



Finance Committee Agenda

City of Newton In City Council

Monday, February 14, 2022

Note late start time: 7:30 p.m.

The Finance Committee will hold this meeting as a virtual meeting on Monday, February 14, 2022 at 7:30 pm. To view this meeting using Zoom use this link: <https://us02web.zoom.us/j/88483398644> or call 1-646-558-8656 and use the following Meeting ID: 884 8339 8644

Item scheduled for discussions:

- #145-22** **Appropriate \$30,500 for the engineering design of the Washington Street Fence**
HER HONOR THE MAYOR requesting authorization to appropriate and expend thirty thousand dollars (\$30,500) for the purpose of funding engineering design of the Washington Street Fence from Lowell Avenue to Walnut Street
- #152-22** **Utilization of mitigation funds for a new Rectangular Rapid Flashing Beacon**
HER HONOR THE MAYOR requesting the utilization of mitigation funds from three private development projects to install a new Rectangular Rapid Flashing Beacon (RRFB) at the existing crosswalk across Beacon Street at Dalton Road, in Newton Centre.
- #153-22** **Appropriate \$49,320 for the installation of three Rectangular Rapid Flashing Beacons**
HER HONOR THE MAYOR requesting to appropriate and expend the sum of forty-nine thousand three hundred twenty dollars (\$49,320) from the City's FY2020 allocation from the Commonwealth Transportation Infrastructure Fund for the installation of three Rectangular Rapid Flashing Beacons (RRFB) at prioritized crosswalk locations

Referred to Public Facilities and Finance Committees

- #151-22** **Appropriate \$1,146,500 from the Sewer Enterprise Fund-Undesignated Fund Balance**
HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of one million one hundred forty-six thousand five hundred dollars (\$1,146,500) from the Sewer Enterprise Fund-Undesignated Fund Balance Account #6100-3599 to fund the Infiltration & Inflow (I&I) CIP Project 8 Construction Services.
Public Facilities Approved 6-0 (Councilor Kalis not voting)

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

- #146-22** **CPC Recommendation to appropriate \$17,500 in CPA funding**
COMMUNITY PRESERVATION COMMITTEE recommending appropriation of seventeen thousand five hundred dollars (\$17,500) in Community Preservation Act funds from the FY22 Historic Resource Reserve Fund (Account #5B10498-57900B) to the control of the Planning & Development Department to provide funding for the completion of the Newton Architectural Survey of structures built between 1940 and 1972
- #100-22** **Review and Discussion of current usage and future plans for Federal and State funding for Housing**
COUNCILORS LAREDO, GROSSMAN, KALIS, LUCAS, MALAKIE, MARKIEWICZ, NORTON, WRIGHT, AND RYAN requesting a review and discussion with the Comptroller, the Planning Department, and the Law Department regarding how we are using federal and state funds that the city receives related to housing, including the amounts and sources of funds received, how those funds have been used in the past and plans for using them in the future, and what oversight the City Council has over the use of these funds
- #147-22** **Reappointment of Brian Davis to the Board of Assessors**
HER HONOR THE MAYOR reappointing Brian Davis, 1100 VFW Parkway, #202, West Roxbury 02132, to the Board of Assessors for a term to expire on February 1, 2025. (60 days: 04/08/22)

Respectfully submitted,

Rebecca Walker Grossman, Chair



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

145-22

Telephone
(617) 796-1100
Fax
(617) 796-1113
TDD/TTY
(617) 796-1089
Email
rfuller@newtonma.gov

January 20, 2022

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

Honorable City Councilors:

I respectfully submit this docket item to this Honorable Council requesting the authorization to fund the engineering design of the Washington Street Fence (Lowell Avenue to Walnut Street), in the amount of \$30,500.

The Washington Place Liaison Committee, composed of Ward 2 City Councilors and neighborhood representatives, made the decision to use a portion of the \$700,000 in Washington Street Mitigation Funds from the Trio development for this purpose.

The engineering design will include the following:

Geotechnical Investigation:

- Soil borings.
- A Geologist to log and collect soil samples and to oversee the drilling operation.
- Technical specifications for the contractor to perform the fence foundation design for this project.

Structural Design:

- Structural engineering design services related to the fence post foundation design.
- Observation of test pits performed by DPW.
- Design the fence post foundation.
- Perform structural analysis and prepare structural details for the fence post foundation.
- Determine probable construction.

Please see the attached memo from Public Works Commissioner McGonagle.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

NEWTON, MA 02459
CITY CLERK

2022 JAN 20 AM 11:35

RECEIVED

City of Newton

DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Ruthanne Fuller
Mayor

January 14, 2022

To: Jonathan Yeo, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer

From: James McGonagle, Commissioner

Subject: Docket Request for Funds Authorization,
Engineering Design of Washington Street Fence,
Contract Amendment 1, Environmental Partners Group, L-6785

I respectfully request a docket item be submitted for an authorization to fund Contract Amendment 1 to Contract L-6785, the engineering design of the Washington Street Fence (Lowell Ave to Walnut St). Funds are proposed to be provided from the Washington Street Mitigation Funds. The cost estimate for the proposed amendment is \$30,500.

The engineering design amendment will include the following:

Geotechnical Investigation:

- a. Soil borings (3) for fence foundation design purposed as specified.
- b. A Geologist to log and collect soil sample for testing and oversee the drilling operation.
- c. Borings will be conducted at the approximate locations where solid fence are anticipated to be installed. Soil samples will be visually classified and logged during the soil borings advancement and selected samples will be sent out to Massachusetts certified laboratory to perform analysis and confirm the visual classification of the soil. Laboratory analysis will also provide soil parameters required for the design of fence foundation.
- d. Incorporate the soil test result and soil parameters into the technical specification for the contractor to perform the fence foundation design for this project.

Structural Design:

- a. Structural engineering design services related to the fence post foundation design along Washington Street between Walnut Street and Lowell Ave.
- b. Observation of test pits performed by DPW to conduct a visual assessment for the existing condition of the retaining wall at the test pit locations.
- c. Review the borings log information and the test pits result to perform the fence post foundation design.
- d. Perform structural analysis and prepare structural details for the fence post foundation based on the City approved fence style.
- e. Incorporate the structural related details, technical specification, and option of probable construction cost for the fence post foundation into the final plan set and bid document.

Please forward this request to the City Clerk's Office for inclusion as a docket item to the Honorable City Council.

cc: Shawna Sullivan, DPW Deputy Commissioner
Louis M. Taverna, City Engineer
Barney Heath, Director of Planning and Development

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman, to fund the engineering design of the Washington Street Fence (Lowell Avenue to Walnut Street), in the amount of thirty thousand five hundred dollars (\$30,500) be and is hereby approved as follows:

FROM: Washington St Mitigation Funds
(5560R114-590001) \$30,500

TO: Washington St Fence
(O1C40125-530203)..... \$30,500

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____



152-22

City of Newton, Massachusetts
Office of the Mayor

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Email

Ruthanne Fuller
Mayor

rfuller@newtonma.gov

February 1, 2022

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

Honorable City Councilors:

I respectfully submit this docket item to this Honorable Council requesting the utilization of mitigation funds from three private development projects to install a new Rectangular Rapid Flashing Beacon (RRFB) at the existing crosswalk across Beacon Street at Dalton Road, in Newton Centre. The location of this crosswalk is shown in the attached aerial image.

The specific funds that DPW would like to utilize are summarized below:

Board Order	Available Mitigation Funds	Current Reserve Account #
#225-14	\$1,500.00	5535R101
#1-15	\$10,000.00	5533R101
#163-15	\$2,500.00	5534R101

Board Order #225-14 was related to a restaurant use at 1247-1249 Centre Street. Board Order #1-15 was related to a medical office use at 714 Beacon Street. Board Order #163-15 was related to a restaurant use at 22 Union Street.

The intent of mitigation funds from all three projects listed above was to enhance pedestrian safety in Newton Centre. In particular, Board Order #1-15 focused on pedestrian safety at the crosswalk across Beacon Street at Dalton Road.

The \$14,000 from the above three mitigation accounts will cover the vast majority of the expense to furnish and install a solar-powered RRFB at this location, and the remaining costs would be paid for from DPW Transportation Division's operating budget (less than \$1,000 expected to be paid from operating budget).

Please see the attached memo from DPW Commissioner McGonagle for further details.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

RECEIVED
2022 FEB -3 AM 9:45
CITY CLERK
NEWTON, MA. 02459

City of Newton
Ruthanne Fuller
Mayor

DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

January 5, 2022

To: Jonathan Yeo, Chief Operating Officer
Maureen Lemieux, Chief Financial Officer

From: James McGonagle, Commissioner

Subject: Request for Docket Item for Appropriation of Special Permit Funds

The Department of Public Works (DPW) would like to utilize mitigation funds from three private development projects to install a new Rectangular Rapid Flashing Beacon (RRFB) at the existing crosswalk across Beacon Street at Dalton Road, in Newton Centre. The location of this crosswalk is shown in the attached aerial image.

The specific funds that DPW would like to utilize are summarized below:

Board Order	Available Mitigation Funds	Current Reserve Account #
#225-14	\$1,500.00	5535R101
#1-15	\$10,000.00	5533R101
#163-15	\$2,500.00	5534R101

The intent of mitigation funds from all three projects listed above was to enhance pedestrian safety in Newton Centre. In particular, Board Order #1-15 focused on pedestrian safety at the crosswalk across Beacon Street at Dalton Road.

The \$14,000 from the above three mitigation accounts will cover the vast majority of the expense to furnish and install a solar-powered RRFB at this location, and the remaining costs would be paid for from DPW Transportation Division's operating budget (less than \$1,000 expected to be paid from operating budget).

Sincerely,

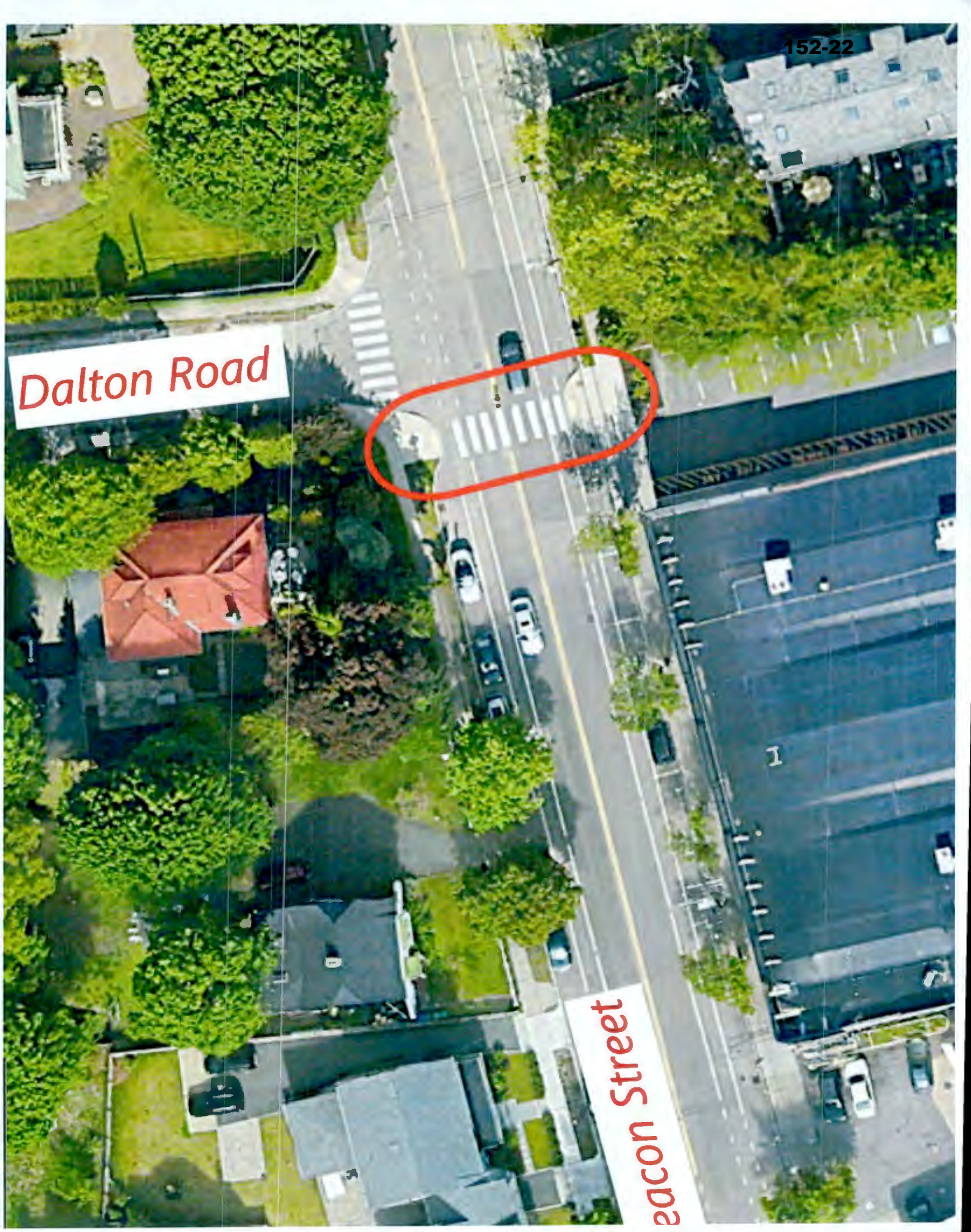
James McGonagle
Commissioner Public Works

cc: Shawna Sullivan, DPW Deputy Commissioner
Louis M. Taverna, P.E., City Engineer
Jason Sobel, P.E., PTOE, Director of Transportation Operations
Isaac Prizant, Transportation Engineer

Dalton Road



Beacon Street



CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman, to utilize of mitigation funds from three private development projects to install a new Rectangular Rapid Flashing Beacon at the existing crosswalk across Beacon Street at Dalton Road, in Newton Centre be and is hereby approved as follows:

FROM:	1247-1249 Centre St Mitigation Funds (5535R101-597531)	\$1,500
	714 Beacon Mitigation Funds (5535R101-597531)	\$10,000
	22 Union St Mitigation Funds (5535R101-597531)	\$2,500
TO:	Newton Centre RRFB (7531R401-586005)	\$14,000

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

153-22

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(617) 796-1100
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(617) 796-1089

Email
rfuller@newtonma.gov

February 2, 2022

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

Honorable City Councilors:

I respectfully submit this docket item to this Honorable Council requesting the appropriation and expenditure of forty-nine thousand three hundred twenty dollars (\$49,320) from the City's FY2020 allocation from the Commonwealth Transportation Infrastructure Fund. The Department of Public Works will use these funds for the installation of three Rectangular Rapid Flashing Beacons (RRFB) at prioritized crosswalk locations.

Each transportation network service (e.g. Uber, Lyft) must report the number of rides from the prior year that originated with each city or town and pay a per-ride assessment of 20 cents into the Commonwealth Transportation Infrastructure Fund. Half of the amount in the fund is paid to cities and towns based on the number of rides from the previous year that originated in that city or town.

The funds must be used to address the impact of transportation network services on municipal roads bridges and other transportation infrastructure projects or any public purpose substantially related to the operation of transportation network services in the city or town including, but not limited to the complete streets program and other programs that support alternative modes of transportation.


The three locations that we plan to install RRFBs with the TNC funds are:

- Centre Street at Hyde Street / Woodcliff Road
- Watertown Street at Eliot Ave / Eddy Street
- Brookline Street at Hartman Road / Spaulding Lane

Please see the attached memo from DPW Commissioner McGonagle for further details.

Thank you for your consideration of this matter.

Sincerely,


Mayor Ruthanne Fuller

RECEIVED
2022 FEB -3 AM 9:45
CITY CLERK
NEWTON, MA. 02459

City of Newton

DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

Ruthanne Fuller
Mayor1000 Commonwealth Avenue
Newton Centre, MA 02459-1449To: Maureen Lemieux, Chief Financial Officer
Jonathan Yeo, Chief Operating Officer

From: James McGonagle, Commissioner of Public Works

Subject: Request to Appropriate Per-Ride Assessment Funds

Date: February 1, 2022

I respectfully request that the Mayor docket the following request to appropriate and expend forty nine thousand three hundred twenty dollars (\$49,320) from the City's FY 20 allocation from the Commonwealth Transportation Infrastructure Fund. The Department of Public Works will use these funds for the installation of three Rectangular Rapid Flashing Beacon (RRFB) at prioritized crosswalk locations.

Each transportation network service must report the number of rides from the prior year that originated with each city or town and pay a per-ride assessment of 20 cents into the Commonwealth Transportation Infrastructure Fund. Half of the amount in the fund is paid to cities and towns based on the number of rides from the previous year that originated in that city or town.

The funds must be used to address the impact of transportation network services on municipal roads bridges and other transportation infrastructure or any public purpose substantially related to the operation of transportation network services in the city or town including, but not limited to the complete streets program and other programs that support alternative modes of transportation.

The three locations that we plan to install RRFBs with the TNC funds are:

- Centre Street at Hyde Street / Woodcliff Road
- Watertown Street at Eliot Ave / Eddy Street
- Brookline Street at Hartman Road / Spaulding Lane

Thank you for your consideration of this matter.

James McGonagle
CommissionerTelephone: (617) 796-1009 • Fax: (617) 796-1050 • jmcgonagle@newtonma.gov

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman, to appropriate and expend the sum of forty-nine thousand three hundred twenty dollars (\$49,320) from the City’s FY2020 allocation from the Commonwealth Transportation Infrastructure Fund for the purpose of funding the installation of three Rectangular Rapid Flashing Beacons at prioritized crosswalk locations be and is hereby approved as follows:

FROM:	TNC Receipts Reserve (5548R401-597530)	\$49,320
TO:	Rectangular Rapid Flashing Beacons (7530R401-586005)	\$49,320

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

151-22

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(617) 796-1100
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rfuller@newtonma.gov

January 20, 2022

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

Honorable City Councilors:

I respectfully submit this docket item to this Honorable Council requesting the authorization to appropriate and expend the sum of \$1,146,500 from the Sewer Enterprise Fund - Undesignated Fund Balance Account # 6100-3599 to fund the Infiltration & Inflow (I&I) CIP Project 8 Construction Services.

Weston & Sampson Engineers will be doing the Project 8 construction. They have performed construction services for the management and oversight of all previous I&I construction projects and will perform the same construction services for the management and oversight for CIP Project 8 construction. Project 8 covers approximately 138,000 linear feet of sewer line in Upper Falls, Newton Highlands, Thompsonville and Oak Hill. The total project cost is \$10.3 million with substantial funding from MWRA's grant/loan program.

Please see the attached memo from Public Works Commissioner McGonagle.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

RECEIVED
2022 JAN 20 AM 11:34
CITY CLERK
NEWTON, MA. 02459

DEPARTMENT OF PUBLIC WORKS
OFFICE OF THE COMMISSIONER
1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

January 20, 2022

To: Maureen Lemieux, Chief Financial Officer

From: James McGonagle, Commissioner of Public Works
Theodore J. Jerdee, Utilities Director

Subject: Request to allocate Sewer Surplus funding for CIP Project 8 Construction Services (Weston & Sampson Engineers, Inc.)

Brief Description:

The Department of Public Works Sewer Inflow & Infiltration (I&I) CIP Project 8 Construction will be awarded February 2022. Weston & Sampson Engineers, Inc. has in the past performed Construction Services for the management and oversight of all previous I&I construction projects and will perform the same Construction Services for the management and oversight for CIP Project 8 construction. Therefore, I respectfully request for your consideration the allocation of \$1,146,500 from the Sewer Surplus Account to fund the attached Engineering Services Agreement for CIP Project 8 Construction Services.

Please docket this request with the Honorable City Council for their consideration.

Sincerely,

James McGonagle
Commissioner Public Works

Attachment: Agreement for Engineering Services by and between the City of Newton Massachusetts and Weston & Sampson Engineers, Inc.

AGREEMENT FOR ENGINEERING SERVICES
BY AND BETWEEN THE
CITY OF NEWTON, MASSACHUSETTS
AND
WESTON & SAMPSON ENGINEERS, INC.

CIP Project 8 Construction Services

This AGREEMENT is made this _____ day of _____, 2022, by and between the City of Newton acting herein by and through its Commissioner of Public Works, but without personal liability to him, with an address of 1000 Commonwealth Avenue, Newton, Massachusetts 02459, hereinafter called the OWNER, and WESTON & SAMPSON ENGINEERS, INC., with offices at 55 Walkers Brook Drive, Reading, Massachusetts, hereinafter called the ENGINEER.

WITNESSETH, for the consideration hereinafter set forth, the parties hereto agree as follows:

ARTICLE 1 - ENGAGEMENT OF THE ENGINEER

- 1.1 The OWNER hereby engages the ENGINEER, and the ENGINEER hereby accepts the engagement to perform certain professional engineering services hereinafter described as Construction Engineering Office Services and Resident Project Representative Services related to the CIP Project 8 Rehabilitations, hereinafter called the PROJECT.
- 1.2 This Agreement covers all Services defined in Article 2 as agreed on, in writing, by both the OWNER and the ENGINEER for scope and fee.
- 1.3 The ENGINEER's services will be performed in a manner consistent with that degree of skill and care ordinarily exercised by practicing design professionals performing similar services in the same locality, at the same site and under the same or similar circumstances and conditions. The ENGINEER makes no other representations or warranties, whether expressed or implied, with respect to the services rendered hereunder.

ARTICLE 2 - SCOPE OF SERVICES

2.1 Construction Engineering Office Services

- 2.1.1 The ENGINEER agrees to perform the following tasks prior to and during the construction phase of the PROJECT.
 - a. Meet with the OWNER or designated representative of the OWNER, local officials (and state officials as appropriate) throughout the construction phase of the PROJECT to discuss construction issues, progress of the PROJECT, and to coordinate the work as needed.

- b. Arrange and conduct a pre-construction conference with the CONSTRUCTION CONTRACTOR, the OWNER, and representatives of the Police and Fire Department, OWNER's EEO, Transportation, Utilities, and any other group directly affected by the construction.
- c. Retain subconsultant(s) as required to support construction of the PROJECT.
- d. Review shop and erection drawings and shop and mill test reports submitted by the CONSTRUCTION CONTRACTOR for general compliance with contract documents.
- e. Prepare and process any change orders that may be required during the PROJECT.
- f. Prepare supplementary drawings/sketches as required to clarify/resolve field construction problems that may occur.
- g. Conduct bi-weekly visits to the construction site by project manager or project engineer to observe construction progress.
- h. Submit reports on project progress to the OWNER as required.
- i. Review CONSTRUCTION CONTRACTOR's monthly application for payment requests based on quantities and work completed and prepare a recommendation to the OWNER for payment to the CONSTRUCTION CONTRACTOR.
- j. Prepare and submit recommendation of substantial completion to the OWNER.
- k. Prepare and submit a report on the completed construction contract based on final observations listed in paragraph 2.2.2.i.1.
- l. Prepare record tables of the completed project and submit one set of reproducible to the OWNER.

2.2 Resident Project Representative Services

2.2.1 General

Resident Project Representative is the ENGINEER's Agent and shall act under the supervision of the ENGINEER. His authority and responsibilities are limited to observing the work for general conformance to the contract documents, and are not to be construed as directing or supervising the work. He shall confer with the ENGINEER regarding his actions. His involvement in matters pertaining to onsite work will, in general, be with the ENGINEER and CONSTRUCTION

CONTRACTOR, keeping the OWNER advised as indicated below and as necessary. His involvement with subcontractors will only be through or in the presence of the CONSTRUCTION CONTRACTOR or his designated representative. He shall generally communicate with the OWNER with the knowledge of the ENGINEER.

2.2.2 Duties and Responsibilities of the Resident Project Representative:

- a. Schedules: Review the proposed progress schedule, schedule of shop drawing submissions and schedule of project values, all as prepared by the CONSTRUCTION CONTRACTOR and consult with the ENGINEER concerning their acceptability.
- b. Conferences: Attend a preconstruction conference; establish a monthly schedule of work progress meeting and other pertinent conferences as required in consultation with the ENGINEER or the OWNER and notify in advance those expected to attend. Attend meetings and prepare, circulate, and maintain copies of minutes thereof.
- c. Liaison:
 1. Serve as ENGINEER's liaison with CONSTRUCTION CONTRACTOR, working principally through CONSTRUCTION CONTRACTOR's designated onsite representative, and assist him in understanding the intent of the contract documents. Assist the ENGINEER in serving as the OWNER's liaison with the CONSTRUCTION CONTRACTOR when CONSTRUCTION CONTRACTOR's operations affect the OWNER's onsite operations.
 2. Assist in obtaining from the OWNER additional details or information when required at the job site for proper execution of the work.
- d. Shop Drawings and Samples:
 1. Maintain a file of shop drawings and samples submitted by the CONSTRUCTION CONTRACTOR.
 2. Advise ENGINEER and CONSTRUCTION CONTRACTOR immediately at the commencement of any work requiring a shop drawing or sample submission if the submission has not been accepted by the ENGINEER.
- e. Review of Work, Rejection of Defective Work, Inspections and Tests:

1. Observe daily work in progress, or as otherwise necessary, to determine (1) if the work is proceeding in general conformance with the contract documents and (2) that completed work generally conforms to the contract documents. The Resident Project Representative shall confirm the accuracy of horizontal and vertical controls established by the CONSTRUCTION CONTRACTOR prior to the start of construction, but such does not relieve the CONSTRUCTION CONTRACTOR of its independent obligation to establish the starting controls.
 2. Report to the ENGINEER who, in turn, will notify the OWNER whenever any work is unsatisfactory, faulty, or defective, or does not conform to the contract documents, or has been damaged, or does not meet the requirements of any inspections, tests, or approvals required to be made. Advise the ENGINEER when he believes work should be uncovered for observation, or requires special testing or inspection or approval. Record and advise the CONSTRUCTION CONTRACTOR of work failing to meet the contract requirements.
 3. Verify that tests, equipment, and system start-ups are performed and operating and maintenance training is conducted as required by the contract documents and in the presence of the required personnel, and that the CONSTRUCTION CONTRACTOR maintains adequate records thereof; observe, record and report to the ENGINEER appropriate details relative to the test procedures and start-ups.
 4. Accompany visiting inspectors representing public or other agencies having jurisdiction over the PROJECT, and record the outcome of these inspections.
 5. Performance of the services outlined in Subsection "e", parts 1 through 4, will not guarantee the CONSTRUCTION CONTRACTOR's performance, but it endeavors to verify compliance with the contract documents and thereby protect the OWNER against defects and deficiencies in the work. Nothing in Subsection "e" relieves the CONSTRUCTION CONTRACTOR of its independent obligations under its contract with the OWNER in performing its services. The ENGINEER shall not be responsible for the CONSTRUCTION CONTRACTOR's failure to perform the construction work in accordance with the contract documents nor for the CONSTRUCTION CONTRACTOR's construction methods and procedures, nor for the safety program and safety precautions implemented by the CONSTRUCTION CONTRACTOR.
- f. Interpretation of Contract Documents: Transmit to the CONSTRUCTION CONTRACTOR, clarifications and interpretations of the contract documents.

g. Modifications:

1. Consider and evaluate the CONSTRUCTION CONTRACTOR's suggestions for modifications in contract documents and report them with recommendations to the ENGINEER.
2. Monitor and record the labor, equipment and materials utilized by the CONSTRUCTION CONTRACTOR and subcontractors when modifications are constructed.

h. Records:

1. Maintain, at the job site, orderly files for correspondence, reports of job conferences, shop drawings, sample submissions, reproductions of original contract documents, including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the contract, the ENGINEER's clarifications and interpretations of the contract documents, progress reports, record drawings and records, and other project-related documents.
2. Record hours worked by the CONSTRUCTION CONTRACTOR on the job site; weather conditions; data relative to questions of extras or deductions; list of principal visitors and representatives of fabricators, manufacturers, suppliers and distributors; daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures.
3. Record names, addresses and telephone numbers of the CONSTRUCTION CONTRACTOR, subcontractors, and major suppliers of equipment and materials.

i. Reports:

1. Prepare periodic reports as required of progress of the work and of the CONSTRUCTION CONTRACTOR's compliance with the progress schedule and schedule of shop drawing submissions.
2. Consult with the ENGINEER in advance of scheduled major tests, inspections by others or start of important phases of the work.
3. Obtain all backup material, prepare and recommend to the ENGINEER Change Orders, Extra Work Orders, and Field Changes.

- j. **Payment Requisitions:** Review applications for payment with the CONSTRUCTION CONTRACTOR for compliance with the established procedure and forward them with recommendations to the ENGINEER, noting particularly their relation to the schedule of values, work completed, and materials and equipment delivered at the site but not incorporated in the work.
- k. **Certificates, Operation and Maintenance Manuals:** During the course of the work verify that certificates, operation and maintenance manuals and other data required to be assembled and furnished by the CONSTRUCTION CONTRACTOR are applicable to the items actually installed and deliver this material to the ENGINEER for review.
- l. **Completion:**
 - 1. Before the ENGINEER issues a recommendation of substantial completion to the OWNER, submit to the CONSTRUCTION CONTRACTOR a list of observed items requiring correction or completion.
 - 2. Conduct final observation of the project in the company of the ENGINEER, OWNER, and the CONSTRUCTION CONTRACTOR and prepare a final list of items to be corrected.
 - 3. Verify that all items on final list have been completed or corrected and make recommendations to the ENGINEER concerning acceptance and start of warranty.

2.2.3 **Limitations of Authority: The Resident Project Representative:**

- a. Shall not authorize any deviation from the contract documents or approve any substitute materials or equipment.
- b. Shall not direct, supervise, or undertake any of the responsibilities of the CONSTRUCTION CONTRACTOR.
- c. Shall not expedite work for the CONSTRUCTION CONTRACTOR.
- d. Shall not advise on or issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the contract documents.
- e. Shall not advise or issue directions as to safety precautions and programs in connection with the work.
- f. Shall not authorize the OWNER to occupy the PROJECT in whole or in part.

- g. Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by the ENGINEER.
- h. Shall not exceed limitations of the ENGINEER's authority as set forth in the contract documents.
- i. Shall not issue "stop work" orders unless directed by the OWNER, in writing, to do so.

2.2.4 Duties and responsibilities of the Construction Representative(s):

- a. Construction Representative(s) shall be responsible for monitoring the day-to-day activities of the construction crew(s), recording all quantities for payment to the CONSTRUCTION CONTRACTOR, and documenting and reporting to the Resident Representative action(s) by the CONSTRUCTION CONTRACTOR of any nature that would result in nonconformance with the contract documents. Where directed by the Resident Project Representative or the ENGINEER' Project Manager, the Construction Representative(s) shall be authorized to require the CONSTRUCTION CONTRACTOR to conform to the contract documents, including repairing and/or replacing any work found to be nonconforming.

2.3 Re-Test Inspection

- a. Re-testing shall be completed approximately one-year after substantial construction completion as directed by the ENGINEER. The ENGINEER will select areas for re-testing based on the requirements outlined in the Contract Documents and provide the CONSTRUCTION CONTRACTOR with a list of line segments and manholes to re-test.
- b. The ENGINEER shall provide Construction Engineering Office Services and Resident Project Representative Services, as described in Article 2.1 and 2.2, during the re-test process.

ARTICLE 3 - RESPONSIBILITIES OF THE OWNER

The OWNER, without cost to the ENGINEER, will do the following in a timely manner so as not to delay the services of the ENGINEER:

- 3.1 Designate in writing a person to act as the OWNER's representative with respect to work to be performed under this AGREEMENT, such person to have complete authority to transmit instructions, receive information, interpret and define the OWNER'S policies and decisions with respect to materials, equipment elements and systems pertinent to the work covered by this AGREEMENT.

- 3.2 Through its officials and other employees who have knowledge of pertinent conditions, confer with the ENGINEER regarding both general and special considerations relating to the PROJECT.
- 3.3 Assist the ENGINEER by placing at the disposal of the ENGINEER, all available information pertinent to the PROJECT including previous reports and any other data relative to design or construction of the PROJECT.
- 3.4 Pay all application and permit fees associated with approvals and permits from all governmental authorities having jurisdiction over the PROJECT and such approvals and consents from others as may be necessary for completion of the PROJECT.
- 3.5 Arrange for access to and make all provisions for the ENGINEER to enter upon public and private lands as required for the ENGINEER to perform its work under this AGREEMENT.
- 3.6 Furnish the ENGINEER all needed property, boundary and right-of-way maps.
- 3.7 Cooperate with and assist the ENGINEER in all additional work that is mutually agreed upon.
- 3.8 Pay the ENGINEER for work performed in accordance with the terms specified herein.

ARTICLE 4 - TIME OF PROJECT

- 4.1 The ENGINEER will initiate work under this AGREEMENT within ten (10) days following formal acceptance of this AGREEMENT by the OWNER. The PROJECT will conclude on or before December 31, 2025.

ARTICLE 5 - PAYMENTS TO THE ENGINEER

- 5.1 For services performed under this AGREEMENT, the OWNER agrees to pay the ENGINEER monthly as charges accrue on a cost plus fixed fee basis. Monthly charges will include costs incurred during the billing period based on the amount and value of the work and services performed plus a fixed fee based on the proportionate value of costs incurred to date to the total cost ceiling. Any balance of fixed fee remaining upon completion of the work will be billed in full in the ENGINEER'S final invoice for the PROJECT. The cost ceiling (which does not include the fixed fee), which the ENGINEER will not exceed without the AGREEMENT being formally amended, and the fixed fee which will not be increased except for an AGREEMENT amendment increasing the scope of work, are as follows:

Cost ceiling: \$1,023,661
Fixed fee: \$ 122,839
Total Contract \$1,146,500

The ENGINEER shall provide as many as 5,028 hours of On-Site Resident Project Representative Service as well as many as 765 hours of Construction Engineering Office Services during Construction.

The ENGINEER shall provide as many as 900 hours of On-Site Resident Project Representative Service services and as many as 415 hours of Construction Engineering Office Services during Re-test Inspection and Project Closeout.

- 5.2 It is agreed that the total cost-plus fixed fee amounts represent estimated costs for Engineering Services outlined in ARTICLE 2 - SCOPE OF SERVICES.
- 5.3 Costs as used herein, are defined as direct labor, indirect costs, and other direct costs.
- 5.3.1 Direct labor costs are salaries and wages paid to personnel for work directly charged to the PROJECT by the ENGINEER'S employees.
- 5.3.2 Indirect costs are allocation of overhead and general and administrative costs that are incurred by the ENGINEER.
- 5.3.3 Other direct costs are identifiable expenses which include transportation, printing and reproduction of plans and reports, telephone charges, postage, computer time, subconsultant charges such as specialty engineering, soils, surveying, and testing of materials and other identifiable expenses.
- 5.4 If the OWNER fails to make any payment due the ENGINEER for services and expenses within thirty (30) days after receipt of the ENGINEER'S statement therefore, the ENGINEER may, after giving seven (7) days' written notice to OWNER, suspend services under this AGREEMENT. Unless the ENGINEER receives payment within seven (7) days of the date of the notice, the suspension will take effect without further notice. In the event of a suspension of services, the ENGINEER will have no liability to the OWNER for delay or damage caused the OWNER because of such suspension of services.
- 5.5 When the costs incurred total approximately 60 percent of the total estimated costs listed in ARTICLE 5.1, or if, at any time, the ENGINEER has reason to believe that the total estimated costs will be greater or substantially less than the then total estimated cost, the ENGINEER shall notify the OWNER giving a revised estimate of the total cost of services to be furnished. Should the revised total estimated cost exceed the total estimated cost, this AGREEMENT shall either be amended to cover the increase in estimated cost or the scope of services shall be reduced to stay within the total estimated cost.

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee through its Chair Alison Leary and the Finance Committee through its Chair Rebecca Walker Grossman, to appropriate and expend the sum of one million one hundred forty-six thousand five hundred dollars (\$1,146,500) from the Sewer Enterprise Fund-Undesignated Fund Balance Account #6100-3599 to fund the Infiltration & Inflow (I&I) CIP Project 8 Construction Services be and is hereby approved as follows:

FROM:	Sewer Enterprise Fund-Undesignated Fund Balance (6100-3599).....	\$1,146,500
TO:	Sewer System I&I Project 8 (7118L401-586007).....	\$1,146,500

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____

CITY COUNCIL

CITY OF NEWTON

DOCKET REQUEST FORM

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

To: Clerk of the City Council Date: January 24, 2022

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

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

Phone: 617-796-1144 E-mail: lkritzer@newtonma.gov

Additional sponsors: Community Preservation Committee

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

Recommendation from the Community Preservation Committee for the allocation of \$17,500 in Community Preservation Act funds from the FY22 Historic Resource Reserve Fund (Account#58B10498-57900B) to the control of the Planning & Development Department to provide funding for the completion of the Newton Architectural Survey of structures built between 1940 and 1972.

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

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

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

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

4. This item should be taken up in committee:

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

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

PLEASE FILL OUT BOTH SIDES

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

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

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

City personnel

Citizens (include telephone numbers/email please)

Lara Kritzer _____

Valerie Birmingham _____

Barbara Kurze _____

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

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

CPC Funding Recommendation, the City's Proposal for the Newton Architectural Survey, 1940-1972, and letters of support submitted with the project

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

Please check the following:

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

Thank you.

Lara Kritzer
Signature of person docketing the item

[Please retain a copy for your own records]



Ruthanne Fuller
Mayor

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

146-22
Telephone
(617) 796-1120
Telefax
(617) 796-1142
TDD/TTY
(617) 796-1089
www.newtonma.gov

Barney S. Heath
Director

**Community Preservation Committee
Funding Recommendation for the
Newton Architectural Survey 1940-1972 Project**

Date: January 21, 2022
From: Community Preservation Committee
To: The Honorable City Council

PROJECT GOALS & ELIGIBILITY This proposal requests \$17,500 in CPA funds, under the category of historic resources, to hire historic preservation consultants to undertake a new survey of approximately 140 properties constructed between 1940 and 1972. This work builds on previous studies completed in 2001 and 2003 which looked at the City's development in the mid-twentieth century and identified a list of then 50 year old structures and neighborhoods which warrant further study. The proposed project will extend the timeframe of the previous studies to include properties built through 1972 and will be completed in coordination with the Survey and Planning grant program from the Massachusetts Historical Commission.

This project is eligible for CPA funding under historic resources as it provides important baseline information for the preservation, restoration and rehabilitation of Newton's Historic Resources.

RECOMMENDED FUNDING At its monthly meeting on Tuesday, January 11, 2022, the Community Preservation Committee unanimously recommended, with a vote of 9 to 0, that \$17,500 in Community Preservation Act funding be appropriated from the FY22 Historic Resource Reserve Fund to the control of the Planning & Development Department for the completion of the Newton Architectural Survey of structures built between 1940 and 1972.

Proposed CPA Funding Accounts for the Newton Architectural Survey, 1940-1972 Project			
Account Name	Account Number	Amount Currently Available in Account	Proposed Amount for Newton Architectural Survey Project
FY22 Historic Resource Reserve Funds	#58B10498-57900B	\$37,122	\$17,500
Total Project Funds			\$17,500

SPECIAL ISSUES CONSIDERED BY THE CPC

Community Need: The Applicant noted in the project proposal that this period of Newton's development has been the subject of several recent discussions by City Councilors and the Newton Historical Commission as they considered potential changes to the City's existing Demolition Delay

www.newtonma.gov/cpa

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

Preserving the Past  Planning for the Future

and Local Landmark Ordinances. During these discussions, it was noted that more information is needed on this period in the City’s development and the resources it produced. This goal is also reflected in the City’s Comprehensive Plan, Section 9, Action #3, which states that the City should “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 Landmark Review Ordinances. In addition, both the 2001 City of Newton Demolition Review and Post WWII Housing Survey and the 2003 Communitywide Survey of Mid-20th Century Housing encouraged further study of the architectural styles and housing forms built in Newton from the 1950s onward.

Project Budget: The recommended CPA funding represents 50% of the project budget. The Applicant is in the process of applying for federal grant funds through the Massachusetts Historical Commission’s Survey and Planning Grant program which would provide the 50% match to the project. In addition, the City’s Preservation Planning staff will be providing their time and expertise to manage the project and will handle all of the administrative requirements of the funding match.

Historic Significance: Mid-twentieth century resources are a significant part of the City’s historic fabric and represents a vital period of its development. However, this period is one of the least studied Newton, with over 3,000 known resources yet to be reviewed. The proposed project is a first step to better understanding Newton’s mid-twentieth century development and how this period reshaped the City into its current form. The Newton Historical Commission has unanimously voted to support this project and has submitted a letter of support which is included as an attachment.

ADDITIONAL RECOMMENDATIONS (*funding conditions*)

1. CPA Funding will be used to hire consultants to gather the architectural and historical information necessary to complete 140 historic resource inventory forms.
2. The project will be completed according to the Massachusetts Historical Commission’s Survey and Planning grant program requirements and timeframe.
3. All recommended CPA funds should be appropriated by the City Council within 6 months and the project should begin within 1 year of the date of any CPC recommendation. If the City does not receive funding during the current Survey and Planning Grant round for this project, the applicants may submit a written request to the CPC to extend the timeframe of the project to allow for future grant funding rounds.
4. The release of CPA funds should be governed by a grant agreement that includes but is not limited to the usual conditions for the phased release of CPA funds for historic resource projects, including a final report to be presented to the CPC at the close of the project.
5. Any CPA funds appropriated but not used for the purposes stated herein should be returned to the Newton Community Preservation Fund.

KEY OUTCOMES

The Community Preservation Committee anticipates that the project will produce valuable information on 140 of the City’s mid-twentieth century residential, commercial, and institutional resources which will further the preservation opportunities for those structures in the future.

ATTACHMENTS

- Proposal and selected attachments submitted to the CPC for their January 11, 2022 review
- Letters of support received for the project during the review process

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

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



Ruthanne Fuller
Mayor

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

146-22

*(For staff use)
date rec'd:*

PRE-PROPOSAL

PROPOSAL

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	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.		
	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.



Ruthanne Fuller
Mayor

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

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(617) 796-1089
www.newtonma.gov

Barney Heath
Director

January 6, 2022

Community Preservation Committee
c/o Lara Kritzer, Community Preservation Programs Manager
City of Newton
1000 Commonwealth Avenue
Newton, MA 02459

Re: Newton Architectural Survey 1940-1972 Proposal

Dear Community Preservation Committee members,

On behalf of the Department of Planning and Development, I am pleased to support the application submitted by this department for CPA funding of the Newton Architectural Survey 1940-1972 proposal. If granted, the city's Chief and Senior Preservation Planner are committed to managing the project and abiding by the standards and guidelines set forth by the Massachusetts Historical Commission.

Roughly two decades ago, the city completed two projects to begin to understand the city's largely unrecognized mid-century resources, and with the recent discussions of City Council to consider changing the age trigger in the Demolition Delay Ordinance from 50 to 75 years, it seems fitting to resume the project to have a more complete understanding of these buildings. The survey will provide the city with much needed information to help better implement its existing preservation tools and plans and continue to acquire a more complete assessment of all of its resources which come under the Demolition Delay Ordinance. In addition to aiding the work of the City's Preservation Planners and Historical Commission, the completed work will be available for the public for their own research and interest.

Sincerely,

Barney Heath, Director
Planning and Development Department



Ruthanne Fuller
Mayor

City of Newton, Massachusetts

Newton Historical Commission
1000 Commonwealth Avenue Newton, Massachusetts 02459
Peter Dimond Chairman

146-22
(617) 796-1120
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TDD/TTY
(617) 796-1089
www.newtonma.gov

Barney Heath
Director

January 10, 2022

Dan Brody, Chairman
Newton Community Preservation Committee
Planning & Development Department
1000 Commonwealth Avenue
Newton Centre, MA 02459

Re: Newton Architectural Survey 1940-1972 Proposal

Dear Chairman Brody,

At its January 4, 2022 meeting, the Newton Historical Commission voted to support the request of the City's Planning Department for CPA funding for the Newton Architectural Survey 1940-1972. CPA funds would provide an important 50% match to the Massachusetts Historical Commission's FY22 Survey and Planning Grant.

The goal of the project is to preserve Newton's historically significant mid-twentieth century resources, which are vastly under surveyed, with over 3200 properties not yet looked at. Completed inventory forms will allow for a more complete understanding of the individual structures and neighborhoods constructed during this period, and if there is any historical significance yet to be uncovered. At the time of completion of the project, all of the resources that will be included on the final list for the project will be fifty years or older and will come under the Demolition Delay Ordinance. The completed documents will aid the city's Preservation Planners and the Historical Commission immensely as more inquiries and applications are submitted.

The Newton Historical Commission unanimously voted to support the proposal and is in favor of the project proceeding. Thank you for your interest in this valuable project.

Sincerely,

Peter Dimond
Chairman, Newton Historical Commission

Newton Historical Commission
1000 Commonwealth Avenue, Newton, Massachusetts 02459
Email: vbirmingham@newtonma.gov

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Community Preservation Committee through its Chair Dan Brody and the Finance Committee through its Chair Rebecca Walker Grossman, to allocate the sum of seventeen thousand five hundred dollars (\$17,500) in Community Preservation Act funds from the FY22 Historic Resource Reserve Fund to the control of the Planning & Development Department to provide funding for the completion of the Newton Architectural Survey of structures built between 1940 and 1972 be and is hereby approved as follows:

FROM:	CPA Historic Budgeted Reserves (58B10498-57900B)	\$17,500
TO:	Newton Architectural Survey (58C11418-530100)	\$17,500

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) CAROL MOORE
City Clerk

(SGD) RUTHANNE FULLER
Mayor

Date: _____



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
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Barney S. Heath
Director

MEMORANDUM

DATE: February 11, 2022

TO: Councilor Grossman, Chair, Finance
Members of the Finance Committee

FROM: Barney Heath, Director, Department of Planning and Development
Amanda Berman, Director of Housing and Community Development
Eamon Bencivengo, Housing Development Planner

RE: **#100-22 Review and Discussion of current usage and future plans for Federal and State funding for Housing**
COUNCILORS LAREDO, GROSSMAN, KALIS, LUCAS, MALAKIE, MARKIEWICZ, NORTON, WRIGHT, AND RYAN requesting a review and discussion with the Comptroller, the Planning Department, and the Law Department regarding how we are using federal and state funds that the city receives related to housing, including the amounts and sources of funds received, how those funds have been used in the past and plans for using them in the future, and what oversight the City Council has over the use of these funds

CC: Jonathan Yeo, Chief Operating Officer

➤ **FEDERAL FUNDS – U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT (HUD)**

On an annual basis, the City of Newton receives approximately **\$3.5 million** from the U.S. Department of Housing & Urban Development (HUD) in Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) funds. HOME funds are received on behalf of the WestMetro HOME Consortium, consisting of twelve other member communities – the Towns of Bedford, Belmont, Brookline, Concord, Lexington, Natick, Needham, Sudbury, Watertown, and Wayland and the Cities of Framingham and Waltham. Newton is the lead entity of the WestMetro HOME Consortium. The overall goal of these three programs is to develop viable urban communities through the provision of decent housing, a suitable living environment, and the expansion of economic opportunities for low- and moderate-income persons.

As recipients of these funds, the City of Newton and the Consortium are required to engage in a five-year comprehensive strategy, known as the Consolidated Plan. The FY21-25 Consolidated Plan identified the most pressing needs in the community as they relate to low- to moderate-income individuals and families, analyzes market conditions that contribute to those needs, and outlines a strategic plan with actionable steps, goals, and priorities to support Newton's and the Consortium's most vulnerable populations.

Annually, the City and the Consortium must submit an Annual Action Plan (AAP) to HUD, which describes the anticipated uses of Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) funds received by the City for the fiscal year ahead. Recommendations are based on a five-year strategy captured in the FY21-FY25 Consolidated Plan, which is the result of data analysis and citizen-driven planning processes.

On Monday, April 5, 2021 the Planning and Development Board held a public hearing in consideration of the FY22 Annual Action Plan and voted to recommend to the Mayor approval of the FY22 Annual Action Plan. The public hearing was followed by a thirty-day public comment period. On April 12, 2021 Planning staff presented the FY22 Annual Action Plan to the City Council's Zoning & Planning Committee, who voted to authorize the Mayor to submit the plan to HUD. At the close of the thirty-day comment period, the FY22 Annual Action Plan was approved by the Mayor and formally submitted to HUD for its approval. This is the annual review and approval process for allocating federal CDBG, HOME, and ESG dollars in the City of Newton and WestMetro HOME Consortium.

To view the full FY22 Annual Action Plan, as well as past program year plans, [click here.](#)

In addition to the Annual Action Plans, the City of Newton and the WestMetro HOME Consortium must submit to HUD a Consolidated Annual Performance and Evaluation Report (CAPER) at the end of each program year. The CAPER provides a quantitative and qualitative analysis of the City's and the WestMetro HOME Consortium's accomplishments as they relate to the goals and priority needs established in the City's 2021-2025 Consolidated Plan and Annual Action Plan of the recently completed program year.

On September 13th, the Planning and Development Board held a public hearing in consideration of the Draft FY21 CAPER, which covers the time period between July 1, 2020 and June 30, 2021. Following the Housing and Community Development Division's presentation and the Planning & Development Board's vote of approval of the plan, the document was made available to the public for a 15-day period, during which time stakeholders had the opportunity to comment and receive responses from the Department. At the close of the public comment period, the Mayor approved the CAPER and staff submitted the plan to HUD for review and approval. This is an annual review and approval process that is required by HUD.

During FY21, the City of Newton and WestMetro HOME Consortium expended a total of **\$5,320,155.71** in federal resources (CDBG, ESG, HOME), including CDBG-CV and ESG-CV CARES Act funds, to address a variety of housing and community development activities. Of this total,

\$1,757,117.72 in CARES Act funds were expended to prevent, prepare for, and respond to COVID-19. Between its regular FY21 CDBG, ESG, and HOME programs, as well as its CDBG-CV and ESG-CV CARES

\$3,563,037.99

To view the full FY21 CAPER, as well as past program year reports, [click here](#).

FY22 Allocations:

On February 25, 2021, the City received official notice from HUD of its allocation for the FY22 program year (July 1, 2021 – June 30, 2022).

- \$1,935,056.00 in Community Development Block Grant (CDBG) funds
- \$1,491,865.00 in HOME Investment Partnership Program funds, and
- \$164,708.00 in Emergency Solutions Grant (ESG) funds

Total: \$3,591,629.00

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Based on the priorities, needs and goals identified in the FY21-25 Consolidated Plan, the City of Newton allocated FY22 (FFY21) CDBG funds into four general categories:

- **Affordable Housing** (\$1,162,800 or 60% of CDBG funding), for housing program delivery, housing rehabilitation, and site acquisition and improvements related to the construction of new affordable units for low- and moderate-income households.
- **Human Service** (\$290,258 or 15% of CDBG funding), to provide grants for a total of thirteen human service projects through 13 sub-grantee agencies during FY22.
- **Architectural Access** (\$95,000 or 5% of CDBG funding), to construct an accessible pathway along the perimeter of Richard McGrath Park.
- **Program Administration** (\$386,998 or 20% of CDBG funding).

It is important to note that these percentage allocations are a result of a local, community-driven process. HUD does not mandate these percentages, but rather puts a cap on the amount of funds that can be allocated towards Human Services / Public Services (15%) and Program Administration (20%).

Fair Housing

In addition to the categories mentioned above, Fair Housing continues to be a focus for the City of Newton and WestMetro HOME Consortium. Continued education around fair housing laws, regulations and their enforcement are critical to ensure every person has equal opportunity and access to affordable housing in Newton. In FY22, the Consortium continues to implement the recommended actions in the FY21-25 [Analysis of Impediments to Fair Housing Choice report](#).

Affordable Housing

Approximately 60 percent of FY22 CDBG funding (\$1,162,800) plus \$42,250 in estimated FY22 (FFY21) program income, for a total of \$1,205,050, was allocated towards affordable housing projects identified during the program year. This funding is used to facilitate:

- The production of new affordable units through site acquisition and improvements,
- The rehabilitation of existing housing units for low- and moderate-income households,
- The preservation of existing affordable units,
- The support of affordable homeownership for low- and moderate-income households, and
- Housing program delivery

Production of New Affordable Housing Units

In FY22 (FFY21), CBDG and HOME funding allocated to the City of Newton has continued to be used for a variety of programs and activities to preserve and expand affordable opportunities across the city. In alignment with the FY21-FY25 Consolidated Plan, the Division seeks to fund affordable housing projects near amenities, village centers, and public transportation options to promote housing equality and economic and demographic diversity. The Division also looks to support projects that provide Newton seniors the opportunity to remain in the community as they age. Additionally, the Division identifies projects that expand the stock of accessible and visitable housing.

There are two projects receiving prior years CDBG and HOME funds from the City that began construction in the spring and summer of 2021. The first is the Newton Housing Authority's (NHA) Haywood House project. Haywood House received FY20 and FY21 CDBG funds to create 55 new affordable rental units for seniors. The income eligibility will range from 30% AMI and up to 99% AMI. Three of the units will be fully accessible and four units will be designated for households that have been homeless or are at risk of homelessness. The project will also include two elevators and community space for supportive services. The NHA received a Comprehensive Permit in July 2018 and in February 2020 was awarded approximately \$12 million in Low Income Housing Tax Credits (LIHTC) and an additional \$3.8 million in other soft loans from the Massachusetts Department of Housing & Community Development (DHCD). Construction began in Spring 2021.

The second project is the expansion of the Golda Meir House owned, developed, and managed by 2Life Communities. In FY21, the project was awarded FY18, FY20, and FY21 HOME funds to support the new construction of 68 affordable rental units for seniors ranging from 30% AMI and up to 99% AMI, including 9 units for chronically homeless adults with disabilities. The project received approximately \$17 million in Low Income Housing Tax Credits (LIHTC) and an additional \$5 million in other soft loans from the Massachusetts Department of Housing & Community Development (DHCD). Construction began in August 2021.

The City continues to support the redevelopment of the West Newton Armory as 100% affordable housing with supportive services. After receiving seven development proposals in September 2021 in response to the City's RFP, Mayor Fuller awarded Metro West Collaborative Development / Civico Development as the redevelopment team for this exciting project. The project will provide 43 units of intergenerational housing and supportive services to households at or below 60% AMI and 30% AMI, community space and passive open space for residents, a historic exhibit for the public, and new office space for Metro West Collaborative Development. The development team recently submitted a

funding pre-proposal to the City, requesting the use of CPA, CDBG, HOME, and Inclusionary Zoning funds. This request will be reviewed by the CPC and Planning & Development Board in the coming months.

In FY20, the City of Newton was awarded a \$200,000 Housing Choice Grant from the Department of Housing & Community Development (DHCD) to conduct a predevelopment feasibility study on the site, which was formerly operated by the National Guard and has since been vacant for over ten years. The City hired Affirmative Investments, an affordable housing development consultant team, to conduct this detailed study. The consultant completed and submitted its study to the City in FY21. After reviewing the report, the City Council closed its Reuse Process and recommended to the Mayor that the City purchase the Armory from the Commonwealth for 100% affordable housing.

Preservation of Affordable Units

In FY20 (FFY19), the Newton Housing Authority received funding approval from the City's Planning and Development Board and Community Preservation Committee to acquire and preserve the CAN-DO affordable housing portfolio of 33 units across 12 scattered sites in Newton. The City's Planning and Development Board voted to approve \$1,200,000 of CDBG funds (a combination of FY19, FY20 and FY21 funds) to support the acquisition and rehabilitation of the portfolio. The \$1,200,000 of CDBG funds have been used to reduce the portfolio's existing debt (\$648,648) and are now funding capital needs improvements across seven sites (\$551,352). In FY21 (FFY20), the Newton Housing Authority officially closed on the acquisition of the portfolio. During the closing process, CAN-DO added an additional property, 236 Auburn Street, to the sites to be acquired by the NHA. This increased the acquisition to 36 units across 13 scattered sites, 33 units of which were financed by CDBG funds.

In addition to the preservation of the CAN-DO portfolio, the City will also preserve affordable senior housing at 2Life Communities' Coleman House with FY21 CDBG funds (\$411,898) and FY22 HOME funds (\$119,155). In addition, the WestMetro HOME Consortium awarded the project a total of \$418,519 of combined FY19, FY20, and FY21 Consolidated Pool funds. The funds will be used to conduct a comprehensive rehabilitation to building mechanical systems and infrastructure, as well as accessibility design upgrades to each of the 146 units. The improvements will make the project more efficient and environmentally sustainable for the next several decades, as well as improving the quality of life for senior residents. Construction began in the summer of 2021 and will continue through FY23.

CDBG funds will also help to address the capital needs and improved energy efficiency of Nonantum Village Place, an existing 35-unit affordable senior housing project which is home to older adult households earning less than 50% AMI, with the majority of residents earning less than 30% AMI. FY22 CDBG funds, \$100,000, will support the project's soft costs, while CPA funds will offset the cost of construction. Another rehabilitation project that will utilize CDBG housing funds is 18-20 Coyne Road, an affordable group home for individuals with cognitive, developmental, and physical disabilities owned by Pathway to Possible. A combination of FY20 and FY21 CDBG funds (\$80,000) will support a driveway redesign that will establish greater accessibility for the residents and create additional parking spaces for the organization's handicapped van and 24-hour staff.

Support Affordable Homeownership

Staff continues to administer a Downpayment/Closing Cost Assistance program using CDBG funds. This program works to support and expand sustainable homeownership among low- and moderate-income households in Newton through a \$10,000 grant. The program targets first-time homebuyers of new and existing deed restricted homeownership units. Thus far, the program has supported five households in FY22, with an estimated two additional households to be served before the end of the program year.

Rehabilitation of housing

Staff continues to market and administer the Housing Rehabilitation program (Rehabilitation program) on a rolling basis, which provides homeowners and qualifying nonprofit organizations with deferred payment loans for repairs and improvements aimed at addressing issues related to health, safety, and building code violations. Through FY22 and prior year funding, it is anticipated that approximately two units of homeowner housing will be rehabilitated through CDBG assistance and 16 rental units, which are included in the acquisition of CAN-DO's portfolio of rental properties, as mentioned above.

COVID-19 Emergency Housing & Utility Relief Program

The City of Newton COVID-19 Emergency Housing Relief Program was developed in April 2020, as the economic impacts of the coronavirus were beginning to greatly affect many of the City's most vulnerable residents. Funded through \$3,200,000 of Community Preservation Act (CPA) funds and \$500,000 of Community Development Block Grant CARES Act (CDBG-CV) funds, the program was designed to provide temporary rental and mortgage assistance to Newton households at or below 80% AMI who experienced a reduced income as a direct result of COVID-19. The funding assistance, which was capped at \$2,500 per household per month, covered 70% of an eligible household's monthly rent or mortgage for up to three months, with possible three-month extensions for qualifying households (extensions funded through CPA funds). CDBG-CV funds were used to support households at the launch of the program in June 2020 through September 2020. These funds assisted a total of 185 Newton households and 551 individuals. At the close of the program in June 2021 a total of 250 households were served. Of these households, six received mortgage assistance with the remainder receiving emergency rental assistance. The average monthly housing payment provided to the households assisted was approximately \$1,100.

In October 2021, the City re-launched this program utilizing its federal American Rescue Plan Act (ARPA) funds. This temporary program is intended to provide a much-needed bridge of financial support for impacted residents as they continue to seek assistance from the Commonwealth's RAFT, ERMA, and ERAP Programs. The program is a collaboration between Mayor Ruthanne Fuller's Office, the Department of Planning & Development, the Health and Human Services Department, and Metro West Collaborative Development. The Program is administered by Metro West Collaborative Development, on behalf of the City of Newton.

Since launching the program in October 2021, a total of 160 households have been served. All 160 households have received at least two months of housing assistance and 67 of these households have also received up to \$700 of utility assistance.

Human Services / Public Services

To review information on the City's CDBG Human Services program, [click here](#).

Architectural Access

To review information on the City's CDBG Architectural Access program, [click here](#).

HOME INVESTMENT PARTNERSHIP PROGRAM

As the lead entity for the WestMetro HOME Consortium, the City receives and administers HOME funds for the City and twelve other member communities of the WestMetro HOME Consortium – the Towns of Bedford, Belmont, Brookline, Concord, Lexington, Natick, Needham, Sudbury, Watertown, and Wayland and the Cities of Framingham and Waltham. The purpose of the HOME Program is to provide funds for a wide range of housing activities, including developing, acquiring, and rehabilitating affordable housing or providing direct rental assistance to create affordable housing opportunities for low- and moderate-income people.

In FY22, the Consortium received approximately \$1.5 million. As part of HUD's official notice of allocation, the HUD Field Office determines the distribution of funds among each member community of the Consortium.

- Approximately 70% of HOME funds will be available for HOME programs and projects
- 5% will be allocated for operating expenses of certified Community Housing Development Organizations (CHDOs)
- 15% will be set-aside for housing activities to be undertaken specifically by certified CHDOs. CHDOs are nonprofit, community-based organizations that are certified by HUD and have the capacity to develop affordable housing within the Consortium.
- 10% will be allocated toward HOME administrative costs

The Consortium continues to focus on three goals in FY22:

- **Tenant Based Rental Assistance for Rental Housing (TBRA)**
Financial support in the form of security deposits and first/last month's rent will be provided to an estimated 49 income eligible households through Tenant Based Rental Assistance programs in Bedford, Framingham, Natick, Waltham, and Wayland.
- **Rehabilitation of Existing Units**
HOME funds will be used to rehabilitate three rental housing units in Brookline. Additionally, as mentioned above, FY22 HOME funds will be used to support the preservation of 146 units at 2Life Communities' Coleman House in Newton.
- **Production of Affordable Units**

Construction of 12 HOME-assisted rental units will be complete in FY22. Eleven of these units are part of Brookline's 370 Harvard Street project and one unit will be created through Concord Housing Authority's Gerow project.

EMERGENCY SOLUTIONS GRANT AND MCKINNEY-VENTO FUNDS

The Massachusetts Balance of State (BoS) Continuum of Care (CoC), under the supervision of the Department of Housing and Community Development (DHCD), administers McKinney-Vento funds for the former Brookline-Newton-Waltham-Watertown (BNWW) CoC. The BNWW CoC, previously led by the City of Newton, merged with the BoS CoC in December of 2016. On January 29, 2021, HUD awarded the BoS CoC a total of \$18,845,535 in FFY21 funds, a 5.5% increase from the prior year largely due to the increase in Fair Market Rents (FMR). From that total, the BNWW region received \$2,105,894 for four projects across three sub-grantee agencies, including Advocates, Pine Street Inn, and The Second Step.

The City of Newton's Emergency Solutions Grant (ESG) funds are awarded to local providers through a competitive Request for Proposals (RFP), providing shelter operations/services, homelessness prevention, and rapid re-housing services throughout the BNWW region. On December 8, 2020, prior to the release of the RFP, Division staff consulted with former BNWW CoC social service providers and representatives from the four municipalities and BoS CoC to determine FY22 (FFY21) ESG funding priorities across its eligible components, outlined below:

- **Emergency Shelter Services** (\$92,150 or 56%): funds support essential services for individuals and families residing in an emergency shelter; shelter operations and costs such as building maintenance, rent, security, fuel, equipment, and furnishings; and renovations for emergency shelters.
- **Homelessness Prevention** (\$40,950 or 25%): funds support the stabilization and potential relocation, including short-term and medium-term rental assistance, security deposit, rent arrears, and moving costs, for individuals and families at immediate risk of homelessness.
- **Rapid Re-housing** (\$19,260 or 12%): funds support homeless individuals and families in moving them out of emergency shelters or places not meant for human habitation into permanent housing.

On January 6, 2021, the FY22 ESG RFP was released alongside the Human Service RFP and proposals were evaluated by a review committee comprised of representatives from the Newton Department of Planning and Development, Department of Health and Human Services, the BoS CoC, and the former BNWW CoC (non-ESG subrecipients). Subsequently, the review committee consulted with two representatives of the Planning and Development Board. Proposals were ranked on February 26, 2021 based on each project's past performance, staff capacity, target population, availability of other funding sources, and the most pressing needs in the region, which were identified in the FY21-25 Consolidated Plan. Furthermore, the review committee took into consideration the continued impacts of the coronavirus pandemic (COVID-19).

The City received six proposals from five nonprofit agencies, of which, four proposals were recommended for an ESG grant during the FY22 (FFY21) program year, following the recommendations of the ESG RFP Review Committee.

FY22 ESG – Recommended Allocations				
Agency	Program	FY22 ESG Recommendations	FY21 ESG Awards	% Change
Emergency Shelter Services				
Community Day Center of Waltham	Day and Seasonal Night Wrap-Around Services	\$69,133.00	\$16,500.00	319%
REACH Beyond Domestic Violence	Emergency DV Shelter Operations	\$23,000.00	\$21,250.00	8%
Homelessness Prevention				
Brookline Community Mental Health Center	Homelessness Prevention	\$40,936.00	\$49,670.78	-18%
Rapid Re-housing				
Brookline Community Mental Health Center	Homelessness Prevention	\$40,936.00	\$49,670.78	-18%
Program Administration				
City of Newton	Administration	\$12,375.00	\$12,580.05	-2%
TOTAL		\$164,708.00	\$167,734.00	-2%

➤ **STATE FUNDS – DHCD, MASS WORKS, HOUSING CHOICE AND LIHT FUNDS**

The following table shows the funding sources for seven Newton affordable housing projects that are complete, under construction, or in development. State funds, including Low Income Housing Tax Credits (LIHTC), account for 39% of the total sources of these seven projects.

Project Background			Project Funding Sources						Total Project Cost
Project	Description	Funding Year	CDBG	HOME	CPA	State	LIHTC	Other*	
West Newton Armory	Redevelopment of Armory into 43 units of permanently affordable intergenerational housing	FY23	\$ 930,000.00	\$ 340,000.00	\$ 3,000,000.00	\$ 4,255,043.00	\$ 10,770,629.00	\$ 5,731,500.00	\$ 25,027,172.00
Nonantum Village Place	Capital needs and improve the energy efficiency improvements of an existing 35-unit very low-income permanent affordable senior housing project	FY22	\$ 100,000.00	\$ -	\$ 500,000.00	\$ -	\$ -	\$ 292,338.00	\$ 892,338.00
Coleman House	Rehab and preservation of 146 low income senior housing at 2Life Communities' Coleman House Project.	FY22	\$ 411,898.00	\$ 641,695.06	\$ 4,214,622.00	\$ -	\$ -	\$ 24,930,000.00	\$ 30,198,215.06
Golda Meir House Expansion	Addition of 68 low income senior apartments to 2Life Communities' Golda Meir House through two additions of new construction. The project will also provide units to 9 chronically homeless individuals with disabilities.	FY21	\$ -	\$ 255,143.36	\$ 4,494,857.00	\$ 5,000,000.00	\$ 17,037,549.00	\$ 16,471,334.00	\$ 43,258,883.36
Haywood House	Newton Housing Authority's new construction of 55-units of affordable senior rental housing.	FY21	\$ -	\$ 875,000.00	\$ 3,077,900.00	\$ 3,888,000.00	\$ 11,855,000.00	\$ 10,927,770.00	\$ 30,623,670.00
236 Auburn Street	Creation of eight affordable rental units housing through the acquisition and rehabilitation of a three-family house converted to a single-family house, the addition of two attached modular homes and an addition of a new congregate house	FY18	\$ 1,172,939.00	\$ 876,549.64	\$ 977,700.00	\$ 695,995.00	\$ -	\$ 1,320,595.00	\$ 5,043,778.64
Myrtle Village	Development of seven units of affordable, deed restricted rental housing at two existing properties located at 12 Curve Street and 18-20 Curve Street	FY15	\$ 604,679.00	\$ 339,000.00	\$ 910,179.00	\$ -	\$ -	\$ 1,351,000.00	\$ 3,204,858.00
TOTAL			\$ 3,219,516.00	\$ 3,327,388.06	\$ 17,175,258.00	\$ 13,839,038.00	\$ 39,663,178.00	\$ 61,024,537.00	\$ 138,248,915.06
								*Comprised of sponsor equity, private debt, philanthropic contributions	

➤ **CONCLUSION**

The City's allocation and provision of Federal and State funding is intricate while supporting a wide range of housing projects, programs, and organizations. The Planning Department looks forward to a robust discussion with the Finance Committee as to how the City currently uses these funds and how they will be of benefit to the City in the future.



Ruthanne Fuller
Mayor

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Office of the Mayor

147-22

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January 12, 2022

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

To the Honorable City Councilors:

I am pleased to reappoint Brian Davis of 1100 VFW Parkway, #202, West Roxbury 02132 as a member of the Board of Assessors. His term of office shall expire on February 1, 2025 and his appointment is subject to your confirmation. Brian is currently the Assistant Assessor on the staff of the Assessing Department.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller
Mayor

CITY CLERK
NEWTON, MA. 02459

2022 JAN 31 PM 12:36

RECEIVED

January 12, 2022

Mayor Ruthanne Fuller
1000 Commonwealth Avenue
Newton, MA 02459

Re: Reappointment to the Newton Board of Assessors

Dear Mayor Fuller,

I would like to respectfully ask for your consideration to be reappointed to the Board of Assessors for the City of Newton. I have been a member of the Board of Assessors since 2019 and I have taken great pride in working for the city since I joined the staff in the Assessing office in 2016.

Over the last 5 plus years working for the City of Newton, I have come to truly understand why Newton has the reputation of one of the most prestigious and well-run communities in Massachusetts. The City Hall staff that I work with daily is a dedicated and hardworking group that I am proud to be a part of in my capacity as a member of our Board of Assessors.

The expectations of Newton residents are very high and our staff in the Assessing office embrace the opportunity to show our residents that we are up to the task and grateful for the opportunity to serve the community. We constantly strive to represent all Newton employees, both elected and appointed, in the best possible light when dealing with our residents.

Working daily with fellow Board of Assessors members James Shaughnessy and Allan Cohen, I have gained knowledge and learned from their years of experience to become keenly aware of the procedures and expectations that come with the responsibility of being a member of the Board of Assessors. It has been a pleasure to work with such great partners and I would appreciate the opportunity to continue to do so for years to come.

Thank you for your consideration.

Sincerely,

Brian Davis