

CITY OF NEWTON

IN BOARD OF ALDERMEN

FINANCE COMMITTEE AGENDA

MONDAY, NOVEMBER 9, 2015

7 PM

Room 211

ITEMS SCHEDULED FOR DISCUSSION:

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #144-15(2) COMMUNITY PRESERVATION COMMITTEE recommending the release and appropriation to the Public Buildings Department to complete construction of the Museum Archives and Fire Suppression project, a total of one hundred thirty-two thousand nine hundred forty-three (\$132,943), including: release of \$39,452 in the Board of Aldermen's contingency fund, as created by Board Order #144-15 dated June 15, 2015; and appropriation of \$93,491 from the Community Preservation Fund, as recommended by the Community Preservation Committee on May 27, 2015 but not yet appropriated. [10/16/15 @ 3:09 PM]
PUBLIC FACILITIES APPROVED 7-0 (Gentile not voting) on 11/04/15

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #284-15 HIS HONOR THE MAYOR requesting authorization to appropriate two hundred fifty thousand dollars (\$250,000) from bonded indebtedness for the purpose of funding mechanical upgrades and interior improvements at the main library. [09/28/15 @ 1:43 PM]
PUBLIC FACILITIES APPROVED 8-0 on 11/04/15

- #133-15 HIS HONOR THE MAYOR requesting authorization to enter into negotiations for the potential lease on city properties for purposes of third-party construction, ownership, and operation of on-site renewable solar energy generation from which the City will purchase electric output and/or net metering credits. [05/11/15 @ 5:00 PM]
ITEM SPLIT INTO PART A AND PART B
PART A – *Ground mounted solar panels at Rumford Avenue landfill, solar panels mounted on new carport structures at 60 Elliot Street, all roof mounted solar panel locations with the exception of City Hall, which is removed from the list of sites for solar panels.*
PART B – *Solar panels mounted on new carport structures at Newton South High School and solar panels mounted on new carport structures at the Library.*
PUBLIC FACILITIES APPROVED PART A 8-0 AND HELD PART B 8-0

The location of this meeting is handicap accessible and reasonable accommodations will be provided to persons requiring assistance. If you need a special accommodation, *please contact Jini Fairley, at least two days in advance of the meeting: jfairley@newtonma.gov, or 617-796-1253. For Telecommunications Relay Service dial 711.*

NOTE: The Committee will meet jointly with the Zoning and Planning Committee to discuss the below item:

REFERRED TO ZONING & PLANNING, LAND USE AND FINANCE COMMITTEES

#104-15 ALD. JOHNSON, LAREDO, AND GENTILE requesting a report from the Planning Department with the following information: How many of the affordable units developed at Commonwealth Avenue, Pearl Street, and Eddy Street qualify to be included on the State's Subsidized Housing Inventory List. If a property is not currently on the list, what can be done to make it eligible. [04/09/15 @ 12:00PM]

NOTE: The Committee will meet jointly with the Zoning and Planning Committee to discuss the below item:

REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES

#296-15 HIS HONOR THE MAYOR requesting authorization of the addition of 1 FTE position in the Inspectional Services Department and authorization to transfer the sum of fifty thousand dollars (\$50,000) from Budget Reserve to the Full-time Salaries line item in the Inspectional Services Department budget to fund the addition of a full-time Building Inspector. [10/19/15 @ 11:54 AM]

#104-14 ALD. JOHNSON requesting that the Executive Department conducts a complete review and analysis of the policies governing data privacy and the security of resident/business information on the Treasurer's website to be followed with an action plan to protect our residents' data to be completed by the end of Fiscal Year 2014. [02/26/14 @ 9:07 AM]

REFERRED TO LAND USE AND FINANCE COMMITTEES

#375-14(5) HIS HONOR THE MAYOR requesting that Sec. 17-3. **Fees for certain licenses and permits.** of the Revised Ordinances of the City of Newton, 2012, relative to Special Permit fees, be amended by striking in (15)a) "\$350.00" and in (15b) "\$750.00" and by substituting "\$500.00" and "\$1,000.00," respectively, and by deleting (15c) in its entirety and re-lettering d) to c) and e) to d), effective July 1, 2015. [04/15/15 @ 4:57 PM]

REFERRED TO PS&T, PUBLIC FACILITIES AND FINANCE COMMITTEES

#85-15 ALD. SANGIOLO requesting discussion with the Director of Transportation and the Transportation Coordinator to determine whether a fee could be imposed on all residents who own automobiles in the City. Such fee to be placed into a transportation fund to pay for roadway and sidewalk improvements. Residents would get a parking sticker in return for each automobile they have registered with the City that would enable them to bypass parking restrictions in the City except for Tow Zones and Fire Hydrants and any other emergency zones determined by the Police and Fire Departments.

REFERRED TO PUBLIC SAFETY & TRANS AND FINANCE COMMITTEES

- #465-14 ALD. SANGIOLO, GENTILE AND HARNEY requesting a discussion regarding reducing the fee charged to residents for permit parking programs. [11/17/14 @ 12:40 PM]

REFERRED TO PS&T, PUBLIC FACILITIES AND FINANCE COMMITTEES

- #310-10(2) ALD. DANBERG, BLAZAR, KALIS, SCHWARTZ, ALBRIGHT, HESS-
(#409-12) MAHAN, RICE, COTE, LEARY, AND NORTON requesting amendments to Sec. 26-8D of the City of Newton Ordinances to modify and make permanent the trial program for removal of snow and ice from sidewalks and to provide for enforcements and fines for violations. [09/10/14 @ 2:12 PM]
PS&T VOTED NO ACTION NECESSARY 5-0 on 11/04/15

ITEMS NOT SCHEDULED FOR DISCUSSION:

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #288-15 HIS HONOR THE MAYOR submitting the FY 2017-FY 2021 Capital Improvement Plan pursuant to section 5-3 of the Newton City Charter. [10/01/15 @ 1:53 PM]
- #287-15 HIS HONOR THE MAYOR submitting the FY 2017-FY 2021 5-Year Financial Forecast for Board of Aldermen review/acceptance. [10/01/15 @ 1:53 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #224-15 HIS HONOR THE MAYOR requesting authorization to appropriate two million dollars (\$2,000,000) from bonded indebtedness for the purpose of funding Newton's share of the cost of the repairs to the Elliot Street Bridge, which the City co-owns with the Town of Needham. [09/01/15 @ 8:46 AM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #223-15 ALD. LAREDO requesting a discussion of the process of licensing the current and future use of city building, including: (a) how licensees may request the use of city buildings; (b) the process for determining which licensees will get the use of city buildings; (c) how the fees for the use of city buildings are set; and (d) how the current process compares to the process for permitting the use of school buildings. [08/13/15 @ 11:20 AM]
- #202-15 ALD. SANGIOLO requesting that City of Newton formally accept and/or take all necessary steps to accept Mass General Law chapter 149 section 148C, in order to qualify full-time, part-time, seasonal, and temporary employees coverage under the earned sick time regulation, 940 CMR 33, as approved by the voters of Massachusetts in the 2014 Election – Ballot question 4 – Earned Sick Time for Employees. [08/17/15 @4:09 PM]
- #190-15 ALD. SANGIOLO requesting a discussion with the Executive Department relative to creating a policy to require audio recordings of all meetings of boards

and commissions and requiring them to be posted to the City's website, as well as posting of all documentation that is reviewed by boards and commissions and/or by their designated City staff member.

- #84-15 ALD. GENTILE requesting a discussion with the Newton Community Development Foundation (NCDF) regarding their plans for repayment of the deferred rental payments and accrued interest on their ground lease with the City for the former Warren Junior High School site. [03/30/15 @ 2:57 PM]
- #25-15 ALD. GENTILE requesting a discussion regarding the establishment of an Investment Advisory Committee to be comprised of the Treasurer, Chief of Staff/Chief Financial Officer, Comptroller, Chairman of Finance and three residents of the City of Newton. [01/09/15 @ 1:57 PM]
- #461-14 ALD. FULLER AND JOHNSON requesting a report from the Executive Department regarding the current open positions with a report listed by Department of the days open, current month/quarter forecasted to fill, and candidate pipeline/strategy for hiring. [11/17/14 @ 9:22 AM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #455-14 HIS HONOR THE MAYOR recommending amendment to Chapter 29, Section 80 **Sewer/Storwater use charge.** of the City of Newton Ordinances to create a storm water rate fee structure based upon square footage of impervious surface area.
PUBLIC FACILITIES HELD 7-0 on 04/08/15
- #375-14(6) HIS HONOR THE MAYOR requesting that Sec. 17-6 **Fees for building, electrical, gas and plumbing permits.** of the Revised Ordinances of the City of Newton, 2012 be amended by deleting the section and inserting the following in to take effect July 1, 2015:
CERTIFICATION OF USE AND OCCUPANCY FEE SCHEDULE
2. Condominium Certificate of Inspection (not required for \$100.00 new construction)
FEE AMENDMENT HELD PENDING ACTION ON DOCKET ITEMS #102-11 AND #95-11

REFERRED TO ZONING & PLANNING AND FINANCE COMMITTEES

- #315-14 ALD. HESS-MAHAN, ALBRIGHT, CROSSLEY AND DANBERG proposing an amendment to Chapter 2 of the City of Newton Ordinances setting forth requirements for procurement of materials and services by non-governmental recipients of federal, state or local funds administered by the City, such as CDBG and CPA funds. In order to encourage non-profit and other private organizations to participate in affordable housing, cultural and other public-private collaborations, such procurement requirements should accommodate the needs of non-governmental recipients for flexibility given the multiple public and private

sources of funds necessary for any project by not placing undue or unreasonable burdens on them. [08/04/14 @ 5:08PM]

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

#216-14 ALD. HESS-MAHAN, ALBRIGHT, BAKER, CROSSLEY, NORTON AND SANGIOLO proposing the following amendments to Chapter 12 Health and Human Services of the Revised Ordinances to:

- require owners of dwellings requiring a Certificate of Habitability under Section 12-1 and real estate agents/brokers who receive compensation in connection with the particular real estate transaction to notify the Commissioner of Health and Human Services whenever an apartment, tenement, or room in a lodging house is vacated by the occupant or when an area in an existing building is converted to a condominium prior to being reoccupied by a new tenant, lodger or occupant;
- require educational institutions to disclose addresses of undergraduates living off-campus in Newton;
- require a fee for certification; and
- impose a fine for violation of these provisions. [05/14/14 @ 11:51 AM]

REFERRED TO LAND USE AND FINANCE COMMITTEES

#49-14 LAND USE COMMITTEE requesting discussion with the Chief Financial Officer and the Chief Information Officer regarding the critical need to implement technology which enables the development, management and use of shared, searchable, mobile-accessed (both read and write) database which contains parcel-based information that can be accessed by all city departments (including Planning, Inspectional Services (ISD), Assessing, Engineering, Fire, Police, Health), the Board of Aldermen and the community. This technology must support the work of ISD and other departments in both the office and the field to more effectively and efficiently monitor and enforce compliance with approved special permits and other related Board Orders. [02/10/14 @ 6:47 PM]

#34-14 ALD. FULLER requesting a discussion with the Executive Office regarding the current status and challenges related to the City of Newton pension and retiree healthcare (OPEB) systems. [01/11/14 @ 5:22 PM]

REFERRED TO FINANCE AND PROGRAMS & SERVICES COMMITTEE

#402-13 ALD. FULLER, GENTILE, RICE and LINSKY requesting a Home Rule Petition to amend Article 9 of the Charter to clarify that Neighborhood Area Councils shall maintain and control their own financial accounts and records, independent of City finances; and to further clarify that such independent financial accounts and records shall remain subject to City audit. [10/28/13 @ 10:18 AM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

#41-13 ALD. CROSSLEY, FULLER AND SALVUCCI requesting a discussion with the administration to review how the city inventories, plans for, budgets and accounts for needed smaller capital expenditures (currently set at under \$75,000), which are excluded from the Capital Improvement Plan (CIP); how to make these non-

CIP capital maintenance items visible, and how to integrate them with the overall planning, CIP, and budgeting processes. [01/14/13 @ 5:02 PM]

REFERRED TO ZONING & PLANNING, LAND USE & FINANCE COMMITTEES

- #273-12 ALD. CROSSLEY & HESS-MAHAN requesting a restructuring and increase in fees for permits charged by the Inspectional Services Department and fees charged by the Planning Department and City Clerk to assure that fees are both sufficient to fund related services provided and simple to administer.

REFERRED TO PROGRAMS & SERVICES AND FINANCE COMMITTEES

- #185-12 ALD. BAKER, BLAZAR, SANGIOLO, LINSKY, ALBRIGHT & DANBERG requesting that the Board of Aldermen adopt a RESOLUTION to His Honor the Mayor asking that, when the Mayor seeks future Board approval for bonding the cost of additional capital facilities or equipment for the schools, he include in that funding request, as well as in the city-wide Capital Improvement Plan, the estimated costs needed for funding the capital technology needs of the Newton Schools, including the appropriate portions of the estimated project costs of the School Committee's three-year district-wide technology plan not anticipated to be funded by the Information Technology Department budget; the anticipated technology grants from Boston College for the elementary schools; and/or estimated revenue from the E-rate Technology Reimbursement Program.
PROGRAMS & SERVICES APPROVED 6-0 on 07/11/12

REFERRED TO ZONING AND PLANNING AND FINANCE COMMITTEES

- #102-11 ALD. HESS-MAHAN, JOHNSON, COMMISSIONER LOJEK, AND CANDACE HAVENS requesting an amendment to Chapter 17 to establish a fee for filing a notice of condo conversion. [03-29-11 @ 4:55PM]
ZONING & PLANNING APPROVED 6-0 on 6/10/13

REFERRED TO ZONING AND PLANNING AND FINANCE COMMITTEES

- #95-11 ALD. HESS-MAHAN proposing an ordinance requiring that a notice of conversion to condominium ownership be filed with the Inspectional Services Department and that the property be inspected to determine compliance with all applicable provisions of the state and local codes, ordinances and the rules and regulations of all appropriate regulatory agencies. [03-24-11 @ 9:30AM]
ZONING & PLANNING APPROVED 6-0 on 6/10/13

REFERRED TO LAND USE & FINANCE COMMITTEES

- #276-10 ALD. FULLER, CROSSLEY, DANBERG, LINSKY requesting a review of guidelines for mitigation fund provisions to maximize the use of such funds on behalf of the city together with mechanisms by which the city can better track such funds to ensure they are used in a timely fashion.

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #257-12 RECODIFICATION COMMITTEE recommending (1) review of the Fees, Civil Fines/Non-Criminal Disposition contained in Chapter 17 LICENSING AND PERMITS GENERALLY and Chapter 20 CIVIL FINES/NON-CRIMINAL DISPOSITION CIVIL FINES to ensure they are in accordance with what is being charged and (2) review of the acceptance of G.L. c. 40 §22F, accepted on July 9, 2001, which allows certain municipal boards and officers to fix reasonable fees for the issuance of certain licenses, permits, or certificates.
- #248-12 RECODIFICATION COMMITTEE recommending that **ARTICLE IV. PURCHASES AND CONTRACTS, Secs. 2-182 through 2-205**, be amended to make it consistent with state law.
- #247-12 RECODIFICATION COMMITTEE recommending that Chapter 18 MEMORIAL FUNDS AND TRUSTS be reviewed relative to the consequences and practices of special legislation passed by the General Court in 2007, Chapter 75 of the Acts of 2007, in which the City sought and was granted an exemption from G.L. Chapter 44 §54, which intent was to allow the City greater flexibility in terms of investments.

Respectfully submitted,

Leonard J. Gentile, Chairman



PUBLIC BUILDINGS DEPARTMENT

Joshua R. Morse, Commissioner

Telephone (617) 796-1600

FAX (617) 796-1601

TTY: (617) 796-1089

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

Setti D. Warren

Mayor

October 16, 2015

Community Preservation Committee
c/o Alice E. Ingerson, Ph.D.
Community Preservation Program Manager
City Of Newton
1000 Commonwealth Ave.
Newton, MA 02459

Re: Museum Archives, Fire Suppression & Accessibility Project

Dear Community Preservation Committee,

During the demolition process at Jackson Homestead and Museum, which started at the ELL building, the contractor uncovered serious structural issues and damage to the existing wood framing, including: missing carrying beams, rotted roof rafters and floor joists, crawl space full of boulders and a 15' deep abandoned well in addition to many missing footings under the wood posts. In addition, the fire department requested some modifications to the designed fire suppression system related to the cold spaces in the building.

The cost to remediate these unexpected and unforeseen issues is \$87,876.00 to be added to the original contract. Since this number exceeds the contingency amount already appropriated to the control of Public Building, we are asking that additional funds be allocated to the project in the total amount of \$132,943.00, including release of the \$39,452 Board of Aldermen contingency already appropriated, and a CPC recommendation to appropriate the \$93,491 previously recommended but not appropriated by the Board of Aldermen. This amount is larger than the cost of the known but unanticipated issues found to date, because the project is at a very early stage of construction and more unforeseen issues maybe uncovered when the work moves into the main house.

If you have any question please let me know.

Sincerely,



Joshua R. Morse
Public Building Commissioner

Cc: Alejandro M. Valcarce, Deputy Commissioner
Rafik E. Ayoub, Project Manager

Historic Newton/Jackson Homestead Accessibility, Archives Storage and Fire Suppression Project

Date: October 16, 2015



The Jackson Homestead and Museum

History of The Project Change Orders

On August 6, 2015 a demolition permit was issued by ISD and the GC started the demolition inside the ELL building while the main house was isolated and the staff are working normally. Once the demo was underway the contractor drew our attention to serious structural damage to the existing wood framing structure that included missing carrying beams, rotted rafters and floor joists, also found a 15 feet deep abandoned well and boulders around the foundation walls in some areas of the building, on the outside a manhole was buried under the dirt and is located where the HC ramp is going to the building. The structural engineer examined the situation and came with detailed design for the repairs and that resulted in a change order adding **\$85,660.00** to the project.

Also during the Newton Fire Department review of the fire suppression drawing and design, they asked to eliminate the heat traces that were wrapping the sprinkler pipes located in the cold areas and outside the building. In order to satisfy the NFD, all the heat traces were eliminated and a small dry pipe system was added to protect the pipes in the cold areas. This request resulted in a change order adding **\$14,094.00** to the project.

With this extra work, the project completion date would be extended to March 31, 2016.

At the request of PBD, NFD agreed to grant a building permit excluding the fire suppression work which needs their final approval. On September 14, 2015, ISD issued the permit which allowed the contractor to continue working on the project especially the site and exterior work. At this time the project is progressing with the exterior and site work.

Summary of Project Change Orders

August 6, 2015	Demolition permit issued, demolition starts inside the ell, with main house isolated & Homestead staff working normally.
structural issues	<p>Contractor found: missing carrying beams, rotted rafters & floor joists, 15-foot deep abandoned well, boulders around foundation walls, manhole buried at site of planned excavation for handicap ramp.</p> <p>structural engineer's designed solutions = \$85,660 in additional costs</p>
fire suppression system	<p>Newton Fire Dept. requested elimination of heat traces designed to prevent freezing of sprinkler pipes outside heated parts of the building.</p> <p>heat traces replaced by small dry pipe system = \$14,094 in additional costs</p>
September 14, 2015	<p>Building permit issued for all work other than fire suppression, pending Fire Dept. approvals; work progressing on site and exterior.</p> <p>Project completion date extended to March 31, 2016.</p>

Historic Newton/Jackson Homestead Accessibility, Archives Storage and Fire Suppression Project

PROJECT BUDGET CHANGES, 2015	Proposed April 2015	Appropriated Through June 2015	Proposed October 2015
CONSULTANTS (architect)	\$ 183,213	\$ 183,213	\$ 183,213
BUILDING IMPROVEMENTS (construction)	\$ 789,037	\$ 789,037	\$ 789,037
STORAGE/MOVING	\$ 14,000	\$ 14,000	\$ 14,000
FURNITURE, FIXTURES & EQUIP	\$ 47,700	\$ 47,700	\$ 47,700
WORK BY OTHER DEPTS. (Jackson Homestead staff)	\$ 15,000	\$ -	\$ -
PUBLIC BUILDINGS R-M	\$ 52,500	\$ -	\$ -
CONTINGENCY	\$ 104,895	\$ 39,452	\$ 172,394
TOTAL PROJECT COST	\$1,206,345	\$1,073,402	\$1,206,345

November 2015 request

\$39,452 from Board of Aldermen contingency appropriated June 2015
+ \$93,491 recommended by CPC May 2015 but not yet appropriated

\$132,943 total request, as addition to construction contingency

UNCOVERED EXISTING STRUCTURAL CONDITION



UNCOVERED EXISTING STRUCTURAL CONDITION



Existing Conditions



Historic Newton/Jackson Homestead Accessibility, Archives Storage and Fire Suppression Project



CITY OF NEWTON
IN BOARD OF ALDERMEN

June 15, 2015

ORDERED:

That, in accordance with the recommendations of the Community Preservation Committee, through its Chairman Joel Feinberg; the Board of Aldermen Public Facilities Committee through its Chairman Deborah J. Crossley; and the Finance Committee through its Chairman Alderman Leonard J. Gentile, the sum of three hundred six thousand five hundred nine dollars (\$306,509) be and is hereby appropriated from Community Preservation Fund as shown below to be expended under the direction of the Commissioner of Public Buildings to complete the Museum Archives, Accessibility, and Fire Suppression Project as detailed in the Community Preservation Committee’s May 26, 2015 funding recommendation and revised project budget dated June 5, 2015.

FROM:	2015 Historic Resources Reserve (21R10498-5790B)	\$228,655
	Fund Balance – Historic Resources (21-3497).....	\$577,854
TO:	Building Improvements (21B11504-5825)	\$267,057
	BOA Contingency 21B11504-5793.....	\$39,452

Under Suspension of Rules
Readings Waived and Approved
21 yeas 0 nays 3 absent (Aldermen Albright, Fuller, and Lennon)


(SGD) DAVID A. OLSON
City Clerk


(SGD) SETTI D. WARREN
Mayor

Date 6/23/15

HISTORIC NEWTON/JACKSON HOMESTEAD ARCHIVES REVISED PROJECT BUDGET

BUDGET ORGN	ACCOUNT NUMBER	ACCOUNT TITLE	BUDGET
21B11504	5301	CONSULTANTS	\$ 183,213
21B11504	5825	BUILDING IMPROVEMENTS	\$ 789,037
21B11504	5274	STORAGE/MOVING	\$ 14,000
21B11504	58FFE	FURNITURE, FIXTURES & EQUIP	\$ 47,700
21B11504	5795	CONTINGENCY	\$ 39,452
21B11504	5793	BOA CONTINGENCY**	\$ 39,452
		TOTAL PROJECT COST	\$ 1,112,854
		LESS PREVIOUS CPA FUNDING	\$ (37,500)
		LESS PREVIOUS CPA FUNDING	\$ (63,845)
		LESS PREVIOUS CPA FUNDING	\$ (641,000)
		SUB TOTAL	\$ 370,509
		LESS JACKSON HOMESTEAD CONTRIBUTION*	\$ (64,000)
		ADDITIONAL CPA PROJECT FUNDING	\$ 306,509

* JACKSON HOMESTEAD PROJECT FUNDING BREAKDOWN		TOTAL
ANONYMOUS		\$ 24,000.00
NEWTON HISTORY MUSEUM FUNDRAISING		\$ 40,000.00
TOTAL JACKSON HOMESTEAD FUNDING		\$ 64,000.00

** Approval by the Board of Alderman is required before funds are transferred from the BOA Contingency line item.



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#284-15

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

RECEIVED
NEWTON CITY OFFICE
2015 SEP 28 PM 1:43
DAVID A. OLSON, CMC
NEWTON, MA 02459

September 28, 2015

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to authorize the appropriation of \$250,000 and authorize a general obligation borrowing of an equal amount to fund the Main Library mechanical upgrades and interior improvements.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

City of Newton



PUBLIC BUILDINGS DEPARTMENT

Josh Morse, Interim Building Commissioner

Telephone (617) 796-1600

FAX (617) 796-1601

TTY: (617) 796-1608

52 ELLIOT STREET

NEWTON HIGHLANDS, MA 02461-1605

Setti D. Warren
Mayor

September 3, 2015

Mayor Setti D. Warren
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

RE: Request for funds: Main Library Mechanical Upgrade and Interior Improvements, \$250,000

Dear Mayor Warren:

The Public Buildings Department requests the sum of \$250,000.00 to fund Main Library Mechanical Upgrade and Interior Improvements.

Should you have any questions regarding the above, please feel free to contact my office.

Sincerely,

Josh Morse
Public Buildings Commissioner

cc: Maureen Lemieux, Chief Financial Officer
Alex Valcarce, Program Director
Dori Zaleznik, Chief Admin Officer

City of Newton



PUBLIC BUILDINGS DEPARTMENT

Josh Morse, Building Commissioner
Telephone (617) 796-1600
FAX (617) 796-1601
TTY: (617) 796-1608
52 ELLIOT STREET
NEWTON HIGHLANDS, MA 02461-1605

Setti D. Warren
Mayor

October 29, 2015

Public Facilities and Finance Committees
Newton City Hall
1000 Commonwealth Avenue
Newton Centre, MA 02459

Re: Summary of \$250,000 Mechanical & Interior Improvements at the Main Library, Docket Item # 284-15

The Public Buildings Department has prepared the following Summary of the Mechanical and Interior Improvements at the Main Library:

The existing Chiller, Cooling Tower and Associated Equipment is over 25 years of age and has reached the end of its useful life. Replacement parts for the existing Chiller, Cooling Tower and Associated Equipment are obsolete and no longer manufacture, making procuring replacement materials repairs to the equipment extremely difficult. The chiller was inoperative numerous times the past cooling season due to problems with the chiller's operating controls and major leaks in the chiller itself and related components. The department has spent over \$35,000 in the past few years repairing the chiller and related components. It is our intention to replace the existing chiller, the cooling tower and operating controls with a new state of the art chiller system. Air handlers in the building are also at the end of their useful life and a systematic replacement program started.

The restrooms in the Main Library are highly used due to the large volume of patrons visiting the library on a daily basis. As a result, the interior finishes in the restrooms of the building are beginning to show excessive wear and tear requiring upgrading. The current metal toilet partitions and doors are in poor condition and will be replaced with new partitions made of a phenolic material. This type of partition has been used for many years in the City's school buildings and has been highly durable as well as maintenance free. The current restroom floors will be replaced with a durable epoxy flooring system. Epoxy flooring is very easy to maintain. The overall quality and look of the restrooms will vastly improve with these upgrades.

Please see the below for the breakdown of costs:

Table with 2 columns: Item Name and Cost. Items include Design (\$10,000), Chiller Replacement (\$96,500), Chiller Controls (\$20,500), Cooling Tower Repairs (\$13,500), Air Handler Replacement (\$44,500), Toilet Partition Replacement (\$17,500), Demo/wall repair to accommodate new partitions (\$13,000), Restroom Epoxy Flooring (\$22,500), and Contingency (\$12,000).

Should you have any questions regarding the above, please feel free to contact my office.

Sincerely,

Josh Morse
Public Buildings Commissioner

cc: Maureen Lemieux, Chief Financial Officer
Alex Valcarce, Deputy Commissioner
Dori Zaleznik, Chief Admin Officer

PROPOSED SOLAR PROJECT RECAP

1. June 17, 2015: Public Facilities Committee hearing opened.
2. June 18, 2015: issue RFP for the development of solar at 13 City owned sites.
3. July 30, 2015: City receives responses to RFP.
4. October 13, 2015: the car ports and roofs project awarded to Ameresco.
5. October 15th – 22nd, 2015: three community meetings held.
6. November 2015: obtain authorization from Board of Aldermen for negotiation of leases.

7. Next steps:
 - Make final selection of developer for landfill project.
 - Complete the lease and Purchase Power Agreements.
 - Develop final design documents.
8. Roof and car ports will be constructed in spring/summer of 2016.
9. Landfill will be constructed in the fall of 2016.

NOTE: Federal ITC expires 12/31/2016.

KEY ADVANTAGES TO THE CITY

- Requires no capital investment by the City
- Developer is responsible for O&M for term of contract
- Developer disposes of landfill materials
- City gets discounted electricity price
- City may get lease payments
- City reduces its carbon footprint
- Price hedging: when the electricity price increases the net metering credit increases.

Appendix C- Newton Solar PV Sites (rev 6-15-15) - Phase 2

for more information go to the assessors web site at, <http://assessing.newtonma.gov/NewtonMAWebApp/>

LOCATION	PROJECT DESCRIPTION	JURISDICTION	COMMENTS
1 Dept of Public Buildings: 52 Elliot Street, 02461	roof mounted	Dept. of Public Buildings	Roof in fair condition
2 DPW: 60 Elliot Street, 02461	roof mounted and car ports	Dept. of Public Works	Roof condition TBD
3 DPW: 70 Elliot Street, 02461	truck ports, car ports and roof mounted	Dept. of Public Works	Roof in fair to poor condition.
4 Newton South High School: 140 Brandeis Rd, 02549	roof mounted	Dept. of Public Buildings	Roof may have structural limitations.
5 Library Parking lot : 330 Homer St, 02459	car ports	School Committee	
6 Landfill: Rumford Ave, 02466	car ports	Board of Trustees	
7 Angier School: 1697 Beacon St., 02468	ground mounted	Dept. of Public Works	under separate RFP
8 Oak Hill School: 130 Wheeler Rd, 02459	roof mounted	Dept. of Public Buildings	Bldg under construction. Opens in January 2016.
9 Lower Falls Com. Center : 545 Grove St, 02453	roof mounted	Dept. of Public Buildings	Roof in fair condition.
10 Bowen School: 280 Cypress St., 02459	roof mounted	Dept. of Public Buildings	New roof.
11 Fire Station 10 and wires Building: 755 Dedham St., 02459	roof mounted	Dept. of Public Buildings	South roof in good condition. North roof in fair to poor condition.
12 Zervas School (new construction): 30 Beethoven Avenue, 02469	roof mounted	Dept. of Public Buildings	New construction.
13 City Hall, 1000 Commonwealth Ave., 02459	car ports and roof mounted	Dept. of Public Buildings	To be built in 2016-17.
	roof mounted	Dept. of Public Buildings	Slate roof. Historical bldg.

Overall System Summary

Rooftop Solar PV Arrays	Square Footage of Panels	Capacity (kW DC)	System Production (kWh in year 1)
52 Elliot Street	2,357	35.34	43,382
60 Elliot Street	1,137	17.05	20,930
70 Elliot Street	5,107	76.57	93,995
Newton South High School	8,249	123.69	151,838
Angier Elementary School	5,500	82.46	101,225
Oak Hill Middle School	10,606	159.03	196,402
Lower Falls Community Center	3,143	47.12	57,843
Fire Station 10 & Wires Division	2,047	30.69	37,674
Zervas Elementary School	11,785	176.70	216,912
City Hall	1,489	22.32	29,391
Bowen Elementary School	4,714	70.68	86,765
Subtotal	105,194	788.64	970,103
Parking Lot Canopy Solar PV Arrays	Square Footage of Panels	Capacity (kW DC)	System Production (kWh in year 1)
60 Elliot	2,977	44.64	54,818
Newton South High School	25,895	388.27	476,796
Main Library	13,356	200.26	245,919
Subtotal	42,228	633.17	777,533
Total	148,500	1,429.89	1,757,554

System Components

Ameresco has exclusively installed polycrystalline modules from Tier I module manufacturers for our projects in Massachusetts. Ameresco only sources from Tier I suppliers to ensure the quality of the product as well as the longevity of the manufacturer to ensure the warranty can be upheld for the duration of its term. We have used the manufacturers below on past projects:

- **Solar Modules:** Canadian Solar, JA Solar, Yingli Solar, Hanwha SolarOne, Hyundai, or Trina Solar
- **Inverters:** Advanced Energy, Solectria, or PowerOne
- **Mounting System:** PanelClaw or Schletter for rooftops, Solaire Generation for canopies, and SolarFlex Rack or TerraSmart for ground mounts. The Panel Claw flat rooftop product (Polar Bear Gen III) includes resilient feet to protect the roof surface from damage, however Ameresco's costing for all flat roofs includes slip sheets at the points of contact or racking with roof material in case there is a compatibility or warranty issue with the material used.
- **Data Acquisition System:** Draker Laboratories, or PowerDash

Ameresco is vendor neutral. At this point Ameresco has not made a commitment or guarantee to use any specific equipment manufacturer for the City of Newton, though the equipment we currently plan on using for this proposal is provided in the table for each site below. Prior to construction, Ameresco will confirm vendor quotes and delivery schedules to select the Tier 1 manufacturer and procure the equipment that provides the most cost-effective and highest quality solar PV system to be installed at the proposed sites.

Preliminary Design Drawings, One-Line Diagrams can be found directly following this section. All Spec Sheets are available in the Appendices.

Summary

- LANDFILL:
 - KW capacity (DC)= 1,250
 - kWh/yr= 1,613,241
- ROOFS AND CAR PORTS:
 - KW capacity (DC)= 1,429
 - kWh/yr=1,757,554
- TOTAL:
 - KW capacity=2,679
 - kWh/yr= 3,370,795
- VALUE: up to \$10 MILLION OVER 20 YEARS

Comparison

<u>Newton electric use</u>	
	<u>kWh</u>
FY 2015	22,795,000
<u>Newton solar generation</u>	
<u>Solar</u>	<u>kWh</u>
Phase 1	927,000
Phase 2	3,370,000
	4,297,000
% of 2015	19%



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#296-15

Telephone
(617) 796-1100

Facsimile
(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
warren@newtonma.gov

DAVID A. O'BRIEN
NEWTON, MA 02459

2015 OCT 19 AM 11:54

RECEIVED
NEWTON CIVIC CENTER

October 19, 2015

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer \$50,000 from Budget Reserve 0110498-5794 to Inspectional Services Full Time Salaries 0122002-51001, and an additional FTE for a Building Inspector in Inspectional Services. As you know, we are seeing an unprecedented increase in applications for building permits, and this has created a need for additional personnel.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

Ms. Hartzell stated that there will be a business plan for the project particularly for the barn. There are a number of opportunities for the barn such as space for an after school program, performances, or a black box theater. It is not clear yet how the space will be used but the Community Preservation Committee and the Board of Aldermen will be informed as part of the request for funds for Phase II. If the fundraising goals are not met for either phase of the project, the phases would not move forward and the Community Preservation Act funds would be returned back to the City. With that, Ald. Yates moved approval in Zoning and Planning Committee and Ald. Rice moved approval in the Finance Committee. Both motions carried by unanimous votes in favor.

#104-14 ALD. JOHNSON requesting that the Executive Department conducts a complete review and analysis of the policies governing data privacy and the security of resident/business information on the Treasurer's website to be followed with an action plan to protect our residents' data to be completed by the end of Fiscal Year 2014. [02/26/14 @ 9:07 AM]

ACTION: **HELD 7-0**

NOTE: Ald. Johnson docketed this item when she learned how easy it was to obtain any citizen's personal information as it pertains to municipal bills including bill amount and payment history through the City's website. She was very concerned that the City was storing credit card information, employee social security numbers, and bank account numbers in its databases that could be vulnerable to a security breach. The purpose of the docket item is to determine if there is any financial information connected to the data available on the web, what data protection the City has in place and if there needs to be further security measures taken. Ald. Johnson provided the attached information on data privacy and data security.

Deputy Director of Information Technology Greg Ansaldi assured Ald. Johnson that there is no financial information attached to any of the data on the City website. The City does not store any license or credit card information. If a citizen pays a municipal bill by credit card it is handled by a third party vendor and the City only receives the funds for the bill but no credit card numbers or other personal information. The database used for the website is a partial database that only provides public information. The use of the partial database protects against hackers. The City also restricts access in the software that provides employee data and there are many layers of restriction. The City also has a firewall to protect against intrusion, which is updated on a regular basis. The data contained in the City's financial software, FinancePlus, is encrypted. Mr. Ansaldi will also provide information on what other data is encrypted.

Chief of Staff Maureen Lemieux added that a couple of years ago the City purchased a citizen self-service module to allow people to view their payment history including the amount. The information provided is public record and therefore accessible to anyone that requests it. The self-service module was added as a customer service. When Ald. Johnson approached Ms. Lemieux regarding her concerns, Ms. Lemieux deactivated the module and agreed to only turn it on when a discussion had taken place. Since the module has been deactivated the City has received over 1000 complaints in regards to the unavailability of information. The Treasurer's

Office and Assessor's Office have been flooded with phone calls looking for the information. The City has never had a security breach.

Treasurer/Collector Jim Reardon stated that when the self-service module was implemented it became a widely used product. It was used by residents and real estate professionals. When access to the data was blocked the call volume in the Treasurer's Office increased over 100%. The department also received multiple complaints regarding having to call for the information. The Administration would like to reactivate the self-service module and take some of the call burden of the Treasurer's Office and Assessor's Office.

There was a suggestion that if the City reactivates the self-service module, it may be appropriate to provide a disclosure statement before access to information is provided. The disclosure should state that all information that can be accessed is public information. Ald. Johnson added that the Administration may want to develop a policy related to electronic information protection and policy for a data breach. Governor Patrick has issued an Executive Order (attached) to require state agencies develop data security programs and breach of information protocol. It would be nice if the City took the lead on data protection as it relates to municipalities. Chair of the Financial Audit Advisory Committee Ald. Fuller felt that development of the policies could be done in Financial Audit Advisory Committee with input from the Executive Office and Ald. Johnson. Ald. Johnson was amenable to both suggestions and felt that once the disclosure statement is in place the self-service module can be reactivated. Chief of Staff Maureen Lemieux agreed to work with the Financial Audit Advisory Committee to develop polices. Ald. Ciccone made a motion to hold the item until the disclosure statement was added to the website and policies developed. The Committee voted unanimously in favor of holding the item. .

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

#257-12 **RECODIFICATION COMMITTEE** recommending (1) review of the Fees, Civil Fines/Non-Criminal Disposition contained in Chapter 17 LICENSING AND PERMITS GENERALLY and Chapter 20 CIVIL FINES/NON-CRIMINAL DISPOSITION CIVIL FINES to ensure they are in accordance with what is being charged and (2) review of the acceptance of G.L. c. 40 §22F, accepted on July 9, 2001, which allows certain municipal boards and officers to fix reasonable fees for the issuance of certain licenses, permits, or certificates.

ACTION: **HELD 7-0**

NOTE: City Clerk/Clerk of the Board David Olson, City Solicitor Donnalyn Kahn, and Chief of Staff Maureen Lemieux joined the Committee for the discussion of this item. During the recodification of the City's ordinances in 2012, it became clear that the fees in the ordinances do not match what is actually being charged by departments. Up until 2001, the Board of Aldermen approved any changes to the City's fees; however, in July 2001 the Board of Aldermen approved the acceptance of legislation that allowed department heads to set the fees related to their department. Since that time several departments have changed their fees and the ordinances no longer reflect the fee being charged.