



# Finance Committee Agenda

## City of Newton In City Council

Monday, March 13, 2023

The Finance Committee will hold this meeting as a virtual meeting on Monday, March 13, 2023, at 7:00 pm. To view this meeting using Zoom use this link: <https://us02web.zoom.us/j/84658298431> or call 1-646-558-8656 and use the following Meeting ID: 846 5829 8431

### Items scheduled for discussion:

- #81-23      Acceptance of \$11,939 from National Environmental Health Association**  
HER HONOR THE MAYOR requesting authorization to accept and expend the sum of eleven thousand nine hundred thirty nine dollars (\$11,939) from the National Environmental Health Association (NEHA). The award consists of a four thousand four hundred thirty-nine dollar (\$4,439) base grant and a seven thousand five hundred dollar (\$7,500) training add-on grant. The funds will be used to improve the City's conformance with the US Food and Drug Administration's Retail Program Standards.
- #82-23      Acceptance of \$100,000 from Massachusetts Department of Energy Resources**  
HER HONOR THE MAYOR requesting authorization to accept and expend the sum of one hundred thousand dollars (\$100,000) in Green Communities Grant funding from the Massachusetts Department of Energy Resources for LED lighting and controls at Newton South High School and completing insulation, weatherstripping, and installation of heat pumps at Fire Station 1.
- #83-23      Appropriate \$33,289 from the Energy Stabilization Fund**  
HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of thirty three thousand two hundred eighty nine dollars (\$33,289) from the Energy Stabilization Fund to complete the replacement of thermostats and control valves at Fire Station 1.
- Referred to Public Facilities and Finance Committees**
- #87-23      Authorization for MWRA grant/loan program**  
HER HONOR THE MAYOR requesting authorization to appropriate and expend three million two hundred fifty five thousand dollars (\$3,255,000) in grant funding and authorization to borrow one million eighty five thousand dollars (\$1,085,000) in an

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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](mailto: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.

interest free loan from the Massachusetts Water Resources Authority (MWRA) Sewer Infiltration/Inflow Local Financial Assistance Program Phase 14, 25% loan/75% grant program for a total of four million three hundred and forty thousand dollars (\$4,340,000) for the design and construction of Sewer CIP Project 9.

**Public Facilities Approved 7-0 on 03/08/23**

**#84-23**

**Acceptance of \$69,878.60 from MassDEP's Electric Vehicle Incentive Program**

HER HONOR THE MAYOR requesting authorization to accept and expend the sum of sixty nine thousand eight hundred seventy eight dollars and sixty cents (\$69,878.60) in grant funding from MassDEP's Electric Vehicle Incentive Program – Public Access Charging for 5 EV chargers with 10 total ports.

**Referred to Public Safety & Transportation & Finance Committees**

**#86-23**

**Acceptance of \$190,000 from MassDOT's Community Transit Grant Program SFY23**

HER HONOR THE MAYOR requesting authorization to accept and expend the sum of one hundred ninety thousand dollars (\$190,000) in grant funding from MassDOT's Community Transit Grant Program SFY23 for the Newton in Motion (NewMo) Senior Transportation microtransit program.

**Public Safety & Transportation Approved 6-0 on 03/08/23 (Councilors Bowman and Oliver Not Voting)**

**Referred to Public Safety & Transportation & Finance Committees**

**#85-23**

**Acceptance of \$712,459 from MassDOT Community Connections Program FY23-25**

HER HONOR THE MAYOR requesting authorization to accept and expend the sum of seven hundred twelve thousand four hundred fifty nine dollars (\$712,459) in grant funding from MassDOT's Community Connections Program FY23-25 for the Newton in Motion (NewMo) microtransit program.'

**Public Safety & Transportation Approved 6-0 on 03/08/23 (Councilors Bowman and Oliver Not Voting)**

**Chair's Note:** *It is the Chair's intent to entertain a motion of No Action Necessary for the following item.*

**#59-23**

**Requesting a discussion regarding Newton's Economic Stability/Mobility Initiative**

COUNCILORS LAREDO, NORTON, MALAKIE, BAKER, GENTILE, KRINTZMAN, WRIGHT,

OLIVER, LUCAS, AND GROSSMAN requesting a discussion with the Administration regarding Newton's Economic Stability/Mobility Initiative – A Partnership with EMPATH, including the amount of ARPA funds being used for the program; how much of this money will be paid to EMPATH and whether EMPATH is contributing any of its own funds to this program; additional city resources that will be used, directly or indirectly, for this program; the expectations for this program beyond the initial two year period and what will be the source of any additional funds for the program; and who in the city will be reviewing and evaluating the success of this program.

**Programs & Services Held 7-0 on 03/08/23 (Councilor Baker Not Voting)**

**Respectfully submitted,**

**Rebecca Walker Grossman, Chair**



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

**81-23**  
Telephone  
(617) 796-1100  
Fax  
(617) 796-1113  
TDD/TTY  
(617) 796-1089  
Email  
rfuller@newtonma.gov

February 27, 2023

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

Honorable City Councilors:

I respectfully submit this docket item to your Honorable Council requesting authorization to accept the grant for \$11,939 to the City of Newton from the National Environmental Health Association (NEHA). The award consists of a base grant for \$4,439 with a training add-on grant of \$7,500.

The funds will be used to improve the City's conformance with the US Food and Drug Administration's Retail Program Standards. This includes purchasing licenses for WinWam (inspection software), inspection equipment, paying a consultant to audit our conformance with the standards, and related training.

Attached is a memo from Health & Human Services Commissioner Linda Walsh requesting the docket item.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

RECEIVED  
2023 FEB 27 PM 4:51  
CITY CLERK  
NEWTON, MA. 02459



City of Newton



Ruthanne Fuller  
Mayor

HEALTH AND HUMAN SERVICES DEPARTMENT

Linda Walsh, Commissioner

1000 Commonwealth Avenue  
Newton, MA 02459-1544

Telephone 617.796.1420 Fax 617.552.7063  
TDD/TTY 617.796.1089

81-23



**Public Health**  
Prevent. Promote. Protect.

January 31, 2023

Dear Mayor Fuller,

Please docket the acceptance of a grant for \$11,939 to the City of Newton from the National Environmental Health Association (NEHA). The award consists of a base grant for \$4,439 with a training add-on grant of \$7,500.

The funds will be used to improve the City's conformance with the US Food and Drug Administration's Retail Program Standards. This includes purchasing licenses for WinWam (inspection software), inspection equipment, paying a consultant to audit our conformance with the standards, and related training.

Sincerely,

Linda Walsh  
Commissioner  
Newton Health and Human Services Department



**NEHA-FDA Retail Flexible Funding Model Grant Program  
Official Notice of Award for One-Year Grants**

January 1, 2023

**Grant Number:** G-BDEV2-202209-02668

**Application Type:** 2023 Track 2 Development Base

**Project Title:** City of Newton Food Protection Program

**Project Summary:** A. Regulatory program staff will make progress in completing the pre-requisite training curriculum. B. Continue to use the most up-to-date, legible, and concise inspection form. C. Conduct a review of foodborne illness complaints and investigations. D. Conduct a self-assessment and audit to demonstrate conformance with Standard 5. E. Finalize and implement compliance and enforcement procedures. F. Obtain required inspection equipment for all retail food program inspectors.

**One-Year Award Amount:** \$4,439.00

**Project Period:** 1/1/2023 to 12/31/2023

**Unique Federal Award Identification Number (FAIN):** U2FFD007358

**CFDA Number:** 93.103

Shin-Yi Lao  
City of Newton  
1000 Commonwealth Ave  
Newton, MA 02459

Dear Shin-Yi:

Your application has been approved for City of Newton Food Protection Program as part of the National Environmental Health Association (NEHA)-U.S. Food and Drug Administration (FDA) Retail Flexible Funding Model (RFFM) Grant Program, with funding provided by the FDA. Approval is based on review of the project plan and budget details in your submitted application.

As part of your application, your agency has made an assurance that it will comply with all applicable federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 75. Acceptance of this award and/or any funds provided by the NEHA-FDA Retail Flexible Funding Model Grant Program acknowledges agreement with all the terms and conditions in this award letter.

The amount of \$4,439.00 represents the full amount of funds to which you are entitled. Grant awards are made with the understanding that NEHA-FDA Retail Flexible Funding Model Grant Program staff may require clarification of information within your application, as necessary, during the application, project, or reporting periods. These inquiries may be necessary to allow us to appropriately carry out our administrative responsibilities.

**Specific Conditions of Your Award**

In addition to the general Terms and Conditions of your award as listed below, the following are additional conditions specific to your award:

The full requested amount for your Track 2 Development Base Grant is approved. Changes to your project plans and/or budget changes in excess of 10% of the Total Award Amount must be approved in writing by NEHA, in advance. Please refer to the [neha.org/retail-grants](http://neha.org/retail-grants) website for the full RFFM Grant Guidance, which includes a description of non-allowable costs that will not be reimbursed. We look forward to supporting you as you work to complete your important Retail Flexible Funding Model project.

**Budget**

To review specific details of the approved budget in your grant award, please log into the NEHA-FDA RFFM Grant Portal where you can view and print your grant (including your budget justifications) and your budget worksheets.

**Total Award Amount:** \$4,439.00

Budget changes are allowable but must be justified and approved in advance and in writing by the NEHA-FDA RFFM Grant Program Support Team. None of the funds in this award shall be used to pay the salary of an individual at a rate in excess of the current Executive Level II of the Federal Executive Pay Scale for any specific funding year.

**Terms and Conditions**

Your award is based on the project application referenced in this Notice of Award, submitted to and approved by NEHA. Payment is contingent on continued Federal Funding from the United States Food and Drug Administration, and is subject to the following terms and conditions:

The grantee must complete the full scope of work and all tasks outlined in the approved grant application by the Project End Date, unless NEHA grants a written exception. The recipient agrees to comply with the current FDA general terms and conditions (HHS Grant Policy Statement).

Restrictions on the expenditure of funds in federal appropriations acts apply to this award, to the extent those restrictions are applicable to subawards made under federal grants. Please refer to 2 CFR 200.400 for guidance on relevant cost principles.

For the complete Terms and Conditions of this award, including links to all relevant federal guidance, please see the **Reporting and Payments** link on the NEHA-FDA RFFM webpage (<https://www.neha.org/retail-grants>).

**Reporting**

Reports with due dates will be accessible by logging into the Grant Portal, found on the NEHA-FDA RFFM webpage. Reminders will be sent to the email address of your organization's Point of Contact regarding upcoming and past due reports.

Interim Progress Reports will be required each year for awards made through this program to assure that each funded project remains on track for timely completion. For one-year awards, an Interim Progress Report will be due halfway through the project period.

When all project objectives have been completed, a Final Project Report must be submitted through the online grant portal no later than 45 days after your Project End Date. As part of the final report, the grantee must provide a full accounting of all expenditures made with funds from this grant award accompanied by the required documentation.

For complete information on required reporting, please see the **Reporting and Payments** link on the NEHA-FDA RFFM webpage.

**Reimbursement Requests**

For one-year awards made through this grant program, payment is normally made on a reimbursement basis at the end of the project, following submission of all required reporting.

Advance payment is available for one-year awards when required by a jurisdiction. To request advance payment, please email an explanation to the **NEHA-FDA RFFM Grant Program Support Team** at [retailgrants@neha.org](mailto:retailgrants@neha.org). For additional details, please see the **Reporting and Payments** link on the NEHA-FDA RFFM webpage.

Unless otherwise requested, your first report will be the Interim Progress Report due halfway through the project period.

**Recipient FDA Notice**

As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with the FDA Voluntary National Retail Food Regulatory Program Standards (Retail



Program Standards). For additional information regarding the Retail Program Standards, please visit the FDA's official webpage at: <https://www.fda.gov/food/retail-food-protection/voluntary-national-retail-food-regulatory-program-standards>.

### **Allowable and Non-allowable Costs**

For information on allowable and non-allowable costs, please refer to the **NEHA-FDA RFFM Grant Guidance** link on the NEHA-FDA RFFM webpage.

### **Base Grant Requirement**

Once awards under the NEHA-FDA RFFM Grant Program have been made, all grantees must have an active Base Grant in place (either a Development Base Grant or a Maintenance and Advancement Base Grant) to remain eligible for open Optional Add-On Grants. During the performance period of open awards, if a Base Grant is cancelled for any reason (at the request of the Grantee or due to non-performance), all open Additional Add-On Grants may also be in jeopardy of cancellation.

For grantees that have been awarded both a Track 2 Development Base Grant (a one-year award) and a Capacity Building Grant (a three-year award), it is the awarded jurisdiction's responsibility to apply for Development Base Grants in years two and three of this grant program, to assure that their Capacity Building Grant remains eligible for continuation.

### **Travel Costs**

Travel costs should adhere to the general guidelines found in the **NEHA-FDA RFFM Grant Guidance**. Contact the NEHA-FDA RFFM Grant Program Support Team with specific travel-related questions not covered in the guidance.

### **Financial Conflict of Interest**

This award is subject to the Financial Conflict of Interest (FCOI) regulation at 42 CFR Part 50 Subpart F.

### **Contact us for Support**

If you have questions about this award, please contact the NEHA-FDA RFFM Grant Program Support Team. Additionally, the FDA Retail Food Safety Specialist assigned to your geographic area is an integral part of your jurisdiction's successful completion of Retail Program Standards activities and is available to assist with your funded project.

### **NEHA-FDA RFFM Grant Program Support Team**

[retailgrants@neha.org](mailto:retailgrants@neha.org)

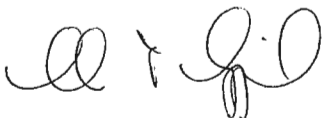
1-833-575-2404

### **FDA Retail Food Safety Specialist Contact Information**

<https://www.fda.gov/food/voluntary-national-retail-food-regulatory-program-standards/directory-fda-retail-food-specialists>

We appreciate your ongoing commitment to achieving greater conformance with the Voluntary National Retail Food Regulatory Program Standards.

Sincerely,



David T. Dyjack, DrPH, CIH  
NEHA Executive Director



## NEHA-FDA Retail Flexible Funding Model Grant Program Official Notice of Award for One-Year Grants

January 1, 2023

**Grant Number:** G-OATR-202209-02740

**Application Type:** 2023 Training Optional Add-On

**Project Title:** NEHA Conference Attendance

**Project Summary:** We are requesting funding to send the Director of Public Health Services and three Environmental Health Specialists to the 2023 NEHA Annual Educational Conference. Attendance at this conference will allow staff members to expand their knowledge of the most current food safety science and practices, learn about emerging issues in food safety and foodborne illness, and build essential skills to excel in their role as retail food regulators in the City of Newton, MA.

**One-Year Award Amount:** \$7,500.00

**Project Period:** 1/1/2023 to 12/31/2023

**Unique Federal Award Identification Number (FAIN):** U2FFD007358

**CFDA Number:** 93.103

Shin-Yi Lao  
City of Newton  
1000 Commonwealth Ave  
Newton, MA 02459

Dear Shin-Yi:

Your application has been approved for NEHA Conference Attendance as part of the National Environmental Health Association (NEHA)-U.S. Food and Drug Administration (FDA) Retail Flexible Funding Model (RFFM) Grant Program, with funding provided by the FDA. Approval is based on review of the project plan and budget details in your submitted application.

As part of your application, your agency has made an assurance that it will comply with all applicable federal statutes and regulations in effect during the grant period, including applicable parts of 45 CFR Parts 75. Acceptance of this award and/or any funds provided by the NEHA-FDA Retail Flexible Funding Model Grant Program acknowledges agreement with all the terms and conditions in this award letter.

The amount of \$7,500.00 represents the full amount of funds to which you are entitled. Grant awards are made with the understanding that NEHA-FDA Retail Flexible Funding Model Grant Program staff may require clarification of information within your application, as necessary, during the application, project, or reporting periods. These inquiries may be necessary to allow us to appropriately carry out our administrative responsibilities.

### **Specific Conditions of Your Award**

In addition to the general Terms and Conditions of your award as listed below, the following are additional conditions specific to your award:

We are approving the full requested amount for your CY2023 Training Grant. All funds requested for reimbursement must be for approved personnel attending the approved courses/workshops/seminars/meeting(s). Any course changes, and any personnel changes or additions, must be approved by NEHA in advance of attendance.

## Budget

81-23

To review specific details of the approved budget in your grant award, please log into the NEHA-FDA RFFM Grant Portal where you can view and print your grant (including your budget justifications) and your budget worksheets.

**Total Award Amount:** \$7,500.00

Budget changes are allowable but must be justified and approved in advance and in writing by the NEHA-FDA RFFM Grant Program Support Team. None of the funds in this award shall be used to pay the salary of an individual at a rate in excess of the current Executive Level II of the Federal Executive Pay Scale for any specific funding year.

## Terms and Conditions

Your award is based on the project application referenced in this Notice of Award, submitted to and approved by NEHA. Payment is contingent on continued Federal Funding from the United States Food and Drug Administration, and is subject to the following terms and conditions:

The grantee must complete the full scope of work and all tasks outlined in the approved grant application by the Project End Date, unless NEHA grants a written exception. The recipient agrees to comply with the current FDA general terms and conditions (HHS Grant Policy Statement).

Restrictions on the expenditure of funds in federal appropriations acts apply to this award, to the extent those restrictions are applicable to subawards made under federal grants. Please refer to 2 CFR 200.400 for guidance on relevant cost principles.

For the complete Terms and Conditions of this award, including links to all *relevant federal guidance*, please see the **Reporting and Payments** link on the NEHA-FDA RFFM webpage (<https://www.neha.org/retail-grants>).

## Reporting

Reports with due dates will be accessible by logging into the Grant Portal, found on the NEHA-FDA RFFM webpage. Reminders will be sent to the email address of your organization's Point of Contact regarding upcoming and past due reports.

Interim Progress Reports will be required each year for awards made through this program to assure that each funded project remains on track for timely completion. For one-year awards, an Interim Progress Report will be due halfway through the project period.

When all project objectives have been completed, a Final Project Report must be submitted through the online grant portal no later than 45 days after your Project End Date. As part of the final report, the grantee must provide a full accounting of all expenditures made with funds from this grant award accompanied by the required documentation.

For complete information on required reporting, please see the **Reporting and Payments** link on the NEHA-FDA RFFM webpage.

## Reimbursement Requests

For one-year awards made through this grant program, payment is normally made on a reimbursement basis at the end of the project, following submission of all required reporting.

Advance payment is available for one-year awards when required by a jurisdiction. To request advance payment, please email an explanation to the **NEHA-FDA RFFM Grant Program Support Team** at [retailgrants@neha.org](mailto:retailgrants@neha.org). For additional details, please see the **Reporting and Payments** link on the NEHA-FDA RFFM webpage.

Unless otherwise requested, your first report will be the Interim Progress Report due halfway through the project period.

## Recipient FDA Notice

As a reminder, recipients of funding through this program are required to assure that project activities achieve greater conformance with the FDA Voluntary National Retail Food Regulatory Program Standards (Retail Program Standards). For additional information regarding the Retail Program Standards, please visit the



FDA's official webpage at: <https://www.fda.gov/food/retail-food-protection/voluntary-national-retail-food-regulatory-program-standards>.

### **Allowable and Non-allowable Costs**

For information on allowable and non-allowable costs, please refer to the **NEHA-FDA RFFM Grant Guidance** link on the NEHA-FDA RFFM webpage.

### **Base Grant Requirement**

Once awards under the NEHA-FDA RFFM Grant Program have been made, all grantees must have an active Base Grant in place (either a Development Base Grant or a Maintenance and Advancement Base Grant) to remain eligible for open Optional Add-On Grants. During the performance period of open awards, if a Base Grant is cancelled for any reason (at the request of the Grantee or due to non-performance), all open Additional Add-On Grants may also be in jeopardy of cancellation.

For grantees that have been awarded both a Track 2 Development Base Grant (a one-year award) and a Capacity Building Grant (a three-year award), it is the awarded jurisdiction's responsibility to apply for Development Base Grants in years two and three of this grant program, to assure that their Capacity Building Grant remains eligible for continuation.

### **Travel Costs**

Travel costs should adhere to the general guidelines found in the **NEHA-FDA RFFM Grant Guidance**. Contact the NEHA-FDA RFFM Grant Program Support Team with specific travel-related questions not covered in the guidance.

### **Financial Conflict of Interest**

This award is subject to the Financial Conflict of Interest (FCOI) regulation at 42 CFR Part 50 Subpart F.

### **Contact us for Support**

If you have questions about this award, please contact the NEHA-FDA RFFM Grant Program Support Team. Additionally, the FDA Retail Food Safety Specialist assigned to your geographic area is an integral part of your jurisdiction's successful completion of Retail Program Standards activities and is available to assist with your funded project.

### **NEHA-FDA RFFM Grant Program Support Team**

[retailgrants@neha.org](mailto:retailgrants@neha.org)

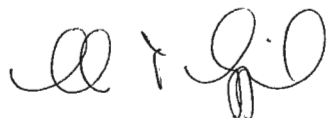
1-833-575-2404

### **FDA Retail Food Safety Specialist Contact Information**

<https://www.fda.gov/food/voluntary-national-retail-food-regulatory-program-standards/directory-fda-retail-food-specialists>

We appreciate your ongoing commitment to achieving greater conformance with the Voluntary National Retail Food Regulatory Program Standards.

Sincerely,



David T. Dyjack, DrPH, CIH  
NEHA Executive Director



CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman authorization to accept and expend the sum of eleven thousand nine hundred thirty nine dollars (\$11,939) in grant funding from the National Environmental Health Association (NEHA) to improve the City's conformance with the US Food and Drug Administration's Retail Program Standards be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved  
DRAFT

(SGD) CAROL MOORE  
City Clerk

(SGD) RUTHANNE FULLER  
Mayor

Date: \_\_\_\_\_



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

82-23

83-23

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

rfuller@newtonma.gov

February 27, 2023

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

Honorable City Councilors:

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

This grant will be used for LED lighting and controls at Newton South High School as well as to complete insulation, weatherstripping, and installation of heat pumps at Fire Station 1.

In addition to accepting the grant, I respectfully request authorization to spend \$33,289 out of the Energy Stabilization Fund to be used in conjunction with the funds from the Green Communities Grant to complete the replacement of thermostats and control valves at Fire Station 1.

Attached is a memo from Public Buildings Commissioner Morse requesting the docket item and a detailed account of the projects and funding. The spreadsheet shows annual savings of \$14,420 from these investments.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

RECEIVED  
2023 FEB 27 PM 4:50  
CITY CLERK  
NEWTON, MA. 02459



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

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Ruthanne Fuller, Mayor  
Josh Morse  
Building Commissioner

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

February 24, 2023

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

RE: Authorization to Accept Green Communities Grant and Funding and Use of  
Energy Stabilization Funds

Dear Mayor Fuller:

The Public Buildings Department respectfully requests the authorization to accept the Green Communities Grant in the amount of \$100,000 from the Department of Energy Resources. This grant will be used for LED lighting and controls at Newton South High School. We will also be using this grant to complete insulation, weatherstripping, and installation of heat pumps at Fire Station 1. In addition to the grant, the Public Buildings Department respectfully requests authorization to spend \$33,289 out of the Energy Stabilization Fund to complete replace thermostats and control valves at Fire Station 1.

Sincerely,

Josh Morse  
Public Buildings Commissioner

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

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10/11/2022

2022 Green Communities Grant

Request

	Total Project Cost	Green Comm. Grant	Utility Rebates	City Energy Stabilization Funds	Annual Cost Savings
South High School LED lighting and controls-Goodwin	\$ 99,232.00	\$ 50,000.00	\$ 27,520.00	\$ 21,712.00	\$ 12,897.00
Fire Station #1-insulation	\$ 8,090.00	\$ 2,093.00	\$ 1,005.00	\$ 5,000.00	\$ 838.00
Fire Station #1-weatherstripping	\$ 4,500.00	\$ 1,912.00	\$ 1,011.00	\$ 1,577.00	\$ 843.00
Fire Station #1- T-stats and control valves	\$ 12,800.00	\$ 6,544.00	\$ 1,256.00	\$ 5,000.00	\$ 1,046.00
Fire Station #1- Hyper Heat Pumps	\$ 96,550.00	\$ 39,451.00	\$ 17,500.00	\$ -	\$ (1,204.00)
<b>Total</b>	<b>\$ 221,172.00</b>	<b>\$ 100,000.00</b>	<b>\$ 48,292.00</b>	<b>\$ 33,289.00</b>	<b>\$ 14,420.00</b>

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman authorization to accept and expend the sum of one hundred thousand dollars (\$100,000) in grant funding from the from the Massachusetts Department of Energy Resources Green Communities Grant to purchase LED lighting and controls at Newton South High School as well as to complete insulation, weatherstripping, and installation of heat pumps at Fire Station 1 be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved  
DRAFT

(SGD) CAROL MOORE  
City Clerk

(SGD) RUTHANNE FULLER  
Mayor

Date: \_\_\_\_\_

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman, authorization to appropriate the sum of thirty three thousand two hundred eighty nine (\$33,289) from Acct # 7901C104-593041 (Energy Capital Stabilization) to Acct # 30412023-524070 (Green Communities – Public Building Repair and Maintenance) to complete the replacement of thermostats and control valves at Fire Station 1 be and is hereby approved as follows:

FROM:	Energy Capital Stabilization (7901C104-593041) .....	\$33,289
TO:	Green Communities – Public Building Repair and Maintenance (30412023-524070) .....	\$33,289

Under Suspension of Rules  
Readings Waived and Approved  
DRAFT

(SGD) CAROL MOORE  
City Clerk

(SGD) RUTHANNE FULLER  
Mayor

Date: \_\_\_\_\_



City of Newton, Massachusetts  
Office of the Mayor

87-23  
Telephone  
(617) 796-1100

Telefax  
(617) 796-1113

TDD  
(617) 796-1089

E-mail  
[rfuller@newtonma.gov](mailto:rfuller@newtonma.gov)

RUTHANNE FULLER  
MAYOR

February 28, 2023

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

Councilors:

I respectfully submit a docket item to your Honorable Council requesting authorization to (1) accept a grant of \$3,255,000, and (2) borrow an amount of \$1,085,000 in an interest-free loan payable in 10 equal installments over 10 years from the Massachusetts Water Resources Authority (MWRA), for a total of \$4,340,000.

This is part of the MWRA's Sewer Infiltration/Inflow Local Financial Assistance Program, Phase 14, 25% loan/75% grant program.

Funds will be utilized for the design and construction of Sewer CIP Project 9 to reduce infiltration/inflow into the sanitary sewer system, to eliminate sewer/underdrain cross connections and to improve existing sewer structures that are aging. Project 9 covers over 127,000 linear feet of sewer line in a large area of southern Newton including Oak Hill Park, Wells Avenue and areas off Nahanton Street.

For more detail, please see the additional documentation provided, including the docket request letter by Public Works Commissioner McGonagle.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller  
Mayor

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2023 MAR -1 PM 4:46





## OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue  
Newton Centre, MA 02459-1449Ruthanne Fuller  
Mayor

January 30, 2023

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

From: James McGonagle, Commissioner

Subject: Docket Request for MWRA Sewer Funds Borrowing Authorization  
MWRA Sewer Infiltration/Inflow Local Financial Assistance Program, Phase 14

I respectfully request a docket item be submitted for authorization of a sewer grant and loan from the Massachusetts Water Resources Authority (MWRA), as follows:

- A loan of \$1,085,000 from the MWRA, payable in 1/10 installments over 10 years,
- A grant of \$3,255,000 from the MWRA.

This is part of an MWRA interest free Phase 14 sewer loan/grant program (25% loan/75% grant) of a total of \$4,340,000. This proposed borrowing will allow Public Works to implement a portion of the sewer improvements as outlined in the 5-year Capital Improvement Plan as follows.

*Sewer CIP Project 9A Construction:*

Sewer CIP Project 9A Rehabilitations will include construction of "Trenchless" and "Excavate and Replace" rehabilitations to eliminate sewer/underdrain cross connections and to eliminate infiltration from the sanitary sewer system. These projects will be constructed to reduce sewer infiltration and inflow sources and provide improvement to existing sewer structures. The objective of this project is to construct sanitary sewer rehabilitations that will eliminate infiltration and inflow to the sanitary sewer system, eliminate sanitary sewer contamination to the underdrain system, and repair underdrain access points that are contributing infiltration to the sanitary sewer system. The design of this sewer project area is completed.

*Oak Hill Park Sewer CIP Project 9B Design and Construction:*

Sewer CIP Project 9B Rehabilitations will include the design and construction of "Trenchless" and "Excavate and Replace" rehabilitations to eliminate sewer/underdrain cross connections and to eliminate infiltration from the sanitary sewer system in the Oak Hill Park Area. It has been determined that this area requires extensive sewer rehabilitation, and therefore is separated from Project 9A mentioned above. The design of this sewer project area will be completed this year.

Pending your approval, the Treasurer will submit a request to Bond Council which will be provided to the Clerk's Office for inclusion as a docket item to the Honorable City Council.

cc: Steve Curley, Comptroller  
Ron Mendez, Treasurer  
Shawna Sullivan, Deputy Commissioner DPW  
Louis M. Taverna, City Engineer  
Tom Fitzgerald, Director of Utilities  
Doug Valovcin, Deputy Director of Utilities  
Kelley Cadman, DPW Business Manager

MASSACHUSETTS WATER RESOURCES AUTHORITY  
CHARLESTOWN NAVY YARD, 100 FIRST AVENUE, BOSTON, MA 02129

MWRA INFILTRATION/INFLOW LOCAL FINANCIAL ASSISTANCE PROGRAM  
FINANCIAL ASSISTANCE APPLICATION  
Updated July 2019

FOR MWRA USE ONLY
PROJECT NO.: _____
APPLICANT: _____
NAME OF PROJECT: _____ _____
DATE RECEIVED: _____

**Section 1 - Financial Assistance Requested**

Name of Applicant: City of Newton, Massachusetts

Address of Applicant: 1000 Commonwealth Avenue

Newton, Massachusetts 02459

Name of Authorized Representative: Louis M. Taverna, PE

Telephone Number of Representative: (617) 796-1020

Name of Applicant's Consultant Firm and Representative (if applicable):

Weston & Sampson, Patrick A. Terrien, PE Telephone No.: (978) 767-5123

The following attached exhibits are hereby made part of this application for financial assistance under the MWRA's Infiltration/Inflow Local Financial Assistance Program. The undersigned representative of the Applicant certifies that the information presented in this application and its exhibits is true, correct and complete to the best of their knowledge:

1/25/2023  
(Date)

Louis M. Taverna  
(Signature of Authorized Representative)

City Engineer  
(Title)

## Section 2 - Project Description

Describe the proposed project, including the following as applicable:

- a. **Type of Project:** Such as planning, design, construction, or a combination.
- b. **Objective of the Project:** Such as infiltration, inflow, or a combination of I/I reduction to be achieved through rehabilitation of manholes, pipeline sections, private inflow source removals, etc. For planning phase projects, the project objective may be the identification and/or quantification of I/I.
- c. **Location of the Project:** Such as a list of street names or a specific section of the community. If possible, please submit report maps and/or community sewer maps with the application. For initial planning phase projects, the project location may include the entire community.
- d. **Phased Program:** Is the project part of a phased program of I/I reduction and, if so, what are the other components of the overall program the community is pursuing?
- e. **Estimated Quantity of Infiltration and/or Inflow to be Reduced:** The applicant should estimate both the peak and annual average infiltration and/or inflow anticipated to be reduced following completion of the construction phase of the project. For initial planning phase projects, this item may not be applicable if the project objective is the identification and/or quantification of I/I (see Section 15 for detailed I/I reduction estimates).

### a. Type of Project

The city is requesting money for design and construction projects. A summary of the projects is included below.

#### Design

- Oak Hill Park Area Sewers Replacement Design

#### Construction

- CIP Project 9 Rehabilitations and Oak Hill Park Area Sewers Replacement

### b. Objective of the Project

The objective of CIP Project 9 Rehabilitations and Oak Hill Park Area Sewers Replacement is to construct sanitary sewer rehabilitations and replacement of sewers that will:

- a. Eliminate infiltration to the sanitary sewer system
- b. Eliminate inflow to the sanitary sewer system
- c. Eliminate sanitary sewer contamination to the underdrain system
- d. Repair underdrain access points that are contributing infiltration to the sanitary sewer system

The objective of Oak Hill Park Area Sewers Replacement Design is to design “Excavate and Replace” rehabilitations that will:

- a. Eliminate infiltration to the sanitary sewer system
- b. Eliminate inflow to the sanitary sewer system

**c. Location of the Project**

CIP Project 9 Rehabilitations will include repair of defects in sanitary sewer subareas A001, A002, A003, A010, A011, A013, and A015.

Oak Hill Park Area Sewers Replacement will include replacement of sanitary sewers in subarea A001.

**d. Phased Program**

CIP Project 9 is part of the City of Newton’s 11 Year Sewer Capital Improvement (CIP) Plan.

**e. Estimated Quantity of Infiltration and/or Inflow to be Reduced**

CIP Project 9 Rehabilitations and Oak Hill Park Area Sewers Replacement will remove an estimated 329,145 gallons per day of peak infiltration and an estimated 38,192 gallons per day of peak inflow from the sanitary sewer system.

**Section 3 - Documentation of Project Need**

Identify records that document the project's need, including, but not limited to:

- a. Facility Plans;
- b. I/I Reports;
- c. Sewer System Evaluation Surveys;
- d. Physical Surveys;
- e. Internal TV Inspection;
- f. DPW Maintenance Records;
- g. Flow Measurement Records; and,
- h. Pump Station Records.

*CIP Project 9 – Inspection and Assessment Report (Weston & Sampson Engineers, Inc., April 21, 2020).*

**Section 4 - Project Schedule**

Provide a realistic schedule outlining important milestones in the planning, design, and/or construction phase. If a schedule is attached to the financial assistance application separate from this section, please note the attachment here. The estimated project start date must be included.

**Design**

CIP Project 9 Design	January 2022 to May 2023
CIP Project 9 – Phase 1 Bid and Award	May 2023 to July 2023
CIP Project 9 – Phase 2 Bid and Award	February 2024 to April 2024
Oak Hill Park Area Sewers Replacement Design	April 2023 to December 2023
Oak Hill Park Area Sewers Replacement Bid and Award	To be determined

**Construction**

CIP Project 9 – Phase 1 Rehabilitations	July 2023 to April 2024
CIP Project 9 – Phase 1 Warranty Re-Test	March 2025 to June 2025
CIP Project 9 – Phase 2 Rehabilitations	April 2024 to January 2025
CIP Project 9 – Phase 2 Warranty Re-Test	April 2025 to July 2025
Oak Hill Park Area Sewers Replacement	To be determined

**Section 5 - Map of Project**

Attach a project map denoting the collection system and/or general plan of the proposed project site. If no map or plan is submitted with the application, an explanation must be provided.

See Attachment 1 for a locus map of the CIP Project areas. Oak Hill Park Area Sewers are in the CIP Project 9 Area.

**Section 6 - Project Funding**

The applicant must list all sources of funding proposed for the project.

For funding through the MWRA I/I Local Financial Assistance Program, the applicant must provide documentation of the authorization to execute the Financial Assistance Agreement and repay the loan portion of financial assistance. **Documentation of authorization may be in the form of a Town Meeting Action, City Council Vote, or other binding action. If available, documentation should be attached to the application.**

If funding through the MWRA I/I Local Financial Assistance Program will not cover 100 percent of the project costs, the applicant must demonstrate that sufficient funds are available to cover the additional project costs from other resources. Documentation of the

availability of other resources may be in the form of a Town Meeting Action, City Council Vote, or other binding action. If available, documentation should be attached to the application.

<u>Source</u>	<u>Amount</u>	<u>Date Available</u>
1. MWRA I/I Financial Assistance		
Phase 14 Grant (75% of \$4,340,000)	\$ 3,255,000	February 2023
Phase 14 Loan (25% of \$4,340,000)	\$ 1,085,000	February 2023
2. Community Funding	\$ 7,243,258	February 2023
3. General Obligation Bond		
4. Non-MWRA Grant		
5. Clean Water State Revolving Fund		
6. Other (Specify Source)		
TOTAL		
	\$11,583,258	

**Section 7 - Summary of Costs**

Provide a detailed tabulation of the estimated cost of each project phase (i.e. Planning, Design, Construction, Construction Services, etc.) and major tasks under each project phase. Major tasks to be detailed may include those listed as eligible project costs in Section 2.7 of the MWRA I/I Local Financial Assistance Program Guidelines or other project tasks that may or may not be eligible for MWRA financial assistance funding.

**Note: If construction paving costs represent more than ten percent (10%) of the project cost, they should be identified as a separate project phase or subtask in the list below.**

For each engineering task, a breakdown of the cost into staff labor category, staff hours, hourly rates, direct labor costs, indirect labor costs, other direct costs and/or expenses, etc. should be included on an attached summary table.

The **total project cost** and **estimated total eligible project cost** should be provided at the bottom of the table.

<u>Project Phases and Subtask</u>	<u>Estimated Total Project Cost</u>	<u>Estimated Eligible Project Cost</u>
CIP Project 9 Construction of Rehabilitations	\$ 7,071,758	\$ 7,071,758
CIP Project 9 Construction Services	\$ 1,200,000	\$ 1,200,000
Oak Hill Park Area Sewers Replacement Design	\$ 311,500	\$ 311,500



Oak Hill Park Area Sewers Replacement	\$ 2,500,000	\$ 2,500,000
Oak Hill Park Area Sewers Replacement Construction Services	\$ 500,000	\$ 500,000

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TOTAL COST: \$11,583,258 \$11,583,258

Date of Cost Estimate: April 21, 2020 ENR Index: N/A

Source of Cost Estimate: Preliminary Design (CIP Project 9 – Inspection and Assessment Report (Weston & Sampson Engineers, Inc., April 21, 2020)).

**Section 8 - Interdependent Projects**

Explain whether financing has been received or is being requested for this project, or a separate phase of the project, from a non-MWRA grant, the Clean Water State Revolving Fund (CWSRF) program, or another grant/loan program.

Specify related and/or interdependent projects or portions of projects. For example, if the applicant is performing the design phase of a project under community funding or CWSRF funding, and MWRA financial assistance is being requested for the construction phase under this application, then the construction phase is dependent on completion of the design phase.

Financing is being requested through the MWRA Phase 14 Financial Assistance Program.

**Section 9 - Intermunicipal Projects**

If the project will serve two or more municipalities, or one community's project extends into another community, the applicant must explain the circumstances. State whether the municipalities have, or propose to have an intermunicipal agreement or other legally binding documents covering financing, construction, and/or operation of the proposed improvements. If not, detail historic cooperative service relationships between the parties.

This project does not serve two or more communities.

**Section 10 - Project Permits and Certificates**

Review the list below and note the permits or certificates which: (1) have been obtained, (2) will be obtained, or (3) may be required prior to initiation of the project.

	<u>Has been Obtained</u>	<u>Will be Obtained</u>	<u>May be Required</u>
U. S. ARMY CORPS OF ENGINEERS	_____	_____	_____
MA DIVISION OF WATERWAYS Chapter 91 License	_____	_____	_____
LOCAL CONSERVATION COMMISSION	_____	_____	_____
DEP - DIVISION OF AIR QUALITY	_____	_____	_____
DPW HIGHWAY PERMIT	_____	_____	_____
LOCAL SEWER PERMIT	_____	_____	_____
DCR CONSTRUCTION PERMIT	_____	_____	_____
MBTA/CONRAIL LICENSE	_____	_____	_____
DWPC (401) WATER QUALITY CERT.	_____	_____	_____
CZM CONSISTENCY CERTIFICATE	_____	_____	_____
MEPA - Environment Notification Form (ENF) and/or Environmental Impact Report (EIR)	_____	_____	_____
FLOOD INSURANCE PARTICIPATION	_____	_____	_____
HISTORIC - Mass. Historical Commission	_____	_____	_____
LEGISLATION - Legislation from the Mass. General Court could be required prior to: construction in dedicated conservation land, construction by one community within the municipal boundaries of another, and easements in state owned land.	_____	_____	_____

OTHER Street Opening Permit, Trench Permit, MWRA One-Time-Only Discharge Request Permit, MWRA Request to Conduct a Root Control Project.

**Section 11 - Construction Plans, Specifications, and Bidding Documents**

For proposed construction projects and equipment/materials purchases, the applicant should outline the status of the plan, specification, and bidding document preparation and the time schedule for completion. If these documents are not required for the project, an explanation must be included in this section.

If available, a copy of the final engineering plans, specifications, and bidding documents for each contract or equipment/material purchase should be submitted with the application.

A copy of the contract documents will be forwarded to the MWRA when they are available.

**Section 12 - Engineering Agreement**

For proposed planning, design, and/or construction projects, the applicant should outline the status of an engineering agreement and time schedule for its completion (if a Consulting Engineer will be used for any portion of the project). If no engineering agreement is required for the project, an explanation must be included in this section.

If available, a copy of the proposed or executed engineering agreement for each contract should be submitted with the application.

A copy of the engineering agreements between the City of Newton and Weston & Sampson Engineers, Inc. will be forwarded to the MWRA when available.

**Section 13 - Force Account Work**

If the applicant proposes to perform funding eligible portions of the project (planning, design, construction services or construction activities) using its own staff (force account work), a description of the force account activities must be provided. List the type of force account task, staff titles, affiliated department, estimated hours to perform task, and direct labor rates (or range) for each title. **Please note that charges for overhead, overtime, and/or the use of vehicles or equipment owned by the applicant, and staff time to obtain permits or licenses are ineligible.**

Not applicable.

**Section 14 - Other Project Information**

The applicant is encouraged to provide any other additional information that may enable the Authority to determine that the project is a viable I/I reduction project and assess eligible project costs.

Elimination of sewer/underdrain cross connections and pipeline infiltration will reduce flow to Newton's sewer system.

### Section 15 - Estimated I/I Reduction and Potential Cost Benefit of I/I Removal

The applicant should provide as complete information as possible on the estimated infiltration and/or inflow reduction that is anticipated to be achieved when the construction phase of the project is concluded. For projects that will reduce groundwater infiltration, the peak month (usually within the Spring season) infiltration reduction and average annual infiltration reduction should be estimated. For projects that will reduce stormwater inflow, the design storm peak hour inflow rate reduction, design storm inflow volume reduction, and average annual inflow reduction should be estimated. The "design storm" is defined (by DEP) as a storm with a one year return period, a one hour peak rainfall intensity of about 0.87 inches, and a six hour cumulative rainfall of about 1.72 inches (see DEP's Guidelines for Performing I/I Analyses and Sewer System Evaluation Surveys).

Using these I/I reduction estimates, Authority staff will run the MWRA wholesale rate model for the preceding fiscal year to estimate the dollar value of the rate reduction that would have been realized by the applicant if the estimated flow reduction had taken place in the previous year. MWRA staff will provide the results of the rate model analysis to the community. This information may be helpful in analyzing the project's potential cost benefit. As a standard, the analysis will be performed holding all other MWRA service area community flows constant. However, if requested by the applicant, rate model runs can be made to simulate the net affect other community potential flow reductions may have on the applicant's wholesale sewer rate.

The applicant may submit the I/I reduction information with the financial assistance application. However, at the applicant's discretion, the I/I reduction information form may be submitted to the MWRA prior to the submittal of the full application. This would allow the community to review the results of the Authority's wholesale rate analysis and use the information as a decision making tool when evaluating one or more I/I projects. For more information on this process, the applicant is encouraged to contact MWRA Community Support Program staff.

#### Estimated Project Infiltration Reduction:

- (1) Peak month reduction:   N/A   mgd;   (2) Annual average reduction:   N/A   mgd.

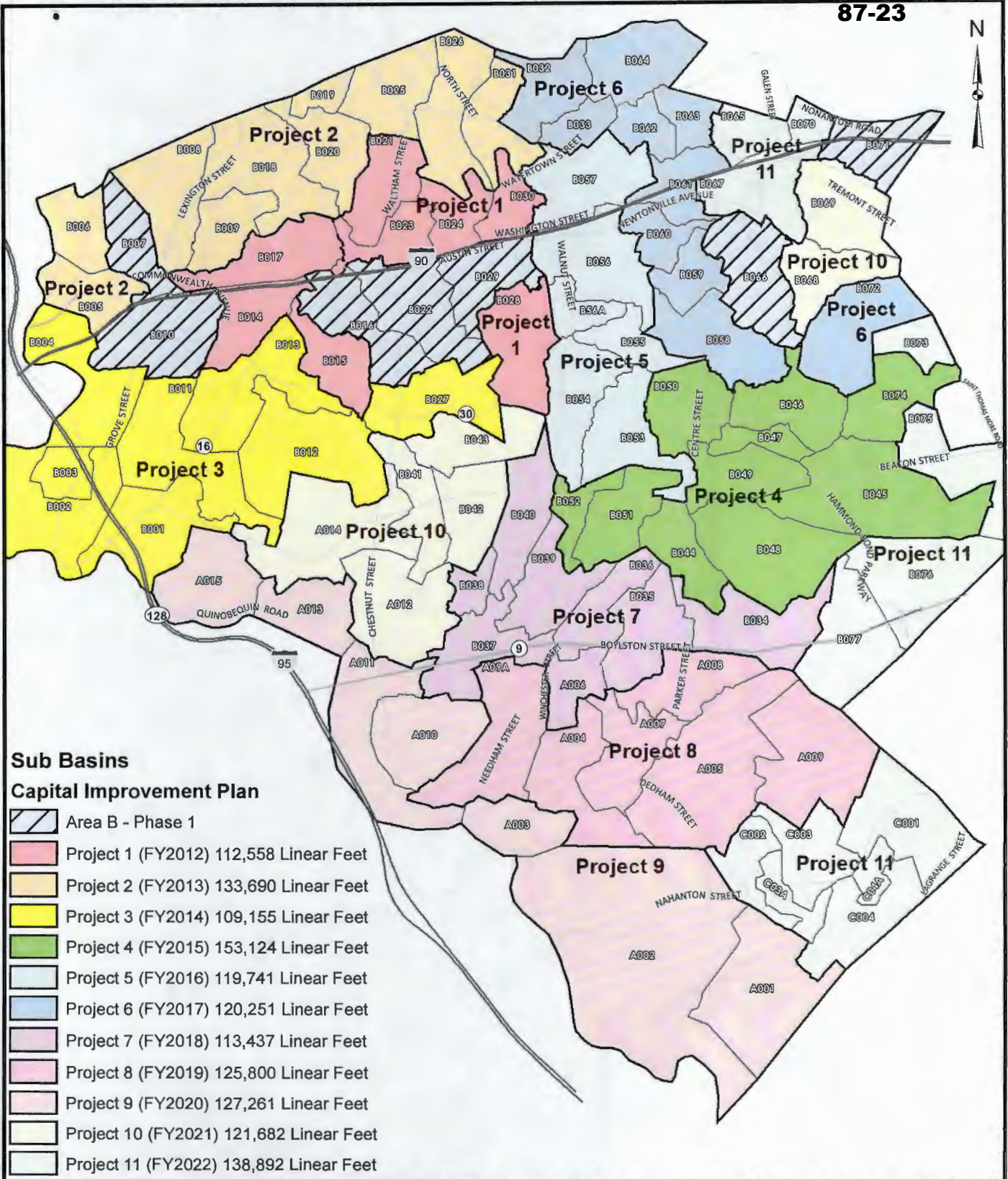
#### Estimated Project Inflow Reduction:

- (1) Design storm peak hour inflow rate reduction:   N/A   mgd;  
 (2) Design storm inflow volume reduction:   N/A   mg;  
 (3) Average annual inflow reduction:   N/A   mgd.

#### Comments:

CIP Project 9 Rehabilitations and Oak Hill Park Area Sewers Replacement will remove an estimated 329,145 gallons per day of peak infiltration and an estimated 38,192 gallons per day of peak inflow from the sanitary sewer system. Oak Hill Park area sewers are in the CIP Project 9 area.





**Sub Basins**

**Capital Improvement Plan**

- Area B - Phase 1
- Project 1 (FY2012) 112,558 Linear Feet
- Project 2 (FY2013) 133,690 Linear Feet
- Project 3 (FY2014) 109,155 Linear Feet
- Project 4 (FY2015) 153,124 Linear Feet
- Project 5 (FY2016) 119,741 Linear Feet
- Project 6 (FY2017) 120,251 Linear Feet
- Project 7 (FY2018) 113,437 Linear Feet
- Project 8 (FY2019) 125,800 Linear Feet
- Project 9 (FY2020) 127,261 Linear Feet
- Project 10 (FY2021) 121,682 Linear Feet
- Project 11 (FY2022) 138,892 Linear Feet

**NEWTON, MA  
SANITARY SEWER SYSTEM**

**11 YEAR  
CAPITAL IMPROVEMENT PLAN**



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, the Commissioner of Public Works be and is hereby authorized to incur expenditures in an amount not to exceed four million three hundred forty thousand dollars (\$4,340,000) received from the Massachusetts Water Resources Authority. The City Treasurer is authorized to borrow all or any portion of the one million eighty-five thousand dollars (\$1,085,000) that has been made available to the City as an interest-free loan from the Massachusetts Water Resources Authority. The remaining funds, three million two hundred fifty-five thousand dollars (\$3,255,000), have been received as an outright grant to the City from the Massachusetts Water Resources Authority for the purpose of funding the design and construction of Sewer CIP Project 9.

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

84-23

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

February 27, 2023

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

Honorable City Councilors:

I respectfully submit this docket item to your Honorable Council requesting authorization to accept and expend \$69,878.60 in grant funding from MassDEP's Electric Vehicle Incentive Program - Public Access Charging for 5 EV chargers with 10 total ports: 2 chargers on Washington Street itself across from 1385 Washington St (in accordance with the West Newton Village Square Enhancement project), 2 chargers at Pleasant St Lot, and 1 charger at the Pearl St Lot. No funding match is required.

The City's vendor, Greenspot, will purchase, install and operate these EV charging stations.

Attached is a memo from Planning & Development Director Barney Heath requesting the docket item and the grant award letter from the MassDEP.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

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2023 FEB 27 PM 4:50  
CITY CLERK  
NEWTON, MA, 02459





Ruthanne Fuller  
Mayor

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

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

Barney S. Heath  
Director

---

MEMORANDUM

**Date:** February 24, 2023  
**To:** Maureen Lemieux, Chief Financial Officer  
Jonathan Yeo, Chief Operating Officer  
**From:** Barney Health, Director – Planning & Development  
Nicole Freedman, Planning Consultant  
**Subject:** Request to Docket Item to Accept MassDEP Electric Vehicle Incentive Program  
Grant Funding

---

Please docket this item to request approval from the Honorable City Council to accept and expend \$69,878.60 in grant funding from MassDEP’s Electric Vehicle Incentive Program - Public Access Charging for 2 chargers on Washington Street at Washington/Elm, 2 chargers at Pleasant St Lot and 1 charger at the Pearl St Lot. No match is required.

The City’s vendor, Greenspot will purchase, install and operate these stations.

- Attached:
- Award Letter



Commonwealth of Massachusetts  
Executive Office of Energy & Environmental Affairs

## Department of Environmental Protection

One Winter Street Boston, MA 02108 • 617-292-5500

Charles D. Baker  
Governor

Karyn E. Polito  
Lieutenant Governor

Bethany A. Card  
Secretary

Martin Suuberg  
Commissioner

October 18, 2022

City of Newton  
1000 Commonwealth Avenue  
Newton, MA 02459

Dear Nicole Freedman,

The Massachusetts Department of Environmental Protection (MassDEP) is pleased to announce that City of Newton (Grantee) has been awarded a grant of \$69,878.60 to acquire five electric vehicle charging station(s) under the Massachusetts Electric Vehicle Incentive Program (MassEVIP) Public Access Charging (PAC) Program at the following location(s):

- An amount not to exceed \$13,252.40 for four ports at 26-28 Pleasant Street, Newton, MA; and
- An amount not to exceed \$50,000.00 for four ports at 1395 Washington Street, Newton, MA; and
- An amount not to exceed \$6,626.20 for two ports at 16-18 Pearl Street, Newton, MA.

Contract documents are attached. You will need to sign and return those that require signatures within **30** business days of receipt. The Grantee is authorized to proceed with the acquisition of the EV charging station(s) with the receipt of this approval letter. The contract documents include:

- *Contractor Authorized Signatory Listing*, **to be signed** by one of the parties specified on the listing
- *End User Agreement*, **to be signed** by an authorized signatory (if on master agreement)
- ADA Acknowledgement form, **to be signed** by an authorized signatory

Please email scanned copies of documents requiring signatures to [MassEVIP.MassDEP@mass.gov](mailto:MassEVIP.MassDEP@mass.gov).

MassDEP will execute the *Commonwealth of Massachusetts - End User Agreement* and email you a scanned copy for your records.

You have up to 6 months from the contract documents' execution date to make the EV charging stations operational. You have up to 60 days from the date the EV charging stations are operational to request payment by completing and submitting the *Payment Request Form* and required attachments. MassDEP will not authorize the payment until receiving a complete *Payment Request Form* and required attachments. Required attachments can include:

- Final invoices for EV charging stations with line items for individual EV charging station costs.
- Final invoices for EV charging stations installation costs.
- Photographs of installed EV charging stations. Pictures should clearly show parking spaces, ADA accessible EV parking spaces and EV designated signage.

Please email scanned copies of the of documents requiring signatures to: [MassEVIP.MassDEP@mass.gov](mailto:MassEVIP.MassDEP@mass.gov).

You may begin to move forward with your project. However, grant funding is not guaranteed until there is fully executed contract, signed by both you and MassDEP. You may order equipment or hire a contractor but will not be reimbursed for any equipment delivered or work conducted before the effective date (i.e., the date of MassDEP's signature) on the contract.

Any work begun prior to a fully executed contract will be performed at your own risk.

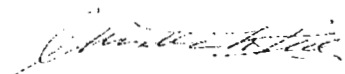
The state's fiscal year (FY) begins on July 1st and ends on June 30th. Payment requests for any equipment that was delivered and/or installation work that occurred on or before June 30th must be submitted for payment no later than July 15th for payment to be processed - even if the entire project is not yet complete and the EV charging station is not yet operational.

No payment for equipment delivered or installation work completed through June 30 can be made if the payment request is received after July 15. All payments will be made directly to the grantee.

On behalf of Commissioner Suuberg, I want to congratulate City of Newton for taking this important step towards making Massachusetts a leader in deploying electric vehicle charging equipment and helping the Commonwealth achieve its ambitious climate goals.

If you have any questions or comments regarding MassEVIP or the awarded grant, please contact us at [MassEVIP.MassDEP@mass.gov](mailto:MassEVIP.MassDEP@mass.gov).

Sincerely,



Christine Kirby  
Assistant Commissioner  
Bureau of Air and Waste

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Finance Committee through its Chair Rebecca Walker Grossman authorization to accept and expend the sum of sixty nine thousand eight hundred seventy eight dollars and sixty cents (\$69,878.60) in grant funding from MassDEP's Electric Vehicle Incentive Program – Public Access Charging for 5 EV chargers be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved  
DRAFT

(SGD) CAROL MOORE  
City Clerk

(SGD) RUTHANNE FULLER  
Mayor

Date: \_\_\_\_\_



Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

#86-23

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(617) 796-1113  
TDD/TTY  
(617) 796-1089  
Email

rfuller@newtonma.gov

February 27, 2023

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

Honorable City Councilors:

I respectfully submit this docket item to your Honorable Council requesting authorization to accept and expend \$190,000 in grant funding from MassDOT's Community Transit Grant Program SFY23 for the Newton in Motion – NewMo Senior Transportation Microtransit Program.

The City is contracted with Via to provide this service. The grant supplements City funding, development mitigation funds, and other grants used to support the program.

Attached is a memo from Planning & Development Director Barney Heath requesting the docket item and the grant award letter from the MassDEP.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

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2023 FEB 27 PM 4:51  
CITY CLERK  
NEWTON, MA. 02459





Ruthanne Fuller  
Mayor

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

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

Barney S. Heath  
Director

---

MEMORANDUM

**Date:** December 8, 2022  
**To:** Maureen Lemieux, Chief Financial Officer  
Jonathan Yeo, Chief Operating Officer  
**From:** Barney Heath, Director – Planning & Development  
Nicole Freedman, Planning Consultant  
**Subject:** Request to Docket Item to Accept MassDOT Community Transit Grant Program  
SFY23

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We request approval to accept and expend \$190,000 in grant funding from MassDOT's Community Transit Grant Program SFY23 for the following project:

NewMo Senior Transportation

The City is contracted with Via to provide this service. The City will provide a 50% match to MassDOT funds using part of the \$275,000 that the City puts towards NewMo senior transportation on an annual basis.

Attached:

- Award Letter
- Grant Application



Charles D. Baker, Governor  
Karyn E. Polito, Lieutenant Governor  
Jamey Tesler, MassDOT Secretary & CEO  
Meredith Slesinger, MassDOT Rail & Transit Administrator



December 8, 2022

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

Dear Nicole Freedman:

On behalf of Governor Baker and Lieutenant Governor Polito, I am pleased to notify you that the City of Newton has been competitively selected to receive a State Fiscal Year 2023 Community Transit Grant Program award for the following project:

**NewMo Senior Transportation**  
BCG0011555  
in the amount of **\$190,000**  
to be matched with \$190,000 in local funds

Through this funding, we hope to ensure that you continue to provide meaningful transportation options for older adults and individuals with disabilities in Massachusetts.

In the coming weeks, you will receive further instructions from the MassDOT Transit Division detailing next steps. In the meantime, please feel free to contact Rachel Fichtenbaum, Manager of Grant Programs and Mobility Management, at [Rachel.L.Fichtenbaum@dot.state.ma.us](mailto:Rachel.L.Fichtenbaum@dot.state.ma.us) with any questions.

Thank you for your continued commitment to improving mobility in the Commonwealth.

Sincerely,

A handwritten signature in black ink that reads "Jamey Tesler".

Secretary Tesler  
Secretary and CEO  
Massachusetts Department of Transportation





Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0011555

Project Name/GrantsPlus Project Description: Newton Senior Transportation Operating, FY23

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

## Operating Project Request - FY23

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

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

FTA Section 5310 Operating Funding Request	\$	190,000.00
Local Match	\$	190,000.00
Total Project Cost	\$	380,000.00

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

In 2019, with CTGP funding, Newton launched NewMo, a state-of-the-art transportation system providing seniors on-demand, dynamically routed, shared trips in hybrid vehicles, ensuring a sustainable service and social experience. In fall 2021, NewMo expanded into an all-ages citywide service, greatly benefitting seniors. 1) Seniors now travel everywhere in Newton, not just select locations 2) Service runs weekdays 7-6:30, from 8-5 3) Seniors can pre-book for medical trips, instead of just real-time booking 4) Seniors pay \$2/trip down from \$5. Low-income rate is \$.50 5) More vehicles (8 instead of 4) improved reliability. The new, expanded service is highly successful. Senior trips increased 80% from 188 per week to 342 and 200 new seniors took trips. Riders with disabilities are increasingly using NewMo. NewMo has provided 65,498 total trips and 40,533 senior trips since inception. In 2022, NewMo will expand again, serving hubs in Waltham and Watertown and transitioning to electric vehicles.

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

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



Applicant Organization Name: GrantsPlus Newton Senior Services Department

Project Number / UPIN: BCG0011555

Project Name/GrantsPlus Project Description: Newton Senior Transportation Operating, FY23

### 3. Project Service Operations.

Days and Hours of Project Operation	Weekdays 7 AM-6:30 PM, Weekends 9 AM - Noon
Service Project Operator (applicant, subcontractor, other)	Via
Average Project Fare or Donation	\$ 1.48
Primary Project Trip Purpose (medical, shopping, etc.)	medical, errands, senior, job, social, other
Estimated Project One-Way Passenger Trips per Day	100

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

Pre-pandemic, NewMo averaged 85 weekday senior trips. We project a return to pre-pandemic levels next year, with the pandemic receding. Additionally, we estimate a 15-20% increase over pre-pandemic levels related to the Waltham/Watertown expansion, recent service improvements, and increased awareness.

### 4. Project Effectiveness and Performance Indicators.

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

N/A not a new operating project

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

Data Type	2021 Data	2022 Data (YTD)
Total Operating and Related Administrative Expenses:	\$ 497,000.00	\$ 1,020,118.00
Annual One-Way Passenger Trips:	9,696	38,992
Annual Vehicle Service Miles:	65,434	240,034
Total Vehicles in Service (exclude spares/backups):	4	7
Cost Per Mile:	\$ 7.50	\$ 4.20
Cost per Passenger Trip:	\$ 51.00	\$ 26.00



**Applicant Organization Name:** Newton Senior Services Department

**GrantsPlus Project Number / UPIN:** BCG0011555

**Project Name/GrantsPlus Project Description:** Newton Senior Transportation Operating, FY23

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

In 2019 and 2021 Newton accepted proposals for a model-agnostic transportation service. Bids included taxi, TNC, microtransit and shuttle models. Newton selected Via (microtransit) because they met requirements (service area, door-to-door, and phone, WAVE) and excelled at customer service, technology, pricing, and sustainability

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

Our contract with Via stipulates the following service levels: Avg wait (< 20 min); On Time % (95% within +-10 minutes); Customer satisfaction (4.8/5); Weekday Ridership (215-360). We also track shared trips percent, trips/vehicle hour, total cost, driver hours and miles, cost/trip and more.

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

The City monitors performance as follows: 1) Vendor is obligated to provide access to real-time dashboard with 30 + metrics 2) Vendor must meet above service levels 3) Senior Center staff communicate regularly with seniors 4) City staff meet weekly with vendor 5) City issues annual rider survey for demographics and more.

**5.** **Proposed Project Budget** (do not complete all expense categories, only specific to project type and applicable to the total requested project cost.) All in-kind and indirect costs listed must be approved by MassDOT in advance of application submission. Fares and donations for service are subtracted from total operating expenses to calculate total project cost eligible for reimbursement.

Expenses	Cash	In-Kind
a. Drivers/Dispatch Salaries	\$	\$
b. Drivers/Dispatch Fringe Benefits	\$	\$
c. Vehicle Insurance	\$	\$
d. Vehicle Fuel	\$	\$
e. Vehicle Materials and Supplies (e.g., oil, tires, etc.)	\$	\$
f. Vehicle Maintenance and Repair Services	\$	\$
g. Operations License Fees and Taxes	\$ 1,313,404.00	\$
h. Contract (Purchased) Transit Services (identify):	\$	\$
i. Transportation Project Direct Administrative Costs*	\$	\$
j. Indirect Cost Rate through approved ICAP or 10% de minimis rate	\$	\$
<b>Total Expenses:</b>	<b>\$ 1,313,404.00</b>	<b>\$ 0.00</b>

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



Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0011555

Project Name/GrantsPlus Project Description: Newton Senior Transportation Operating, FY23

Revenue: Local Match Sources - IDENTIFY SOURCE(S) OF LOCAL MATCH (BOTH CASH and IN-KIND)	Status - Attach Local Match Letter to support Status	Cash	In-Kind
a. City	Already in Budget	\$ 275,000.00	\$
b. Developer	Already in Budget	\$ 188,333.00	\$
c.		\$	\$
d.		\$	\$
e.		\$	\$
Total Local Match:		\$ 463,333.00	\$ 0.00

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

The City uses, and regularly seeks, funds from a diverse type of funders in order to leverage existing funds and ensure ongoing financial sustainability. Sources include Grants (CTGP, MassDOT Workforce Transportation, MPO Community Connections), Developer (Trio, Riverdale), Higher ed (UMass, William James), EOE state formula grant, State Supplemental Budget, and City funds. On another note, the citywide expansion introduced significant economies of scale that reduced cost per trip and cost per mile substantially.

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

Newton has funded senior transportation for 35+ years. The service is a cornerstone of Newton’s commitment to being an age-friendly community. In 2019 the City upgraded the service to create NewMo which dramatically improved the service for seniors. Seniors could now reliably book trips in real time, instead of reserving trips 72 hours in advance. To support this improved service, Newton increased annual funding for senior transportation by \$100,000 to \$275,000+. The City continues to invest in senior transportation at this higher level. In addition, the City is committing \$250,000+ of developer mitigation funds, and higher education institutions have pledged \$75,000. Onqoina fundraising from developers and business partners ensues.

**8.** Will you be acquiring goods or services from an external source as part of the project and needing to conduct a procurement to do so?

Yes  No

If yes, please fill out the supplemental procurement questionnaire.





Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0011555

Project Name/GrantsPlus Project Description: Newton Senior Transportation Operating, FY23

## Coordination Of Transportation Services and Collaboration With Other Organizations

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

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

Yes  No

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

Yes  No

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

Yes  No

If yes, please describe how. (575 characters)

Yes. NewMo meets CHST Plan inclusion requirements and is the only service dedicated to providing senior transportation in Newton. Most NewMo seniors are able bodied and do not qualify for paratransit which is offered in Newton. However many seniors require added assistance (door-to-door service) which NewMo provides for seniors and disability community members. Two WAV vehicles are part of the 8 vehicle fleet, ensuring short wait times for persons requiring WAV.

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

Yes  No

If yes, please describe. (575 characters)

In 2019, the City met with 7 municipalities regarding senior transportation best practices and a potential regional procurement. The procurement proved impractical, but Newton's contract allows other cities to purchase off the contract. In fall 2022 NewMo will expand to key locations in Waltham and Watertown. The City worked closely with Watertown on the expansion and is discussing a potential integrated Newton-Watertown service. City staff regularly talk with other municipalities about senior transportation, best-practices, NewMo, and microtransit.

**Applicant Organization Name:** Newton Senior Services Department

**GrantsPlus Project Number / UPIN:** BCG0011555

**Project Name/GrantsPlus Project Description:** Newton Senior Transportation Operating, FY23

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

Yes  No

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

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

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

Yes  No

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

Yes. We have worked with 20+ social service agencies to spread awareness of NewMo and, in particular, the low-income \$.50 fare. Agency types include food pantries, health care centers, senior housing, affordable housing, and community centers. This has resulted in a rider demographic that has lower income and fewer transportation options than the general population. 58% of NewMo riders are from households earning less than 80% of the AMI (family of 3), 34% live in households without a car and 28% choose NewMo because they have "no viable alternative".

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

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

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

Yes

No

a. Has shared vehicle agreements with other organizations.

b. Participates in training provided by other organizations (i.e. travel training, driver training).

c. Makes current training programs available to other organizations (i.e. travel training, driver training).

d. Has an agreement in place with another organization to provide or obtain services if needed (e.g. if there is a vehicle breakdown or a staff shortage).

e. Other: (describe) senior and all-ages service are now integrated





Applicant Organization Name: Newton Senior Services Department

GrantsPlus Project Number / UPIN: BCG0011555

Project Name/GrantsPlus Project Description: Newton Senior Transportation Operating, FY23

## Demonstration of Need and Project Benefit

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

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

NewMo launched to improve mobility for Newton seniors, enabling more seniors to age in place without a car while maintaining their quality of life. Since expanding citywide, the disability community has increasingly started using NewMo. NewMo fills myriad public transit gaps. Intra-Newton travel is difficult without a car, evidenced by high drive-alone rates in Newton: 64% of Newton trips are drive-alone versus 35%, 37% and 30% in Brookline, Boston and Cambridge. Transit functions poorly for the senior and disability communities, in particular. Rail stations are not accessible and outdated, posing challenges for even ambulatory seniors. None of the commuter rail lines and only 4 of 7 green line stations are accessible. MBTA routes and schedules are designed for commuters with limited intra-Newton service. NewMo fills a severe unmet transportation need by low-income and transportation limited populations, as evidenced by their disproportionately high ridership. 1) 44% of NewMo seniors do not have a personal vehicle 2) 33% of riders they had "no viable alternative" to NewMo 3) 46% of NewMo seniors make less than 50% of the AMI for a family of 3 4) 85% of senior trips were by low-income seniors on a fare subside. 2020 5) 57% of senior trips were taken by seniors on public assistance.

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

Yes

No

- |                                  |                                  |   |
|----------------------------------|----------------------------------|---|
| <input type="radio"/>            | <input type="radio"/>            | a. Coordinated Human Service Transportation Plan?                   |
| <input type="radio"/>            | <input checked="" type="radio"/> | b. Through Regional Coordination Council (RCC) meetings/activities? |
| <input checked="" type="radio"/> | <input type="radio"/>            | c. Local service evaluation/research?                               |
| <input type="radio"/>            | <input type="radio"/>            | d. Other: (describe)  |

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

NewMo serves 966 unique riders per month and 225 unique seniors. We project NewMo to grow 10-15% to serve 1081 unique monthly riders, with 25-30% seniors. To date, nearly 9,500 individuals and 4,000 seniors have registered for NewMo and 2,454 individuals and 579 seniors booked 1+ trip. Via's data dashboard automatically provides this data.

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

Seniors take 30% of NewMo trips with low-income and transportation limited seniors riding disproportionately. 44% of NewMo seniors don't own a vehicle; 46% live in HH's earning <50% of AMI (family of 3). Senior trips include: Medical 53%, Errands/Shops 23%, Senior Programs 5%, Jobs 5%, Social 3%, Other 11%. Riders with disabilities increasingly use NewMo.



**Applicant Organization Name:** Newton Senior Services Department

**GrantsPlus Project Number / UPIN:** BCG0010541

**Project Name/GrantsPlus Project Description:** Newton Senior Transportation Operating, FY23

**5.** Are all Section 5310 funds used for services that meet the specific needs of seniors and individuals with disabilities?

Yes  No

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Public Safety & Transportation and Finance Committees through their Chairs Andreae Downs and Rebecca Walker Grossman authorization to accept and expend the sum of one hundred ninety thousand dollars (\$190,000) in grant funding from MassDOT's Community Transit Program SFY23 for the Newton in Motion – NewMo Senior Transportation microtransit program be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved  
DRAFT

(SGD) CAROL MOORE  
City Clerk

(SGD) RUTHANNE FULLER  
Mayor

Date: \_\_\_\_\_





Ruthanne Fuller  
Mayor

City of Newton, Massachusetts  
Office of the Mayor

#85-23

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

rfuller@newtonma.gov

February 27, 2023

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

Honorable City Councilors:

I respectfully submit this docket item to your Honorable Council requesting authorization to accept and expend \$712,459 in grant funding from MassDOT's Community Connections Program FY23-25 for the Newton in Motion (NewMo) microtransit program.

The City is contracted with Via to provide this service. The grant supplements City funding, development mitigation funds, and other grants used to support the program.

Attached is a memo from Planning & Development Director Barney Heath requesting the docket item.

Thank you for your consideration of this matter.

Sincerely,

Mayor Ruthanne Fuller

RECEIVED  
2023 FEB 27 PM 4:51  
CITY CLERK  
NEWTON, MA. 02459



Ruthanne Fuller  
Mayor

**City of Newton, Massachusetts**  
Department of Planning and Development  
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**Barney S. Heath**  
Director

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**MEMORANDUM**

**Date:** February 17, 2023  
**To:** Maureen Lemieux, Chief Financial Officer  
Jonathan Yeo, Chief of Operations  
**From:** Barney Heath, Director – Planning & Development  
Nicole Freedman, Planning Consultant  
**Subject:** Request to Docket Item to Accept MassDOT Community Connections Grant  
FY23-25 through 12/31/25

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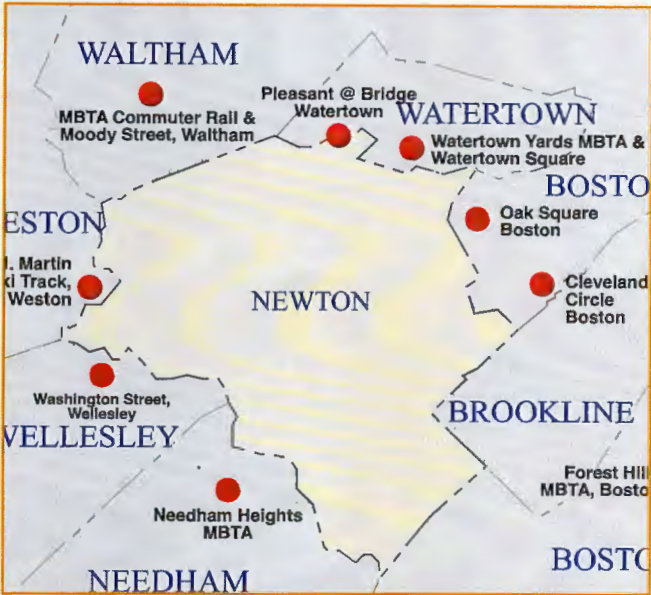
We request approval to accept and expend \$712,549 in grant funding from MassDOT's Community Connections Program FY23-25 for the following project:

Microtransit Service in Newton (L-7001)

The City is contracted with Via to provide this service. The above amount includes the 20% match which is being provided by existing City funding allocated to support the NewMo senior service and/or by 3<sup>rd</sup> party partner funding.

# Newton: NewMo Microtransit Service Expansion

**Proponent:** Newton  
**ID Number:** S12694  
**Project Type:** Community Connections  
**Cost:** \$890,574  
**Funding Source:** Regional Target Funds



## Scoring Summary

Category	Conn	Coord	Plan	TE	MS/DP	FS	Total
Score	18 out of 18	14 out of 15	12 out of 15	9 out of 18	24 out of 24	10 out of 10	87 out of 100

## Project Description

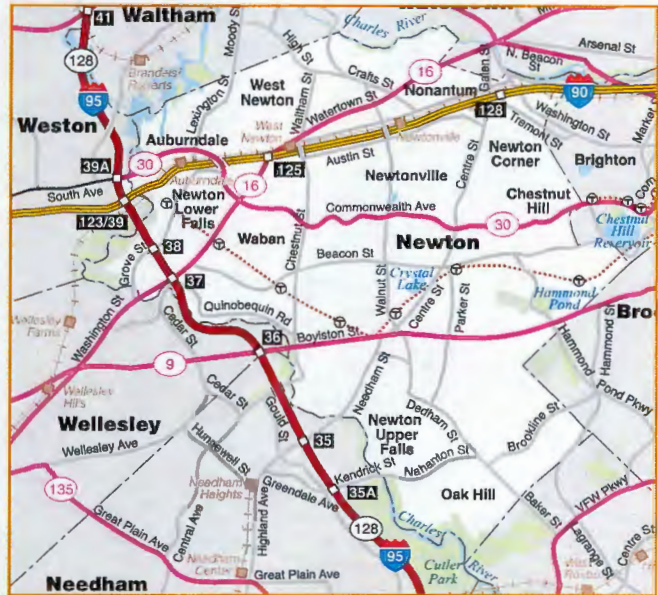
This project will expand Newton’s existing city-wide microtransit service to include stops in Watertown, Waltham, Weston, Wellesley, Needham, and Boston, with the goal of connecting riders to an expanded network of employment centers, activity hubs, and public transportation options. NewMo is Newton’s on-demand rideshare system, operated by Via. The system uses state-of-the-art technology to cost-effectively deliver dynamically routed, shared rides using microtransit technology. The system is on track to provide 50,000 trips in its first year and sees significant ridership by low-income individuals, commuters, seniors, and students. The Boston Region MPO contributed funding to NewMo’s initial launch, with \$727,000 allocated to the project’s first phase in FFYs 2021–23. This second phase is funded through the third round of grants available through the MPO’s Community Connections Program.

Source	(FFY) 2023	2024	2025	2026	2027	Total
Federal Funds	\$330,132	\$214,597	\$167,730	—	—	\$712,459
Non-Federal Funds	\$82,533	\$53,649	\$41,933	—	—	\$178,115
Total Funds	\$412,665	\$268,246	\$209,663	---	---	\$890,574



## Newton: Newton MicroTransit Service

**Proponent:** Newton  
**ID Number:** S12125  
**Project Type:** Community Connections  
**Cost:** \$727,000  
**Funding Source:** Regional Target Funds



### Scoring Summary

This project received a total score of 53 points when evaluated using the criteria for the pilot round of the MPO’s Community Connections Program. These criteria are listed in table A-11.

### Project Description

This project funds a new technology-enabled transportation service that will serve all residents, students and employees in Newton. The system will provide shared, first- and last-mile rides between three MBTA rail lines and the Wells Avenue Business District before expanding citywide. The City will deliver the service using on-demand, dynamically routed microtransit technology. This system will build on Newton’s NewMo microtransit system, operated by Via, which will provide 25,000 rides to Newton seniors in its first year. This project is funded over three years (FFYs 2021-23) through the MPO’s Community Connections Program.

Source	(FFY) 2023	2024	2025	2026	2027	Total
Federal Funds	\$121,600	—	—	—	—	\$121,600
Non-Federal Funds	\$30,400	—	—	—	—	\$30,400
<b>Total Funds</b>	<b>\$152,000</b>	---	---	---	---	<b>\$152,000</b>

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Public Safety & Transportation and Finance Committees through their Chairs Andreae Downs and Rebecca Walker Grossman authorization to accept and expend the sum of seven hundred twelve thousand four hundred fifty nine dollars (\$712,459) in grant funding from MassDOT’s Community Connections Program FY23-25 the Newton in Motion – NewMo microtransit Program be and is hereby approved.

Under Suspension of Rules  
Readings Waived and Approved  
DRAFT

(SGD) CAROL MOORE  
City Clerk

(SGD) RUTHANNE FULLER  
Mayor

Date: \_\_\_\_\_





Ruthanne Fuller  
Mayor

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

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[www.newtonma.gov](http://www.newtonma.gov)

Barney S. Heath  
Director

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**MEMORANDUM**

**DATE:** March 3, 2023

**TO:** Councilor Krintzman, Chair, Programs & Services Committee  
Members of the Programs & Services Committee

**FROM:** Barney Heath, Director, Planning & Development  
Linda Walsh, Commissioner, Health & Human Services  
Amanda Berman, Director of Housing & Community Development  
Meghan Kennedy, Director of Social Services

**RE:** **#59-23 - Requesting a discussion regarding Newton's Economic Stability/Mobility Initiative**  
COUNCILORS LAREDO, NORTON, MALAKIE, BAKER, GENTILE, KRINTZMAN, WRIGHT, OLIVER, AND GROSSMAN requesting a discussion with the Administration regarding Newton's Economic Stability/Mobility Initiative – A Partnership with EMPATH, including the amount of ARPA funds being used for the program; how much of this money will be paid to EMPATH and whether EMPATH is contributing any of its own funds to this program; additional city resources that will be used, directly or indirectly, for this program; the expectations for this program beyond the initial two year period and what will be the source of any additional funds for the program; and who in the city will be reviewing and evaluating the success of this program.

**CC:** Jonathan Yeo, Chief Operating Officer

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This memo provides responses to a number of questions raised by Councilors related to the City's ARPA-funded Economic Stability / Mobility Initiative.

**1) How much of our ARPA funds is the city contributing to the program?**

The Mayor has allocated \$1,750,000 of ARPA funds towards the Economic Stability / Mobility Initiative. As detailed below, approximately \$1,590,000 of this total will be awarded to EMPATH to

implement its [proposed project](#), and \$160,000 has been set aside for the UMass Donahue Institute (UMDI) to provide consulting, monitoring, and evaluation services throughout the life of the program.

***Further Detail:***

In the spring of 2022, [the Mayor allocated \\$2 million of the City's ARPA funds](#) to support residents disproportionately impacted by the COVID-19 pandemic who continue to face significant economic challenges on a daily basis. This allocation came after the completion of the [Newton Community Needs Assessment](#), which included a series of short-term and long-term recommended actions. The Community Needs Assessment allowed us to hear from low-income residents about their specific needs and ideas on becoming economically stable.

Of the \$2 million allocation, \$250,000 was set aside for the City's [Emergency Support Program](#), administered by Metro West Collaborative Development, on behalf of the City of Newton. This program provided eligible households impacted by COVID-19 with a one-time financial assistance payment to help pay for common household expenses, such as rent, utilities, childcare, and groceries.

The remaining \$1,750,000 was set aside for the Economic Stability / Mobility Initiative to support Newton's low-income residents and families. In the late spring of 2022, the City contracted with the UMass Donahue Institute (UMDI) to work with the City's Health & Human Services and Housing staff to project manage this effort. Specifically, the City brought on the Donahue Institute's Senior Research Manager [Christina Citino](#) who has vast experience managing projects of this type. She specializes in health and human services evaluation and research work and has more than 20 years' experience providing state agencies, community-based organizations, and private entities with program development, needs assessment, and program evaluation services.

Ms. Citino was charged with providing consultation in the development of this initiative, including facilitation of an Advisory Committee process, development of a Request for Proposals (RFP), development of a scoring rubric, oversight of the review process, and the development of summary recommendations. Ms. Citino and UMDI will continue to support this initiative by providing ongoing monitoring and evaluation support of the program. Of the \$1,750,000 allocated for the Economic Stability / Mobility Initiative, the City reserved \$160,000 for UMDI to perform these services.

The remaining \$1,590,000, approximately, will be awarded to EMPATH to implement its [proposed project](#)<sup>1</sup>. Over the course of two years, EMPATH will support fifty low-income Newton families with intensive one-to-one Economic Mobility Coaching. In addition to the tailored coaching, EMPATH will provide each family with a monthly cash incentive (\$250) for active participation in the program. This monthly guaranteed cash payment will provide participants with greater economic stability as they receive economic mobility coaching. The cash will serve as an incentive to continue with the coaching, while providing participants with some essential breathing room necessary to take on their bigger goals.

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<sup>1</sup> EMPATH proposed a project cost of \$1,583,568.

**2) Of this total, how much will go directly to the 50 families in the form of the \$250 a month subsidy and how much will be paid to EMPATH?**

Of the total amount to be awarded to EMPATH to implement their project (\$1,583,568), \$305,000 is reserved for the monthly cash incentives (\$250 / month for each actively enrolled family). The remaining budget categories include costs related to personnel, fringe benefits, recruitment, marketing, office equipment, and indirect / overhead costs.

**3) Will any other city resources be used, directly or indirectly, for this program?**

City staff will continue to contribute to the implementation of this project. Director of Planning & Development, Barney Heath; Commissioner of Health & Human Services, Linda Walsh; Director of Housing & Community Development, Amanda Berman; and Director of Social Services, Meghan Kennedy, have shepherded this project from the beginning and will continue to work with EMPATH, Ms. Citino of UMDI, the Mayor's Office, and appropriate community stakeholders to ensure the successful implementation of this initiative.

**4) Is there any commitment or expectation on the city's part to support this program beyond the initial two year period and, if so, what will be the source of those funds?**

No, there is no commitment or expectation on the City's part to support this program beyond the program end date.

**5) Is EMPATH contributing any of its own funds to this program?**

For the most part, the program will be fully subsidized by Newton's ARPA funds (\$1,583,568); however, EMPATH will provide their own funding to active participants with additional cash incentives beyond the monthly program for successful goal completion across the two-year program. Each participant could earn up to \$700 per year. EMPATH anticipates approximately \$70,000 will be awarded to participants over the life of the program.

Also, during their two years in the program, Newton families will have access to work with EMPATH's own Career, Wellness, Finance, and Education Specialists on specific goals or areas of interest.

Lastly, participants of the Newton program will be eligible to join another EMPATH program to continue working with an EMPATH mentor beyond the two-year period of the Newton grant. The costs associated with these additional services beyond the life of the Newton program would be covered by EMPATH, not the City of Newton.

**6) When can we expect to see the "monitoring and reporting timeline, define outcome measures, and implement a data collection plan."**

UMDI has yet to begin its second phase of work on this project – the monitoring and evaluation phase. In the coming month and a half, when the contract is fully executed, Ms. Citino will begin to develop a monitoring a reporting timeline, collaborate with EMPATH to identify process and outcome

measures and a data collection plan, and develop reporting templates and submission process protocols. These deliverables should be finalized over the next six months; however, data collection processes will be refined along the way to address any gaps in information.

**7) Who on the city side will be reviewing and evaluating the success of this program.**

The internal project team (Director of Planning & Development, Barney Heath; Commissioner of Health & Human Services, Linda Walsh; Director of Housing & Community Development, Amanda Berman; and Director of Social Services, Meghan Kennedy) will continue to manage and evaluate the success of this program over the next few years. Additionally, the Mayor's Office will continue to play an important role in tracking the success of this initiative.