Public Facilities Committee Agenda

City of Newton
In City Council

Wednesday, November 19, 2025

7:00 PM
Room 204

The Public Facilities Committee will hold this meeting as a hybrid meeting on Wednesday, November 19 2025, at 7:00PM that the public may access in-person or virtually via Zoom. To view this meeting using Zoom use this link: https://newtonma-gov.zoom.us/j/83779943197 or call 1-646-558-8656 and use the following Meeting ID: 837 7994 3197.

Items Scheduled for Discussion:

Public Hearing 11-19-2025

#308-25 Renaming 18 roadways in Oak Hill Park to honor fallen veterans

COUNCILORS FARRELL, LUCAS, LAREDO, WRIGHT, LOBOVITS and BLOCK requesting a public hearing and approval to rename 18 roadways in Oak Hill Park to commemorate fallen veterans who have served during military conflicts.

Public Hearing 11-19-2025

#319-25 Petition for major temporary repairs to Hamlet Street

JEANNE STRICKLAND, et als. petitioning, in accordance with Sec. 26-50 of the Revised Ordinances of the City of Newton, 2022, for major temporary repairs to HAMLET STREET, from Langley Road to END in Newton Center. Property owners contend that HAMLET STREET is a qualifying private way as defined by Ord. T-216 dated February 18, 1992.

Referred to Public Facilities & Finance Committees

#324-25 **Appropriation of $297,400 for Pump Station Rehabilitation Project**

HER HONOR THE MAYOR requesting the appropriation of two hundred ninety-seven thousand four hundred dollars ($297,400) from Acct# 6100-3599 Sewer Fund Surplus - Available for Appropriation to fund the design of repairs and rehabilitation of three important sewer pump stations comprising Phase 3 of the Pump Station Rehabilitation Project.

Finance to Vote on 11-24-25

Referred to Public Facilities & Finance Committees

#325-25 **Appropriation of $325,000 for Cheesecake Brook subbasin**

HER HONOR THE MAYOR requesting the appropriation of three hundred twenty-five thousand dollars ($325,000) from Acct# 62A10498-579000 FY26 Stormwater Operating Reserve Account to fund the development of a comprehensive stormwater infrastructure analysis and plan for the Cheesecake Brook subbasin.

Finance to Vote on 11-24-25

#326-25 **Request for discussion and ordinance to require energy use reporting by owners of buildings that are not subject to Newton BERDO**

NEWTON ENERGY COMMISSION requesting a discussion and ordinance that would require owners and managers of smaller properties (e.g., houses and residences for rent) to report energy use and associated greenhouse gas emissions annually to the city of Newton. The reported data are to be used to encourage all owners to have plans for how said energy use and greenhouse gas emissions at each building can be reduced, in support and furtherance of goals set forth in the Newton Climate Action Plan.

#347-25 **Request for discussion and ordinance to allow voluntary energy use reporting by owners of buildings that are not subject to Newton BERDO**

NEWTON ENERGY COMMISSION requesting discussion and possible adoption of an ordinance that would allow owners and managers of smaller properties (e.g., houses and residences for rent) to voluntarily report energy use and associated greenhouse gas emissions of their buildings annually to the city of Newton. The voluntarily reported data will be posted by the city and will be used to encourage all owners to have plans for how said energy use and greenhouse gas emissions at each building can be reduced, in support and furtherance of goals set forth in the Newton Climate Action Plan.

Respectfully submitted,
Susan Albright, Chair of the Public Facilities Committee

#319-25

NEWTON COMMUNITY DEVELOPMENT FOUNDATION

August 26, 2025

Shawna Sullivan
Commissioner of Public Works
City of Newton
1000 Commonwealth Avenue
Newton, MA 02459

Re: Hamlet Street – Request for Major Temporary Repairs

Dear Commissioner Sullivan:

On behalf of Newton Community Development Foundation (as agent for Hamlet Associates) and the abutters of Hamlet Street, I would like to thank you for approving the Request for Minor Temporary Repairs submitted in July. We're pleased to report that the repairs were completed earlier this month and have resulted in improved roadway conditions.

As these results are temporary, we have now secured signatures from 63.2% of the abutters (12 of 19) in support of the Petition for Major Temporary Repairs. Copies of the signed petition are enclosed for your review. The City previously provided a cost estimate for the proposed work in September 2024, and we understand that an updated estimate will be issued. We would greatly appreciate it if a copy could be shared with me so I may keep the abutters informed as the process moves forward.

It is our understanding that the next step will involve review by the City Council and a public hearing. We assume that notice of the hearing will be provided to all abutters.

Please do not hesitate to contact me at 617-244-4035 x224 or jstrickland@ncdfinc.org should you require any additional information.

Thank you again for your time and attention to this matter.

Sincerely,

Jeanne Strickland
Executive Director

Enclosures

cc: *City Councilors Alan Lobovits, Vicki Danberg, Martha Bixby*
Bernie McDonald, Deputy Commissioner, Dept of Public Works
Alfredo Vargas, City Engineer

EQUAL HOUSING OPPORTUNITY

PETITION FOR MAJOR TEMPORARY REPAIRS OF A QUALIFYING PRIVATE WAY

City of Newton

Date: July 1, 2025

To the City Council of Newton

The undersigned respectfully request that the City Council make a determination that the Commissioner of Public Works make major temporary repairs on Hamlet Street, a qualifying private way, from Langley Road to END in that part of Newton called Newton Center. One hundred percent of the total cost of major temporary repairs shall be assessed as betterments upon the owners of the abutting estates in proportion to the lineal frontage of their estates.
The petitioners agree to keep Hamlet Street open to the public use for the period of years that is the life of the repairs made pursuant to this petition.

NAMES	ADDRESSES
Janet Froyman	15 Hamlet St.
MARK KARPOVSKY	24 Hamlet St
Baochun Zhang	19 Hamlet st.
Faina Fedosik	23 Hamlet St
ZHENG (JOHN) XU	6 HAMLET St.
natalya Kalanasky	25 Hamlet st
Jeanne Obrechtland Hamlet associates	27-80 Hamlet St.
Jorge Onieva	26 Hamlet St
Vadim Klyushnichenko	17 Hamlet Street
Gizela Grossman	21 Hamlet Street
See additional	Page with
signatures	

#319-25

PETITION FOR MAJOR TEMPORARY REPAIRS OF A QUALIFYING PRIVATE WAY

City of Newton

Date: July 1, 2025

To the City Council of Newton

The undersigned respectfully request that the City Council make a determination that the Commissioner of Public Works make major temporary repairs on Hamlet Street, a qualifying private way, from Langley Road to END in that part of Newton called Newton Center. One hundred percent of the total cost of major temporary repairs shall be assessed as betterments upon the owners of the abutting estates in proportion to the lineal frontage of their estates.

The petitioners agree to keep Hamlet Street open to the public use for the period of years that is the life of the repairs made pursuant to this petition.

NAMES	ADDRESSES
Juan Ignacio Jiménez	9 Hamlet St.
Jia Zhong	3 Hamlet St.

HAMLET STREET BETTERMENTS ASSESSMENTS
ACTUAL ASSESSMENTS BASES ON ACTUAL COST

10/6/2025

TOTAL ACTUAL COST **$ 119,000.00**

NAME	ADDRESS	BOOK/PAGE	SUBDIV LOT NO	ACTUAL FRONTAGE (ft)	ASSESSED FRONTAGE (ft)	% OF TOTAL	ASSESSMENT
Faina Fedosik	23 Hamlet Street	29158/402	6	90.00	NA	8.58%	$ 10,208.46
Natalya Kabanovsky	25 Hamlet Street	25077/19	6				
Boachun Zhang	19 Hamlet Street	62169/445	5	90.00	NA	8.58%	$ 10,208.46
Gizela Grossman	21 Hamlet Street	43451/234	5				
Steve Froyman	15 Hamlet Street	62436/377	4	114.85	NA	10.95%	$ 13,027.13
Vadim & Iryna Klyushnichenko	17 Hamlet Street	47046/25	4				
Guan Wang	3 Hamlet Street	78032/315	NA	101.24	NA	9.65%	$ 11,483.38
Romero Cinthia Cruz	9 Hamlet Street	78039/196	NA				
Carleton E Corrales	330 Langley Road	71329/90	NA	103.27	NA	9.84%	$ 11,713.64
Zhuolin Jiang	332 Langley Road	79994/272	NA				
Zheng Xu	6 Hamlet Street	53737/140	NA	90.98	NA	8.67%	$ 10,319.62
Victor Kotelianski	4 Hamlet Street	76069/460	NA				
R A Leigh-Pemberton Trust	12 Hamlet Street	72425/390	1	83.88	NA	8.00%	$ 9,514.28
Annie M TR Amsalem	10 Hamlet Street	82579/43	1				
Khavinson Holdings LLC	18 Hamlet Street	62866/97	2	80.15	NA	7.64%	$ 9,091.20
Michael Lee TR Seabolt	20 Hamlet Street	80792/373	2				
Mark G Karpovsky	24 Hamlet Street	74719/546	3	80.60	NA	7.68%	$ 9,142.24
Nina Dinjaski	26 Hamlet Street	80914/112	3				
Hamlet Associates	27-80 Hamlet Street	13049/21	NA	214.16	NA	20.41%	$ 24,291.59
TOTAL PROJECT				1049.13	0.00	100.00%	$ 119,000.00

#324-25

Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

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

October 27, 2025

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

Dear Honorable Councilors:

I respectfully submit this docket item to your Honorable Council requesting the appropriation of $297,400 from Sewer Fund Surplus – Available for Appropriation (6100-3599) to fund the design of repairs and rehabilitation of three important sewer pump stations comprising Phase 3 of the Pump Station Rehabilitation Project.

This funding will provide the City of Newton with engineering design services and bidding services for critical repair work at the Quinobequin Road Pump Station, Elliott Street Pump Station, and Langley Road Pump Station, which were last rehabilitated over 30 years ago.

Attached is a memo from Commissioner of Public Works Shawna Sullivan on the request, including the project scope of services. She will be available at the appropriate City Council meeting to answer any questions about the request.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller

Ruthanne Fuller
Mayor

#324-25

CITY OF NEWTON, MASSACHUSETTS
DEPARTMENT OF PUBLIC WORKS

Ruthanne Fuller, Mayor
Shawna Sullivan
Commissioner of Public Works

Telephone (617) 796-1008
Facsimile (617) 796-1050
E-mail: ssullivan@newtonma.gov

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

From: Shawna Sullivan, Commissioner of Public Works

Subject: Request to Fund $297,400 for Pump Station Rehabilitation CIP Project 3 – Engineering Design

Date: October 27, 2025

I respectfully request that the Mayor docket an appropriation of $297,400 to fund the design of Phase 3 of the Pump Station Rehabilitation Project. The objective of the project is to provide the City of Newton with engineering design services and bidding phase services for critical rehabilitation and improvements work identified in the pump station condition and performance assessment.

Phase 3 design includes critical repair work at Quinobequin Road Pump Station, Elliott Street Pump Station, and Langley Road Pump Station., which were last rehabilitated over 30 years ago. The attached scope of work provides additional information on the design project.

Thank you for your consideration of this request.

Attachment A

Scope of Work for City of Newton Pump Station Rehabilitation CIP Project 3 Design

September 22, 2025

The Brown and Caldwell (BC) scope of work is provided below. The objective of the project is to provide the City of Newton with engineering design services and bidding phase services for critical rehabilitation and improvements work identified in the previous pump station condition and performance assessment.

Project Understanding

The proposed scope is comprised of engineering design services to address issues with critical equipment/infrastructure identified during the recent pump station condition and performance assessment.

Pump Station Rehabilitation

The scope for this project includes critical repair work at Quinobequin Road Pump Station, Elliott Street Pump Station, and Langley Road Pump Station. The key scope of this work will include the following:

Quinobequin Road

- Stop log, guide, and associated grating replacement
- Main Sewage Pump in-kind replacement (1 pump)
- Main Sewage Pump motor in-kind replacement (1 pump)
- Emergency generator replacement
- Associated electrical and controls

Elliot Street Pump Station

- Main Sewage Pump in-kind replacement (1 pump)
- Main Sewage Pump motor in-kind replacement (1 pump)
- Associated electrical and controls
- Hatch replacement, either concrete slab type or aluminum
- Roof and gutter replacement
- Concrete crack repairs
- Lighting updates
- Handrail Replacement

Langley Road Pump Station

- Main Sewage Pump in-kind replacement (2 pumps)
- Main Sewage Pump motor in-kind replacement (2 pumps)
- Suction and Discharge valve in-kind replacement for two pumps, total 4
- By-Pass Pumping layout

Phase 100 Project and Design Management

Objective: The purpose of this task is to provide for the initiation and overall management of Project and Design activities. An overall schedule and work plan will be implemented so that work activities are completed in a properly integrated and timely manner. In addition, this task includes those elements necessary to properly manage, lead, and control the Project. Project duration is assumed to be six (6) months.

Activities: This task includes the following activities:

- An on-site project kickoff and site walk will be organized to discuss the project goals and objectives, scope of work, deliverables, schedule, critical success factors, and establish lines of communications with the project team. **It is assumed that 6 BC staff will attend.**
- A Project Schedule including conceptual dates for deliverables and anticipated dates for workshops, QC reviews, meetings, and submittals will be developed.
- Project management plan will be developed and maintained.
- Project quality control plan will be developed and maintained.
- A project risk register will be developed and maintained.
- A project change log will be developed and maintained.
- BC will share monthly status updates with City staff and provide information on the activities, information needs, schedule, and budget for the various tasks. The monthly status update will be included with the invoice. **It is assumed that half the monthly meetings will be in person with 2 BC staff attending.**
- Conference calls will be scheduled as needed to resolve questions, obtain direction, and communicate with City staff.
- Communicate changes in scope of project if new information is identified that changes the proposed alternatives for evaluation or scope of conceptual design.
- BC will manage the health, safety, and environmental activities of its staff to achieve compliance with applicable health and safety laws and regulations. In accordance with standard procedures, BC will prepare Field Safety Instructions that contain fundamental health and safety information that must be followed by employees involved in field activities.
- BC will maintain Project records, manage and process Project communications, and coordinate Project administrative matters.
- As part of the Project Management Plan for this project, BC will develop and implement a quality assurance/quality control (QAQC) program. Senior reviewers will participate and perform internal QAQC reviews of work products for project deliverables and milestones. Issues identified during the formal internal QAQC review will be addressed prior to submittal to the City of Newton. Formal QAQC periods will be included in the project schedule and this project schedule will be revisited at all internal team meetings.

Phase 200 Evaluations

Objective: Confirm or adjust the critical projects identified in the project understanding section.

- Perform field visit at select Pump Stations with key Electrical, Mechanical and Architectural design staff to confirm assumptions and discuss pump replacement, generator replacement, and roofing alternatives.

Activities: This task includes the following activities:

- Data request
- Data review and evaluation
- Design staff will perform a tour of the Quinobequin Road Pump Station, Elliott Street Pump Station, and Langley Road Pump Station
- Hydraulic review of stations, using commercially available software, AFT Fathom.
- Alternatives development and review
- Coordination with local utilities
- Coordination with pump and generator vendors
- Coordination with management staff from the City
- Coordination with operations staff from Weston and Sampson.

Deliverables:

- Basis of Design Memorandum (draft and final). Final will be signed.
  - Summary of existing conditions
  - Key Work elements to be carried into 60%
  - Preliminary equipment selections
  - Operating and controls summaries
  - Drawing list
  - Specification list
- Meeting agendas and meeting minutes

City of Newton responsibilities:

- Allow access to pump stations for field visits.
- Identify key areas of interest at the pump stations.
- Attend Basis of design review meeting
- Review of Basis of Design Report and provide comments within two (2) weeks of receipt.
- Provide O&M data and manuals.
- Provide as-built drawings.

Phase 300 Design Documents

Objective: Prepare detailed design drawings, specifications, and contract documents at 60%, 90% and 100% design stages.

Activities: This task includes the following activities:

- Meeting with the City after initial evaluation by BC staff of key upgrades for Quinobequin Road, Elliot Street, and Langley Road Pump Stations.
- Meetings with the City after delivery of the 60% and 90% design documents.
- Review of available drawings to be furnished by the City for Pump Stations not included in Phase 1.
- Preparation of final plans, sections, and job specific details drawings.
- Preparation of contract specifications. BC will develop project specific technical specifications and will not utilize City of Newton technical specification except for limited items such as sewer or piping.
- Preparation of a quantity take-off and opinion of probable construction cost provided with the delivery of the 60% design document and updated at the 90% design document. Full market re-estimates not performed. Equipment vendor quotes/ pricing will be utilized.

Deliverables:

- PDFs of review copies of the drawings, specifications, and other contract documents during the 60%, 90% and 100% design.
- CADD files
- Design Meeting Minutes

City of Newton responsibilities:

- Provide available Drawings for Pump Stations and any additional drawings / data necessary to supplement what was previously completed for Phase 1
- Obtaining Massachusetts Prevailing Wage Rates and inserting them into the General Conditions
- Creation of General Conditions and Special Conditional, Bid Form
- Participate in Meetings and Assist with identifying key scheduling milestones
- Review Progress Submissions and Provide Comments within two (2) weeks of receipt.
- Provide City specific Front-End documents and Special Condition documents

Assumptions:

- Drawings will be drafted in CAD using exisitng record drawings
- No LIDAR or 3D scanning performed, and No topographic survey performed
- No utility survey or subsurface investigation performed
- No Geotech work performed.
- Existing SCADA and control panels will be re-used for the pumps.
- No odor control work
- No permitting support except local City permitting as needed.
- No confined space entry
- No traffic control

- No conduit routing
- No HVAC improvements
- No new MCCs
- No public utility coordination required
- No upgrades to exisitng electrical distribution system
- No fire alarm, lightning, or communication upgrades.
- No PLC or HMI programming upgrades. Existing PLC and HMI programming will be made available for review.
- No SCADA programming or upgrades required.
- No additional monorails or hoists are required for pump access.

Phase 400 Bidding Services

Objective: Support the City during the bidding phase by facilitating a pre-bid meeting, answering questions, issuing addenda, and reviewing bids and recommending award.

Activities: This task includes the following activities:

- Facilitate a pre-bid meeting.
- Formally respond to bidder questions.
- Aid the City in preparing addenda as required to clarify, correct, or change the issued documents. Total of 20 bidding questions assumed and 2 addenda consisting 4 addendum each.
- Development of Conformed Drawings.

Deliverables:

- Electronic copies of final construction documents (contract drawings, final specifications, and other documents) required for bidding and construction purposes.
- Digital .pdf file of final construction documents.

Overall Project Assumptions

1. Project documents will be developed into filed sub-bids in accordance with Massachusetts state law.
2. BC shall utilize the City's "front-end" documents. Specifications and drawings will be developed in accordance with BC's standards.
3. City of Newton will provide safe access to all required areas of the site for the purposes of project design.
4. City of Newton will review the draft deliverables for accuracy of understanding of the issues and data assumptions. City of Newton will provide one set of compiled written comments within two weeks of receiving comments.
5. BC is not responsible for any schedule or cost impacts related to delays caused byprotracted reviews, changes in scope of work, or other situations outside of ourcontrol.
6. BC is not responsible for additional effort that may be required for issues related to unknown conditions that may impact the design or construction.
7. Construction phase services are not included in this scope but will be scoped separately.
8. No flooding prevention or residency work.

9. No additional work required for code violations.

Schedule

Project will commence with written notice to proceed (NTP) provided by the City of Newton. Six (6) months is estimated for design and bidding of the project.

Budget

The total budget for the proposed scope of services is $297,400 as summarized in the table below.

City of Newton Phase 3 Design					
Phase	**Task**	**Hours**	**Labor Costs**	**ODCs**	**Total Effort**
100 - Project Management	101 - General / Meetings	58	$ 12,300	$ -	$ 12,300
	102 - Quality Control	84	$ 23,500	$ -	$ 23,500
200 - Evaluations	201 - Data Review and Site Visit	120	$ 22,300	$ 2,700	$ 25,000
	202 - Calcs and Report	108	$ 17,900	$ -	$ 17,900
300 - Design	301 - 60%	667	$ 113,800	$ -	$ 113,800
	302 - 90%	393	$ 64,400	$ -	$ 64,400
	303 - 100%	146	$ 24,500	$ -	$ 24,500
	310 - Cost Est	24	$ 4,700	$ -	$ 4,700
400 - Bidding	401 - Bidding	62	$ 11,300	$ -	$ 11,300
Grand Total		**1660**	**$ 294,700**	**$ 2,700**	**$ 297,400**

Preliminary Drawing List

Pump Station Rehabilitation

Drawing No.	Title
GENERAL	
G-00-000	COVER SHEET W/ MAP
G-00-001	PUMP STATION LOCATION PLANS
G-00-002	DRAWING INDEX
G-00-003	LEGEND, SYMBOLS, AND GENERAL NOTES
G-00-004	ABBREVIATIONS
CIVIL	
C-10-101	QUINOBEQUIN RD PUMP STATION SITE PLAN AND DETAILS
C-20-101	ELLIOTT STREET PUMP STATION SITE PLAN AND DETAILS
C-30-101	LANGLEY RD PUMP STATION SITE PLAN AND DETAILS
ARCHITECTURE	
A-10-101	ELLIOT STREET PUMP STATION ROOF PLAN
A-10-201	ELLIOT STREET PUMP STATION ELEVATIONS

A-10-501 ELLIOT STREET PUMP STATION ARCHITECTURAL DETAILS

MECHANICAL

D-00-501 PROCESS MECHANICAL STANDARD DETAILS
DD-10-101 QUINOBEQUIN ROAD PUMP STATION - PUMP LEVEL – DEMOLITION PLAN AND SECTION
DD-20-101 ELLIOT STREET PUMP STATION - PUMP LEVEL – DEMOLITION PLAN AND SECTION
DD-30-101 LANGLEY RD PUMP STATION - PUMP LEVEL – DEMOLITION PLAN AND SECTION
D-10-101 QUINOBEQUIN ROAD PUMP STATION - PUMP LEVEL –PLAN AND SECTION
D-20-101 ELLIOT STREET PUMP STATION - PUMP LEVEL –PLAN AND SECTION
D-30-101 LANGLEY RD PUMP STATION - PUMP LEVEL –PLAN AND SECTION

ELECTRICAL

E-00-001 ELECTRICAL NOTES AND SYMBOLS
E-00-501 ELECTRICAL STANDARD DETAILS
E-10-101 QUINOBEQUIN ROAD PUMP STATION - PUMP LEVEL –PLAN AND SECTION
E-10-501 QUINOBEQUIN ROAD PUMP STATION - PUMP LEVEL –CONTROL SCHEMATIC
E-10-601 QUINOBEQUIN ROAD PUMP STATION – ONE LINE DIAGRAM
E-20-101 ELLIOT STREET PUMP STATION - PUMP LEVEL –PLAN AND SECTION
E-20-501 ELLIOT STREET PUMP STATION - PUMP LEVEL –CONTROL SCHEMATIC
E-20-601 ELLIOT STREET PUMP STATION - PUMP LEVEL – ONE LINE DIAGRAM
E-30-101 LANGLEY RD PUMP STATION - PUMP LEVEL –PLAN AND SECTION
E-30-501 LANGLEY RDPUMP STATION - PUMP LEVEL – CONTROL SCHEMATIC
E-30-601 LANGLEY RD PUMP STATION - PUMP LEVEL – ONE LINE DIAGRAM

INSTRUMENTATION

I-00-001 INSTRUMENTATION NOTES AND SYMBOLS
I-00-002 INSTRUMENTATION DETAILS
I-10-101 QUINOBEQUIN ROAD PUMP STATION – PUMP AND GENERATOR PID
I-10-102 QUINOBEQUIN ROAD PUMP STATION – GENERATOR PANEL LAYOUT
I-10-102 QUINOBEQUIN ROAD PUMP STATION –PUMP CONTROL PANEL LAYOUT
I-20-101 ELLIOT STREET PUMP STATION - PUMP LEVEL – PUMP PID
I-20-102 ELLIOT STREET PUMP STATION - PUMP LEVEL – PUMP CONTROL PANEL LAYOUT
I-30-101 LANGLEY RD PUMP STATION - PUMP LEVEL – PUMP PID
I-30-102 LANGLEY RD PUMP STATION - PUMP LEVEL – PUMP CONTROL PANEL LAYOUT

CITY OF NEWTON

IN CITY COUNCIL

DRAFT

ORDERED:

That, in accordance with the recommendation of the Public Facilities Committee through its Chair Susan Albright and the Finance Committee through its Chair Leonard Gentile, the appropriation of two hundred ninety-seven thousand four hundred dollars ($297,400) from Acct# 6100-3599 Sewer Fund Surplus - Available for Appropriation to fund the design of repairs and rehabilitation of three important sewer pump stations comprising Phase 3 of the Pump Station Rehabilitation Project, be and is hereby approved as follows:

FROM: Sewer Fund Balance
(6100-3599).. $297,400.00

TO: Pump Station Rehab Proj
(7120L401-530203).. $297,400.00

Under Suspension of Rules
Readings Waived and Approved
DRAFT

(SGD) ANDREW B. WILLISON
City Clerk

(SGD) RUTHANNE FULLER
Mayor
Date: _______________

Ruthanne Fuller
Mayor

City of Newton, Massachusetts

Office of the Mayor

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

October 27, 2025

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

Dear Honorable Councilors:

I respectfully submit this docket item to your Honorable Council requesting the appropriation of $325,000 from the FY26 Stormwater Operating Reserve Account (62A10498-579000) to fund the development of a comprehensive stormwater infrastructure analysis and plan for the Cheesecake Brook subbasin.

This comprehensive stormwater analysis and plan for the Cheesecake Brook subbasin will:

- Review existing data and collect new field data,
- Update the GIS stormwater database,
- Refine stormwater flood models for the Cheesecake Brook subbasin,
- Develop present and future storm scenarios for short-duration and 24-hour design storms (2-year, 10-year, and 100-year events), and
- Update the Stormwater Infrastructure Improvement Plan into a Stormwater Resiliency Plan specific to the Cheesecake Brook subbasin.

This study and model are essential to guide the City in planning and implementing future projects to mitigate flooding risks in the Cheesecake Brook subbasin, including in the Border Street area.

Attached is a memo from Commissioner of Public Works Shawna Sullivan on the request, including the project scope of services. She will be available at the appropriate City Council meeting to answer any questions about the request.

Thank you for your consideration of this matter.

Sincerely,

Ruthanne Fuller

Ruthanne Fuller
Mayor

CITY OF NEWTON, MASSACHUSETTS
DEPARTMENT OF PUBLIC WORKS

Ruthanne Fuller, Mayor
Shawna Sullivan
Commissioner of Public Works

Telephone (617) 796-1008
Facsimile (617) 796-1050
E-mail: ssullivan@newtonma.gov

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

From: Shawna Sullivan, Commissioner of Public Works

Subject: Appropriation for Cheesecake Brook Flood Risk Analysis and Resilient Stormwater Infrastructure Plan

Date: October 27, 2025

I respectfully request that the Mayor docket an appropriation of $325,000 to fund the development of a comprehensive stormwater infrastructure model for the Cheesecake Brook subbasin.

Under this project, the engineering firm will:

- Review existing data and collect new field data,
- Update the GIS stormwater database,
- Refine the 1D and 2D stormwater flood models for the Cheesecake Brook subbasin,
- Develop present and future storm scenarios for short-duration and 24-hour design storms (2-year, 10-year, and 100-year events), and
- Update the Stormwater Infrastructure Improvement Plan into a Stormwater Resiliency Plan specific to the Cheesecake Brook subbasin.
-

The attached proposal provides the full scope of services for this proposal.

This study and model are essential to guide the City in planning and implementing future projects to mitigate flooding risks in the Cheesecake Brook subbasin, particularly in the Border Street area.

Thank you for your consideration of this request.

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

CHEESECAKE BROOK FLOOD RISK ANALYSIS AND RESILIENT STORMWATER INFRASTRUCTURE PLAN

This AGREEMENT is made this ________ day of _________, 2024, by and between the City of Newton acting herein by and through its Commissioner of Public Works, but without personal liability to him, with an address of 1000 Commonwealth Avenue, Newton, Massachusetts 02459, hereinafter called the OWNER, and WESTON & SAMPSON ENGINEERS, INC., with offices at 55 Walkers Brook Drive, Reading, Massachusetts, hereinafter called the ENGINEER.

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

ARTICLE 1 - ENGAGEMENT OF THE ENGINEER

1.1 The OWNER hereby engages the ENGINEER, and the ENGINEER hereby accepts the engagement to perform certain professional engineering services herein described as Cheesecake Brook Flood Risk Analysis and Resilient Stormwater Infrastructure Plan, herein called the PROJECT.

The Charles River Flood Model (CRFM) is an integrated flood model developed by the ENGINEER in collaboration with the Charles River Watershed Association (CRWA) for the Upper and Middle Charles River watershed. The CRFM includes stormwater infrastructure 24-inches in diameter and larger in the City of Newton. This intent of this PROJECT is to develop a stormwater infrastructure model for the Cheesecake Brook subbasin, by building upon the CRFM.

1.2 This agreement covers all Services defined in Article 2 as agreed on, in writing, by both the OWNER and the ENGINEER for scope and fee.

1.3 The ENGINEER's services will be performed in a manner consistent with that degree of skill and care ordinarily exercised by practicing design professionals performing similar services in the same locality, at the same site and under the same or similar circumstances and conditions. The ENGINEER makes no other representations or warranties, whether expressed or implied, with respect to the services rendered hereunder.

ARTICLE 2 - SCOPE OF SERVICES

2.1 Review Existing Data and Update GIS Database

2.1.1 Review Existing Data and Reports

The ENGINEER will gather and review historical information regarding the Cheesecake Brook drainage subbasin, including the following, where available.

- Drainage record drawings.
- Drainage system inspection, operation and maintenance data for outfalls, catch basins, drain manholes, drain pipes, culverts, and structural Best Management Practices (BMPs).
- Locations of prior drainage system improvements and proposed stormwater conveyance projects.
- BMPs implemented in compliance with the 2003 MS4 Permit and those proposed for implementation under the 2016 MS4 Permit.
- Information regarding reoccurring maintenance issues, and flooding areas as well as stream channels and ponds in need of maintenance.
- The OWNER's current Stormwater Infrastructure Improvement Plan (SIIP).

2.1.2 Update GIS Stormwater Database

The ENGINEER will update the OWNER's existing stormwater GIS data for the Cheesecake Brook subbasin, for mainline drainage pipes 12-inches in diameter and greater to less than 24-inches in diameter, to include the following information obtained from record drawings where available. Field survey is not included as part of this task.

- Rim and invert elevations of manholes.
- Invert elevations of drainage pipes.
- Pipe material and diameter.
- Dam configurations and associated elevations.

Upon completion of updating the OWNER's existing GIS data as described above, the ENGINEER will generate discrepancy reports that identify conflicting information in the record drawings and data missing from the GIS that is critical to model development.

2.2 Field Data Collection and Verification

The ENGINEER will perform as many as 56 crew hours of field data collection and verification at locations identified in the discrepancy reports described in Article 2.1.2. Field data collection and verification will include verifying pipe connectivity and accuracy of the stormwater GIS. The ArcGIS Collector mobile phone application will be used to record notes, measurements, and take photographs. The ENGINEER will update the

OWNER's stormwater GIS data following field data collection and verification. Elevation surveys to determine rim and invert elevations may be performed as part of this task. The ENGINEER shall provide as many as 8 hours of police details to perform this work. The ENGINEER assumes that most areas can be accessed without a police detail.

2.3 Flood Modeling

2.3.1 Update 1D Stormwater Flood Model for the Cheesecake Brook Subbasin

The ENGINEER will update the 1D flood model for the Cheesecake Brook subbasin using PCSWMM, a proprietary software developed by CHI and based on EPA's Stormwater Management Model (SWMM). The model update will include the following.

- Add water bodies, stream crossings, culverts, dams, and bridges that may not be included in the existing CRFM.
- Add drainage infrastructure details, for stormwater pipes 12-inches in diameter and larger, along with corresponding manholes, catch basins and outfalls, where this information is available as GIS data.
- Refine subcatchment delineation based primarily on the latest LiDAR ground elevation datasets available to the OWNER or on MassGIS (whichever is more recent) using a suite of tools in the Spatial Analyst toolkit in ArcGIS.

2.3.2 Update 2D Stormwater Flood Model for the Cheesecake Brook Subbasin

The ENGINEER will update the mesh of the existing 2D flood model in the Cheesecake Brook subbasin to increase spatial resolution and extents. The ENGINEER will optimize the 2D model by limiting the surface area represented with the mesh. The boundary of the 2D zone incorporated into the original CRFM was first approximated by the FEMA 500-year floodplain. The ENGINEER will further extend that boundary to include upland areas where storm drain systems have been included in the updated 1D model developed in Article 2.3.1. The ENGINEER will model floodplain areas with a small number of buildings with more moderate density. Floodplain areas with significant development or several bridge crossings in proximity to each other were modeled with relatively high density of 2D cells.

2.3.3 Re-calibrate and Validate Flood Model for the Cheesecake Brook Subbasin

The ENGINEER will calibrate the model against field measurements and anecdotal information regarding historical and recent flood events (e.g. flooding from Hurricane Ida and flooding at Border Street). If no historical flow data is available for parts of the Cheesecake Brook subbasin, simulated discharge rates will be verified against as many as one (1) other simplistic method (e.g. USGS StreamStats) to ensure appropriate design flows are used.

2.3.4 Run Present and Future 24-hour Design Storm Scenarios

The ENGINEER will use the 2D flood model for the Cheesecake Brook subbasin to identify flood prone areas under a range of storm events (e.g. 2-year, 10-year, and 100-year events) in both a baseline climate as well as appropriate future climate conditions, such as the 2030, 2050 and 2070 planning horizons. It is assumed these design storm model simulations will identify flood prone areas, and estimate frequency, magnitude and duration of flooding.

2.3.5 Technical Memorandum

The ENGINEER will prepare a technical memorandum documenting model development, calibration and validation, and results of future storm simulation scenarios. The memorandum will include flood maps and GIS data of model results for present and future climate scenario runs (as many as nine (9) scenarios) and peak flood elevations at certain key locations for future climate scenario runs.

2.4 Run Present and Future Short Duration Storm Scenarios

The ENGINEER will use the 2D flood model for the Cheesecake Brook subbasin to identify flood prone areas under high intensity shorter duration storms that occur more frequently in the summer. The shorter duration storms that will be focused on will include the 2-hr and 6-hr duration design storms for a range of recurrence intervals that may include 2-year, 10-year, and 100-year events in both a baseline climate as well as appropriate future climate conditions, such as the 2030, 2050 and 2070 planning horizons.

The ENGINEER will update the technical memorandum described in Article 2.3.5 to include the model refinements conducted for the short duration storm scenarios. The memorandum will include flood maps and GIS data of model results for present and future climate scenario runs (as many as six (6) scenarios) and peak flood elevations at certain key locations for future climate scenario runs.

2.5 Update Stormwater Infrastructure Improvement Plan (SIIP) to Stormwater Resiliency Plan (SRP)

2.5.1 Update SIIP to SRP

The ENGINEER will update the OWNER's existing Stormwater Infrastructure Improvement Plan (SIIP). The existing SIIP is currently formatted as a prioritized excel table and drainage map. The ENGINEER will update the portion of the SIIP covering the Cheesecake Brook subbasin to a Stormwater Resiliency Plan (SRP), a formatted plan that will include a resiliency aspect not currently included in the existing SIIP. The Plan will include findings from the flood modeling efforts described in Article 2.3 and will outline the OWNER's approach to managing stormwater flooding from both present-day precipitation events and future events by evaluating and ranking flood mitigation projects.

2.5.2 Incorporate Additional Projects into SRP that Consider Green Infrastructure Assessment, Upstream Flood Storage, and Culvert Design Alternatives

The ENGINEER will use the Cheesecake Brook subbasin flood model described in Article 2.3 to assess the opportunities to implement green infrastructure. The ENGINEER will identify opportunities to capture runoff from large impervious areas and convert as much of that volume into infiltration loss or detention storage for slow release. The ENGINEER will use the Hydrologic and Hydraulic (H&H) model to evaluate potential alternatives to increase flood storage capacity. The ENGINEER will also use the H&H model to evaluate design alternatives for critical culverts/conduits/storm drains.

The ENGINEER will evaluate up to three (3) additional projects in the SRP that consider "green" solutions, upstream flood storage opportunities and potential "grey" solutions that would enlarge or otherwise increase the hydraulic capacity of existing culverts and storm drains with a high consequence of failure in the SRP. The ENGINEER will evaluate the alternatives with pros and cons related to environmental impact, associated potential permitting issues, construction schedule and high level conceptual estimates of construction costs.

2.5.3 Re-evaluate Projects with Updated Criteria to Achieve Re-Ranked Projects

The ENGINEER will evaluate the existing and new SRP projects using the updated criteria from Article 2.5.1. Each project included in the SRP will be evaluated individually against the updated criteria to receive a ranked score.

2.5.4 Run Top Ranking Projects from SRP using Updated Model

The ENGINEER will run the SRP projects through the updated flood models to determine flood reduction benefits of top-ranking projects. This task will quantify the flood reduction in terms of flooding depth and duration of flooding for up to three (3) top ranking projects and sites. The ENGINEER will run the model for 2050 and 2070 future rainfall events.

The ENGINEER will prepare a memorandum documenting the updated SRP and describing updated evaluation and ranking criteria that factor climate resiliency. This memorandum will include additional project candidates, including green infrastructure opportunities analysis, pond management for flood control, and critical culvert capacity evaluation and improvement, as well as present the updated SRP that re-ranks the existing and new candidate projects with the updated evaluation criteria. The memorandum will also describe the results of the updated model runs with top ranking SRP projects.

2.6 Advance Top SRP Projects

2.6.1 Develop Concept Designs

The ENGINEER will select as many as three (3) top projects from the SRP to develop conceptual level designs. The ENGINEER will prepare a memorandum describing as many as three (3) concept designs.

2.6.2 Run Concept Designs

The ENGINEER will run the updated flood model developed in Article 2.3 to evaluate the effectiveness of as many as three (3) concept designs. The ENGINEER will prepare flood maps and GIS data of modeled results for as many as three (3) concepts.

2.6.3 Prepare Opinion of Probable Construction Cost Estimates

The ENGINEER will prepare Opinion of Probable Construction Cost (OPCC) Estimates for as many as three (3) concept designs.

2.6.4 Evaluate and Quantity Benefits and Co-benefits of Concepts

The ENGINEER will evaluate the co-benefits of as many as three (3) concept designs. The ENGINEER will prepare a matrix of co-benefits for as many as three (3) concepts.

The ENGINEER will update the memorandum developed in Article 2.6.1 to include the model results from Article 2.6.2, the OPCC estimates from Article 2.6.3 and the co-benefits from Article 2.6.4 of as many as the three (3) concept designs.

2.7 Public Meetings

The ENGINEER will attend as many as two (2) public meetings to present the findings of the Cheesecake Brook Flood Risk Analysis and Resilient Stormwater Infrastructure Plan. The first public meeting will likely to focus on the findings of the updated flood model, present the updated Stormwater Resiliency Plan, as well as receive stakeholder and community input on the proposed projects in the SRP. The second public meeting will likely focus on the projects selected for concept designs, presenting the concepts, their flood reduction benefits from the model results, cost estimates and co-benefits of these proposed concepts. This meeting will receive stakeholder and community input on the proposed concepts, which will be factored in the report as described in Article 2.8.

2.8 Report

The ENGINEER will prepare a technical report, documenting the development and calibration of the PCSWMM stormwater model, as well as the SRP, the findings of our assessment of green infrastructure improvements, upstream flood storage opportunities, and "grey" infrastructure projects and the concept designs developed and evaluated. The report will incorporate memorandums described in Articles 2.3.5, 2.4, 2.5.4, and 2.6.4, as well as factor the stakeholder and community input received in Article 2.7.

2.9 GIS Story Map

The ENGINEER will create a dynamic GIS-based story map to highlight the key results and findings of all tasks in the PROJECT, focusing on flood risks, as well as presenting the results of the different site-specific flood mitigation strategies.

ARTICLE 3 - RESPONSIBILITIES OF THE OWNER

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

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

3.2 Through its officials and other employees who have knowledge of pertinent conditions, confer with the ENGINEER regarding both general and special considerations relating to the PROJECT.

3.3 Assist the ENGINEER by placing at the disposal of the ENGINEER, all available information pertinent to the PROJECT including previous reports and any other data relative to design or construction of the PROJECT.

3.4 Pay all application and permit fees associated with approvals and permits from all governmental authorities having jurisdiction over the PROJECT and such approvals and consents from others as may be necessary for completion of the PROJECT.

3.5 Arrange for access to and make all provisions for the ENGINEER to enter upon public and private lands as required for the ENGINEER to perform its work under this AGREEMENT.

3.6 Furnish the ENGINEER all needed property, boundary and right-of-way maps.

3.7 Cooperate with and assist the ENGINEER in all additional work that is mutually agreed upon.

3.8 Pay the ENGINEER for work performed in accordance with the terms specified herein.

ARTICLE 4 - TIME OF PROJECT

4.1 The ENGINEER will initiate work under this AGREEMENT within ten (10) days following formal acceptance of this AGREEMENT by the OWNER. The PROJECT shall conclude on or before December 31, 2026.

ARTICLE 5 - PAYMENTS TO THE ENGINEER

5.1 For services performed under this AGREEMENT, the OWNER agrees to pay the ENGINEER the lump sum fee of $325,000 for the scope of services described in Article 2 of this AGREEMENT. Fees for this PROJECT shall be billed monthly as they accrue based upon the services performed as a percent of the total lump sum fee. The OWNER agrees to make payment to the ENGINEER within thirty (30) days of the invoice date.

5.2 If the OWNER fails to make any payment due the ENGINEER for services and expenses within thirty (30) days after receipt of the ENGINEER'S statement therefore, the ENGINEER may, after giving seven (7) days' written notice to the OWNER, suspend services under this AGREEMENT. Unless the ENGINEER receives payment within seven (7) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the ENGINEER shall have no liability to the OWNER for delay or damage caused the OWNER because of such suspension of services.

5.4 When the costs incurred total approximately 60 percent of the total estimated costs listed in ARTICLE 5.1, or if, at any time, the ENGINEER has reason to believe that the total estimated costs will be greater or substantially less than the then total estimated cost, the ENGINEER shall notify the OWNER giving a revised estimate of the total cost of services to be furnished. Should the revised total estimated cost exceed the total estimated cost, this AGREEMENT shall either be amended to cover the increase in estimated cost or the scope of services shall be reduced to stay within the total estimated cost.

It is agreed that the total cost represents estimated costs for Engineering Services outlined in the Scope of Services.