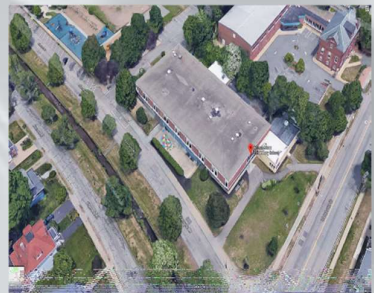




City of Newton  
**Lincoln Eliot – NECP Project**  
**Project Monthly Report**

**November 2019**

The Global Leader in Managing Construction Risk





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# 1. Executive Summary

## Executive Summary

This Project Manager's Report for the City of Newton's Lincoln Eliot-NECP (LE-NECP) Project submitted by **Hill International (Hill)**, covers activities for the month of November 2019.

During the month of November 2019, Hill provided the City with budget utilization updates for the project, budgeting documents for NECP at 687 Watertown St, schedule and work plan updates, and LE-NECP Projects web page content management.

On November 14, 2019, a working group session was conducted with representatives of the City, School Department, NECP administration, Arrowstreet and Hill to review NECP at 687 Watertown St. design development advancement including options for developing the NECP playground in the adjacent Albemarle Park, revision to the north accessible ramp and Albemarle Rd main entry plaza, floor plan adjustments for van drop-off and pick up entry/exit, and concepts for interior designs, wayfinding, and graphic display. The meeting provided input needed to progress design development documentation.

On November 20, 2019, Arrowstreet, Nitsch Engineering (Nitsch), and Hill conference to review requirements and schedule for NECP at 687 Watertown St. Conservation Commission and DEP Storm Water Permit application process. As a result of the meeting, the Conservation Commission application was adjusted to a start date of February 2020 to allow for the City's oil remediation plan for the 687 Watertown St site to be finalized and provide for coordination of new storm water features with site soil conditions and developing site plan. A meeting was scheduled for December 2, 2019 to review soil conditions with the City and its Licensed Site Professional, Lord Associates, and review the City's plan for soil remediation.

On November 20, 2019, Newton's Public Facilities Committee convened to consider a request of the Mayor to authorize an appropriation of \$12,334,336 for the purpose of funding renovations of the Newton Early Childhood Program (NECP) at 687 Watertown Street. To support the funding request, the Committee was provided a progress report on design of the proposed renovation, budget report and schedule report. Following the project report, the Committee approved funds to complete construction documents, bid and construct renovations to 687 Watertown Street for NECP.

On November 20, 2019, Arrowstreet issued and transmitted to the City, Hill and PM&C, project independent cost estimator, design development documentation including plans, specification, system narratives, and geotechnical report. Independent cost estimate for the Design Development documents is due on December 9, 2019 with cost/scope reconciliation meeting scheduled December 10, 2019.

On November 25, 2019, Newton's Building Department issued CCTV video from storm water discharge and sanitary outlet pipe scoping conducted at 687 Watertown Street.

The design team reviewed the video of existing conditions and adjusted the scope of work accordingly.

On November 25, 2019, Newton's Finance Committee convened to consider a request of the Mayor to authorize an appropriation of \$12,334,336 for the purpose of funding renovations of the Newton Early Childhood Program (NECP) at 687 Watertown Street. To support the funding request, the Committee was provided a progress report on design of the proposed renovation, budget report and schedule report. Following the project report, the Committee approved funds to complete construction documents, bid and construct renovations to 687 Watertown Street for NECP.

Throughout the month, Arrowstreet and Hill worked with Public Buildings on advancement of Design Development documents and to secure supplemental funding for continued work on the NECP at 687 Watertown St. project.

Hill Invoice #PBO-02339.00-00000013 and Arrowstreet Invoice 726151 were submitted and processed for payment.

Additional project updates, presentation materials, and documentation may be obtained at the project web page: <http://lincolneliot-necp-projects.com/>

### **Progress and Milestones Achieved**

The following milestones was achieved over the month of November 2019:

- Design Development Phase documents were issued for independent cost estimating.

### **Key Objectives**

The key objectives and dates for the coming month are:

- Complete NECP Design Development documentation including independent cost estimate and reconcile cost and scope to budget.
- Meet with Newton Parks and Recreation to review Albemarle Park impacts and play structure adjustments needed for the NECP program at 687 Watertown St. property.
- Provide NECP Design Development Phase project update to the School Building Committee and Design Review Committee.
- Process OPM and Designer continued services amendments for construction document, construction, and closeout phases for the NECP at 687 Watertown St. project.
- Start Construction Document Phase for NECP at 687 Watertown St.
- Continue feasibility study phase for Lincoln Eliot at 150 Jackson Rd.

## Financials

The LE-NECP budget includes multiple appropriations that total \$1,570,000. Contracts commitments include: Hill International for Owner Project Management services totaling of \$213,970, Other Feasibility Study Cost totaling \$2,000 for legal notices, etc., and Arrowstreet for Designer Services totaling \$1,217,560.80.

On November 5, 2019, the City of Newton executed and distributed Hill's Owner Project Manager Contract Amendment #02 and Arrowstreet's Designer Services Contract Amendment #03 for continued services for Design Development Phase for NECP at 687 Watertown St.

Total commitments to date equal \$1,433,530.80. Based on the \$1,570,000 total appropriation and contract commitments and expenditures to date, the project is under budget.

The Total Project Budget approved and funded for NECP at 687 Watertown Street is \$13.0mil.

## Schedule

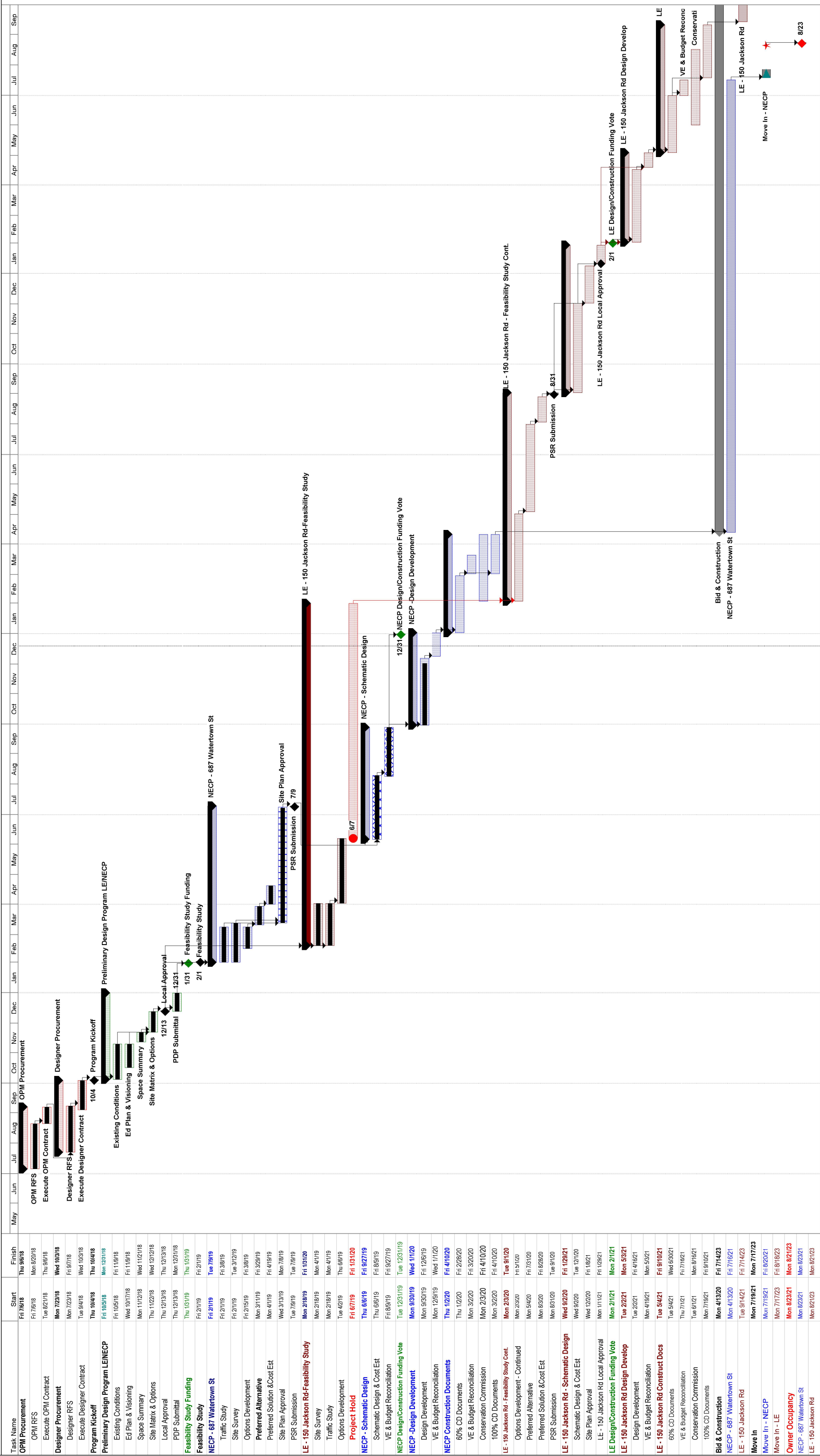
The next milestones for the project are:

- Process and execute design services amendment and OPM services amendment for construction document, construction, and closeout phases for the NECP at 687 Watertown St. project.
- Continue feasibility study for Lincoln Eliot School at 150 Jackson Rd.

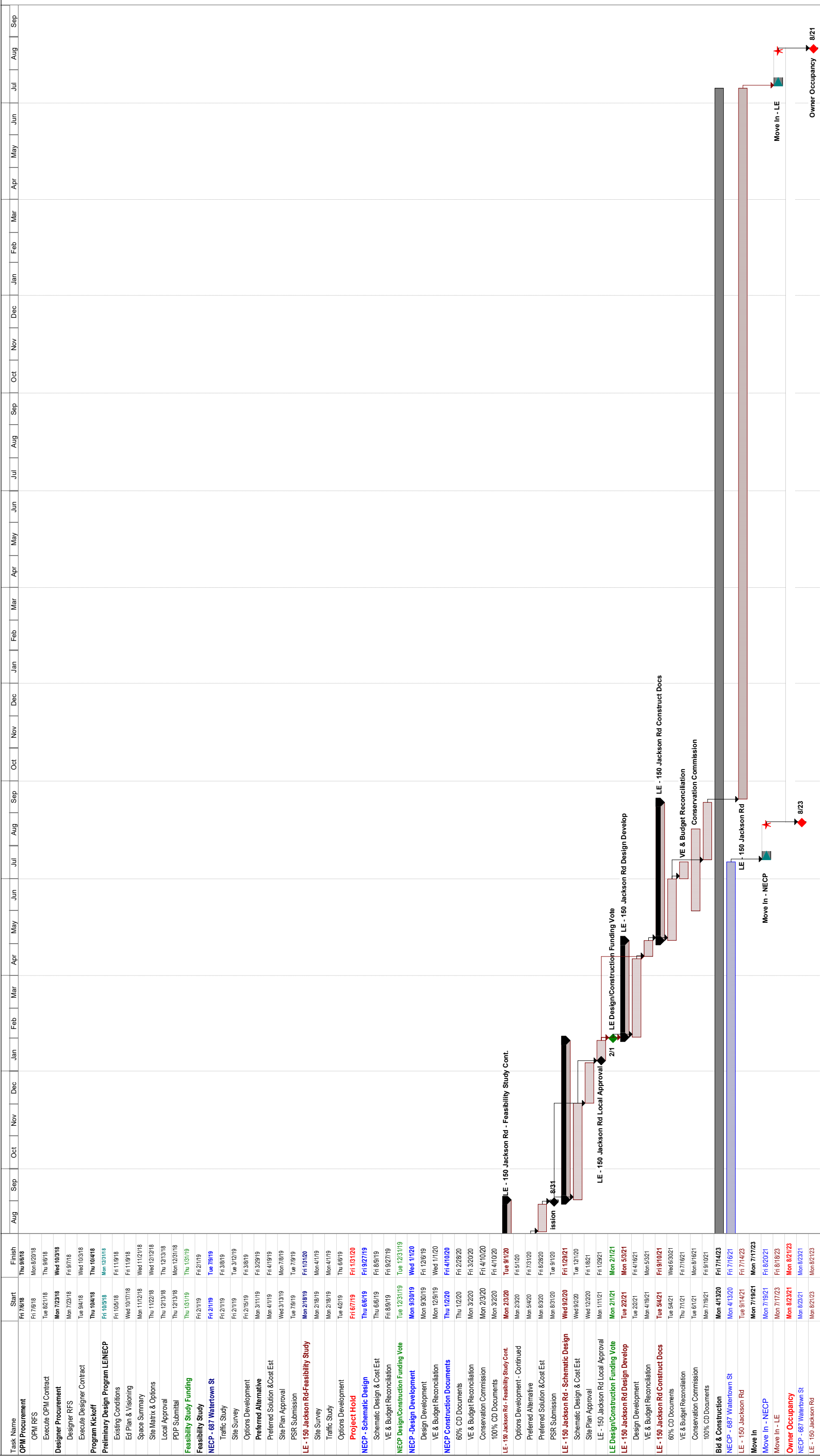


## 2. Schedule

PROJECT WORK PLAN SCHEDULE



PROJECT WORK PLAN SCHEDULE





## 3. Financials

Project Budget and Cost Summary

Description	Total Budget	BUDGET			COST			CASH FLOW	
		Baseline Budget	Authorized Changes	Current Budget	Committe d Costs	Uncommit ted Costs	Total Project	Expenditure s to Date	Balance To Spend
20 Construction									
PreConstruction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Escalation Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Estimating Contingency	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Alternates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
30 Architectural & Engineering									
Designer - Ed. Program Services	\$64,200	\$64,200	\$0	\$64,200	\$64,200	\$0	\$64,200	\$64,200	\$0
Designer - Ex. Conditions	\$96,000	\$96,000	\$0	\$96,000	\$96,000	\$0	\$96,000	\$96,000	\$0
A&E Feasibility Study	\$264,900	\$264,900	\$0	\$264,900	\$264,900	\$0	\$264,900	\$202,350	\$62,550
5-58 Site Plan Approval	\$121,320	\$121,320	\$0	\$121,320	\$121,320	\$0	\$121,320	\$56,440	\$64,880
Schematic Design	\$535,900	\$535,900	-\$286,641	\$249,259	\$249,259	\$0	\$249,259	\$243,160	\$6,099
Design Development	\$0	\$0	\$261,641	\$261,641	\$261,641	\$0	\$261,641	\$235,477	\$26,164
Construction Documents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bidding / Negotiations	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction Administration/Closeout	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Geotechnical Engineering	\$21,010	\$21,010	\$11,722	\$32,732	\$32,732	\$0	\$32,732	\$22,227	\$10,505
Geoenvironmental Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Site Survey	\$37,950	\$37,950	\$7,909	\$45,859	\$45,859	\$0	\$45,859	\$45,859	\$0
Site Approval	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Hazardous Materials Sampling	\$8,960	\$8,960	\$0	\$8,960	\$3,960	\$5,000	\$8,960	\$3,960	\$5,000
LSP Services	\$57,500	\$57,500	-\$19,631	\$37,869	\$16,264	\$21,605	\$37,869	\$0	\$37,869
Traffic Studies	\$67,690	\$67,690	\$0	\$67,690	\$52,690	\$15,000	\$67,690	\$44,569	\$23,121
Other Services	\$28,500	\$25,000	\$25,000	\$50,000	\$25,000	\$25,000	\$50,000	\$3,000	\$47,000
Printing (Over the Minimum)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Testing & Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reimbursable Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$1,303,930	\$1,300,430	\$0	\$1,300,430	\$1,233,825	\$66,605	\$1,300,430	\$1,017,242	\$283,188
40 Administrative Costs									
OPM -Ed. Program Services	\$43,140	\$43,140	\$0	\$43,140	\$43,140	\$0	\$43,140	\$43,140	\$0
OPM Feasibility Study/Schematic Design	\$155,830	\$155,830	-\$30,000	\$125,830	\$125,830	\$0	\$125,830	\$33,088	\$92,743
OPM Design Development	\$0	\$0	\$30,000	\$30,000	\$30,000	\$0	\$30,000	\$5,110	\$24,890
OPM Construction Documents	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM Bidding	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM Construction Adm/Closeout	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OPM: Cost Estimates	\$15,000	\$15,000	\$0	\$15,000	\$0	\$15,000	\$15,000	\$0	\$15,000
OPM Reimbursables & Site Approval Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commissioning	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Admin Costs	\$2,000	\$2,000	\$0	\$2,000	\$757	\$1,243	\$2,000	\$757	\$1,243
Utility Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Legal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction Testing & Inspections	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$215,970	\$215,970	\$0	\$215,970	\$199,727	\$16,243	\$215,970	\$82,094	\$133,876
50 Furniture, Fixtures and Equipment									
Furniture, Fixtures and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Technology	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Project Sub-Total									
	\$1,519,900	\$1,516,400	\$0	\$1,516,400	\$1,433,552	\$82,848	\$1,516,400	\$1,099,336	\$417,064
70 Project Contingency									
Construct Contingency (Hard Cost) (5%)	\$0	\$0	\$0	\$0	Remaining				\$0
Owner's Contingency (Soft Cost) (5%)	\$50,100	\$53,600	\$0	\$53,600		\$53,600	\$53,600		\$53,600
Subtotal	\$50,100	\$53,600	\$0	\$53,600		\$53,600	\$53,600		\$53,600
Project Total									
	\$1,570,000	\$1,570,000	\$0	\$1,570,000	\$1,433,552	\$136,448	\$1,570,000	\$1,099,336	\$470,664



## 4. Supplemental Documentation

- a. Newton Public Facilities Agenda for NECP Project  
Funding Request, November 20, 2019
- b. Newton Public Facilities Report for NECP Project  
Funding Request, November 20, 2019
- c. Newton Finance Committee Agenda for NECP Project  
Funding Request, November 25, 2019
- d. Newton Finance Committee Report for NECP Project  
Funding Request, November 25, 2019



## **Public Facilities Committee Agenda**

### **City of Newton** **In City Council**

**Wednesday, November 20, 2019**

**7:00 PM**  
**Room 204**

**#492-18      Complete Streets Update to the Public Facilities Committee**

THE PUBLIC FACILITIES COMMITTEE requesting an update on the Complete Streets Program pursuant to the City's Complete Streets Policy, Section C8.

**Public Facilities Held 7-0 (Norton not Voting)**

**Referred to Public Facilities and Finance Committees**

**#418-19      Appropriate \$3,000,000 for the City's Pavement Management Program**

HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of three million dollars (\$3,000,000) from Certified Free Cash for the purpose of funding the City's Pavement Management Program.

**#412-19      Relocation of sewer and drain easement on Needham Street**

HER HONOR THE MAYOR requesting authorization to relocate an easement for sewer and drain purposes on private properties located at 151-153 and 181 Needham Street originally granted on March 19, 1951 under Board Order #98789.

**Referred to Public Facilities and Finance Committees**

**#416-19      Approve a \$500,000 for snow and ice removal**

HER HONOR THE MAYOR requesting authorization to transfer the sum of five hundred thousand dollars from the Budget Reserve – Snow and Ice Removal Account to the following accounts:

Rental - Vehicles

(0140123-527301)..... \$500,000

***Chairs Note: The Commissioner of Public Works will give the Committee an update on the status of the Oak Hill Middle School additions.***

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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.

**Referred to Public Facilities and Finance Committees**

**#417-19**

**Appropriate \$12,334,366 for renovations for Newton Early Childhood Program**

HER HONOR THE MAYOR requesting authorization to appropriate twelve million three hundred thirty-four thousand and three hundred sixty-six dollars (\$12,334,336) from bonded indebtedness for the purpose of funding renovations of the Newton Early Childhood Program, 687 Watertown Street and authorization to apply any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing, and marketing them, and any accrued interest received upon the delivery of the bonds or notes to the costs of the project and to reduce the amount authorized to be borrowed for the project by like amount.

**#411-19**

**Requesting an update on Horace Mann Improvements**

COUNCILOR CROSSLEY on behalf of the Public Facilities committee, requesting an update from the administration and school department on the plans, proposed schedule and any funding needed to correct recently identified deficiencies and improvements to the Horace Mann school at Nevada Street, including addressing classroom space needs, mitigating acoustics, providing sinks for the second floor classrooms, improving proximity of bathrooms to activity areas, etc.,

**Referred to Public Facilities and Finance Committees**

**#419-19**

**Appropriate \$200,000 for the Comm Ave Carriageway Greening Improvements**

HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of two hundred thousand dollars (\$200,000) from Certified Free Cash to be managed by the Planning Department for the design/engineering of the Commonwealth Ave Carriageway Greening Improvements from Lyons Field west to the Charles River Bridge.

***It is the Chairs intent to entertain a motion of No Action Necessary on the following item:***

**Referred to Public Facilities and Zoning & Planning Committees**

**#143-19**

**Discussion/Adoption of Climate Action Plan/Citizens Climate Action Plan**

COUNCILORS ALBRIGHT AND CROSSLEY on behalf of the Zoning & Planning and Public Facilities committees, requesting discussion and adoption of items within the Climate Action Plan and the Citizen's Climate Action Plan with the Sustainability Directors, Climate Action Planning team led by Jennifer Steel (Planning Department staff, MAPC and volunteers) and the Citizens' Commission on Energy. The focus will be to understand the synergies between the two complimentary plans and how items within the plans can be integrated to achieve the significant reductions in greenhouse gas emissions called for in recent national and international reports.

**Respectfully submitted,**

**Deborah Crossley, Chair**



RUTHANNE FULLER  
MAYOR

**City of Newton, Massachusetts**  
**Office of the Mayor**

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[rfuller@newtonma.gov](mailto:rfuller@newtonma.gov)

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 appropriate and expend the sum of \$12,334,366 and authorize a general obligation borrowing of an equal amount for the cost of renovation of the Newton Early Childhood Program located at 687 Watertown Street.

Further, I request that your Honorable Council authorize any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing and marketing them, and any accrued interest received upon the delivery of the bonds or notes be applied to the costs of the project being financed by the bonds or notes and to reduce the amount authorized to be borrowed for the project by a like amount.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller  
Mayor

November 12, 2019

RECEIVED  
Newton City Clerk  
2019 NOV 12 PM 3:20  
David A. Olson, CMC  
Newton, MA 02459

Newton Early Childhood Program and Lincoln Eliot School  
4-Nov-19

	BO #283-18	BO #33-19	NECP Total Budget & Lincoln Eliot Site Plan	NECP
Construction			11,032,211.00	11,002,419.00
OPM	80,000.00	170,850.00	538,970.00	384,691.00
Designer	100,000.00	877,200.00	1,842,670.00	1,330,930.00
Other	-	58,000.00	92,000.00	92,000.00
Site/Environmental	20,000.00	193,950.00	398,515.00	189,960.00
	200,000.00	1,300,000.00	13,904,366.00	13,000,000.00
Prior Funding			904,366.00	665,634.00
<b>Current Request</b>				<b>12,334,366.00</b>



## **Public Facilities Committee Report**

### **City of Newton**

### **In City Council**

**Wednesday, November 20, 2019**

Present: Councilors Crossley (Chair), Leary, Norton, Kelley, Danberg, Lappin, Gentile, and Laredo

Also Present: Councilor Downs

City Staff Present: Commissioner of Public Works Jim McGonagle, City Engineer Lou Taverna, Commissioner of Public Buildings Josh Morse, Chief Operating Officer Jonathan Yeo, Director of Planning & Development Barney Heath, Director of Transportation for Planning and Development Nicole Freedman, Assistant Superintendent Liam Hurley, Director of the Newton Early Childhood Program Kathleen Browning

***Chairs Note: The items were taken out of order to accommodate various schedules.***

#### **#492-18      Complete Streets Update to the Public Facilities Committee**

THE PUBLIC FACILITIES COMMITTEE requesting an update on the Complete Streets Program pursuant to the City's Complete Streets Policy, Section C8.

**Public Facilities Held 7-0 (Norton not Voting) on 11/07/18**

**Action:      Public Facilities Held 7-0 (Councilor Laredo not voting)**

**Note:** Nicole Freedman provided a PowerPoint presentation to update the committee on the status of numerous projects, attached to this report. A Complete Streets update is required to take place twice every year. The Chair explained that the committee has only been doing this once a year and will be discussing with the administration satisfying this requirement VIA a memo at the 6 month mark. Ms. Freedman explained that the Complete Streets working group meets every other week and consists of many departments that deal with roads. Mike Halle, who also chairs the Transportation Advisory Group (advisory to the Mayor), is the citizen representative. Project types include traffic calming, bike paths and stormwater drainage. Interventions include painted bike lanes, narrowed travel lanes, curb cuts and reconfigured and raised intersections. Ms. Freedman presented projects completed since last-year and those in-design.

A committee member asked if after the roadway is modified intending to calm traffic is there way to see if the street has become safer? Ms. Freedman explained that she has been working with Jason Sobel, Director of Transportation for DPW, and Isaac Prizant, Traffic Engineer, on ways to collect this data.

A committee member asked if the City is moving toward more speed tables for speed control? Ms. Freedman explained that this is one form of intervention to make safer streets and currently adding A

schools do have more flexibility with space. Additionally, Mr. Hurley explained that new developments bring students at all grade levels who must be phased in but does not believe there will be a huge impact over the next 5 years.

Commissioner Morse will continue to update the committee on the OAK HILL classrooms addition project.

### **Referred to Public Facilities and Finance Committees**

#### **#417-19      Appropriate \$12,334,366 for renovations for Newton Early Childhood Program**

HER HONOR THE MAYOR requesting authorization to appropriate twelve million three hundred thirty-four thousand and three hundred sixty-six dollars (\$12,334,336) from bonded indebtedness for the purpose of funding renovations of the Newton Early Childhood Program, 687 Watertown Street and authorization to apply any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing, and marketing them, and any accrued interest received upon the delivery of the bonds or notes to the costs of the project and to reduce the amount authorized to be borrowed for the project by like amount.

**Action:**      **Public Facilities Approved 7-0 (Councilor Leary not voting)**

**Note:**      Commissioner Morse presented the request for funds to complete construction documents (CD), bid and construct renovations to the former Horace Mann School at 687 Watertown Street for the Newton Early Childhood Program (NECP). Council approved site plan and schematic design review, per section 5-58 for the City Ordinances, last summer. However, full funding was not requested at the time in order to address several outstanding matters raised by the DRC. Additional meetings with the DRC are necessary prior to bidding and the Commissioner would welcome a condition from the committee that he return to provide updates prior to completing the CDs. Commissioner Morse explained funds are needed to continue design development and it is important to have the full construction funding in place so the department can move ahead as soon as possible after bidding, scheduled for May 2020. Commissioner Morse presented the attached slides showing design of the building.

Commissioner Morse explained that they are still working with the Parks & Recreation Department and the School Department to figure out what orientation is best for the playground.

The lower level will include the office/administrative rooms, meeting rooms and a lobby. Commissioner Morse explained that they are trying to keep underground areas for storage and generally unoccupied because it is very difficult to get natural light into these areas. Kathleen Browning, Director of the NECP, explained that the administrative offices will include working stations for therapists with additional space for graduate students, collaborative work and a record room.

The middle floor includes classrooms and the nurse's area which will stay where it is located. The design team noted that the nurse's office is positioned to observe the entrance.

Commissioner Morse explained that the HVAC system remains VRF (Variable Refrigerant Flow) all electric system presented to the committee last summer. There will be no fossil fuels in the building. Windows were all replaced, and sprinklers installed with previous renovations.

When discussing the lobby, Commissioner Morse explained that they are still working on the design to make it more accessible for everyone.

Top floor classrooms remain close to the same. Commissioner Morse explained they will share sinks between adjacent bathrooms which will save money. The team worked to try to minimize the impact to the individual spaces to control costs.

Commissioner Morse explained that because the condensing units can be supported on the roof, more space is now available to add a half ramp and sidewalk on the ground at less expense. Additionally, Commissioner Morse noted that the administration will be docketing a separate item to complete oil remediation.

A committee member asked what assurance the department can give that this will stand the test of time (to accommodate program needs). Commissioner Morse explained that the team has made it a point to include staff to make sure the building is what they will need in the long run. The working group includes school representatives who are completely informed on the project. Ms. Browning her staff informed along the way and confident that her staff will be pleased with this design. Ms. Browning also will have meetings with parents to keep them updated on the project.

The Chair commented that at the last meeting the building envelope was discussed and there was a long list from the DRC on things that they wanted everyone to be looking at and reconsidering. In particular, there were concerns that the walls were not being insulated. Peter Barer, Design Review Committee Chair, explained that the biggest problem with this building is that the walls are not insulated, and the structure only allows for adding insulation on the outside. The cost to add installation (add new siding) was estimated to be \$750,000 to \$1.5 million. The estimated savings at \$5,000 to \$10,000 a year would mean about a 100 year payback. Mr. Barrer explained that the City could use this money in better ways. The Chair explained that they are doing a super insulation job on the roof and a good sealing job where it connects to the walls which will help considerably.

A committee member asked how the City was dealing with hazardous materials? Commissioner Morse explained that on Monday the administration will docket an item for funds to remediate all containments on site (predominantly oil in the soil) and if testing does not show success then the City will need to install a sub slab depressurization system. Asked if this is outside the NECP budget and if so, how much will this cost? - Commissioner Morse explained that A Depressurization System would be an extra cost of about \$300,000. The committee member asked why the Lincoln-Elliott project budget is combined with the NECP budget? Commissioner Morse explained part of the problem with the budget is that at the start these were part of the same project and the department has been struggling to separate the two but going forward this will be easier. The total budget for the NECP project is \$13 million.

A committee member asked about the stormwater management and what would happen with the existing playground. Commissioner Morse explained that the existing playground will remain where it is. It was discovered that the playground would be too difficult and costly to move. Commissioner Morse will continue to work with Parks & Recreation on designing the new playground, which Ms. Browning said will be fenced in. Additionally, with the change to the ramping structure the smaller playground will be closer, so that the younger children will not have to walk by the existing playground for the park. Regarding stormwater Commissioner Morse explained the project uses a combination of techniques to manage stormwater: porous pavements, A sub-surface retention system, new piping and filtering runoff so as to prevent containments flowing to Cheesecake Brook. The redesign of the side entry ramp will also create more greenspace adding to previous surface. The addition of a playground will also impact the stormwater calculation. Commissioner Morse explained he will come back to the committee once the stormwater numbers are in. The Chair asked what their goal for stormwater is? Commissioner Morse explained that they will be doing much more than what is required for stormwater due to the proximity to the Cheesecake Brook. A team member noted they will follow up with the calculation with the Committee.

A committee member asked about the open space that will be created through the redesign of the ramp. Attached is a picture of the redesigned ramp.

Councilor Danberg motioned to approve with condition that the Commissioner will return to provide updates prior to completing the CDs, which passed 7-0, with Councilor Leary voting.

**#411-19      Requesting an update on Horace Mann Improvements**

COUNCILOR CROSSLEY on behalf of the Public Facilities committee, requesting an update from the administration and school department on the plans, proposed schedule and any funding needed to correct recently identified deficiencies and improvements to the Horace Mann school at Nevada Street, including addressing classroom space needs, mitigating acoustics, providing sinks for the second floor classrooms, improving proximity of bathrooms to activity areas, etc.,

**Action:**      **Public Facilities Held 8-0**

**Note:**      Commissioner of Public Buildings Josh Morse presented the update on the Horace Mann Improvements. He explained the attached list of short-term items projected to be finished now through the end of next summer.

Commissioner Morse explained that the classrooms at 225 Nevada Street are small relative to the class sizes at Horace Mann and that the previous Horace Mann School at 687 Watertown St. has some of the largest classrooms in the City. Commissioner Morse explained that he was asked if the existing modulars at 687 Watertown Street could be moved to 225 Nevada Street.

When investigating this solution, the Commissioner explained he needed to consider the future construction to the building, not eliminating parking and the impact to the neighborhood around the



# **Finance Committee Agenda**

## **City of Newton** **In City Council**

**Monday, November 25, 2019**

**Following the Committee of the Whole  
Room 211**

### **Items scheduled for discussion:**

***City Council referred the following item back to the Finance Committee on 11/18/19***

#### **Referred to Public Facilities and Finance Committees**

**#391-19      Authorization to revise White Goods and Bulky Items City Ordinances**

HER HONOR THE MAYOR requesting authorization to revise ordinances pertaining to solid waste and recycling definitions, management of bulky waste items, management of white goods, including amendments to the fees and management of residential moveouts and cleanouts.

**Finance Approved 5-0 on 11/13/2019**

**Public Facilities Approved 5-0-1 (Councilor Lappin abstaining and Councilor Gentile not voting) on 10/06/2019**

#### **Referred to Zoning & Planning and Finance Committees**

**#384-19      Appropriate \$15,000 for a grant to the Newton Conservators**

COMMUNITY PRESERVATION COMMITTEE requesting the appropriation of fifteen thousand dollars (\$15,000) to the Planning & Development Department for a grant to the Newton Conservators, for the costs associated with holding the required conservation restriction on open space acquired with community preservation funds at Kessler Woods.

**Zoning and Planning Approved 8-0 on 11/14/19**

#### **Referred to Public Facilities and Finance Committees**

**#418-19      Appropriate \$3,000,000 for the City's Pavement Management Program**

HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of three million dollars (\$3,000,000) from Certified Free Cash for the purpose of funding the City's Pavement Management Program.

**Public Facilities Approved 7-0 (Councilor Laredo not voting) on 11/20/19**

***Chairs Note: The Commissioner of Public Works and the Director of Transportation will give the Committee an update on the design of the Washington Street corridor (#161-19)***

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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.

**#413-19      Rescinding of curb betterments**

HER HONOR THE MAYOR requesting authorization to rescind the assessment of the curb betterments at 77 Pembroke Street and 86 Waban Hill Road dated November 5, 2018, Council Order #532-18

Address	Owner Name	Book/Page	Sec/Block/Lot	Total Cost
77 Pembroke Street	Vitagliano Kenneth & Mccann-Vitagliano Nancy	32580/290	72021 0005	\$1,632.50
86 Waban Hill Road	Grossman David M & Sisk Marja J	Certif. 258417 1465/41	63008 0037	\$1,165.00

**Referred to Public Facilities and Finance Committees**

**#416-19      Approve a \$500,000 for snow and ice removal**

HER HONOR THE MAYOR requesting authorization to transfer the sum of five hundred thousand dollars from the Budget Reserve – Snow and Ice Removal Account to the following accounts:

Rental - Vehicles

(0140123-527301)..... \$500,000

**Public Facilities Approved 7-0 (Councilor Laredo not voting) on 11/20/19**

**Referred to Public Facilities and Finance Committees**

**#417-19      Appropriate \$12,334,366 for renovations for Newton Early Childhood Program**

HER HONOR THE MAYOR requesting authorization to appropriate twelve million three hundred thirty-four thousand and three hundred sixty-six dollars (\$12,334,336) from bonded indebtedness for the purpose of funding renovations of the Newton Early Childhood Program, 687 Watertown Street and authorization to apply any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing, and marketing them, and any accrued interest received upon the delivery of the bonds or notes

**Public Facilities Approved 7-0 (Councilor Leary not voting) on 11/20/19**

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

**#420-19      Transfer \$1,900,000 and \$600,000 for the retroactive pay of Newton Police**

HER HONOR THE MAYOR requesting authorization to transfer the sum of one million and nine hundred thousand (\$1,900,000) from Prior Year Carry Forward for Wage Reserve and six hundred thousand dollars (\$600,000) from Current Year Wage Reserve to pay for the retroactive salaries and stipends due to the members of Newton Police Superior Officers' for the period covering July 1, 2014 through FY2020.

**Public Safety & Transportation Approved 5-0 (Councilor Downs not voting) on 11/20/19**

**Referred to Programs & Services and Finance Committees**

- #415-19      Transfer \$69,000 for the cost of six months of the City Council's new salary**  
HER HONOR THE MAYOR requesting authorization to transfer the sum of \$69,000 from Acct# 0110498-579000 Current Year Budget Reserve to Acct# 0110111-511103 City Council Officials with Benefits to cover the costs of six months of the City Council's new salary.  
**Programs and Services Approved 7-0 on 11/20/19**
- #414-19      Reappointment of Susan Dzikowski as Comptroller**  
PRESIDENT LAREDO, VICE PRESIDENT KALIS AND COUNCILOR GENTILE, pursuant to Section 2-7 of the City Charter, recommending that the City Council reappoint Susan Dzikowski as Comptroller; said term will begin on January 1, 2020 for a term of two years or until a successor is duly qualified.
- #421-19      Appropriate \$85,000 to settle a discrepancy**  
HER HONOR THE MAYOR requesting authorization to appropriate and expend the sum of eight-five thousand dollars (\$85,000) from Certified Free Cash to settle a discrepancy in the amount of 2017 Massachusetts State Income Taxes paid versus the amount owed.

**Respectfully submitted,**

**Leonard J. Gentile, Chair**



**City of Newton, Massachusetts**  
**Office of the Mayor**

RUTHANNE FULLER  
 MAYOR

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November 12, 2019

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 appropriate and expend the sum of \$12,334,366 and authorize a general obligation borrowing of an equal amount for the cost of renovation of the Newton Early Childhood Program located at 687 Watertown Street.

Further, I request that your Honorable Council authorize any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing and marketing them, and any accrued interest received upon the delivery of the bonds or notes be applied to the costs of the project being financed by the bonds or notes and to reduce the amount authorized to be borrowed for the project by a like amount.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller  
 Mayor

RECEIVED  
 Newton City Clerk  
 2019 NOV 12 PM 3:20  
 David A. Olson, CMC  
 Newton, MA 02459



# **Finance Committee Report**

## **City of Newton** **In City Council**

**Monday, November 25, 2019**

Present: Councilors Gentile (Chair), Norton, Cote, Grossman, Rice, Lappin and Noel

Absent: Councilor Ciccone

Also Present: Councilors Crossley, Leary and Krintzman

City staff present: Josh Morse (Commissioner of Public Buildings), Jim McGonagle (Commissioner of Public Works), Maureen Lemieux (Chief Financial Officer), Sue Dzikowski (Comptroller), Alice Ingerson (CPA Program Manager)

### **Referred to Public Facilities and Finance Committees**

#### **#391-19      Authorization to revise White Goods and Bulky Items City Ordinances**

HER HONOR THE MAYOR requesting authorization to revise ordinances pertaining to solid waste and recycling definitions, management of bulky waste items, management of white goods, including amendments to the fees and management of residential moveouts and cleanouts.

**Finance Approved 5-0 on 11/13/2019**

**Public Facilities Approved 5-0-1 (Councilor Lappin abstaining and Councilor Gentile not voting) on 10/06/2019**

**Action:      Finance Held 7-0**

**Note:** Commissioner of Public Works Jim McGonagle presented the request to revise white goods and bulky items city ordinances. The Chair explained this item was referred back to Finance at the last full Council meeting (11/18/19). Commissioner McGonagle explained with the increase the department is seeing in the City's waste disposal they had to look for cuts somewhere and the proposed changes to this ordinance had the least impact on the least amount of people. Additionally, these changes will encourage residents to find ways to reuse their bulky and whitegoods items. Commissioner McGonagle explained that they would like to stick with their proposal of \$25 per item for bulky waste and whitegoods pick up because they have a tentative agreement with Waste Management that will save the City \$140,000 in the hauling cost and \$75,000 for the reduction of disposal weight. The Chair noted that Public Works have created the attached list of the proposed definitions for bulky items and whitegoods. Commissioner McGonagle explained that the list was recommended by Waste Management based on what they see in other communities.

A councilor expressed concern about taking a way a free service that the City has provided while still raising taxes and other fees. Additionally, the councilor is concerned that the free service is being taken

**Referred to Public Facilities and Finance Committees**

**#417-19      Appropriate \$12,334,366 for renovations for Newton Early Childhood Program**  
**HER HONOR THE MAYOR** requesting authorization to appropriate twelve million three hundred thirty-four thousand and three hundred sixty-six dollars (\$12,334,336) from bonded indebtedness for the purpose of funding renovations of the Newton Early Childhood Program, 687 Watertown Street and authorization to apply any premium received upon the sale of the bonds or notes, less the cost of preparing, issuing, and marketing them, and any accrued interest received upon the delivery of the bonds or notes

**Public Facilities Approved 7-0 (Councilor Leary not voting) on 11/20/19**

**Action:      Finance Approved 7-0**

**Note:**      Commissioner of Public Buildings Josh Morse presented the request for \$12,334,336 for the renovations at 687 Watertown Street. There were two authorizations prior to this which were \$200,000 and \$1.3 million in the second authorization. When the Newton Early Childhood Program (NECP) first started it was combined with the Lincoln-Elliott project but now the projects will be budgeted separately. The current request is to ask for the balance of \$13 million revised budget. Commissioner Morse explained they have expended \$900,000 of the \$1.57 million dollars. The \$70,000 was set aside for the design of the elevator at 687 Watertown Street which was repurposed to be a part of the design work for the NECP project at that location. Typically what the department does for larger projects is when they come in for the 5-58 site plan removal they ask for the total balance of the construction costs and at that point the Commissioner felt it was a premature to ask the Council for the full amount till they got to the next set of cost estimates. Commissioner Morse explained that they asked for the full amount at this point because he needed more funds to continue the design of the project and they are planning to go out to bid in May. The project budget includes 5% in contingencies and confirmed that he can come back to committee once the bids come in to see the budget break down.

The Chair asked the Chief Financial Officer what the plan was for bonding. Chief Financial Officer Maureen Lemieux explained that they have been working to find what the cash flow for this project will be. Ms. Lemieux explained she only sells as much money in bonds each year as the City will commit through July 30<sup>th</sup>. She is expecting 2 to 3 million dollars of this budget will be included in sales this year and the bulk of the project will be a part of the FY21 sales which means the City will not pay until FY22.

When asked when construction will start, Commissioner Morse explained that the contract will be executed by the end of May and would want to be able to release early packages right away. Additionally, the department would like to start getting the old modulars out, hazardous materials and demolishing in May. The total project is schedule as of now is 15 months.

A committee member questioned what if the interest rate climate is extremely attractive? Ms. Lemieux explained that it is attractive right now and she will have a conversation with Comptroller Sue Dzikowski about how soon they can go out for this project and additional items that will be docketed. Any project funds that the City is bonding should be in by the end of term because the market is favorable so there is

a good chance the City will be able to sell in mid-January. A committee member noted that the expectation is that interest rates are going to remain low through the first half of next year and if that is true questioned if the City should be bonding the full amount? Ms. Lemieux explained that for this project they could have that conversation depending on the rates but would prefer not to put so much into the budget because the City has so many needs and the budget is so tight.

A committee member asked if they have the support of the public on this project? Commissioner Morse explained that Kathleen Browning, the Director of the NECP, has had multiple meetings updating her staff on the project. The parent group for this project is difficult because the turnover is high with the preschool aged children. In the next couple of weeks, the Commissioner will be giving them another update on the design of the building.

Councilor Grossman motioned to approve which passed unanimously.

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

#### **#420-19      Transfer \$1,900,000 and \$600,000 for the retroactive pay of Newton Police**

HER HONOR THE MAYOR requesting authorization to transfer the sum of one million and nine hundred thousand (\$1,900,000) from Prior Year Carry Forward for Wage Reserve and six hundred thousand dollars (\$600,000) from Current Year Wage Reserve to pay for the retroactive salaries and stipends due to the members of Newton Police Superior Officers' for the period covering July 1, 2014 through FY2020.

**Public Safety & Transportation Approved 5-0 (Councilor Downs not voting) on 11/20/19**

**Action:**      **Finance Approved 7-0**

**Note:**      Chief Financial Officer Maureen Lemieux presented request for retroactive pay for the Newton Police Superior Officers. Ms. Lemieux explained that this request is spanning six fiscal years. The City had worked with the Superior Officers back in 2014 and thought they had reached an agreement until the Superior Officer group changed leadership. The Police and Fire Department can go to the Joint Labor Management Committee where they decide if they can't decide on their own. This is a three person panel that is made of one person supporting the needs of management, one person for labor and one neutral party. The decision was received a month ago and the financial package did not change much for what they had offered the Superior Officers. The Newton Superior Officers benchmark off the patrolman's contract and that is an eight step contract. For the Superiors if you are a Sargent then you make 21 ½% more than the top set of Newton Police Association (NPA), if you are a Lieutenant then you make 17% more than a Sargent and if you are a Captain then you make 17% more than a Lieutenant. Ms. Lemieux explained that they spent what they expected to spend. The one thing that is beneficial is that the City was awarded language that allows the City to hire supplementary detail personal. But that is only for the Superior Officers now and need to have negotiations with the NPA to secure the same language.

A committee member noted that it will be a tremendous amount of work for HR to determine what each officer is owed for this six year period so this is the best estimate of how much money it will cost to honor each individual with this new agreement, there is the potential that the amount is off. A committee