

Community Preservation Program

Mission

To preserve and renew Newton's cultural, economic, and environmental diversity with our Community Preservation Act funds.

In 2001, Newton voters adopted the Massachusetts Community Preservation Act (CPA) by accepting a 1% surcharge on City real estate taxes to fund projects that further the City's affordable housing, historic resource, open space, and recreation goals. This local funding qualifies Newton for state matching funds generated from fees collected by the Registry of Deeds.

The CPA state statute allows the funding to be used to:

- Acquire, create, preserve, rehabilitate/restore, and/or support community housing (providing affordable housing for families, residents with disabilities or special needs, seniors, etc.)
- Acquire, preserve, and/or rehabilitate/restore historic resources (including archives, art, buildings, structures, objects, or landscapes)
- Acquire, create, preserve, and/or rehabilitate/restore open space (including land for trails, wildlife habitat, watershed protection, etc.)
- Acquire, create, preserve, and/or rehabilitate/restore land for recreational uses (including parks, playgrounds, playing fields, etc.)

CPA funding comes with specific requirements as to how and when it can be used. For example, real estate acquired with CPA funds must be restricted to its CPA-eligible use in perpetuity. CPA funds may be used for capital improvements but not for maintenance or operations, may augment regular public funds but not replace them, may be bonded or saved and combined over multiple years for major projects.

While the City Council approves the use of any CPA funds, those decisions are based on recommendations made by the all-volunteer Community Preservation Committee (CPC). This nine-member Committee includes five members appointed from other existing City boards and commissions and four non-statutory members appointed by the Mayor. Newton's CPA ordinance aims to ensure that the CPC represents all CPA-eligible resources, and Newton's CPC strives to make its recommendations to the City Council unanimous whenever possible.

These requirements and practices allow Newton's CPA program to take a collaborative approach to addressing the community's goals and needs.

As of early February 2022, the Community Preservation Committee (CPC) and the City Council have approved the following new CPA project funding in Fiscal 2022:

- \$500,000 to Nonantum Village Place, LLC, a 100% affordable housing development created in part with early CPA funding, to repair and replace the roofs and siding, install new insulation, and replace the existing HVAC system with a new energy efficient heat pump system
- \$1,440,344 to the City of Newton's Parks, Recreation, and Culture Department to construct the Levingston Cove Improvements Project which will improve accessibility, correct erosion damage, and install new amenities and vegetation in this area of Crystal Lake
- \$420,000 to the City of Newton's Parks, Recreation, and Culture Department for the Athletic Fields Improvements to complete the studies and plans necessary to construct improvements at the Russ Halloran Sports and Recreation Complex, McGrath Park, Burr School Fields, Brown/Oak Hill Middle School Fields, Forte Park, and Braceland Park
- \$441,755 to Grace Episcopal Church, which was added to the \$991,244.71 approved in FY21 for a total of \$1,433,000 towards the preservation and restoration of the historic stone bell tower.

In January 2022, the CPC unanimously voted to recommend funding for two Historic Resource projects which will begin its review with the City Council in February. The first project is the City's Newton Architectural Survey, 1940-1972, which proposes to use CPA funding to match state grant funds and hire preservation consultants to survey the City's mid-twentieth century buildings. The second project from the New Art Center use CPA funding to complete a feasibility study and plans for the restoration of the Church of the Open Word at 19 Highland Avenue into a new cultural resource and facility.

In February 2022, the CPC will begin its review of the West Newton Armory Affordable Housing Affordable Housing Development, which proposes to construct 43 units of 100% affordable housing at the site of the former West Newton Armory. The CPC also anticipates new proposals in the next few months for the Newton Community Farm's Farmhouse Rehabilitation and Restoration project, the Newton Highlands Women's Club Restoration, and the City's Municipal Historic Exterior Building Envelope Study.

If all the recommended and proposed projects are funded in FY22, Newton's Community Preservation Fund is anticipated to have approximately \$4.8 million in forwarded fund balances and new local and state CPA funds available for future project funding at the start of Fiscal 2023.

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Community Preservation Program

Fiscal Year 2023 Outcomes and Strategies

Outcome 1

Promote the CPA Program and its Benefits

the program, the City has spent the largest portion of its funding (41%) on Affordable Housing projects which have acquired, created, preserved, supported, restored and rehabilitated new and existing units throughout the City. The remaining funds have been divided nearly equally between the eligible CPA funding categories of Historic Resources (19%), Open Space (15%), and Recreation (16%).

The Community Preservation Program saw an increase in new funding proposals in FY21, with both City Departments and community organizations submitting proposals for CPA eligible projects. While these numbers have dropped off slightly in FY22, the program continues to see a strong trend of new funding proposals from both new and former funding entities. The CPC will continue to work over the next year to insure that the community is well informed of the Community Preservation Program's possibilities and the positive impacts it has had on neighborhoods across the City. The CPC's webpage (www.newtonma.gov/government/planning/community-preservation-program) is regularly updated with the latest information on the City's current funding proposals as well as past projects and the CPA funding process. Although Covid-19 continues to slow attempts to meet and publicize the program in person, both the CPC and its staff will renew efforts in the upcoming year to encourage applicants to consider new possibilities for future projects. These efforts may take several forms, including mailings to residents and local organizations, meetings with neighborhood groups and City departments to discuss the program, installing new program signage, updating and publicizing its informational materials, and taking advantage of future opportunities for social media promotions and other public awareness opportunities.

Newton's CPA program is currently working on ways to make its achievements and goals better known and more visible to the community. CPA funding has allowed the City to accomplish several significant goals in recent years, from the purchase of open space at Webster Woods to the funding of numerous new affordable housing units throughout the community. These and other recent projects have raised the CPA's profile in the community, and residents are curious to learn more about the program and what it can achieve.

In 2022, Newton will celebrate the twentieth anniversary of the CPA program and the CPC plans to use this milestone as a means for further publicizing the program and its benefits. The CPC hopes to be able to host one or more in person celebrations over the summer with the goal of encouraging residents to visit CPA funded projects in each of the four funding categories and develop a better understanding of the possibilities for using CPA funding to improve their neighborhood. This goal will bring renewed attention to the successes of the CPA program over time with the goal of encouraging new projects throughout the City.

In 2001, Newton became an early adopter of the Community Preservation Program which has since raised over \$77 million for projects that have accomplished community's goals in community housing, historic resources, open space and recreation. Over the life of

Outcome 2

Use the CPA Program's 20th Anniversary to publicize the program and create new opportunities for community interaction.

Community Preservation Program

Fiscal Year 2023 Outcomes and Strategies

Outcome 3

Analyze community feedback on CPA funding priorities and develop/implement processes for working with the new Affordable Housing Trust

The Community Preservation Act requires that the CPC “study the needs, possibilities and resources of the city or town regarding community preservation.” These studies provide the CPC with direction on the community’s goals for how the City’s CPA funds should be spent. In FY22, the CPC spent several months developing new reports and informational materials to help the public better understand the program and how its

funding has been used over time. The CPC met with the City Council to provide an update on the program and discuss future goals and completed its first update to its program guidelines since 2018. After discussions with City Council and staff, the CPC completed its comprehensive look at its design guidelines which updated the CPC’s review criteria for new projects, adding new language to ensure that construction projects consider the sustainability goals of the City when seeking CPA funding. The CPC also considered changes to the program’s target funding allocations, ultimately deciding to leave the current targets as shown below in place for the foreseeable future.

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

After multiple reviews and discussions, the CPC unanimously voted in FY22 to support the proposed ordinance establishing a Municipal Affordable Housing Trust and committed to recommending the program’s annual funding target for community housing for use by the Trust in the future. In FY23, the CPC will continue to work with the Mayor, the City Council, and staff towards the creation of the Trust. The CPC plans to review the funding proposal for recommending CPA funding to the Trust as soon as it is available and will work with staff to develop a clear process for tracking the use of CPA funds by the Trust in the future.

City of Newton COMMUNITY PRESERVATION FUND	Fiscal 2022 Approved	Fiscal 2023 Provisional
Program Budget	<i>CPC Approved April 13, 2021</i>	<i>Draft Feb. 4, 2022</i>
REVENUE		
Local CPA surcharge	\$3,826,366	\$3,922,024
State Matching Funds <i>(For FY23, currently estimating 20% match)</i>	\$731,629	\$765,273
Unrestricted Fund Balance	\$295,422	\$878,578
Fund Balance <i>(assume \$0 in budget)</i>		
Interest <i>(assume \$0 in budget)</i>		
TOTAL REVENUE	\$4,853,417	\$5,565,875
EXPENDITURES		
PROGRAM ADMINISTRATION & DEBT SERVICE		
Program Administration <i>(max. 5% of annual new funds)</i>	\$180,910.00	\$179,376.00
Debt Service: Webster Woods (in addition to Open Space Budget Reserve)	\$207,760.82	\$137,765.50
BUDGETED RESERVES		
Community Housing Reserve <i>(min. 10% of annual new funds)</i>	\$485,342	\$556,588
Historic Resources Reserve <i>(min. 10% of annual new funds)</i>	\$485,342	\$556,588
Open Space Reserve <i>(min. 10% of annual new funds)</i>	\$485,342	\$556,588
General Reserve (unrestricted, any CPA purpose)	\$3,008,721	\$3,578,971
TOTAL EXPENDITURES	\$4,853,417	\$5,565,875

This budget was adopted by the Newton Community Preservation Committee on April 13, 2021 by unanimous vote.

FUND: 5800 - CPA FUND RESERVE AND ADMIN
DEPARTMENT: ALL DEPARTMENTS

**CITY OF NEWTON BUDGET
DEPARTMENTAL DETAIL**

	ACTUAL 2019	ACTUAL 2020	ACTUAL 2021	ORIGINAL 2022	RECOMMENDED 2023	CHANGE 2022 to 2023	
104 - COMPTROLLER							
58R10498 - BUDGETED RESERVES							
EXPENSES							
579000	CURRENT YEAR RESERVE	0	0	0	2,957,003	3,578,971	621,968
57900B	HISTORIC RESERVE	0	0	0	478,877	556,588	77,711
57900C	COMMTY HOUSING RESER	0	0	0	478,877	556,588	77,711
	TOTAL EXPENSES	0	0	0	3,914,757	4,692,147	777,390
	TOTAL BUDGETED RESERVES	0	0	0	3,914,757	4,692,147	777,390
58Z10491 - CONTRIBUTORY RETIREMENT							
FRINGE BENEFITS							
570700	NCRS PENSION CONTB	16,627	20,492	21,827	25,058	29,269	4,211
	TOTAL FRINGE BENEFITS	16,627	20,492	21,827	25,058	29,269	4,211
	TOTAL CONTRIBUTORY RETIREMENT	16,627	20,492	21,827	25,058	29,269	4,211
58Z10499 - TRANSFER TO OTHER FUNDS							
TRANS TO OTHER FUND							
595810	TRANS TO-CPA FUND- HIS	355,697	431,305	479,737	0	0	0
595820	TRANS TO-CPA FUND- CO	5,180,172	3,536,305	6,327,344	0	0	0
595830	TRANS TO-CPA FUND_ CO	0	0	450,000	0	0	0
595840	TRANS TO- CPA OPEN SP	355,697	431,305	697,700	0	0	0
	TOTAL TRANS TO OTHER FUND	5,891,566	4,398,915	7,954,781	0	0	0
	TOTAL TRANSFER TO OTHER FUNDS	5,891,566	4,398,915	7,954,781	0	0	0
TOTAL COMPTROLLER	5,908,193	4,419,407	7,976,608	3,939,815	4,721,416	781,601	

CITY OF NEWTON BUDGET DEPARTMENTAL DETAIL
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		ACTUAL 2019	ACTUAL 2020	ACTUAL 2021	ORIGINAL 2022	RECOMMENDED 2023	CHANGE 2022 to 2023
114 - PLANNING							
58Z11400 - CPA ADMINISTRATION							
PERSONNEL SERVICES							
511001	FULL TIME SALARIES	99,779	102,641	75,608	77,873	82,296	4,423
513040	WORK BY OTHER DEPTS.	1,365	1,427	0	7,000	5,000	-2,000
514001	LONGEVITY	900	675	0	0	2,000	2,000
TOTAL PERSONNEL SERVICES		102,044	104,743	75,608	84,873	89,296	4,423
EXPENSES							
530100	CONSULTANTS	14,745	4,696	572	29,349	20,000	-9,349
534100	POSTAGE	150	31	46	1,000	500	-500
534200	PRINTING	523	629	42	2,000	2,000	0
534300	ADVERTISING/PUBLICATIO	0	225	0	3,000	3,000	0
542000	OFFICE SUPPLIES	279	521	249	1,000	1,000	0
554800	SIGNS & SIGN PARTS	0	0	0	3,000	1,500	-1,500
558500	COMPUTER SUPPLIES	0	1,058	0	500	500	0
571100	IN-STATE CONFERENCES	190	0	0	2,100	1,000	-1,100
573000	DUES & SUBSCRIPTIONS	7,900	7,900	7,900	7,900	8,150	250
TOTAL EXPENSES		23,788	15,061	8,809	49,849	37,650	-12,199
FRINGE BENEFITS							
57DENT	DENTAL INSURANCE	0	227	516	501	600	99
57HLTH	HEALTH INSURANCE	0	3,962	17,856	18,571	20,000	1,429
57LIFE	BASIC LIFE INSURANCE	57	61	57	60	60	0
57MEDA	MEDICARE PAYROLL TAX	1,459	1,435	899	998	1,500	502
TOTAL FRINGE BENEFITS		1,515	5,686	19,328	20,130	22,160	2,030
CAPITAL EXPENSES							
585121	PC SOFTWARE-ADMIN	0	0	0	500	500	0
585130	AUDIO-VISUAL EQUIPMEN	0	0	0	500	500	0
TOTAL CAPITAL EXPENSES		0	0	0	1,000	1,000	0
TOTAL CPA ADMINISTRATION		127,347	125,490	103,745	155,852	150,106	-5,746
TOTAL PLANNING		127,347	125,490	103,745	155,852	150,106	-5,746

FUND: 5800 - CPA FUND RESERVE AND ADMIN
 DEPARTMENT: ALL DEPARTMENTS

**CITY OF NEWTON BUDGET
 PERSONNEL DETAIL**

Account	Position Title Employee Name	Benefits Date			Holiday		Grade	F.Y.	FTE	GROSS
		Hire Date	Yrs. Service	Longevity	OPEB	Add Comp				
114 - PLANNING										
58Z11400 - CPA ADMINISTRATION										
511001	PROGRAM MANAGER	3/23/1999				0	HY9-05,08	FY 2022	1.00	78,454
	KRITZER, LARA	3/23/1999	22.27	2,000	0	0	HY9-08,10	FY 2023	1.00	81,398
Account Totals:						0		FY 2022	1.00	78,454
					2,000	0	0	FY 2023	1.00	81,398
TOTAL CPA ADMINISTRATION						0		FY 2022	1.00	78,454
					2,000	0	0	FY 2023	1.00	81,398
TOTAL PLANNING						0		FY 2022	1.00	78,454
					2,000	0	0	FY 2023	1.00	81,398