition Delay and/or Landmark Review Ordinances</p>		
COMMUNITY CONTACTS	<p>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. Consult staff on the community contacts required for your specific proposal.</p>		
	Name & title or organization	Email	Phone
	Lisa Dady, Director Historic Newton	ldady@newtonma.gov	617-796--1451
	Councilor Deb Crossley, Zoning and Planning Chair	debcrossley@gmail.com	617-775-1294

527 Washington Street
Newton, MA 02458

Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.
Full proposals must include separate, detailed budgets in addition to this page.

Project TITLE	Newton Architectural Survey 1940 to 1972	
SUMMARY CAPITAL/DEVELOPMENT BUDGET		
Uses of Funds		
Hiring of Historic Preservation Consultant to complete field work and research on up to 140 properties		\$35,000
		\${amount}
		\${amount}
		\${amount}
		\${amount}
D. TOTAL USES (should equal C. on page 1 and E. below)		\$35,000
Sources of Funds	Status (requested, expected, confirmed)	
CPA funding	Requested	\$17,500
MHC Survey and Planning Grant	Requested	\$17,500
		\${amount}
		\${amount}
E. TOTAL SOURCES (should equal C. on page 1 and D. above)		\$35,000
SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET (cannot use CPA funds)		
Uses of Funds		
Non Applicable		\${amount}
		\${amount}
		\${amount}
		\${amount}
F. TOTAL ANNUAL COST (should equal G. below)		\${amount}
Sources of Funds		
Non Applicable		\${amount}
		\${amount}
G. TOTAL ANNUAL FUNDING (should equal F. above)		\${amount}
Project TIMELINE	Phase or Task	Season & Year
	Submit Funding Applications for MHC Survey and Planning Grant and CPA funding	December 2021- February 2022
	Complete Funding Agreements with MHC, develop RFP and choose project, consultants and complete initial Procurement	Spring – Summer 2022
	Work with Consultants to define phases of project in coordination with MHC	Fall 2022
	Consultant completes field work and research, submits draft forms for review	Winter – Spring 2023
	Draft Forms finalized and Submitted by Project Completion Deadline	June 30, 2023

Project TITLE		Newton Architectural Survey 1940 to 1972	
↓ Check off submitted attachments here.			
REQUIRED.		PHOTOS	of existing site or resource conditions (2-3 photos may be enough)
		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		
		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)	
		Non-CPA funding: commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions	
		Purchasing of goods & services: briefly summarize sponsor’s understanding of applicable state statutes and City policies	
Pre-proposals: recommended. Full proposals: REQUIRED.	HISTORIC SIGNIFICANCE	ATTACHMENT 1: Analysis of Historical Significance (narrative; maximum 1 page)	
		ATTACHMENT 2: Description of Historically Significant Features (maximum 1 page)	
		ATTACHMENT 3. Summary & Justification of Proposed Treatment (maximum 1 page)	
		ATTACHMENT 4. Newton Historical Commission Review (based on attachments 1-3 above)	
REQUIRED for all full proposals.	SPONSOR FINANCES & QUALIFICATIONS, INSTITUTIONAL SUPPORT		
		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.)	
		for project manager: relevant training & track record of managing similar projects	
OPTIONAL for all proposals.		LETTERS of SUPPORT	from Newton residents, organizations, or businesses

Attachment 1- Analysis of Historical Significance

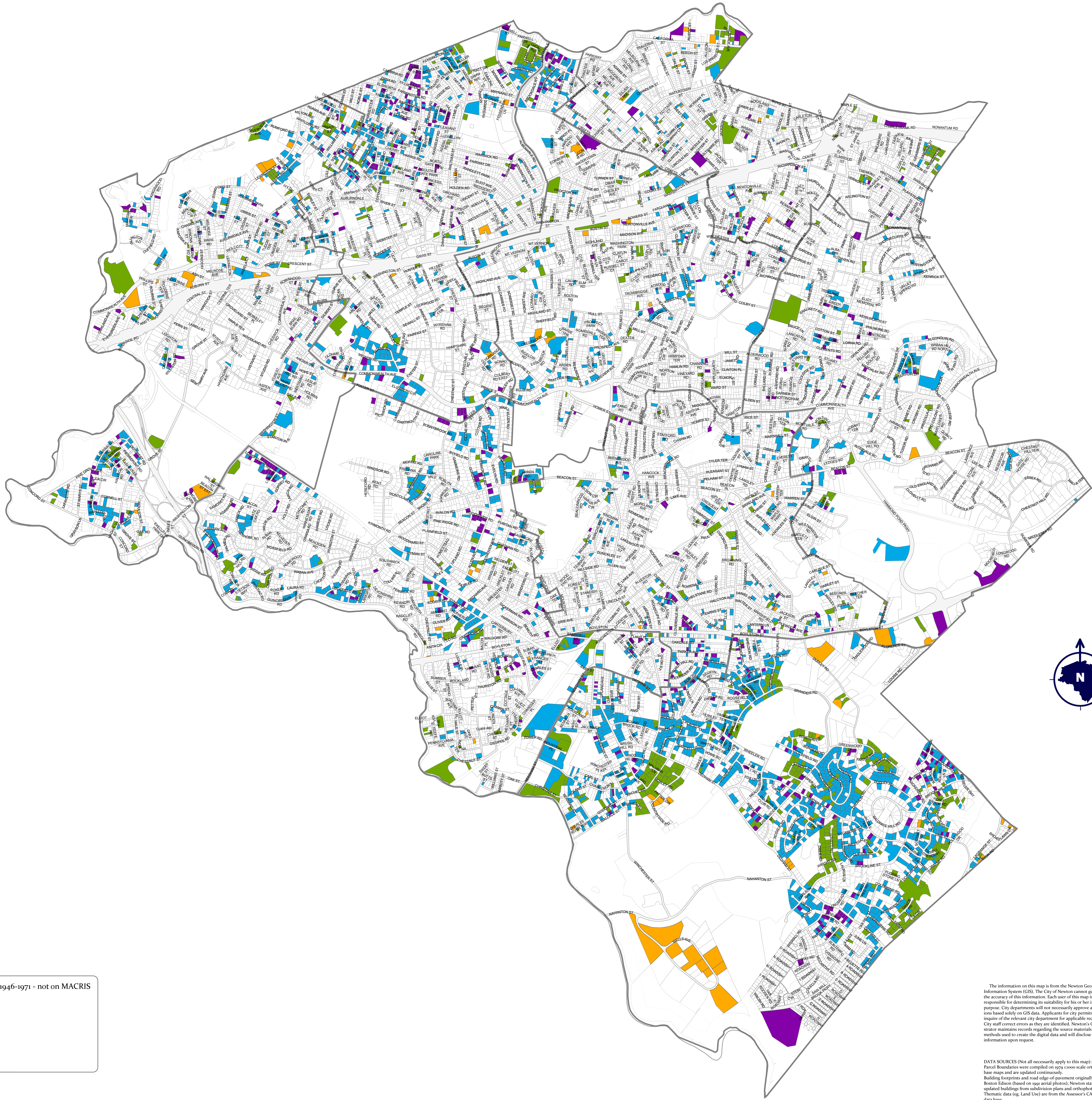
The City of Newton will continue its ongoing efforts to preserve and protect the City's historic resources by undertaking a survey of approximately 140 properties that are between 50 and 80 years old (built from 1940 to 1972). Newton's Multiple Resource Area focused on a period of significance 1908-1940 but noted in its research that more houses were built in Newton in the years immediately following World War II than in any other city in Massachusetts. Newton evolved into the City we know today during this period, particularly in its northern and southern extremes where larger estates and the City's remaining agricultural parcels were developed into subdivisions of predominantly single family homes. In the 1950s alone, City records show that nearly 4,000 additions were made to the City's housing stock and this construction boom extended well into the 1960s and 1970s. The history of this period convincingly illustrates the patterns of growth, innovative designs and methods of construction, and domestic reform distinctive to this historic period of American community building and architecture.

While it is evident that the post-WWII Era represents an important period of development in Newton, very little detailed research has been completed on the individual structures designed and built during that time. Only in recent years has the significance of these resources become more widely accepted, while at the same time many resources have already been lost to demolition as a result of Newton's lack of available undeveloped land. Recognizing the threat of loss to these resources, the City took action in 2001 to research the City's Post WWII resources as part of its work to understand how the Demolition Delay process was working to protect the City's historic and architectural resources. This study was continued in 2003, when the City completed the Communitywide Survey of Mid-20th Century Housing that analyzed the mid-century development of the City as a whole and also began the necessary work of inventorying its individual resources. The current proposal is a long overdue next step in this process, building from the work completed in 2003 to consider structures, including commercial and institutional structures as well as residential ones, built prior to 1972 and their historical and architectural contributions to the City.

Attached for review are the final reports for both projects.

Properties Built 1946-1971, not listed on MACRIS

City of Newton, Massachusetts



Properties Built 1946-1971 - not on MACRIS

Year Built

- 1946-1949
- 1950-1959
- 1960-1969
- 1970-1971

Ward Lines



Map Scale: 1 inch = 1000 Feet

DRAFT



The information on this map is from the Newton Geographic Information System (GIS). The City of Newton cannot guarantee the accuracy of this information. Each user of this map is responsible for determining its suitability for his or her intended purpose. City departments will not necessarily approve applications based solely on GIS data. Applicants for city permits must inquire of the relevant city department for applicable requirements. City staff correct errors as they are identified. Newton's GIS Administrator maintains records regarding the source materials and methods used to create the digital data and will disclose this information upon request.

DATA SOURCES (Not all necessarily apply to this map):
Parcel Boundaries were compiled on 1979 1:1000 scale orthophoto base maps and are updated continuously.
Building footprints and road edge-of-pavement originally from Boston Edison (based on 1991 aerial photos). Newton staff have updated buildings from subdivision plans and orthophotography.
Thematic data (eg. Land Use) are from the Assessor's CAMA data base.



Map Date: December 01 2021
CITY OF NEWTON, MASSACHUSETTS
Mayor - Ruthanne Fuller

CITY OF NEWTON

IN CITY COUNCIL

ORDINANCE NO.

December , 2021

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEWTON That:

1. Section 55C of Massachusetts General Laws Chapter 44 be and is hereby accepted; and
2. The Revised Ordinances of Newton, Massachusetts, 2017, as amended, be and are hereby further amended with respect to **the creation of the Newton Affordable Housing Trust Fund** by INSERTING after Art. IX. Newton Farm Commission in Chapter 7 a new Art. X as follows:

Article X.

AFFORDABLE HOUSING TRUST

Sec. 7-100. Establishment and purpose

There is hereby established under General Laws Chapter 44, Section 55C a Municipal Housing Trust Fund (the "Trust") for the purpose of the creation and preservation of affordable housing for the benefit of low and moderate income households as defined by the Department of Housing and Urban Development (HUD) and for the funding of community housing, as defined in and in accordance with the provisions of chapter 44B, the Community Preservation Act. Preservation and creation of affordable housing shall include but not be limited to programs designed to further housing rehabilitation and/or development opportunities and those that are designed to directly assist low and moderate homeowners and renters.

Sec. 7-101. Board of trustees – Composition; eligibility; appointment; terms of office; term limits .

- A. There shall be a board of trustees which shall consist of seven (7) trustees, including the Mayor, a City Councilor designated by the City Council President, and the remaining five (5) Trustees to be appointed by the Mayor and confirmed by City Council as follows:

1. A member of the Community Preservation Committee; and

2. Four (4) Newton residents. In making such appointments, the Mayor shall be guided by the goal that the board of trustees be geographically, culturally, ethnically, and linguistically diverse and each appointee have one or more of the following qualifications:
 - a. Experience with affordable housing production, planning, architecture, law, lending, business, property management, social and human services, capital planning, and construction management;
 - b. Professional experience in affordable housing finance and development;
 - c. Professional participation as a funder, developer or consultant in successfully completed projects that include deed-restricted affordable housing;
 - d. Experience with all-affordable, mixed-income housing, and/or mixed-use development projects that include housing; and
 - e. Familiarity with Massachusetts and HUD affordable housing funding sources and regulatory requirements, specifically CDBG and HOME, LIHTC, and 40B.
- B. Trustees shall serve without compensation.
- C. Trustees shall serve for terms of two (2) years or until their successors shall take office. Initial appointments shall be so appointed that, as nearly as possible, the terms of an equal number of members shall expire every year. Any odd numbered initial appointment shall be for a term of one year.
- D. The Trust shall annually elect one of its members to serve as chairperson and may elect such other officers, adopt procedural rules and regulations, and establish any subcommittees as it deems appropriate. (Ord. No. W-66, 11-19-01; Rev. Ord. 2007, § 2-350)
- E. Trustees who remove their residence from the City shall be considered to have resigned from the board of trustees.
- F. The Trustees shall consider the state of housing needs in Newton across the affordability spectrum. It may make recommendations to the Mayor and City Council on the options available to the City to create new affordable housing to address those needs and to maintain existing affordable housing stock. The Trust may support implementation of these recommendations as appropriate and measure progress toward their fulfillment.

Sec. 7-102. Powers and duties

The board of trustees shall be possessed of all the powers and subject to duties in accordance with the provisions of General Laws Chapter 44, Section 55C, as it may be amended from time to time.

No real property purchased in whole in or in part with Community Preservation Act (CPA) funds shall be acquired by the board of trustees for a price exceeding the value of the property as determined by the board of trustees through procedures customarily accepted by the appraising profession as valid.

Sec. 7-103. Funding Sources and Uses

- A. The Trust may receive funding from any or all of the following sources:
 - 1. CPA funds
 - 2. Inclusionary zoning payments
 - 3. Negotiated developer fees
 - 4. Payments from special bylaws/ordinances
 - 5. Private donations
 - 6. Grants

- B. Notwithstanding any general or special law to the contrary, all moneys paid to the Trust in accordance with any zoning ordinance or private contributions shall be paid directly into the Trust and need not be appropriated or accepted and approved into the Trust. General revenues appropriated into the Trust become Trust property, and to be expended these funds need not be further appropriated. All moneys remaining in the Trust at the end of any fiscal year, whether or not expended by the trustees within one year of the date they were appropriated into the Trust, remain Trust property.

- C. The Trust will submit an annual application for CPA funding for all community housing uses allowed by the CPA legislation. Once the City Council has approved CPA funding for Trust activities, no further review or approval will be necessary for the Trust to expend the funding so long as the proposed use is an allowed use for community housing funds under the Community Preservation Act legislation.

- D. The Trust is authorized to expend any or all of its allocated funding to meet the affordable housing goals of the City by a majority vote of the Trustees. No further reviews or approvals are necessary for the expenditure of Trust funds.

- E. The Trust will submit annual reports to the CPC and City Council on how and where Trust funding has been used. In the case of CPA funding, the Trust will work closely with the Community Preservation Program Manager to see that all CPA funding is documented and the uses confirmed as required by the CPA funding legislation.

Sec. 7-104. Administration and operations

- A. The Trust shall meet on a regular basis at least four (4) times a year or as needed to enact the duties of the Trust.

- B. The Trust shall establish an application process for projects requesting Affordable Housing Trust funds and develop clear review requirements and procedures for all projects based on the established program guidelines and the City's affordable housing goals.
- C. The Trust may expend funding on an annual or rolling basis at the Trustees discretion so long as it follows an established funding process.
- D. The Trust shall evaluate all requests for project funding from the Affordable Housing Trust fund in the established process, in accordance with the goals of the City and the guidelines and procedures established by the Trust.
- E. The City shall provide staff support to the Trust to oversee all of the administrative duties and requirements for operating and administering the Trust Fund as stated above.

Sec. 7-105. Legal Status

- A. The Trust is a public employer and Trustees are public employees for purposes of Chapter 258 of the Massachusetts General Laws.
- B. The Trust shall be deemed a municipal agency and the Trustees shall be deemed as special municipal employees for purposes of Chapter 268A of the Massachusetts General Laws.
- C. The Trust is exempt from Chapters 59 and 62 of the Massachusetts General Laws, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the commonwealth or any political subdivision thereof.
- D. The Trust is a governmental body for purposes of Sections 23A, 23B and 23C of Chapter 39 of the Massachusetts General Laws.
- E. The Trust is a Board of the City for the purposes of Massachusetts General Law Chapter 30B and MGL c. 40, § 15A; but agreements and conveyances between the Trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the City shall be exempt from said Chapter 30B of the Massachusetts General Laws.

Sec. 7-106.

The provisions of this Article shall be interpreted and applied at all times consistently with the provisions of Chapter 44, Section 55C, of the General Laws, as may be from time to time amended, and with the provisions of any relevant general or special law.

Approved as to legal form and character:

City Solicitor

Under Suspension of Rules
Readings Waived and Adopted

EXECUTIVE DEPARTMENT
Approved:

City Clerk

Mayor

DRAFT

City of Newton



Ruthanne Fuller, Mayor

Newton, Massachusetts
Community Preservation Committee
COMMUNITY PRESERVATION PLAN

Adopted: April 3, 2018 REVISED: December 8, 2021

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

Barney S. Heath
Director of Planning & Development

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Massachusetts' Community Preservation Act (CPA) provides local and state funds for projects in community housing (affordable housing), historic resources, and land for open space, and or recreation, within certain constraints:

Table with 5 columns: Activity, Community Housing, Historic Resources, Open Space, Recreation. Rows include ACQUIRE, CREATE, PRESERVE, SUPPORT, and REHABILITATE / RESTORE.

The About the CPA Guidelines & Forms page of in Newton's CPA program website, at www.newtonma.gov/cpa, includes a more detailed Allowable Uses of Funds chart, with the state statute's including the full definitions of these each eligible resources and its CPA fundable activities, as well. On the website's CPA Funding Process and Materials page there is as Newton-specific information on the project proposal process, proposal Newton-specific proposal instructions and upcoming deadlines. The CPC regularly works with the sponsors of CPA-appropriate CPA funding applications to ensure that their proposals to help them meet the requirements and goals of Newton's CPA program requirements.

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Like most CPA communities, Newton does not have will not always have enough CPA funding for all of its current and anticipated requests funding proposals, even those that are both CPA-eligible and CPA-appropriate. The Community Preservation Committee (CPC) relies on uses the following guidelines in determining which project proposals to recommend to decide which projects to it will recommend for funding by the City Council for funding.

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1. Project is drawn from or guided by Use Newton's regularly updated community-wide plans to guide funding decisions.

The CPC relies on Newton's Comprehensive Plan and other regularly updated community-wide plans to prioritize Newton's CPA-eligible needs. Each funding proposal must cite at least two of these plans, most of which are linked to Guidelines & Forms at www.newtonma.gov/cpa.

can be found on the CPA Funding Process and Materials page on the City of Newton's website.

2. Project helps to Balance balance funding across all all of the eligible CPAA funding categories-eligible resources and activities.

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website www.newtonma.gov/cpa
contact Lara Kritzer, Community Preservation Program Manager
email lkritzer@newtonma.gov phone 617.796.1144

Preserving the Past Planning for the Future

The CPA legislation allows funding to be used for projects in Community Housing, Historic Resources, Open Space, and Recreation. Its statute also requires communities to spend at least 10% of each year's new funds on each of three resources of those categories: Community housing, historic resources, and the combination of open space and land for recreation. Funds may be allocated in the year they are received or retained for future projects. Unless exceptional needs require otherwise, Newton's CPC aims to end each year with an approximately remaining balance of about one year's worth of funds (currently about \$3.4.5 million) in reserve, so that the program can respond quickly to unanticipated future opportunities. Unusually expensive projects, such as land acquisition or major capital improvements to public buildings or parks, may also be funded by borrowing bonding – selling bonds that will be repaid from future local CPA revenue.

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Newton's allocation targets for CPA funding of the different in each eligible resources project category (see next page) are intended to be flexible guidelines, not rigid quotas. These targets reflect Newton's past funding patterns, available information about possible future proposals, and feedback on the City's priorities the CPC has received through community surveys and public hearings. The targets also reflect cost differences among different types of projects. For example, in Newton projects

~~website: www.newtonma.gov/cpa~~

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~~contact: Lara Kritzer, Community Preservation Program Manager~~

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~~email: lkritzer@newtonma.gov phone: 617.796.1144~~

~~Preserving the Past Planning for the Future~~ 

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that involve land acquisition projects, such as often in the categories of creating new affordable housing or a new conservation area, community housing and open space, tend to cost more than projects that preserve or rehabilitate historic buildings and recreation land already in public ownership.

Commented [LK1]: While this may be true, I'm not sure that the percentages really reflect that – we are not proposing to give more funding to Open Space, just housing. I also don't know if the cpc wants to have a policy of providing more funding to land acquisition than other projects which may have just as much or more benefit to the community.

Newton CPA Allocation Targets: Balancing Funds Across Resources	
Community Housing (statutory minimum 10%)	35%
Historic Resources (statutory minimum 10%)	20%
Open Space (statutory minimum 10%)	20%
Recreation	20%
CPA Program Administration total, min. (-5%) – max. (+5%)	100%

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The final two pages of this Plan compare the allocation of current and future funding requests to these targets.

3. Projects Leverage non-CPA funds Support projects that are CPA appropriate and that leverage non-CPA funds to achieve community goals

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Newton's The CPC prioritizes projects that are not only CPA-eligible eligible for CPA funding but which also but also CPA-appropriate, and that leverage their CPA funding to achieve the maximum possible funding from other sources. The CPC also recognizes that a project may need a relatively high share of CPA funding in its initial phases (such as design) in order to raise funds primarily from non-CPA sources for its later phases (such as construction). In reviewing the CPA funds financial contribution to a project, the CPC may choose to look at individual project phases or the project as a whole. The CPC prefers to see a minimum of 50% funding match for all CPA projects whenever possible but may allow for a lower percentage match depending on the project and its overall benefits to the community. Municipal projects will be given more flexibility and have a lower preferred target match of 30%.

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4. Extent to which the Project benefits the Community

The CPC will take into consideration the location of the project and its impact both on its surrounding neighborhood and the City as a whole. Projects which involve publicly (municipal) or privately owned assets that benefit all Newton residents & neighborhoods may be given more weight than projects

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which will have a more limited impact on the community. Community Housing is generally considered as having a wide public benefit to the City as a whole when it is both deed-restricted to ensure permanent affordability and proactively marketed to all eligible households.

When existing municipal assets, whether it be buildings or landscapes, are considered for CPA funding, the CPC must be careful to distinguish between projects which might be considered general maintenance, and therefore are not eligible for CPA funding, and projects which are capital improvements to the site and may be funded. There is no set definition of general maintenance vs. capital improvement, and the CPC will make decisions on the eligibility of projects on a case by case basis. When appropriate, the CPC may recommend dividing the cost of an improvement so that the CPA funding is used to provide an additional benefit which the City might otherwise not be able to fund. For example, CPA funding could be used to pay the difference between replacing an historically significant slate roof with the more appropriate but more expensive slate rather than a less costly asphalt shingle alternative.

Projects which have a limited or no public benefit to the community are generally considered to not be eligible for CPA funding.

project-categories	CPA appropriateness & funding-leverage
special-public resources and public-private partnerships: publicly or privately owned assets that benefit all Newton residents & neighborhoods, including housing that is both deed-restricted to ensure permanent affordability and proactively marketed to all eligible households	highest priority for CPA funding, with these minimums from other sources: 30% for public projects, 50% for private projects
limited-benefit special-public resources: publicly owned assets that benefit only some Newton residents or neighborhoods	lower priority for CPA funding, with a target of at least 60% non-CPA funding
core-public resources: assets already in public ownership and that the City of Newton would be obligated to rehabilitate even if Newton had not adopted the CPA with one primary exception: CPA funding may be appropriate for the difference between lowest cost and historically appropriate methods or materials for the rehabilitation of publicly owned historic resources	usually not appropriate for CPA funding,
limited-benefit private resources: privately owned assets that benefit only some Newton residents or neighborhoods	not appropriate for CPA funding

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Commented [LK2]: I'm recommending that we get away from referring to projects as "CPA Appropriate" as I find it misleading and I think it lends itself too too much interpretation. CPA projects either qualify for CPA funding or not – the CPC and City Council may find some more desirable or of more benefit to the public and vote accordingly. I'm also not sure what it is intended to say – are appropriate projects just well leveraged or are some public benefits greater than others?

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5. Extent to which the Project includes Sustainable Development Design Elements

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The CPC supports the City's goal to reach carbon neutrality by 2050 and encourages all applicants to incorporate sustainability into their projects. Any housing, historic, and/or open space project involving construction or land alteration should incorporate any and all appropriate elements of sustainability. Such elements may include:

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- eliminated or minimized fossil fuel use;
- minimized embodied carbon (especially by reusing existing resources);
- minimized impervious areas and areas/structures that will create adverse heat effects;
- maximized energy efficiency (through methods such as the Passive House standard);
- maximized clean, green infrastructure such as EV charging stations, bike facilities, and solar panels;
- maximized use of green infrastructure for stormwater management; and
- maximized preservation and/or enhancement of the mature tree canopy and shrub plantings.

Applicants should note that any construction project resulting in over 20,000 sq. ft of new construction or substantial reconstruction will be required to meet the City's Sustainable Development Design requirements as outlined in section 5.13 of the Zoning Ordinance through the Special Permit process. Additional information on these requirements is available on the City's website at: <https://www.newtonma.gov/home/showpublisheddocument?id=29553>

The CPC is aware that some sustainability measures may result in higher upfront costs, particularly for renovations, but feels strongly that CPA-funded projects should help the City meet its climate goals and so encourages applicants to incorporate all appropriate sustainability measures into their applications for the Committee to consider. Any project application that does not include such elements will be expected to provide a written explanation as to why they cannot be incorporated into the project.

4.6. Project managers ~~Support proposal sponsors have with~~ a proven capacity for project management and long-term maintenance.

Newton's CPC requires each proposal to identify both a qualified, available project manager and a reliable source of non-CPA funding for future maintenance. The CPC also considers each proposal sponsor's past record of project management and maintenance when reviewing new proposals from that sponsor.

These requirements help Newton to avoid repeating past experiences with projects that took far more time or public funding to complete than originally anticipated or promised, and to comply with the state CPA statute's prohibition on using CPA funds for maintenance and operations.

5.7. Evaluate completed projects to ensure accountability & improve future projects.

Once a project is funded, the CPC requires regular progress reports. For all non-City projects, the final release of CPA funds is contingent on a final in-person presentation of a final in-person and written report to the CPC. City ~~departments~~ project managers are also expected to provide final reports to the CPC on CPA-funded City projects.

The CPC monitors completed projects indefinitely, to evaluate the community's long-term returns on its CPA investments, and to learn how well – and why – different projects are maintained with non-CPA funds.

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Ruthanne Fuller,
Mayor

Newton, Massachusetts
Community Preservation Committee
COMMUNITY PRESERVATION PLAN

REVISED: ~~October 12~~December 8, 2021

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Barney S. Heath
 Director of Planning
 & Development

Massachusetts' [Community Preservation Act](#) (CPA) provides local and state funds for projects in community housing (affordable housing), historic resources, open space, and recreation, within certain constraints:

ALLOWABLE SPENDING PURPOSES under the Community Preservation Act				
	COMMUNITY HOUSING	HISTORIC RESOURCES	OPEN SPACE	RECREATION
ACQUIRE	YES	YES	YES	YES
CREATE	YES	NO	YES	YES
PRESERVE	YES	YES	YES	YES
SUPPORT	YES	NO	NO	NO
REHABILITATE / RESTORE	YES, IF acquired or created with CPA funds	YES	YES, IF acquired or created with CPA funds	YES

The [About the CPA](#) page in Newton's CPA program website includes a more detailed [Allowable Uses of Funds](#) chart, including the full definition of each eligible resource and its CPA fundable activities. On the website's [CPA Funding Process and Materials](#) page there is Newton-specific information on the project proposal process, proposal instructions and upcoming deadlines. The CPC regularly works with CPA funding applicants to ensure that their proposals meet the requirements and goals of Newton's CPA program.

Like most CPA communities, Newton will not always have enough CPA funding for all of its current and anticipated funding proposals. The Community Preservation Committee (CPC) relies on the following guidelines in determining which project proposals to recommend to the City Council for funding.

1. Project is drawn from or guided by Newton's regularly updated community-wide plans

The CPC relies on Newton's *Comprehensive Plan* and other regularly updated community-wide plans to prioritize Newton's CPA-eligible needs. Each funding proposal must cite at least two of these plans, most of which can be found on the [CPA Funding Process and Materials](#) page on the City of Newton's website.

2. Project helps to balance funding across all of the eligible CPA funding categories

The CPA legislation allows funding to be used for projects in Community Housing, Historic Resources, Open Space, and Recreation. It also requires communities to spend at least 10% of each year's new funds on each of three of those categories – Community Housing, Historic Resources, and Open Space. Funds may be allocated in the year they are received or retained for future projects. Unless exceptional needs require otherwise, Newton's CPC aims to end each year with approximately one year's worth of funds (currently about \$4.5 million) in reserve so that the program can respond quickly to unanticipated future opportunities. Unusually expensive projects, such as land acquisition or major capital

website www.newtonma.gov/cpa
 contact Lara Kritzer, Community Preservation Program Manager
 email lkritzer@newtonma.gov phone 617.796.1144

improvements to public buildings or parks, may also be funded by selling bonds that will be repaid from future local CPA revenue.

Newton's allocation targets for CPA funding in each eligible project category are intended to be flexible guidelines, not rigid quotas. These targets reflect Newton's past funding patterns, available information about possible future proposals, and feedback on the City's priorities received through community surveys and public hearings.

Newton CPA Allocation Targets: Balancing Funds Across Resources	
Community Housing (statutory minimum 10%)	35%
Historic Resources (statutory minimum 10%)	20%
Open Space (statutory minimum 10%)	20%
Recreation	20%
CPA Program Administration	5%
	100%

The final two pages of this *Plan* compare the allocation of current and future funding requests to these targets.

3. Projects leverage non-CPA funds to achieve community goals

The CPC prioritizes projects that are not only eligible for CPA funding but which also leverage their CPA funding to achieve the maximum possible funding from other sources. The CPC also recognizes that a project may need a relatively high share of CPA funding in its initial phases (such as design) in order to raise funds primarily from non-CPA sources for its later phases (such as construction). In reviewing the CPA fund's financial contribution to a project, the CPC may choose to look at individual project phases or the project as a whole. The CPC prefers to see a minimum of 50% funding match for all CPA projects whenever possible, but may allow for a lower percentage match depending on the project and its overall benefits to the community. Municipal projects will be given more flexibility and have a lower preferred target match of 30%.

4. Extent to which the Project benefits the Community

The CPC will take into consideration the location of the project and its impact both on its surrounding neighborhood and the City as a whole. Projects which involve publicly (municipal) or privately owned assets that benefit all Newton residents and neighborhoods may be given more weight than projects which will have a more limited impact on the community. Community Housing is generally considered as having a wide public benefit to the City as a whole when it is both deed-restricted to ensure permanent affordability and proactively marketed to all eligible households.

When existing municipal assets, whether it be buildings or landscapes, are considered for CPA funding, the CPC must be careful to distinguish between projects which might be considered general maintenance, and therefore are not eligible for CPA funding, and projects which are capital improvements to the site and may be funded. There is no set definition of general maintenance vs. capital improvement, and the CPC will make decisions on the eligibility of projects on a case by case basis. When appropriate, the CPC may recommend dividing the cost of an improvement so that the CPA funding is used to provide an additional benefit which the City might otherwise not be able to fund. For example, CPA funding could be used to pay the difference between replacing an historically significant slate roof with the more appropriate but more expensive slate rather than a less costly asphalt shingle alternative.

Projects which have a limited or no public benefit to the community are generally considered to not be eligible for CPA funding.

5. Extent to which the Project includes Sustainable Development Design Elements

The CPC supports the City's goal to reach carbon neutrality by 2050 and encourages all applicants to incorporate sustainability into their projects. Any housing, historic, and/or open space project involving construction or land alteration should incorporate any and all appropriate elements of sustainability. Such elements may include:

- eliminated or minimized fossil fuel use;
- minimized embodied carbon (especially by reusing existing resources);
- minimized impervious areas and areas/structures that will create adverse heat effects;
- maximized energy efficiency (through methods such as the Passive House standard);
- maximized clean, green infrastructure such as EV charging stations, bike facilities, and solar panels;
- maximized use of green infrastructure for stormwater management; and
- maximized preservation and/or enhancement of the mature tree canopy and shrub plantings.

Applicants should note that any construction project resulting in over 20,000 sq. ft of new construction or substantial reconstruction will be required to meet the City's Sustainable Development Design requirements as outlined in section 5.13 of the Zoning Ordinance through the Special Permit process. Additional information on these requirements is available on the City's website at: <https://www.newtonma.gov/home/showpublisheddocument?id=29553>

The CPC is aware that some sustainability measures may result in higher upfront costs, particularly for renovations, but feels strongly that CPA-funded projects should help the City meet its climate goals and so encourages applicants to incorporate all appropriate sustainability measures into their applications for the Committee to consider. Any project application that does not include such elements will be expected to provide a written explanation as to why they cannot be incorporated into the project.

5.6. Project managers have a proven capacity for project management and long-term maintenance

Newton's CPC requires each proposal to identify both a qualified, available project manager and a reliable source of non-CPA funding for future maintenance. The CPC also considers each proposal sponsor's past record of project management and maintenance when reviewing new proposals from that sponsor.

These requirements help Newton to avoid repeating past experiences with projects that took far more time or public funding to complete than originally anticipated or promised, and to comply with the state CPA statute's prohibition on using CPA funds for maintenance and operations.

6.7. Evaluate completed projects to ensure accountability and improve future projects

Once a project is funded, the CPC requires regular progress reports. For all non-City projects, the final release of CPA funds is contingent on a final in-person presentation and written report to the CPC. City project managers are also expected to provide final reports to the CPC on CPA-funded City projects.

The CPC monitors completed projects indefinitely, to evaluate the community's long-term returns on its CPA investments, and to learn how well – and why – different projects are maintained with non-CPA funds.

Newton Community Preservation Plan

Current & Future Proposals Compared to Available Funds & Allocation Targets					
	Affordable Housing	Historic Resources	Open Space	Recreation	
Total Funded Projects, FY16-FY21 = \$22,641,369	\$15,986,349	\$2,438,874	\$2,253,302	\$1,962,844	
Fy15-Fy20 - Percentage of allocation by resource	68%	10%	10%	8%	
CPC target allocations by resource, ± 5%	35%	20%	20%	20%	
Current Proposals or Pre-proposals, with Related Future Proposals (in order of submission to CPC) ✓ = Fy20 appropriation ? = recommended by CPC but not yet funded * = cost revised or estimated by CPC staff CIP = City of Newton Capital Improvement Plan. In this plan, for "Priority," lower numbers = higher priorities; for "Urgency," 100 = highest, 1 = lowest.					
Sources & CIP Priority May 2021	Project Title	Affordable Housing	Historic Resources	Open Space	Recreation
CIP 25, 31 (54) CPA proposal on hold	70 Crescent Street <i>(in addition to prior CPA funding already incl. in Fy13-18 totals above: \$100,000 for site assessment, Apr. 2016; \$260,000 for feasibility & design, Mar. 2017)</i>				
CIP 64 (40.7) Pre-proposal discussed by CPC	Fy21 City Hall (Front) & War Memorial Exterior Stairs <i>In April 2019 the CPC voted 9-0 to condition any consideration of a full proposal for initial design (\$68,250) on a commitment of matching non-CPA funds. The CPC has not yet agreed to consider a request for final design or construction funding.</i>				
NA	Newton Architectural Survey 1940 to 1972 <i>The City Planning Department submitted a pre-proposal for the December 14 CPC meeting</i>		\$17,500		
NA	Newton Community Farm Farmhouse Restoration and Rehabilitation <i>The Farm Committee submitted a pre-proposal for the December 14 CPC meeting for work on the Farmhouse at Angino Farm</i>		\$88,554		
Multiple CIP listing for individual properties included in project; Pre-Proposal reviewed by CPC	Municipal Historic Exterior Building Envelope Study <i>In September 2021, Public Buildings submitted a pre-proposal to study 15 existing municipal buildings. CPC invited a full proposal at their Oct. meeting.</i>		\$100,000		
NA	New Art Center/Church of the Open Word Restoration <i>In October 2021, the New Art Center requested funding to investigate preservation and restoration needs of former church and parish house at 19 Highland Ave.</i>		\$76,000		
NA	Webster Wood Debt Service (FY22 Funds Only)			\$693,103	
Total Requested Funding by Category		\$0	\$282,054	\$693,103	\$0
Percentage of Allocation by Resource		0%	29%	71%	0%
Future Funding Target Allocations					
FIVE-YEAR FORECAST: Total Available Revenue for FY22-FY26 = \$24,483,113					
Target Allocation over Five Years:		\$8,569,090	\$4,896,623	\$4,896,623	\$4,896,623
TEN-YEAR FORECAST: Total Available Revenue for Fy22-FY31 = \$76,335,984					
Target Allocation over Ten Years:		\$26,717,594	\$15,267,197	\$15,267,197	\$15,267,197
<i>Cumulative Debt Service for Webster Woods/300 Hammond Pond Parkway land acquisition (30 year debt):</i>					
<i>Next Five Years (FY22-FY26):</i>				\$3,470,513	
<i>Next Ten Years (FY22-FY31):</i>				\$6,947,875	

Newton Community Preservation Plan

Other Potential Future Proposals (in order by highest CIP ranking for each site)					
Sources & CIP Priority (Urgency) May 2021	Project Title	Affordable Housing	Historic Resources	Open Space	Recreation
CIP 44 (33.1)	Gath Pool <i>(replacement)</i>				\$9,200,000
CIP 97 (34.7)	West Newton Armory Reuse - Affordable Housing	TBD			
CIP 103 (33.6)	Waban Library Accessibility Upgrades		\$428,500		
CIP 114 (33.0)	Old Cold Spring Field				\$350,000
CIP 113 (31.7)	Burr Park Fieldhouse Accessibility/Site Upgrades		\$474,000		<i>could also be listed here</i>
CIP 115 (31.6)	Forte Park <i>(including synthetic turf, which cannot be purchased with CPA funds)</i>				\$2,000,000
CIP 121 (30.7)	Kennard Estate <i>(Parks & Rec. Dept. HQ)</i>		\$740,000		
CIP 122 (30.5)	Crafts Street Stable <i>(DPW)</i>		\$5,000,000		
CIP 124 (30.4)	Auburndale Library - Exterior Windows and Doors		\$520,000		
CIP 132(29.6)	West Newton Police Annex Building Envelope, Windows, Doors		\$200,000		
CIP 130 (29.9)	Senior Center <i>(existing, use changing)</i>		\$689,000		
CIP 135 (29.3)	* City Hall Archives <i>(facilities)</i>		\$1,500,000		
CIP137 (29)	Vernon Street Building - Building Envelope		\$114,500		
CIP 142 (28.5)	Burr Park Fieldhouse Building Envelope and Window Restoration		\$313,500		<i>could also be listed here</i>
CIP 144 (28.4)	Senior Center Sprinklers and Fire Alarm Upgrades <i>(existing, use changing)</i>		\$170,000		
CIP 145 (28.2)	West Newton Police Annex Roof Restoration/Repair		\$250,500		
CIP 153 (27.5)	Crystal Lake Bathhouse <i>(previously est. full project cost \$8m)</i>				\$5,000,000
CIP 154 (27.5)	Upper Falls/Braceland Playground				\$1,675,000
CIP 158 (27.1)	Former Newton Centre Library Building Envelope		\$1,500,000		
CIP 160 (26.9)	Auburndale Library - Accessibility and Site Upgrades		\$265,000		
CIP 164 (26)	Newton Centre Library Windows and Exterior Doors		\$217,000		
CIP 165 (26)	Senior Center Building Envelope <i>(existing, use changing)</i>		\$150,000		
CIP 169 (25.6)	Nonantum Library - Accessibility/Site		\$204,000		
CIP 172 (24.7)	Kennard Estate Building Envelope, Windows and Doors		\$240,000		
CIP 173 (24.7)	City Hall Historic Landscape		\$1,500,000		
CIP 174 (24.4)	Chaffin Park Wall (Fy21) <i>(abutting Farlow Park)</i>		\$200,000		
CIP 176 (23.7)	East Parish Historic Burying Grounds Restoration		\$85,000		

Newton Community Preservation Plan

Other Potential Future Proposals (in order by highest CIP ranking for each site)					
Sources & CIP Priority (Urgency) May 2021	Project Title	Affordable Housing	Historic Resources	Open Space	Recreation
CIP 177 (23)	Senior Center Roof Replacement/Restoration		\$244,000		
CIP 178 (30.5)	Crafts Street Stable Building Envelope Restoration		\$2,000,000		
CIP 185 (20.8)	Waban Library Building Envelope and Entrance		\$200,000		
CIP 189 (20.7)	Jackson Homestead Doors & Windows		\$192,000		
CIP 196 (20.0)	City Hall Doors & Windows		\$3,000,000		
CIP 197 (23.7)	West Parish Historic Burying Grounds Restoration		\$75,000		
CIP 198 (19)	Jackson Homestead Basement		\$150,000		
CIP 199 (18.7)	South Burying Grounds Restoration		\$75,000		
CIP 200 (17.9)	Waban Library Exterior Windows and Doors		\$118,500		
CIP 203 (15.4)	Auburndale Library Building Envelope and Roof		\$128,000		
CIP 141, 166 (26.0)	Newton Corner Library <i>(use changing)</i>		\$331,500		
CIP 180 (23.8)	Nonantum Library		\$204,000		
CIP 194 (20.2)	Nahanton Park <i>(renovate parking areas, path to</i>				\$150,000
Other Potential Projects Total By Category		\$0	\$21,479,000	\$0	\$18,375,000
% Allocation by Resource		0%	54%	0%	46%
CPA Target Allocations by Resource		35%	20%	20%	20%

City of Newton Community Preservation Committee

Finances At a Glance

As of December 7, 2021

Fiscal Year 2022

Revenue

Beginning balance	6,942,680
Local CPA surcharge	3,776,941
State match	
Budget for this FY	734,589
Additional from prior FY	295,422
Total Available Resources	11,749,633

Expenses

Bond repayment obligations	693,103
New funding authorizations	2,802,099
Administrative costs	180,910
Total Expenses	3,676,112

Current Fund Balance 8,073,521

Fiscal Year 2023

Revenue

Beginning balance	8,073,521
Local CPA surcharge	3,902,783
State match	
Budget for this FY	755,388
Additional from prior FY	711,456
Total Available Resources	13,443,148

Expenses

Bond repayment obligations	694,353
New funding authorizations	-
Administrative costs	180,910
Total Expenses	875,263

Projected Fund Balance 12,567,886

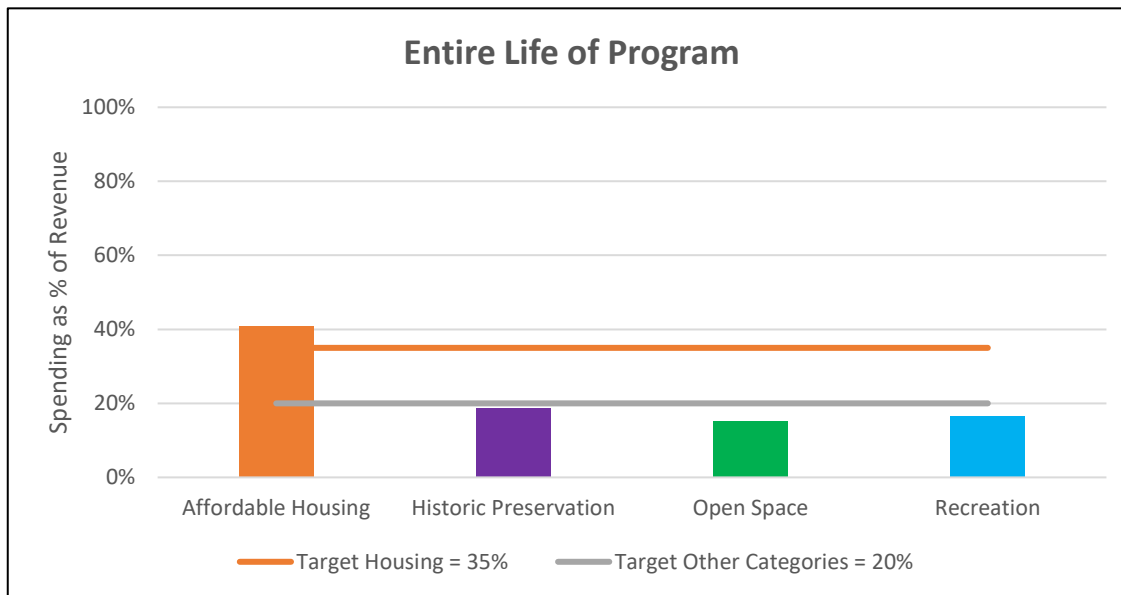
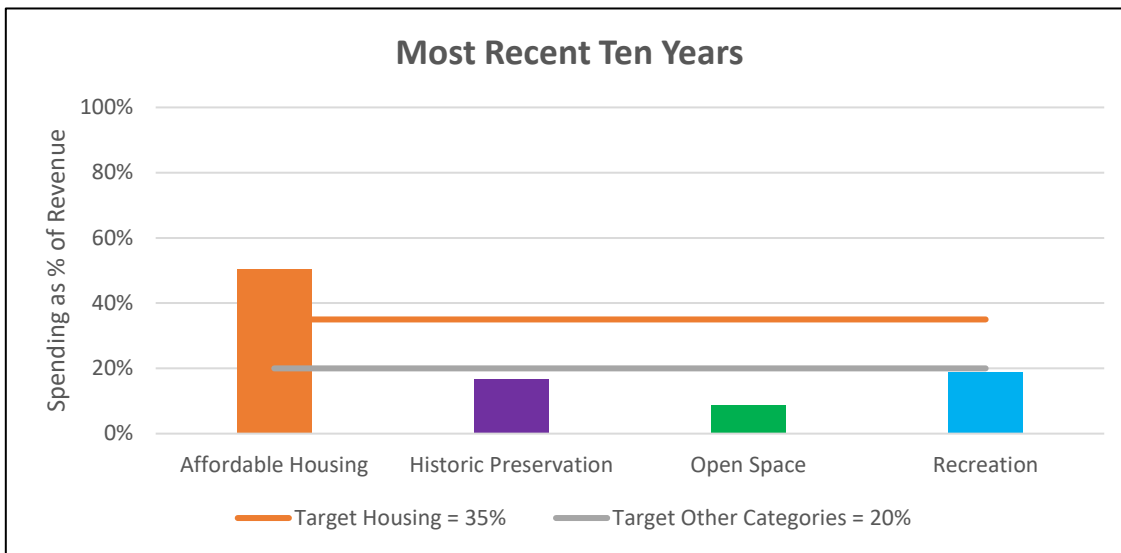
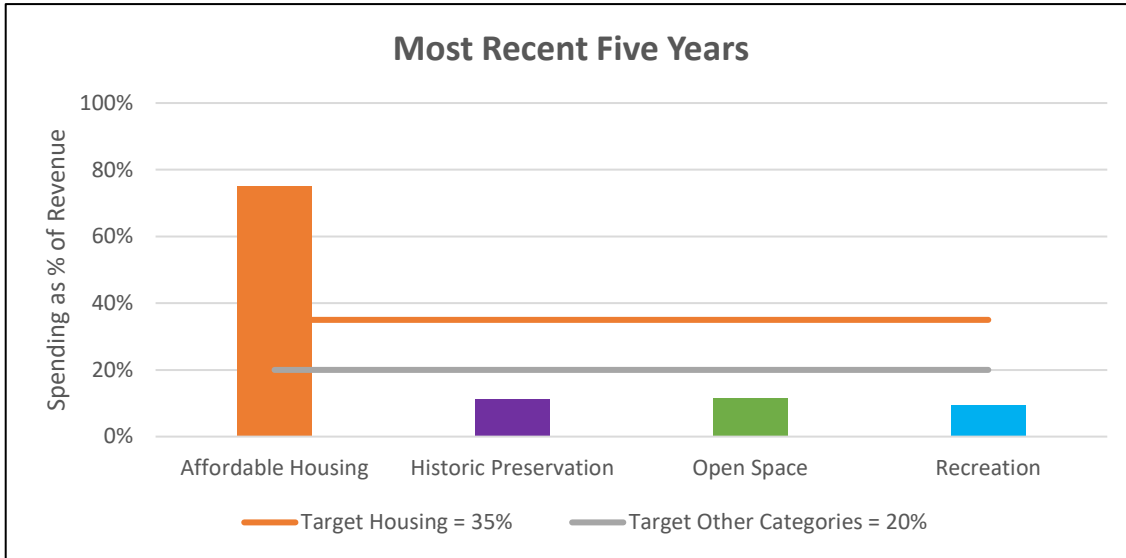
Spending Compared to Program Area Targets

As of December 7, 2021

Note: spending on projects funded through bond issues is recorded as a series of annual debt service payments

	Program Area					Total Spending	Total Current Revenue
	Affordable Housing	Historic Preservation	Open Space	Recreation	Administration		
Most Recent Five Years							
Spending	16,486,349	2,438,874	2,541,370	2,094,775	728,150	24,289,519	21,970,369
% of Total Current Revenue	75%	11%	12%	10%	3%		111%
Target %	35%	20%	20%	20%	5%		100%
Percentage Point Difference Between Actual and Target	40%	-9%	-8%	-10%	-2%		
Most Recent Ten Years							
Spending	20,380,624	6,699,213	3,574,995	7,543,272	1,294,302	39,492,407	40,332,562
% of Total Current Revenue	51%	17%	9%	19%	3%		98%
Target %	35%	20%	20%	20%	5%		100%
Percentage Point Difference Between Actual and Target	16%	-3%	-11%	-1%	-2%		
Entire Life of Program							
Spending	31,507,703	14,512,496	11,653,248	12,758,517	2,346,754	72,778,719	77,307,649
% of Total Current Revenue	41%	19%	15%	17%	3%		94%
Target %	35%	20%	20%	20%	5%		100%
Percentage Point Difference Between Actual and Target	6%	-1%	-5%	-3%	-2%		

Spending as % of Revenue, Compared to Guidelines



Spending History

Note: for projects funded by bond issues, list only the annual debt service payments on this sheet

Fiscal Year	Project	Phase	Debt Service Payment?	Affordable Housing	Historic Preservation	Open Space	Recreation	Administration	Total	Status
2023	Administration							180,910	180,910	Approved
2023	Webster Woods		Debt			694,353			694,353	Approved
2022	Administration							180,910	180,910	Approved
2022	Webster Woods		Debt			693,103			693,103	Approved
2022	Grace Church Tower Restoration	Stone tower stabilization and restoration			441,755				441,755	Approved
2022	Levingston Cove Improvements Project	Construction of open space/recreation amenities				288,069	1,152,275		1,440,344	Approved
2022	Athletic Fields Improvements	Design through construction of six sites					420,000		420,000	Approved
2022	Nonantum Village Place Affordable Housing	Roof, Siding and HVAC Repair/Replacement		500,000					500,000	Approved
2022	Municipal Historic Exterior Building Envelope Study	15 exterior envelope assessments			100,000				100,000	Funds requested
2022	New Art Center/Church of the Open Word Restoration	Feasibility and Design			76,000				76,000	Funds requested
2022	Newton Community (Angino) Farm Farmhouse Rehabilitation and Restoration Project				88,554				88,554	Funds requested
2022	Newton Architectural Survey 1940-1972				17,500				17,500	Funds requested
2021	Administration							125,572	125,572	Actual admin
2021	Coleman House Preservation			4,214,622					4,214,622	Approved
2021	Commonwealth Ave Carriageway						390,000		390,000	Approved
2021	COVID-19 Emergency Housing Assistance	Phase 2		1,200,000					1,200,000	Approved
2021	Durant-Kenrick Homestead	4 Gutter and Window Repair			16,884				16,884	Approved
2021	Gath Pool Enhancements	Design study					60,000		60,000	Approved
2021	Golda Meir House Expansion			1,244,857					1,244,857	Approved
2021	Grace Church Tower Restoration	Stone tower stabilization and restoration			991,245				991,245	Approved

**Community Preservation Act Funds
Current Status of Active Funded Projects**

Fiscal Year	Project Title	Address	Funding Category	CPA Funding Appropriated	Total Expended to Date	CPA Funds Remaining	Notes on Progress
FY18	AUBURN STREET (affordable housing & historic preservation)	236 Auburn Street, Auburndale, MA 02466	Community Housing/Historic Preservation (\$677,700/\$300,000)	\$977,700	\$977,700	\$0	Preservation Restriction approved by MHC and ready for signatures - currently with NHA for signing.
FY22	Athletic Fields Improvements	Four to Six Sites (See Project Website)	Recreation	\$420,000	\$0	\$420,000	Approved by City Council - Oct. 4, 2021. Parks and Rec have issued and RFP and are reviewing potential contractors at this time.
FY21	Coleman House Senior Housing Preservation	677 Winchester Street, Newton Highlands	Community Housing	\$4,214,622	\$119,197	\$4,095,425	Project in progress - First requisition is in.
FY21	Commonwealth Avenue Carriageway Redesign	Auburndale - Charles River to Lyons Field	Recreation	\$390,000	\$95,421	\$294,579	Approved in October 2020 - Design work in progress
FY20, FY21	COVID-19 Emergency Housing Relief Program	Citywide	Community Housing	\$3,200,000	\$2,727,017.60	\$472,982.40	CPA portion of the project complete - Final Report to be presented Dec. 14, 2021
FY16, FY17	Crescent Street Site Assessment, Feasibility and Design	70 Crescent Street, Auburndale	Community Housing/Recreation	\$360,000	\$225,403.00	\$134,597.00	Project on hold since 2018.
FY21	Gath Memorial Pool Feasibility Study	256 Albemarle Road Newtonville	Recreation	\$60,000	\$8,000	\$52,000	Project Underway - Bargmann Hendrie + Archetype chosen to complete work.
FY19, FY21	Golda Meir House Senior Housing Expansion (Stanton Avenue)	160 Stanton Ave, Auburndale, MA 02466	Community Housing	\$4,494,857	\$3,017,390	\$1,477,467	Project underway - Three requisitions to date
FY21	Grace Episcopal Church Tower Restoration	70-76 Eldredge Street, Newton Corner	Historic Resources	\$1,433,000	\$0	\$1,433,000	Grant Agreement in process. Scaffolding and building protection elements are in place and beginning interior work.
FY19, FY21	Haywood House Senior Housing Development	Jackson Road (behind 83-127 Kennedy Circle), Newton Corner, MA 02458	Community Housing	\$3,077,900	\$2,761,180	\$316,720	Project Underway - have used all funding except 10% holdback to date
FY15	HISTORIC BURYING GROUNDS 3, East Parish Burying Ground	Newton Corner, MA 02458	Historic Resources	\$208,700	\$132,502	\$76,198	CPC approved the reallocation of funds to the South Burying Ground fence replacement project in Oct. 2020
FY21	Jackson Homestead Fence Replacement	537 Washington Street, -2458	Historic Resources	\$28,990	\$0	\$28,990	Project delayed to 2022 - contractor unable to get adequate materials to complete custom job
FY14	Myrtle Village Affordable Housing Development	12 and 18-20 Curve Street, West Newton, MA 02465	Community Housing	\$910,179	\$910,179	\$0	Waiting for Final Report - Reached out to Applicants Spring 2020
FY18	NEWTON CEMETERY Whipple-Beal Cast Iron Fence	791 Walnut Street, Newton Center, MA 02459	Historic Resources	\$60,000	\$54,000	\$6,000	Final Report Approved; Preservation Restriction under review with MHC as of 9/13/21
FY20	NEWTON CONSERVATORS, Conservation Restrictions (Kessler Woods)	200 Vine Street (bordered by La Grange St.), Chestnut Hill, MA 02467	Open Space	\$15,000	\$0	\$15,000	On hold pending completion of Conservation Restriction
FY04, FY06, FY09, FY14, FY15	Newton HOMEBUYER ASSISTANCE Program, Phases 1-5	Citywide	Community Housing	\$3,209,050	\$2,584,958	\$624,092	Two resales - 250 California Street and 74A Webster Place have been processed in the last month
FY20	PIGEON HILL TRAIL (Riverside Greenway) Design	Connecting Evergreen Street to Lasell Boathouse to Charles Street in Auburndale, including two underpasses under Interstate 90	Recreation	\$50,000	\$3,737.93	\$46,262	Design work complete and working with DCR on design and future maintenance responsibility for pathway. Expect to be back to CPC in future to reallocate funding to construction work
FY20	Webster Woods/ 300 Hammond Pond Parkway (Land Acquisition)	300 Hammond Pond Parkway, Chestnut Hill, MA 02467	Open Space	\$15,740,000	\$15,200,000	\$540,000	Includes both purchase funds and legal fees. Remaining funds include legal fees and discount received from bond sale; Conservation Restriction in Progress.
FY21	West Newton Army Affordable Housing Development	1135 Washington Street West Newton	Community Housing	\$21,270	\$21,270	\$0	Studies complete - property purchased by City. Final Report needed.
Project Totals				\$38,871,268.00	\$28,837,955.70	\$10,033,312.30	



Ruthanne Fuller,
Mayor

Barney S. Heath
Director

Community Preservation Committee

MINUTES

November 9, 2021

The virtual meeting was held online on Tuesday, November 9, 2021 beginning at 7:00 P.M. Community Preservation Committee (CPC) members present included Mark Armstrong, Dan Brody, Eliza Datta, Byron Dunker, Susan Lunin, Robert Maloney, Jennifer Molinsky, and Judy Weber. Committee member Martin Smargiassi was not present for this meeting. Community Preservation Program Manager Lara Kritzer was also present and served as recorder.

Chair Dan Brody opened the Community Preservation Committee's public meeting at 7:02 P.M. and introduced the CPC members present at this time.

Committee Member Introductions

Mr. Brody explained that at each meeting, two members would have a chance to briefly introduce themselves to the rest of the Committee. This meeting's introductions were from members Buzz Dunker and Susan Lunin.

Mr. Dunker explained that he was the CPC's Parks and Recreation Commission (PRC) representative from Ward 5. He was also the Vice Chair of the PRC and noted that he had a passion for restoring the City's playing fields which had led him to also join the PRC's Athletic Field Subcommittee. He had also coached for the Newton's Babe Ruth League Baseball program and served as Treasurer for Newton's Southeast Little League and was involved with the installation of the lighting for the fields at Newton South High School. He explained that he worked in the Newton Highlands for a fossil fuel firm, HP Woods, which owned the Gulf Stations along the Pike. He stated that he is a lifelong resident of Newton and is working to help raise additional funding for the City's athletic fields.

Ms. Lunin stated that she was the CPC's representative from the Conservation Commission and a resident of Ward 3. She stated that she was always interested in science and was the only woman in the Geology program at Syracuse University that year. She had always wanted to teach children and had gone on to get a master's in education and to teach middle school science in Newton for forty years. She had retired seven years ago and colleagues had encouraged her to join the Conservation Commission. She thought that her work on the Conservation Commission related well to the work of the CPC as they not only enforced the Wetlands Act but also worked on the Open Space Plan and acquired and improved open spaces. She added that they had preserved over 300 acres so far and that she had also been on the CPC when Webster Woods was purchased. She added that she has lived in Newton for fifty years and that her husband was born here. She raised four kids here and wanted to help to improve the environment of this little piece of the world.

website www.newtonma.gov/cpa

staff contact Lara Kritzer, Community Preservation Program Manager

email lkritzer@newtonma.gov, *phone* 617.796.1144

Review of Final Report for the Durant Kenrick Gutter and Project Repairs Project

Historic Newton Director Lisa Dady was present at this time to review the final report on the completed CPA funded project at the Durant Kenrick Homestead. Ms. Dady noted that Historic Newton was responsible for the Jackson Homestead and the Durant Kenrick Homestead, which it also owned. The CPA project had funded the replacement of the rear (east) façade gutters and window repairs. The building had been converted into a museum 10 – 11 years ago and has been open to the public since that time. Ms. Dady presented before photos of the rear façade which showed the failing wood gutter and how it had bowed away from the building. She noted that this gutter also lacked the necessary capacity and that as a result, the middle of the wall and the windows there were suffering from water damage. The CPA project had allowed them to hire Essex Windows to remove and reglaze the existing wood sash windows and repair rot found elsewhere in the wall. The project had also repaired clapboards and corner boards as well as the heat trace which had failed on this façade. Ms. Dady showed in-progress photos of the project and noted that they had been able to complete additional repair work on the façade with the same amount of funding.

The project had also been matched with a grant from the 1772 Foundation and Ms. Dady reviewed the proposed and actual budget. She stated that the project had come in as expected with \$242 going towards project management. She reviewed the work completed including new lead flashing and epoxy filling as part of the window repairs, noting that the project had required more rot repair and painting than had initially been expected. Ms. Dady reported that the gutters were now working perfectly and that the exterior was in good shape. The new fiberglass gutters also had a higher water capacity which further protected the façade. Ms. Dady considered the project to be a great success and had found Essex Windows to be good to work with.

Mr. Armstrong moved to accept the final report for the project as submitted. Ms. Weber seconded the motion which was unanimously approved by voice vote.

Pre-Proposal Review of New Art Center/Church of the Open Word Restoration Project

Emily O’Neal from the New Art Center and Architect Michael Kaufman were present for this discussion. They explained that the New Art Center had been located nearby at 35 Washington Park for over forty years and was now in need of additional space. They were out of room at their current site but believed that the former Church of the Open Word property could be a viable home for them. They presented an ariel view of the property and pointed out its structures. Located at 17-19 Highland Avenue, the property was woefully underused and located just 2/10 of a mile from their existing facility. They proposed to convert the former parish house into a new art center with the church space serving as event and performance space. Ms. O’Neil noted that the property was adjacent to the new plaza in Newtonville and the improvements on Walnut Street. She added that the public artwork added on Bram Way had been done by a teacher at the New Art Center. They envisioned creating a new space that would connect to the plaza and hoped to create and connect the community through art. She noted that this new location would provide more connections to the community than were currently available at its existing location on Washington Park.

Mr. Kaufman stated that the Center had completed a feasibility study on their existing building in 2018 which used CPA funding to develop a plan for renovating and addressing accessibly

improvements at 61 Washington Park. This study concluded that they would not be able to increase the available square footage of the structure by the time all of the necessary building and accessibility upgrades were made. The New Art Center had decided to abandon the idea of renovating the existing building as a result and had begun to look for alternative locations. When they learned about the possible sale of the Church of the Open Word site, they met with the congregation and negotiated an agreement that would give them 12 months to do their due diligence on the site and investigate whether they could make this project work. Mr. Kaufman noted that the site was adjacent to the public parking lot at the center of the village with more visibility to the public. He thought that it was hard to imagine another use for the site that would work so well with the existing structures.

Mr. Kaufman explained that they were really at the beginning of the process and needed to have the site surveyed and the buildings inspected. Their plan was to hire an architect to envision a plan for the site and to also work with a cultural planning consultant to ensure that their new program would meet the needs of the Center. He noted that one of the challenges with the church building is that it is one big room, and that it was hard to imagine anything but performance space there. He also noted that there were opportunities for adding additions to the parish house that could provide the additional space that they currently needed. Ms. O'Neill noted that these buildings have been underused for decades and that they had received a lot of support for the project from local non-profits and City officials that would like to see the buildings reused. She added that people were routinely seen loitering around the structures and that there has been some vandalism with several of the stained glass windows having been broken. Ms. O'Neill thought that it felt right to come in and revitalize the neighborhood. She also noted that the congregation had turned down some developers interested in the site and felt that divine providence had brought the New Art Center to them at this time.

Ms. Datta was curious as to how the size of the new buildings compared with their existing site and asked if this opportunity presented substantially more space. Mr. Kaufman answered yes, that the Church of the Open Word alone had 4,000 sf. that could be converted into one or two galleries, something which their existing site no longer had. They also would be able to convert space at the Highland Ave site to include maker and lecture space. They thought that their program would compliment and tie in well with the existing structures and noted that the new site would also give them a lot of options for additions. In comparison, the Washington Park site was in a residential neighborhood and had a more constrained site. Ms. Datta asked if their plans included new additions and accessibility improvements. Mr. Kaufman noted that the church was a one level structure that he believed could be easily made accessible. If they chose to add a mezzanine level to it, then they would need to install an elevator but noted that that type of thing would be looked at when they did their study.

Ms. Weber thought that the project was appealing at many levels. She asked the applicants whether this site was comparable in size to what they were looking at other sites for, or whether they had adjusted their goals to work with this opportunity. Mr. Kaufman noted that their existing building had 11,000 sf. and could only go up to 12,500 sf. with the reimaged design. He believed that the Highland Ave. site could use additions for classrooms and have offices and meeting space in the existing parish house. They believed that they needed 20,000-25,000 sf. for their programming and felt comfortable that they could reach that amount at the new site. He added that those changes

would also need additional approval from the City as well as community support. Mr. Kaufman added that their existing classrooms were of different sizes in various locations and that many of them had pipes and other obstructions running through them. They believed that the new site would allow them to have new, modern, flexible and accessible classrooms which they already knew they needed.

Mr. Dunker noted that this type of work was terribly expensive and asked how the New Art Center would fund it. Mr. Kaufman and Ms. O'Neill answered that that was their next step. They realized that this type of shift would also require a change in their business model. They planned to evaluate their current abilities and needs in designing their plans for the next site. At present, approximately 75% of their costs were covered by tuition. They planned to consider historic tax credits as well as how they could leverage support through a capital fundraising plan.

Members asked about the preliminary costs of the project. Mr. Kaufman answered that their research into the Washington Park location had estimated that it would cost \$5 - \$7 million to update that building and that he would be happy if the cost of updating the Highland Ave. site came in around that amount. He noted that they were just at the cusp of finding out what that site would need and what was out there, and that it was still possible that they would find out that this site was a crazy idea and that they needed to find a different site. Ms. O'Neill thought that this was a once in a lifetime opportunity to create a cultural district and create connects in Newtonville with this central location. She added that not only did the Center have tuition based programs but they also had free programs that were open to the public. For example, they had had Day of the Dead celebrations at the Trio building last week and Ms. O'Neill thought it would be a game changer to grow those programs.

Ms. Molinsky thought that this was an exciting opportunity but was concerned with accessibility both in the studios and in navigating the buildings as a whole. She also asked them to consider energy efficiency and to plan the project in accord with the City's climate plan. Mr. Kaufman agreed that they needed to be good citizens and said that they would be looking at all electric systems, heat pumps, and the potential use of solar panels. Ms. O'Neill noted that accessibility and inclusion was an important goal of this project. At present, only one classroom was accessible at the Washington Park site and their most popular program was held in the basement which was not accessible. They wanted to follow through with equity and inclusion and believed that it would be more possible and cost efficient to make those improvements to the new space. She added that they also knew they wanted to add more ceramics time and makers spaces but that their current site did not have the space or accessibility for those goals. Mr. Kaufman also noted that the Highland Ave. site had an open landscape which could provide opportunities for outdoor classrooms.

Ms. O'Neill noted that the City had recently created the Newton Cultural Plan which looked at the community's cultural assets. This plan had found that there was a shortage of venue space and the New Art Center had already had art institutions reach out to them on possible uses for the new site. At this time, they needed to gain a better understanding of the needs of the site and potential future business models. She added that they had spoken to their neighbors and there was a general feeling of good will from the Arts and Culture community for this project. She noted that Adrienne Hartzell of the Newton Cultural Association had had students from the Heller School at Brandeis look into arts and culture in Newton. They had found that arts and culture brought \$19 million into Newton's

economy over the last year and stated that they would like the City able to support more of these programs.

Mr. Brody noted that the Allen House had included an innovative geothermal energy component into their project which received CPA funding. He encouraged the project to consider these options sooner than later and to work with the City's Energy Coach Liora Silkes for assistance in meeting the City's energy plans. He noted that the CPC had also worked with other applicants to introduce these elements into projects. Mr. Kaufman stated that he did know a couple consultants who they could work with on those issues.

Ms. Datta asked if the New Art Center owned their Washington Park site. Ms. O'Neill stated that they did have the deed but that if their mission at this location changed, the building would need to be returned to the City. This was an ongoing discussion item that they were addressing with the City. Mr. Kaufman noted that they had maintained the building for forty years and thought that they should be able to take something back for the new location. Ms. O'Neill also noted that it would be nice to be able to continue their programs there until the new site was open as it would allow them to continue raising revenue.

Ms. Weber asked if there was any economic feasibility to keeping the existing building. Mr. Kaufman stated that there were members who felt that it was possible to make the existing site work but that it would take too much funding to address the building's problems and they still would not have enough space. He noted that they knew the building's need significant capital improvements and would also supply a timeline for the support of the building in the future.

Ms. Molinsky moved to invite the New Art Center to submit a full proposal for funding to complete a feasibility study on the Church of the Open Word site on Highland Avenue. Ms. Lunin seconded the motion which passed by unanimous voice vote.

OTHER BUSINESS

Review of Revised Community Preservation Plan Guidelines

The discussion began with Mr. Brody's review of the meeting with City Council last week. Ms. Datta thanked Mr. Brody for his presentation and Ms. Weber asked if the Councilors had any questions. Mr. Brody noted that there was a mention that a few citizens could possibly put forward a request to increase the local CPA surcharge and that he had agreed that the CPC could find uses for those funds. Ms. Datta noted that there had been some questions about whether another meeting was needed. Mr. Brody stated that they had been a mix-up as they had been scheduled to meet with both the Programs and Services and Zoning and Planning (ZAP) but that the ZAP members had not initially been present and he was not sure what had happened. He noted that most of those members had arrived before the end of the discussion and that both President Albright and Councilor Crossley had agreed that the presentation had satisfied the annual requirement. He had offered to do another presentation, though, if any of the Councilors were interested. Mr. Brody noted that it had ended by asking about targets and the process that might be used to change them. After hearing the comment about increasing the surcharge, he suggested that the CPC keep the existing targets in place for now and consider changing them if needed in the future. He stated that he would like that process to

include a discussion on the uses of the funding as well as feedback from the public. Mr. Dunker asked what surcharge increase had been discussed and Mr. Brody noted that they were considering a ½% increase to 1.5%.

The discussion turned to the revisions to the CPC Guidelines. Mr. Brody noted that the guidelines had been revised and that those changes were now under review. He recommended that the CPC also add a new item to the guidelines to specifically address energy concerns. He noted that he had mentioned these changes to the Councilors as well. Ms. Datta agreed and suggested that any new statements specifically address the City's Climate Plan. Mr. Brody thought that the CPC could even require more than it had to date and could be stronger about requiring these features in new projects. Ms. Datta noted that energy efficient systems could add significantly to project costs and suggested that the CPC could propose to assist with these additional costs in the guidelines. Ms. Lunin noted that Green Newton could be another resource as they report out on programs that improve energy efficiency. She noted that electric energy distribution was a complex process and wanted the guidelines to be clear that the CPC was not asking applicants for more than they could reasonably do. She agreed that the question should be part of the process though.

Members discussed the idea of providing more funding to projects that incorporate energy efficient systems and appreciated that these systems also required higher initial capital costs. Members agreed to be open to considering these costs in the future but not to guarantee payment for them at this time. Ms. Kritzer was asked to complete the revisions to the Guidelines and incorporate an energy statement for review at the next meeting.

Review of Current Finances

Ms. Kritzer reviewed the updated finance information sent out in the meeting packet, noting that there were no outstanding projects and no other changes to the financial information at this time.

Approval of October 12 Minutes

Ms. Molinsky noted that she was listed as a member of the Housing Partnership in the commission introductions and asked Ms. Kritzer to correct that statement. Ms. Lunin then moved to approve the October 12 minutes as revised. Ms. Weber seconded the motion which passed by unanimous voice vote.

Designate Member for November Minute Review

Mr. Armstrong stated that he would review the next set of minutes.

Update on New Logo and Project Signage

Ms. Kritzer explained that they had had two suggestions on the size of the banner to be used and asked members if they had any preferences. Mr. Dunker stated that the Little League had used a 4'x8' banner and members agreed that the suggested 3'x5' banner would be a good place to start. Members also agreed to use the existing logo for the time being and not wait for the proposed new design.

Other

Ms. Datta gave a brief update on the status of the West Newton Armory project. She noted that the City had had seven submissions to its RFP. The proposals were from firms with lots of experience proposing between 41 and 73 unit buildings. She explained that the larger the number of units proposed, the smaller the new units tended to be. There was a wide range of funding sources included in the RFPs with a range of \$2.3 to \$5.5 million in funding to be requested from the City. The City had created a 7-8 member selection Committee that hoped to have a decision by the end of November with the goal of having a recommendation ready for the Mayor in December. The project is expected to have its developer in place by early 2022.

Ms. Weber moved to adjourn. Ms. Lunin seconded the motion which passed by unanimous voice vote. The meeting was adjourned at 8:35 P.M.