



City Council Meeting

Tuesday, September 24, 2024 at 7:00 PM
Richard E. Mastrangelo Council Chamber

Agenda

ACCESS INFORMATION:

- A. This meeting will be held on September 24, 2024 at 7:00 P.M. Location: Richard E. Mastrangelo Council Chamber
 - B. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/watch-now?site=3>
 - C. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
 - D. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344
 - E. Public may comment through email: vpiccirilli@watertown-ma.gov
 - F. Please Visit the City Council Website here: <https://www.watertown-ma.gov/350/City-Council>
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- 1. ROLL CALL
- 2. PLEDGE OF ALLEGIANCE
- 3. PUBLIC FORUM
- 4. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS
 - A. Minutes from City Council Meeting September 10, 2024
- 5. PRESIDENT'S REPORT
 - A. President's Appointment of Thalia Aoki to the Stormwater Advisory Committee
 - B. Request to send a letter to the School Committee to request naming one of the two areas in the new Watertown High School for Michael Driscoll
- 6. PRESENTATION OF PETITIONS, PROCLAMATIONS, AND SIMILAR PAPERS AND MATTERS
 - A. Indigenous Peoples Day Proclamation
- 7. PUBLIC HEARINGS
 - A. Public Hearing and Vote on a Proposed Loan Order that the sum of \$900,000 is appropriated to pay costs of purchasing the following items of departmental equipment for the Department of Public Works, including all costs incidental and related thereto:

Description	Amount
Snow & Ice Division Salter 6-Wheel Snow Fighter	\$300,000
Highway Division Crew Truck	180,000
Highway Division Rack Truck	150,000
Fleet Division Heavy Duty 4x4 Forklift	100,000
Parks & Forestry Division Tree Chipper	75,000
Parks & Forestry Division Utility Truck	65,000
Cemetery Division Off-Road 4x4 Utility Vehicle	30,000

and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

8. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

- A. Consideration and action on an Order, pursuant to the provisions of Chapter 189 of the Acts of 2024 allowing for the imposition of lien on a property located within the City for any local charge, fee, or fine that has not been paid by the due date, to be known as a municipal charges lien, with the said municipal charges lien to be imposed pursuant to a vote of the City Council specifying each type of charge, fee, or fine to be collected under said Act.
- B. An Order Relative to Multi-Use Path Easements and Headwall Easements at 99 Coolidge Avenue to be Conveyed to the City of Watertown and Authorizing the City Manager to Execute a Grant of Easement on Behalf of the City
- C. First Reading and Referral for a Joint Public Hearing with the Planning Board, a set of Zoning Text and Map Amendments to Implement the Watertown Square Area Plan
- D. Request for a Referral to the Committee of the Budget and Fiscal Oversight to review the status of ARPA Grant Funding and to make recommendations

9. REPORTS OF COMMITTEES

10. NEW BUSINESS

11. COMMUNICATIONS FROM THE CITY MANAGER

- A. Request for Confirmation of Reappointments to the Board of Election Commissioners

12. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS

13. ANNOUNCEMENTS

14. PUBLIC FORUM

15. RECESS OR ADJOURNMENT

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,

John G. Gannon,

Anthony Palomba,

Councilor At Large
Nicole Gardner,
District A Councilor

Councilor At Large
Lisa J. Feltner,
District B Councilor

Councilor At Large
Emily Izzo,
District D Councilor

SEPTEMBER 10, 2024



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

CITY COUNCIL MEETING TUESDAY, SEPTEMBER 10, 2024, 7:00 P.M. RICHARD E. MASTRANGELO COUNCIL CHAMBER ADMINISTRATION BUILDING, 149 MAIN STREET

MINUTES

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1. ROLL CALL

Council President Sideris called to order a regular meeting of the City Council at 7:00 p.m. in the Richard E. Mastrangelo Chamber, Administration Building. Those present were Councilors John M. Airasian, Caroline Bays (Via Zoom), Lisa J. Feltner, John G. Gannon, Nicole Gardner, Emily Izzo, Anthony Palomba, Vice President Vincent J. Piccirilli, Jr., and Council President Mark S. Sideris. Also present were George Proakis City Manager, Mark Reich, City Attorney, Brendan T. McCarthy, Council Clerk, and Doug Newton, Municipal Policy Analyst.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC FORUM

Russ Arico – 51 Fayette St – Remarked on the travesty of current elections in the United States. He presented two mail in ballot applications that were sent to former tenants of his that have not lived at that address for 9 years. He asked for the City to hire more staff to purge former tenants from mailing lists so that the voting pool reflects an accurate list of true voters. He asked that the City take a stance and bring the issue of condemning mail in voting to Beacon Hill. He concluded by saying that, back in his day, the country's elected officials were awarded to candidates that put honor and justice first, but now candidates are obsessed with what special interest group to align themselves with.

Gus Bailey – 68 Marshall Street – Stated that he and his family own Bailey's Buds, a cannabis cultivation facility in Dracut that sells to dispensaries. He stated his desire to open his own dispensary in Watertown, and claimed that Watertown is required to allow a 4th dispensary. He asked that this request be referred to the Committee on Economic Development and Planning, who should also look to realign buffer zones, community host agreements, as well other aspects as outlined by the state's guidelines from 2020.

4. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS

A. Minutes from City Council Meeting August 13, 2024

Councilor Piccirilli moved to approve the minutes from City Council Meeting August 13, 2024 and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

5. PRESIDENTS REPORT

A. City Manager Evaluation for Fiscal Year 2024

President Sideris stated that the City Manager Evaluation must occur each year. He remarked that the Committee on Personnel is currently working on a new rubric for appointee evaluations, but that the previous form will be used this year for the City Manager. He requested that the Councilors fill out the form and return them by September 27.

6. PUBLIC HEARINGS

A. Public Hearing and Vote on a proposed Loan Order that the sum of

\$330,000.00 is appropriated to pay costs of performing infiltration and inflow reduction and sewer rehabilitation, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14) and/or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the “Authority”) pursuant to the Authority’s Infiltration/Inflow Local Financial Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

City Manager Proakis presented the loan order which is in line with the City Council conceptual recommendations.

Superintendent St. Louis remarked that this is phase 14 of the MWRA local financial assistance program and that this is a 75/25 grant to loan ratio meaning Watertown will receive \$990,000 in the form of a grant and borrow \$330,000.

Councilor Piccirilli moved to approve the loan order and Councilor Feltner seconded.

Councilor Feltner asked for more detail about design and time frame of the project.

Superintendent St. Louis replied that new pipes are dragged into the sewer, inflate it with steam, and make the old clay pipe smooth and structurally stable. This process is designed to keep ground water out of the sewer line, which in the long run saves money with future rates and having to treat relatively clean water.

Councilor Feltner thanked the Superintendent for the explanation, as well as continued work to better our utility systems in ways that aren’t always apparent to the public.

President Sideris remarked on the great opportunity to receive the \$990,000 grant from the MWRA and labeled the work and process as prudent.

The motion passed unanimously in a Roll Call Vote.

- B. Public Hearing and Vote on a proposed Loan Order that the sum of \$65,550.00 is appropriated to pay costs of the replacement of the Department of Public Works (the “DPW”) water heater that provides water to the kitchenettes, wash stations, and bathrooms throughout the DPW’s complex, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefore.

City Manager Proakis remarked that this isn't an exciting item but is an important item in the capital plan to maintain the buildings in the city.

Councilor Piccirilli moved to approve the loan order and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

- C. Public Hearing and Vote on a proposed Loan Order that the sum of \$1,500,000.00 is appropriated to pay costs of the design, construction and oversight of sewer system improvements, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

City Manager Proakis presented the loan order.

Superintendent St. Louis added that these appropriations are designed to keep clean rain and ground water out of the sewer system.

Councilor Piccirilli moved to approve the loan order and Councilor Feltner seconded.

Councilor Gannon asked how they formed the prioritization of which sewer projects to attend to.

Superintendent St. Louis replied that there was a capital design project plan some 6 or 8 years ago that broke Watertown down to 8 sections. The first section that were addressed were in more commercial areas, and since then, they have generally gone east to west as the east side of town typically has older infrastructure than the west side of town.

The motion passed unanimously in a Roll Call Vote.

- D. Public Hearing and Vote on a proposed Loan Order that the sum of \$300,000.00 is appropriated to pay costs of the replacement of approximately 60 lead goosenecks, including the replacement of the gooseneck, replacement of the service from the water main/connection to the service box and surface restoration, and including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program for Lead Service Line Replacement and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the

project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

City Manager stated that this in line with ongoing efforts to remove lead from the water system.

Superintendent St. Louis remarked that this is another MWRA program, but unlike other projects that MWRA offers, this is a first come first serve program. This is a zero percent loan, and something that not all communities are taking advantage of.

Councilor Piccirilli moved to approve the loan order and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

- E. Public Hearing and Vote on a proposed Loan Order that the sum of \$300,000.00 is appropriated to pay costs of the installation of underground ducts for utilities, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

City Manager Proakis presented the loan order.

Superintendent St. Louis remarked that this item is something that the engineering department is very proud of. City Engineer Tyler Glode and the most recent co-op student worked on an infiltration tree pit design adjacent to Highland Ave on Copeland Ave.

Councilor Piccirilli moved to approve the loan order and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

- F. Public Hearing and Vote on a proposed Loan Order that the sum of \$1,000,000.00 is appropriated to pay costs of the replacement of outdated unlined cast iron water mains and associated system improvements, including the replacement of approximately 2,000 LF of 6-8 inch unlined cast iron on Bigelow Street, the replacement of 2 inch mains in the vicinity of Adams Street, Oliver Road and Sweats Court, and the identification and replacement of water service connections constructed of lead service materials, and further including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System

Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

City Manager Proakis presented the loan order.

Superintendent St. Louis remarked that there is a water capital plan in place to monitor the status of the water functionality and quality flow, and that these streets were deemed to be areas to be targeted.

Councilor Piccirilli moved to approve the loan order and Councilor Feltner seconded.

Councilor Palomba asked if all of these projects still needed to be put out to bid.

Superintendent St. Louis replied that that is correct.

Councilor Palomba then asked what the timeline was for these projects.

Superintendent St. Louis replied that he hoped some of the smaller items would be able to be accomplished by the end of the year, where larger items that are affected by weather may have to wait until the spring.

Councilor Gannon remarked that “Sweats Court” should read “Swetts Court”.

The motion passed unanimously in a Roll Call Vote.

7. MOTIONS, ORDINANCES, ORDERS, AND RESOLUTIONS

- A. Resolution Approving the Acceptance of Gift of Tangible Personal Property from Frank Pepe’s Neapolitan Pizzeria and Starbucks Coffee for “Watertown Chats” event

City Manager Proakis remarked that the Community Engagement Specialist Tyler Cote has been active in hosting Watertown Chats events which provide an opportunity for the public to engage firsthand with City staff to get a better understanding of work being done in town as well as city programs and activities. He thanked Frank Pepe’s and Starbucks for their generous donations of refreshments at this most recent event.

Councilor Piccirilli moved to accept the gift of tangible personal property and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

B. Resolution Approving the Acceptance of Gift of Tangible Personal Property of a 19-dock Bluebike Station donated by Blue Cross Blue Shield and Lyft

City Manager Proakis remarked that Bluebike stations are typically purchased by cities and towns, but Lyft and Blue Cross Blue Shield discovered they had a spare 19-dock station that they announced would be gifted to a community. Watertown applied for, and was awarded, the station which will be installed at the Parker Building.

Councilor Piccirilli moved to accept the gift and Councilor Feltner seconded.

Councilor Feltner expressed enthusiasm for the gift and asked if the approximate value of the station is known.

Assistant City Manager for Community Development and Planning Magoon replied that the approximate value of the stations is about \$40,000 per station.

The motion passed unanimously in a Roll Call Vote.

C. Consideration and Approval of MOA Agreement with the Town of Arlington and the City of Newton for Community Connections Grant

City Manager Proakis presented the agreement and noted that it is an opportunity to accept a grant and further extend the Bluebike system within the communities.

President Sideris asked if the language should read as an agreement before Arlington and Watertown, and not Newton as it is presented in the agenda.

Assistant City Manager for Community Development and Planning Magoon replied that the grant is to all three communities, but clarified that the actual agreement for the item is between Arlington and Watertown, and is being administered by Arlington. He specified that the amount of the grant allocated to Watertown is just over \$90,000.

Councilor Piccirilli moved to approve the MOA between Arlington and Watertown and authorize the City Manager to sign the agreement and Councilor Feltner seconded.

Councilor Feltner asked what an opportunity for public input would look like as well as its timing.

Mr. Magoon replied that once it is finalized, the public outreach would ensue. He mentioned that Transportation Planner Zeke Mermell has already engaged in working to find possible locations for the additional stations with the knowledge that the system has to expand sequentially.

Councilor Feltner asked if the size of the stations themselves are still to be determined.

Mr. Magoon replied that they are still figuring out the appropriate size of each station, and what would be conducive based on the ridership of an area.

Councilor Palomba asked if there are any alternatives for locations known now.

Mr. Magoon replied that he did not want to name specific locations because they are still up in the air, and they also want to get public input before locations are finalized.

Councilor Palomba asked for clarification on fees paid by Watertown to Lyft, specifically a potential \$50 a month fee per station, and asked where that fee would be coming from if not from the grant.

Mr. Magoon replied that there is a sliding scale for operational costs that is dependent on ridership. If ridership is high enough, there is no operational cost, but most stations currently do not meet that. If there is no longer any grant money available for the costs, it comes out of the Community Development and Planning fund.

Councilor Izzo advocated for adding a station to the west end of town, and noted there are many potential locations there for a station to be added.

The motion passed unanimously in a Roll Call Vote.

D. Authorization to Sign Five-Year Contract to Replace and Maintain the Police Department's Electronic Control Weapon Program

City Manager Proakis remarked that the devices are as much computer as anything else and have a limited shelf life. The reason this item is on the agenda is that the company that services these devices offers a 3 or 5 year contract, and while the 5 year contract offers significant savings, Council needs to approve any contract over 3 years.

Councilor Piccirilli moved to authorize the City Manager to sign a 5 year contract and Councilor Feltner seconded.

Councilor Gannon asked for specifics on taser deployment information.

President Sideris replied that the only matter on the agenda is whether or not to authorize the City Manager to sign a longer than typical contract, and not any specific data from the use of the devices.

Attorney Riech confirmed President Sideris' statement.

Councilor Bays stated that she will be voting no on this item as use of tasers and violent weapons are against her religious beliefs, and as she believes they are disproportionately used against people of color.

Councilor Feltner asked clarification that the authorization will run the same policy as Watertown currently does.

City Manager Proakis confirmed that.

The motion passed 8 (Airasian, Feltner, Gannon, Gardner, Izzo, Palomba, Piccirilli, Sideris) to 1 (Bays) in a Roll Call Vote

E. Consideration and Action on Transportation Network Companies Fund

City Manager Proakis stated that they are receiving funds (around \$99,000) that they are proposing to go to the Pleasant Street Watertown Connector Shuttle over the next two years.

Councilor Piccirilli moved to appropriate the TNC funds for the Pleasant Street Watertown Connector Shuttle and Councilor Feltner seconded.

Councilor Palomba asked for clarification if this is incorporated with the Transportation Management Association.

Mr. Magoon replied that it is a part of it, and that the TMA applied for the grant.

Councilor Feltner remarked that there is a referral to the Committee on Economic Development and Planning concerning TMA and TNC, and that she looks forward to continuing these discussions.

The motion passed unanimously in a Roll Call Vote.

- F. First Reading of a Proposed Loan Order that the sum of \$900,000 is appropriated to pay costs of purchasing the following items of departmental equipment for the Department of Public Works, including all costs incidental and related thereto:

<u>Description</u>	<u>Amount</u>
Snow & Ice Division Salter 6-Wheel Snow Fighter	\$300,000
Highway Division Crew Truck	\$180,000
Highway Division Rack Truck	\$150,000
Fleet Division Heavy Duty 4x4 Forklift	\$100,000
Parks & Forestry Division Tree Chipper	\$75,000
Parks & Forestry Division Utility Truck	\$65,000
Cemetery Division Off-Road 4x4 Utility Vehicle	\$30,000

and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

City Manager Proakis presented the first reading of the loan order and noted that each of these items have been on the Capital Improvement Plans.

8. REPORTS OF COMMITTEES

- A. Committee on Personnel and City Organization report regarding its meeting on May 14, 2024 – Bays, Chair

ACTION ITEM:

To recommend that the City Council confirm Kathleen Colleary for reappointment to the Board of Assessors for a term to expire May 15, 2027

Councilor Gardner read the report.

Councilor Piccirilli moved to accept the report and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

Councilor Piccirilli moved to approve the action item and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

9. COMMUNICATIONS FROM THE CITY MANAGER

A. Request for Confirmation of Reappointment to the Environment & Energy Efficiency Committee

City Manager Proakis requested confirmation of the reappointments Jeanne Trubek and Silas Fyler to the Environmental & Energy Efficiency Committee.

President Sideris stated that these would go to the Committee on Climate and Energy.

B. Request for Confirmation of Reappointment to the Watertown Housing Authority

City Manager Proakis requested confirmation of the reappointment of Shannon Lawn to the Watertown Housing Authority.

President Sideris stated that this would go to the Committee on Human Services.

C. Request for Confirmation of Appointment to the Zoning Board of Appeals

City Manager Proakis requested confirmation of appointment of Sarah Baker to the Zoning Board of Appeals.

President Sideris stated that this would go to the Committee on Economic Development and Planning

D. Request for Confirmation of Reappointments to the Cable Access Corporation - Board of Directors

City Manager Proakis requested confirmation of reappointments of Christopher McKenzie, James O'Connor, and George Skuse to the Cable Access Corporation – Board of Directors.

President Sideris stated that this would go to the Committee on Education and School System Matters.

E. Request for Confirmation of Reappointment to the Historic District Commission

City Manager Proakis request confirmation of reappointment of James Bensinger to the Historic District Commission.

President Sideris stated that this would go to the Committee on Economic Development and Planning.

F. Referral to Committee - Director of Public Works

City Manager Proakis requested a referral to Committee to discuss the characteristics and priorities of a new Director of Public Works. He noted that he has reached out to Community Paradigm Associates to assist with the candidate search as they have proved helpful in the past.

City Manager Proakis went on to acknowledge the work done by current Superintendent St. Louis, who has worked diligently through since his hire in 2020. He remarked that Mr. St. Louis has succeeded in working on many projects that have positively affected the community including the streets program and Mass Works funding. Mr. St. Louis has worked tirelessly in working with transportation by removing outdated and out of use catenary infrastructure, as well as de-leading Watertown's pipes and sewers. Many other projects and successes are due in part to Superintendent St. Louis' contributions and oversight, and the administration wishes him well in his future.

Councilor Piccirilli moved to refer this to the Committee on Public Works and Councilor Feltner seconded.

The motion passed unanimously in a Roll Call Vote.

President Sideris echoed the City Manager's sentiments and thanks Superintendent for his hard work.

City Manager Proakis stated that they are continuing their search for the new IT Director, and hopes to have that vacancy filled shortly. He announced the Fair on the Square event, and that legislation has passed to allow the City to impose liens for unpaid fees and taxes. He then welcomed the Fire Chief to speak and make an announcement.

Fire Chief Nicholson announced the 9/11 remembrance ceremony hosted by the Fire Department.

City Manager Proakis then noted that the State of the City address has been rescheduled for September 19th, 2024 in the Watertown Library. He concluded by announcing that the Watertown Boys and Girls Club has allowed the First Path Daycare more time to operate out of their facilities with the hope that First Path's new location will be ready shortly.

10. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS

There were no requests for information.

11. ANNOUNCEMENTS

There were no announcements.

12. PUBLIC FORUM

Angie Kounelis – 55 Keenan Street – Remarked that she was unaware of the existence of a Bigelow Street as mentioned in Item 6F, noting that the item must be referring to Bigelow Ave or Bigelow Terrace.

13. RECESS OR ADJOURNMENT

Councilor Piccirilli made a motion to adjourn and Councilor Feltner seconded.

The motion was adopted unanimously in a Roll Call Vote.

The meeting adjourned at 8:10 p.m.

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above minutes were adopted by a vote of ___ for, ___ against, ___ present on September 24, 2024.

Mark S. Sideris, Council President
s:/BTM

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor

City Council Meeting
Tuesday, September 10, 2024 at 7:00 PM
List of Documents

1. FY24 City Manager Evaluation Form – Item 5A
2. Infiltration and Inflow reductions Loan Order – Item 6A
3. DPW water heater Loan Order – Item 6B
4. Sewer system improvements Loan Order – Item 6C
5. Gooseneck Loan Order – Item 6D
6. Underground ducts Loan Order – Item 6E
7. Unlined cast iron water mains Loan Order – Item 6F
8. Frank Pepe and Starbucks Gift – Item 7A
9. Bluebike station Gift – Item 7B
10. MOA Grant – Item 7C
11. Elect control weapon program contract – Item 7D
12. TNC funds allocation – Item 7E
13. First Reading Loan Order – DPW equipment – Item 7F
14. Committee on Personnel and City Organization Report – Item 8A
15. Request for Confirmation –W3E– Item 9A
16. Request for Confirmation – Zoning Board of Appeals – Item 9B
17. Request for Confirmation – Cable Access Corporation – Item 9D
18. Request for Confirmation – Historic District Commission – Item 9E
19. Bailey Submission

**ADDENDUM TO THE
MINUTES OF THE
SEPTMEBER 10, 2024 CITY
COUNCIL MEETING**



City Council Meeting

Tuesday, September 10, 2024 at 7:00 PM
Richard E. Mastrangelo Council Chamber

Agenda

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 - A. City Manager Evaluation for Fiscal Year 2024
 - 6. PUBLIC HEARINGS
 - A. Public Hearing and Vote on a proposed Loan Order that the sum of \$330,000.00 is appropriated to pay costs of performing infiltration and inflow reduction and sewer rehabilitation, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14) and/or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Infiltration/Inflow Local Financial Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to

- contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.
- B. Public Hearing and Vote on a proposed Loan Order that the sum of \$65,550.00 is appropriated to pay costs of the replacement of the Department of Public Works (the "DPW") water heater that provides water to the kitchenettes, wash stations, and bathrooms throughout the DPW's complex, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.
 - C. Public Hearing and Vote on a proposed Loan Order that the sum of \$1,500,000.00 is appropriated to pay costs of the design, construction and oversight of sewer system improvements, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.
 - D. Public Hearing and Vote on a proposed Loan Order that the sum of \$300,000.00 is appropriated to pay costs of the replacement of approximately 60 lead goosenecks, including the replacement of the gooseneck, replacement of the service from the water main/connection to the service box and surface restoration, and including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program for Lead Service Line Replacement and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.
 - E. Public Hearing and Vote on a proposed Loan Order that the sum of \$300,000.00 is appropriated to pay costs of the installation of underground ducts for utilities, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.
 - F. Public Hearing and Vote on a proposed Loan Order that the sum of \$1,000,000.00 is appropriated to pay costs of the replacement of outdated unlined cast iron water mains and associated system improvements, including the replacement of approximately 2,000 LF of 6-8 inch unlined cast iron on Bigelow Street, the

replacement of 2 inch mains in the vicinity of Adams Street, Oliver Road and Sweats Court, and the identification and replacement of water service connections constructed of lead service materials, and further including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

7. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

- A. Resolution Approving the Acceptance of Gift of Tangible Personal Property from Frank Pepe's Neapolitan Pizzeria and Starbucks Coffee for "Watertown Chats" event
- B. Resolution Approving the Acceptance of Gift of Tangible Personal Property of a 19-dock Bluebike Station donated by Blue Cross Blue Shield and Lyft
- C. Consideration and Approval of MOA Agreement with the Town of Arlington and City of Newton for Community Connections Grant
- D. Authorization to Sign Five-Year Contract to Replace and Maintain the Police Department's Electronic Control Weapon Program.
- E. Consideration and Action on Transportation Network Companies Funds
- F. First Reading of a Proposed Loan Order that the sum of \$900,000 is appropriated to pay costs of purchasing the following items of departmental equipment for the Department of Public Works, including all costs incidental and related thereto:

<u>Description</u>	<u>Amount</u>
Snow & Ice Division Salter 6-Wheel Snow Fighter	\$300,000
Highway Division Crew Truck	180,000
Highway Division Rack Truck	150,000
Fleet Division Heavy Duty 4x4 Forklift	100,000
Parks & Forestry Division Tree Chipper	75,000
Parks & Forestry Division Utility Truck	65,000
Cemetery Division Off-Road 4x4 Utility Vehicle	30,000

and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

8. REPORTS OF COMMITTEES

- A. Committee on Personnel and City Organization Report regarding its meeting on May 14, 2024 - Bays, Chair

ACTION ITEM:

To recommend that the City Council confirm Kathleen Colleary for reappointment to the Board of Assessors for a term to expire May 15, 2027

9. COMMUNICATIONS FROM THE CITY MANAGER

- A. Request for Confirmation of Reappointment to the Environment & Energy Efficiency Committee
- B. Request for Confirmation of Reappointment to the Watertown Housing Authority
- C. Request for Confirmation of Appointment to the Zoning Board of Appeals
- D. Request for Confirmation of Reappointments to the Cable Access Corporation - Board of Directors
- E. Request for Confirmation of Reappointment to the Historic District Commission
- F. Referral to Committee - Director of Public Works

10. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS

11. ANNOUNCEMENTS

12. PUBLIC FORUM

13. RECESS OR ADJOURNMENT

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X(Via Zoom) </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the minutes from City Council Meeting August 13, 2024

City Manager Evaluation for FY 2024 (7/1/2023-6/30/2024)

The City Manager's contract indicates that the Manager and the Council should annually review a written performance valuation tool to be used for evaluating the Manager's progress will consider the Manager's suggestions for appropriate and additional criteria upon which the evaluation might be based.

The proposed evaluation tool is a blend of general and specific goals. The general evaluation criteria include many items that we have used in the past for evaluation of our manager. The more specific criteria are those that are relevant to the current year.

The evaluation will be scored based on each of the 12 items below. For each item, each councilor will provide a score from 1 (poor) to 5 (excellent) and any narrative information that each councilor would like to provide about the individual item.

General Evaluation Criteria:

1. Relationships with the City Council
2. Community Engagement
3. Staff and Personnel Relationships
4. Leadership and Professional Capability
5. Business and Finance
6. Personal Qualities

Specific Evaluation Criteria:

1. Annual Budget
2. Government Operations and Management
3. Long Range Planning and Implementation
4. Community Health and Safety
5. Economic Vitality
6. Major Capital Investments

Detailed Guidance:

The information below is advisory to the council in scoring each of the categories above. The detailed descriptions for the general evaluation criteria would generally remain consistent from year to year while the detailed descriptions under the specific criteria may change from year to year based on the council's ongoing priorities.

General Evaluation Criteria:

1. Relationships with the City Council
 - a. Keep council informed on issues, needs and operations of the City
 - b. Offer professional advice to the council on items requiring council action
 - c. Execute the intent of council directives
 - d. Accept constructive criticism from the council
2. Community Engagement
 - a. Facilitate the flow of information to and between various constituencies
 - b. Encourage methods for expanding community awareness of City government matters
 - c. Be attentive to community feedback and input
3. Staff and Personnel Relationships
 - a. Develop and execute sound personnel procedures and practices
 - b. Recruit and assign the best available personnel
 - c. Support staff while encouraging their best efforts
4. Leadership and Professional Capability
 - a. Maintain a vision of overall departmental missions and provides supervision of departments with a focus on operational efficiency and long-range priorities
 - b. Analyze operational challenges and provide effective solutions.
 - c. Make effective presentations which demonstrate thoughtful information pertinent to the issue at hand
 - d. Understand and keeps informed regarding all aspects of municipal government operation, including participation in relevant professional development opportunities
 - e. Maintain professional relationships with peers and with relevant federal and state leaders
5. Business and Finance
 - a. Effectively supervise financial operations of the City
 - b. Evaluate financial needs and make recommendation for adequate financing for department priorities and progress
 - c. Manage and maintain City property effectively
 - d. Present a budget and capital improvement plan to the Council in a manner which promotes transparency and a establishes consistency with operational goals
6. Personal Qualities
 - a. Defend principles and convictions in the face of pressure
 - b. Maintain high ethical standards including honesty and integrity
 - c. Exercise good judgement in arriving at decisions.

Specific Evaluation Criteria:

1. Annual Budget
 - a. Implements the FY24 and FY25 budget priority guidelines
2. Government Operations and Management
 - a. Ensure stability in department management, by working to fill vacant positions in Police Chief, CFO, Health Director, City Clerk and other relevant positions.
 - b. Continue to work with the Resident Advisory Committee to broaden the efforts to recruit members for boards and commissions
 - c. Implement the Personnel Department Assessment Review and the Salary Compensation study.
 - d. Implement plans to move relevant departments to the Parker Annex Building and adjust space in City Hall for efficient management of city services.
3. Long Range Planning & Implementation
 - a. Climate Action Plan: Prioritize and implement achievable action items that meet the goals of the Climate Action Plan
 - b. Comprehensive Plan: Prioritize and begin implementation of regulatory, fiscal and other actions to meet the goals of the plan
 - c. Watertown Square: Undertake the Watertown Square plan, providing a recommendation on streetscape improvements and zoning, including zoning compliant with the MBTA Communities law.
4. Community Health and Safety:
 - a. Ensure the health and safety of the residents of Watertown through the effective management of public safety and public health departments
 - b. Complete the study of Health and Human Services functions in the City
5. Economic Vitality
 - a. Facilitate economic development opportunities consistent with the City's revenue goals and community values
 - b. Establish efforts to support local small businesses, strengthen our commercial corridors and encourage growth in emerging industry clusters
6. Major Capital Investments:
 - a. Continue refining and implementing the finance plan for Watertown High School.
 - b. Continue efforts to keep major park/playground projects on their updated schedule including work on Victory Field Turf, Victory Phase II, Arsenal Phase B, Filippello Park spray pad, Moxley Field courts, Saltonstall Park improvements in FY 2024, and work at Lowell School playground to be underway early in FY 2025.
 - c. Facilitate design of new open space at Walker Pond.

FY 2024 Watertown City Manager Scoresheet
General Evaluation Criteria: page 1

Councilor Name: _____

1: Relationship with City Council				
Score				
1	2	3	4	5
Comments:				

2. Community Engagement				
Score				
1	2	3	4	5
Comments:				

3. Staff and Personnel Relationships				
Score				
1	2	3	4	5
Comments:				

Scores:

- 1=Poor (rarely meets the performance standard)
- 2=Below Average (usually does not meet the performance standard)
- 3=Average (generally meets the performance standard)
- 4=Above average (generally exceeds the performance standard)
- 5=Excellent (almost always exceeds the performance standard)

FY 2024 Watertown City Manager Scoresheet
General Evaluation Criteria: page 2

Councilor Name: _____

4. Leadership and Professional Capability				
Score				
1	2	3	4	5
Comments:				

5. Business and Finance				
Score				
1	2	3	4	5
Comments:				

6. Personal Qualities				
Score				
1	2	3	4	5
Comments:				

Scores:

1=Poor (rarely meets the performance standard)

2=Below Average (usually does not meet the performance standard)

3=Average (generally meets the performance standard)

4=Above average (generally exceeds the performance standard)

5=Excellent (almost always exceeds the performance standard)

FY 2024 Watertown City Manager Scoresheet
Specific Evaluation Criteria: page 1

Councilor Name: _____

1. Annual Budget				
Score				
1	2	3	4	5
Comments:				

2. Government Operations and Management				
Score				
1	2	3	4	5
Comments:				

3. Long Range Planning and Implementation				
Score				
1	2	3	4	5
Comments:				

Scores:

1=Poor (rarely meets the performance standard)

2=Below Average (usually does not meet the performance standard)

3=Average (generally meets the performance standard)

4=Above average (generally exceeds the performance standard)

5=Excellent (almost always exceeds the performance standard)

FY 2024 Watertown City Manager Scoresheet
Specific Evaluation Criteria: page 2

Councilor Name: _____

4. Community Health and Safety				
Score				
1	2	3	4	5
Comments:				

5. Economic Vitality				
Score				
1	2	3	4	5
Comments:				

6. Major Capital Investments				
Score				
1	2	3	4	5
Comments:				

Scores:

1=Poor (rarely meets the performance standard)

2=Below Average (usually does not meet the performance standard)

3=Average (generally meets the performance standard)

4=Above average (generally exceeds the performance standard)

5=Excellent (almost always exceeds the performance standard)

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the loan order for \$330,000 to pay costs of performing infiltration and inflow reduction and sewer rehabilitation.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

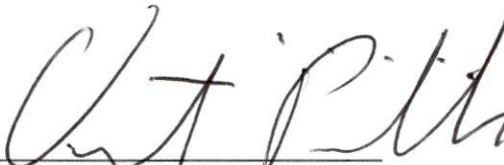
ORDER # 104

2024 - O - 104

ORDER TO APPROVE THE BORROWING OF FUNDS FROM THE MWRA TO PAY COSTS OF PERFORMING INFILTRATION AND INFLOW REDUCTION AND SEWER REHABILITATION

ORDERED: That the sum of \$330,000.00 is appropriated to pay costs of performing infiltration and inflow reduction and sewer rehabilitation, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14) and/or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Infiltration/Inflow Local Financial Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

BE IT FURTHER ORDERED: That a copy of said Order be forwarded to the City Auditor and City Treasurer/Collector

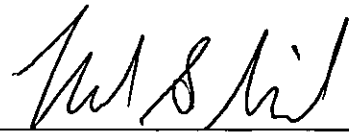


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024



Brendan T. McCarthy, Council Clerk



Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: George J. Proakis, City Manager
Date: August 7, 2024
RE: Agenda Item – Proposed Loan Order

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works and Michael Albano, Director of Admin & Finance requesting that the necessary actions be taken to authorize the Treasurer to fund \$330,000 through the Massachusetts Water Resources Authority's ("MWRA") Infiltration/Inflow Local Financial Assistance Program. This request corresponds with Item #49 from Fiscal Year 2024 as denoted in the City Council Conceptual Recommendation in the budget.

I respectfully request the attached proposed Loan Order be placed on the August 13, 2024 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Kris A. Moussette
(617) 378-4136
kmoussette@hinckleyallen.com

August 7, 2024

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – MWRA Sewer Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds from the Massachusetts Water Resources Authority to pay costs of performing infiltration and inflow reduction and sewer rehabilitation:

ORDERED: That the sum of \$330,000.00 is appropriated to pay costs of performing infiltration and inflow reduction and sewer rehabilitation, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14) and/or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Infiltration/Inflow Local Financial Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

Kris A. Moussette



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET

Gregory M. St. Louis, PE
Superintendent

(P) 617-972-6420
(F) 617-972-6402

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, PE – Superintendent of Public Works
Mr. Michael Albano, CPA – Director of Admin & Finance

DATE: July 3, 2024

RE: Public Works Dept. – MWRA Local Financial Assistance Program
Phase 14 (75%Grant / 25%Loan)

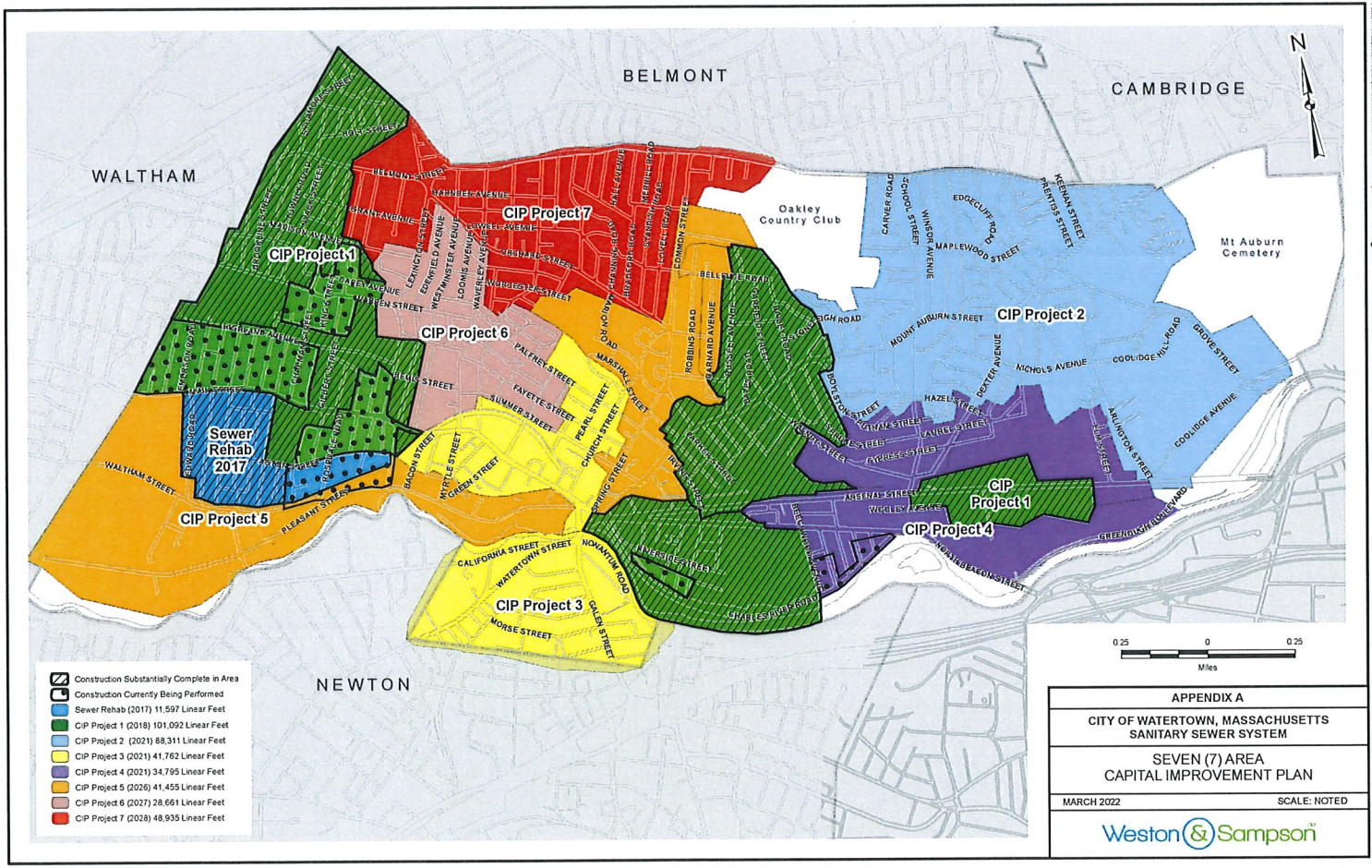
The Department of Public Works ("DPW") respectfully requests that the necessary actions be taken to authorize the Treasurer to borrow \$330,000 through the Massachusetts Water Resources Authority's ("MWRA") Infiltration/Inflow Local Financial Assistance Program. This request corresponds with Item #49 from FY24 as denoted in the City Council Conceptual Recommendation in the budget.

MWRA is providing MWRA sewer communities funds to perform infiltration and inflow reduction and sewer rehabilitation. In accordance with Phase 14, the MWRA distributes these funds as 75% grants (\$990,000) and 25% interest-free loans (\$330,000) with term repayment over 10 years.

Infiltration and inflow increase the amount of extraneous water that enters the sanitary sewer system, thereby reducing the sewer's capacity for wastewater. This reduction in capacity risks sanitary sewer overflows and increases the volume of water that the City pays MWRA to treat. Thus, infiltration and inflow reduction is necessary to ensure the consistent and economical provision of sanitary sewer services.

All goods and services related to these projects will be procured consistent with Massachusetts law.

Thank you in advance for your consideration of this request.



PAUL PLOURDE, ASSISTANT SUPERINTENDENT

Weston & Sampson
Weston & Sampson Engineers, Inc.
55 Waters Brook Drive, Suite 100
Reading, NJ 07867
201.532.1300 FAX 201.532.1329
www.westonsampson.com

Draft Print
07/30/2024 8:19:05 AM



DRAWING INDEX	
ALIAS	REF
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Investment Firm

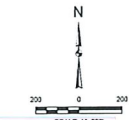
BID

BEKING, VA | BOSTON, MA | FARMINGTON, MA | WORCESTER, MA | PORTSMOUTH, NH | WINCHESTER, NH | WATERBURY, VT | ROCKY HILL, CT | ALBANY, NY | MOUNT KISCO, NY | RHINEBOCK, NY | PHILADELPHIA, PA | MILWAUKEE, WI | CARY, NC | NORTH CHARLESTON, SC | COLUMBIA, SC | GREENVILLE, SC | FORT WORTH, TX

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CLEANING AND TELEVISION INSPECTION					
SUBAREA MH	TO SUBAREA TO MH	STREET/LOCATION	PIPE DIA (IN)	MATERIAL	APPROXIMATE MH TO MA LENGTH (FT)
12	11	ALDRICH ROAD	8	VC	181
12	12	UNION STREET	8	VC	181
12	13	UNION STREET	8	VC	181

1. PIPE MATERIAL ASSIGNED TO BE VC.



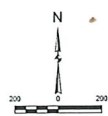
INTERNAL MANHOLE INFLOW DATA

SUBAREA MH	STREET/LOCATION	MATERIAL
12	507	UNION STREET
12	509	CALIFORNIA STREET

CURED-IN PLACE STRUCTURAL MANHOLE TO MANHOLE LINER

SUBAREA MH	TO SUBAREA TO MH	STREET/LOCATION	PIPE DIA (IN)	MATERIAL	APPROXIMATE MH TO MA LENGTH (FT)	PERMITS SERVICE (S)
12	11	ALDRICH ROAD	8	VC	181	0-70
12	11	11	ALDRICH ROAD	8	VC	51
12	12	UNION STREET	8	VC	181	0-12, 0-13, 0-14, 0-15, 1-12, 1-13, 1-14, 1-15, 2-12, 2-13, 2-14, 2-15
12	13	UNION STREET	8	VC	181	0-17, 0-18, 0-19, 0-20, 1-17, 1-18, 1-19, 1-20
12	14	CAPITOL STREET	8	VC	181	0-21, 0-22, 0-23, 0-24, 0-25, 1-21, 1-22, 1-23, 1-24, 1-25
12	15	CAPITOL STREET	8	VC	181	0-26, 0-27, 0-28, 0-29, 1-26, 1-27, 1-28, 1-29
12	16	POND STREET	8	VC	181	0-30, 0-31, 0-32, 0-33, 1-30, 1-31, 1-32, 1-33
12	17	CALIFORNIA STREET	8	VC	181	0-34, 0-35, 0-36, 0-37, 1-34, 1-35, 1-36, 1-37
12	18	CALIFORNIA STREET	10	VC	181	0-38, 0-39, 0-40, 0-41, 1-38, 1-39, 1-40, 1-41
12	19	GALLEN STREET	8	VC	181	0-42, 0-43, 0-44, 0-45, 1-42, 1-43, 1-44, 1-45
12	20	GALLEN STREET	8	VC	181	0-46, 0-47, 0-48, 0-49, 1-46, 1-47, 1-48, 1-49
12	21	WATER TOWN STREET	8	VC	181	0-50, 0-51, 0-52, 0-53, 1-50, 1-51, 1-52, 1-53
12	22	WATER TOWN STREET	8	VC	181	0-54, 0-55, 0-56, 0-57, 1-54, 1-55, 1-56, 1-57
12	23	WATER TOWN STREET	8	VC	181	0-58, 0-59, 0-60, 0-61, 1-58, 1-59, 1-60, 1-61
12	24	WATER TOWN STREET	8	VC	181	0-62, 0-63, 0-64, 0-65, 1-62, 1-63, 1-64, 1-65
12	25	WATER TOWN STREET	8	VC	181	0-66, 0-67, 0-68, 0-69, 1-66, 1-67, 1-68, 1-69
12	26	WATER TOWN STREET	8	VC	181	0-70, 0-71, 0-72, 0-73, 1-70, 1-71, 1-72, 1-73
12	27	WATER TOWN STREET	8	VC	181	0-74, 0-75, 0-76, 0-77, 1-74, 1-75, 1-76, 1-77
12	28	WATER TOWN STREET	8	VC	181	0-78, 0-79, 0-80, 0-81, 1-78, 1-79, 1-80, 1-81
12	29	WATER TOWN STREET	8	VC	181	0-82, 0-83, 0-84, 0-85, 1-82, 1-83, 1-84, 1-85
12	30	WATER TOWN STREET	8	VC	181	0-86, 0-87, 0-88, 0-89, 1-86, 1-87, 1-88, 1-89
12	31	WATER TOWN STREET	8	VC	181	0-90, 0-91, 0-92, 0-93, 1-90, 1-91, 1-92, 1-93
12	32	WATER TOWN STREET	8	VC	181	0-94, 0-95, 0-96, 0-97, 1-94, 1-95, 1-96, 1-97
12	33	WATER TOWN STREET	8	VC	181	0-98, 0-99, 0-100, 0-101, 1-98, 1-99, 1-100, 1-101
12	34	WATER TOWN STREET	8	VC	181	0-102, 0-103, 0-104, 0-105, 1-102, 1-103, 1-104, 1-105
12	35	WATER TOWN STREET	8	VC	181	0-106, 0-107, 0-108, 0-109, 1-106, 1-107, 1-108, 1-109
12	36	WATER TOWN STREET	8	VC	181	0-110, 0-111, 0-112, 0-113, 1-110, 1-111, 1-112, 1-113
12	37	WATER TOWN STREET	8	VC	181	0-114, 0-115, 0-116, 0-117, 1-114, 1-115, 1-116, 1-117
12	38	WATER TOWN STREET	8	VC	181	0-118, 0-119, 0-120, 0-121, 1-118, 1-119, 1-120, 1-121
12	39	WATER TOWN STREET	8	VC	181	0-122, 0-123, 0-124, 0-125, 1-122, 1-123, 1-124, 1-125
12	40	WATER TOWN STREET	8	VC	181	0-126, 0-127, 0-128, 0-129, 1-126, 1-127, 1-128, 1-129
12	41	WATER TOWN STREET	8	VC	181	0-130, 0-131, 0-132, 0-133, 1-130, 1-131, 1-132, 1-133
12	42	WATER TOWN STREET	8	VC	181	0-134, 0-135, 0-136, 0-137, 1-134, 1-135, 1-136, 1-137
12	43	WATER TOWN STREET	8	VC	181	0-138, 0-139, 0-140, 0-141, 1-138, 1-139, 1-140, 1-141
12	44	WATER TOWN STREET	8	VC	181	0-142, 0-143, 0-144, 0-145, 1-142, 1-143, 1-144, 1-145
12	45	WATER TOWN STREET	8	VC	181	0-146, 0-147, 0-148, 0-149, 1-146, 1-147, 1-148, 1-149
12	46	WATER TOWN STREET	8	VC	181	0-150, 0-151, 0-152, 0-153, 1-150, 1-151, 1-152, 1-153
12	47	WATER TOWN STREET	8	VC	181	0-154, 0-155, 0-156, 0-157, 1-154, 1-155, 1-156, 1-157
12	48	WATER TOWN STREET	8	VC	181	0-158, 0-159, 0-160, 0-161, 1-158, 1-159, 1-160, 1-161
12	49	WATER TOWN STREET	8	VC	181	0-162, 0-163, 0-164, 0-165, 1-162, 1-163, 1-164, 1-165
12	50	WATER TOWN STREET	8	VC	181	0-166, 0-167, 0-168, 0-169, 1-166, 1-167, 1-168, 1-169
12	51	WATER TOWN STREET	8	VC	181	0-170, 0-171, 0-172, 0-173, 1-170, 1-171, 1-172, 1-173
12	52	WATER TOWN STREET	8	VC	181	0-174, 0-175, 0-176, 0-177, 1-174, 1-175, 1-176, 1-177
12	53	WATER TOWN STREET	8	VC	181	0-178, 0-179, 0-180, 0-181, 1-178, 1-179, 1-180, 1-181
12	54	WATER TOWN STREET	8	VC	181	0-182, 0-183, 0-184, 0-185, 1-182, 1-183, 1-184, 1-185
12	55	WATER TOWN STREET	8	VC	181	0-186, 0-187, 0-188, 0-189, 1-186, 1-187, 1-188, 1-189
12	56	WATER TOWN STREET	8	VC	181	0-190, 0-191, 0-192, 0-193, 1-190, 1-191, 1-192, 1-193
12	57	WATER TOWN STREET	8	VC	181	0-194, 0-195, 0-196, 0-197, 1-194, 1-195, 1-196, 1-197
12	58	WATER TOWN STREET	8	VC	181	0-198, 0-199, 0-200, 0-201, 1-198, 1-199, 1-200, 1-201
12	59	WATER TOWN STREET	8	VC	181	0-202, 0-203, 0-204, 0-205, 1-202, 1-203, 1-204, 1-205
12	60	WATER TOWN STREET	8	VC	181	0-206, 0-207, 0-208, 0-209, 1-206, 1-207, 1-208, 1-209
12	61	WATER TOWN STREET	8	VC	181	0-210, 0-211, 0-212, 0-213, 1-210, 1-211, 1-212, 1-213
12	62	WATER TOWN STREET	8	VC	181	0-214, 0-215, 0-216, 0-217, 1-214, 1-215, 1-216, 1-217
12	63	WATER TOWN STREET	8	VC	181	0-218, 0-219, 0-220, 0-221, 1-218, 1-219, 1-220, 1-221
12	64	WATER TOWN STREET	8	VC	181	0-222, 0-223, 0-224, 0-225, 1-222, 1-223, 1-224, 1-225
12	65	WATER TOWN STREET	8	VC	181	0-226, 0-227, 0-228, 0-229, 1-226, 1-227, 1-228, 1-229
12	66	WATER TOWN STREET	8	VC	181	0-230, 0-231, 0-232, 0-233, 1-230, 1-231, 1-232, 1-233
12	67	WATER TOWN STREET	8	VC	181	0-234, 0-235, 0-236, 0-237, 1-234, 1-235, 1-236, 1-237
12	68	WATER TOWN STREET	8	VC	181	0-238, 0-239, 0-240, 0-241, 1-238, 1-239, 1-240, 1-241
12	69	WATER TOWN STREET	8	VC	181	0-242, 0-243, 0-244, 0-245, 1-242, 1-243, 1-244, 1-245
12	70	WATER TOWN STREET	8	VC	181	0-246, 0-247, 0-248, 0-249, 1-246, 1-247, 1-248, 1-249
12	71	WATER TOWN STREET	8	VC	181	0-250, 0-251, 0-252, 0-253, 1-250, 1-251, 1-252, 1-253
12	72	WATER TOWN STREET	8	VC	181	0-254, 0-255, 0-256, 0-257, 1-254, 1-255, 1-256, 1-257
12	73	WATER TOWN STREET	8	VC	181	0-258, 0-259, 0-260, 0-261, 1-258, 1-259, 1-260, 1-261
12	74	WATER TOWN STREET	8	VC	181	0-262, 0-263, 0-264, 0-265, 1-262, 1-263, 1-264, 1-265
12	75	WATER TOWN STREET	8	VC	181	0-266, 0-267, 0-268, 0-269, 1-266, 1-267, 1-268, 1-269
12	76	WATER TOWN STREET	8	VC	181	0-270, 0-271, 0-272, 0-273, 1-270, 1-271, 1-272, 1-273
12	77	WATER TOWN STREET	8	VC	181	0-274, 0-275, 0-276, 0-277, 1-274, 1-275, 1-276, 1-277
12	78	WATER TOWN STREET	8	VC	181	0-278, 0-279, 0-280, 0-281, 1-278, 1-279, 1-280, 1-281
12	79	WATER TOWN STREET	8	VC	181	0-282, 0-283, 0-284, 0-285, 1-282, 1-283, 1-284, 1-285
12	80	WATER TOWN STREET	8	VC	181	0-286, 0-287, 0-288, 0-289, 1-286, 1-287, 1-288, 1-289
12	81	WATER TOWN STREET	8	VC	181	0-290, 0-291, 0-292, 0-293, 1-290, 1-291, 1-292, 1-293
12	82	WATER TOWN STREET	8	VC	181	0-294, 0-295, 0-296, 0-297, 1-294, 1-295, 1-296, 1-297
12	83	WATER TOWN STREET	8	VC	181	0-298, 0-299, 0-300, 0-301, 1-298, 1-299, 1-300, 1-301
12	84	WATER TOWN STREET	8	VC	181	0-302, 0-303, 0-304, 0-305, 1-302, 1-303, 1-304, 1-305
12	85	WATER TOWN STREET	8	VC	181	0-306, 0-307, 0-308, 0-309, 1-306, 1-307, 1-308, 1-309
12	86	WATER TOWN STREET	8	VC	181	0-310, 0-311, 0-312, 0-313, 1-310, 1-311, 1-312, 1-313
12	87	WATER TOWN STREET	8	VC	181	0-314, 0-315, 0-316, 0-317, 1-314, 1-315, 1-316, 1-317
12	88	WATER TOWN STREET	8	VC	181	0-318, 0-319, 0-320, 0-321, 1-318, 1-319, 1-320, 1-321
12	89	WATER TOWN STREET	8	VC	181	0-322, 0-323, 0-324, 0-325, 1-322, 1-323, 1-324, 1-325
12	90	WATER TOWN STREET	8	VC	181	0-326, 0-327, 0-328, 0-329, 1-326, 1-327, 1-328, 1-329
12	91	WATER TOWN STREET	8	VC	181	0-330, 0-331, 0-332, 0-333, 1-330, 1-331, 1-332, 1-333
12	92	WATER TOWN STREET	8	VC	181	0-334, 0-335, 0-336, 0-337, 1-334, 1-335, 1-336, 1-337
12	93	WATER TOWN STREET	8	VC	181	0-338, 0-339, 0-340, 0-341, 1-338, 1-339, 1-340, 1-341
12	94	WATER TOWN STREET	8	VC	181	0-342, 0-343, 0-344, 0-345, 1-342, 1-343, 1-344, 1-345
12	95	WATER TOWN STREET	8	VC	181	0-346, 0-347, 0-348, 0-349, 1-346, 1-347, 1-348, 1-349
12	96	WATER TOWN STREET	8	VC	181	0-350, 0-351, 0-352, 0-353, 1-350, 1-351, 1-352, 1-353
12	97	WATER TOWN STREET	8	VC	181	0-354, 0-355, 0-356, 0-357, 1-354, 1-355, 1-356, 1-357
12	98	WATER TOWN STREET	8	VC	181	0-358, 0-359, 0-360, 0-361, 1-358, 1-359, 1-360, 1-361
12	99	WATER TOWN STREET	8	VC	181	0-362, 0-363, 0-364, 0-365, 1-362, 1-363, 1-364, 1-365
12	100	WATER TOWN STREET	8	VC	181	0-366, 0-367, 0-368, 0-369, 1-366, 1-367, 1-368, 1-369
12	101	WATER TOWN STREET	8	VC	181	0-370, 0-371, 0-372, 0-373, 1-370, 1-371, 1-372, 1-373
12	102	WATER TOWN STREET	8	VC	181	0-374, 0-375, 0-376, 0-377, 1-374, 1-375, 1-376, 1-377
12	103	WATER TOWN STREET	8	VC	181	0-378, 0-379, 0-380, 0-381, 1-378, 1-379, 1-380, 1-381
12	104	WATER TOWN STREET	8	VC	181	0-382, 0-383, 0-384, 0-385, 1-382, 1-383, 1-384, 1-385
12	105	WATER TOWN STREET	8	VC	181	0-386, 0-387, 0-388, 0-389, 1-386, 1-387, 1-388, 1-389
12	106	WATER TOWN STREET	8	VC	181	0-390, 0-391, 0-392, 0-393, 1-390, 1-391, 1-392, 1-393
12	107	WATER TOWN STREET	8	VC	181	0-394, 0-395, 0-396, 0-397, 1-394, 1-395, 1-396, 1-397
12	108	WATER TOWN STREET	8	VC	181	0-398, 0-399, 0-400, 0-401, 1-398, 1-399, 1-400, 1-401
12	109	WATER TOWN STREET	8	VC	181	0-402, 0-403, 0-404, 0-405, 1-402, 1-403, 1-404, 1-405
12	110	WATER TOWN STREET	8	VC	181	0-406, 0-407, 0-408, 0-409, 1-406, 1-407, 1-408, 1-409
12	111	WATER TOWN STREET	8	VC	181	0-410, 0-411, 0-412, 0-413, 1-410, 1-411, 1-412, 1-413
12	112	WATER TOWN STREET	8	VC	181	0-414, 0-415, 0-416, 0-417, 1-414, 1-415, 1-416, 1-417
12	113	WATER TOWN STREET	8	VC	181	0-418, 0-419, 0-420, 0-421, 1-418, 1-419, 1-420, 1-421
12	114	WATER TOWN STREET	8	VC	181	0-422, 0-423, 0-424, 0-425, 1-422, 1-423, 1-424, 1-425
12	115	WATER TOWN STREET	8	VC	181	0-426, 0-427, 0-428, 0-429, 1-426, 1-427, 1-428, 1-429
12	116	WATER TOWN STREET	8	VC	181	0-430, 0-431, 0-432, 0-433, 1-430, 1-431, 1-432, 1-433
12	117	WATER TOWN STREET	8	VC	181	0-434, 0-435, 0-436, 0-437, 1-434, 1-435, 1-436, 1-437
12	118	WATER TOWN STREET	8	VC	181	0-438, 0-439, 0-440, 0-441, 1-438, 1-439, 1-440, 1-

2. PIPE MATERIAL ASSUMED TO BE VC.



NOTES:

1. PIPE CONTAINS SECTION(S) OF DUCTILE IRON OR CAST IRON PIPE. CONTRACTOR SHALL REMOVE TUBERCULATION PRIOR TO INSTALLATION OF CURED-IN-PLACE MANHOLES TO MANHOLE LINER. REMOVAL OF TUBERCULATION SHALL BE CONSIDERED INCIDENTAL TO THE WORK AND SHALL NOT BE MEASURED SEPARATELY FOR PAYMENT.

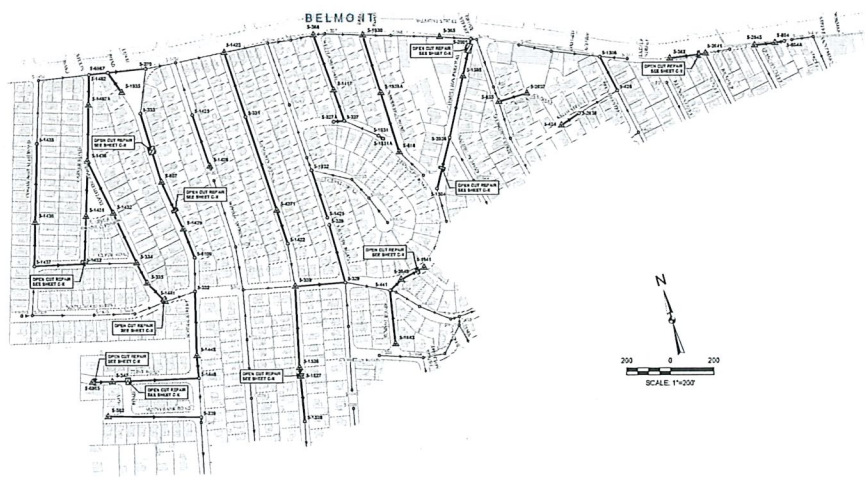
MANHOLE CEMENTITIOUS LINING				
SURVEY	MANHOLE	STREET / LOCATION	MATERIAL	APPROXIMATE MIN. DEPTH (IN)
1	361	YULICH AVENUE	BRICK	4.1
1	452 A	LACHUEL STREET	PRECAST	11.4
1	452 B	ARGENAL AVENUE	PRECAST	10.1
1	452 C	ARGENAL AVENUE	BRICK	10.1
1	453	CHAM STREET	BRICK	6.1
1	454	CHAM STREET	BRICK	6

5	473	COOLIDGE HILL RD
5	481	GROVE STREET

5	481 A	COX STREET	BACK ³	30
5	484 A	GROCK HILL ROAD	BACK	5.8
5	611	BELLY STREET	BACK	4.4
5	618 A	BERRITY STREET	BACK	4.4
5	621	CRAMFORD STREET	BACK	8
5	763	ARLINGTON STREET	BACK	16.2
5	780	ARLINGTON STREET	BACK	13.1
5	814	CLARENDON STREET	BACK	7.8
5	864	ELM STREET	BACK	6.8
5	1034	ARLINGTON STREET	BACK	17.5
5	1568	MERRIFIELD AVENUE	BACK	5.5
5	2080	CALVIN ROAD	BACK	4.3
5	2081	CLARENDON STREET	BACK	5.2
5	2172	MERRIFIELD AVENUE	BACK	4.2
5	2490	ARLINGTON STREET	BACK	8.9
5	7690	ARLINGTON STREET	BACK	16.7
10	6920	GREENOUGH ROADWAY	BACK ³	39

NOTES:
1. MANHOLE MATERIAL ASSUMED TO BE BRICK. MANHOLE DEPTH
ASSUMED TO BE 18 VERTICAL FEET.

[illegible]



POTABLE MANHOLE FRAME AND COVER

SURNAME	MANHOLE	STREET/LOCATION	MATERIAL
S	2177	ASHLAND STREET	BRICK

MANHOLE CEMENTITIOUS LINING

SURNAME	MANHOLE	STREET/LOCATION	MATERIAL	APPROXIMATE MANHOLE DEPTH
S	333	CARVER ROAD EAST	BRICK	6.3
S	347	FLINT ROAD	BRICK	5.9
S	362	EDGECUFF STREET	BRICK	5.2
S	365	TEMPLETON PARKWAY	BRICK	7.6
S	368	WESTLAND ROAD	BRICK	7.3
S	424	8TH STREET	BRICK	2.3
S	502	SUNNYSIDE ROAD	BRICK	8.2
S	804	EDMONT STREET	BRICK	4.4
S	807	SCHOOL STREET	BRICK	8.8
S	1417	WESTLAND ROAD	BRICK	6.4
S	1426	WINDSOR AVENUE	BRICK	5.8
S	1428	SCHOOL STREET	BRICK	5.7
S	1438	CARVER ROAD	BRICK	4.9
S	1441	CARVER ROAD	BRICK	7.2
S	1442	CARVER ROAD EAST	BRICK	4.7
S	1448	COMMONWEALTH ROAD	BRICK	5.3
S	1441	MADEWOOD STREET	BRICK	4.8
S	1443	SUNNYSIDE ROAD	BRICK	5.8
S	1445	SCHOOL STREET	BRICK	5
S	1442 A	CARVER ROAD	BRICK	12
S	1533	SALISBURY ROAD	BRICK	7.2
S	1535	LANGDON AVENUE	BRICK	7.6
S	1537	LANGDON AVENUE	BRICK	6.7
S	1538	WOODGLEN ROAD	BRICK	6.8
S	1539 A	WOODGLEN ROAD	BRICK	6
S	1541	EDGECUFF ROAD	BRICK	2.6
S	2041	EDMONT STREET	BRICK	6.3
S	2048	EDGECUFF ROAD	BRICK	3.4
S	4171	LANGDON AVENUE	BRICK	4.4
S	4865	FLINT ROAD	PRECAST	5.9

NOTES:
1. MANHOLE MATERIAL ASSUMED TO BE BRICK, MANHOLE DEPTH ASSUMED TO BE 10 FEET.

POTABLE MANHOLE FRAME AND COVER

SURNAME	MANHOLE	STREET/LOCATION	MATERIAL
S	334	CARVER ROAD	BRICK
S	335	SUNNYSIDE ROAD	BRICK

NOTES:
1. MANHOLE MATERIAL ASSUMED TO BE BRICK.

BUILD MANHOLE RENO AND INVERT

SURNAME	MANHOLE	STREET/LOCATION	MATERIAL
S	333	MADEWOOD STREET	BRICK
S	613	EDGECUFF ROAD	BRICK
S	1428	EDMONT STREET	BRICK
S	1429	SCHOOL STREET	BRICK
S	1430	LANGDON AVENUE	BRICK
S	1431	SCHOOL STREET	BRICK
S	1432	FRANCIS STREET	BRICK
S	2043	FRANCIS STREET	BRICK

CLEANING AND TELEVISION INSPECTION

SURNAME	MH	TO SURNAME	MH	STREET / LOCATION	PIPE DIA (IN)	MATERIAL	APPROXIMATE MH TO MH LENGTH (FT)
S	337	S	337	A EDGECUFF ROAD	6	VC	50
S	339	S	339	HILLSIDE ROAD	6	VC	277
S	331	S	331	LANGDON AVENUE	6	VC	311
S	804	A	2548	BELMONT STREET	6	VC	96
S	804	A	804	BELMONT STREET	6	VC	44
S	1421	S	1421	HILLSIDE ROAD	6	VC	227
S	1423	S	1423	CLAYCE ROAD	6	VC	231
S	1501	S	1501	A EDGECUFF ROAD	6	VC	25
S	1503	S	8967	SCHOOL STREET	6	VC	115

NOTES:
1. PIPE MATERIAL ASSUMED TO BE VC.

OUT PROPERTY/ON SERVICE CONNECTIONS									
SURNAME	MANHOLE	STREET/LOCATION	PIPE DIA. (IN)	MATERIAL	APPROXIMATE MANHOLE TO MANHOLE LENGTH (FT)	APPROXIMATE STATION			
S	333	S	333	HILLSIDE ROAD	6	VC	277	0-30	
S	331	S	331	LANGDON AVENUE	6	VC	101	0-41	
S	334	S	334	CARVER ROAD EAST	6	VC	337	0-46	
S	334	S	334	CARVER ROAD EAST	6	VC	337	0-50	
S	335	S	335	CARVER ROAD EAST	6	VC	338	0-58	
S	339	S	339	SUNNYSIDE ROAD	6	VC	428	1-13	
S	337	S	337	SUNNYSIDE ROAD	6	VC	428	1-75	
S	807	S	807	SCHOOL STREET	6	VC	413	1-19	
S	1417	S	1417	WESTLAND ROAD	6	VC	271	1-17	
S	1421	S	1421	HILLSIDE ROAD	6	VC	227	1-28	
S	1422	S	1422	LANGDON AVENUE	6	VC	101	1-47	
S	1422	S	1422	LANGDON AVENUE	6	VC	101	1-51	
S	1426	S	1426	WINDSOR AVENUE	6	VC	249	0-76	
S	1426	S	1426	WINDSOR AVENUE	6	VC	249	0-97	
S	1426	S	1426	WINDSOR AVENUE	6	VC	249	1-58	
S	1426	S	1426	WINDSOR AVENUE	6	VC	249	1-61	
S	1430	S	1430	CARVER ROAD	6	VC	248	0-77	
S	1432	S	1432	CARVER ROAD EAST	6	VC	247	0-75	
S	1432	S	1432	CARVER ROAD EAST	6	VC	247	0-81	
S	1432	S	1432	CARVER ROAD EAST	6	VC	247	1-19	
S	1432	S	1432	CARVER ROAD EAST	6	VC	247	1-38	
S	1432	S	1432	CARVER ROAD EAST	6	VC	247	0-39	
S	1432	S	1432	CARVER ROAD EAST	6	VC	247	1-36	
S	1433	S	1433	CARVER ROAD	6	VC	233	1-75	
S	1433	S	1433	CARVER ROAD	6	VC	233	1-82	
S	1436	S	1436	COMMONWEALTH ROAD	6	VC	339	0-33	
S	1436	S	1436	COMMONWEALTH ROAD	6	VC	339	0-54	
S	1436	S	1436	COMMONWEALTH ROAD	6	VC	339	0-75	
S	1436	S	1436	COMMONWEALTH ROAD	6	VC	339	1-42	
S	1436	S	1436	COMMONWEALTH ROAD	6	VC	339	1-59	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	0-49	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-34	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-45	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-51	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-53	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-54	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-55	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-56	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-57	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-58	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-59	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-60	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-61	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-62	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-63	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-64	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-65	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-66	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-67	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-68	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-69	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-70	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-71	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-72	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-73	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-74	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-75	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-76	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-77	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-78	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-79	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-80	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-81	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-82	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-83	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-84	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-85	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-86	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-87	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-88	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-89	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-90	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-91	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-92	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-93	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-94	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-95	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-96	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-97	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-98	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	1-99	
S	1437	S	1437	COMMONWEALTH ROAD	6	VC	220	2-00	

CUTUP IN PLACE STRUCTURAL MANHOLE TO MANHOLE LINER

SURNAME	MANHOLE	STREET/LOCATION	PIPE DIA. (IN)	MATERIAL	APPROXIMATE MANHOLE TO MANHOLE LENGTH (FT)	REINSTATE SERVICE (S)
S	337	S 1453 WESTLAND ROAD	6	VC	238	0-31, 0-32, 0-33, 0-34, 0-35
S	338	S 1453 MADEWOOD STREET	6	VC	238	0-36, 0-37, 0-38, 0-39
S	339	S 1453 SCHOOL STREET	6	VC	238	0-40, 0-41, 0-42, 0-43, 0-44, 0-45, 0-46, 0-47, 0-48, 0-49, 0-50, 0-51, 0-52, 0-53, 0-54, 0-55, 0-56, 0-57, 0-58, 0-59, 0-60, 0-61, 0-62, 0-63, 0-64, 0-65, 0-66, 0-67, 0-68, 0-69, 0-70, 0-71, 0-72, 0-73, 0-74, 0-75, 0-76, 0-77, 0-78, 0-79, 0-80, 0-81, 0-82, 0-83, 0-84, 0-85, 0-86, 0-87, 0-88, 0-89, 0-90, 0-91, 0-92, 0-93, 0-94, 0-95, 0-96, 0-97, 0-98, 0-99, 1-00, 1-01, 1-02, 1-03, 1-04, 1-05, 1-06, 1-07, 1-08, 1-09, 1-10, 1-11, 1-12, 1-13, 1-14, 1-15, 1-16, 1-17, 1-18, 1-19, 1-20, 1-21, 1-22, 1-23, 1-24, 1-25, 1-26, 1-27, 1-28, 1-29, 1-30, 1-31, 1-32, 1-33, 1-34, 1-35, 1-36, 1-37, 1-38, 1-39, 1-40, 1-41, 1-42, 1-43, 1-44, 1-45, 1-46, 1-47, 1-48, 1-49, 1-50, 1-51, 1-52, 1-53, 1-54, 1-55, 1-56, 1-57, 1-58, 1-59, 1-60, 1-61, 1-62, 1-63, 1-64, 1-65, 1-66, 1-67, 1-68, 1-69, 1-70, 1-71, 1-72, 1-73, 1-74, 1-75, 1-76, 1-77, 1-78, 1-79, 1-80, 1-81, 1-82, 1-83, 1-84, 1-85, 1-86, 1-87, 1-88, 1-89, 1-90, 1-91, 1-92, 1-93, 1-94, 1-95, 1-96, 1-97, 1-98, 1-99, 2-00, 2-01, 2-02, 2-03, 2-04, 2-05, 2-06, 2-07, 2-08, 2-09, 2-10, 2-11, 2-12, 2-13, 2-14, 2-15, 2-16, 2-17, 2-18, 2-19, 2-20, 2-21, 2-22, 2-23, 2-24, 2-25, 2-26, 2-27, 2-28, 2-29, 2-30, 2-31, 2-32, 2-33, 2-34, 2-35, 2-36, 2-37, 2-38, 2-39, 2-40, 2-41, 2-42, 2-43, 2-44, 2-45, 2-46, 2-47, 2-48, 2-49, 2-50, 2-51, 2-52, 2-53, 2-54, 2-55, 2-56, 2-57, 2-58, 2-59, 2-60, 2-61, 2-62, 2-63, 2-64, 2-65, 2-66, 2-67, 2-68, 2-69, 2-70, 2-71, 2-72, 2-73, 2-74, 2-75, 2-76, 2-77, 2-78, 2-79, 2-80, 2-81, 2-82, 2-83, 2-84, 2-85, 2-86, 2-87, 2-88, 2-89, 2-90, 2-91, 2-92, 2-93, 2-94, 2-95, 2-96, 2-97, 2-98, 2-99, 3-00, 3-01, 3-02, 3-03, 3-04, 3-05, 3-06, 3-07, 3-08, 3-09, 3-10, 3-11, 3-12, 3-13, 3-14, 3-15, 3-16, 3-17, 3-18, 3-19, 3-20, 3-21, 3-22, 3-23, 3-24, 3-25, 3-26, 3-27, 3-28, 3-29, 3-30, 3-31, 3-32, 3-33, 3-34, 3-35, 3-36, 3-37, 3-38, 3-39, 3-40, 3-41, 3-42, 3-43, 3-44, 3-45, 3-46, 3-47, 3-48, 3-49, 3-50, 3-51, 3-52, 3-53, 3-54, 3-55, 3-56, 3-57, 3-58, 3-59, 3-60, 3-61, 3-62, 3-63, 3-64, 3-65, 3-66, 3-67, 3-68, 3-69, 3-70, 3-71, 3-72, 3-73, 3-74, 3-75, 3-76, 3-77, 3-78, 3-79, 3-80, 3-81, 3-82, 3-83, 3-84, 3-85, 3-86, 3-87, 3-88, 3-89, 3-90, 3-91, 3-92, 3-93, 3-94, 3-95, 3-96, 3-97, 3-98, 3-99, 4-00, 4-01, 4-02, 4-03, 4-04, 4-05, 4-06, 4-07, 4-08, 4-09, 4-10, 4-11, 4-12, 4-13, 4-14, 4-15, 4-16, 4-17, 4-18, 4-19, 4-20, 4-21, 4-22, 4-23, 4-24, 4-25, 4-26, 4-27, 4-28, 4-29, 4-30, 4-31, 4-32, 4-33, 4-34, 4-35, 4-36, 4-37, 4-38, 4-39, 4-40, 4-41, 4-42, 4-43, 4-44, 4-45, 4-46, 4-47, 4-48, 4-49, 4-50, 4-51, 4-52, 4-53, 4-54, 4-55, 4-56, 4-57, 4-58, 4-59, 4-60, 4-61, 4-62, 4-63, 4-64, 4-65, 4-66, 4-67, 4-68, 4-69, 4-70, 4-71, 4-72, 4-73, 4-74, 4-75, 4-76, 4-77, 4-78, 4-79, 4-80, 4-81, 4-82, 4-83, 4-84, 4-85, 4-86, 4-87, 4-88, 4-89, 4-90, 4-91, 4-92, 4-93, 4-94, 4-95, 4-96, 4-97, 4-98, 4-99, 5-00, 5-01, 5-02, 5-03, 5-04, 5-05, 5-06, 5-07, 5-08, 5-09, 5-10, 5-11, 5-12, 5-13, 5-14, 5-15, 5-16, 5-17, 5-18, 5-19, 5-20, 5-21, 5-22, 5-23, 5-24, 5-25, 5-26, 5-27, 5-28, 5-29, 5-30, 5-31, 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Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

Thank you for placing your Legal Notice in The Boston Globe.

Your order information and a preview of your notice are displayed below for your review. If there are any changes or questions, please contact the Classified Department at 617-929-1314 or email legals@globe.com.

Any and all proposed edits, revisions, and/or other changes to the notice must be communicated to us in writing prior to the deadline specified in the Advertising Specs + Deadlines page located at <https://www.bostonglobemedia.com/specs-deadlines>.

Thank you,
Boston Globe Classified Sales

617-929-1314
Monday - Friday 9:30 am - 4:30 pm
legals@globe.com

Order Number	738111	Order Price	\$1,086.75
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	08/17/2024	Last Run Date	08/17/2024
Payment Type			

AD PREVIEW:

Legal Notice The City Council of Watertown hereby gives notice of a public hearing and vote to be held ONLINE and IN-PERSON (HYBRID) Tuesday, September 10, 2024 at 7:00 PM in the Richard Mastrangelo Chamber Administration Building, 149 Main Street, Watertown, MA or online at the following link: https://watertown-ma.zoom.us/j/92991321344 which may be found on the City of Watertown's website, on a proposed Loan Order as follows: ORDERED that the sum of \$330,000.00 is appropriated to pay costs of performing infiltration and inflow reduction and sewer rehabilitation, including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14) and/or pursuant to any other enabling authority, and to issue bonds or notes of the City thereof; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Infiltration/Inflow Local Financial Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received. Interested parties are encouraged to participate in this HYBRID Public Hearing. A copy of the proposed Loan Order is available for inspection as the Administration Building, 149 Main Street, Watertown, MA 02472 in the City Clerk's Office Monday through Thursday 8:30 a.m. through 5:00 p.m., on Tuesday evening up to 7:00 p.m., and Friday 8:30 a.m. through 12:30 p.m., and on the City's website page: www.watertown-ma.gov.
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CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the loan order for \$65,550 for the new DPW water heater



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

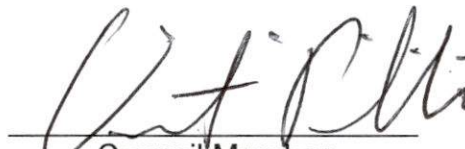
ORDER # 105

2024 - O - 105

ORDER TO APPROVE THE BORROWING OF FUNDS TO PAY COSTS FOR PURCHASING A NEW WATER HEATER FOR THE DEPARTMENT OF PUBLIC WORKS

ORDERED: That the sum of \$65,550.00 is appropriated to pay costs of the replacement of the Department of Public Works (the "DPW") water heater that provides water to the kitchenettes, wash stations and bathrooms throughout the DPW's complex, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

BE IT FURTHER ORDERED: That a copy of said Order be forwarded to the City Auditor and City Treasurer/Collector


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

**Mark S. Sideris,
Council President**

**Caroline Bays,
Councilor At Large**

**Nicole Gardner,
District A Councilor**

**Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor**

**John G. Gannon,
Councilor At Large**

**Lisa J. Feltner,
District B Councilor**

**John M. Airasian,
Councilor At Large**

**Anthony Palomba,
Councilor At Large**

**Emily Izzo,
District D Councilor**



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: George J. Proakis, City Manager
Date: August 7, 2024
RE: Agenda Item – Proposed Loan Order

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works and Michael Albano, Director of Admin & Finance requesting that the necessary actions be taken to authorize the Treasurer to fund \$65,550 for the replacement of the Department of Public Works (DPW) water heater that provides water to the kitchenettes, wash stations and bathrooms throughout the DPW's complex. This request corresponds with Conceptual Recommendation Line Item 12 from Fiscal Year 2023 as denoted in the Capital Improvement Program (CIP) of the Fiscal Year 2025-2029.

I respectfully request the attached proposed Loan Order be placed on the August 13, 2024 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Kris A. Moussette
(617) 378-4136
kmoussette@hinckleyallen.com

August 7, 2024

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – DPW Water Heater Replacement Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the replacement of the Department of Public Works water heater:

ORDERED: That the sum of \$65,550.00 is appropriated to pay costs of the replacement of the Department of Public Works (the “DPW”) water heater that provides water to the kitchenettes, wash stations and bathrooms throughout the DPW’s complex, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

Kris A. Moussette



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET

Gregory M. St. Louis, PE
Superintendent

(P) 617-972-6420
(F) 617-972-6402

TO: Mr. George Proakis - City Manager

FROM: Mr. Gregory St. Louis, PE - Superintendent of Public Works
Mr. Michael Albano, CPA - Director of Admin & Finance

DATE: July 3, 2024

RE: Public Works Dept. – Water Heater Funding Request

The Department of Public Works respectfully requests that the necessary actions be taken to authorize the Treasurer to fund \$65,550 as outlined and approved in the City Council's Conceptual Recommendation Item #12 from FY23 as denoted in the Capital Improvement Program (CIP) of the Fiscal Year 2025-29.

These funds will be utilized for the construction, construction administration services and potential construction contingency costs associated with this project. As outlined below, the \$65,550 will be utilized as follows:

Item	Amount	Remarks
Funding Request	\$65,550.00	FY23 Conceptual Recommendation 12
Construction Bid Amount	\$55,550.00	AALANCO Service Corp.
Construction Administration/ Construction Services	\$5,000.00	Sebuh Petrosian – Project Consultant
Construction Contingency	\$5,000.00	Unforeseen Vent/Valve issues (9%)

In May of 2024, DPW solicited written quotes which have been review with the Project Consultant and the Purchasing Office. The lowest and most eligible bid was from AALANCO Service Corporation in the amount of \$55,550.00. Construction Administration services, to be performed by Sebuh Petrosian are assumed to be approximately \$5,000, and a contingency of \$5,000.00 is being recommended to be carried for contingency (9%), to cover any potential

unexpected and unforeseen conditions with the venting and valves which may result as this project moves forward.

Work on this project includes replacement of the DPW water heater in the basement that provides water the kitchenettes, wash stations, and bathrooms throughout the complex and is a separate system from the water boiler heating system.

Thank you in advance for your consideration of this request.



May 29, 2024

Michael Albano
Department of Public Works
124 Orchard Street
Watertown, MA 02472

RE: Water Heater Installation

Dear Mike

Thank you for the opportunity to allow us to quote you on the installation of a new water heater for your facility

Per your request Aalanco Service Corporation proposes to remove and install a new A.O Smith BTH300A water heater with 119 gallon storage capacity along with a new expansion tank, condensate neutralizer and all new flue pipe required.

We will install the new heater in the same location as the old unit, connect the new heater to the existing hot and cold-water piping. The existing domestic mixing valve and return circulators will be piped back into the new heater.

We will run Massachusetts approved flue pipe from the heater and terminate as discussed in the walkthrough.

The new heater will be wired per code by a licensed electrician.

Once complete we shall commission the new heater, test and leave online.

All debris related to the installation will be removed from the premises and properly disposed of.

Your investment for the specified scope of work will be \$55,550.00 plus applicable tax.

All Aalanco personnel have been OSHA Certified and safety trained to work in all environments required by our customers. All work will be performed efficiently and professionally.

Note: if we find the existing domestic mixing valve and or the existing circulators not working properly, we will require a change order to repair these parts

AALANCO Service Corporation

80-B Turnpike Road • Westborough MA 01581 • Tel (508) 366-1449 • (800) 215-6698 • Fax (508) 366-1196

GAS/OIL BURNER SERVICE • MECHANICAL SERVICES • SCHEDULED MAINTENANCE PROGRAMS
AIR CONDITIONING • BOILERS & BURNERS • TANK INSTALLATION/REMOVAL/TESTING • MOBILE BOILERS

CONTINGENCIES

This proposal has been priced based upon the following contingencies

- Unimpeded access to the worksite
- All work to be performed by Aalanco during normal working hours
- Aalanco cannot be held responsible for any delays caused by weather, federal, state or local officials, or any other circumstances beyond Aalanco's control.
- Aalanco Service Corporation will not be responsible for any existing code violations that are present prior to the start of work. Aalanco can rectify any violations or code non-compliance, if you so choose, on a time and materials basis separate from this quote.

Exclusions

- Repairs to alterations to any existing code violations

Terms

Terms are PO required, balance net thirty days from acceptance of the contract. All jobs are quoted at net price; no additional discounts are allowed unless specified.

Insurance

AALANCO Service Corporation recognizes its responsibility to its customers to carry all Required insurance.

Warranty

All new equipment will be covered by the manufacturer's warranty.

The only purpose of this proposal is to set forth certain business points. This proposal does not incorporate all the terms and conditions. The preparation and execution of a more detailed and comprehensive written agreement between you and Aalanco Service Corporation is contemplated. AALANCO Service Corporation shall be bound only by the execution of that agreement and not by this preliminary proposal. Aalanco Service Corporation shall have the right to modify or withdraw this proposal at any time before the execution of the contemplated agreement.

Please feel free to contact me if you have any questions or require additional information. This quote will remain valid for 30 days from its date.

Sincerely,

Daniel K Bandanza
Aalanco Service Corporation

Agreed and Accepted by:

Company _____

Signature _____

Title _____

Date _____

Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

Thank you for placing your Legal Notice in The Boston Globe.

Your order information and a preview of your notice are displayed below for your review. If there are any changes or questions, please contact the Classified Department at 617-929-1314 or email legals@globe.com.

Any and all proposed edits, revisions, and/or other changes to the notice must be communicated to us in writing prior to the deadline specified in the Advertising Specs + Deadlines page located at <https://www.bostonglobemedia.com/specs-deadlines>.

Thank you,
Boston Globe Classified Sales

617-929-1314
Monday - Friday 9:30 am - 4:30 pm
legals@globe.com

Order Number	738110	Order Price	\$758.78
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	08/17/2024	Last Run Date	08/17/2024
Payment Type			

AD PREVIEW:

Legal Notice The City Council of Watertown hereby gives notice of a public hearing and vote to be held ONLINE and IN-PERSON (HYBRID) Tuesday, September 10, 2024 at 7:00 PM in the Richard Mastrangelo Chamber Administration Building, 149 Main Street, Watertown, MA or online at the following link: https://watertown-ma.zoom.us/j/92991321344 which may be found on the City of Watertown's website, on a proposed Loan Order as follows: ORDERED that the sum of \$65,550.00 is appropriated to pay costs of the replacement of the Department of Public Works (the "DPW") water heater that provides water to the kitchenettes, wash stations, and bathrooms throughout the DPW's complex, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor. Interested parties are encouraged to participate in this HYBRID Public Hearing. A copy of the proposed Loan Order is available for inspection as the Administration Building, 149 Main Street, Watertown, MA 02472 in the City Clerk's Office Monday through Thursday 8:30 a.m. through 5:00 p.m., on Tuesday evening up to 7:00 p.m., and Friday 8:30 a.m. through 12:30 p.m., and on the City's website page: www.watertown-ma.gov.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the loan order for \$1,500,000 for sewer system improvements



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

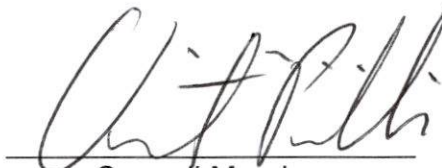
ORDER # 106

2024 - O - 106

ORDER TO APPROVE THE BORROWING OF FUNDS TO PAY COSTS OF THE DESIGN, CONSTRUCTION, AND OVERSIGHT OF SEWER SYSTEM IMPROVEMENTS

ORDERED: That the sum of \$1,500,000.00 is appropriated to pay costs of the design, construction, and oversight of sewer system improvements, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

BE IT FURTHER ORDERED: That a copy of said Order be forwarded to the City Auditor and City Treasurer/Collector

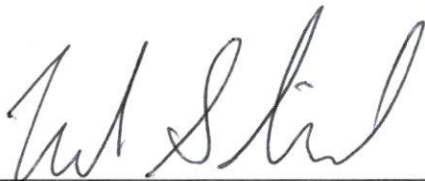


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024



Brendan T. McCarthy, Council Clerk



Mark S. Sideris, Council President

ELECTED OFFICIALS

**Mark S. Sideris,
Council President**

**Caroline Bays,
Councilor At Large**

**Nicole Gardner,
District A Councilor**

**Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor**

**John G. Gannon,
Councilor At Large**

**Lisa J. Feltner,
District B Councilor**

**John M. Airasian,
Councilor At Large**

**Anthony Palomba,
Councilor At Large**

**Emily Izzo,
District D Councilor**



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: George J. Proakis, City Manager
Date: August 7, 2024
RE: Agenda Item – Proposed Loan Order

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works and Michael Albano, Director of Admin & Finance requesting that the necessary actions be taken to authorize the Treasurer to fund \$1,500,000 for the design, construction, and oversight of sewer system improvements. This request corresponds with Conceptual Recommendation Line Item 51 for \$750,000 from Fiscal Year 2024, and Line 11 for \$750,000 of the Fiscal Year 2025-2029 Water and Sewer Enterprise Fund Capital Improvement Program Budget.

I respectfully request the attached proposed Loan Order be placed on the August 13, 2024 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Kris A. Moussette
(617) 378-4136
kmoussette@hinckleyallen.com

August 7, 2024

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Sewer System Improvements Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the design, construction and oversight of sewer system improvements:

ORDERED: That the sum of \$1,500,000.00 is appropriated to pay costs of the design, construction and oversight of sewer system improvements, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

Kris A. Moussette



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET

Gregory M. St. Louis, PE
Superintendent

(P) 617-972-6420
(F) 617-972-6402

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, PE – Superintendent of Public Works
Mr. Michael Albano, CPA – Director of Admin & Finance

DATE: July 3, 2024

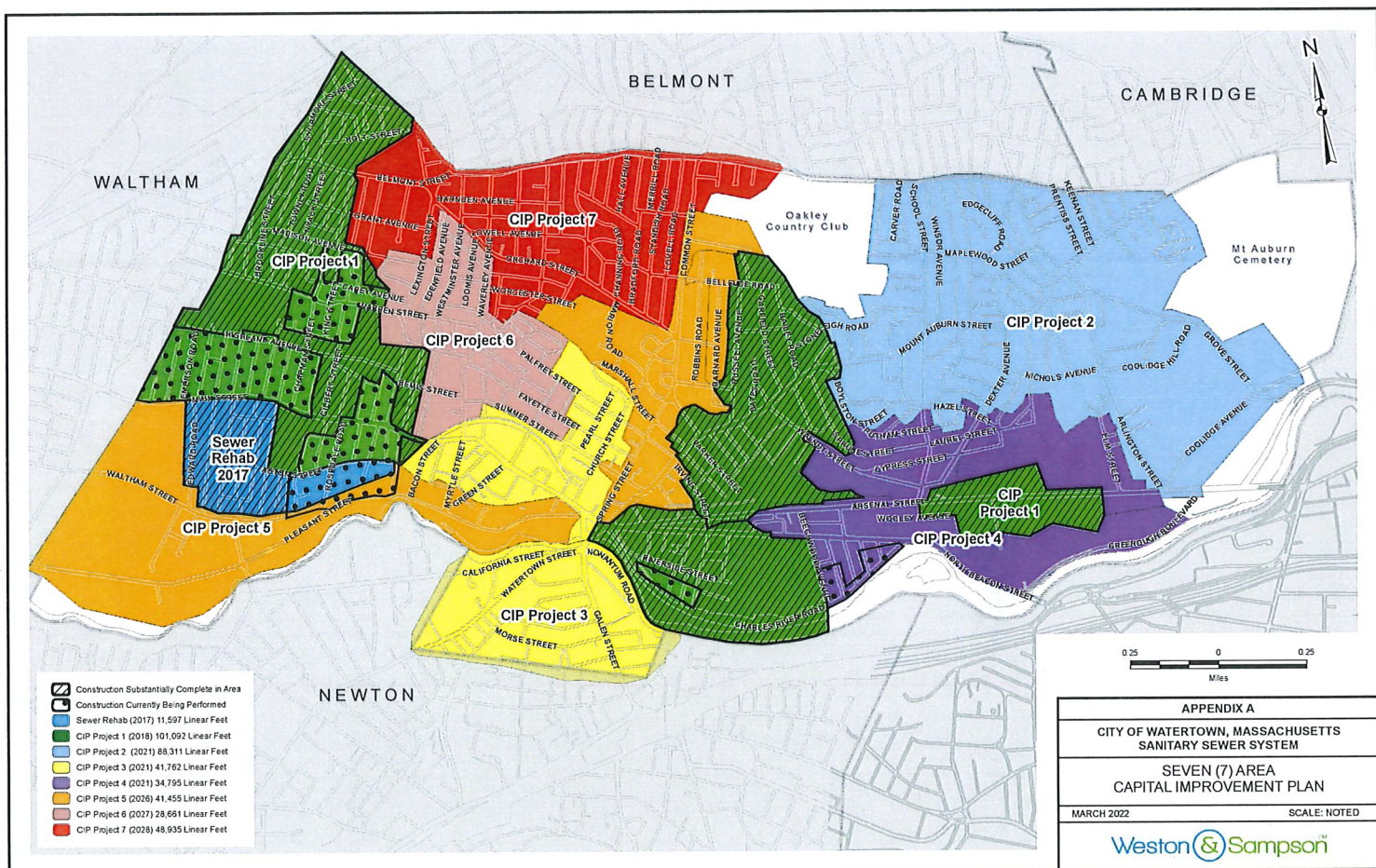
RE: Public Works Dept. – Local Sewer Improvements Funding Request

The Department of Public Works (“DPW”) respectfully requests that the necessary actions be taken to authorize the Treasurer to fund \$1,500,000 for the design, construction, and oversight of sewer system improvements. This request corresponds with Conceptual Recommendation Line Item 51 for \$750,000 from FY24, and Line 11 for \$750,000 of the Fiscal Year 2025-29 Water and Sewer Enterprise Fund Capital Improvement Program Budget.

Consistent maintenance and improvement of the sanitary sewer system protects the health and safety of the City’s residents by preventing sanitary sewer overflows and ensuring continuity services. Further, the City’s aging sewer infrastructure is prone to infiltration and inflow, which increases the volume of extraneous water the City must pay the Massachusetts Water Resources Authority to process.

All goods and services related to these projects will be procured consistent with Massachusetts law.

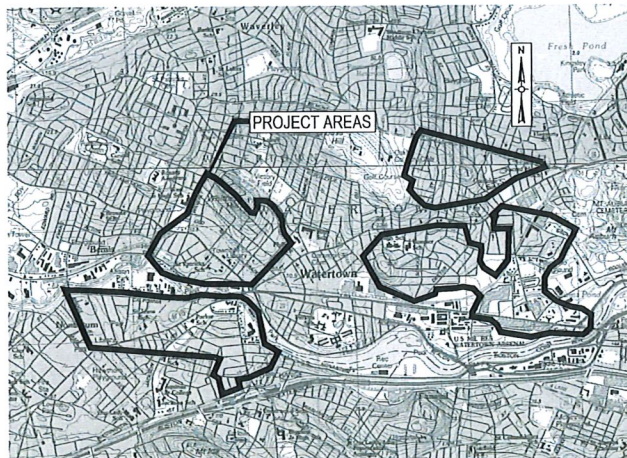
Thank you in advance for your consideration.



PAUL PLOURDE, ASSISTANT SUPERINTENDENT

Weston & Sampson
Weston & Sampson Engineers, Inc.
55 Ashbury Drive Suite 100
Reading, NJ 07877
TEL: 973.198.8000 FAX: 973.198.8001
www.westonsampson.com

Draft Print
07/30/2024 8:19:05 AM



LOCUS MAP

[illegible]

Keywords: *Self-esteem, self-esteem threat, self-esteem threat effects, self-esteem threat effects on self-esteem, self-esteem threat effects on self-esteem, self-esteem threat effects on self-esteem*



Know what's below.
Call before you dig.

Invest For

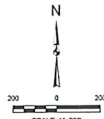
BID

RENSSELAER, NY | BOSTON, MA | FARMINGTON, MA | WORCESTER, MA | PORTSMOUTH, NH | WINCHESTER, NH | WATERBURY, VT | ROCKY HILL, CT | ALBANY, NY | MOUNT KISCO, NY | RHINEBOCK, NY | PHILADELPHIA, PA | MELBA, VA | CARY, NC | NORTH CHARLESTON, SC | COLUMBIA, SC | GREENVILLE, SC | FORT WORTH, TX

COPIES OF THIS REPORT ARE AVAILABLE

CLEANING AND TELEVISION INSPECTION					
SURAREA MH	TO SURAREA TO MH	STREET / LOCATION	PIPE DIA (IN)	MATERIAL	APPROXIMATE MH TO MANHOLE (FT)
12 819	12 23	NORTH PARK STREET	8	VC	184
12 824	12 822	BIGLOW TERRACE	6	VC	151

NOTE:
1. PIPE MATERIAL ASSUMED TO BE VC.



INTERNAL MANHOLE INFLOW DISH			
SURAREA MH	STREET / LOCATION	MATERIAL	ETICK
12 537	WYOMING STREET	BRICK	
12 549	CALIFORNIA STREET	BRICK	

CURED-IN-PLACE STRUCTURAL MANHOLE TO MANHOLE LINER

SURAREA MH	TO SURAREA TO MH	STREET / LOCATION	PIPE DIA (IN)	MATERIAL	APPROXIMATE MH TO MANHOLE (FT)	REINSTATE SERVICE (F)
12 12	12 11	ALDRICH ROAD	8	VC	151	0-10
12 11	12 1428	ALDRICH ROAD	8	VC	51	0-12, 0-15, 0-18, 0-20, 1-12, 1-14, 1-16, 1-18, 1-20, 2-14, 2-16, 2-18, 2-20
12 12	12 118	UNION STREET	8	VC	258	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 12	12 1148	UNION STREET	6	VC	256	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 13	12 1149	UNION STREET	6	VC	133	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 16	12 941	CAPITOL STREET	6	VC	81	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 18	12 1150	CAPITOL STREET	6	VC	83	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 18	12 508	POND STREET	6	VC	244	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 18	12 1458	CALIFORNIA STREET	6	VC	141	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 193	12 951	CALIFORNIA STREET	10	VC	97	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 408	12 956	WATERLOO STREET	10	VC	118	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 408	12 408	GALEN STREET	8	PVC	34	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 410	12 918	GALEN STREET	8	VC	28	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 506	12 879	WATERLOO STREET	6	VC	122	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 511	12 1451	FIFTH AVENUE	8	VC	235	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 816	12 1149	BLUFF STREET	6	VC	423	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 818	12 22	SOUTH PARK STREET	6	VC	252	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 818	12 2222	BOYD STREET	6	VC	302	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 818	12 2222	BOYD STREET	6	VC	279	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 819	12 410	GALEN STREET	6	VC	200	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 819	12 840	GALEN STREET	6	VC	200	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 841	12 942	GALEN STREET	6	VC	117	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 842	12 837	WATER STREET	8	VC	30	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 843	12 837	WATER STREET	8	VC	37	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 849	12 953	CALIFORNIA STREET	6	VC	154	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 851	12 954	WATERLOO STREET	10	VC	82	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 854	12 953	WATERLOO STREET	10	VC	15	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 856	12 954	WATERLOO STREET	10	VC	149	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1148	12 13	UNION STREET	6	VC	305	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1150	12 1158	CAPITOL STREET	6	VC	308	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1154	12 1155	LAUREL STREET	6	VC	113	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1156	12 25	WILLIAM STREET	6	VC	228	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1156	12 2021	WILLIAM STREET	6	VC	307	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1459	12 1451	A CALIFORNIA STREET	10	VC	188	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1459	12 841	GALEN STREET	8	VC	245	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1502	12 1500	GALEN STREET	6	VC	38	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1501	12 409	GALEN STREET	6	VC	299	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1501	12 1500	A GALEN STREET	6	VC	88	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1504	12 1500	WATERLOO STREET	6	VC	144	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1518	12 1459	UNION STREET	8	VC	124	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1519	12 1511	UNION STREET	8	VC	187	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1705	12 507	WYOMING STREET	8	VC	333	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 2113	12 333	WATERLOO STREET	10	VC	253	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 2113	12 1410	WATERLOO STREET	6	VC	253	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 2022	12 1410	GALEN STREET	6	VC	87	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1702	12 15	BLUFF STREET	6	VC	216	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29
12 1702	12 816	BLUFF STREET	6	VC	247	0-17, 0-21, 0-25, 0-29, 0-33, 1-13, 1-17, 1-21, 1-25, 1-29, 2-13, 2-17, 2-21, 2-25, 2-29, 3-13, 3-17, 3-21, 3-25, 3-29

NOTE:
1. PIPE MATERIAL ASSUMED TO BE VC.
2. PIPE CONTAINS SECTIONS OF DUCTILE IRON OR CAST IRON PIPE. CONTRACTOR SHALL REMOVE TURBULANCE PRIOR TO INSTALLATION OF CURED-IN-PLACE MANHOLE TO MANHOLE LINER. REMOVAL OF TURBULANCE SHOULD BE CONSIDERED INCIDENTAL TO THE WORK AND SHALL NOT BE MEASURED SEPARATELY FOR PAYMENT.

LOCATE, RAISE TO GRADE AND REPLACE MANHOLE FRAME AND COVER		
SURAREA MH	STREET / LOCATION	MATERIAL
12 9	ALDRICH ROAD	BRICK
12 11	ALDRICH ROAD	BRICK
12 949	GALEN STREET	BRICK

INSTALL MANHOLE FRAME AND COVER		
SURAREA MH	STREET / LOCATION	MATERIAL
12 1148	CALIFORNIA STREET	BRICK
12 1148	UNION STREET	BRICK
12 2021	GALEN STREET	BRICK

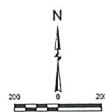
NOTE:
1. MANHOLE MATERIAL ASSUMED TO BE BRICK.

CUT PROTECTING SERVICE CONNECTIONS

SURAREA MH	TO SURAREA TO MH	STREET / LOCATION	PIPE DIA (IN)	MATERIAL	APPROXIMATE MH TO MANHOLE (FT)	APPROXIMATE STATION
12 12	12 12	UNION STREET	6	VC	206	0-19
12 819	12 23	NORTH PARK STREET	8	VC	184	0-19
12 824	12 822	BIGLOW TERRACE	6	VC	151	0-19
12 823	12 2022	BOYD STREET	6	VC	302	0-19
12 823	12 2022	BOYD STREET	6	VC	302	0-19
12 823	12 823	BOYD STREET	6	VC	279	0-19
12 1148	12 13	UNION STREET	6	VC	305	0-19
12 1148	12 1148	UNION STREET	6	VC	114	0-19
12 1705	12 507	WYOMING STREET	8	VC	333	0-19
12 2113	12 1410	WATERLOO STREET	6	VC	253	0-19

MANHOLE CEMENTITIOUS LINING				
SURAREA	MH	STREET / LOCATION	MATERIAL	APPROXIMATE MH DEPTH (FT)
12	8	ALDRICH ROAD	BRICK	6.1
12	10	ALDRICH ROAD	BRICK	6.1
12	11	ALDRICH ROAD	BRICK	10
12	12	UNION STREET	BRICK	6
12	13	UNION STREET	BRICK	5.8
12	15	BLUFF STREET	BRICK	5
12	16	POND STREET	BRICK	4.9
12	14	WYOMING STREET	BRICK	6.5
12	26	WILLIAMS STREET	BRICK	3.5
12	89	CALIFORNIA STREET	BRICK	4.7
12	408	WATERLOO STREET	BRICK	6.1
12	409	GALEN STREET	BRICK	4.4
12	410	GALEN STREET	BRICK	6.3
12	505	WATERLOO STREET	BRICK	8.2
12	507	WYOMING STREET	BRICK	11
12	508	WATERLOO STREET	BRICK	10.3
12	509	WATERLOO STREET	BRICK	9.2
12	510	WATERLOO STREET	BRICK	8.4
12	511	BLUFF STREET	BRICK	7.5
12	512	SOUTH PARK STREET	BRICK	6.5
12	513	BOYD STREET	BRICK	6.4
12	514	WATER STREET	BRICK	15.5
12	515	WATER STREET	BRICK	15.7
12	516	GALEN STREET	BRICK	6.5
12	517	GALEN STREET	BRICK	6.6
12	518	CAPITOL STREET	BRICK	12
12	519	WATER STREET	BRICK	10
12	520	WATER STREET	BRICK	10
12	521	GALEN STREET	BRICK	10.7
12	522	GALEN STREET	BRICK	10.7
12	523	CALIFORNIA STREET	BRICK	7
12	524	CALIFORNIA STREET	BRICK	4.8
12	525	CALIFORNIA STREET	BRICK	5.2
12	526	WATERLOO STREET	BRICK	10.3
12	527	WATERLOO STREET	BRICK	10.3
12	528	WATERLOO STREET	BRICK	10.3
12	529	WATERLOO STREET	BRICK	10.3
12	530	WATERLOO STREET	BRICK	10.3
12	531	WATERLOO STREET	BRICK	10.3
12	532	WATERLOO STREET	BRICK	10.3
12	533	WATERLOO STREET	BRICK	10.3
12	534	WATERLOO STREET	BRICK	10.3
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NOTES:
1. PIPE MATERIAL ASSUMED TO BE VC.



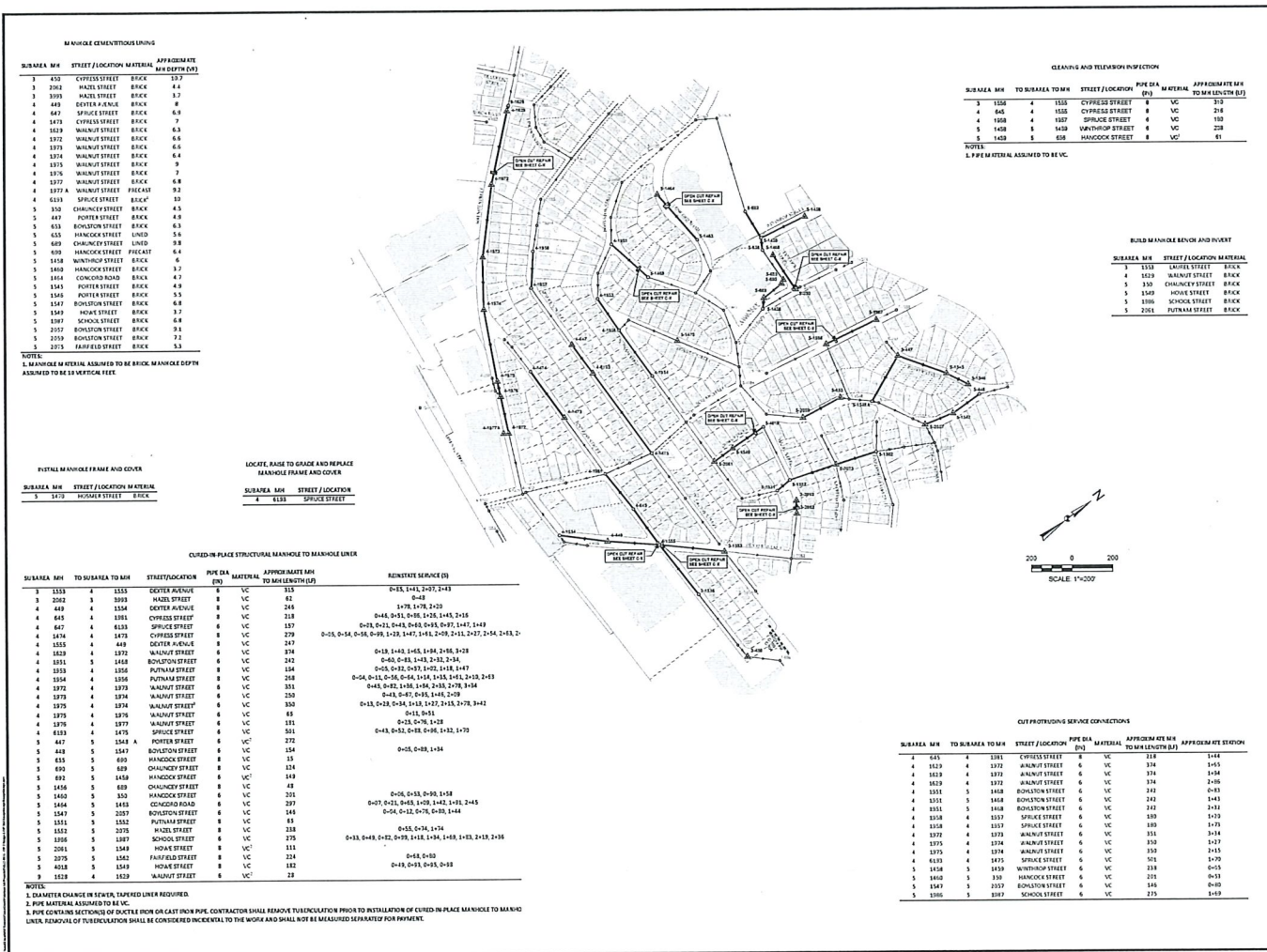
NOTES:
1. PIPE CONTAINS SECTION(S) OF DUCTILE IRON OR CAST IRON PIPE. CONTRACTOR SHALL REMOVE TUBERCULATION PRIOR TO INSTALLATION OF CURED-IN-PLACE MANHOLES TO MAINTAIN LINE. REMOVAL OF TUBERCULATION SHALL BE CONSIDERED INCIDENTAL TO THE WORK AND SHALL NOT BE MEASURED SEPARATELY FOR PAYMENT.

BUILD MANHOLE BENCH AND INVERT			
RUBAREA	MM	STREET / LOCATION	MATERIAL
13	44	CHURCH STREET	BRICK
13	545	CUBA STREET	BRICK
13	1306	CHESTNUT STREET	BLOCK

13	1837	SCHUMER STREET	BACK
16	1872	GREEN STREET	BACK

NOTES:

1. BARNHOLE MATERIAL ASSIGNED TO BE ROCK



Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

Thank you for placing your Legal Notice in The Boston Globe.

Your order information and a preview of your notice are displayed below for your review. If there are any changes or questions, please contact the Classified Department at 617-929-1314 or email legals@globe.com.

Any and all proposed edits, revisions, and/or other changes to the notice must be communicated to us in writing prior to the deadline specified in the Advertising Specs + Deadlines page located at <https://www.bostonglobemedia.com/specs-deadlines>.

Thank you,
Boston Globe Classified Sales

617-929-1314
Monday - Friday 9:30 am - 4:30 pm
legals@globe.com

Order Number	738109	Order Price	\$733.57
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	08/17/2024	Last Run Date	08/17/2024
Payment Type			

AD PREVIEW:

Legal Notice The City Council of Watertown hereby gives notice of a public hearing and vote to be held ONLINE and IN-PERSON (HYBRID) Tuesday, September 10, 2024 at 7:00 PM in the Richard Mastrangelo Chamber Administration Building, 149 Main Street, Watertown, MA or online at the following link: https://watertown-ma.zoom.us/j/92991321344 which may be found on the City of Watertown's website, on a proposed Loan Order as follows: ORDERED that the sum of \$1,500,000.00 is appropriated to pay costs of the design, construction and oversight of sewer system improvements, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), M.G.L. c.44, §8(14), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor. Interested parties are encouraged to participate in this HYBRID Public Hearing. A copy of the proposed Loan Order is available for inspection as the Administration Building, 149 Main Street, Watertown, MA 02472 in the City Clerk's Office Monday through Thursday 8:30 a.m. through 5:00 p.m., on Tuesday evening up to 7:00 p.m., and Friday 8:30 a.m. through 12:30 p.m., and on the City's website page: www.watertown-ma.gov.

The Boston Globe | Classified Advertising Proof | Printed on: Aug 16 2024

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	_X_	_____	_____
CAROLINE BAYS	_X_	_____	_____
LISA J. FELTNER	_X_	_____	_____
JOHN G. GANNON	_X_	_____	_____
NICOLE GARDNER	_X_	_____	_____
EMILY IZZO	_X_	_____	_____
ANTHONY PALOMBA	_X_	_____	_____
VINCENT J. PICCIRILLI JR.	_X_	_____	_____
MARK S. SIDERIS, COUNCIL PRESIDENT	_X_	_____	_____

Motion to approve the loan order for \$300,000 to pay costs of the replacement of approximately 60 lead goosenecks.



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

ORDER # 107

2024 - O - 107

ORDER TO APPROVE THE BORROWING OF FUNDS TO PAY COSTS OF THE REPLACEMENT OF APPROXIMATELY 60 LEAD GOOSENECKS

ORDERED: That the sum of \$300,000.00 is appropriated to pay costs of the replacement of approximately 60 lead goosenecks, including the replacement of the gooseneck, replacement of the service from the water main/connection to the service box and surface restoration, and including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program for Lead Service Line Replacement and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

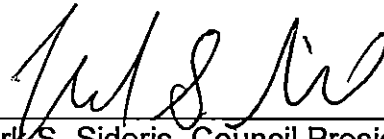
BE IT FURTHER ORDERED: That a copy of said Order be forwarded to the City Auditor and City Treasurer/Collector


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024



Brendan T. McCarthy, Council Clerk



Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large

Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: August 7, 2024

RE: Agenda Item – Proposed Loan Order

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works and Michael Albano, Director of Admin & Finance requesting that the necessary actions be taken to authorize the Treasurer to fund \$300,000 for the completion of lead gooseneck replacements, in accordance with the Fiscal Year 2025 Capital Improvement Plan approved by the Honorable City Council.

I respectfully request the attached proposed Loan Order be placed on the August 13, 2024 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Kris A. Moussette
(617) 378-4136
kmoussette@hinckleyallen.com

August 7, 2024

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – MWRA Lead Service Line Replacement Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds from the Massachusetts Water Resources Authority to pay costs of the replacement of lead goosenecks:

ORDERED: That the sum of \$300,000.00 is appropriated to pay costs of the replacement of approximately 60 lead goosenecks, including the replacement of the gooseneck, replacement of the service from the water main/connection to the service box and surface restoration, and including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program for Lead Service Line Replacement and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

Kris A. Moussette



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

Gregory M. St. Louis, PE
Superintendent of Public Works

(P) 617-972-6420
(F) 617-972-6402

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, PE – Superintendent of Public Works
Mr. Michael Albano, CPA – Director of Admin & Finance

DATE: July 3, 2024

RE: Public Works Dept. – MWRA Lead Loan Program

The City's Capital Improvement Program for the water and sewer enterprise funds identifies \$300,000 in funding for FY25 for replacement of lead goosenecks projects. This funding is to be applied for under the Massachusetts Water Resources Authority (MWRA) Local Water System Assistance Program for Lead Service Line Replacement: www.mwra.com/comsupport/llp/llpprogram.html.

There are approximately 9,250 water services on record in the City. Review of City records indicate that there are no water services comprised completely of lead pipe. However, prior to standardizing on copper pipe, water services were often laid using iron pipe. To create a connection to the water main, short, angled pieces of lead pipe, typically about 2-feet in length, were used. We refer to these as "goosenecks."

Of the 9,250 water services, approximately 475 services are presumed to have lead goosenecks based on age and pipe material. Each year, the City removes lead goosenecks as part of the annual road reconstruction projects, water system improvements, and incidental repairs due to service leaks. Additionally, projects are required to remove lead services associated with new and significant redevelopment.



Photo of lead gooseneck connected to iron pipe
(Source: Wikipedia)

Replacement of lead goosenecks is an eligible item under the Lead Service Line Replacement Program. Taking advantage of the MWRA program, which consists of a zero-interest loan payable over 10 years, would allow the City to accelerate lead gooseneck removals.

Therefore, the Department of Public Works requests that a \$300,000 loan order be prepared to complete lead gooseneck replacements, in accordance with the FY25 Capital Improvement Plans approved by the Honorable City Council. The MWRA grant application deadline does not directly align with

either the Fiscal or Calendar year, but the MWRA request would be processed at the next funding deadline.

The proposed project will include the replacement of approximately 60 lead goosenecks, including the replacement of the gooseneck, replacement of the service from the water main/connection to the service box and surface restoration. The exact number of replacements will depend on the bid prices received.

The work will be performed in various locations throughout the City. If approved for funding, we intend to go through the procurement process and construct this project this fiscal year.

Thank you in advance for your consideration.

MWRA LLP Funding Request 07/03/2024

3/4/2024 2:17 PM

2025 2029 Water Sewer CIP color sheets - FINAL 03.04.2024

	A	B	C	D	E	F	G	H	I	J	K	L	M
			TOTALS	FY 25		FY 26		FY 27		FY 28		FY 29	
1													
2		WATER/SEWER ENTERPRISE FUNDS											
3		SEWER											
4		Additional Equipment	875.0	175.0	SR	175.0	SR	175.0	SR	175.0	SR	175.0	SR
5		Replacement of Equipment	400.0	80.0	SR	80.0	SR	80.0	SR	80.0	SR	80.0	SR
6		Sewer/Drain System Maintenance	4,725.0	825.0	SR	900.0	SR	950.0	SR	1,000.0	SR	1,050.0	SR
7		Stormwater & Drainage On-going Improve	1,525.0	325.0	SR	300.0	SR	300.0	SR	300.0	SR	300.0	SR
8	5	MWRA I & I LOAN (25%)	1,650.0	330.0	MWRAB	330.0	MWRAB	330.0	MWRAB	330.0	MWRAB	330.0	MWRAB
9		MWRA I & I GRANT (75%)	4,950.0	990.0	MWRAG	990.0	MWRAG	990.0	MWRAG	990.0	MWRAG	990.0	MWRAG
10	10	MWRA I & I ONE TIME LOAN (100%)	1,290.0			1,290.0	MWRAB						
11	10	Sewer System Improvements	3,750.0	750.0	SEB	750.0	SEB	750.0	SEB	750.0	SEB	750.0	SEB
12		Sewer/Drain System Projects	5,000.0			1,250.0	TBD	1,250.0	TBD	1,250.0	TBD	1,250.0	TBD
13	10	35 GVW Service Truck	170.0	170.0	SEB							350.0	SEB
14	10	Street Sweeper	350.0										
17	10	Wheeled Mini - Excavator	180.0					180.0	SEB				
18	10	Crew Truck	180.0							180.0	SEB		
19	10	Service Response Truck	190.0			190.0	SEB						
20		Siphon Rehabilitation: Design & Construction	430.0					80.0	SEB	350.0	SEB		
21	10	6" Sewer Pump/ Trailer	150.0	150.0	SEB								
22		SEWER SUBTOTAL	25,815.0	3,795.0		6,255.0		5,085.0		5,405.0		5,275.0	
23													
24		WATER											
25		Water System Maintenance	1,750.0	250.0	WR	300.0	WR	350.0	WR	400.0	WR	450.0	WR
26	5	Replacement of Equipment	180.0	36.0	WR	36.0	WR	36.0	WR	36.0	WR	36.0	WR
27	10	MWRA LWSAP (100% loan)	2,500.0	500.0	MWRAB	500.0	MWRAB	500.0	MWRAB	500.0	MWRAB	500.0	MWRAB
28	10	MWRA LLP (100% loan)	1,500.0	300.0	MWRAL	300.0	MWRAL	300.0	MWRAL	300.0	MWRAL	300.0	MWRAL
29		Water System Projects	5,000.0			1,250.0	TBD	1,250.0	TBD	1,250.0	TBD	1,250.0	TBD
30		Trench Safety Box Truck	180.0			180.0	WEB						
31	5	Utility Truck	80.0	80.0	WEB								
32	10	Gate Valve/Mini Vac Truck	215.0									215.0	WEB
33	10	Backhoe	140.0									140.0	WEB
34	10	Water Vactor	630.0					630.0	WEB				
35		WATER SUBTOTAL	12,175.0	1,166.0		2,566.0		3,066.0		2,486.0		2,891.0	
36													
37		TOTAL WATER & SEWER	37,990.0	4,961.0		8,821.0		8,151.0		7,891.0		8,166.0	
38													
39		STORMWATER											
40		Phase 2 MS4 Permit Management Plan	250.0	50.0	TBD	50.0	TBD	50.0	TBD	50.0	TBD	50.0	TBD
41		Phase 2 MS4 Construction/Improvements	35,400.0	100.0	TBD	100.0	TBD	100.0	TBD	35,000.0	TBD	100.0	TBD
42		Phase 2 MS4 Phosphorous Control Plan	500.0	100.0	TBD	100.0	TBD	100.0	TBD	100.0	TBD	100.0	TBD
43		STORMWATER SUBTOTAL	36,150.0	250.0		250.0		250.0		35,150.0		250.0	
44													
45		TOT. WATER, SEWER & STORMWATER	74,140.0	5,211.0		9,071.0		8,401.0		43,041.0		8,416.0	

Page 225

Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

Thank you for placing your Legal Notice in The Boston Globe.

Your order information and a preview of your notice are displayed below for your review. If there are any changes or questions, please contact the Classified Department at 617-929-1314 or email legals@globe.com.

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Thank you,
Boston Globe Classified Sales

617-929-1314
Monday - Friday 9:30 am - 4:30 pm
legals@globe.com

Order Number	738106	Order Price	\$1,137.18
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	08/17/2024	Last Run Date	08/17/2024
Payment Type			

AD PREVIEW:

Legal Notice The City Council of Watertown hereby gives notice of a public hearing and vote to be held ONLINE and IN-PERSON (HYBRID) Tuesday, September 10, 2024 at 7:00 PM in the Richard Mastrangelo Chamber Administration Building, 149 Main Street, Watertown, MA or online at the following link: https://watertown-ma.zoom.us/j/92991321344 which may be found on the City of Watertown's website, on a proposed Loan Order as follows: ORDERED that the sum of \$300,000.00 is appropriated to pay costs of the replacement of approximately 60 lead goosenecks, including the replacement of the gooseneck, replacement of the service from the water main/connection to the service box and surface restoration, and including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program for Lead Service Line Replacement and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received. Interested parties are encouraged to participate in this HYBRID Public Hearing. A copy of the proposed Loan Order is available for inspection at the Administration Building, 149 Main Street, Watertown, MA 02472 in the City Clerk's Office Monday through Thursday 8:30 a.m. through 5:00 p.m., on Tuesday evening up to 7:00 p.m., and Friday 8:30 a.m. through 12:30 p.m., and on the City's website page: www.watertown-ma.gov.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the loan order for \$300,000 to pay costs of installation of underground ducts for utilities



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

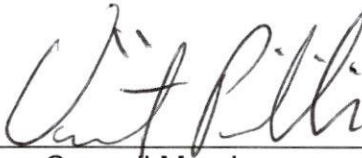
ORDER # 108

2024 – O - 108

ORDER TO APPROVE THE BORROWING OF FUNDS TO PAY COSTS OF THE INSTALLATION OF UNDERGROUND DUCTS FOR UTILITIES

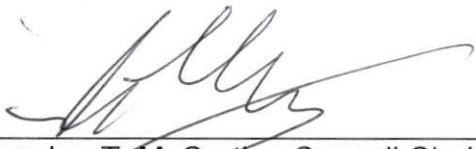
ORDERED: That the sum of \$300,000.00 is appropriated to pay costs of the installation of underground ducts for utilities, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

BE IT FURTHER ORDERED: That a copy of said Order be forwarded to the City Auditor and City Treasurer/Collector



Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024



Brendan T. McCarthy, Council Clerk

Mark S. Sideris, Council President

ELECTED OFFICIALS

**Mark S. Sideris,
Council President**

**Caroline Bays,
Councilor At Large**

**Nicole Gardner,
District A Councilor**

**Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor**

**John G. Gannon,
Councilor At Large**

**Lisa J. Feltner,
District B Councilor**

**John M. Airasian,
Councilor At Large**

**Anthony Palomba,
Councilor At Large**

**Emily Izzo,
District D Councilor**



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: George J. Proakis, City Manager
Date: August 7, 2024
RE: Agenda Item – Proposed Loan Order

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works and Michael Albano, Director of Admin & Finance requesting that the necessary actions be taken to authorize the Treasurer to fund \$300,000 for the installation of underground ducts for utilities. This request corresponds with City Council Conceptual Recommendation Item #32 for Fiscal Year 2024 as denoted in the Fiscal Year 2025-2029 budget.

I respectfully request the attached proposed Loan Order be placed on the August 13, 2024 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Kris A. Moussette
(617) 378-4194
kmoussette@hinckleyallen.com

August 8, 2024

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Underground Utility Ducts Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the installation of underground ducts for utilities:

ORDERED: That the sum of \$300,000.00 is appropriated to pay costs of the installation of underground ducts for utilities, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

Kris A. Moussette



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET

Gregory M. St. Louis, PE
Superintendent

(P) 617-972-6420
(F) 617-972-6402

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, PE – Superintendent of Public Works
Mr. Michael Albano, CPA – Director of Admin & Finance

DATE: July 3, 2024

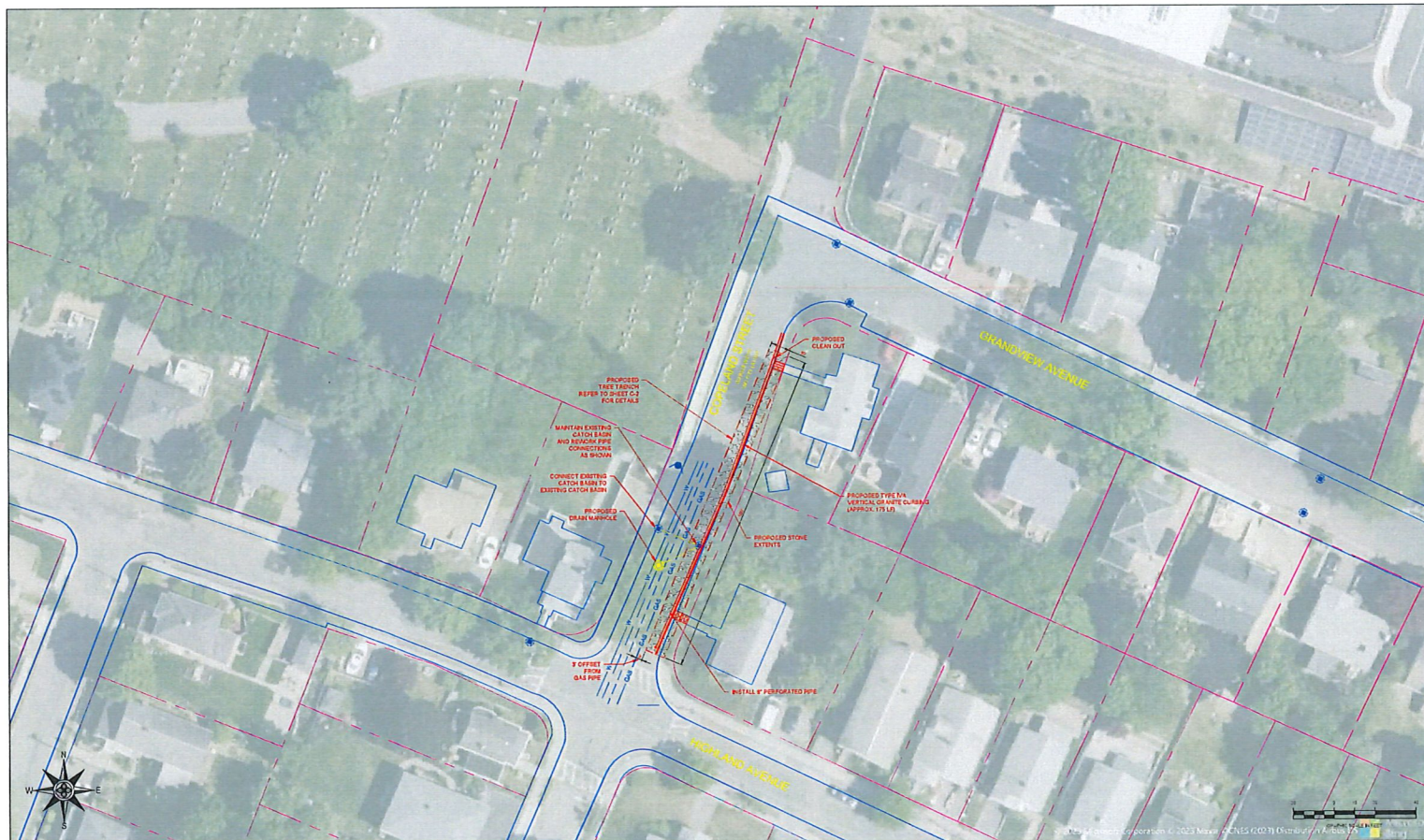
RE: Public Works Dept. – Utilities Underground Ducts Funding Requests

The Department of Public Works (“DPW”) respectfully requests that the necessary actions be taken to authorize the Treasurer to fund \$300,000 for the installation of underground ducts for utilities. This request corresponds with City Council Conceptual Recommendation Item #32 for FY24 as denoted in the Fiscal Year 2025-2029 budget.

DPW uses underground utility ducts to bury traffic signal wiring and drainage pipes. Placing utilities underground helps DPW achieve greater continuity of service by protecting vital components of the City’s infrastructure.

All goods and services related to these projects will be procured consistent with Massachusetts law.

Thank you in advance for your consideration.



PROJECT: COPELAND STREET SIS WATERTOWN, MA	PREPARED BY:  Watertown Public Works Department of Proud to serve our community.	ENGINEERING DIVISION 124 ORCHARD STREET WATERTOWN, MA 02472 PHONE: (617) 972-6420	SCALE: AS NOTED	DATE: 11/20/2023	NO. DATE: REVISION: NO. DATE: REVISION: NO. DATE: REVISION: NO. DATE: REVISION:	DRAWING TITLE: COPELAND STREET SUBSURFACE INFILTRATION SYSTEM	SHEET NO. C-2
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Boston Globe Media

Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

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Thank you,
Boston Globe Classified Sales

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Order Number	738108	Order Price	\$708.35
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	08/17/2024	Last Run Date	08/17/2024
Payment Type			

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--

The Boston Globe | Classified Advertising Proof | Printed on: Aug 16 2024

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the loan order for \$1,000,000 to pay costs of the replacement of outdated unlined cast iron water mains and associated system improvements.



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

ORDER # 109

2024 - O - 109

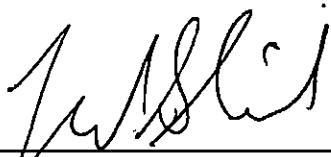
**ORDER TO APPROVE THE BORROWING OF FUNDS
FROM THE MWRA AND TO APPROPRIATE FUNDS
TO PAY COSTS OF THE REPLACEMENT OF
OUTDATED AND UNLINED CAST IRON WATER
MAINS**

ORDERED: That the sum of \$1,000,000.00 is appropriated to pay costs of the replacement of outdated unlined cast iron water mains and associated system improvements, including the replacement of approximately 2,000 LF of 6-8 inch unlined cast iron on Bigelow Street, the replacement of 2 inch mains in the vicinity of Adams Street, Oliver Road and Sweats Court, and the identification and replacement of water service connections constructed of lead service materials, and further including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

BE IT FURTHER ORDERED: That a copy of said Order be forwarded to the City Auditor and City Treasurer/Collector


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024


Brendan T. McCarthy, Council Clerk
Mark S. Sideris, Council President

ELECTED OFFICIALS

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Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: August 7, 2024

RE: Agenda Item – Proposed Loan Order

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works and Michael Albano, Director of Admin & Finance requesting that the necessary actions be taken to authorize the Treasurer to fund \$1,000,000 for the completion of water system improvements to the City's water infrastructure, in accordance with the City Council's Conceptual Recommendations Item #49 of \$500,000 from Fiscal Year 2024 and Line 27 of the Fiscal Year 2025-2029 for \$500,000 from the Water and Sewer Enterprise Fund Capital Improvement Program Budget.

I respectfully request the attached proposed Loan Order be placed on the August 13, 2024 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Kris A. Moussette
(617) 378-4194
kmoussette@hinckleyallen.com

August 8, 2024

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – MWRA Water Main Replacement Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds from the Massachusetts Water Resources Authority to pay costs of the replacement of outdated unlined cast iron water mains and associated system improvements:

ORDERED: That the sum of \$1,000,000.00 is appropriated to pay costs of the replacement of outdated unlined cast iron water mains and associated system improvements, including the replacement of approximately 2,000 LF of 6-8 inch unlined cast iron on Bigelow Street, the replacement of 2 inch mains in the vicinity of Adams Street, Oliver Road and Sweats Court, and the identification and replacement of water service connections constructed of lead service materials, and further including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested proceedings.

Sincerely,

A handwritten signature in blue ink, reading "Kris G. Moussette". The signature is written in a cursive style with a long horizontal stroke at the end.

Kris A. Moussette



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

Gregory M. St. Louis, PE
Superintendent of Public Works

(P) 617-972-6420
(F) 617-972-6402

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, PE - Superintendent of Public Works
Mr. Michael Albano, CPA - Director of Admin & Finance

DATE: July 3, 2024

RE: Public Works Dept. – MWRA Local Water System Assistance Program

The City's Capital Improvement Program for the water enterprise fund identifies \$1,000,000 for the replacement of outdated unlined cast iron water mains and associated system improvements. The Department of Public Works is in the process of completing an application for participation in the Massachusetts Water resource Authority Local Water System Assistance Program (LWSAP). This MWRA funding program provides a 0% interest free loan payable over 10 years for eligible water system improvements including:

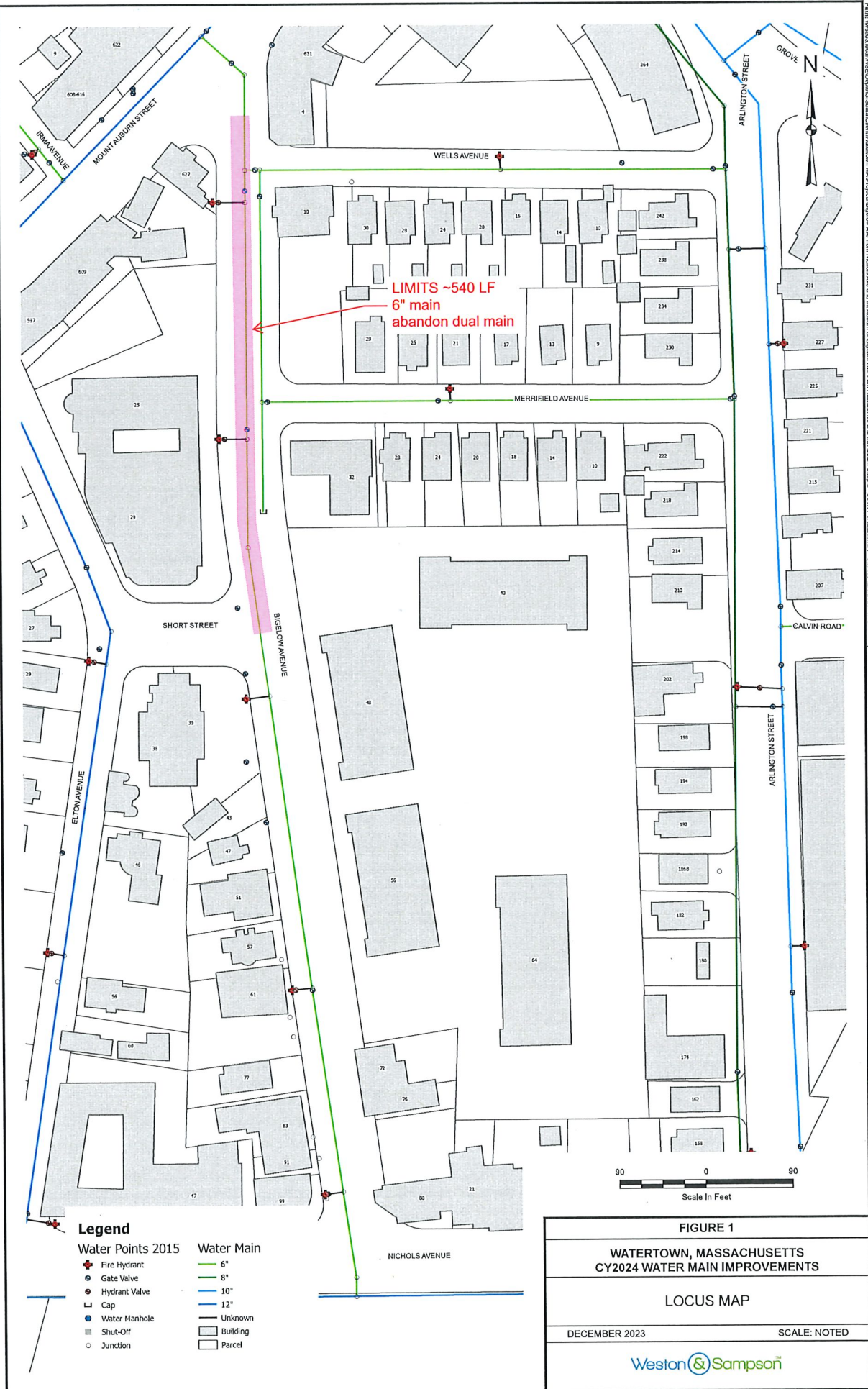
- Replacement or abandonment of unlined water mains;
- Slip-lining of unlined water mains;
- Water main cleaning and lining of unlined water mains;
- Replacement or abandonment of asbestos cement pipe or other water pipeline work performed for water quality purposes;
- Identification and replacement of water service connections constructed of lead or other services in poor condition;
- Looping of dead-end water mains;
- Water valve and hydrant installation or replacement;
- Water storage tank installation, rehabilitation, or replacement and;
- Engineering planning, design and construction services associated with the above items.

The Department requests that a \$1,000,000 in funding to complete water system improvements to the City's water infrastructure, in accordance with the City Council's Conceptual Recommendations Item #49 of \$500,000 from FY24 and Line 27 of the Fiscal Year 2025-29 for \$500,000 from the Water and Sewer Enterprise Fund Capital Improvement Program Budget.

The proposed project will include the replacement of approximately 2,000 LF of 6-8 inch unlined cast iron on Bigelow street, as well as the replacement of 2" mains in the vicinity of Adams Street, Oliver Road, and Sweats Court. This project would also include the identification and replacement of water service connections constructed of lead service materials within the limit of work.

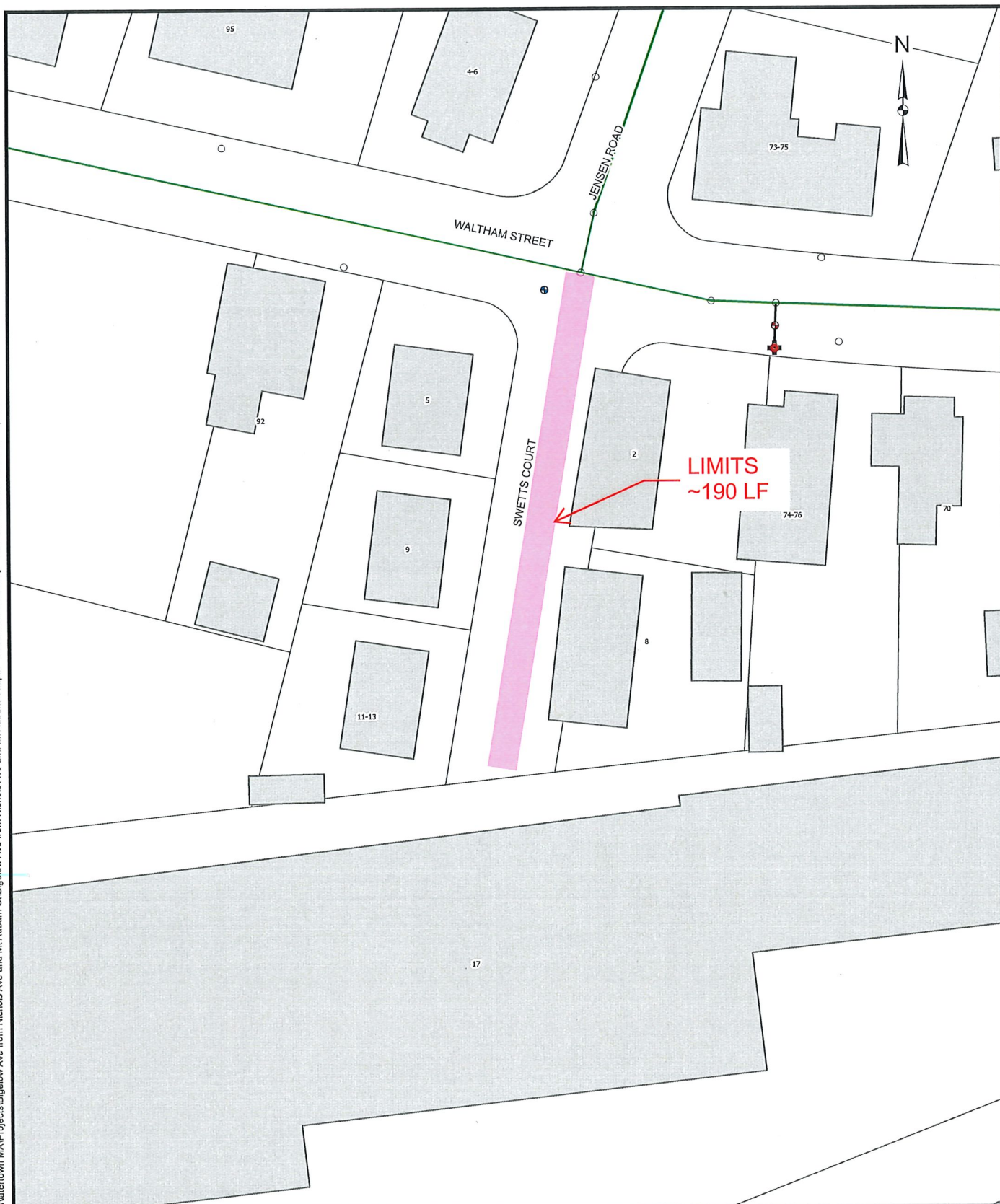
If approved, this work is proposed to follow the Cottage Street Project.

Thank you in advance for your consideration.



Path: I:\WP03\Drawings\CD\Watermain MAP\Project\Bigelow Ave from Nichols Ave and Mt Auburn St.dwg User: Peter Zochary Saved: 12/26/2023 3:42 PM Printed: 12/26/2023 3:42 PM

Path: \\wse03.local\WSE\Depis\GIS\data\client\Watertown MA\Projects\Bigelow Ave from Nichols Ave and Mt Auburn St\Bigelow Ave from Nichols Ave and Mt Auburn St.aprx User: Perez,Zachary Saved: 12/5/2023 3:42 PM Opened: 12/5/2023 3:48 PM



Water Points 2015

- Fire Hydrant
- Gate Valve
- Hydrant Valve
- Cap
- Water Manhole
- Shut-Off

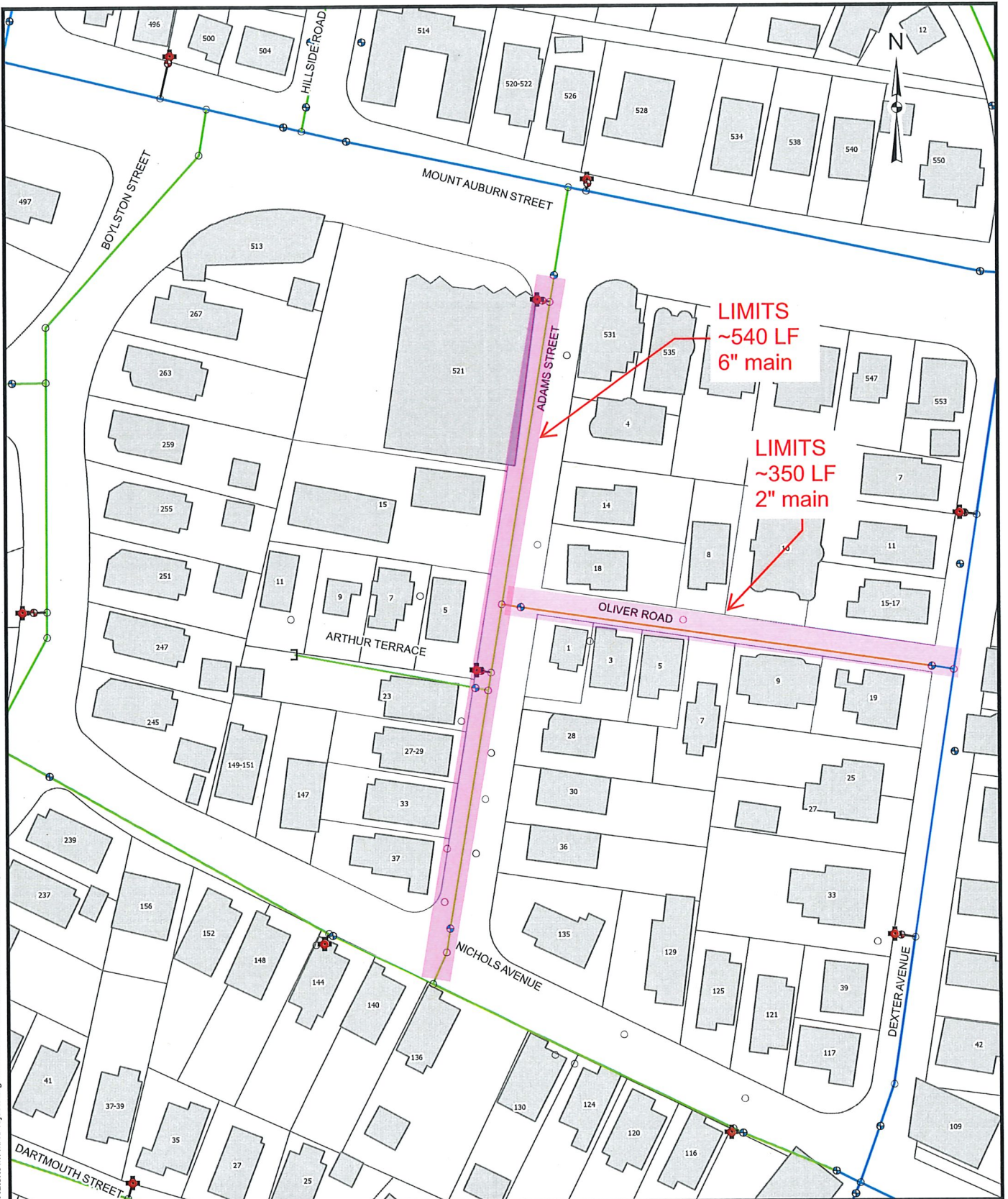
- Junction
- Water Main
- 8"
- Unknown
- Building
- Parcel

FIGURE 2 WATERTOWN, MASSACHUSETTS CY2024 WATER MAIN IMPROVEMENTS

LOCUS MAP



Path: \\wse03.local\WSE\Depis\GIS\Water\WATertown MA\Projects\Bigelow Ave from Nichols Ave and Mt Auburn St\Bigelow Ave from Nichols Ave and Mt Auburn St.aprx User: Perez.Zachary Saved: 12/5/2023 3:42 PM Opened: 12/5/2023 3:48 PM



Water Points 2015

- Fire Hydrant
- Gate Valve
- Hydrant Valve
- Cap
- Water Manhole
- Shut-Off
- Junction

Water Main

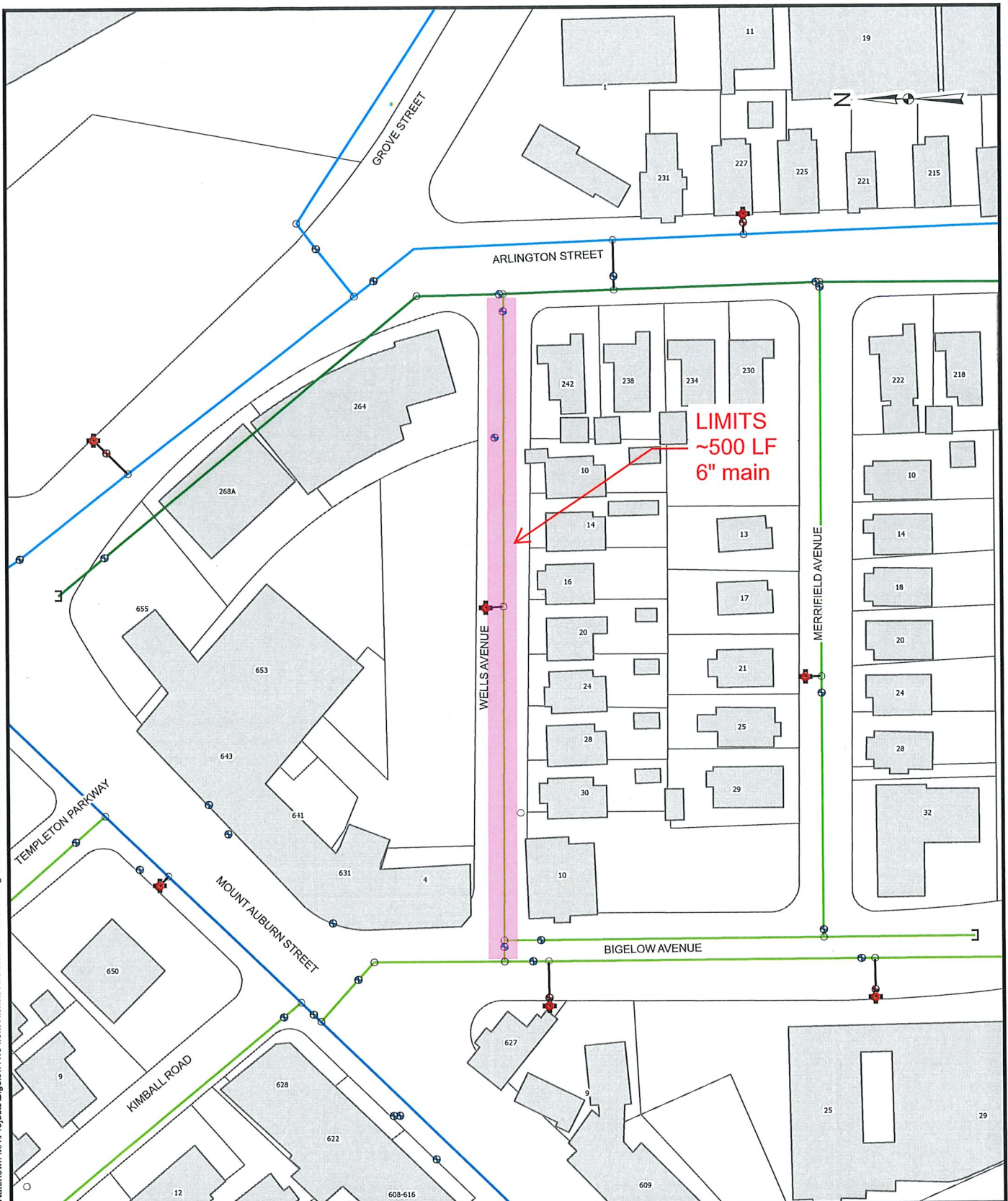
- < 6"
- 6"
- 10"
- 12"
- Unknown
- Building
- Parcel

FIGURE 3 WATERTOWN, MASSACHUSETTS CY2024 WATER MAIN IMPROVEMENTS

LOCUS MAP



Path: \\wse03.local\WSE\Depis\GIS\State\Client\Watertown MA\Projects\Bigelow Ave from Nichols Ave and Mt Auburn St\Bigelow Ave from Nichols Ave and Mt Auburn St.aprx User: Perez.Zachary Saved: 12/5/2023 3:42 PM Opened: 12/5/2023 3:48 PM



Water Points 2015

- Fire Hydrant
- Gate Valve
- Hydrant Valve
- Cap
- Water Manhole
- Shut-Off
- Junction

Water Main

- 6"
- 8"
- 10"
- 12"
- Unknown
- Building
- Parcel

FIGURE 4 WATERTOWN, MASSACHUSETTS CY2024 WATER MAIN IMPROVEMENTS

LOCUS MAP



Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

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Thank you,
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Order Number	738107	Order Price	\$1,212.89
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	08/17/2024	Last Run Date	08/17/2024
Payment Type			

AD PREVIEW:

Legal Notice The City Council of Watertown hereby gives notice of a public hearing and vote to be held ONLINE and IN-PERSON (HYBRID) Tuesday, September 10, 2024 at 7:00 PM in the Richard Mastrangelo Chamber Administration Building, 149 Main Street, Watertown, MA or online at the following link: https://watertown-ma.zoom.us/j/92991321344 which may be found on the City of Watertown's website, on a proposed Loan Order as follows: ORDERED that the sum of \$1,000,000.00 is appropriated to pay costs of the replacement of outdated unlined cast iron water mains and associated system improvements, including the replacement of approximately 2,000 LF of 6-8 inch unlined cast iron on Bigelow Street; the replacement of 2 inch mains in the vicinity of Adams Street, Oliver Road and Sweets Court, and the identification and replacement of water service connections constructed of lead service materials, and further including the payment of all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §(8)(5), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the "Authority") pursuant to the Authority's Local Water System Assistance Program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received. Interested parties are encouraged to participate in this HYBRID Public Hearing. A copy of the proposed Loan Order is available for inspection as the Administration Building, 149 Main Street, Watertown, MA 02472 in the City Clerk's Office Monday through Thursday 8:30 a.m. through 5:00 p.m., on Tuesday evening up to 7:00 p.m., and Friday 8:30 a.m. through 12:30 p.m., and on the City's website page: www.watertown-ma.gov.
--

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the acceptance of gift of tangible personal property from Frank Pepe's Pizzeria and Starbucks



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

RESOLUTION # 110

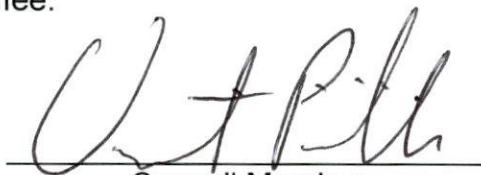
2024 - R- 110

RESOLUTION APPROVING THE ACCEPTANCE OF GIFTS OF TANGIBLE PERSONAL PROPERTY FROM FRANK PEPE'S AND STARBUCKS

WHEREAS: From time to time, this community is the beneficiary of a gift donated towards improving the quality and spirit of its inhabitants' lives; and

WHEREAS: A generous donation of pizzas and beverages were received from Frank Pepe's Neapolitan Pizzeria and Starbucks Coffee that were served during a recent "Watertown Chats" community event at the Arsenal Yards.

NOW THEREFORE BE IT RESOLVED: That the City Council of Watertown hereby accepts, pursuant to Massachusetts General Laws Chapter 44, Section 53 A1/2, accepts gifts of tangible personal property generously donated by Frank Pepe's Neapolitan Pizzeria and Starbucks Coffee.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor
John G. Gannon,
Councilor At Large
Lisa J. Feltner
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: August 27, 2024

RE: Agenda Item – Approval of Gift Tangible Personal Property

I am pleased to inform you that we received a generous donation of pizzas from Frank Pepe's Neapolitan Pizzeria and beverages from Starbucks Coffee that were served during a recent "Watertown Chats" community event at the Arsenal Yards.

Pursuant to Massachusetts General Laws Chapter 44, Section 53A1/2, municipalities are authorized to accept gifts of tangible personal property with the approval of the City Council.

I respectfully request the attached Resolution accepting this gift of tangible personal property be placed on the September 10, 2024, City Council Agenda.

Thank you for your action on this matter.



CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov

To: George Proakis, City Manager

From: Tyler Cote, Community Engagement Specialist

Date: August 26, 2024

RE: Donation acceptance request – Food and drinks for Watertown Chats

Mr. Proakis,

As part of a series of engagement efforts, Watertown Chats offers an opportunity for community members to connect directly with myself to ask questions, share concerns, and give ideas about the City of Watertown. After coordinating discussions with Wilder Co., the management team at Arsenal Yards, they granted me the space to host a Watertown Chats in their common space, and they also offered to help facilitate with the businesses in the area to potentially donate food and drinks for the event.

These generous donations of food and beverages came from Frank Pepe's Neapolitan Pizzeria and Starbucks Coffee, delivered on August 20, 2024. I express my sincere appreciation and gratitude to these Watertown businesses for their kind donations to support a community-building opportunity like Watertown Chats. It was a meaningful addition to the event and the residents thoroughly enjoyed the lemonade, coffee, and pizzas contributed by the businesses.

In total, Frank Pepe's Neapolitan Pizzeria were kind enough to donate 12 pizzas to the event, along with accompanying plates and utensils for everyone to enjoy. Starbucks Coffee donated iced coffee and lemonade with cups and lids to use.

I respectfully request your assistance in presenting this information to the Honorable City Council for its review and action. Please contact me with any questions. Thank you.

Tyler Cote
City of Watertown, Massachusetts
Community Engagement Specialist
tcote@watertown-ma.gov

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Resolution #

R – 2024 -

Resolution approving the Acceptance and Expenditure of Gifts of Funds

WHEREAS: From time to time, this community is the beneficiary of a gift donated towards improving the quality and spirit of its inhabitants lives; and

WHEREAS: A generous donation of pizzas and beverages were received from Frank Pepe's Neapolitan Pizzeria and Starbucks Coffee that were served during a recent "Watertown Chats" community event at the Arsenal Yards.

NOW THEREFORE BE IT RESOLVED: That the City Council of the City known as the City of Watertown, hereby accepts, pursuant to Massachusetts General Laws Chapter 44, Section 53A1/2, accepts gifts of tangible personal property generously donated by Frank Pepe's Neapolitan Pizzeria and Starbucks Coffee.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of ___ for, ___ against and ___ present on September 10, 2024.

Brendan McCarthy, Council Clerk

Mark S. Sideris, Council President

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the acceptance of gift of tangible personal property of a 19-dock
Bluebike Station donated by Blue Cross Blue Shield and Lyft



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION # III

2024 - R- II

RESOLUTION APPROVING THE ACCEPTANCE OF GIFT OF TANGIBLE PERSONAL PROPERTY OF A BLUEBIKE STATION

WHEREAS: from time to time, this community is the beneficiary of a gift donated towards improving the quality and spirit of its inhabitants' lives; and

WHEREAS: Massachusetts General Law, Chapter 44 Section 53A1/2 authorizes municipalities to accept gifts of tangible personal property; and

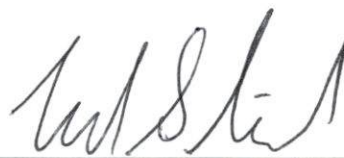
WHEREAS: Watertown has been selected to receive a 19-dock Bluebike Station, generously donated by Blue Cross Blue Shield and Lyft, the system's operator;

NOW THEREFORE BE IT RESOLVED: that the City Council of Watertown, hereby accepts pursuant to Massachusetts General Laws Chapter 44, Section 53 A1/2, a 19 dock Bluebike Station.


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024.


Brendan T. McCarthy, Council Clerk


Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor
John G. Gannon,
Councilor At Large
Lisa J. Feltner
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large
Emily Izzo,
District D Councilor



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: September 4, 2024

RE: Agenda Item – Acceptance of Gift of Tangible Personal Property

I am delighted to share the enclosed correspondence from Steven Magoon, Assistant City Manager for Community Development & Planning, and Zeke Mermell, Senior Transportation Planner indicating Watertown has been selected to receive a 19-dock Bluebike Station, generously donated by Blue Cross Blue Shield and Lyft, the system's operator.

Pursuant to Massachusetts General Laws Chapter 44, Section 53A1/2, municipalities are authorized to accept gifts of tangible personal property with the approval of the City Council.

I respectfully request the attached Resolution accepting this gift of tangible personal property be placed on the September 10, 2024 City Council Agenda.

Thank you for your consideration in this matter.

Resolution #

R – 2024 -

Resolution approving the Acceptance of a Gift of Tangible Personal Property

WHEREAS: from time to time, this community is the beneficiary of a gift donated towards improving the quality and spirit of its inhabitants' lives; and

WHEREAS: Massachusetts General Law, Chapter 44 Section 53A1/2 authorizes municipalities to accept gifts of tangible personal property; and

WHEREAS: Watertown has been selected to receive a 19-dock Bluebike Station, generously donated by Blue Cross Blue Shield and Lyft, the system's operator;

NOW THEREFORE BE IT RESOLVED: that the City Council of the City known as the City of Watertown, hereby accepts pursuant to Massachusetts General Laws Chapter 44, Section 53A1/2, a 19 dock Bluebike Station.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of ____ for, ____ against and ____ present on September 10, 2024.

Brendan McCarthy, Council Clerk

Mark Sideris, Council President

Hand, JoAnna

From: Magoon, Steve
Sent: Tuesday, September 3, 2024 4:05 PM
To: Hand, JoAnna; McCarthy, Brendan
Cc: Proakis, George; Sideris, Mark; Mermell, Zeke; Schreiber, Gideon
Subject: Acceptance of Gift: New Bluebikes Station

Please see the message below. Watertown was the fortunate recipient of a 19 dock Bluebike Station donated to the City by Blue Cross Blue Shield and Lyft, the operator of the system. They had an extra station, and created an opportunity for communities to request receiving the station, and Watertown was selected. The new station has been installed in front of the Parker Building, next to Casey Park.

Therefore, I would respectfully request that the Honorable City Council approve the acceptance of the gift of a 19 dock Bluebike Station.

From: Mermell, Zeke <zmermell@watertown-ma.gov>
Sent: Thursday, August 15, 2024 1:39 PM
To: Magoon, Steve <smagoon@watertown-ma.gov>
Subject: New Bluebikes Station

Hi Steve,

Watertown was selected to receive a 19-dock Bluebikes station, through a competitive process in which municipalities of the Bluebikes system applied to. Capital & installation costs were waived, as the station's equipment came from Blue Cross Blue Shield (Bluebikes' title sponsor) with free station deployment by Lyft (Bluebikes' contracted operator). The station would be placed near the corner of Watertown Street and 5th Avenue, along an improved publicly-accessible path along the front area of the Parker Annex parcel.

This would be our 2nd new station this year, and the largest station ever installed in Watertown, as we continue investing in our sustainable & active transportation network. We anticipate upcoming operations costs for this station to be paid for by grants such as [the recent MassDOT Shared Streets & Spaces grant](#) that Watertown was awarded.

Thank you,
Zeke

H. Zeke Mermell, AICP, LEED AP

Senior Transportation Planner
Community Development & Planning
City of Watertown, 149 Main Street, Watertown, MA 02472
(617) 972-6417 ext 15125

When responding, please be aware that the Massachusetts Secretary of State has determined that most email is public record and therefore cannot be kept confidential.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve and authorize the City Manager to sign the MOA agreement with the town of Arlington



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: September 4, 2024

RE: Agenda Item – Consider Approval of Memorandum of Agreement (MOA) with the Town of Arlington and City of Newton for Community Connections Grant

Please find attached correspondence from Steven Magoon, Assistant City Manager for Community Development & Planning, and Zeke Mermell, Senior Transportation Planner. This correspondence indicates that the City of Watertown, in collaboration with the Town of Arlington and the City of Newton, has been awarded a joint Community Connections grant by the Massachusetts Department of Transportation (MassDOT).

The attached Memorandum of Agreement (MOA) outlines the proposed partnership among Arlington, Newton, and Watertown to expand the BlueBikes system, thereby enhancing connectivity within their respective communities.

I respectfully request that this matter be placed on the City Council agenda for September 10, 2024, for favorable consideration.



CITY OF WATERTOWN
Community Development and Planning
PLANNING OFFICE

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6417
Fax: 617-972-6484
www.watertown-ma.gov

To: George J. Proakis, City Manager

From: Steve Magoon, Assistant City Manager for Community Development and Planning; Zeke Mermell, Senior Transportation Planner

Date: September 3, 2024

Re: Arlington/Watertown MOA regarding Awarded Community Connections Grant

The City of Watertown was awarded a joint Community Connections grant with the City of Newton and Town of Arlington from Massachusetts Department of Transportation (MassDOT). **This is a request for Watertown City Council to approve this Memorandum of Agreement for a \$90,667 joint Community Connections grant.**

This grant is one of many ways that we are planning for bikeshare (Bluebikes) expansion, in line with our Comprehensive Plan and Climate & Energy Plan goals/initiatives. We also get frequent inquiries and input from residents highlighting a large demand for Bluebikes.

As part of this grant, we anticipate one to three new bikeshare stations (including components such as kiosks and bicycles) in Watertown. Locating and siting will be planned by Zeke Mermell and others in DCDP using public input. The Grant will fund \$90,667, with a 20% local match to be provided by the City of Watertown of \$22,667. Implementation (i.e. invoicing from the operator for the new station[s]) must be completed by December 2025.

Please note attached MOA. Arlington is the lead recipient, meaning that all funds get disbursed to Arlington, which then disburses to Watertown and Newton individually. Per Watertown legal counsel (KP Law), *"Please be mindful that this agreement, as governed by G.L. c. 40, sec. 4A, must be approved by the Arlington Select Board, and the [Watertown] City Council and City Manager."*

Also attached for your reference is the contract award document from MassDOT which includes detail on environmental benefits plus the grant scope written by Watertown, Newton and Arlington. Please feel free to contact me for any additional information. Thank you for supporting active transportation within our City.

**MEMORANDUM OF AGREEMENT
BY AND BETWEEN
THE TOWN OF ARLINGTON
and
THE CITY OF WATERTOWN**

This memorandum of agreement (this “MOA” or “Agreement”) is made as of _____, 2024 (the “Effective Date”) in accordance with M.G.L. c. 40, sec. 4A, by and between the TOWN OF ARLINGTON (the “Recipient”), and the CITY OF WATERTOWN (the “Sub-recipient”) (collectively, the “Parties”).

RECITALS

WHEREAS, the Commonwealth of Massachusetts, by and through its Department of Transportation has awarded to the Town of Arlington and the cities of Newton and Watertown a grant to purchase, install and operate up to 8-9 Blue Bikes share stations; and

WHEREAS, the Recipient shall be serving as the lead contracting agency of said grant; and

WHEREAS, the Parties agree to work together to administer the grant funds for the purpose for which it was awarded and to cooperate accordingly; and

WHEREAS, the Parties have agreed that the Recipient shall reimburse the Sub-recipient for costs incurred in accordance with expenditures under the grant; and

WHEREAS, this Agreement has been approved in accordance with the provisions of G.L. c. 40, sec. 4A, by vote of the Town of Arlington Select Board, and by vote of the Watertown City Council with the approval of the City Manager.

NOW THEREFORE, The Parties agree as follows:

1. **Purpose**. This Agreement shall be effectuated pursuant to the following:
 - a. The Commonwealth of Massachusetts, by and through its Department of Transportation (“MassDOT”) has awarded to the Town of Arlington and the cities of Newton and Watertown (the “Municipalities”) a grant to purchase, install and operate 8-9 Blue Bikes share stations (the “Grant”).
 - b. The Parties agree that the Recipient shall serve as the lead contracting agency for purposes of administering Grant funds (the “Grant Funds”), totaling Two Hundred and Seventy-Two Thousand (\$272,000) dollars.
2. **Term**. This Agreement shall begin on the Effective Date and shall terminate when the Grant Funds have been expended or until such time as set forth by any contract documents governing the Grant and Grant Funds (the “State Contract Documents”), whichever occurs

sooner. Unless otherwise stated, the Parties' obligations under this Agreement shall extinguish upon its termination.

3. **Obligations of the Recipient.** The Recipient, as the lead contracting agency for the Grant and Grant Funds, hereby agrees to:

- a. As further described in Section 5 of this Agreement, administer the Grant Funds to the Sub-recipient in the form of a reimbursement upon receipt of any invoices submitted to the Recipient by the Sub-recipient for equipment purchased in accordance with the Grant; and
- b. Oversee the Grant and Grant Funds administration which may include but is not limited to: procurement, invoicing, reimbursement, or any other actions that may require it to act in accordance with the Grant.

4. **Obligations of the Sub-Recipient.** The Sub-recipient, as an awardee to the Grant, hereby agrees to:

- a. Work cooperatively with the Recipient and all Municipalities to effectuate the purpose of the Grant; and
- b. Procure with its own monies any equipment required by Sub-recipient to fulfill its obligations under this Agreement and the Grant; and
- c. Submit invoices to the Recipient for equipment purchased in accordance with the Grant and described in Section 4(b) above; and
- d. Accept responsibility for any local coordination and implementation of the Blue Bike share elements within its jurisdiction and in accordance with the terms and conditions of the Grant.

5. **Reimbursement.** The Recipient shall reimburse the Sub-recipient in a sum up to its Grant Funds of Ninety Thousand Six Hundred Sixty-Six Dollars and Sixty-Seven Cents (\$90,666.67). Nothing herein shall require the Recipient to reimburse the Sub-recipient for costs incurred in excess of the Sub-recipient's Grant Funds. Reimbursements and corresponding documents shall be maintained in accordance with the Commonwealth's Municipal Retention Schedule.

6. **Notices.** Notices made under this Agreement shall be made to the following parties:

As to Recipient:

Town Manager, Town of Arlington
c/o John Alessi, Senior Transportation Planner
740 Massachusetts Avenue
Arlington, MA 02476

With a copy to:

Town Counsel, Town of Arlington

50 Pleasant Street
Arlington, MA 02476

As to Sub-recipient:

City Manager, City of Watertown
c/o Zeke Mermell, Senior Transportation Planner
149 Main Street
Watertown, MA 02472

With a copy to:

City Attorney, City of Watertown
KP Law PC
101 Arch Street
Boston, MA 0021102476

7. **Governing Law:** This Agreement shall be interpreted, enforced, governed, and construed by, under, and in accordance with the laws of the Commonwealth of Massachusetts.
8. **Entirety of Agreement:** The parties acknowledge that this Agreement constitutes the Parties' entire agreement with respect to the subject matter hereof and supersedes all prior agreements or promises, whether oral or written, with respect to the subject matter hereof. This Agreement may not be amended, altered or modified except by a writing signed by the parties.
9. **Severability:** If any term(s) or provision(s) of this Agreement shall be held to be invalid or unenforceable for any reason by a court of competent jurisdiction, the validity or enforceability of the remaining terms and provisions shall not be affected, and such invalid and/or unenforceable term(s) and/or provision(s) shall be deemed modified to the extent necessary to make it or them enforceable.
10. **Reservation of Rights:** The Parties agree that the purpose of this Agreement is to transfer funding solely for the purposes set forth above, and nothing herein shall create a binding precedent regarding reimbursements.
11. **Incorporation by Reference.** The Parties agree and acknowledge that the State Contract Documents are incorporated by reference into this agreement and are part of the entire Agreement in accordance with Section 7 of this Agreement.

[Signature page follows. Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed, sealed and delivered by their respective duly authorized representatives, as of the date first written above.

CITY OF WATERTOWN

TOWN OF ARLINGTON

By: _____
George Proakis, City Manager

By: _____
James Feeney, Town Manager

Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

City Attorney

Town Counsel

[Clear All](#)[Print Form](#)

MassDOT Award Form
Planning & Enterprise Services

Document Type: Contract Award **Amount Range:** \$250,001 to \$500,000

Originating Office: Planning **Contract #:** 125669

Contract Type: Department Procurement **RFR / Project #:**

Project Location & Short Descr: Newton-Arlington-Watertown Bluebikes Expansion project

Vendor/Agency Name: Town of Arlington

Vendor/Agency Address: 730 Massachusetts Ave
Arlington, MA 02476

Maximum Obligation: \$272,000.00

Start Date: ~~XXX~~ 7/24/24 **End Date:** 12/31/2025

Description:

Arlington-Newton-Watertown BlueBikes Expansion – the municipalities of Arlington, Newton, and Watertown will be expanding their BlueBikes system in an effort to increase connectivity in their respective communities. The Town of Arlington will lead the contract and develop agreements with Newton and Watertown to disburse funding appropriately.

Kostandin Theodhori 07/28/2024

Submitted and/or Approved By:

Nathanial Kerr 7/15/24
Person Preparing Document Date

N/R
Deputy General Counsel Date

Steph Wolfel 7/24/24
Supervisor / Department Head Date

Daniel Mohe 07/24/24
Delegated Signatory Authority Date

Joany Ghe 07/25/2024
Budget Unit Date

N/R
Secretary/CEO Date

Anna Dolata 8/15/2024
Director of Contracts & Records Date

DOT PES AWARD 02-12-2016

Item Number: 1

Date: 8/15/2024

AD



Maura Healey, Governor
Kimberley Driscoll, Lieutenant Governor
Monica Tibbitts-Nutt, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator



NOTICE TO PROCEED

August 15, 2024

Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Contract Number: 125669
Action Item Date: August 15, 2024
Action Item Number: 1

Dear John Alessi,

Enclosed is a signed copy of your contract with the Massachusetts Department of Transportation, Highway Division.

This contract is relative to the Bluebikes Expansion project to increase connectivity in their respective communities in Newton-Arlington-Watertown.

The duration of this contract shall be from July 24, 2024 until December 31, 2025 and in the amount of \$272,000.00.

Sincerely,

Miguel A. Sanchez

Miguel A. Sanchez
Supervisor, Contracts & Records

MS/cw

cc: Fiscal
Contracts & Records

E-Mail: Nathaniel Kerr



MASSDOT STANDARD CONTRACT FORM

This form is issued and published by the Massachusetts Department of Transportation (MassDOT or Department). Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval. Click on hyperlinks for definitions, instructions and legal requirements that are incorporated by reference into this Contract.

CONTRACTOR LEGAL NAME: Town of Arlington (and d/b/a):		DEPARTMENT NAME: Massachusetts Department of Transportation	
Legal Address: (W-9, W-4,T&C): 730 Massachusetts Ave, Arlington, MA 02476		MMARS Department Code: DOT	
Contract Manager: John Alessi		Business Mailing Address:	
E-Mail: jalessi@town.arlington.ma.us		Billing Address (if different): 10 Park Plaza, Suite 4150, Boston, MA 02116	
Phone: 781-316-3093 Fax:		Contract Manager: Miranda Briseño	
Contractor Vendor Code: VC6000191698		E-Mail: Miranda.E.briseno@dot.state.ma.us	
Vendor Code Address ID (e.g. "AD001"): AD001 (Note: The Address Id Must be set up for EFT payments.)		Phone: 323-246-1346 Fax:	
MMARS Doc ID(s): INTF00X02024H0125669		RFR/Procurement or Other ID Number: 125669	
☒ NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) ☐ Statewide Contract (OSD or an OSD-designated Department) ☐ Collective Purchase (Attach OSD approval, scope, budget) ☐ Department Procurement (includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation) ☐ Emergency Contract (Attach justification for emergency, scope, budget) ☐ Contract Employee (Attach Employment Status Form, scope, budget) ☒ Other Procurement Exception: (Attach authorizing language/justification, scope and budget)		☐ CONTRACT AMENDMENT Enter Current Contract End Date <i>Prior</i> to Amendment: , 20 . Enter Amendment Amount: \$. (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.) ☐ Amendment to Date, Scope or Budget (Attach updated scope and budget) ☐ Interim Contract (Attach justification for Interim Contract and updated scope/budget) ☐ Contract Employee (Attach any updates to scope or budget) ☐ Other Procurement Exception: (Attach authorizing language/justification and updated scope and budget)	
The Standard Contract Form Instructions, Contractor Certifications and the MassDOT Terms and Conditions documents are incorporated by reference into this Contract and are legally binding ☒ MassDOT TERMS AND CONDITIONS ☐ MassDOT IT TERMS AND CONDITIONS			
COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for MassDOT/Commonwealth owed debts under 815 CMR 9.00. ☒ Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) ☒ Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or <i>new</i> Total if Contract is being amended). \$ 272,000 08/08/24			
PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___ % PPD; Payment issued within 15 days ___ % PPD; Payment issued within 20 days ___ % PPD; Payment issued within 30 days ___ % PPD. If PPD percentages are left blank, identify reason: ☒ agree to standard 45 day cycle ___ statutory/legal or Ready Payments (G.L. c. 29, § 23A); ___ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)			
BRIEF DESCRIPTION OF CONTRACT PERFORMANCE OR REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Arlington-Newton-Watertown BlueBikes Expansion – the municipalities of Arlington, Newton, and Watertown will be expanding their BlueBikes system in an effort to increase connectivity in their respective communities. The Town of Arlington will lead the contract and develop agreements with Newton and Watertown to disburse funding appropriately.			
ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: ☒ 1. may be incurred as of the Effective Date (latest signature date below) and no obligations have been incurred prior to the Effective Date. ☐ 2. may be incurred as of , 20 , a date LATER than the Effective Date below and no obligations have been incurred prior to the Effective Date. ☐ 3. were incurred as of , 20 , a date PRIOR to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth and MassDOT from further claims related to these obligations.			
CONTRACT END DATE: Contract performance shall terminate as of <u>December 31</u> , 2025, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.			
CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor certifies that they have accessed and reviewed all documents incorporated by reference as electronically published and the Contractor makes all certifications required under the Standard Contract Form Instructions and Contractor Certifications under the pains and penalties of perjury, and further agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the MassDOT Terms and Conditions http://transnet/docs/ComApp/MassDOTTermsandConditions.doc or IT Terms and Conditions, this Standard Contract Form, the Standard Contract Form Instructions, Contractor Certifications, , the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07 , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.			
AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: <u>[Signature]</u> Date: <u>7/19/24</u> (Signature and Date Must Be Handwritten At Time of Signature or conform to the MassDOT Electronic Signature Policy, as in effect from time to time) Print Name: <u>John Alessi</u> Print Title: <u>Senior Transportation Planner</u>		AUTHORIZING SIGNATURE FOR MassDOT: X: <u>[Signature]</u> Date: <u>07/24/24</u> (Signature and Date Must Be Handwritten At Time of Signature, or conform to the MassDOT Electronic Signature Policy, as in effect from time to time) Print Name: <u>David Mohler</u> Print Title: <u>Executive Director of Planning</u>	

MASSDOT STANDARD CONTRACT FORM



MASSDOT STANDARD CONTRACT FORM



INSTRUCTIONS

The following instructions, Contractor Certifications and the MassDOT Terms and Conditions are incorporated by reference into an executed MassDOT Standard Contract Form. Instructions are provided to assist with Completion of the MassDOT Standard Contract Form. Additional terms are incorporated by reference. Links to legal citations are to unofficial versions and Contractors should consult with their legal counsel to ensure compliance with all legal requirements. Please note that not all applicable laws have been cited.

CONTRACTOR LEGAL NAME (AND D/B/A): Enter the Full Legal Name of the Contractor's business as it appears on the Contractor's W-9 or W-4 Form (Contract Employees only) and the MassDOT Terms and Conditions. If Contractor also has a "doing business as" (d/b/a) name, BOTH the legal name and the "d/b/a" name must appear in this section.

Contractor Legal Address: Enter the Legal Address of the Contractor as it appears on the Contractor's W-9 or W-4 Form (Contract Employees only) and the MassDOT Terms and Conditions, which must match the legal address on the 10991 table in MMARS (or the Legal Address in HR/CMS for Contract Employee).

Contractor Contract Manager: Enter the authorized Contract Manager who will be responsible for managing the Contract. The Contract Manager should be an Authorized Signatory or, at a minimum, a person designated by the Contractor to represent the Contractor, receive legal notices and negotiate ongoing Contract issues. The Contract Manager is considered "Key Personnel" and may not be changed without the prior written approval of the Department. If the Contract is posted on COMMBUYS, the name of the Contract Manager must be included in the Contract on COMMBUYS.

Contractor E-Mail Address/Phone/Fax: Enter the electronic mail (e-mail) address, phone and fax number of the Contractor Contract Manager. This information must be kept current by the Contractor to ensure that the Department can contact the Contractor and provide any required legal notices. Notice received by the Contract Manager (with confirmation of actual receipt) through the listed address, fax number(s) or electronic mail address will meet any written legal notice requirements.

Contractor Vendor Code: The Department must enter the MMARS Vendor Code assigned by the Commonwealth. If a Vendor Code has not yet been assigned, leave this space blank and the Department will complete this section when a Vendor Code has been assigned. The Department is responsible under the Vendor File and W-9s Policy for verifying with authorized signatories of the Contractor, as part of contract execution, that the legal name, address and Federal Tax Identification Number (TIN) in the Contract documents match the state accounting system.

Vendor Code Address ID: (e.g., "AD001") The Department must enter the MMARS Vendor Code Address ID identifying the payment remittance address for Contract payments, which MUST be set up for EFT payments PRIOR to the first payment under the Contract in accordance with the Bill Paying and Vendor File and W-9 policies.

COMMONWEALTH DEPARTMENT NAME: Enter the full Department name with the authority to obligate funds encumbered for the Contract.

Commonwealth MMARS Alpha Department Code: Enter the three (3) letter MMARS Code assigned to this Commonwealth Department in the state accounting system.

Department Business Mailing Address: Enter the address where all formal correspondence to the Department must be sent. Unless otherwise specified in the Contract, legal notice sent or received by the Department's Contract Manager (with confirmation of actual receipt) through the listed address, fax number(s) or electronic mail address for the Contract Manager will meet any requirements for legal notice.

Department Billing Address: Enter the Billing Address or email address if invoices must be sent to a different location. Billing or confirmation of delivery of performance issues should be resolved through the listed Contract Managers.

Department Contract Manager: Identify the authorized Contract Manager who will be responsible for managing the Contract, who should be an authorized signatory or an employee designated by the Department to represent the Department to receive legal notices and negotiate ongoing Contract issues.

Department E-Mail Address/Phone/Fax: Enter the electronic mail (e-mail) address, phone and fax number of the Department Contract Manager. Unless otherwise specified in the Contract, legal notice sent or received by the Contract Manager (with confirmation of actual receipt) through the listed address, fax number(s) or electronic mail address will meet any requirements for written notice under the Contract.

MMARS Document ID(s): Enter the MMARS 20 character encumbrance transaction number associated with this Contract which must remain the same for the life of the Contract. If multiple numbers exist for this Contract, identify all Doc Ids.

RFR/Procurement or Other ID Number or Name: Enter the Request for Response (RFR) or other Procurement Reference number, Contract ID Number or other reference/tracking number for this Contract or Amendment and will be entered into the Board Award Field in the MMARS encumbrance transaction for this Contract.

NEW CONTRACTS (left side of Form):

Complete this section ONLY if this Contract is brand new. (Complete the CONTRACT AMENDMENT section for any material changes to an existing or an expired Contract, and for exercising options to renew or annual contracts under a multi-year procurement or grant program.)

PROCUREMENT OR EXCEPTION TYPE: Check the appropriate type of procurement or exception for this Contract. Only one option can be selected. See the Office of the Comptroller Guidance for Vendors Policies ([State Finance Law and General Requirements, Acquisition Policy and Fixed Assets](#)) and the Operational Services Division Conducting Best Value Procurements Handbook for details.

Statewide Contract (OSD or an OSD-designated Department). Check this option for a Statewide Contract under OSD, or by an OSD-designated Department.

Collective Purchase approved by OSD. Check this option for Contracts approved by OSD for collective purchases through federal, state, local government or other entities.

Department Procurement. Check this option for a Department procurement including state grants and federal sub-grants under [815 CMR 2.00](#) and State Grants and Federal Subgrants Policy, Departmental Master Agreements (MA). If multi-Department user Contract, identify multi-Department use is allowable in Brief Description.

Emergency Contract. Check this option when the Department has determined that an unforeseen crisis or incident has arisen which requires or mandates immediate purchases to avoid substantial harm to the functioning of government or the provision of necessary or mandated services or whenever the health, welfare or safety of clients or other persons or serious damage to property is threatened.

Contract Employee. Check this option when the Department requires the performance of an Individual Contractor, and when the planned Contract performance with an Individual has been classified using the Employment Status Form (prior to the Contractor's selection) as work of a Contract Employee and not that of an Independent Contractor.

Other Procurement Exception. Check this option when another procurement exception exists, such as legislation with specific language naming the Contractor as a recipient of a grant or contract, an existing legal obligation, a prohibition or other circumstance that exempts or prohibits a Contract from being competitively procured, or identify any other procurement exception not already listed. Legislative "earmarks" exempt the Contract solely from procurement requirements, and all other Contract and state finance laws and policies apply. Supporting documentation must be attached to explain and justify the exemption.

CONTRACT AMENDMENT (Right Side of Form)

Complete this section for any Contract being renewed, amended or to continue a lapsed Contract. All Contracts with available options to renew must be amended referencing the original procurement and Contract doc ids, since all continuing contracts must be maintained in the same Contract file (even if the underlying appropriation changes each fiscal year.) ("See Amendments, Suspensions, and Termination Policy.")

Enter Current Contract End Date: Enter the termination date of the Current Contract being amended, even if this date has already passed. (Note: Current Start Date is not requested since this date does not change and is already recorded in MMARS.)

Enter Amendment Amount: Enter the amount of the Amendment increase or decrease to a Maximum Obligation Contract. Enter "no change" for Rate Contracts or if no change.

AMENDMENT TYPE: Identify the type of Amendment being done. Documentation supporting the updates to performance and budget must be attached.

Amendment to Date, Scope or Budget. Check this option when renewing a Contract or executing an Amendment ("material change" in Contract terms) even if the Contract has lapsed. The parties may negotiate a change in any element of Contract performance or cost identified in the RFR or the Contractor's response which results in lower costs, or a more cost-effective or better value performance than was presented in the original selected response, provided the negotiation results in a better value within the scope of the RFR than what was proposed by the Contractor in the original selected response. Any "material" change in the Contract terms must be memorialized in a formal Amendment even if a corresponding MMARS transaction is not needed to support the change. Additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in [801 CMR 21.07](#), incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

Interim Contracts. Check this option for an Interim Contract to prevent a lapse of Contract performance whenever an existing Contract is being re-procured but the new procurement has not been completed, to bridge the gap during implementation between an expiring and a new procurement, or to contract with an interim Contractor when a current Contractor is unable to complete full performance under a Contract.

Contract Employee. Check this option when the Department requires a renewal or other amendment to the performance of a Contract Employee.

Other Procurement Exception. Check this option when another procurement exception exists, such as legislation with specific language naming the Contractor as a recipient of a grant or contract, an existing legal obligation, prohibition or other circumstance exempts or prohibits a Contract from being competitively procured, or identify any other procurement exception not already listed. Legislative "earmarks" exempt the Contract solely from



MASSDOT STANDARD CONTRACT FORM

procurement requirements, and all other Contract and state finance laws and policies apply. Attach supporting documentation to explain and justify the exemption and whether Contractor selection has been publicly posted.

the Commonwealth and MassDOT from further obligations for the identified performance. All settlement payments require justification and must be under same encumbrance and object codes as the Contract payments. Performance dates are subject to [G.L.c.4, §9](#).

MASSDOT TERMS AND CONDITIONS

Identify whether the MassDOT [Terms and Conditions](#) (TC) or the MassDOT IT Terms and Conditions (TC-IT) is incorporated by reference into this Contract. The Comptroller Expenditure Classification Handbook identifies the applicable Commonwealth Terms and Conditions based upon the object code for the contract.

COMPENSATION

Identify if the Contract is a **Rate Contract** (with no stated Maximum Obligation) or a **Maximum Obligation Contract** (with a stated Maximum Obligation) and identify the Maximum Obligation. If the Contract is being amended, enter the new Maximum Obligation based upon the increase or decreasing Amendment. The Total Maximum Obligation must reflect the total funding for the dates of service under the contract, including the Amendment amount if the Contract is being amended. The Maximum Obligation must match the MMARS encumbrance. Funding and allotments must be verified as [available and encumbered](#) prior to incurring obligations. If a Contract includes both a Maximum Obligation component and Rate Contract component, check off both, specific Maximum Obligation amounts or amended amounts and Attachments must clearly outline the Contract breakdown to match the encumbrance.

PAYMENTS AND PROMPT PAY DISCOUNTS

Payments are processed within a 45 day payment cycle through EFT in accordance with the Commonwealth Bill Paying Policy for investment and cash flow purposes. Departments may NOT negotiate accelerated payments and Payees are NOT entitled to accelerated payments UNLESS a prompt payment discount (PPD) is provided to support the Commonwealth's and MassDOT's loss of investment earnings for this earlier payment, or unless a payments is legally mandated to be made in less than 45 days (e.g., construction contracts, Ready Payments under [G.L.c. 29, s. 23A](#)). See Prompt Pay Discounts Policy. PPD are identified as a percentage discount which will be automatically deducted when an accelerated payment is made. Reduced contracts rates may not be negotiated to replace a PPD. If PPD fields are left blank please identify that the Contractor agrees to the standard 45 day cycle; a statutory/legal exemption such as Ready Payments ([G.L.c. 29, § 23A](#)); or only an initial accelerated payment for reimbursements or start up costs for a grant, with subsequent payments scheduled to support standard EFT 45 day payment cycle. Financial hardship is not a sufficient justification to accelerate cash flow for all payments under a Contract. Initial grant or contract payments may be accelerated for the first invoice or initial grant installment, but subsequent periodic installments or invoice payments should be scheduled to support the Payee cash flow needs and the standard 45 day EFT payment cycle in accordance with the Bill Paying Policy. Any accelerated payment that does not provide for a PPD must have a legal justification in Contract file for audit purposes explaining why accelerated payments were allowable without a PPD.

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE

Enter a brief description of the Contract performance, project name and/or other identifying information for the Contract to specifically identify the Contract performance, match the Contract with attachments, determine the appropriate expenditure code (as listed in the [Expenditure Classification Handbook](#)) or to identify or clarify important information related to the Contract such as the Fiscal Year(s) of performance (ex. "FY2012" or "FY2012-14"). Identify settlements or other exceptions and attach more detailed justification and supporting documents. Enter "Multi-Department Use" if other Departments can access procurement. For Amendments, identify the purpose and what items are being amended. Merely stating "see attached" or referencing attachments without a narrative description of performance is insufficient.

ANTICIPATED START DATE

The Department and Contractor must certify when obligations under this Contract/Amendment may be incurred. Option 1 is the default option when performance may begin as of the Effective Date (latest signature date and any required approvals). If the parties want a new Contract or renewal to begin as of the upcoming fiscal year then list the fiscal year(s) (ex. "FY2012" or "FY2012-14") in the Brief Description section. Performance starts and encumbrances reflect the default Effective Date (if no FY is listed) or the later FY start date (if a FY is listed). Use Option 2 only when the Contract will be signed well in advance of the start date and identify a specific future start date. Do not use Option 2 for a fiscal year start unless it is certain that the Contract will be signed prior to fiscal year. Option 3 is used in lieu of the Settlement and Release Form when the Contract/Amendment is signed late, and obligations have already been incurred by the Contractor prior to the Effective Date for which the Department has either requested, accepted or deemed legally eligible for reimbursement, and the Contract includes supporting documents justifying the performance or proof of eligibility, and approximate costs. Any obligations incurred outside the scope of the Effective Date under any Option listed, even if the incorrect Option is selected, shall be automatically deemed a settlement included under the terms of the Contract and upon payment to the Contractor will release

CONTRACT END DATE

The Department must enter the date that Contract performance will terminate. If the Contract is being amended and the Contract End Date is not changing, this date must be re-entered again here. A Contract must be signed for at least the initial duration but not longer than the period of procurement listed in the RFR, or other solicitation document (if applicable). No new performance is allowable beyond the end date without an amendment, but the Department may allow a Contractor to complete minimal close out performance obligations if substantial performance has been made prior to the termination date of the Contract and prior to the end of the fiscal year in which payments are appropriated, provided that any close out performance is subject to appropriation and funding limits under state finance law, and CTR may adjust encumbrances and payments in the state accounting system to enable final close out payments. Performance dates are subject to [G.L.c.4, §9](#).

CONTRACTOR AUTHORIZED SIGNATORIES FOR EXECUTION

See Comptroller policies entitled Department Head Signature Authorization Policy and the Contractor Authorized Signatory Listing for policies on Contractor and Department signatures for guidance.

Authorizing Signature for Contractor/Date: The Authorized Contractor Signatory must (in their own handwriting and in ink) sign AND enter the date the Contract is signed. See section above under "Anticipated Contract Start Date". Acceptance of payment by the Contractor shall waive any right of the Contractor to claim the Contract/Amendment is not valid and the Contractor may not void the Contract. **Rubber stamps, typed or other images are not acceptable.** Proof of Contractor signature authorization on a Contractor Authorized Signatory Listing may be required by the Department if not already on file. Electronic or digital signatures are permitted pursuant to the MassDOT Electronic Signature Policy.

Contractor Name /Title: The Contractor Authorized Signatory's name and title must appear legibly as it appears on the Contractor Authorized Signatory Listing.

Authorizing Signature For Department/Date: The Authorized Department Signatory must (in their own handwriting and in ink) sign AND enter the date the Contract is signed. See section above under "Anticipated Start Date". **Rubber stamps, typed or other images are not accepted.** The Authorized Signatory must be an employee within the Department legally responsible for the Contract. See Department Head Signature Authorization. The Department must have the legislative funding appropriated for all the costs of this Contract or funding allocated under an approved Interdepartmental Service Agreement (ISA). A Department may not contract for performance to be delivered to or by another state department without specific legislative authorization (unless this Contract is a Statewide Contract). For Contracts requiring Secretariat signoff, evidence of Secretariat signoff must be included in the Contract file.

Department Name /Title: Enter the Authorized Signatory's name and title legibly.

CONTRACTOR CERTIFICATIONS AND LEGAL REFERENCES

Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified, subject to any required approvals. The Contractor makes all certifications required under this Contract under the pains and penalties of perjury, and agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein:

MassDOT and Contractor Ownership Rights. The Contractor certifies and agrees that MassDOT is entitled to ownership and possession of all "deliverables" purchased or developed with Contract funds. A Department may not relinquish rights to deliverables nor may Contractors sell products developed with MassDOT resources without just compensation. The Contract should detail all MassDOT deliverables and ownership rights and any Contractor proprietary rights.

Qualifications. The Contractor certifies it is qualified and shall at all times remain qualified to perform this Contract; that performance shall be timely and meet or exceed industry standards for the performance required, including obtaining requisite licenses, registrations, permits, resources for performance, and sufficient professional, liability; and other appropriate insurance to cover the performance. If the Contractor is a business, the Contractor certifies that it is listed under the Secretary of State's website as licensed to do business in Massachusetts, as required by law.

Laws and Regulations Prohibiting Discrimination and Human Trafficking. Contractors acknowledge and certify as a condition of this Contract that they are responsible for complying fully with all state and federal laws prohibiting discrimination, human trafficking, and forced labor, including but not limited to Chapter 178 of the Acts of 2011.

Business Ethics and Fraud, Waste and Abuse Prevention. The Contractor certifies that performance under this Contract, in addition to meeting the terms of the Contract, will be



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made using ethical business standards and good stewardship of taxpayer and other public funding and resources to prevent fraud, waste and abuse.

Collusion. The Contractor certifies that this Contract has been offered in good faith and without collusion, fraud or unfair trade practices with any other person, that any actions to avoid or frustrate fair and open competition are prohibited by law, and shall be grounds for rejection or disqualification of a Response or termination of this Contract.

Public Records and Access The Contractor shall provide full access to records related to performance and compliance to the Department and officials listed under [Executive Order 195](#) and [G.L. c. 11, s.12](#) for six (6) years beginning on the first day after the final payment under this Contract or such longer period necessary for the resolution of any litigation, claim, negotiation, audit or other inquiry involving this Contract. Access to view Contractor records related to any breach or allegation of fraud, waste and/or abuse may not be denied and Contractor can not claim confidentiality or trade secret protections solely for viewing but not retaining documents. Routine Contract performance compliance reports or documents related to any alleged breach or allegation of non-compliance, fraud, waste, abuse or collusion may be provided electronically and shall be provided at Contractor's own expense. Reasonable costs for copies of non-routine Contract related records shall not exceed the rates for public records under [950 C.M.R. 32.00](#).

Debarment. The Contractor certifies that neither it nor any of its subcontractors are currently debarred or suspended by the federal or state government under any law or regulation including, [Executive Order 147](#); [G.L. c. 29, s. 29F](#); [G.L. c.30, § 39R](#); [G.L. c.149, § 27C](#); [G.L. c.149, § 44C](#); [G.L. c.149, § 148B](#) and [G.L. c. 152, s. 25C](#).

Applicable Laws. The Contractor shall comply with all applicable state laws and regulations including but not limited to the applicable [Massachusetts General Laws](#); the Official [Code of Massachusetts Regulations](#); [Code of Massachusetts Regulations](#) (unofficial); [801 CMR 21.00](#) (Procurement of Commodity and Service Procurements, Including Human and Social Services); [815 CMR 2.00](#) (Grants and Subsidies); [808 CMR 1.00](#) (Compliance, Reporting and Auditing for Human And Social Services); [AICPA Standards](#); confidentiality of Department records under [G.L. c. 66A](#); and the [Massachusetts Constitution Article XVIII](#) if applicable.

Invoices. The Contractor must submit invoices in accordance with the terms of the Contract and the Commonwealth Bill Paying Policy. Contractors must be able to reconcile and properly attribute concurrent payments from multiple Departments. Final invoices in any fiscal year must be submitted no later than August 15th for performance made and received (goods delivered, services completed) prior to June 30th, in order to make payment for that performance prior to the close of the fiscal year to prevent reversion of appropriated funds. Failure to submit timely invoices by August 15th or other date listed in the Contract shall authorize the Department to issue an estimated payment based upon the Department's determination of performance delivered and accepted. The Contractor's acceptance of this estimated payment releases the Commonwealth and MassDOT from further claims for these invoices. If budgetary funds revert due to the Contractor's failure to submit timely final invoices, or for disputing an estimated payment, the Department may deduct a penalty up to 10% from any final payment in the next fiscal year for failure to submit timely invoices.

Payments Subject To Appropriation. Pursuant to [G.L. c. 29 § 26](#), [§ 27](#) and [§ 29](#), Departments are required to expend funds only for the purposes set forth by the Legislature and within the funding limits established through appropriation, allotment and subsidiary, including mandated allotment reductions triggered by [G.L. c. 29, § 9C](#). A Department cannot authorize or accept performance in excess of an existing appropriation and allotment, or sufficient non-appropriated available funds. Any oral or written representations, commitments, or assurances made by the Department or any other Commonwealth representative are not binding. The Commonwealth and MassDOT have no legal obligation to compensate a Contractor for performance that is not requested and is intentionally delivered by a Contractor outside the scope of a Contract. Contractors should verify funding prior to beginning performance.

Intercept. Contractors may be registered as Customers in the Vendor file if the Contractor owes a Commonwealth debt. Unresolved and undisputed debts, and overpayments of Contract payments that are not reimbursed timely shall be subject to intercept pursuant to [G.L. c. 7A, s. 3](#) and [815 CMR 9.00](#). Contract overpayments will be subject to immediate intercept or payment offset. The Contractor may not penalize any state Department or assess late fees, cancel a Contract or other services if amounts are intercepted or offset due to recoupment of an overpayment, outstanding taxes, child support, other overdue debts or Contract overpayments.

Tax Law Compliance. The Contractor certifies under the pains and penalties of perjury: (1) tax compliance with federal tax laws; (2) tax compliance with state tax laws including, but not limited to [G.L. c. 62C](#), [G.L. c. 62C, s. 49A](#); reporting of employees and contractors, withholding and remitting of tax withholdings and child support; and (3) Contractor is in good standing with respect to all state taxes and returns due; reporting of employees and contractors under [G.L. c. 62E](#), withholding and remitting child support including [G.L. c. 119A, s. 12](#); TIR 05-11; New Independent Contractor Provisions and applicable TIRs.

Bankruptcy, Judgments, Potential Structural Changes, Pending Legal Matters and Conflicts. The Contractor certifies it has not been in bankruptcy and/or receivership within the last three calendar years, and the Contractor certifies that it will immediately notify the Department in writing at least 45 days prior to filing for bankruptcy and/or receivership,

any potential structural change in its organization, or if there is any risk to the solvency of the Contractor that may impact the Contractor's ability to timely fulfill the terms of this Contract or Amendment. The Contractor certifies that at any time during the period of the Contract the Contractor is required to affirmatively disclose in writing to the Department Contract Manager the details of any judgment, criminal conviction, investigation or litigation pending against the Contractor or any of its officers, directors, employees, agents, or subcontractors, including any potential conflicts of interest of which the Contractor has knowledge, or learns of during the Contract term. Law firms or Attorneys providing legal services are required to identify any potential conflict with representation of any Department client in accordance with Massachusetts Board of Bar Overseers (BBO) rules.

Federal Anti-Lobbying and Other Federal Requirements. If receiving federal funds, the Contractor certifies compliance with federal anti-lobbying requirements including 31 USC 1352; other federal requirements; Executive Order 11246; Air Pollution Act; Federal Water Pollution Control Act and Federal Employment Laws.

Protection of Commonwealth Data, Personal Data and Information. The Contractor certifies that all steps will be taken to ensure the security and confidentiality of all Commonwealth/MassDOT data for which the Contractor becomes a holder, either as part of performance or inadvertently during performance, with special attention to restricting access, use and disbursement of personal data and information under [M.G.L. c. 93H](#) and [c. 66A](#) and other applicable state and federal privacy requirements. The Contractor shall comply with [M.G.L. c. 93I](#) for the proper disposal of all paper and electronic media, backups or systems containing personal data and information. The Contractor shall also ensure that any personal data or information transmitted electronically or through a portable device is properly encrypted using (at a minimum) the Commonwealth's "Cryptographic Management Standard" set forth in the Enterprise Information Security Policies and Standards published by the Executive Office for Technology, Services and Security (TSS), or a comparable Standard prescribed by the Department. Contractors with access to credit card or banking information of Commonwealth/MassDOT customers certify that the Contractor is PCI compliant in accordance with the Payment Card Industry Council Standards, and shall provide confirmation compliance during the Contract. The Contractor shall immediately notify the Department in the event of any security breach including the unauthorized access, disbursement, use or disposal of personal data or information, and in the event of a security breach, the Contractor shall cooperate fully with the Commonwealth/MassDOT and provide access to any information necessary for the Commonwealth/MassDOT to respond to the security breach and shall be fully responsible for any damages associated with the Contractor's breach including but not limited to [G.L. c. 214, s. 3B](#).

For all Contracts involving the Contractor's access to personal information, as defined in [G.L. c. 93H](#), and personal data, as defined in [G.L. c. 66A](#), or access to MassDOT systems containing such information or data, Contractor certifies under the pains and penalties of perjury that the Contractor (1) has read M.G.L. c. 93H and c. 66A and agrees to protect any and all personal information and personal data; and (2) has reviewed all of the Enterprise Information Security Policies and Standards published by the Executive Office for Technology Services and Security (TSS), or stricter standards prescribed by the Department. Notwithstanding any contractual provision to the contrary, in connection with the Contractor's performance under this Contract, for all public authorities, executive offices, boards, commissions, agencies, departments, divisions, councils, bureaus, and offices, now existing and hereafter established, the Contractor shall: (1) obtain a copy, review, and comply with any pertinent security guidelines, standards, and policies; (2) comply with all Enterprise Information Security Policies and Standards published by the Executive Office for Security Services and Technology (TSS), or a comparable set of policies and standards ("Information Security Policy") as prescribed by the Department; (3) communicate and enforce such security guidelines, standards, policies and the applicable Information Security Policy among all employees (whether such employees are direct or contracted) and subcontractors; (4) implement and maintain any other reasonable appropriate security procedures and practices necessary to protect personal information and data to which the Contractor is given access by the contracting Department from the unauthorized access, destruction, use, modification, disclosure or loss; (5) be responsible for the full or partial breach of any of these terms by its employees (whether such employees are direct or contracted) or subcontractors during or after the term of this Contract, and any breach of these terms may be regarded as a material breach of this Contract; (6) in the event of any unauthorized access, destruction, use, modification, disclosure or loss of the personal information or personal data (collectively referred to as the "unauthorized use"): (a) immediately notify the contracting Department if the Contractor becomes aware of the unauthorized use; (b) provide full cooperation and access to information necessary for the contracting Department to determine the scope of the unauthorized use; and (c) provide full cooperation and access to information necessary for the contracting Department and the Contractor to fulfill any notification requirements. Breach of these terms may be regarded as a material breach of this Contract, such that the Commonwealth and MassDOT may exercise any and all contractual rights and remedies, including without limitation indemnification under MassDOT's Terms and Conditions or IT Terms and Conditions, withholding of payments, Contract suspension, or termination. In addition, the Contractor may be subject to applicable statutory or regulatory penalties, including

MASSDOT STANDARD CONTRACT FORM



and without limitation, those imposed pursuant to G.L. c. 93H and under G.L. c. 214, § 3B for violations under M.G.L. c. 66A.

Corporate and Business Filings and Reports. The Contractor certifies compliance with any certification, filing, reporting and service of process requirements of the Secretary of the Commonwealth, the Office of the Attorney General or other Departments as related to its conduct of business in the Commonwealth; and with its incorporating state (or foreign entity).

Employer Requirements. Contractors that are employers certify compliance with applicable state and federal employment laws or regulations, including but not limited to G.L. c. 7, s. 22 (Prevailing Wages for Contracts for Meat Products and Clothing and Apparel); minimum wages and prevailing wage programs and payments; unemployment insurance and contributions; workers' compensation and insurance, child labor laws, AGO fair labor practices; G.L. c. 149 (Labor and Industries); G.L. c. 150A (Labor Relations); G.L. c. 151 and 455 CMR 2.00 (Minimum Fair Wages); G.L. c. 151A (Employment and Training); G.L. c. 151B (Unlawful Discrimination); G.L. c. 151E (Business Discrimination); G.L. c. 152 (Workers' Compensation); G.L. c. 153 (Liability for Injuries); 29 USC c. 8 (Federal Fair Labor Standards); 29 USC c. 28 and the Federal Family and Medical Leave Act and M.G.L. c. 175M (Family and Medical Leave).

Federal And State Laws And Regulations Prohibiting Discrimination Contractors certify compliance with applicable state and federal anti-discrimination laws, including but not limited to the Federal Equal Employment Opportunity (EEO) Laws the Americans with Disabilities Act; 42 U.S.C. Sec. 12,101, et seq., the Rehabilitation Act, 29 USC c. 16 s. 794; 29 USC c. 16, s. 701; 29 USC c. 14, 623; the 42 USC c. 45; (Federal Fair Housing Act); G.L. c. 151B (Unlawful Discrimination); G.L. c. 151E (Business Discrimination); the Public Accommodations Law G.L. c. 272, s. 92A; G.L. c. 272, s. 98 and 98A, Massachusetts Constitution Article CXIV and G.L. c. 93, s. 103; 47 USC c. 5, sc. II, Part II, s. 255 (Telecommunication Act; Chapter 149, Section 105D, G.L. c. 151C, G.L. c. 272, Section 92A, Section 98 and Section 98A, and G.L. c. 111, Section 199A, and Massachusetts Disability-Based Non-Discrimination Standards For Executive Branch Entities, and related Standards and Guidance, authorized under Massachusetts Executive Order or any disability-based protection arising from state or federal law or precedent. See also MCAD and MCAD links and Resources.

Small Business Purchasing Program (SBPP). A Contractor may be eligible to participate in the SBPP, created pursuant to Executive Order 523, if qualified through the SBPP COMMBUYS subscription process at: www.commbuys.com and with acceptance of the terms of the SBPP participation agreement.

Limitation of Liability. Contracts may not use the following limitation on liability language unless approved by legal staff at the Office of the Comptroller or Operational Services Division and it may not be used if MassDOT is using the IT Terms and Conditions. The term "other damages" in Section 11 of the MassDOT Terms and Conditions, "Indemnification," shall include, but shall not be limited to, the reasonable costs the Commonwealth/MassDOT incurs to repair, return, replace or seek cover (purchase of comparable substitute commodities and services) under a Contract. "Other damages" shall not include damages to the Commonwealth/MassDOT as a result of third party claims, provided that this in no way limits the Commonwealth's or MassDOT's right of recovery for personal injury or property damages or patent and copyright infringement under Section 11 or the Commonwealth's/MassDOT's ability to join the contractor as a third party defendant. Further, the term "other damages" shall not include, and in no event shall the contractor be liable for, damages for the Commonwealth's or MassDOT's use of contractor provided products or services, loss of Commonwealth or MassDOT's records, or data (or other intangible property), loss of use of equipment, lost revenue, lost savings or lost profits of the Commonwealth or MassDOT. In no event shall "other damages" exceed the greater of \$100,000, or two times the value of the product or service (as defined in the Contract scope of work) that is the subject of the claim. Section 11 sets forth the Contractor's entire liability under a Contract. Nothing in this section shall limit the Commonwealth's or MassDOT's ability to negotiate higher limitations of liability in a particular Contract, provided that any such limitation must specifically reference Section 11 of the MassDOT Terms and Conditions. In the event the limitation of liability conflicts with accounting standards which mandate that there can be no cap of damages, the limitation shall be considered waived for that audit engagement. The terms of this Clarification may not be modified.

Northern Ireland Certification. Pursuant to G.L. c. 7 s. 22C for state agencies, state authorities, the House of Representatives or the state Senate, by signing this Contract the Contractor certifies that it does not employ ten or more employees in an office or other facility in Northern Ireland and if the Contractor employs ten or more employees in an office or other facility located in Northern Ireland the Contractor certifies that it does not discriminate in employment, compensation, or the terms, conditions and privileges of employment on account of religious or political belief; and it promotes religious tolerance within the work place, and the eradication of any manifestations of religious and other illegal discrimination; and the Contractor is not engaged in the manufacture, distribution or sale of firearms, munitions, including rubber or plastic bullets, tear gas, armored vehicles or military aircraft for use or deployment in any activity in Northern Ireland.

Pandemic, Disaster or Emergency Performance. In the event of a serious emergency, pandemic or disaster outside the control of the Department, the Department may negotiate

emergency performance from the Contractor to address the immediate needs of the MassDOT even if not contemplated under the original Contract or procurement. Payments are subject to appropriation and other payment terms.

Attorneys. Attorneys or firms providing legal services or representing MassDOT may be subject to G.L. c. 30 s. 65, and if providing litigation services must be approved by the Office of the Attorney General to appear on behalf of a Department, and shall have a continuing obligation to notify the Commonwealth of any conflicts of interest arising under the Contract.

Subcontractor Performance. The Contractor certifies full responsibility for Contract performance, including subcontractors, and that comparable Contract terms will be included in subcontracts, and that the Department will not be required to directly or indirectly manage subcontractors or have any payment obligations to subcontractors. .

EXECUTIVE ORDERS

For covered Executive state Departments, the Contractor certifies compliance with applicable Massachusetts Executive Orders, including but not limited to the specific orders listed below. A breach during the period of a Contract may be considered a material breach and subject Contractor to appropriate monetary or Contract sanctions.

Executive Order 481. Prohibiting the Use of Undocumented Workers on State Contracts. For all state agencies in the Executive Branch, including all executive offices, boards, commissions, agencies, Departments, divisions, councils, bureaus, and offices, now existing and hereafter established, by signing this Contract the Contractor certifies under the pains and penalties of perjury that they shall not knowingly use undocumented workers in connection with the performance of this Contract; that, pursuant to federal requirements, they shall verify the immigration status of workers assigned to a Contract without engaging in unlawful discrimination; and shall not knowingly or recklessly alter, falsify, or accept altered or falsified documents from any such worker

Executive Order 130. Anti-Boycott. The Contractor warrants, represents and agrees that during the time this Contract is in effect, neither it nor any affiliated company, as hereafter defined, participates in or cooperates with an international boycott (See IRC § 999(b)(3)-(4), and IRS Audit Guidelines Boycotts) or engages in conduct declared to be unlawful by G.L. c. 151E, s. 2. If there is a breach in the warranty, representation, and agreement contained in this paragraph, without limiting such other rights as it may have, MassDOT and the Commonwealth may rescind this Contract. As used herein, an affiliated company shall be any business entity of which at least 51% of the ownership interests are directly or indirectly owned by the Contractor or by a person or persons or business entity or entities directly or indirectly owning at least 51% of the ownership interests of the Contractor, or which directly or indirectly owns at least 51% of the ownership interests of the Contractor, or which directly or indirectly owns at least 51% of the ownerships interests of the Contractor.

Executive Order 346. Hiring of State Employees By State Contractors Contractor certifies compliance with both the conflict of interest law G.L. c. 268A specifically s. 5 (f) and this order; which includes limitations regarding the hiring of state employees by private companies contracting with the Commonwealth/MassDOT. A privatization contract shall be deemed to include a specific prohibition against the hiring at any time during the term of Contract, and for any position in the Contractor's company, of a state management employee who is, was, or will be involved in the preparation of the RFP, the negotiations leading to the awarding of the Contract, the decision to award the Contract, and/or the supervision or oversight of performance under the Contract.

Executive Order 444. Disclosure of Family Relationships With Other State Employees. Each person applying for employment (including Contract work) within the Executive Branch under the Governor must disclose in writing the names of all immediate family as well as persons related to immediate family by marriage who serve as employees or elected officials of the Commonwealth. All disclosures made by applicants hired by the Executive Branch under the Governor shall be made available for public inspection to the extent permissible by law by the official with whom such disclosure has been filed.

Executive Orders 523, 526 and 565. Executive Order 523 (Establishing the Massachusetts Small Business Purchasing Program). Executive Order 526 (Order Regarding Non-Discrimination, Diversity, Equal Opportunity and Affirmative Action which supersedes Executive Order 478). Executive Order 565 (Reaffirming and Expanding the Massachusetts Supplier Diversity Program). All programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background. The Contractor and any subcontractors may not engage in discriminatory employment practices. The Contractor certifies compliance with applicable federal and state laws, rules, and regulations governing fair labor and employment practices. The Contractor also commits to purchase supplies and services from certified minority, women, veteran, service-disabled veteran, LGBT or disability-owned businesses, small businesses, or businesses owned by socially or economically disadvantaged persons; and Contractor commits to comply with any applicable Department contractual requirements pertaining to the employment of persons with disabilities pursuant to M.G.L. c. 7 s. 61(s). These provisions shall be enforced through the contracting Department, OSD, and/or the Massachusetts Commission

MASSDOT STANDARD CONTRACT FORM



Against Discrimination. Any breach shall be regarded as a material breach of the contract that may subject the contractor to appropriate sanctions.



Maura Healey, Governor
Kimberley Driscoll, Lieutenant Governor
Monica Tibbitts-Nutt, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator



August 15, 2024

Contract Number: 125669

Location: Newton-Arlington-Watertown

Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear John Alessi,

Enclosed is a Certificate of Exemption Form ST-2 along with a Contractor's Sales Tax Exempt Form (ST-5C) for Town of Arlington, which substantiates the Tax Exempt status of this Department under the provisions of Chapter 64H, s6 (d), (e), (f) or (tt). The duration of the tax forms are from July 24, 2024 until December 31, 2025.

All purchases of tangible personal property or services by this Department are exempt from taxation to the extent that such property or services are used in the conduct of the business of the purchaser.

If your contract is extended beyond the completion date on the Contractor's Sales Tax Exempt Form (ST-5C), please notify the Director of Contracts & Records for issuance of a new certificate.

Very truly yours,

Miguel A. Sanchez

Miguel A. Sanchez
Supervisor, Contracts & Records

MS/cw

Enc.

Contact: MassDOT - Planning & Enterprise Services
Ten Park Plaza – Suite 5510
Boston, MA 02116-3973
857-368-9537



Commonwealth of Massachusetts
Department of Revenue
Christopher C. Harding, Commissioner

mass.gov/dor

Letter ID: L1875320960
Notice Date: March 23, 2018
MA Taxpayer ID: 10037042



CERTIFICATE OF EXEMPTION

MASSACHUSETTS DEPARTMENT OF
TRANSPORTATION
MASSDOT
10 PARK PLAZA
BOSTON MA 02116

Attached below is your Certificate of Exemption (Form ST-2). Cut along the dotted line and display at your place of business. You must report any change of name or address to us so that a revised ST-2 can be issued.

DETACH HERE



MASSACHUSETTS DEPARTMENT OF REVENUE

Form ST-2

Certificate of Exemption

MASSDOT
10 PARK PLAZA
BOSTON MA 02116

MA Taxpayer ID: 10037042
Certificate Number: 1310988288

This certifies that the organization named above is an exempt purchaser under Chapter 64H, section 6(d) or (e) of the Massachusetts General Laws. All purchases of tangible personal property by this organization are exempt from taxation to the extent that such property is used in the conduct of the business of the purchaser. Misuse of this certificate by any tax-exempt organization or unauthorized use of this certificate by any individual will lead to revocation. Willful misuse of this certificate is subject to criminal sanctions of up to one year in prison and \$10,000 (\$50,000 for corporations) in fines. This certificate is non-transferable and may be suspended or revoked for failure to comply with state laws and regulations.

Effective Date: March 23, 2018

Expiration Date: March 22, 2028



Form ST-5C
Contractor's Sales Tax Exempt
Purchase Certificate

Rev. 11/10

Massachusetts
Department of
Revenue

Part A. To be completed by governmental body, agency or IRC Section 501(c)(3) certified exempt organization

Exempt number	Contract number
E 046 - 002 - 284	125669
Name of exempt organization	
Massachusetts Department of Transportation	
Authorizing signature	Date
Miguel A. Sanchez	08/15/24

Part B. To be completed by purchasing contractor or subcontractor claiming exemption under MGL Ch. 64H, sec. 6(d), (e), (f) or (tt)

Purchaser (☐ contractor ☐ subcontractor)

Address

Date Vendor registration number (if applicable)

Contract/subcontract number	Contract/subcontract date	Estimated date of completion
125669	July 24 2024	December 31 2025

Part C. To be completed by purchasing contractor or subcontractor claiming exemption. See instructions.

I claim the exemption corresponding to the box checked below, and certify as follows (check appropriate box below):

1. ☐ **Exemption under MGL Ch. 64H, sec. 6(d) or (e): Contractor as Agent of Exempt Entity.** I certify that the purchaser is a contractor or subcontractor engaged in the performance of the above described contract and that the purchaser is acting as an agent of one the entities described below (check appropriate box) in purchasing tangible personal property (other than building materials and supplies described in MGL Ch. 64H, sec. 6(f)):
- ☐ Governmental body or agency described in MGL Ch. 64H, sec. 6(d) (local public school, city/town government, state agency, etc.). Attach Form ST-2, Certificate of Exemption. If Form ST-2 is not available, enter agency's exemption number.
- ☐ Tax exempt organization (under IRC Section 501(c)(3)) as described in MGL Ch. 64H, sec. 6(e) (parochial school, Scout troop, PTO, etc.). Attach Form ST-2, Certificate of Exemption.

To the best of my knowledge and belief, the quantities of tangible personal property noted on the reverse side are exempt from the sales/use tax under the provisions of MGL Ch. 64 H, sec. 6(d) or (e) as they are purchased by a purchaser acting as an agent for either a Massachusetts governmental body or for a tax-exempt organization under IRC section 501(c)(3).

2. ☐ **Exemption under MGL Ch. 64H, sec. 6(f): Building Materials and Supplies.** I certify that the purchaser is a contractor or subcontractor engaged in the performance of a contract for the construction, reconstruction, alteration, remodeling or repair of a building or structure for a governmental body or agency or for a certified IRC Section 501(c)(3) exempt organization or other project described in MGL Ch. 64H, sec. 6(f). To the best of my knowledge and belief, the described quantities of building materials and supplies noted on the reverse side are exempt from sales/use tax under the provisions of MGL Ch. 64H, sec. 6(f), and the described quantities of these materials and supplies are being purchased for use exclusively in the above contract.

3. ☐ **Exemption under MGL Ch. 64H, sec. 6(tt): Consulting/Operating Contractor as Agent of Governmental Entity.** I certify that the purchaser is a consulting or operating contractor or subcontractor as defined in MGL Ch. 64H, sec. 6(tt) and that the purchaser is authorized and acting as an agent of, and providing "qualified services," as defined in MGL Ch. 64H, sec. 6(tt), to a governmental body or agency described in MGL Ch. 64H, sec. 6(d). Attach Form ST-2. If Form ST-2 is not available, enter agency's exemption number. To the best of my knowledge and belief, the quantities of tangible personal property noted on the reverse side are exempt from the sales/use tax under the provisions of MGL Ch. 64 H, sec. 6(tt). The purchaser has been authorized under the above contract by a governmental body.

Regardless of the exemption claimed, I will maintain adequate records to show the disposition of all property purchased under this certificate. I understand that I am fully liable for the payment of any sales/use tax due in the event that the property purchased under this certificate is used in a non-exempt manner.

Signed under the penalties of perjury.

Signature Title

Location and description of project and description of kind and quantity of property or receipts/invoices must be attached or noted on the back of this form. This form is approved by the Commissioner of Revenue and may be reproduced.

Bluebikes Expansion Project

[illegible] *printed on recycled paper*



U.S. Department
of Transportation
**Federal Highway
Administration**

Massachusetts Division

April 2, 2024

220 Binney St, 9th Floor
Cambridge, MA 02142
(617) 494-3657
(617) 494-3355
www.fhwa.dot.gov/madiv

In Reply Refer To:
HDA-MA

Derek Krevat
Office of Transportation Planning
Massachusetts Department of Transportation (MassDOT)
Ten Park Plaza, Suite 4160
Boston, MA 02116

***Subject: Federal Fiscal Year (FY) 2024 – Newton/Arlington/Watertown Bluebikes Expansion
Project – Boston Community Connections (S12868)***

Dear Mr. Krevat:

Thank you for the opportunity to review the draft work scope for the Newton-Arlington-Watertown Bluebikes Expansion project (#S12868), originally received on March 5, 2024. We approve the project for use of funding from the Congestion Mitigation and Air Quality Improvement (CMAQ) Program, as part of the Boston MPO Community Connections program in FY2024. Specifically, we approve the following:

- Project # S12868, with a total cost of \$340,000 (\$272,000 in CMAQ funding and \$68,000 local match from the Cities of Newton, Arlington and Watertown). The project is programmed for one year of funding in FY2024.

We request a copy of the draft contract for the above project for approval. Further, we request to receive all quarterly progress reports. Please note that the obligation of funding should occur prior to contract execution. Any expenses incurred prior to obligation and contract execution are non-reimbursable. If you have any questions or comments, please contact Joshua Barber at (617) 494-2419.

Sincerely,

Cassandra Ostrander
Program Development Team Leader
FHWA Massachusetts Division

cc: Derek Shooster, MassDOT Office of Transportation Planning
Joshua Barber, FHWA Massachusetts Division



Maura Healey, Governor
Kimberley Driscoll, Lieutenant Governor
Monica Tibbitts-Nutt, Secretary & CEO



MEMORANDUM

TO: Kostandin Theodhori, Director, FAPRO

THROUGH: David Mohler, Executive Director, Office of Transportation Planning *DM*

FROM: Nathaniel Kerr, Manager of Administration, Office of Transportation Planning

DATE: July 1, 2024

SUBJECT: Community Connections Grant – S12868 Blue Bikes Obligation Memorandum for Arlington, Newton, Watertown FFY 2024 Congestion Mitigation and Air Quality Improvement (CMAQ) Funding

I am requesting the obligation of Federal Fiscal Year (FFY) 2024 Congestion Mitigation and Air Quality Improvement (CMAQ) Program funding to support the Community Connections Grant – Newton-Arlington-Watertown Bluebikes Expansion project funded through the Boston Metropolitan Planning Organization's (MPO) Community Connections Program. This funding, which is associated with contract #125669, is programmed in the State Transportation Improvement Program (STIP) in FFY 2024 at the amounts listed in the table below. The match will be provided by the local sponsors.

Please note that the total cost for the project is \$340,000 which includes the amounts listed below:

<i>STIP Program</i>	<i>MassDOT Project ID</i>	<i>Metropolitan Planning Organization</i>	<i>Project Description</i>	<i>Funding Source</i>	<i>FFY 2024 Total Amount</i>	<i>FFY 2024 Federal Amount</i>	<i>FFY 2024 Non-Federal Amount</i>
Transit Grant Program	S12868	Boston	ARLINGTON-NEWTON-WATERTOWN-BLUEBIKES EXPANSION PROJECT	CMAQ	\$340,000	\$272,000	\$68,000

Thank you for your assistance in this matter. Should you have any questions, please reach out to Nathaniel Kerr (nathaniel.w.kerr@dot.state.ma.us) and Miranda Briseno (miranda.e.briseno@dot.state.ma.us).

Run Date: 06/11/2024
Run Time: 08:34:52

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION
FEDERAL-AID PROJECT AGREEMENT

Report: FMISD05A
Page 1 of 2

RECIPIENT: 25-Massachusetts

FEDERAL PROJECT NO: 003P008

UEI (SAM): DZ2UJEKMI1FH4

RECIPIENT PROJ. NO(S): 125669

1. The State through its department of transportation, or other recipient, has complied, or hereby agrees to comply, with the applicable terms and conditions set forth in (a) Title 23, U.S. Code, highways; (b) The regulations issued pursuant thereto, and the policies and procedures promulgated by the Federal Highway Administration; and (c) All other applicable federal laws and regulations. 2. The State, or other recipient, stipulates that as a condition to payment of the Federal funds obligated, it accepts and will comply with the provisions set forth in 23 CFR 630.112. These provisions incorporate by reference all other federal laws and regulations pertaining to the project or the activity for which the funds are obligated. Solely for the purposes of emphasis, such applicable provisions include, but are not limited to, the requirements of Appendix A to 2 CFR Part 170—Award terms for Reporting subaward and executive compensation information, and 2 CFR 200, including for those funds for which such amount will be subawarded to a subrecipient, 2 CFR 200.331.3. Relative to the above designated project, the FHWA has authorized certain work to proceed as evidenced by the date entered opposite the specific item of work. For such authorized work, the federal funds obligated or advance-construction authorized, are not to exceed the amount shown herein. The balance of the estimated total project cost is an obligation of the State or other direct recipient. 4. Such authorization of Federal funds extends only to project costs incurred by the State, or other recipient, following Federal Highway Administration's authorization to proceed with the project.

PROJECT TITLE: ARLINGTON-NEWTOWN-WATERTOWN-BLUEBIKES EXPANSION PROJECT

PROJECT DESCRIPTION: CMQ-003P(008)X - ARLINGTON-NEWTOWN-WATERTOWN-BLUEBIKES EXPANSION PROJECT

DUNS#:

SUBRECIPIENT PROJECT: No

SUBRECIPIENT UEI (SAM):

SUBRECIPIENT NAME:

PROJECT END DATE: 12/31/2025

CLASSIFICATION OF PHASE OF WORK
TO BE PUT UNDER AGREEMENT
HIGHWAY PLANNING & RESEARCH
PRELIMINARY ENGINEERING
RIGHT-OF-WAY
CONSTRUCTION
OTHER

EFFECTIVE DATE OF
AUTHORIZATION

06/04/2024

PROGRAM CODE	FAIN	URBAN/ WITH	TOTAL COST	FEDERAL SHARE	FEDERAL FUNDS UNDER AGREEMENT	ADVANCED CONST. FUNDS
L400	693JJ22430000L400MA003P008		\$49,384.25	80.00%	\$39,507.40	\$0.00
Y400	693JJ22430000Y400MA003P008		\$290,615.75	80.00%	\$232,492.60	\$0.00
TOTAL			\$340,000.00		\$272,000.00	\$0.00

ESTIMATED TOTAL COST: \$340,000.00
TOTAL AUTHORIZED FOR PROJECT: \$272,000.00

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

AVAILABLE FUNDS CERTIFIED BY:	Kostandin Theodhori	DATE:	05/29/2024
APPROVED AND REQUESTED BY:	Kostandin Theodhori	DATE:	05/29/2024
AGRMT/MODIFY REQUESTED BY:	Kostandin Theodhori	DATE:	05/29/2024

FEDERAL HIGHWAY ADMINISTRATION

PROJECT INFORMATION REVIEWED BY:	Peter Brady	DATE:	06/03/2024
APPROVAL RECOMMENDED BY:	Peter Brady	DATE:	06/03/2024
APPROVED AND AUTHORIZED BY:	Joshua Grzegorzewski	DATE:	06/04/2024

RECIPIENT REMARKS: New Authorization: Obligation of \$39,507.40 in Program Code L400 and \$232,492.60 in Program Code Y400 of Federal Funds. This obligation is based on the Bluebikes Expansion project funded through the Boston Metropolitan Planning Organization's (MPO) Community Connections Program. The match portion of \$68,000.00 in this project is provided by municipalities. This project does not have non-participating fund allocation.

DIVISION REMARKS:

Run Date: 06/11/2024
Run Time: 08:34:52

**U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION
FEDERAL-AID PROJECT AGREEMENT**

Report: FMISD05A
Page 2 of 2

Certificate Of Completion

Envelope Id: 5AD26C10D1A04F3389157CDFADC7B306

Subject: Complete with DocuSign: CASL from Nathaniel Kerr

Document Type: CASL

Source Envelope:

Document Pages: 1

Signatures: 2

Certificate Pages: 2

Initials: 0

AutoNav: Enabled

Envelope Stamping: Enabled

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:

Massachusetts Office of the Comptroller

1 Ashburton Place 9th Floor

Boston, MA 02108

CTR.DocuSign.SCR.CASL@mass.gov

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Location: DocuSign

Pool: StateLocal

Pool: Massachusetts Office of the Comptroller

Location: DocuSign

Signer Events

Nathaniel Kerr

nathaniel.w.kerr@dot.state.ma.us

Security Level:

DocuSign.email

ID: 1

7/18/2024 1:48:45 PM

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Timestamp

Sent: 7/18/2024 1:48:44 PM

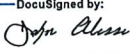
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Signed: 7/18/2024 1:49:45 PM

John Alessi

jalessi@town.arlington.ma.us

Senior Transportation Planner

Security Level: Email, Account Authentication
(Optional)DocuSigned by:

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Signature Adoption: Pre-selected Style

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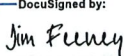
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Not Offered via DocuSign

Jim Feeney

jfeeney@town.arlington.ma.us

Town Manager

Security Level: Email, Account Authentication
(Optional)DocuSigned by:

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Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

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In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp**

Carbon Copy Events

Nathaniel Kerr
nathaniel.w.kerr@dot.state.ma.us
Manager of Admin TEST
Security Level: Email, Account Authentication
(Optional)
Electronic Record and Signature Disclosure:
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Status**COPIED****Timestamp**

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Nathaniel Kerr
nathaniel.w.kerr@dot.state.ma.us
Manager of Admin TEST
Security Level: Email, Account Authentication
(Optional)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

Sent: 7/18/2024 4:05:50 PM

Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

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Payment Events**Status****Timestamps**

**ATTACHMENT I
STANDARD PROVISIONS**

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION

OFFICE OF TRANSPORTATION PLANNING

ARTICLE I: GENERAL PROVISIONS

1. DEFINITIONS

The following words as used herein, heretofore, and hereinafter shall mean:

CONSULTANT....The party of the second part to this Contract, acting directly or through an authorized lawful agent or employee.

COMMONWEALTH....The Commonwealth of Massachusetts

DEPARTMENT....The Massachusetts Department of Transportation of the Commonwealth of Massachusetts.

DIRECTOR....The Executive Director of the Office of Transportation Planning acting directly or through an authorized representative, such representative acting within the scope of the particular duties entrusted to him/her.

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION OR "MassDOT"....The Department of Transportation of the Commonwealth of Massachusetts.

FEDERAL HIGHWAY ADMINISTRATION OR "FHWA"....The Federal Highway Administration of the United States Department of Transportation.

FEDERAL TRANSIT ADMINISTRATION or "FTA" ... The Federal Transit Administration of the United States Department of Transportation.

PROJECT....All work described in the Scope of Services (Scope of Work) contained in Attachment A.

SPECIFICATIONS....The directions, provisions and requirements comprising the Terms and Conditions, the Standard Contract, Standard Provisions and the Special Provisions.

SPECIAL PROVISIONS....The special directions, provisions and requirements prepared to cover proposed work not expressly provided for in these specifications. The Special Provisions shall be included within the general term "Specifications" and shall be made a part of the contract with the expressed understanding that in the event of conflict, they shall prevail over all other specifications of the contract.

STANDARD CONTRACT...Commonwealth of Massachusetts Standard Contract

STANDARD SPECIFICATIONS....Most recent Massachusetts Department of Transportation Standard Specification for Highways and Bridges

TERMS AND CONDITIONS....Commonwealth Terms and Conditions**2. TIME SCHEDULE**

The Consultant shall begin performance of the services designated in the contract promptly and shall complete the services without delay. All work shall be performed by the Consultant in accordance with the time schedule as shown in the Standard Contract and/or in the SPECIAL PROVISIONS, if applicable.

Should circumstances occur, which are beyond the control of the Consultant, such as an increase in the scope of work, revisions to approved work, or a change in the conditions under which the work is to be performed, the specified estimated completion date may be extended. If the extension of time is more than one year beyond the originally specified time-period, the contract fee may be renegotiated. Four months prior to reaching the completion date for the Contract, it shall be the Consultant's responsibility to notify the Department in writing if the completion date cannot be met. The Consultant shall state the reason why that date cannot be met and request a revised date for consideration. If the Department determines that an extension of time is warranted, both parties shall agree to a new completion date. Any adjustment to the contract fee attributed to escalated salaries and/or other costs resulting from the extended time shall only apply to costs incurred beyond the one-year addition to the original completion date. Also, the Consultant is made aware that no compensation will be paid for services that are rendered either prior to the date of the Notice to Proceed or beyond the duration specified in the Contract, unless an extension of time is granted.

3. TERMINATION

Upon receipt of written notification from the Department that this Contract, or any part thereof, is to be terminated, the Consultant shall immediately cease operations on the work stipulated, and assemble all material that has been prepared, developed, furnished or obtained under the terms of this Contract that may be in its possession or custody, and shall transmit the same to the Department on or before the fifteenth day following the receipt of the above written notice of termination, together with an evaluation of the cost of the work performed, unless otherwise provided for in the SPECIAL PROVISIONS. The Consultant shall be entitled to just and equitable payment in accordance with ARTICLE II, Section D for any uncompensated work satisfactorily performed prior to such notice.

The Department shall determine the amount of acceptable work performed by the Consultant under this Contract. The Department's evaluation shall be used as a basis to determine the amount of compensation due for this work, provided it shall be made in good faith and supported by substantial evidence. In determining the value of the work performed by the Consultant prior to termination, no consideration will be given to profit, which the Consultant might have reasonably expected to make on the uncompleted portion of the work.

4. STANDARD SPECIFICATIONS

The Consultant agrees to perform the work required under this contract under strict conformity with the provisions of the Department's current Standard Specifications for Highways and Bridges and amendments thereto insofar as said provisions are applicable to this contract, said Standard Specifications and amendments being specifically made a part of this contract as fully and to the same effect as if the same had been set forth at length herein, except herein otherwise provided.

5. DESIGN STANDARDS not applicable

6. STAFFING OF OFFICE AND INSPECTION OF WORK

The Consultant shall maintain an office located within the confines of the Commonwealth of Massachusetts. Such office shall be staffed with professional personnel adequate in number, training and experience to perform the work required under this contract.

Prior to the beginning of work, the Consultant shall submit the names, resumes, titles and salary rates of all personnel to be assigned to the work. Any subsequent increase in salary rates shall require the written approval of the Executive Director. In addition, education and experience records of supervisory personnel who will actively participate in the work shall be submitted. If, at any time during the term of this contract, any supervisory position is vacated, notice shall be immediately sent to the Executive Director as to the person vacating the position and the name, title, education, experience record and rate of pay of the person who will fill the vacancy. Prior written approval of the Executive Director for the change in supervisory personnel must be received by the Consultant. It is understood that authorized representatives of the Massachusetts DEPARTMENT OF TRANSPORTATION/Office of Transportation Planning and the United States Department of Transportation, Federal Highway Administration/Federal Transit Administration may inspect or review the Consultant's work in progress during normal working hours. Plans and documents, including those in the formative stage, shall be readily available in the Consultant's Massachusetts Office at all times during normal working hours. It is agreed that any or all portions of the work performed by the Consultant may be reviewed by other Consultants retained by the Department for this purpose.

7. LODGING, ETC.

Every person employed in the work covered by this Contract shall lodge, board or trade where and with whom he/she elects, and neither the Consultant nor its agents or employees shall directly or indirectly require as a condition of employment therein that an employee shall lodge, board or trade at a particular place or with a particular person.

8. AVAILABLE DATA AND MATERIALS

All data applicable to this project in possession of the Department shall be made available to the Consultant by the Department. When appropriate, the Department shall furnish to the Consultant forms, cross section paper and other material for the preparation of plans, profiles, cross sections, etc. if such materials are standard only with the Department and cannot be obtained elsewhere.

9. HEARINGS & MEETINGS

The Department shall make all arrangements for and hold all necessary official public hearings in connection with the project. Public meetings to obtain citizen participation in the planning and design of the project may be arranged by the Department or by the Consultant under the direction of the Executive Director. The Consultant shall not, at any time, make any commitments or give any information regarding projects being planned by the Department without prior approval of the Executive Director. The Consultant shall, when requested by the Executive Director, render such assistance as necessary, including preparation and explanation of materials, at or for any hearing, meeting or conference held by the Department.

10. AGREEMENTS

The Department shall negotiate and prepare all necessary agreements with railroads, public utilities, municipalities, agencies of the United States Government or others. The Consultant shall prepare the plans, sketches and other data necessary in connection with these agreements and assist the Executive Director, if requested, at conferences related to such agreements.

11. APPEARANCE AS WITNESS

If and when required by the Department, the Consultant shall prepare for and appear in any litigation concerning this project on behalf of the Commonwealth, and shall be paid actual salary and overhead costs with no profit allowance for this services and shall be reimbursed for any expenses incurred in relation thereto. These services and expenses shall not be considered as covered by the total of the fees stipulated in this contract.

12. REPORTS OF MEETINGS

The Consultant shall keep a record indicating the subject and substance of all formal meetings with the members of the Department as well as with representatives of other State and Federal agencies, municipalities, private organizations and the general public, at which it is in attendance. Meeting reports shall be prepared and submitted to the Executive Director describing the subject matter discussed at each meeting, and subsequent reports shall be submitted as to actions taken as a result of recommendations presented.

13. CONTRACT PROPOSALS: Not applicable

14. APPROVAL OF CONTRACT PLANS: Not applicable

15. REVISIONS

Should the Department require additional work or revisions to the Consultant's work product beyond that which is to be delivered in accordance with the Scope of Work outlined in Attachment A of this contract, additional compensation may be negotiated in accordance with Article II section 3.

No compensation will be made under this section for work that the Consultant has completed and for which approval has not been given, or for revisions caused by errors, omissions, oversight or neglect on the part of the Consultant.

16. PUBLICATION OF PLANS

No copies of data or plans, including material in the formative stage are to be released by the Consultant to any other person or agency, except after prior approval of the Department. All press releases including plans and information to be published in newspapers, magazines, and other news media are to be through Department sources only.

17. EMPLOYMENT OF DEPARTMENT PERSONNEL

The employment by the Consultant of personnel on the payroll of the of Massachusetts Department of Transportation shall not be permitted in the execution of this Contract, even though such employment may be outside of the employee's regular working hours or on Saturdays, holidays or vacation time. The Consultant is presumed to have a sufficient and competent organization to do the work required.

18. WARRANTY

The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, the Department shall have the right to annul this Contract without liability, or, in its discretion, to deduct from the Contract price or consideration without liability, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

19. SUBCONTRACTING

The Consultant shall perform with its own organization not less than fifty (50) percent of the contract fee, except that any items designated in the contract as "Specialty Items" may be performed by subcontract.

If the complexity and nature of the project are such as to require highly specialized professional or expert assistance, services or advice in connection with special phases of the work which normally are not the type performed directly by the Consultant, such services may be obtained, provided that prior written approval is received from the Department, and, in the case of Federal-Aid Projects, both the Department and the FHWA or FTA.

The Consultant warrants that its contracts with subcontractors shall bind each subcontractor to all provisions of this contract to the extent that the regulations, rights and interests of the Department and the Federal Highway Administration/Federal Transit Administration may be effected; and the Consultant accepts legal and financial responsibility for any failures to so protect and enforce the regulations, rights and interests of the Department and the Federal Highway Administration/Federal Transit Administration.

The Department reserves the right to approve any changes in subcontractors or changes in the amounts or rates of cost reimbursement to any subcontractor. The employment of other firms or individuals for

supplemental specialized services, such as soil testing and ground or aerial survey work included in the predetermined fee, shall not require approval of the Federal Highway Administration/Federal Transit Administration or the Board of Commissioners, but prior written approval shall be obtained from the Executive Director.

Requests for approval of work to be subcontracted shall include a clear description of the work to be performed, capabilities of the subcontractor to perform such work, breakdown of costs and man hours, method of payment and maximum amount to be paid. Any subcontract which exceeds \$50,000 in cost shall contain all the contractual provisions which are contained in contracts for prime consultants, including insurance certificates and pre-award audit data. For subcontracts whose costs are between \$25,000 and \$50,000, the Department may, at its discretion, require that the aforementioned provisions be included. The aforementioned provisions are not required for subcontracts that are less than \$25,000 in costs.

20. NON-DISCRIMINATION IN EMPLOYMENT AND AFFIRMATIVE ACTION

During the performance of this contract, the Consultant, for itself, its assignees and successors in interest, shall comply with the regulations of the United States Department of Transportation relative to nondiscrimination in Federally assisted programs of the Department of Transportation (Title 49, CFR, Part 21, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

The Consultant shall comply with all provisions of the "Required Contract Provision for Equal Opportunity, the Special Provision for Specific Equal Opportunity Responsibilities" and the "Disadvantaged Business Enterprise Provision" which are included herein and made a part of this Contract.

21. NOTICE

Unless otherwise specified, any notice hereunder shall be in writing and shall be deemed delivered when given in person to either party or deposited in the U.S. mail, postage prepaid and addressed as indicated in the SPECIAL PROVISIONS.

22. INSURANCE

The Consultant shall carry insurance in a sufficient amount to assure the restoration of any plans, drawings, computations, field notes or other similar data relating to the work covered by this Contract in the event of loss or destruction until all data is turned over to the Department.

The Consultant shall submit copies of the insurance policies as well as any applicable certificates to the Department for subsequent filing with the Department Secretary. The Department shall not be obligated to make any payment to the Consultant for services performed under the provisions of this contract before receipt of evidence of insurance coverage.

The Consultant shall also carry Professional Services Liability Insurance for errors and omissions, in an amount stated in the SPECIAL PROVISIONS, if such insurance is applicable to this contract. This insurance shall be obtained by the Consultant and shall remain in force from the date when the Consultant affixes its Registered Professional Engineer's stamp to the Contract documents to the date when all construction work designed under this Contract is completed, unless this Contract is terminated as herein provided, or until it is determined by the Engineer that construction has advanced to the stage where errors in design cannot further affect said construction. This policy shall indemnify and save harmless the Commonwealth, its officers, agents and employees from claims, suits, actions, damages and costs of every name and description resulting from errors and omissions in the work performed by the Consultant after the starting date of and under the terms of this Contract. A certificate showing that it is carrying this insurance shall be submitted to the Department for subsequent filing with the Department Secretary.

No cancellation of such insurance, whether by the insurers or by the insured, shall be valid unless written notice thereof is given by the party proposing cancellation to the other party and to the Department at least twenty (20) days prior to the intended effective date thereof, which date shall be expressed in said notice. Notice of cancellation sent by the party proposing cancellation by certified mail, postage prepaid, with a return receipt of addressee requested, shall be sufficient notice. An affidavit from any officer, agent or employee, duly authorized by the insured, shall be prima facie evidence that the notice was sent.

This section shall apply to the legal representative, trustee in bankruptcy, receiver, assignee, trustee and the successor in interest of such Consultant. The aforesaid insurance shall be taken out and maintained by the Consultant.

Failure to provide and continue in force any insurance as described in this section shall be deemed a material breach of the Contract and shall operate as an immediate termination thereof.

23. INDEMNIFICATION OF COMMONWEALTH/CONSULTANT LIABILITY

The Consultant shall be liable for all damage caused by errors or omissions in its work or in the work of its subcontractors, agents, or employees performed under this agreement. The Consultant expressly agrees that its subcontractors, agents, or employees shall possess the experience, knowledge and character necessary to qualify them individually for the particular duties they perform. Nothing in this Article or in this Agreement shall create or give to third parties any claim or right of action against the Consultant or the Department beyond such as may legally exist irrespective of this Article or Agreement.

24. AMENDMENT

If, during the term of the contract, the Department revises the limits of the project or makes other substantial changes in the scope or character of the work so as to thereby increase the work to be performed by the Consultant, such increased work shall result in an additional fee to be paid to the Consultant in accordance with ARTICLE II, provided that a written agreement concerning such increased work and additional fee has been made by all parties concerned prior to the performance of such increased work. In the event that no such written agreement has been executed prior to the performance of such increased work, the Consultant shall not be entitled to any additional fee. On projects being reimbursed with federal funds, approval of said written agreement by the FHWA or FTA shall be required prior to the performance of such increased work.

- 25. NEGOTIATION SUBSEQUENT TO CONTRACT EXECUTION:** Not applicable
26. OWNERSHIP OF DATA

All materials prepared by the Consultant for the purpose of performing the services set forth in this contract shall be owned by the Department. During the performance of the Contract, such material shall be maintained by the Consultant; the Department will have full access to such materials with copies available to the Department upon request.

27. COPYRIGHT

The Consultant shall be free to copyright material developed under the contract with the provisions that the Department and the FHWA or FTA reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use the work for government purposes.



**ATTACHMENT I
STANDARD PROVISIONS****ARTICLE II: COMPENSATION OF CONSULTANT****1. GENERAL FEE**

The Consultant shall insure that the compensation provisions and the "Contract Cost Principles and Procedures" set forth in the Federal Acquisition Regulation 31 (Technical Reference 48 CFR Chapter 1 Part 31) which document is incorporated herein and made a part hereof by reference are adhered to and are referenced in all contracts with subconsultants and subcontractors.

The Commonwealth hereby agrees to pay and the Consultant agrees to accept as full compensation for all services rendered to the satisfaction of the Department a fee established in accordance with one of the following two payment methods:

PAYMENT METHOD 1 LUMP SUM: Not applicable, unless specified in the SPECIAL PROVISIONS.

PAYMENT METHOD 2 COSTS or COSTS PLUS A NET FEE: Actual Maximum Payment Amount is specified in the SPECIAL PROVISIONS.

The Federal Program Description for these funds is Federal Highway funding.

For all services to be performed under the General Fee, the Consultant shall be paid an amount equal to the sum of the following items a, b, c, and d:

- a) Actual direct salary costs paid professional employees by the Consultant for the time such employees are directly utilized on work necessary to fulfill the provisions of the Contract. Actual direct salary costs shall consist of payroll costs at straight time for professional employees, excluding all principals or administrative officers such as owners, partners, stockholders owning more than one percent of the common stock outstanding, or other major supervisory personnel, for the time such employees are directly utilized on the work covered by this Contract. If it is the usual practice for salaried principals or administrative officers of small firms to perform planning, research or technical work, permission may be granted by the Executive Director to compensate them for the time when they are actually engaged in this work, but only at a rate of pay commensurate with the type of work performed. Permission may also be given by the Executive Director for certain principals or administrative officers of large firms to be paid for professional work performed by them at a rate of pay commensurate with the type of work performed, but only under unusual conditions for specific periods of time. Written approval shall be required from the Executive Director prior to the use of said principals or officers by both large and small firms.

Payment of any said principals or officers for administrative duties at the usual rate of pay for these positions will not be allowed, it being considered that their salaries are included under overhead.

Salary rates and increases thereof paid to professional employees assigned to this project shall be commensurate with salaries paid and increases thereof made to other employees of the Consultant engaged in similar work. Any increases in salary shall be the result of company wide evaluation of all professional employees. Such evaluation shall be in accordance with company wide personnel regulations and established policies.

The Executive Director shall have the right to exercise the power of review and approval of salaries and increases thereof for a period of thirty days following receipt of the Consultant's written notice of such rates and/or increases. This notice must be submitted prior to the date when such rates become effective.

Unless the Executive Director notifies the Consultant in writing during the thirty-day period that such salary rate or increase thereof is in his opinion, unreasonable, such lack of notice shall constitute approval of the rate or increase from the proposed effective date. All salary changes from those submitted on the previous invoice shall be specifically noted by the Consultant on his next invoice giving the date of the letter requesting such increase. Changes in salary rates made prior to the date of this letter will not be approved for payment. Any such salary increase shall not be considered as justification for an increase in the maximum payment for direct salary costs shown under Maximum Payment Amounts herein before.

No premium payment shall be made for overtime work unless previously approved by the Executive Director.

- b) Applicable indirect costs incurred during the period of this contract, to the extent that such indirect costs are allowable under the "Contract Cost Principles and Procedures" set forth in the Federal Acquisition Regulation 31 (Technical Reference 48 CFR Chapter 1 Part 31) which document is incorporated herein and made a part hereof by reference.

For purposes of partial payments a provisional indirect cost additive rate, expressed as a percent of actual direct salary costs, will be specified in the SPECIAL PROVISIONS.

The amount to be allowed for indirect costs shall be the actual audited amounts of such costs incurred by the Consultant.

- c) A net fee, if applicable, as shown in the SPECIAL PROVISIONS to cover consultant's profit, miscellaneous expenses, and other factors that may be considered under the applicable regulations and that are not paid for otherwise.
- d) Reimbursement for direct expenses to the extent that they are allowable under the provisions of the Federal Acquisition Regulation referred to above and meet the requirements set forth below.

Reimbursable direct expenses shall include, but not be limited to, costs covering work performed by other parties such as borings, laboratory tests, field survey, special electronic computer programming, services of other professionals or specialists, special printing and reproductions and certain telephone and travel expense as further set forth below and normally not included in overhead expense.

The Consultant Shall adhere to the applicable provisions of 48 CFR, Chapter 1, Part 31 and 49 CFR, Part 18.00, particularity Section 18.32, with respect to nonexpendable property. All such nonexpendable property shall become the property of the Department and shall be transferred unto its care and custody at the Department's direction.

Prior written approval shall be obtained by the Consultant from the Executive Director before these direct expenses are incurred. Reimbursable direct expenses are included under the Maximum Payment Amount.

All requests for reimbursement of such direct expenses shall be submitted in writing to the Director, together with estimates of the cost for each type of expense and the reasons for such expenses.

All billing of direct expenses shall be itemized by date, name of person incurring such expenses, location of travel or communication points, and shall include all other data relevant to a verification of the expenses together with a copy of the Executive Director's letter (when required) authorizing such expenditure.

Telephone charges shall not be considered as a direct expense except for toll charges specifically approved by the Executive Director.

When applicable, no direct charges for computer time or computer aided drafting and design costs will be eligible for reimbursement.

Travel Expenses when authorized under the SPECIAL PROVISIONS of this Contract shall be measured from the Massachusetts office of the Consultant, or the residence of the Consultant's employee traveling to a project-related destination point, whichever is the lesser distance, unless otherwise expressly authorized by the Director in writing. No travel expense will be paid unless provided for in the SPECIAL PROVISIONS or as may be previously approved in writing by the Executive Director. Travel shall be made by the least expensive reasonable means. First class air-fare, deluxe accommodations and unreasonable meal costs will not be approved. The use of rented automobiles will be reimbursed only at the same mileage rate as approved for personal or firm-owned vehicles. The cost of meals related to trips made in the course of a normal work-day will not be reimbursed. Travel and certain other necessary expenses for attendance at public meetings and hearings, as designated by the Executive Director, may be reimbursed subject to written approval of the Executive Director.

Since it is agreed that the work under this contract shall be performed in an adequately staffed office of the Consultant located within the Commonwealth of Massachusetts, costs incurred by the Consultant for telephone calls and travel to or from his out-of-state offices, shall not be reimbursed. Travel and subsistence shall not be paid for employees from any out-of-state office to work in Massachusetts except for certain specialists when expressly approved by the Executive Director in writing.

Printing of plans and copying of data as required for reviews and normal submissions shall not be reimbursed as direct expense, notwithstanding the fact that the Consultant may not own printing or copying equipment. Payment for special printing of reports and preparation of matter to distribute at public meetings, hearings and similar occasions may, with the approval of the Executive Director, be reimbursed.

Expenses for administrative personnel performing administrative work will not be reimbursed.

No markup shall be allowed on direct expenses.

All direct costs not reimbursable under this Article, and not allowable upon audit of the Consultant's records as an overhead item, shall be included in the net fee, if applicable, for profit and unallocated costs.

All costs as described in the foregoing paragraphs are to be determined by actual records kept by the Consultant in accordance with the provision of this contract and are subject to final audit by the Massachusetts Department of Transportation and/or the FHWA or FTA. The total partial payments made shall be adjusted to conform to determinations made in such final audit in accordance with the above provisions of this Article. At their discretion, the Massachusetts Department of Transportation and/or the federal government may undertake interim audits at any time during the

term of the Contract.

In no event shall the maximum amount to be paid under this Contract exceed the amount as shown on Page 1 of the STANDARD CONTRACT notwithstanding final audit results, except by agreement of all parties, and with the concurrence of the U.S. Department of Transportation, the Federal Highway Administration/Federal Transit Administration in the case of federal-aid projects.

The maximum amount may be adjusted when the Consultant establishes, and the Department and the FHWA are in agreement, that there has been or is to be a significant change in

- a) the scope, complexity, or character of the services to be performed;
- b) conditions under which the work is required to be performed; and
- c) the duration of work, if the change from the time period specified in the agreement for completion of the work warrants such adjustment.

Upon adjustment of the maximum amount, an appropriate adjustment in the predetermined net fee shall be considered.

2. PAYMENT FOR WORK DURING CONSTRUCTION Not applicable

3. ADDITIONAL FEES IN EXCESS OF GENERAL FEE

If the Consultant performs services for revisions of plans as described in ARTICLE I, Section 15 or other services for which an additional fee is provided, he shall be paid an amount based on one of the following methods:

PAYMENT METHOD 1 - LUMP SUM: Not applicable unless specified in the SPECIAL PROVISIONS.

PAYMENT METHOD 2 - COSTS or COSTS PLUS A NET FEE: See Article II Section 1.GENERAL FEE.

4. PAYMENT FOR TERMINATION OF WORK

In the event the Department sees fit to notify the Consultant to abandon, limit or defer the work under this Contract, or any part thereof, the Consultant shall be paid for any uncompensated work satisfactorily performed prior to date of said notice in one or more of the following methods, as shall be determined by the Director:

- a) Lump sum amount: Not applicable unless specified in the SPECIAL PROVISIONS.
- b) By costs plus a net fee as stated in ARTICLE II, Section 1, Payment Method 2. Such net fee, if applicable, shall be in proportion to the amount of work performed.
- c) By payment of work completed as applied to costs of each unit of work, if applicable.

If the work to be performed under this Contract is terminated due to bankruptcy proceedings, or for any

other cause due to action or inaction by the Consultant, the Consultant shall be paid for any uncompensated work satisfactorily performed prior to said termination as so stated above, minus the percentage of all previous partial payments, if any, which were retained, as part security for fulfillment of this Contract. This amount will be forfeited by the Consultant to the Department to compensate for damages suffered by the Department due to the Consultant's failure to complete the Contract.

5. PAYMENTS

Partial payments against the General Fee shall be due and paid monthly upon approval by the Executive Director of the Consultant's invoice for all services performed to the end of the preceding month.

No compensation will be paid for services that are rendered prior to the date of the Notice to Proceed or beyond the duration specified in the contract, as amended.

Partial payments against the General Fee shall be for the value of all services performed as shown on invoices submitted by the Consultant and approved by the Executive Director. Invoices must be accompanied by actual or certified copies of time records of the consultant's employees and receipted bills from other firms for work authorized and performed under the provisions of this Contract. Invoices and all supporting documentation shall be submitted in quintuplicate: an original and four legible copies.

Partial payments shall be based on actual salaries paid monthly as specified under ARTICLE II Section 1. Method 2 paragraph (a); plus costs as specified under paragraph (b); plus the proportionate share of the net fee, if applicable, as specified under paragraph (c), which represents the percentage of work completed to date covered by the monthly invoices; plus reimbursement for authorized direct expenses based on receipted bills as provided under paragraph (d).

The Department reserves the right to defer any partial payments when the ratio of the total salary costs billed (exclusive of direct costs) to the total salary costs as shown in the original proposal is greater than the ratio of the work completed to the total work to be performed under the contract provisions.

Payments on account of additional fees for revisions or for other services as specified in ARTICLE II Section 3 shall be due and payable upon approval by the Executive Director of the Consultant's invoices for such services performed to the end of the preceding month accompanied by actual or certified copies of paid invoices and/or payrolls for the same, if required under the method of payment used.

Payments in reimbursement to the Consultant for direct costs and expenses incurred by him or any of his sub-consultants shall be due and payable upon submission and approval by the Executive Director of the Consultant's invoice accompanied by actual or certified copies of paid invoices and/or payrolls for the same. No premium payments shall be made for overtime work unless previously approved by the Executive Director.

Periodic invoices shall, in addition to current charges, incorporate all previous charges, either paid or unpaid, for services performed under the contract through the date of each such invoice. Periodic invoices shall also segregate and accumulate, for Payments Method 2, total salary costs and indirect cost billed by the Consultant, and subconsultants if applicable, fiscal year end.

All invoices and time records shall contain a statement that the Consultant certifies, under the pains and penalties of perjury, that all work for which payment is requested has been performed and that such performance is in full compliance with the provisions of the Contract.

6. RETAINAGE

The Department reserves the right to retain a percentage of all amounts due for partial payments made against work performed under this Contract, except for amounts due for actual reimbursable direct costs, as part security for the fulfillment of this Contract by the Consultant. If this right is exercised, it shall be further described in the SPECIAL PROVISIONS.

7. RECORDKEEPING, AUDIT, AND INSPECTION OF RECORDS

All costs and expenses as described in the foregoing paragraphs are to be determined by actual records kept by the Contractor in accordance with the provisions of this Contract and are subject to final audit by the Massachusetts Department of Transportation and/or (or its designee) and the FHWA or FTA. The total partial payments made hereunder shall be adjusted to conform to determinations made in such audit(s). Payments as made to the Contractor shall be subject to adjustments on the basis of final audit by the Massachusetts Department of Transportation. At their discretion, the Department and the FHWA or FHWA or FTA may undertake interim audits and make retroactive Interim payment adjustments as a result of such audits at any time during the term of this Contract.

The Contractor is obligated to maintain in an acceptable form books, records, and other compilations of data pertaining to the performance of the provisions and requirements of this Contract to the extent and in such detail as shall properly substantiate claims for payment under this Contract, including complete employee time and payroll records, as well as documents, papers, and other evidence pertaining to billings to the Massachusetts Department of Transportation and/or under this Contract; and shall also maintain records supporting the original cost proposal on this Contract. The Contractor shall make such materials available at its office at reasonable times during the term of this Contract and thereafter for inspection by the various agencies and entities identified in this Section; and copies of such materials shall be furnished upon request of the Massachusetts Department of Transportation or its designee or the FHWA or FTA.

The Contractor shall comply with any programmatic or fiscal reporting requirements identified in this Contract, including format, contents, detail and submission requirements. The Contractor's failure to timely submit required reports may be considered a material breach of this Contract and may subject the Contractor to delayed or reduced payments without penalty to the Massachusetts Department of Transportation.

All such records and reports, noted above, shall be kept for a minimum period of seven (7) years or until the resolution of any litigation, claim, negotiation, audit or other action involving the records which arise at any time during the retention period. All document retention periods shall begin on the first day after final payment under this Contract. If any litigation, claim negotiation, audit or other action involving the records has been started before the expiration of the applicable retention period, all records shall be retained until completion of the action and resolution of all issues resulting there from, or until the end of the applicable retention period whichever is later.

Pursuant to Executive Order No. 195, or as amended, the Massachusetts Department of Transportation, the Governor of the Commonwealth of Massachusetts or his/her designee, the Secretary of Administration and Finance, the State Auditor, or their duly authorized designees, shall have access, at reasonable times and upon reasonable notice to examine the books, records, reports, and other compilation of data of the Contractor noted above which pertain to the performance of the provisions and requirements of this Contract. Such access shall include on-site audits, review, and photocopying of such records, reports or other data, at a reasonable expense.

ATTACHMENT J SPECIAL PROVISIONS

MASSACHUSETTS DEPARTMENT of TRANSPORTATION OFFICE OF TRANSPORTATION PLANNING

Project Name: Arlington-Newton-Watertown BlueBikes Expansion

Consultant Name: Town of Arlington

Contract # 125669

Contract period: NTP through 12/31/2025

These SPECIAL PROVISIONS shall be made part of this contract with the expressed understanding that in the event of conflict, the SPECIAL PROVISIONS shall prevail over the STANDARD PROVISIONS, Office of Transportation Planning version. In the event of conflicts between any parts of this contract and the COMMONWEALTH OF MASSACHUSETTS STANDARD CONTRACT (STANDARD CONTRACT) or the COMMONWEALTH TERMS AND CONDITIONS (TERMS AND CONDITIONS), the provisions contained in the STANDARD CONTRACT and/or the TERMS AND CONDITIONS shall prevail.

During the performance of this contract, the CONSULTANT shall comply with the terms and conditions contained in the STANDARD CONTRACT, TERMS AND CONDITIONS, and ARTICLES I and II of the STANDARD PROVISIONS included in ATTACHMENT I of this contract, except as said STANDARD CONTRACT and STANDARD PROVISIONS are expressly amended or supplemented as follows below.

The numbering of amendments in these SPECIAL PROVISIONS corresponds to that of the preceding STANDARD PROVISIONS. Skipping a number in the SPECIAL PROVISIONS indicates only that there is no change to the corresponding number in the STANDARD PROVISIONS.

ARTICLE I - GENERAL PROVISIONS

1. DEFINITIONS

Add the following:

METROPOLITAN PLANNING ORGANIZATION or “MPO”... The organization designated by the Governor as being responsible for carrying out 3C transportation planning for an urbanized area.

REGIONAL PLANNING AGENCY or “RPA”... One of thirteen planning agencies in the Commonwealth established under Massachusetts General Laws or the Central Transportation Planning Staff “CTPS,” having responsibility for comprehensive regional and transportation planning, and acting as the CONSULTANT.

UNIFIED PLANNING WORK PROGRAM or “UPWP”... Document required by the U.S. Department of Transportation Metropolitan Planning regulations that contains a description of all proposed transportation-related planning activities and air quality planning activities.

2. TIME SCHEDULE:

Amend to include the following:

The Consultant shall perform all work described in Attachment A, Scope of Services, in accordance with the time schedule shown therein. Allotment of time and cost for each task shall not be changed without the prior approval of the Executive Director.

3. TERMINATION:

Add the following:

This contract shall commence on the date indicated in the written Notice to Proceed from the Massachusetts Department of Transportation and shall remain in effect until 06/30/2025, subject to satisfactory completion of the work tasks in accordance with Attachment A, Scope of Services, as outlined in the annually endorsed Unified Planning Work Program.

4. REVISIONS:

Amend the 1st paragraph by deleting the words “in accordance with Article II section 3.”

5. EMPLOYMENT OF DEPARTMENT PERSONNEL:

Add the following paragraph:

Neither the Consultant nor the Massachusetts Department of Transportation shall engage in any conduct that violates or induces others to violate any provisions of the Massachusetts General Laws regarding the conduct of public employees. No officer, member, or employee of the Consultant or Massachusetts Department of Transportation, and no public official of the Commonwealth or any political subdivision thereof who exercises any functions or responsibilities in the review, approval or implementation of this contract shall: a) participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested; or b) have any interest, direct or indirect, in this contract or the proceeds thereof.

6. NOTICE

Amend to read as follows:

Unless otherwise specified, any notice here under shall be in writing and deemed delivered when given in person or deposited in the U.S. mail, postage prepaid and addressed as follows:

To Department: **David Mohler**, Executive Director
Office of Transportation Planning
Massachusetts Department of Transportation
10 Park Plaza, Room 4150
Boston, MA 02116

To Consultant: **Jim Feeney**, Town Manager
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

With a copy to: **Town Counsel**
Town of Arlington
50 Pleasant Street
Arlington, MA 02476

7. INSURANCE: Not Applicable

8. INDEMNIFICATION OF COMMONWEALTH/CONSULTANT LIABILITY:

Amend the 1st paragraph by adding to the beginning:
To the extent permitted by M.G.L. c. 258 and any other applicable law

9. COPYRIGHT:

Add the following:

Furthermore, any materials to be published and/or copyrighted by the Consultant as a result of work for this contract shall receive prior written approval of the Executive Director. Materials published by the consultant shall contain the acknowledgement: "Prepared in cooperation with the Massachusetts Department of Transportation and the U.S. Department of Transportation. The views and opinions of the [Consultant] expressed herein do not necessarily state or reflect those of the Massachusetts Department of Transportation or the U.S. Department of Transportation." Unless otherwise specified or requested, at least three paper copies and one electronic copy of all documents, reports or other materials developed as products of this contract shall be submitted to the Massachusetts Department of Transportation upon completion.

ATTACHMENT J SPECIAL PROVISIONS

ARTICLE II – COMPENSATION OF CONSULTANT

Replace Article II in its entirety with the following:

- 1. GENERAL FEE (MAXIMUM FEE)** The Commonwealth hereby agrees to pay and the Consultant agrees to accept, as full compensation for all services rendered to the satisfaction of the Massachusetts Department of Transportation, a fee established in accordance with the following.

All costs and charges of the Consultant under this contract must be billed to and associated with a task as listed in Attachment B. The maximum labor cost that shall be billed to each task is equal to the amount referenced for that task in Attachment B. Labor costs in excess of these limits shall be considered unallocated costs. Any deviation from the task structure (financial or otherwise) of the budget in Attachment B must have prior written approval of the Executive Director.

For all services to be performed under the General Fee, the Consultant shall be paid an amount equal to the sum of the following items a and b:

- (a) Actual direct salaries paid to professional employees by the Consultant for the time such employees are directly utilized on work necessary to fulfill the provisions of the contract. Actual direct salary shall consist of payroll costs at straight time for professional employees, excluding all principals, administrative officers or other major supervisory personnel, for the time such employees are directly utilized on the work covered by this contract. If it is the usual practice for salaried principals or administrative officers to perform planning, research or technical work, permission may be granted by the Executive Director to compensate them for the time when they are actually engaged in this work. Payment of any said principals or officers for administrative duties at the usual rate of pay for these positions will not be allowed, it being considered that their salaries are included under overhead. Salary rates and increases thereof paid to professional employees assigned to this contract shall be commensurate with salaries paid and increases thereof made to other employees of the Consultant engaged in similar work. A specific listing of all employees who shall perform work on this contract and each employee's salary rate must be provided in Attachment B. If the Consultant wants to add new employees to perform work on this contract, the Consultant must request prior written approval by the Executive Director; if the Executive Director does not respond to the request within 10 days of receiving the request, then the request to add staff to the contract is automatically granted. Any increases in salary shall be in accordance with company-wide personnel regulations and established policies, but require prior written approval of the Executive Director. However, no cost of living adjustments to employee salaries will be approved, nor may they be requested; the only salary increases that will be considered for approval are merit increases. Request of such merit increases must be submitted in writing sufficiently in advance to afford the Executive Director thirty days to review. The Executive Director shall notify the Consultant in writing by the end of the thirty-day period that such salary rate or increase is approved or disapproved. If the Executive Director does not respond to a request for staff merit increase(s) by the end of the thirty day review period, that merit increase is automatically approved; however, this provision does not apply to cost of living adjustments, which may be neither requested nor approved. All salary changes from those submitted on the previous invoice shall be specifically noted by the Consultant on its next invoice giving the date of the letter approving such increase. Changes in salary rates made prior to the date of this letter will not be approved for payment. Any such salary increase shall not be

considered as justification for an increase in the maximum fee. No premium payment shall be made for overtime work unless previously approved by the Executive Director.

It is the current policy of the Massachusetts Department of Transportation to impose NO MAXIMUM LIMIT on the hourly rate for RPA professional employees. The Consultant is approved to submit each employee's actual direct salary rate, as approved under the contract, for payment.

The amount to be allowed for indirect costs to a sub-contractor shall be the actual audited amounts of such costs incurred by the sub-contractor, provided, however, that the total allowance for such costs shall in no event exceed **155%** percent. Said limit on allowable indirect costs shall apply notwithstanding any audit that indicates that higher indirect costs were actually incurred.

- (b) Reimbursement for authorized direct expenses as allowed under the provisions of the Federal Acquisition Regulations referred to above and meeting the requirements set forth below. In order to be allowable under Federal awards, the direct cost must be necessary and reasonable for proper and efficient performance and administration of the work executed under this contract. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. The question of reasonableness is particularly important when governmental units or components are predominately federally-funded.

- 1) Items of direct expenses attributable directly to this contract, listed in Exhibit B. Inclusion of Exhibit B does not constitute prior approval to incur these expenses.
- 2) Actual reasonable meeting place expenses of the MPO and the transportation advisory committees of the MPO.
- 3) Travel: All travel is to be made via the least expensive reasonable means. In keeping with MassDOT's GreenDOT Policy and mode shift initiative, MassDOT strongly encourages travel by public transit, walking or bicycling whenever feasible for travel related to this contract. When automobile travel is necessary, Consultant staff are expected to travel together whenever feasible.
- 4) Automobile travel reimbursement: The Consultant may charge for automobile travel either on a per-mile basis or for actual expenses of using a rental automobile. Mileage charges for use of automobiles for contract-related purposes are not to exceed the Internal Revenue Service (IRS) approved business standard mileage reimbursement rate that is in effect at the time of travel. Mileage reimbursement is to be the means of payment for automobile travel by private staff-owned automobile, Consultant-owned vehicle, or Consultant-leased vehicle. If the overall cost (factoring in mileage charges, parking, gasoline, etc.) for a rental car is expected to be lower than for mileage charges, the Consultant may charge for the car rental usage fee and gasoline. Tolls and parking costs may also be reimbursed with documentation. The Consultant must provide a clear and explicit delineation of all automobile travel charges, including travel purpose and destination, method of reimbursement (mileage or rental fee plus gasoline), distance, breakdown of charges, and receipts as appropriate.
- 5) Overnight out-of-state travel: All out-of-state travel expenses that entail an overnight stay shall require prior written approval of the Executive Director.
- 6) Meetings and conferences. Costs of meetings and conferences, the primary purpose of which is the dissemination of technical information required for work under this contract, are allowable. Travel by planning staff is allowable for attendance at meetings or conferences where technical information will be disseminated that would help the employee(s) perform

work under this contract and satisfy the requirements of the metropolitan planning process. Expenses related to attendance at general policy-oriented meetings and conferences not directly related to the tasks covered under this contract are not reimbursable as direct expenses.

- 7) Memberships, subscriptions, and professional activity costs. Costs of the Consultant's organizational memberships in technical and professional organizations are allowable. Costs of the governmental unit's subscriptions to professional and technical periodicals are allowable. Costs of membership in organizations substantially engaged in policy and lobbying are not reimbursable as direct expenses. Costs of individual staff memberships in technical and professional organizations are not reimbursable as direct expenses.
 - 8) Meals reimbursement: Breakfast \$5.00; lunch \$10.00; dinner \$20.00. Meal expenses for breakfast or lunch may only be reimbursed when a staff member is absent from his or her home for more than twenty-four hours. Meal expenses for dinner may only be reimbursed for travel ending two or more hours after compensated time.
 - 9) Lodging: All lodging expenses require prior written approval of the Executive Director. Hotel/motel expenses will be reimbursed at actual cost provided such cost is found to be reasonable by the Executive Director; room costs over the lodging per diem rate approved by the U.S. General Services Administration (GSA) require documentation of lodging options and justification of the expense. The Consultant shall provide backup of the approved GSA rate with the travel request and with the final invoice for the charge.
 - 10) Capital and expendable property and equipment. Expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except where approved in advance by the awarding agency.
 - 11) Any individual direct expense of \$1,000 or more shall require prior written approval of the Executive Director. For any individual direct expense of \$1,000 or more, the Consultant shall obtain three competitive cost bids or estimates from reputable vendors, and supply those to the Executive Director with the request for approval of the direct expense. The request for approval shall include justification for the Consultant's selection of vendor. These requirements apply to all direct expenses that have a total cost of \$1,000 or more, not just \$1,000 or more charged to this contract. That is, if the Consultant allocates a direct expense of \$1,000 or more between two or more contracts, or in any way "splits" the expense, the total cost (not just the cost charged to this contract) determines the applicability of these requirements. If the Consultant makes a purchase through the State Procurement Contract, the requirement for three competitive bids or estimates is waived.
 - 12) Production costs: Reimbursement may be provided for unusual production expenses (e.g. large reports, promotional materials, large scale graphics, etc.), but not for typical day-to-day production expenses (e.g. copies of agendas, memos, etc.). In keeping with the material reduction element of the GreenDOT Policy, MassDOT strongly encourages the Consultant to minimize production of hard copy materials and encourage staff and members of the public to rely upon online dissemination of materials and information.
 - 13) Other reasonable direct expenses attributable to this contract provided such costs are not included in overhead expenses.
2. **AUDIT ADJUSTMENTS** All costs described above are to be determined by records kept during the contract period, subject to audit by the Massachusetts Department of Transportation. The total of payments made shall be adjusted to conform to a final audit. The total audited amount shall not

exceed the maximum fee. Interim audits may be undertaken at any time. Interim adjustments of provisional indirect cost rates may be requested for approval by the Executive Director on the basis of post audits of individual fiscal years or adequate cost allocation plans and/or indirect cost proposals prepared in accordance with Federal Acquisition Regulations (FAR) and approved by the Massachusetts Department of Transportation.

Toward compliance with federal Office of Management and Budget (OMB) requirements, the Consultant shall engage the services of an independent public accountant (IPA) to conduct annual audits and issue audit reports. Prior to engaging an IPA the Consultant shall obtain Massachusetts Department of Transportation review and comment on the proposed agreement with the IPA. The Massachusetts Department of Transportation will not, however, participate in any way in the selection of the IPA. The Massachusetts Department of Transportation may make suggestions as to the IPA's audit coverage and/or audit program. For purposes of this contract, the cost of the services of an IPA shall be allowable as an indirect cost item. The written agreement with the IPA shall include the following provisions:

- a) The IPA audits shall fully satisfy OMB requirement; including the Single Audit Act Amendments of 1997.
- b) The IPAs working papers shall be retained for a minimum of three (3) years from the date of the audit report and shall be made available upon request for review by the US Department of Transportation and/or the US General Accounting Office
- c) The IPA shall be alert to the fact that this duly executed contract is governed by the statutes of the Commonwealth and therefore stands on different legal ground than a direct federal grant. As the Consultant is paid out of state funds, provisions of this contract may differ from federal requirements on direct grants. So as to protect the interests of the Commonwealth, the IPA audit shall contain adequate testing of compliance by the Consultant with all provisions of this contract, including provisions which may differ from the requirements of federal funding agencies under direct federal grants.

The IPA's audit report will include a schedule, "Indirect Cost Rate(s) Applicable to Massachusetts Department of Transportation contract(s) for Fiscal Year 20xx (fiscal year audited)" or similar schedule, disallowed and indirect costs allowed; and a calculation of the indirect cost rate (indirect which shall include columnar tabulations, by account, of Consultant's indirect costs incurred, indirect costs divided by direct salary costs). The schedule will include a tabulation of disallowances under FAR. The indirect cost rate used to determine final payments under this contract will be an annual rate (rather than a series of monthly rates) and will be calculated using indirect costs and direct labor costs for the fiscal year in the base period.

- d) The IPA's audit report will include a "Schedule of Public Support, Revenue and Expenses by Agreement/Grant/Contract Fund." This schedule shall include a listing of revenue sources (federal, state, etc.) and expense classifications (direct salaries, indirect costs, direct costs, etc.) by agreement/grant contract.
- e) The Federal Assistance Program Description., General Services Administration (GSA) Formerly known as the Catalog of Federal Domestic Assistance number (CFDA) for these funds are: Section of **Metropolitan Planning is 20.205** and Section of The **Federal Transit-Metropolitan Planning Grants - 5303 is 20.505.**

The Massachusetts Department of Transportation reserves the right to reject IPA audit findings and to perform its own audit and issue its own audit reports insofar as this contract is concerned.

- 3. METHOD OF PAYMENT** Partial payments against the General (Maximum) Fee shall be for the value of all services performed as shown on invoice(s) submitted by the Consultant and approved by the Executive Director. These partial payments shall be based on actual salaries paid for the period invoiced; plus applicable provisional indirect rate (overhead) for the period invoiced; plus reimbursement for authorized direct expenses for the period invoiced. No premium shall be paid for overtime work. The Massachusetts Department of Transportation reserves the right to defer any partial payments when the ratio of the total salary costs billed (exclusive of direct costs) to the total salary costs as shown in the original proposal is greater than the ratio of the work completed to the total work to be performed under the contract provisions. All invoices and time records shall contain a statement that the Consultant certifies, under the pains and penalties of perjury, that all work for which payment is requested has been performed and that such performance is in full compliance with the provisions of the contract.

All invoices shall be submitted no later than thirty (30) days following the month in which the services were performed and shall include a monthly summary sheet, in a format prescribed by the Massachusetts Department of Transportation/Office of Transportation Planning, showing the number of hours per day and total hours for each individual.

The Consultant shall furnish progress reports for each monthly pay period of its work. The progress report shall accompany the invoice for that period. All work products are subject to the approval of the Executive Director before payment is made. The progress report shall be prepared with a title page indicating the contractor name, the contract number, the report time period, and shall include the following:

- a) Brief narrative describing the work accomplished by task.
- b) Key personnel attendance at meeting(s) held for each week.
- c) Objectives/planned activities for the next month.
- d) Percent of work completed by task.
- e) Some measure of actual resources (hours, funds, etc.) charged to the contract over the past month.
- f) Comparison of actual cumulative resources expended compared to the contract budget.

- 4. ELIGIBILITY QUESTIONS** Interpretation of questions regarding the eligibility of specific items for payment under the contract will be made by the Massachusetts Department of Transportation in accordance with applicable Massachusetts Department of Transportation requirements, and Massachusetts and federal laws and regulations. The Massachusetts Department of Transportation reserves the right to defer any partial payment until such time as disputes concerning the partial payment are resolved by the Massachusetts Department of Transportation. Should the decision of the Massachusetts Department of Transportation be unsatisfactory to the Consultant, it shall have recourse to a hearing with the Massachusetts Department of Transportation Hearing Examiner. The Massachusetts Department of Transportation shall have the final decision in any dispute.

- 5. RECORDKEEPING, AUDIT, AND INSPECTION OF RECORDS** All costs and expenses as described in the foregoing paragraphs are to be determined by actual records kept by the Consultant in accordance with the provisions of this Contract and are subject to final audit by the Department (or its designee) and the FHWA. The total partial payments made hereunder shall be adjusted to conform to determinations made in such audit(s). Payments as made to the Consultant shall be subject to adjustments on the basis of final audit by the Department At their discretion, the Department and the FHWA may undertake interim audits and make retroactive Interim payment adjustments as a result of such audits at any time during the term of this Contract.

The Consultant is obligated to maintain in an acceptable form books, records, and other compilations of data pertaining to the performance of the provisions and requirements of this Contract to the extent and in such detail as shall properly substantiate claims for payment under this Contract, including complete employee time and payroll records, as well as documents, papers, and other evidence pertaining to billings to the Department under this Contract; and shall also maintain records supporting the original cost proposal on this Contract. The Consultant shall make such materials available at its office at reasonable times during the term of this Contract and thereafter for inspection by the various agencies and entities identified in this Section; and copies of such materials shall be furnished upon request of the Department or its designee or the FHWA.

The Consultant shall comply with any programmatic or fiscal reporting requirements identified in this Contract, including format, contents, detail and submission requirements. The Consultant's failure to timely submit required reports may be considered a material breach of this Contract and may subject the Consultant to delayed or reduced payments without penalty to the Department.

All such records and reports, noted above, shall be kept for a minimum period of seven (7) years or until the resolution of any litigation, claim, negotiation, audit or other action involving the records which arise at any time during the retention period. All document retention periods shall begin on the first day after final payment under this Contract. If any litigation, claim negotiation, audit or other action involving the records has been started before the expiration of the applicable retention period, all records shall be retained until completion of the action and resolution of all issues resulting there from, or until the end of the applicable retention period whichever is later.

Pursuant to Executive Order No. 195, or as amended, the Department, the Governor of the Commonwealth of Massachusetts or his/her designee, the Secretary of Administration and Finance, the State Auditor, or their duly authorized designees, shall have access, at reasonable times and upon reasonable notice to examine the books, records, reports, and other compilation of data of the Consultant noted above which pertain to the performance of the provisions and requirements of this Contract. Such access shall include on-site audits, review, and photocopying of such records, reports or other data, at a reasonable expense.

6. NONDISCRIMINATION AND UNIVERSAL ACCESSIBILITY

During the performance of this contract, the Consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "Consultant") agrees as follows:

- a) **Compliance with Regulations:** The Consultant shall comply with the Acts and the Regulations relative to Nondiscrimination in federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- b) **Nondiscrimination:** The Consultant, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, national origin, sex, age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers a program set forth in Appendix B of 49 CFR Part 21. The Consultant shall also abide by the Massachusetts Public Accommodation Law, M.G.L. c 272 §§92a, 98, 98a, and the Governor's Executive Order 526, section 4 which provide that access to programs, services and benefits be provided without regard to religious creed, sexual orientation, gender identity and expression, veteran's status and/or ancestry, along with the bases previously referenced.
- c) **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials or leases of equipment, each

potential subcontractor or supplier shall be notified by the Consultant of the Consultant's obligations under this contract, the Acts and the Regulations, Massachusetts General Laws, and Governor's Executive Orders relative to Nondiscrimination on the grounds of race, color, national origin, sex, age, disability, religious creed, sexual orientation, gender identity and expression, veteran's status and/or ancestry.

d) Section 508 Compliance / Accessible Electronic Deliverables

All electronic and information technology deliverables rendered under this Agreement shall comply with Section 508 of the Rehabilitation Act (**29 U.S.C. § 798 SECTION 508**) and the Access Board Standards available for viewing at <http://www.section508.gov>. Unless otherwise indicated, the Consultant represents by signature on this Agreement that all deliverables shall be in compliance with all applicable Access Board Standards.

Further, the Consultant shall comply with the following standards to ensure accessibility of electronic deliverables under the Commonwealth's [Enterprise Information Technology Accessibility Policy](#):

[Web Content Accessibility Guidelines 2.1 \(WCAG\)](#), level A and AA Guidelines

Portable Document Format (PDF) documents, PDF/UA-1 (ISO 14289-1)

The Consultant is required to provide accessible electronic deliverables. "Accessible" shall be construed to mean accessible and usable by people with disabilities, including use with assistive technologies. The term "electronic deliverables" includes but is not limited to any or all of the following: pamphlets, presentations, specifications, cost estimates, studies, reports, web pages and applications.

Deliverables, or components thereof, such as plans, drawings, schedules, field notes, measurements or calculations that cannot reasonably be made accessible will be exempt from these requirements, subject to review and approval by MassDOT.

Prior to delivery, the Consultant is responsible for confirming deliverable compliance with the above requirements. The Consultant shall be responsible for curing each instance of non-compliance identified by MassDOT with the foregoing requirements at no additional cost.

Accessibility Guidelines

Web accessibility means that people with disabilities can perceive, understand, navigate, and interact with the Web. It encompasses all disabilities that affect access to the Web, including visual, auditory, physical, speech, cognitive, and neurological disabilities along with changing abilities due to aging or other conditions.

A document is considered accessible if all users, with or without disabilities, can read and understand all the information it contains. Every user should be able to:

Understand the document's structure, Navigate to and within sections of the document,

Read and understand the document's contents, including narrative, images, and data tables, and interact with forms.

Authors should employ the following techniques, at a minimum, to create accessible documents:

Provide text alternatives for images

All images and figures require alternative text that serves as a replacement for the image. A person unable to see the image should be able to understand the content and meaning for its use from this text. Alternative text should be no longer than 50 characters; if a longer description is required it should be in the document text. Do not use images of text.

Ensure correct reading order

Ensure that content is formatted in the correct order on the page so that it reads correctly and does not jump around the page when using Assistive Technology (AT).
Avoid using tables for layout and avoid the use of call-out boxes for unique information.

Provide headings

Use heading levels to indicate the document outline levels (e.g., h1 followed by h2, h2 followed by h2 or h3, etc.) this allows Assistive Technology (AT) to scan the page.

Provide links and link text

Make sure that hyperlinked text makes sense when read out of context. For example, avoid "click here" and use the name of a document/Website or other indication of where you are taking the reader. Use footnotes instead of using the URL as the link text when you need it to appear in print.

Set the default language

Every document should have a language set in the document properties section.

Lists

Create lists of related items using the provided list elements (bullets or numbers) and formatting in the software program. These elements will be recognized by AT.

Tables

Use the provided functionality in the software program to create tables, providing a title/caption and identifying row and column headers, so the content can be read correctly.

Color and contrast

Color should not be used as the sole indication of meaning, such as using bold or red text as the only way to indicate required information. (An asterisk is always used in this case.)
Ensure that font and background colors have sufficient contrast so they can be read.

In addition, scanned documents converted to PDF are not accessible. Scanned documents should be converted to text using optical character recognition technology.

- e) **Information and Reports:** The Consultant shall provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such Acts, Regulations, orders, and instructions. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall so certify to the Recipient or the FHWA, as appropriate, and shall set forth what efforts it has made to obtain the information.
- f) **Sanctions for Noncompliance:** In the event of the Consultant's noncompliance with the Nondiscrimination provisions of this contract, the Recipient shall impose such contract sanctions as it, the FHWA, and/or MassDOT may determine to be appropriate, including, but not limited to: Withholding of payments to the Consultant under the contract until the Consultant complies; and/or Cancellation, termination, or suspension of the contract, in whole or in part.

- g) **Incorporation of Provisions:** The Consultant shall include the provisions of paragraphs 1 through 6 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Consultant shall take such action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the Recipient to enter into such litigation to protect the interests of the Recipient and, in addition, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

7. GREENDOT POLICY IMPLEMENTATION In compliance with the Cooperative Agreement provisions regarding the federal Resource Conservation and Recovery Act of 1976, as well as MassDOT's GreenDOT policy, the Consultant shall follow the provisions of Massachusetts Executive Order 515 – Establishing an Environmental Purchasing Policy.

If possible, the Consultant and its Sub-Consultants shall utilize 100% recycled content paper for all deliverables. The Consultant and its Sub-Consultants shall minimize paper use in the Project through digital distribution and double-sided copying whenever possible. Selection of all office and cleaning supplies purchased fully or partially with funds from this Contract shall include consideration of recycled content, reduced hazardous material use in production, natural material content, and other relevant environmental criteria. All equipment purchased as a direct cost of this contract shall be selected with increased energy efficiency and minimal hazardous material content as key criteria. Any wood materials purchased must be Sustainable Forestry Certified.

Additionally all public meetings and events shall be held in a facility that is accessible by public transit if held in a community with fixed route or demand-responsive service, and all reasonable efforts shall be made to schedule public meetings and events during periods when public transit is operating. All reasonable efforts should be made to select meeting locations that provide secure bicycle parking; if a preferred meeting location does not provide secure bicycle parking, the Consultant should request that the venue install bicycle parking in order to provide reasonable access for all transportation modes. Notices for public meeting that include driving directions shall also include comparable transit and bicycling directions to the venue.

Scope of Work: Blue Bikes Expansion in Newton, Watertown, and Arlington

Narrative Description and Project Scope

The municipalities of Newton, Watertown and Arlington will purchase, install, and operate 6- 9 Bluebikes bike share stations. This will continue the successful growth of bikeshare in these municipalities. These stations will be installed on public sidewalks, plazas, in parking spaces, or on other eligible properties that are typically in public right of ways, owned by each municipality, or on private parcels in coordination and agreement with private owners. The location of these stations will be determined by a collaborative site suitability analysis and informed by community stakeholders, Bluebikes staff, and municipal staff. Target areas for deployment include locations comprised of dense employment centers, residential neighborhoods, commercial centers, high-traffic bicycle/pedestrian facilities, and key public transit nodes. Cooperatively, the municipalities will address first-mile and last-mile gaps in the existing transportation system to increase the use and accessibility of transit, while also providing a standalone transportation mode. Where more effective in reaching the goals, the municipalities may employ e-bikes in place of standard bike share stations to attain the same estimated trip number. Cumulatively, this regional project will ameliorate congestion, improve air quality, grow transit ridership, and increase the sustainability of the region's transportation system, in pursuit of the state's greenhouse gas reduction goals for the transportation sector. Furthermore, users will benefit directly due to the expanded access of an accessible, affordable, and healthy transportation mode.

The City of Newton will be serving as the lead contracting entity for this project. This project will allow the above municipalities to expand the network within their boundaries to further improve access to this transportation option.

The Bluebikes system, managed by Lyft and overseen by municipalities, offers an opportunity to conceive a regional, integrative bike share system, underscored by the interoperability with the existing Bluebikes network in Boston and surrounding communities. The contract with Lyft was competitively procured through the Metropolitan Area Planning Council (MAPC). To orient the system for expansion, numerous surrounding municipalities were named as potential future partners in the RFP, providing them with the legal ability to contract with Lyft under this preexisting procurement mechanism. Per grant guidelines, funding received from this grant would be allocated to capital costs for the purchase and installation of stations, and/or equivalent e-bikes.

We have coordinated our efforts to establish a cohesive implementation plan, project scope, and budgetary forecast to demonstrate the feasibility of this project upon receipt of grant funding. This is underpinned by a comprehensive citizen outreach and engagement plan. This engagement approach is centered on informing the public of the availability and ease of use of bike sharing and soliciting input on the system's siting locations. Engagement may include public meetings, meetings with local neighborhood or business groups, discussions with abutters, online solicitations for station requests, meetings with local elected officials, depending on the complexity of the location and the

needs of the municipality.

The total project cost for all municipalities for this project is \$340,000. Each municipality, as outlined within their attached respective budgets, has committed at least 20% matching funds to satisfy the grant requirement.

Management of this bike share program will occur through the efforts of key personnel at municipal levels (Table 1: Key Personnel), facilitation by the MAPC, and coordination with Lyft. Each municipality will have a dedicated staff team that will oversee the management and community engagement process for this regional bike share system. Additionally, the MAPC has provided regional facilitation for past iterations of bike share systems and will continue to do so for the implementation of the Bluebikes systems.

Air Quality Impacts

This project was approved for CMAQ eligibility after conducting a CMAQ consultation on March 4, 2020 indicating the project's quantitative air quality benefits. The municipalities submitted relevant materials to MassDOT for analysis.

We are confident that this project will result in a positive Air Quality Benefit Analysis resulting in significant reduction in CO2 levels and other greenhouse gas emissions. The municipalities will work with Lyft to monitor reductions and measure modal shift in an ongoing manner. Within this regional implementation of the Bluebikes system, we expect to install at minimum 6, but up to 9 stations amongst the three municipalities as a part of this program. The expected average bicycle trip length is greater than 1.85 miles, based on the average trip taken by Bluebikes riders in these municipalities in 2023. We expect over 35,000 trips to be taken annually, again based on Bluebikes data in these municipalities in 2023. The Bluebikes system in the communities included in this project would ideally operate for 365 days per year; however, we recognize that inclement weather and capacity for snow removal of public works entities may inhibit this target.

Project Management Capacity

Arlington, Newton, and Watertown are all well equipped to take on a project of this size and nature. Lyft currently and successfully operates more than 25 stations for the municipalities after launching initial stations in the municipalities in summer/fall 2020.

Each municipality has provided the names, titles, and roles of each individual partaking in any elements within the project management of this bike share implementation plan in Table 1. Each of the individuals mentioned in this table have had multiple years of experience in project management, transit, and transportation planning, and have overseen several community-wide systems.

Staff members will devote much of their working hours towards the community outreach, coordination with Lyft, and site selection which will occur at the onset of the project. Subsequently, primary project managers will devote several hours a week to monitoring the usage of these facilities and will address any concerns or questions from residents. Once the stations have

been installed, the operations and maintenance will be provided by Lyft at no cost for the duration of the existing municipal contracts with Bluebikes.

The following staff members for each municipality will oversee the implementation, operation, maintenance, and outreach of the Bluebikes system. In this way, we ensure sustainability and longevity of the system during and after its implementation.

Table 1: Key Personnel

Arlington			
<i>Staff Person</i>	<i>Department</i>	<i>Title</i>	<i>Role</i>
John Alessi	Planning & Community Development	Senior Transportation Planner	Primary project manager for bike share for Town
Claire Ricker	Planning & Community Development	Director	Oversees general project goals and benchmarks, coordinates with Senior Transportation Planner

Newton			
<i>Staff Person</i>	<i>Department</i>	<i>Title</i>	<i>Role</i>
Nicole Freedman	Planning Department	Transportation Coordinator	Primary project manager for bike share for City
Barney Heath	Planning Department	Director of Planning and Development	Oversees all Planning Department activity

Watertown			
<i>Staff Person</i>	<i>Department</i>	<i>Title</i>	<i>Role</i>
Zeke Mermell	Community Development and Planning	Senior Transportation Planner	Primary project manager for bike share for City
Steve Magoon	Community Development and Planning	Director of Community Development and Planning, Assistant Town Manager	Oversees all activities within DCDP

Network and Connectivity Value

The addition of Bluebikes stations will increase ridership among our workforce populations if implemented in a way that benefits central business districts and key public transit locations.

Our implementation plan involves significant coordination with Lyft representatives and businesses to target locations that will benefit the largest population of potential riders while ensuring maximal ridership and operational efficiency. Lyft has communicated to each of our municipalities their desire to implement stations within central business districts and along key transit routes, as this benefits dense populations with characteristics that align with high usage and the potential to use bike share for commuting and daily purposes. We believe this will promote further usage of bike share systems to commute to and from work directly and within first-mile and last mile-gaps between transit.

Each municipality has provided proposed locations for each of the Bluebikes stations. Table 2 shows each Bluebikes station and its associated location, as well as the key activity hubs, transit nodes, or other elements that enhances the overall network or connectivity within the bike share system and the existing transit infrastructure. Actual locations may change as part of the final planning process which will take into account stakeholder engagement. Engagement may include public meetings, meetings with local neighborhood or business groups, discussions with abutters, online solicitations for station requests, meetings with local elected officials, depending on the complexity of the location and the needs of the municipality. If the municipalities install e-bikes, these may be implemented in a docked format with stations or dockless format.

Table 2: Proposed Locations + Connectivity

Arlington			
<i>Station #</i>	<i>Location</i>	<i>Transit Node or Activity Hub</i>	<i>Description</i>
1	Mill Street at Minuteman Bikeway	Minuteman Bikeway, Brigham Square Apartments, Arlington Center	The Minuteman Commuter Bikeway is a major linkage Arlington between commercial areas, and regionally to the Downtown and Greater Boston area for bike bound commuters. Existing Bluebikes stations adjacent to the Bikeway have generated the most ridership in Arlington. This proposed station is near a high-density housing development, Brigham Square, and is walkable to Arlington Center businesses.
2	Mass Ave at Newman Way	Massachusetts Avenue, Arlington Center, grocery store, pharmacy, high school	This location is adjacent to Massachusetts Avenue and paired with a bus stop (for Key Bus Route 77) and is near a

			grocery store, pharmacy, and across the street from the Arlington High School. The installation of this BlueBikes station would serve transit users, utility trips to essential stores and services, and older high school students.
3	Lake Street at Minuteman Bikeway	Minuteman Bikeway, Capitol Square/East Arlington Business District,	This would be another station to be located adjacent to the Minuteman Bikeway, which is a large generator of Bluebikes trips in Arlington. It also provides connectivity to the Capitol Square/East Arlington business district.
Newton			
<i>Station #</i>	<i>Location</i>	<i>Transit Node or Activity Hub</i>	<i>Description</i>
1	Newton South High School	High School	
2	Newton North High School	Newtonville Village Center, High School	High school proximate to Newtonville Village Center and commuter rail station
3	Needham Street	MBTA bus stops, commercial corridor	This location is one of Newton's largest commercial corridors. The station will be important for the many service workers in the area. A station has already been added at the Newton Highlands MBTA station allowing for first/last mile transit to the MBTA Green Line.
Watertown			
<i>Station #</i>	<i>Location</i>	<i>Transit Node or Activity Hub</i>	<i>Description</i>
1	Arsenal Street at Irving Street	Bus Stop and Elan Union Market (282 apartments and 10,000 sq. ft. of retail)	Bus stop serving the #70 bus to Central Square Cambridge and large mixed-use property, as well as Union Market Community Garden.
2	Mt Auburn St., between Summer and Common streets	Transit Node, Commercial Center	Bus stop for #71 bus to Harvard Square, one to four blocks from Watertown Square. Hub of restaurants/coffee shops

			within a few blocks' walking distance.
3	Watertown St. at 5 th Avenue	Parker Annex Building (3 story office building), Casey Memorial Park, bus stop	Bus stop for #59 bus to Watertown Square. 5 minute walk to Watertown Yard transit hub, major supermarket, and Charles River Greenway. Serves as an anchor of a "civic campus" across to City Hall, with bike share as a primary connector.

Coordination or Cooperation between Multiple Entities

The ongoing implementation of bike share system within Boston and surrounding municipalities is an existing partnership in and of itself unified under the MAPC's oversight and management. Through this regional grant application, we reinforce this unified effort and demonstrate how a regional bike share system provides an effective means of transportation within our municipalities and its connectivity to the metropolitan region. We believe that this partnership with the MAPC qualifies as a public and regional partnership under this program. Following a grant award, the municipalities intend to continue meeting monthly through this regional bike share working group.

Additionally, we have established a public-private partnership with Lyft. This partnership, as outlined above within the implementation process and budget, allows for sustainable implementation and maintenance of bike share stations. Each municipality contributes staff time, expertise, and on-the-ground knowledge for effective placement and planning of bikeshare stations, while Lyft oversees the necessary operations and maintenance of the system.

Equity Considerations

Lyft provides financial accessibility of Bluebikes to low-income riders through a robust low-income program. Low-income individuals tend to have limited ability to afford expensive single-occupancy vehicles and rely heavily on public transportation. Through provision of an innovative solution to filling public transportation gaps within last-mile and first-mile trips, Bluebikes can provide an option that benefits members of the lower-income workforce population.

Generation of Modal Flexibility and Shift & Demand Projections

Demonstrable ridership on the existing Bluebikes system in the municipalities shows a demand for additional stations within our communities. Each of the 3 communities installed 6 or more bike share stations during their first year in 2020. Ridership started slowly, but ramped up considerably afterward.

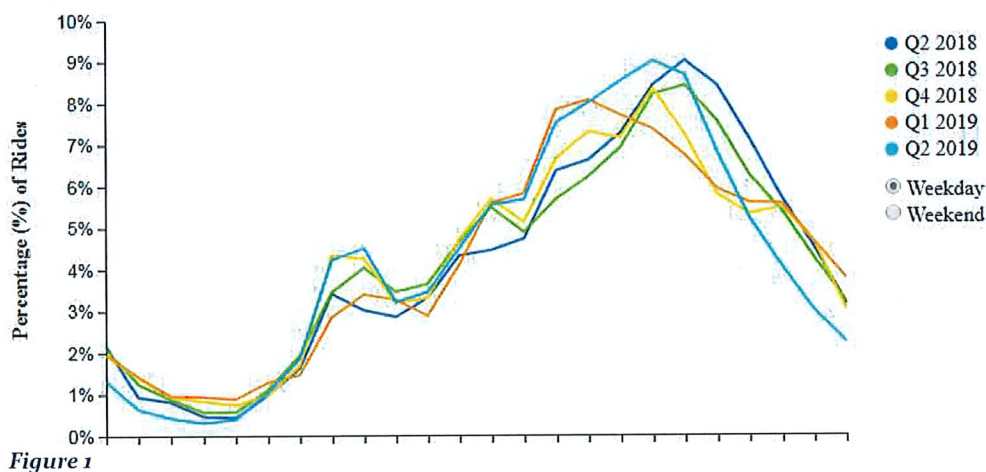
Bluebikes ridership from 2023 is shown on Table 3. Usage can be reported after installation as part of quarterly reporting. Hourly trip data and annual survey data will be provided for the system.

Table 3: Bike Share Ridership, 2023

Municipality	Total Number of Trips
Arlington	12,743
Newton	9,069
Watertown	13,332
Total	35,144

With targeted implementation of Bluebikes stations within central business districts and careful coordination with businesses and other employers, our implementation plan will increase projected workforce ridership and promote further modal shift while providing an innovative, sustainable transportation mode to our communities.

Hourly Pattern of Trips by Quarter on Weekdays or Weekends



Safety Benefits

Existing pedestrian and bicyclist infrastructure within each of our municipalities needs improvements. Therefore, each of our municipalities has committed major capital construction financing towards projects at targeted intersections and corridors. Upgrades to pedestrian signalization, sidewalks, and crosswalks will improve safety at intersections for all modes of travel. Upgrades to bicyclist travel lanes, preferential bike boxes and signalization at intersections, and additional protection along busy roadways are also part of these capital improvements to infrastructure. Each of our municipalities will design roadways under the Complete Streets design guidelines and will comprehensively integrate vehicular, bicyclist, and pedestrian safety improvements. Financial allocations to these pedestrian and bicyclist improvements shows commitment of each of our

municipalities towards mode shift to multi-modal, non-SOV travel and first and last mile gap filling, with a commitment towards our commuting and recreational roadway users.

Lifecycle Cost-Effectiveness

This project is cost effective because after the larger, initial capital commitment for stations and bicycles described in this scope of work provided through the Boston MPO's CMAQ-funded Community Connections Program, the municipalities will pay Lyft ongoing operations fees per dock, up to \$55 per dock month, to maintain the system through our new municipal contracts. The municipalities own the stations and would be responsible for disposition of bikes and stations with Lyft's operational support. The three municipalities have dedicated funding sources to support these ongoing operating costs.

Resilience

Each of our municipalities has some level of characteristics that qualify them as Environmental Justice (EJ) communities (attachment). Any modal shift from a motor-vehicle to the use of bikes will contribute to the reduction of pollutants that disproportionately affect these EJ communities.

Budget and Finances

The municipalities of Newton, Watertown and Arlington are committed to financially supporting their respective bikeshare system by funding the operating fees necessary to support the system, providing the 20% match, and pursuing other means (public or private) to further expand each system, thereby increasing their support of the regional bikeshare network.

A budget detailing the percentages and sources (e.g., public funding, private donations, sponsorships, etc.) of each element of funding is included in the Appendix to this document. The municipalities will receive \$272,000 in grant funding and contribute \$68,000 for a total of \$340,000 for capital expenses. This funding is programmed for 2024 in the State Transportation Improvement Program. It is expected that the entire grant total will be spent within one year of the awarding. Monthly operations fees will be covered by each municipality at the start of service and into the future. Pricing listed in the budget pertaining to bicycles is for standard (not e-bikes) and reflects an average cost. Costs will vary depending on systemwide bulk ordering, actual number of docks per station, bike number and type, station configuration, etc.

Project Timeline

The municipalities of Newton, Watertown and Arlington have entered into a contract where the municipality pays Lyft an agreed upon operations fee per dock, up to \$55 per dock a month, depending on ridership.

The following schedule assumes that the 2023-2024 Community Connections grant contract execution with MassDOT will be in March 2024.

- April 2024 through September 2024 – Municipalities site stations and undergo permitting.
- April 2024 through August 2024 – Municipalities conduct public engagement activities.

- August 2024 through December 2024 – Lyft installs stations, coordinating with municipalities.
- September 2024 through June 2025 – Stations begin service & operate during grant period

We anticipate project completion prior to March 2025 per this schedule, but actual dates may vary due to unforeseen circumstances. A timeline is included in the Appendix to this document.

Performance Measurement

A variety of approaches may be used to measure the performance of the three municipalities' bike share system. Bluebikes collects and publishes some data including:

- Trip Duration (seconds)
- Start Time and Date
- Stop Time and Date
- Start Station Name & ID
- End Station Name & ID
- Bike ID
- User Type (Casual = Single Trip or Day Pass user; Member = Annual or Monthly Member)

Newton, Watertown and Arlington will track trips/bike/day with Lyft's support and will consider conducting occasional user surveys to gauge customer satisfaction and estimate mode shift. Additionally, trip distance data will be used to estimate emission reduction impacts.

Reporting and Administration

Newton, Watertown and Arlington will provide quarterly reports to MassDOT to update them on project progress.

These reports will include:

- General narrative update on what work took place as part of the project and the service performed during the last quarter
- Updates on all performance measures and data collection from during the last quarter
- A determination regarding whether the contract should be extended, which will be explicitly based on performance measures agreed to in the contract (third quarter report only).

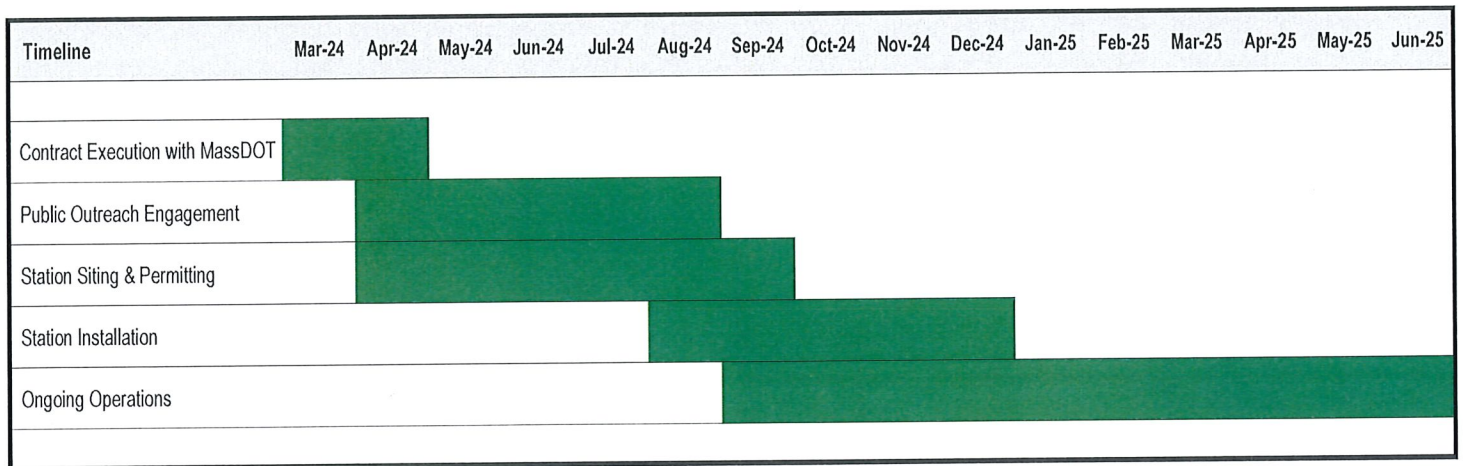
The content for these reports will be generated through regular tracking of expenses including billable hours, overhead, and direct costs. We will use an Excel spreadsheet to track these items as they occur.

Bluebikes Program Budget

CAPITAL COSTS	TOTAL	Grant Contribution	Municipal match
Grant Request	\$340,000.00	\$272,000	\$68,000
Arlington	\$113,333.33	\$90,667	\$22,667
Newton	\$113,333.33	\$90,667	\$22,667
Watertown	\$113,333.33	\$90,667	\$22,667
Total Project Cost			

Budget		UNIT	Qty	Total
Station with bikes	Mid-sized station with bikes	9	\$35,083.32	\$315,749.88
Station installations	Installation of new stations	9	\$2,500	\$22,500.00
Total				\$338,250

*Pricing above is for standard, not e-bikes and reflects an average cost. Costs will vary depending on systemwide bulk ordering, actual number of docks per station, and station configuration.





February 20, 2024 – Consultation Committee Meeting Summary

Project Name	Project ID	Approved	Denied	Tabled	Notes
Bellingham: Route 126 Roadway Rehabilitation	612989	x			
MWRTA: Bus Procurement	-	x			
Sudbury: Bruce Freeman Rail Train	-	x			
CC Project: Arlington Bike Rack Expansion	-	x			
CC Project: Boston Parking Meter Pole Repurposing	-	x			
CC Project: Malden Bike Lanes	-	x			
CC Project: Newton/Watertown/Arlington BlueBikes	-	x			
CC Project: Revere/Chelsea Microtransit	-	x			
CC Project: Revere BlueBikes Expansion	-	x			
CC Project: Scituate Bike Infrastructure Improvements	-	x			
Yarmouth: Corridor Improvements on Route 28	608624	x			1 abstention - Nantucket
Worcester: Bike Parking	-	x			
Amesbury Riverwalk Connector	611977	x			
Lawrence: LMRC Rail Trail	608930	x			
MEVA Flex 1	S12881	x			1 abstention – DEP
MEVA Flex 2	S12882	x			1 abstention – DEP
Mansfield: Mansfield to Logan Express	S12880	x			

Congestion Mitigation Air Quality (CMAQ) Consultation Committee Request



Project name: Newton, Arlington, Watertown Bluebikes expansion

Meeting date: 02/20/2024 **Requesting party:** Boston Region MPO

Project ID (if applicable): **Project sponsor:** Municipality

Estimated cost: \$ 340,000 **Estimated CMAQ funding:** \$ 272,000

Year of programming (if applicable): 2024 **Analysis type:** Bicycle Sharing

Description of project / Brief description of the project, including if applicable, but not limited to the following:

- Existing corridor characteristics
- Context of corridor within community or region (heavily-traversed corridor, recreational trail, etc.)
- Nature of development nearby (residential, downtown commercial, highway-oriented commercial, etc.)
- Corridor deficiencies
- Project characteristics to address deficiencies
- Anticipated improvements from project
- CMAQ-eligible components of project
- Inclusion of project in local, regional, or statewide plans

The municipalities of Newton, Watertown and Arlington will purchase, install, and operate 9 Bluebikes bike share stations and 40 bicycles. This will continue the successful growth of bikeshare in these municipalities. These stations will be installed on public sidewalks, plazas, in parking spaces, or on other eligible properties that are typically in public right of ways, owned by each municipality, or on private parcels in coordination and agreement with private owners.

Air quality improvements / Short explanation of air quality benefits, summarizing quantitative findings or demonstrate qualitative findings.

This project is expected to decrease emissions of VOCs, NOx, CO, and CO₂. This analysis was completed using the Bike sharing CMAQ spreadsheet provided by MassDOT OTP.

VOC kg/year	Decrease	NOx kg/year	Decrease	CO kg/year	Decrease	CO ₂ kg/year	Decrease
	2.22		1.26		29.49		2,759.80
First year cost per kg		First year cost per kg		First year cost per kg		First year cost per kg	
	\$ 153,328		\$ 269,276		\$ 11,531.10		\$ 123.20

TIP Year	2025-29
MPO	Boston
Municipality	Arlington
Project Cost	\$340,000
Project Type	Bike Sharing
RTA	
Project ID	
Project Description	The municipalities of Newton, Watertown and Arlington will purchase, install, and operate 9 Bluebikes bike share stations and 40 bicycles. These stations will be installed on public sidewalks, plazas, in parking spaces, or on other eligible properties that are typically in public right of ways, owned by each municipality, or on private parcels in coordination and agreement with private owners.

When you clear the worksheet, you are not clearing any data, just changing the view of what rows are shown.

CELLS WITH BLUE BACKGROUNDS INDICATE A USER INPUT IS NEEDED

CELLS WITH GREY BACKGROUNDS SHOULD NOT BE ALTERED

BIKE SHARE – PROJECT DETAILS		
Number of Bikes in Project	40	Default values for inputs are pre-filled. If the proposed project has data available, please update the inputs accordingly.
Average Bike Trip Length (miles)	1.1	
Average Number of Trips per Bike per Day (trips)	3.7	
Bike Sharing Operating Days Per Year (days)	251	

Predicted Mode Shift		
Percentage of Mode Shift from Walking	25%	Default values for inputs are pre-filled. If the proposed project has data available, please update the inputs accordingly.
Percentage of Mode Shift from Transit	41%	
Percentage of Mode Shift from Taxis/TNC	5%	
Percentage of Mode Shift from Cars	12%	
Percentage of Mode Shift from Private Bikes	8%	
Percentage of Mode Shift from Motorcycles	4%	
Percentage of Mode Shift from other modes/new trips	5%	
Total Mode Shift (Must be 100%)	100%	

AUTO CALCULATIONS - DO NOT FILL	
Public Transit Occupancy	40
Taxi/TNC occupancy	1.18
Car Vehicle Occupancy	1.18
Motorcycle Occupancy	1.16

Speed Used: 25 MPH

Region	Eastern
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	Summer VOC Factor (kg/mile)	Summer NOx Factor (kg/mile)	Summer CO Factor (kg/mile)	Summer CO2 Factor (kg/mile)
Commercial Vehicle	0.00006	0.00071	0.00204	0.60556
Passenger Vehicle	0.00004	0.00005	0.00158	0.33503
2016 Motorcycle	0.00136	0.00047	0.01333	0.34274

Emissions Reductions (kg/yr) (seasonally adjusted)	2.2175	1.2626	29.4855	2,759.8016
First year cost/kg	\$153,328.38	\$269,275.67	\$11,531.10	\$123.20

Attachment: List of Environmental Justice Communities

Municipality	EJ criteria (Minority, Income, English Isolation) *	Mean EJ criteria count in BGs	Number of EJ Block Groups	Number of Block Groups in municipality	Percent of Block Groups in EJ	Population in EJ Block Groups	Total population in municipality	Percent of population in EJ BGs
Acton	M	1.00	3	15	20.0%	7181	21924	32.8%
Adams	I	1.00	6	10	60.0%	5237	8485	61.7%
Agawam	I	1.00	1	17	5.9%	1213	28438	4.3%
Amherst	MIE	1.36	11	22	50.0%	14166	37819	37.5%
Andover	M	1.00	2	20	10.0%	2957	33201	8.9%
Aquinnah	M	1.00	1	1	100.0%	311	311	100.0%
Arlington	MI	1.17	6	44	13.6%	7333	42844	17.1%
Ashland	M	1.00	1	9	11.1%	901	16593	5.4%
Athol	I	1.00	2	8	25.0%	3108	11584	26.8%
Attleboro	MI	1.50	4	30	13.3%	5470	43593	12.5%
Ayer	MI	1.00	4	7	57.1%	3962	7427	53.3%
Barnstable	MI	1.38	8	38	21.1%	8838	45193	19.6%
Barre	I	1.00	1	4	25.0%	883	5398	16.4%
Becket	I	1.00	1	2	50.0%	1071	1779	60.2%
Belmont	M	1.00	5	27	18.5%	5360	24729	21.7%
Beverly	MI	1.50	2	30	6.7%	1727	39502	4.4%
Billerica	M	1.00	1	30	3.3%	2746	40243	6.8%
Boston	MIE	1.60	396	559	70.8%	456403	617603	73.9%
Braintree	MI	1.00	4	26	15.4%	4722	35744	13.2%
Brockton	MIE	1.34	84	87	96.6%	90,817	93810	96.8%
Brookfield	I	1.00	1	3	33.3%	891	3390	26.3%
Brookline	MIE	1.16	19	38	50.0%	29249	58732	49.8%
Burlington	M	1.00	2	15	13.3%	5088	24498	20.8%
Cambridge	MIE	1.18	55	88	62.5%	70972	105162	67.5%
Canton	M	1.00	1	11	9.1%	3085	21561	14.3%
Chelmsford	M	1.00	1	22	4.5%	1003	33802	3.0%
Chelsea	MIE	2.00	27	27	100.0%	35177	35177	100.0%
Chicopee	MIE	1.35	20	43	46.5%	28146	55298	50.9%

Municipality	EJ criteria (Minority, Income, English Isolation) *	Mean EJ criteria count in BGs	Number of EJ Block Groups	Number of Block Groups in municipality	Percent of Block Groups in EJ	Population in EJ Block Groups	Total population in municipality	Percent of population in EJ BGs
Clinton	MI	1.50	4	10	40.0%	5204	13606	38.2%
Dalton	I	1.00	2	7	28.6%	1538	6756	22.8%
Danvers	I	1.00	1	16	6.3%	912	26493	3.4%
Dartmouth	I	1.00	1	19	5.3%	1300	34032	3.8%
Dedham	M	1.00	2	21	9.5%	2814	24729	11.4%
Dennis	I	1.00	3	18	16.7%	1853	14207	13.0%
Dracut	I	1.00	1	18	5.6%	1173	29457	4.0%
Eastham	I	1.00	1	6	16.7%	920	4956	18.6%
Easthampton	I	1.00	2	12	16.7%	2499	16053	15.6%
Easton	I	1.00	1	11	9.1%	1696	23112	7.3%
Everett	MIE	1.52	27	27	100.0%	41667	41667	100.0%
Fairhaven	I	1.00	2	15	13.3%	1898	15873	12.0%
Fall River	MIE	1.29	56	81	69.1%	59242	88857	66.7%
Falmouth	I	1.00	2	26	7.7%	1955	31531	6.2%
Fitchburg	MIE	1.57	23	32	71.9%	24680	40318	61.2%
Framingham	MIE	1.65	20	45	44.4%	32550	68318	47.6%
Franklin	I	1.00	1	17	5.9%	1467	31635	4.6%
Gardner	MI	1.00	5	13	38.5%	7999	20228	39.5%
Gloucester	I	1.00	4	23	17.4%	4824	28789	16.8%
Grafton	M	1.00	1	10	10.0%	2115	17765	11.9%
Great Barrington	I	1.00	3	7	42.9%	2395	7104	33.7%
Greenfield	I	1.00	3	17	17.6%	3438	17456	19.7%
Harwich	I	1.00	1	12	8.3%	523	12243	4.3%
Haverhill	MI	1.38	13	40	32.5%	21313	60879	35.0%
Holbrook	M	1.00	1	9	11.1%	1635	10791	15.2%
Holyoke	MIE	2.15	27	37	73.0%	29053	39880	72.9%
Lancaster	I	1.00	1	4	25.0%	1900	8055	23.6%
Lawrence	MIE	2.27	55	55	100.0%	76377	76377	100.0%
Lee	I	1.00	1	6	16.7%	994	5943	16.7%
Leicester	I	1.00	1	8	12.5%	1050	10970	9.6%
Lenox	I	1.00	1	7	14.3%	480	5025	9.6%
Leominster	MI	1.33	12	26	46.2%	20721	40759	50.8%

Municipality	EJ criteria*	Mean EJ criteria count in BGs	Number of EJ Block Groups	Number of Block Groups in municipality	Percent of Block Groups in EJ	Population in EJ Block Groups	Total population in municipality	Percent of population in EJ BGs
Lexington	M	1.00	11	22	50.0%	16604	31394	52.9%
Lincoln	M	1.00	1	5	20.0%	1286	6362	20.2%
Lowell	MIE	1.46	70	80	87.5%	93309	106519	87.6%
Ludlow	M	1.00	1	11	9.1%	2413	21103	11.4%
Lynn	MIE	1.75	56	72	77.8%	72884	90329	80.7%
Malden	MIE	1.38	50	52	96.2%	57638	59450	97.0%
Mansfield	M	1.00	1	14	7.1%	1703	23184	7.3%
Marlborough	MI	1.25	8	21	38.1%	14178	38499	36.8%
Mattapoisett	I	1.00	1	6	16.7%	569	6045	9.4%
Medford	MIE	1.15	20	53	37.7%	21905	56173	39.0%
Melrose	I	1.00	2	27	7.4%	2017	26983	7.5%
Methuen	MIE	1.40	15	35	42.9%	17463	47255	37.0%
Middleborough	I	1.00	2	14	14.3%	2189	23116	9.5%
Middleton	M	1.00	1	4	25.0%	3322	8987	37.0%
Milford	MIE	1.67	6	19	31.6%	6249	27999	22.3%
Millbury	I	1.00	1	10	10.0%	949	13261	7.2%
Milton	M	1.00	8	25	32.0%	7390	27003	27.4%
Monson	I	1.00	2	7	28.6%	556	8560	6.5%
Montague	I	1.00	4	8	50.0%	3,852	8437	45.7%
Nantucket	M	1.00	3	11	27.3%	3764	10172	37.0%
Natick	M	1.00	2	26	7.7%	2696	33006	8.2%
New Bedford	MIE	1.81	62	87	71.3%	66180	95072	69.6%
Newton	MI	1.00	10	64	15.6%	12723	85146	14.9%
North Adams	I	1.00	6	12	50.0%	7791	13708	56.8%
North Andover	MI	1.00	3	19	15.8%	4135	28352	14.6%
North Attleborough	I	1.00	1	18	5.6%	855	28712	3.0%
North Brookfield	I	1.00	1	5	20.0%	929	4680	19.9%
Northampton	MI	1.33	6	19	31.6%	7412	28549	26.0%
Norwood	MI	1.00	4	21	19.0%	5956	28602	20.8%
Oak Bluffs	MIE	1.50	2	5	40.0%	1189	4527	26.3%
Orange	I	1.00	2	7	28.6%	2311	7839	29.5%
Orleans	I	1.00	2	7	28.6%	1524	5890	25.9%

Municipality	EJ criteria*	Mean EJ criteria count in BGs	Number of EJ Block Groups	Number of Block Groups in municipality	Percent of Block Groups in EJ	Population in EJ Block Groups	Total population in municipality	Percent of population in EJ BGs
Palmer	I	1.00	2	9	22.2%	3067	12140	25.3%
Peabody	MIE	1.50	6	32	18.8%	11074	51251	21.6%
Pittsfield	MI	1.58	19	48	39.6%	16445	44737	36.8%
Plainville	I	1.00	1	5	20.0%	1004	8264	12.1%
Plymouth	MI	1.00	2	38	5.3%	1879	56468	3.3%
Provincetown	I	1.00	2	5	40.0%	1116	2942	37.9%
Quincy	MIE	1.16	50	72	69.4%	68791	92271	74.6%
Randolph	MI	1.05	19	19	100.0%	32112	32112	100.0%
Revere	MIE	1.44	36	42	85.7%	45247	51755	87.4%
Rockland	I	1.00	1	11	9.1%	1982	17489	11.3%
Salem	MIE	1.89	9	33	27.3%	12967	41340	31.4%
Saugus	I	1.00	1	20	5.0%	1872	26628	7.0%
Sharon	M	1.00	1	11	9.1%	2069	17612	11.7%
Sheffield	I	1.00	1	4	25.0%	729	3257	22.4%
Shirley	M	1.00	1	4	25.0%	3153	8147	38.7%
Shrewsbury	ME	1.17	6	20	30.0%	11670	35608	32.8%
Somerville	MIE	1.29	35	69	50.7%	40721	75754	53.8%
Southbridge	MIE	1.70	10	16	62.5%	11182	16719	66.9%
Spencer	I	1.00	1	10	10.0%	886	11688	7.6%
Springfield	MIE	1.81	110	121	90.9%	137083	153060	89.6%
Stoneham	I	1.00	1	17	5.9%	560	21437	2.6%
Stoughton	MI	1.17	6	19	31.6%	6661	26962	24.7%
Taunton	MIE	1.44	9	31	29.0%	13206	55874	23.6%
Tisbury	I	1.00	1	5	20.0%	702	3949	17.8%
Waltham	MI	1.18	28	48	58.3%	36094	60632	59.5%
Ware	I	1.00	2	7	28.6%	2894	9872	29.3%
Wareham	MI	1.00	4	17	23.5%	4522	21822	20.7%
Warren	I	1.00	1	4	25.0%	1296	5135	25.2%
Watertown	M	1.00	6	29	20.7%	6268	31915	19.6%
Webster	I	1.00	3	11	27.3%	5211	16767	31.1%
Wellesley	M	1.00	3	23	13.0%	5550	27982	19.8%
West Springfield	MIE	1.63	8	20	40.0%	11166	28391	39.3%

Municipality	EJ criteria*	Mean EJ criteria count in BGs	Number of EJ Block Groups	Number of Block Groups in municipality	Percent of Block Groups in EJ	Population in EJ Block Groups	Total population in municipality	Percent of population in EJ BGs
Westborough	M	1.00	4	12	33.3%	6589	18272	36.1%
Westfield	MI	1.27	11	26	42.3%	14147	41094	34.4%
Westford	M	1.00	1	12	8.3%	2230	21951	10.2%
Weymouth	M	1.00	2	45	4.4%	3868	53743	7.2%
Whitman	I	1.00	1	13	7.7%	705	14489	4.9%
Wilbraham	I	1.00	1	9	11.1%	1278	14219	9.0%
Williamstown	MI	1.00	1	7	14.3%	861	7754	11.1%
Winchendon	I	1.00	2	7	28.6%	1897	10300	18.4%
Winchester	M	1.00	1	15	6.7%	2938	21374	13.7%
Winthrop	E	1.00	1	19	5.3%	876	17497	5.0%
Woburn	M	1.00	5	28	17.9%	8689	38120	22.8%
Worcester	MIE	1.75	106	149	71.1%	127938	181045	70.7%
Yarmouth	I	1.00	5	22	22.7%	4783	23793	20.1%



Commonwealth of Massachusetts CONTRACTOR AUTHORIZED SIGNATORY LISTING

This form is jointly issued and published by the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default form for all Commonwealth Departments when another form is not prescribed by regulation or policy.

Signature for Corporation (C or S), Partnership, Trust/Estate, Limited Liability Company (must match Form W-9 tax classification)

Contractor Legal Name TOWN OF ARLINGTON	Contractor Vendor/Customer Code (if available, not the Taxpayer Identification Number or Social Security Number) VC6000191698
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INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

There are three types of electronic signatures that will be accepted on this form: 1) Traditional "wet signature" (ink on paper); 2) Electronic signature that is either: a. hand drawn using a mouse or finger if working from a touch screen device; or b. An upload picture of the signatory's hand drawn signature; 3) Electronic signature affixed using a digital tool such as Adobe Sign or DocuSign. Typed text of a name not generated by a digital tool, computer generated cursive, or an electronic symbol are not acceptable forms of electronic signature.

Authorized Signatory Name	Signature (Signature as it will appear on contract or other documents)	Title	Phone Number	Email Address
John Alessi		Senior Transportation Planner	781-316-3093	jalessi@town.arlington.ma.us

Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.

I certify that I am a responsible authorized officer of the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.

Please note you cannot self-certify your own signature as a single signer listed above.

Signature 	Date 7/18/2024
Print Name Jim Feeney	Phone Number 781-316-3010
Title Town Manager	Email Address jfeeney@town.arlington.ma.us

A copy of this listing must be attached to the "record copy" of a contract filed with the department.



State-wide - PARS Number Report

Project Manager : Highway PM

Email : spm@dot.state.ma.us.disable

Phone :

- PARS Number Request information		<u>PRC Approved</u>	<u>Advertised</u>	<u>Award</u>	<u>NTP</u>	<u>Completion</u>	<u>End Date</u>
A	Project Number State-wide Project Description State-wide Project Type District Federal Aid Project Number CMQ-003P(008)X Advertising Date						
B	Contract Number 125669 Vendor Name Assignment Number 01 Assignment Description Federal Aid Project Number CMQ-003P(008)X						
C	Universal CIP ID # CIP Priority CIP Program CIP ANF Item						
D	Fixed asset determination : FA description (FAPRO) :						



State-wide - PARS Number Report

Project Manager : Highway PM

Email : spm@dot.state.ma.us.disable

Phone :

- PARS Number and Activity by Funding Source											
Project Agreement #	Funding Source	Major Program Category	Major Program	Program	Phase	Amount	Non-Participating Activities	Participating Activities	Status	Status Date	Remarks
CMQ-003-P-008-X00	CMQ - CMQ Congestion Mitigation / Air Quality					\$340,000.00					
003P008	Materials and others	DOTP	OPP	X24BBANW01	P12	\$340,000.00	009N,010N,011N,012N,020N,021N,022N		Active	06/06/2024	Newton-Arlington-Watertown Bluebikes Expansion project
Activity Code	Activity Name		Activity Description								
009	Engineering Administration and Supervision		Salaries and expenses of engineering personnel who act in an administrative and/or supervisory capacity and whose time cannot be directly allocated to any other activity. Major examples: salary and expenses of Chief Engineer, Deputy Chief Engineers, District Highway Engineers and engineering heads and their principal engineering assistants.								
010	Non-Engineering Administrative and Supervision		Salaries and expenses of all non-engineering personnel who act in an administrative and/or supervisory capacity and whose time cannot be directly allocated to any other activity.								
011	Accounting, Auditing and Budgeting		Salaries, expenses, supplies and other expenditures incurred by personnel engaged in accounting, internal and field auditing and budgeting.								
012	Blueprinting, Photo Reproduction and Other Duplicating		All expenses incurred in blueprinting, photographic reproduction and other duplicating processes. This covers work done by both Department employees and private concerns.								
020	Aerial Surveys, other Initial Studies and Reconnaissance		All expenditures incurred in connection with initial studies and reconnaissance activities on proposed construction projects, including aerial survey contracts for this purpose. This account covers both field and office activities of this type.								
021	Location and Survey		All expenditures incurred in connection with preliminary field surveys on proposed construction projects. Private survey parties engaged on this type of work shall also be charged to this activity. Test borings and traffic engineering in connection with the above are also included in this activity.								
022	Preparation of Plans, Specifications, Designs and Preliminary Estimates		All expenditures incurred in preparing plans, profiles, cross sections and related data required prior to the completing of the design of a proposed construction project; the preparation of specifications for such project, the preparation of designs and preliminary estimates for a proposed construction project including outside consultants engaged in this type of work. Layout work prior to the issuance of Right of Way Engineering Work Order should also be charged to this activity. See activity Code 099 for maintenance projects.								

Project Number(s)	Encumbrance Document ID				681
	Trans	Dept	Unit	Identification Number	7/15/2024
	CT	DOT	0801	INTF00X02024H0125669	

Funding Source

Capital	☐	Tolls Capital	☐	Tolls General	☐	Federal Grant	☐
Operating	☐	Tolls Operating	☐	Expendable Trust	☐		

Approp No	Obj	Unit	Activity	Program	Phase	N/P	Amount Allocated
61212114	N13	0801					\$272,000.00
							\$272,000.00

Obligation By Fiscal Year for Multi-Year Contracts

	61212114	Total
2025	\$271,000.00	\$271,000.00
2026	\$1,000.00	\$1,000.00
MMARS Total	\$272,000.00	\$272,000.00

Reason for Request: Planning: Newton-Arlington-Watertown Bluebikes Expansion

Contract #: 125669

Cost Reduction %:

Vendor ID & Address Code: VC6000191698 AD001

Current Year Savings:

Vendor Name: TOWN OF ARLINGTON

Contract Location:

Contract Description: Planning: Newton-Arlington-Watertown Bluebikes Expansion project

Report Notes:

Recommended by: Nathaniel Kerr 7/15/24
(Signature / Date)

Approved by: Dan Donohue 07/24/24
(Signature / Date)

Completed by the Budget Office:

Expense Budget Entered By: Matthew Holbrook 7/25/24
(Signature / Date)

Approved by: Jenny G 07/25/2024
(Signature / Date)

Completed by the FAPRO (Applies to Capital only):

Approved by: Kostandin Theodhori 07/28/2024
(Signature / Date)



Commonwealth of Massachusetts Office of the Comptroller
Contract Commodity Encumbrance Form

Document Name		TOWN OF ARLINGTON					[3053084]	
Document Description		Planning: Newton-Arlington-Watertown Bluebikes Expansion						
Document I.D.							MA Information	
Code	Dept	Unit	Document Identifier	Action	Code	Department	Identification Number	Vendor Line
CT	DOT	0801	INTF00X02024H0125669	Entry	MA			

Header / Vendor Information							
Budget FY:	2024	Document Total:	\$272,000.00				
Fiscal Year:	2024	Vendor Name:	TOWN OF ARLINGTON				
Period:	10	Vendor Address:	730 MASSACHUSETTS AVE	City:	ARLINGTON	State:	MA
Board Award:	0125669	Vendor/Customer No.:	VC6000191698				
Requester ID:	dotarv	Address Code:	AD001				
Report Note:		Comment:					

Line #1- Commodity Information							
Commodity Code	811000000000	List Price		Description	Bluebikes expansion		
Line Type	Service	Unit Price		Contract Amount	\$272,000.00	Commodity Ref. Line	
Quantity		Service From	7/24/2024				
Unit of Measure		Service To	12/31/2025				

Line #1- Accounting Information									
Event Type	PR08	Budget FY	2025	Unit	0801	Major Program		Location	
Line Amount	\$271,000.00	Fiscal Year	2024	Object	N13	Program		Phase	
Dept	DOT	Period	10	Appropriation	61212114	Program Period		Activity	
Line Description	Bluebikes expansion	Dept Object		Function					

Line #2- Accounting Information									
Event Type	PR08	Budget FY	2026	Unit	0801	Major Program		Location	
Line Amount	\$1,000.00	Fiscal Year	2024	Object	N13	Program		Phase	
Dept	DOT	Period	10	Appropriation	61212114	Program Period		Activity	
Line Description	Bluebikes expansion	Dept Object		Function					

TO THE COMPTROLLER OF THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify under the penalties of perjury that all laws of the Commonwealth governing disbursements of public funds and the regulations thereof have been complied with and observed.

FOR FISCAL USE ONLY

Entered By: _____ Date: _____ Verified By: _____ Date: _____
(Initial) (Initial)

Print Name: Nathaniel W. Kerr Signed: Nathaniel Kerr Title: Manager of Administration, OTP Phone Ext.: _____ Date: 7/15/24
Prepared by

Print Name: David J Mohler Signed: David Mohler Title: Executive Director, Office of Transportation Planning Phone Ext.: 8865 Date: 07/24/24
Authorized Signatory

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> </u>	<u> X </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve and authorize the City Manager to sign a 5 year contract to replace and maintain the Police Department's electronic control weapon program



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: September 4, 2024

RE: Agenda Item – Authorization to Sign Five Year Contract

Please find attached correspondence from Justin M. Hanrahan, Chief of Police, requesting approval for a five-year contract to replace and maintain the Police Department's Electronic Control Weapon program.

I respectfully request that this matter be placed on the City Council agenda for September 10, 2024, for favorable consideration.

Thank you for your attention to this matter.



WATERTOWN POLICE DEPARTMENT

JUSTIN M. HANRAHAN
CHIEF OF POLICE

MEMORANDUM

TO: George Proakis, City Manager

FROM: Justin M. Hanrahan, Chief of Police

DATE: August 28th, 2024

SUBJECT: 5-Year Taser Contract

The department's agreement with Axon, the manufacturer of our Electronic Control Weapon (ECW)—commonly referred to as Taser, has expired. The ECW's are technology driven. In addition to serving as a less-lethal weapon to control violent subjects, they are also essentially handheld computer devices. The device records the officers' daily required testing, the deployment of the weapon including the number of shocks delivered and the duration of the shocks delivered. Like most technology, they have a limited shelf-life. Our current units are nearing the end of their shelf-life, and they are no longer being supported by Axon.

Axon has provided us with two replacement and service renewal options.

Option 1: A three-year contract will result in an expense of \$132,000. We would then have to pay a total of \$45,080 over two years, to maintain a warranty and service agreement on our equipment and attain the cartridges we need annually for training/qualifications. Total over five years with this plan is \$177,080.00.

Option 2: a five-year contract will result in an expense of \$145,827.00.

Option 2 would save the city \$31,253. For this reason, I am requesting that the five-year contract be approved to replace and maintain our ECW program. Please feel free to contact me with any questions/concerns or clarifications.

Cc: Ari Sky, CFO



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic: (800) 978-2737
International: +1.800.978.2737

Q-546720-45531.700WB

Issued: 08/27/2024

Quote Expiration: 09/30/2024

Estimated Contract Start Date: 01/01/2025

Account Number: 460410

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Watertown Police Dept. - MA 552 Main St Watertown, MA 02472-2224 USA	Watertown Police Dept. - MA 552 Main St Watertown MA 02472-2224 USA Email: 04-6001340

SALES REPRESENTATIVE	PRIMARY CONTACT
William Batherson Phone: Email: wbatherson@axon.com Fax:	Daniel Unsworth Phone: (617) 972-6500 Email: dunsworth@police.watertown-ma.gov Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$145,827.20
ESTIMATED TOTAL W/ TAX	\$145,827.20

Discount Summary

Average Savings Per Year	\$11,915.10
TOTAL SAVINGS	\$59,575.48

Payment Summary

Date	Subtotal	Tax	Total
Dec 2024	\$29,165.44	\$0.00	\$29,165.44
Dec 2025	\$29,165.44	\$0.00	\$29,165.44
Dec 2026	\$29,165.44	\$0.00	\$29,165.44
Dec 2027	\$29,165.44	\$0.00	\$29,165.44
Dec 2028	\$29,165.44	\$0.00	\$29,165.44
Total	\$145,827.20	\$0.00	\$145,827.20

Quote Unbundled Price: \$205,402.68
Quote List Price: \$156,451.08
Quote Subtotal: \$145,827.20

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
C00012	BUNDLE - TASER 7 CERTIFICATION ADD-ON	58	60	\$32.95	\$20.58	\$20.58	\$71,618.40	\$0.00	\$71,618.40
C00008	BUNDLE - TASER 7 CERTIFICATION	12	60	\$84.03	\$75.83	\$67.29	\$48,448.80	\$0.00	\$48,448.80
A la Carte Hardware									
80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1			\$177.89	\$0.00	\$0.00	\$0.00	\$0.00
80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 7.5 IN	1			\$88.97	\$0.00	\$0.00	\$0.00	\$0.00
22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	320			\$40.25	\$40.25	\$12,880.00	\$0.00	\$12,880.00
22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	320			\$40.25	\$40.25	\$12,880.00	\$0.00	\$12,880.00
T7Dock	T7 Dock	1	60		\$1,733.22	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Services									
44729	AXON TASER - INSTRUCTOR COURSE VOUCHER - A LA CARTE	5			\$495.00	\$0.00	\$0.00	\$0.00	\$0.00
Total							\$145,827.20	\$0.00	\$145,827.20

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 7 CERTIFICATION	20008	AXON TASER 7 - HANDLE - HIGH VIS GRN LASER CLASS 3R YLW	12	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	20018	AXON TASER - BATTERY PACK - TACTICAL	14	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	20050	AXON TASER - HOOK-AND-LOOP TRAINING (HALT) SUIT	1	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	20160	AXON TASER 7 - HOLSTER - SAFARILAND RH+CARD CARRIER	12	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	24	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	36	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	24	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	36	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	24	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	24	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22179	AXON TASER 7 - CARTRIDGE - INERT STANDOFF (3.5-DEGREE) NS	12	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22181	AXON TASER 7 - CARTRIDGE - INERT CLOSE QUART (12-	12	1	12/01/2024

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
		DEGREE) NS			
BUNDLE - TASER 7 CERTIFICATION	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	174	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	116	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	116	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	174	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	116	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	116	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22179	AXON TASER 7 - CARTRIDGE - INERT STANDOFF (3.5-DEGREE) NS	50	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22181	AXON TASER 7 - CARTRIDGE - INERT CLOSE QUART (12-DEGREE) NS	50	1	12/01/2024
T7 Dock	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	12/01/2024
T7 Dock	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	12/01/2024
T7 Dock	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	12/01/2024
A la Carte	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	320	1	12/01/2024
A la Carte	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	320	1	12/01/2024
A la Carte	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	12/01/2024
A la Carte	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	12/01/2024
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	24	1	12/01/2025
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	24	1	12/01/2025
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	116	1	12/01/2025
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	116	1	12/01/2025
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	24	1	12/01/2026
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	24	1	12/01/2026
BUNDLE - TASER 7 CERTIFICATION	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	24	1	12/01/2026
BUNDLE - TASER 7 CERTIFICATION	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	24	1	12/01/2026
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	116	1	12/01/2026
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	116	1	12/01/2026
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	116	1	12/01/2026
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	116	1	12/01/2026
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	24	1	12/01/2027

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	24	1	12/01/2027
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	116	1	12/01/2027
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	116	1	12/01/2027
BUNDLE - TASER 7 CERTIFICATION	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	24	1	12/01/2028
BUNDLE - TASER 7 CERTIFICATION	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	24	1	12/01/2028
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22175	AXON TASER 7 - CARTRIDGE - LIVE STANDOFF (3.5-DEGREE) NS	116	1	12/01/2028
BUNDLE - TASER 7 CERTIFICATION ADD-ON	22176	AXON TASER 7 - CARTRIDGE - LIVE CLOSE QUART (12-DEGREE) NS	116	1	12/01/2028

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 7 CERTIFICATION	20248	AXON TASER - EVIDENCE.COM LICENSE	12	01/01/2025	12/31/2029
BUNDLE - TASER 7 CERTIFICATION	20248	AXON TASER - EVIDENCE.COM LICENSE	1	01/01/2025	12/31/2029
BUNDLE - TASER 7 CERTIFICATION ADD-ON	20248	AXON TASER - EVIDENCE.COM LICENSE	58	01/01/2025	12/31/2029

Services

Bundle	Item	Description	QTY
BUNDLE - TASER 7 CERTIFICATION	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - TASER 7 CERTIFICATION	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	12
BUNDLE - TASER 7 CERTIFICATION ADD-ON	101193	AXON TASER - ON DEMAND CERTIFICATION	1
BUNDLE - TASER 7 CERTIFICATION ADD-ON	20246	AXON TASER 7 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	58
A la Carte	44729	AXON TASER - INSTRUCTOR COURSE VOUCHER - A LA CARTE	5

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 7 CERTIFICATION	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	14	12/01/2025	12/31/2029
BUNDLE - TASER 7 CERTIFICATION	80395	AXON TASER 7 - EXT WARRANTY - HANDLE	12	12/01/2025	12/31/2029
BUNDLE - TASER 7 CERTIFICATION	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	12/01/2025	12/31/2029

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	552 Main St	Watertown	MA	02472-2224	USA

Payment Details

Dec 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 1	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 1	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	\$0.00	\$0.00	\$0.00
Year 1	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	\$0.00	\$0.00	\$0.00
Year 1	C00008	BUNDLE - TASER 7 CERTIFICATION	12	\$9,689.75	\$0.00	\$9,689.75
Year 1	C00012	BUNDLE - TASER 7 CERTIFICATION ADD-ON	58	\$14,323.69	\$0.00	\$14,323.69
Year 1	T7Dock	T7 Dock	1	\$0.00	\$0.00	\$0.00
Total				\$29,165.44	\$0.00	\$29,165.44

Jan 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Invoice Upon Fulfillment	44729	AXON TASER - INSTRUCTOR COURSE VOUCHER - A LA CARTE	5	\$0.00	\$0.00	\$0.00
Total				\$0.00	\$0.00	\$0.00

Dec 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 2	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 2	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	\$0.00	\$0.00	\$0.00
Year 2	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	\$0.00	\$0.00	\$0.00
Year 2	C00008	BUNDLE - TASER 7 CERTIFICATION	12	\$9,689.75	\$0.00	\$9,689.75
Year 2	C00012	BUNDLE - TASER 7 CERTIFICATION ADD-ON	58	\$14,323.69	\$0.00	\$14,323.69
Year 2	T7Dock	T7 Dock	1	\$0.00	\$0.00	\$0.00
Total				\$29,165.44	\$0.00	\$29,165.44

Dec 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 3	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 3	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	\$0.00	\$0.00	\$0.00
Year 3	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	\$0.00	\$0.00	\$0.00
Year 3	C00008	BUNDLE - TASER 7 CERTIFICATION	12	\$9,689.75	\$0.00	\$9,689.75
Year 3	C00012	BUNDLE - TASER 7 CERTIFICATION ADD-ON	58	\$14,323.69	\$0.00	\$14,323.69
Year 3	T7Dock	T7 Dock	1	\$0.00	\$0.00	\$0.00
Total				\$29,165.44	\$0.00	\$29,165.44

Dec 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 4	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 4	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	\$0.00	\$0.00	\$0.00
Year 4	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	\$0.00	\$0.00	\$0.00
Year 4	C00008	BUNDLE - TASER 7 CERTIFICATION	12	\$9,689.75	\$0.00	\$9,689.75
Year 4	C00012	BUNDLE - TASER 7 CERTIFICATION ADD-ON	58	\$14,323.69	\$0.00	\$14,323.69
Year 4	T7Dock	T7 Dock	1	\$0.00	\$0.00	\$0.00
Total				\$29,165.44	\$0.00	\$29,165.44

Dec 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	22177	AXON TASER 7 - CARTRIDGE - HALT STANDOFF NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 5	22178	AXON TASER 7 - CARTRIDGE - HALT CLOSE QUART NS	320	\$2,576.00	\$0.00	\$2,576.00
Year 5	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	\$0.00	\$0.00	\$0.00
Year 5	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	\$0.00	\$0.00	\$0.00
Year 5	C00008	BUNDLE - TASER 7 CERTIFICATION	12	\$9,689.75	\$0.00	\$9,689.75
Year 5	C00012	BUNDLE - TASER 7 CERTIFICATION ADD-ON	58	\$14,323.69	\$0.00	\$14,323.69
Year 5	T7Dock	T7 Dock	1	\$0.00	\$0.00	\$0.00
Total				\$29,165.44	\$0.00	\$29,165.44

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

8/27/2024



CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to appropriate the TNC funds for the Pleasant Street Watertown Connector Shuttle



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
Citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: September 4, 2024

RE: Agenda Item – Consideration and Action on Transportation Network Companies Funds

Enclosed for your review is a joint memorandum from Steven Magoon, Assistant City Manager for Community Development & Planning; Gideon Schreiber, Director of Planning & Zoning; and Zeke Mermell, Senior Transportation Planner.

I respectfully request that this matter be included on the agenda for the City Council meeting scheduled for September 10, 2024, for your consideration and action.

Thank you for your attention to this matter.



CITY OF WATERTOWN
Community Development and Planning
PLANNING OFFICE

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6417
Fax: 617-972-6484
www.watertown-ma.gov

To: George J. Proakis, City Manager

From: Zeke Mermell, Senior Transportation Planner; Gideon Schreiber, Director of Planning & Zoning;
Steve Magoon, Assistant City Manager for Community Development & Planning

Date: August 15, 2024

Re: Transportation Network Companies Funds: 2022 and 2023 Disbursements

The City of Watertown receives funds from the State's Department of Public Utilities (DPU) from Transportation Network Companies (TNCs) such as Lyft and Uber. Municipalities get half of a \$0.20 assessment for all TNC rides starting in their boundaries. For Fiscal Year 2022 we received **\$43,593.40** and for FY 2023 we received **\$55,696.40**.

TNCs are a growing segment of Watertown's and the overall region's transportation modeshare. In 2022, there were 435,934 TNC rides *starting* in Watertown, and in 2023 there were 556,964, representing 28% in growth between years. According to DPU, these funds must be used *"to address the impact of transportation network services on municipal roads, bridges and other transportation infrastructure or any other public purpose substantially related to the operation of transportation network services in the city or town including, but not limited to, the complete streets program... and other programs that support alternative modes of transportation."*

Watertown's funds from past years were allocated to support, including local matches for, the Watertown Connector (WATConnector) electric shuttle on Pleasant Street and Watertown's local bikeshare network of Bluebikes.

We propose utilizing the \$43,593.40 and \$55,696.40 funds to pay for \$99,289.80 in operational costs of the Pleasant Street WATConnector shuttle. This will help pay for the costs to charge, drive, and maintain our fleet of two electric and a backup van. In turn, this will reduce greenhouse gas emissions and single-occupancy vehicle driving, in line with our City's goals.



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: George J. Proakis, City Manager
Date: September 4, 2024
RE: Agenda Item – Proposed Loan Order

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works and Michael Albano, Director of Admin & Finance requesting that the necessary actions be taken to authorize the Treasurer to borrow \$900,000 for the purchase of the vehicles listed below. This request aligns with City Council Conceptual Recommendations Item #12 from Fiscal Year 2023, which allocates \$300,000, and Item #26 from Fiscal Year 2024 for equipment, as outlined in the Fiscal Year 2025-2029 budget.

- Highway Division Rack Truck: \$150,000
- Highway Division Crew Truck: \$180,000
- Snow & Ice Division Salter 6-Wheel Snow Fighter: \$300,000
- Fleet Division Heavy Duty 4x4 Forklift: \$100,000
- Parks & Forestry Division Tree Chipper: \$75,000
- Parks & Forestry Division Utility Truck: \$65,000
- Cemetery Division Off-Road 4x4 Utility Vehicle: \$30,000

I respectfully request the attached proposed Loan Order be placed on the September 10, 2024 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Chelsea A. Tryder
(617) 378-4190
ctryder@hinckleyallen.com

September 4, 2024

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – DPW Equipment Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of purchasing various items of departmental equipment for the Department of Public Works:

ORDERED: That the sum of \$900,000 is appropriated to pay costs of purchasing the following items of departmental equipment for the Department of Public Works, including all costs incidental and related thereto:

<u>Description</u>	<u>Amount</u>
Snow & Ice Division Salter 6-Wheel Snow Fighter	\$300,000
Highway Division Crew Truck	180,000
Highway Division Rack Truck	150,000
Fleet Division Heavy Duty 4x4 Forklift	100,000
Parks & Forestry Division Tree Chipper	75,000
Parks & Forestry Division Utility Truck	65,000
Cemetery Division Off-Road 4x4 Utility Vehicle	30,000

and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

George J. Proakis, City Manager
September 4, 2024
Page 2

Please call me if there are any questions about the suggested proceedings.

Sincerely,

/s/ Chelsea A. Tryder

Chelsea A. Tryder



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET

Gregory M. St. Louis, PE
Superintendent

(P) 617-972-6420
(F) 617-972-6402

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, PE – Superintendent of Public Works
Mr. Michael Albano, CPA – Director of Admin & Finance

DATE: July 3, 2024

RE: Public Works Dept. – Vehicle Funding Requests

The Department of Public Works (“DPW”) respectfully requests that the necessary actions be taken to authorize the Treasurer to borrow \$900,000 for the purchase of the vehicles listed below. This request aligns with City Council Conceptual Recommendations Item #12 from FY23, which allocates \$300,000, and Item #26 from FY24 for equipment, as outlined in the Fiscal Year 2025-2029 budget.

- Highway Division Rack Truck: \$150,000
- Highway Division Crew Truck: \$180,000
- Snow & Ice Division Salter 6-Wheel Snow Fighter: \$300,000
- Fleet Division Heavy Duty 4x4 Forklift: \$100,000
- Parks & Forestry Division Tree Chipper: \$75,000
- Parks & Forestry Division Utility Truck: \$65,000
- Cemetery Division Off-Road 4x4 Utility Vehicle: \$30,000

The Department received quotes of \$938,850 leaving a balance of \$38,850 outside the aforementioned funding source. This balance will be funded from other DPW capital replacement of equipment accounts.

Each new vehicle will replace a vehicle in DPW’s fleet that is approaching, or has exceeded, its useful life expectancy. Proactive replacement of aged vehicles helps ensure uninterrupted governmental services and is a necessary component of fleet management best practices.

All goods and services related to these projects will be procured consistent with Massachusetts law.

Thank you in advance for your consideration.

FY 2024 - FY 2028
CIP General Fund

Vehicle Funding Request 07/03/2024

	C	D	E	F	G	H	I	J	K	L	M	N
1	TOTALS	FY '24		FY '25			FY '26		FY '27		FY '28	
113												
114	Central Motors											
115	Inspectors' Vehicles	350.0	70.0	TR	70.0	TR	70.0	TR	70.0	TR	70.0	TR
116	Supervisor Vehicle	50.0					50.0	BE				
117	CENTRAL MOTORS SUBTOTAL	400.0	70.0		70.0		120.0		70.0		70.0	
118												
119	Highway											
120	Skid Steer	65.0			65.0	BE						
121	Rack Truck	150.0	150.0	BE								
122	Crew Truck	180.0	180.0	BE								
123	Heavy Duty Dump Truck	230.0							230.0	BE		
124	Electric Street Sweeper	600.0							600.0	BE		
125	Backhoe	150.0									150.0	BE
126	Loader	325.0									325.0	BE
127	Hot Box	300.0					300.0	BE				
128	Dump Truck with Sliding Sander & Plow	290.0									290.0	BE
129	HIGHWAY SUBTOTAL	2,290.0	330.0		65.0		300.0		830.0		765.0	
130												
131	Snow & Ice Removal											
132	Plows, Sanders, Salt control units/Replacement	400.0	80.0	TR	80.0	TR	80.0	TR	80.0	TR	80.0	TR
133	Salter 6 Wheeler - Snow Fighter (5)	960.0	300.0	BE			320.0	BE			340.0	BE
134	Salt Shed Repair	400.0	400.0	BE								
135	Loader 3/4 Yard	107.0			107.0	BE						
136	Sidewalk Tractor	200.0							200.0	BE		
137	SNOW & ICE REMOVAL SUBTOTAL	2,067.0	780.0		187.0		400.0		280.0		420.0	
138												
139	Cemetery											
140	Off Road Utility Vehicle 4X4 (2)	30.0			30.0	BE						
141	Backhoe	140.0			140.0	BE						
142	CEMETERY SUBTOTAL	170.0	-		170.0		-		-		-	
143												
144												
145	Property/Building											
146	Heavy Duty 4x4 Forklift (Lull)	100.0	100.0	BE								
147	Rough Terrain Forklift	95.0					95.0	BE				
148	PROPERTY/BUILDING SUBTOTAL	195.0	100.0		-		95.0		-		-	
149												

**FY 2024 - FY 2028
CIP General Fund**

	C	D	E	F	G	H	I	J	K	L	M	N
1		TOTALS	FY '24		FY '25		FY '26		FY '27		FY '28	
150	Parks & Forestry											
151	Gazebo at Saltonstall Park	900.0	900.0	TBD								
152	Walker Pond Design/Construction	2,750.0	250.0	TBD	2,500.0	TBD						
153	Tree Chipper	150.0	75.0	BE	75.0	BE						
154	Utility Truck	65.0	65.0	BE								
155	Farm Tractor	80.0							80.0	BE		
156	Backhoe	140.0							140.0	BE		
157	4x4 Landscape Dump Truck	160.0							160.0	BE		
158	PARKS & FORESTRY SUBTOTAL	4,245.0	1,290.0		2,575.0		-		380.0		-	
159												
160												
161	TOTAL DPW - TBD	3,650.0	1,150.0	TBD	2,500.0	TBD	0.0	TBD	0.0	TBD	0.0	TBD
162	TOTAL DPW - TR	875.0	275.0	TR	150.0	TR	150.0	TR	150.0	TR	150.0	TR
163	TOTAL DPW - BE	4,967.0	1,270.0	BE	417.0	BE	765.0	BE	1,410.0	BE	1,105.0	BE
164	TOTAL DPW - BR	3,700.0	1,340.0	BR	2,090.0	BR	90.0	BR	90.0	BR	90.0	BR
165	PUBLIC WORKS SUBTOTAL	13,192.0	4,035.0		5,157.0		1,005.0		1,650.0		1,345.0	
166												
167												
168	RECREATION & PARKS											
169	Tot Lot/Court Resurfacing as needed	565.0			140.0	TR	125.0	TR	150.0	TR	150.0	TR
170	Filippello (Grove) Court Resurface	65.0	65.0	TR								
171	Study of Pickleball Courts	50.0	50.0	TR								
172	Bemis: Design, Plygrd Equip, new surf. & spray park	85.0			85.0	TR						
173	Bemis: Install Plygrd Equip, new surf. & spray park	960.0			960.0	BR						
174	Special Needs baseball/softball diamond	800.0			800.0	BR						
175	Filippello (Grove) Design, plygrnd equip and resurface	100.0					100.0	TR				
176	Filippello (Grove) Install plygrnd equip and resurface	750.0					750.0	BR				
177	Lowell Design Playground Equip & resurface	85.0	85.0	TR								
178	Lowell Install Playground Equip. & resurface	650.0	650.0	BR								
179	Filippello (Arlington) Design, plygrnd equip & resurface	100.0							100.0	TR		
180	Filippello (Arlington) Install plygrnd equip & resurface	800.0							800.0	BR		
181	Moxley Park: Design: Field, Nets, Bleachers, Dugouts	250.0					250.0	BR				
182	Moxley Park: Install: Field, Nets, Bleachers, Dugouts	5,000.0					2,500.0	BR	2,500.0	BR		
183	Victory Field Design Tot-Lot	100.0									100.0	TR
184	Victory Field Install Tot-Lot	800.0									800.0	BR
185	RECREATION & PARKS SUBTOTAL	11,160.0	850.0		1,985.0		3,725.0		3,550.0		1,050.0	
186												

Vehicle Funding Request 07/03/2024

FY 2023 - FY 2027 CIP General Fund

	B	C	D	E	F	G	H	I	J	K	L	M
1	TOTALS	FY '23			FY '24		FY '25		FY '26		FY '27	
77	POLICE DEPARTMENT											
78	Police Cruisers (3 annually)	979.1	179.1	TR	188.0	TR	197.4	TR	207.3	TR	207.3	TR
79	Radio Infrastructure/specialized equipment	200.0	40.0	TR	40.0	TR	40.0	TR	40.0	TR	40.0	TR
80	Police Building Improvements/Renovations	150.0	30.0	TR	30.0	TR	30.0	TR	30.0	TR	30.0	TR
81	In Cruiser Video System	72.6			72.6	BE						
82	Replace Access Control/Bldg Video Syst. Servers	35.0			35.0	BE						
83	Replace Tactical Bullet Proof Vests	12.9							12.9	TR		
84	Replace Computer Aided Dispatch-Records Mgmt	950.0									950.0	BE
85	POLICE SUBTOTAL	2,399.6	249.1		365.6		267.4		290.2		1,227.3	
86												
87	PUBLIC WORKS DEPARTMENT											
88	Administration											
89	Design of Roof Replacement	75.0	75.0	TR								
90	Roof Replacement	4,000.0	2,000.0	BR			2,000.0	BR				
91	Solar Canopy DPW Parking Lots	1,250.0			1,250.0	BR						
92	ADMINISTRATION SUBTOTAL	5,325.0	2,075.0		1,250.0		2,000.0		0.0		0.0	
93												
94	Central Motors											
95	Inspectors' Vehicles	350.0	70.0	TR	70.0	TR	70.0	TR	70.0	TR	70.0	TR
96	Supervisor Vehicle	50.0							50.0	BE		
97	CENTRAL MOTORS SUBTOTAL	400.0	70.0		70.0		70.0		120.0		70.0	
98												
99	Highway											
100	Skid Steer	65.0					65.0	BE				
101	Rack Truck	150.0			150.0	BE						
102	Crew Truck	180.0			180.0	BE						
103	Heavy Duty Dump Truck	230.0									230.0	BE
104	Electric Street Sweeper	600.0									600.0	BE
105	HIGHWAY SUBTOTAL	1,225.0	-		330.0		65.0		-		830.0	
106												
107	Snow & Ice Removal											
108	Plows, Sanders, Salt control units/Replacement	400.0	80.0	TR	80.0	TR	80.0	TR	80.0	TR	80.0	TR
109	Salter 6 Wheeler - Snow Fighter (5)	620.0			300.0	BE			320.0	BE		
110	Loader 3/4 Yard	107.0					107.0	BE				
111	Sidewalk Tractor	200.0									200.0	BE
112	SNOW & ICE REMOVAL SUBTOTAL	1,327.0	80.0		380.0		187.0		400.0		280.0	
113												
114	Cemetery											
115	Off Road Utility Vehicle 4X4 (2)	60.0	30.0	BE			30.0	BE				
116	CEMETERY SUBTOTAL	60.0	30.0		-		30.0		-		-	

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to accept the Committee on Personal and City Organization Report from May 14, 2024

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve the action item from the Committee on Personal and City Organization
Report from May 14, 2024



Watertown City Council

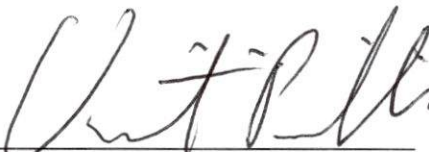
Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

RESOLUTION # 112

2024 - R - 112

RESOLUTION CONFIRMING THE REAPPOINTMENT OF KATHLEEN COLLEARY TO THE BOARD OF ASSESSORS

BE IT RESOLVED: That pursuant to the provisions of the Watertown Home Rule Charter, the City Council of the City of Watertown hereby confirms the reappointment of Kathleen Colleary to the Board of Assessors for a term to expire on May 15, 2027.

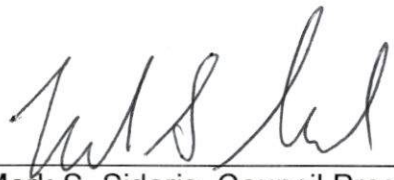


Council Member

I hereby certify that at a Meeting of the City Council for which a quorum was present, the about Resolution was adopted by a vote of 9 for, 0 against, and 0 present on September 10, 2024



Brendan T. McCarthy, Council Clerk



Mark S. Sideris, Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor



Watertown City Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

Report of the Committee on Personnel and City Organization

Meeting Date: May 14, 2024

The Committee convened on Thursday, May 14, at 6 pm in the Richard E. Mastrangelo Council Chambers, with remote participation by Zoom.

Present were Councilors Caroline Bays, chair; John Gannon, vice chair; and Nicole Gardner, secretary.

Kathleen Colleary is seeking reappointment to the Board of Assessors, having served one 3 year term. Chair Bays began by asking Ms. Colleary how her first term went. Ms. Colleary enjoyed being able to use her career-long expertise in Municipal Finance Law to serve the City of Watertown. She was also pleased to continue participating in professional associations, and expects to serve as co-chair of the Massachusetts Assessors Association next year. She developed and conducted several trainings for the staff in Watertown's Assessor's Office, as well elsewhere in the Commonwealth. She was careful to keep abreast of both changes in relevant legislation and case law during the period.

Looking forward, the biggest challenge she sees is recruitment of new staff. This is not unique to Watertown; municipalities across the Commonwealth are struggling to staff roles, and there is no real talent pipeline. She is eager to work with the Administration to come up with ideas on how to address the issue.

→ Action Item: Councilor Gardner made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm Kathleen Colleary for reappointment to the Board of Assessors for a 3 year term to expire May 15, 2027. The motion was approved unanimously.

The meeting adjourned at 6:19 pm.

Report prepared by Nicole Gardner

ELECTED OFFICIALS

Caroline Bays,
Chair

John G. Gannon,
Vice Chair

Nicole Gardner,
Secretary



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: September 5, 2024

RE: Request for Confirmation – Reappointments to the Environment & Energy Efficiency Committee

Pursuant to the provisions of the Home Rule Charter and Town Council Ordinance 2007-46, An Ordinance on the Timing and Process of Appointments to Town Boards, Commissions and Committees, I am transmitting herewith a request for reappointments to the Environment & Energy Efficiency Committee which requires Council confirmation.

- Jeanne Trubek - Reappointment as a member of the Environment & Energy Efficiency Committee to a term expiring November 15, 2027
- Silas Fyler, Energy Manager - Reappointment as a member of the Environment & Energy Efficiency Committee to a term expiring November 15, 2027

Thank you for your anticipated cooperation in this matter.



George J. Proakis
City Manager

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Office of the City Manager

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Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager *GP*

Date: August 16, 2024

RE: Request for Confirmation – Reappointment to the Watertown Housing Authority

Pursuant to the provisions of the Watertown Home Rule Charter and Town Council Ordinance 2007-46, An Ordinance on the Timing and Process of Appointments to Town Boards, Commissions and Committees, I am transmitting herewith a request for reappointment to the Watertown Housing Authority which requires Council confirmation.

- Shannon Lawn – Reappointment as a member of the Watertown Housing Authority to a term expiring May 15, 2029

Thank you for your anticipated cooperation in this matter.



George J. Proakis
City Manager

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www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: September 5, 2024

RE: Request for Confirmation – Appointment to the Zoning Board of Appeals

Pursuant to the provisions of the Watertown Home Rule Charter and Town Council Ordinance 2007-46, An Ordinance on the Timing and Process of Appointments to Town Boards, Commissions and Committees, I am transmitting herewith a request for appointment to the Zoning Board of Appeals which requires Council confirmation. The appointment of Sarah Baker as a full member will be to fill an unexpired term of Michael Brangwynne

- Sarah Baker– Appointment as a full member of the Zoning Board of Appeals to a term expiring February 15, 2026

Thank you for your anticipated cooperation in this matter.



George J. Proakis
City Manager

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www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: September 5, 2024

RE: Request for Confirmation – Reappointments to the Cable Access Corporation – Board of Directors

Pursuant to the provisions of the Watertown Home Rule Charter and Town Council Ordinance 2007-46, An Ordinance on the Timing and Process of Appointments to Town Boards, Commissions and Committees and Article IV, Section 2 of the Watertown Cable Access Corporation policies, I am transmitting herewith a request for reappointments to the Cable Access Corporation – Board of Directors which requires Council confirmation.

- Christopher McKenzie – Reappointment as a member of the Cable Access Corporation – Board of Directors to a term expiring September 15, 2027
- James O'Connor – Reappointment as a member of the Cable Access Corporation – Board of Directors to a term expiring September 15, 2027
- George Skuse, School Member – Reappointment as a member of the Cable Access Corporation – Board of Directors to a term expiring September 15, 2027

Thank you for your consideration in this matter.



George J. Proakis
City Manager

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www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: September 5, 2024

RE: Request for Confirmation – Reappointment to the Historic District Commission

Pursuant to the provisions of the Watertown Home Rule Charter and Town Council Ordinance 2007-46, An Ordinance on the Timing and Process of Appointments to Town Boards, Commissions and Committees, I am transmitting herewith a request for reappointment to the Historic District Commission which requires Council confirmation.

- James Bensinger - Reappointment as a member of the Historic District Commission to a term expiring November 15, 2027

Thank you for your anticipated cooperation in this matter.

CITY COUNCIL ROLL CALL VOTE
MEETING DATE: SEPTEMBER 10, 2024

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to refer the discussion of the characteristics and priorities of a new Director of Public Works to the Committee on Public Works

September 10, 2024

Good Evening Councilors and citizens of Watertown. I'm Gus Bailey of 68 Marshall Street, Watertown. My family and I own and operate Bailey's Buds, a licensed social equity cannabis cultivation facility located in Dracut, MA.

We have been growing and selling marijuana to dispensaries in Massachusetts for two and half years now and we are doing well, but to be successful in the long term in this highly competitive market we need to have our own dispensary so we can sell directly to the public. I stand before you tonight because we would like our Bailey's Buds dispensary to be here in Watertown.

Watertown is required by state law to allow a fourth dispensary or if you choose to limit it below 20% of liquor licenses it must be by ordinance and approved by the voters in an election.

I'm asking the Town Council to refer this issue to the Committee on Economic Development and Planning. The committee should also look at the buffer zone requirements for parks and consider updating it to align with the new state guidelines from 2020 or eliminating it altogether as the state recommends.

The 2016 law legalizing recreational marijuana was overwhelmingly approved by the residents of Watertown and our three dispensaries are among the finest establishments in town. Legalization has been a success!

The 2016 law also called on governments to promote and encourage full participation in the marijuana industry by people that have been disproportionately harmed by the War on Drugs. The committee should comply with state law and make sure that the fourth dispensary Host Community Agreement is awarded to a certified Social Equity or Economic Empowerment company.

Thank you for your consideration and please refer this matter to the Committee on Economic Development and Planning for an open and comprehensive look at this issue.

Massachusetts General Laws 94G

Section 3. Local control

(a) A city or town may adopt ordinances and by-laws that impose reasonable safeguards on the operation of marijuana establishments, provided they are not unreasonably impracticable and are not in conflict with this chapter or with regulations made pursuant to this chapter and that:

2) limit the number of marijuana establishments in the city or town; provided, however, that in the case of a city or town in which the majority of voters voted in the affirmative for question 4 on the 2016 state election ballot, entitled "Legalization, Regulation, and Taxation of Marijuana", and after December 31, 2019 in the case of any other city or town, the city or town shall submit any by-law or ordinance for approval to the voters pursuant to the procedure in subsection (e) before adopting the by-law or ordinance if it would:

(ii) limit the number of marijuana retailers to fewer than 20 per cent of the number of licenses issued within the city or town for the retail sale of alcoholic beverages not to be drunk on the premises where sold under section 15 of chapter 138

State law establishes a 500-foot buffer around K-12 schools. A municipality may choose to reduce the size of that buffer. It is unclear whether buffer zones around other uses, such as parks, are legally permissible. The Commission suggests that additional buffer zones or separation requirements may not be necessary and cautions communities against acting arbitrarily.

Zoning

Communities should give serious consideration to zoning marijuana businesses based on the nature of their primary business operations. State law establishes a 500-foot buffer around K-12 schools; a municipality may choose to reduce the size of that buffer. The Commission suggests that additional buffer zones or separation requirements may not be necessary and cautions communities against acting arbitrarily.

The Commission recommends that municipalities alternate signing Host Community Agreements with Economic Empowerment applicants and non-Economic-Empowerment applicants. In deciding which companies with which to negotiate a Host Community Agreement, the Commission recommends instituting an objective, transparent selection process intentionally focused on repairing past inequities, beginning with prioritizing review for state-designated Economic Empowerment applicants. The Commission further recommends that municipalities consider preferences for state-designated Social Equity Program participants, or applications from companies owned by marginalized groups. As part of the selection process, consider evaluating the company's diversity plan and plan to positively impact communities disproportionately harmed, either in the municipality or generally.



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

INDIGENOUS PEOPLES DAY PROCLAMATION

WHEREAS: President Biden has proclaimed the second Monday of October as Indigenous Peoples Day in October, 2021; and

WHEREAS: Watertown is located on the lands of the Pequossette band of the Massachusetts people who were the first inhabitants and caretakers of this land; and

WHEREAS: These Indigenous Peoples have called this place home since time immemorial; and

WHEREAS: The many contributions to our communities through Indigenous Peoples knowledge, labor, technology, science, philosophy, culture, and arts have substantially shaped the character of Watertown; and

WHEREAS: Many who live, study, and work in Watertown are settlers, immigrants, or descendants of those who originally occupied this land or were forcefully brought to this land;

NOW, THEREFORE BE IT RESOLVED that the City of Watertown hereby proclaims October 14, 2024 **INDIGENOUS PEOPLES DAY**, and encourages all community members to join in its observance

IN WITNESS HEREOF,

I have hereunto set our hand and

Caused the Great Seal of the

City of Watertown to be affixed

On this 24th day of September 2024

Mark S. Sideris, City Council President

ELECTED OFFICIALS

Mark S. Sideris,
Council President

Caroline Bays,
Councilor At Large
Nicole Gardner,
District A Councilor

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

John G. Gannon,
Councilor At Large

Lisa J. Feltner,
District B Councilor

John M. Airasian,
Councilor At Large

Anthony Palomba,
Councilor At Large

Emily Izzo,
District D Councilor



George J. Proakis
City Manager

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citymgr@watertown-ma.gov

To: Honorable City Council
From: George J. Proakis, City Manager
Date: September 4, 2024
RE: Agenda Item – Proposed Loan Order

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works and Michael Albano, Director of Admin & Finance requesting that the necessary actions be taken to authorize the Treasurer to borrow \$900,000 for the purchase of the vehicles listed below. This request aligns with City Council Conceptual Recommendations Item #12 from Fiscal Year 2023, which allocates \$300,000, and Item #26 from Fiscal Year 2024 for equipment, as outlined in the Fiscal Year 2025-2029 budget.

- Highway Division Rack Truck: \$150,000
- Highway Division Crew Truck: \$180,000
- Snow & Ice Division Salter 6-Wheel Snow Fighter: \$300,000
- Fleet Division Heavy Duty 4x4 Forklift: \$100,000
- Parks & Forestry Division Tree Chipper: \$75,000
- Parks & Forestry Division Utility Truck: \$65,000
- Cemetery Division Off-Road 4x4 Utility Vehicle: \$30,000

I respectfully request the attached proposed Loan Order be placed on the September 10, 2024 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Chelsea A. Tryder
(617) 378-4190
ctryder@hinckleyallen.com

September 4, 2024

George J. Proakis
City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – DPW Equipment Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of purchasing various items of departmental equipment for the Department of Public Works:

ORDERED: That the sum of \$900,000 is appropriated to pay costs of purchasing the following items of departmental equipment for the Department of Public Works, including all costs incidental and related thereto:

<u>Description</u>	<u>Amount</u>
Snow & Ice Division Salter 6-Wheel Snow Fighter	\$300,000
Highway Division Crew Truck	180,000
Highway Division Rack Truck	150,000
Fleet Division Heavy Duty 4x4 Forklift	100,000
Parks & Forestry Division Tree Chipper	75,000
Parks & Forestry Division Utility Truck	65,000
Cemetery Division Off-Road 4x4 Utility Vehicle	30,000

and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published at least five days prior to the holding of a public hearing with respect to the order and its final passage and requires the affirmative vote of at least two-thirds of all members of the City Council, as in the case of any other loan order for bonds.

George J. Proakis, City Manager
September 4, 2024
Page 2

Please call me if there are any questions about the suggested proceedings.

Sincerely,

/s/ Chelsea A. Tryder

Chelsea A. Tryder



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET

Gregory M. St. Louis, PE
Superintendent

(P) 617-972-6420
(F) 617-972-6402

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, PE – Superintendent of Public Works
Mr. Michael Albano, CPA – Director of Admin & Finance

DATE: July 3, 2024

RE: Public Works Dept. – Vehicle Funding Requests

The Department of Public Works (“DPW”) respectfully requests that the necessary actions be taken to authorize the Treasurer to borrow \$900,000 for the purchase of the vehicles listed below. This request aligns with City Council Conceptual Recommendations Item #12 from FY23, which allocates \$300,000, and Item #26 from FY24 for equipment, as outlined in the Fiscal Year 2025-2029 budget.

- Highway Division Rack Truck: \$150,000
- Highway Division Crew Truck: \$180,000
- Snow & Ice Division Salter 6-Wheel Snow Fighter: \$300,000
- Fleet Division Heavy Duty 4x4 Forklift: \$100,000
- Parks & Forestry Division Tree Chipper: \$75,000
- Parks & Forestry Division Utility Truck: \$65,000
- Cemetery Division Off-Road 4x4 Utility Vehicle: \$30,000

The Department received quotes of \$938,850 leaving a balance of \$38,850 outside the aforementioned funding source. This balance will be funded from other DPW capital replacement of equipment accounts.

Each new vehicle will replace a vehicle in DPW’s fleet that is approaching, or has exceeded, its useful life expectancy. Proactive replacement of aged vehicles helps ensure uninterrupted governmental services and is a necessary component of fleet management best practices.

All goods and services related to these projects will be procured consistent with Massachusetts law.

Thank you in advance for your consideration.

FY 2024 - FY 2028
CIP General Fund

Vehicle Funding Request 07/03/2024

	C	D	E	F	G	H	I	J	K	L	M	N
1	TOTALS	FY '24		FY '25			FY '26		FY '27		FY '28	
113												
114	Central Motors											
115	Inspectors' Vehicles	350.0	70.0	TR	70.0	TR	70.0	TR	70.0	TR	70.0	TR
116	Supervisor Vehicle	50.0					50.0	BE				
117	CENTRAL MOTORS SUBTOTAL	400.0	70.0		70.0		120.0		70.0		70.0	
118												
119	Highway											
120	Skid Steer	65.0			65.0	BE						
121	Rack Truck	150.0	150.0	BE								
122	Crew Truck	180.0	180.0	BE								
123	Heavy Duty Dump Truck	230.0							230.0	BE		
124	Electric Street Sweeper	600.0							600.0	BE		
125	Backhoe	150.0									150.0	BE
126	Loader	325.0									325.0	BE
127	Hot Box	300.0					300.0	BE				
128	Dump Truck with Sliding Sander & Plow	290.0									290.0	BE
129	HIGHWAY SUBTOTAL	2,290.0	330.0		65.0		300.0		830.0		765.0	
130												
131	Snow & Ice Removal											
132	Plows, Sanders, Salt control units/Replacement	400.0	80.0	TR	80.0	TR	80.0	TR	80.0	TR	80.0	TR
133	Salter 6 Wheeler - Snow Fighter (5)	960.0	300.0	BE			320.0	BE			340.0	BE
134	Salt Shed Repair	400.0	400.0	BE								
135	Loader 3/4 Yard	107.0			107.0	BE						
136	Sidewalk Tractor	200.0							200.0	BE		
137	SNOW & ICE REMOVAL SUBTOTAL	2,067.0	780.0		187.0		400.0		280.0		420.0	
138												
139	Cemetery											
140	Off Road Utility Vehicle 4X4 (2)	30.0			30.0	BE						
141	Backhoe	140.0			140.0	BE						
142	CEMETERY SUBTOTAL	170.0	-		170.0		-		-		-	
143												
144												
145	Property/Building											
146	Heavy Duty 4x4 Forklift (Lull)	100.0	100.0	BE								
147	Rough Terrain Forklift	95.0					95.0	BE				
148	PROPERTY/BUILDING SUBTOTAL	195.0	100.0		-		95.0		-		-	
149												

**FY 2024 - FY 2028
CIP General Fund**

	C	D	E	F	G	H	I	J	K	L	M	N
1		TOTALS	FY '24		FY '25		FY '26		FY '27		FY '28	
150	Parks & Forestry											
151	Gazebo at Saltonstall Park	900.0	900.0	TBD								
152	Walker Pond Design/Construction	2,750.0	250.0	TBD	2,500.0	TBD						
153	Tree Chipper	150.0	75.0	BE	75.0	BE						
154	Utility Truck	65.0	65.0	BE								
155	Farm Tractor	80.0							80.0	BE		
156	Backhoe	140.0							140.0	BE		
157	4x4 Landscape Dump Truck	160.0							160.0	BE		
158	PARKS & FORESTRY SUBTOTAL	4,245.0	1,290.0		2,575.0		-		380.0		-	
159												
160												
161	TOTAL DPW - TBD	3,650.0	1,150.0	TBD	2,500.0	TBD	0.0	TBD	0.0	TBD	0.0	TBD
162	TOTAL DPW - TR	875.0	275.0	TR	150.0	TR	150.0	TR	150.0	TR	150.0	TR
163	TOTAL DPW - BE	4,967.0	1,270.0	BE	417.0	BE	765.0	BE	1,410.0	BE	1,105.0	BE
164	TOTAL DPW - BR	3,700.0	1,340.0	BR	2,090.0	BR	90.0	BR	90.0	BR	90.0	BR
165	PUBLIC WORKS SUBTOTAL	13,192.0	4,035.0		5,157.0		1,005.0		1,650.0		1,345.0	
166												
167												
168	RECREATION & PARKS											
169	Tot Lot/Court Resurfacing as needed	565.0			140.0	TR	125.0	TR	150.0	TR	150.0	TR
170	Filippello (Grove) Court Resurface	65.0	65.0	TR								
171	Study of Pickleball Courts	50.0	50.0	TR								
172	Bemis: Design, Plygrd Equip, new surf. & spray park	85.0			85.0	TR						
173	Bemis: Install Plygrd Equip, new surf. & spray park	960.0			960.0	BR						
174	Special Needs baseball/softball diamond	800.0			800.0	BR						
175	Filippello (Grove) Design, plygrnd equip and resurface	100.0					100.0	TR				
176	Filippello (Grove) Install plygrnd equip and resurface	750.0					750.0	BR				
177	Lowell Design Playground Equip & resurface	85.0	85.0	TR								
178	Lowell Install Playground Equip. & resurface	650.0	650.0	BR								
179	Filippello (Arlington) Design, plygrnd equip & resurface	100.0							100.0	TR		
180	Filippello (Arlington) Install plygrnd equip & resurface	800.0							800.0	BR		
181	Moxley Park: Design: Field, Nets, Bleachers, Dugouts	250.0					250.0	BR				
182	Moxley Park: Install: Field, Nets, Bleachers, Dugouts	5,000.0					2,500.0	BR	2,500.0	BR		
183	Victory Field Design Tot-Lot	100.0									100.0	TR
184	Victory Field Install Tot-Lot	800.0									800.0	BR
185	RECREATION & PARKS SUBTOTAL	11,160.0	850.0		1,985.0		3,725.0		3,550.0		1,050.0	
186												

Vehicle Funding Request 07/03/2024

FY 2023 - FY 2027 CIP General Fund

	B	C	D	E	F	G	H	I	J	K	L	M
1	TOTALS	FY '23			FY '24		FY '25		FY '26		FY '27	
77	POLICE DEPARTMENT											
78	Police Cruisers (3 annually)	979.1	179.1	TR	188.0	TR	197.4	TR	207.3	TR	207.3	TR
79	Radio Infrastructure/specialized equipment	200.0	40.0	TR	40.0	TR	40.0	TR	40.0	TR	40.0	TR
80	Police Building Improvements/Renovations	150.0	30.0	TR	30.0	TR	30.0	TR	30.0	TR	30.0	TR
81	In Cruiser Video System	72.6			72.6	BE						
82	Replace Access Control/Bldg Video Syst. Servers	35.0			35.0	BE						
83	Replace Tactical Bullet Proof Vests	12.9							12.9	TR		
84	Replace Computer Aided Dispatch-Records Mgmt	950.0									950.0	BE
85	POLICE SUBTOTAL	2,399.6	249.1		365.6		267.4		290.2		1,227.3	
86												
87	PUBLIC WORKS DEPARTMENT											
88	Administration											
89	Design of Roof Replacement	75.0	75.0	TR								
90	Roof Replacement	4,000.0	2,000.0	BR			2,000.0	BR				
91	Solar Canopy DPW Parking Lots	1,250.0			1,250.0	BR						
92	ADMINISTRATION SUBTOTAL	5,325.0	2,075.0		1,250.0		2,000.0		0.0		0.0	
93												
94	Central Motors											
95	Inspectors' Vehicles	350.0	70.0	TR	70.0	TR	70.0	TR	70.0	TR	70.0	TR
96	Supervisor Vehicle	50.0							50.0	BE		
97	CENTRAL MOTORS SUBTOTAL	400.0	70.0		70.0		70.0		120.0		70.0	
98												
99	Highway											
100	Skid Steer	65.0					65.0	BE				
101	Rack Truck	150.0			150.0	BE						
102	Crew Truck	180.0			180.0	BE						
103	Heavy Duty Dump Truck	230.0									230.0	BE
104	Electric Street Sweeper	600.0									600.0	BE
105	HIGHWAY SUBTOTAL	1,225.0	-		330.0		65.0		-		830.0	
106												
107	Snow & Ice Removal											
108	Plows, Sanders, Salt control units/Replacement	400.0	80.0	TR	80.0	TR	80.0	TR	80.0	TR	80.0	TR
109	Salter 6 Wheeler - Snow Fighter (5)	620.0			300.0	BE			320.0	BE		
110	Loader 3/4 Yard	107.0					107.0	BE				
111	Sidewalk Tractor	200.0									200.0	BE
112	SNOW & ICE REMOVAL SUBTOTAL	1,327.0	80.0		380.0		187.0		400.0		280.0	
113												
114	Cemetery											
115	Off Road Utility Vehicle 4X4 (2)	60.0	30.0	BE			30.0	BE				
116	CEMETERY SUBTOTAL	60.0	30.0		-		30.0		-		-	

Order Confirmation

Marilyn Pronvost
Watertown City Council
149 Main Street
Watertown, MA 02472

Thank you for placing your Legal Notice in The Boston Globe.

Your order information and a preview of your notice are displayed below for your review. If there are any changes or questions, please contact the Classified Department at 617-929-1314 or email legals@globe.com.

Any and all proposed edits, revisions, and/or other changes to the notice must be communicated to us in writing prior to the deadline specified in the Advertising Specs + Deadlines page located at <https://www.bostonglobemedia.com/specs-deadlines>.

Thank you,
Boston Globe Classified Sales

617-929-1314
Monday - Friday 9:30 am - 4:30 pm
legals@globe.com

Order Number	739446	Order Price	\$1,011.04
Sales Rep.	Jackson Kocak	PO No.	
Account	3028420	Payment Type	
Publication	Boston Globe	Number of dates	1
First Run Date	09/14/2024	Last Run Date	09/14/2024
Payment Type			

AD PREVIEW:

Legal Notice	
The City Council of Watertown hereby gives notice of a public hearing and vote to be held ONLINE and IN-PERSON (HYBRID) Tuesday, September 24, 2024 at 7:00 PM in the Richard Mastrangelo Chamber, Administration Building, 149 Main Street, Watertown, MA or online at the following link: https://watertown-ma.zoom.us/j/92991321344 which may be found on the City of Watertown's website, on a proposed Loan Order as follows:	
ORDERED: That the sum of \$900,000 is appropriated to pay costs of purchasing the following items of departmental equipment for the Department of Public Works, including all costs incidental and related thereto:	
Description	Amount
Snow & Ice Division Salter 6-Wheel Snow Fighter	\$300,000
Highway Division Crew Truck	\$180,000
Highway Division Rack Truck	\$150,000
Fleet Division Heavy Duty 4x4 Forklift	\$100,000
Parks & Forestry Division Tree Chipper	\$75,000
Parks & Forestry Division Utility Truck	\$65,000
Cemetery Division Off-Road 4x4 Utility Vehicle	\$30,000
and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.	
Interested parties are encouraged to participate in this HYBRID Public Hearing. A copy of the proposed Loan Order is available for inspection at the Administration Building, 149 Main Street, Watertown, MA 02472 in the City Clerk's Office Monday through Thursday 8:30 a.m. through 5:00 p.m., on Tuesday evening up to 7:00 p.m., and Friday 8:30 a.m. through 12:30 p.m., and on the City's website page: www.watertown-ma.gov.	



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: September 19, 2024

RE: Agenda Item – Proposed Order in Accordance with Chapter 189 of the Acts of 2024

Please find attached a proposed Order in accordance with Chapter 189 of the Acts of 2024. This Order authorizes the imposition of a municipal charges lien on properties within the City for any unpaid local charges, fees, or fines by their due date. The municipal charges lien will be enforced following a City Council vote specifying each type of charge, fee, or fine to be collected under this Act.

I respectfully request that the attached Order be included on the City Council Agenda for September 24, 2024.

Thank you for your consideration in this matter.

Order #

O-2024-

AN ORDER ALLOWING FOR THE IMPOSITION OF MUNICIPAL CHARGES LIENS ON PROPERTY LOCATED WITHIN THE CITY FOR ANY LOCAL CHARGE, FEE OR FINE THAT HAS NOT BEEN PAID BY THE DUE DATE

WHEREAS, the City seeks to ensure compliance with the City Code and locally enforced statutory requirements through imposition of charges and fees, including fines for violations, as necessary to ensure such compliance; and

WHEREAS, the City finds that existing methods to enforce fines issued for violations of City rules and locally enforced statutes, such as criminal complaints and non-criminal disposition, are inadequate or too cumbersome to administer in all cases; and

WHEREAS, the City finds that collection of fines issued for violations of various provisions of the City Code and locally enforced statutes requires the implementation of an additional enforcement mechanism; and

WHEREAS, the provisions of Chapter 189 of the Acts of 2024 authorize the City, by vote of the City Council, to impose a municipal charges lien on real property located in the City for any “local charge, fee or fine” that has not been paid by the due date; and

WHEREAS, the provisions of Chapter 189 of the Acts of 2024 provide that “local charge, fee or fine” shall mean any charge, fee or fine imposed by the City pursuant to the City Code, City regulations, general or special laws or state regulations, as well as any charge, fee or fine imposed by a court payable to the City as a result of any action initiated by the City to enforce the City Code, City regulations, general or special laws or state regulations; and

WHEREAS, the provisions of Chapter 189 of the Acts of 2024 authorize the recording of a municipal charges lien at the Middlesex Southern District Registry of Deeds for specified past due charges, which, if remaining unpaid, shall be committed to the tax rolls; and

WHEREAS, the provisions of Chapter 189 of the Acts of 2024 require that a vote of the City Council be taken specifying each type of charge, fee or fine to be collected in order for the City to record such a municipal charges lien.

NOW THEREFORE BE IT ORDERED: That municipal charges liens are hereby authorized in accordance with the provisions of Chapter 189 of the

Acts of 2024 for violations of certain provisions of the City Code and locally enforced statutes, specifically as follows:

- a. *Placing Snow or Ice on Public Ways*, c. 73, §73-728 of the City Code;
- b. *Animals*, c. 91, §91.10 of the City Code;
- c. *Noise Regulations*, c. 95, §95.99 of the City Code;
- d. *Streets and Sidewalks*, c. 96, §96.99 of the City Code;
- e. *Stormwater Regulations*, c. 97, §97.99 of the City Code;
- f. *Single Use Plastic Bags*, c. 115, §115.05 of the City Code;
- g. *Building Regulations*, c. 150, §150.99 of the City Code;
- h. *Historic Districts Ordinance*, c. 152, §152.99 of the City Code;
- i. *Demolition of Historic Buildings Ordinance*, c. 153, §153.99 of the City Code;
- j. *Wetlands Violation*, c. 154, §154.99 of the City Code;
- k. *Zoning Code*, c. 155, §155.90 of the City Code;
- l. *State Sanitary Code*, 105 CMR 410.000 *et seq.*;
- m. *State Dog Laws*, G.L. c.140, §§136A-174G;
- n. *State Building Code*, G.L. c.143, §94(a) and 780 CMR 114.4;
- o. *Court Fine and Fees*, any fine imposed by a court payable to the City as a result of any action initiated by the City to enforce a. through n. above.

Said authorization to take effect upon the effective date of Chapter 189 of the Acts of 2024, which is 30 days after approval by the Governor. Chapter 189 of the Acts of 2024 was approved on August 27, 2024.

Council Member

I hereby certify that at a regular meeting of the nine member City Council for which a quorum was present, the above Order was adopted by a vote of ___ for and ___ against on _____, 2024.

Brendan McCarthy, Council Clerk

Mark S. Sideris, Council President

941252.3/WATR/0103



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager

Date: September 18, 2024

RE: Agenda Item – An Order Relative to Multi-Use Path Easements and Headwall Easements at 99 Coolidge Avenue to be Conveyed to the City of Watertown and Authorizing the City Manager to Execute a Grant of Easement on Behalf of the City

Attached please find correspondence from Katherine L. Klein, Esquire, KP Law, P.C. related to the development of property at 99 Coolidge Avenue.

I respectfully request that the attached Order be included on the City Council Agenda for September 24, 2024.

Thank you for your consideration in this matter.

September 17, 2024

Katharine Lord Klein
kklein@k-plaw.com

BY ELECTRONIC MAIL ONLY (GProakis@watertown-ma.gov)

Mr. George Proakis, City Manager
Watertown Administration Building
149 Main Street
Watertown, MA 02472

Re: 99 Coolidge Avenue (Grant of Easement)

Dear Mr. Proakis:

I am writing to you regarding the conveyance to the City of Watertown of easements related to the development of property at 99 Coolidge Avenue.

ARE-MA Region No. 77, LLC is developing the property at 99 Coolidge Avenue, and, in connection therewith, was granted certain zoning relief by the Planning Board in Case Number PB-2021-03 SP/SR. ARE-MA Region No. 77, LLC has agreed to grant a multi-use path easement and a headwall support, as described in the enclosed Grant of Easement and plan attached thereto as Exhibit A-1.

The Department of Community Development and Planning has reviewed the easement document, and approves the same.

I recommend that the City Council vote to approve the enclosed Grant of Easement and authorize the City Manager to execute the document. I have provided a proposed Order.

Please contact Mark Reich or me with any questions regarding this matter.

Very truly yours,


Katharine Lord Klein

KLK/caa

Enc.

cc: Department of Community Development and Planning (SMagoon@watertown-ma.gov)

940852/WATR/0018

City Council
CITY OF WATERTOWN

ADMINISTRATION BUILDING – WATERTOWN, MA 02472-4410
(617) 972-6470 – FAX (617) 972-6485

ORDER #

O-2024-

An Order Relative to Multi-Use Path Easements and Headwall Easements at 99 Coolidge Avenue to be Conveyed to the City of Watertown and Authorizing the City Manager to Execute a Grant of Easement on Behalf of the City

WHEREAS, ARE-MA Region No. 77, LLC is developing property located at 99 Coolidge Avenue, Watertown, and, in connection with certain zoning relief granted by the Planning Board in Case Number PB-2021-03 SP/SR, the developer agreed as follows:

- A. To grant the City and the public certain multi-use path easement rights upon portions of the property owned by the developer, including, but not limited to, for the purpose of access and recreation; and
- B. To grant the City certain headwall support easement rights upon portions of the property owned by the developer, including, but not limited to, for the purpose of construction, inspection, repair, renewal, replacement, operation and maintenance of headwall facilities.

NOW THEREFORE BE IT ORDERED: That the City Council agrees, in connection with the development of 99 Coolidge Avenue by ARE-MA Region No. 77, LLC to accept easements as set forth in the aforesaid document.

AND FURTHER, that the City Council hereby authorizes the City Manager to accept and execute the aforesaid Grant of Easement on behalf of the City.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Order was adopted by a vote of ___ for, ___ against and ___ present on _____, 2024.

Brendan McCarthy, Council Clerk

Mark S. Sideris, Council President

GRANT OF EASEMENT

This **GRANT OF EASEMENT** ("Grant") is entered into as of the ____ day of _____, 2024 by and between **ARE-MA REGION NO. 77, LLC**, a Delaware limited liability company ("Grantor"), having a mailing address c/o Alexandria Real Estate Equities, Inc., 26 N. Euclid Ave., Pasadena, CA 91101, and the **CITY OF WATERTOWN**, a Massachusetts municipal association ("City"), having its usual place of business at 149 Main Street, Watertown, Massachusetts 02472.

WITNESSETH:

Reference is made to the following facts which constitute the background to this instrument:

A. Grantor is the owner of that certain parcel of land located in the City of Watertown, Middlesex County, Massachusetts, shown as "Parcel A" on that certain plan entitled "Plan of Land in Watertown, Massachusetts", prepared by VHB, Inc., dated June 21, 2021, recorded with Middlesex South Registry of Deeds (the "Registry") as Plan No. 777 of 2021 (the "Grantor Parcel"). For Grantor's Title, see those certain Quitclaim Deeds recorded with the Registry in Book 75038, Page 423, in Book 75038, Page 428, and in Book 75038, Page 433, respectively.

B. In connection with certain zoning relief granted by the City of Watertown Planning Board on May 21, 2021 in Case No. PB-2021-03 SP/SR (the "Zoning Decision"), in which zoning relief was granted in connection with Grantor's development of the Grantor Parcel, Grantor committed to allow public access for recreational use to certain areas of the Grantor Parcel. The Zoning Decision is recorded with the Registry in Book _____, Page _____.

C. In accordance with the Zoning Decision, Grantor now desires to grant certain easement rights for those portions of the Grantor Parcel shown as "Easement Area A", "Easement Area B", and "Easement Area D", respectively (each individually, a "Multi-Use Path Easement Area"; and, collectively, the "Multi-Use Path Easement Areas"), on a plan entitled "Easement Plan" dated _____, 2024, prepared by VHB, Inc., attached as Exhibit A-1 and incorporated herein (the "Plan"). A legal description of each Multi-Use Path Easement Area is set forth in Exhibit A-2 attached hereto. To avoid confusion, the Multi-Use Path Easement Areas are definitively agreed to be the areas described on Exhibit A-2. It is not believed that there is any inconsistency among the current location, Exhibit A-1, and Exhibit A-2, but if any inconsistency does exist, it shall be resolved in favor of Exhibit A-2.

D. The City, upon the grant of the easement rights described herein, agrees that it will use such easement rights in accordance with the provisions of this Grant.

NOW THEREFORE, for and in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor and the City hereby agree as follows:

1. Multi-Use Path Easement from Grantor to the City and the Public.

Grantor hereby grants to the City and the general public, subject to the terms hereof and limited to the extent of Grantor's interest in the Multi-Use Path Easement Areas, the perpetual, non-exclusive right and easement, in common with the Grantor and others entitled thereto, to use the Multi-Use Path Easement Areas for recreational purposes, including, without limitation, access by pedestrians on foot or by a mobility device (as that term is defined hereinafter) or by bicyclists on bicycles, together with attendant customary passive recreational uses (the "Path Right"); provided, however, only pedestrians on foot or by a mobility device or bicyclists walking bicycles, but not riding bicycles, may use Easement Area B (with bicyclists riding bicycles limited to Easement Area A and Easement Area D). Such attendant customary passive recreational uses include sitting at benches, which benches Grantor may, from time to time, at its election (in its sole and absolute discretion), install in areas adjacent to the path located in Easement Area B. The City acknowledges that (i) the primary use of Easement Area D is a driveway for vehicular access to and from the parking garage located on the Grantor Parcel and the abutting public ways by employees, customers, contractors, invitees or agents of the Grantor or any tenants thereof, but not the general public, (ii) the driveway in Easement Area D is the multi-use path for use by pedestrians and bicyclists under the terms of this Grant, (iii) there is not a separate, standalone multi-use path in Easement Area D for use by pedestrians and bicyclists, and (iv) pedestrians and bicyclists will be required to share the driveway in Easement Area D with motor vehicles making use of Easement Area D as a driveway for access to and from the parking garage located on the Grantor Parcel and the abutting public ways by employees, customers, contractors, invitees or agents of the Grantor or any tenants thereof. The term "mobility device," as used in this instrument, means a wheelchair, which may be motorized, crutch, cane, walker, or other device that functions similarly to allow an injured or disabled person increased mobility for travel.

Notwithstanding anything herein to the contrary, the foregoing Path Right shall not be deemed to include any rights for horses or other load bearing animals or motor vehicles, motorcycles, or other motorized transportation devices to pass or repass on, across or over any Multi-Use Path Easement Areas for recreational purposes or for any commercial recreational use of the Multi-Use Path Easement Areas. Additionally, the Path Right shall not be deemed to include a right to park bicycles or motor vehicles, motorcycles, or other motorized or non-motorized transportation devices within any Multi-Use Path Easement Area at any time; provided, however, the Grantor shall have the right (in its sole and absolute discretion) to designate, from time to time, bike parking or storage areas or facilities in areas in or adjacent to the Multi-Use Path Easement Areas. Further, the City and/or any member of the public shall not place within any Multi-Use Path Easement Area any obstructions (except for temporary obstructions necessary in connection with the maintenance, repair or replacement in any Multi-Use Path Easement Area by the City in accordance with this Grant). The City's and the public's exercise of the Path Right shall not unreasonably interfere with Grantor's use of the Grantor

Parcel, as set forth in Section 3 below. The City's and the public's exercise of the Path Right shall at all times be subject to such reasonable rules and regulations as Grantor may from time to time establish related to the use thereof (notice of which shall be given to the City), and shall in all events be limited to daytime use, between the hours of one-half hour before sunrise and one-half hour after sunset, or such other times as may be reasonably established by Grantor consistent with the purposes hereof. Grantor has the right to control, limit, or prohibit by posting and other reasonable means any unauthorized activities or uses of the Multi-Use Path Easement Areas and the right to install wayfinding signage within the Multi-Use Path Easement Areas.

2. Headwall Support Easement from Grantor to the City. Grantor hereby grants (i) to the City and the City Parties (as that term is defined in Section 4), but expressly not the general public, subject to the terms hereof and limited to the extent of Grantor's interest in the Headwall Easement Area (as that term is defined hereinafter), the perpetual non-exclusive right and easement, in common with the Grantor, to construct, inspect, repair, renew, replace, operate and maintain the Headwall Facilities (as that term is defined hereinafter) located in that portion of the Grantor Parcel shown on the Plan as "Easement Area C" (the "Headwall Easement Area") for the purposes of providing support and stability to the surrounding sidewalk and maintaining the Headwall Facilities including the headwall culvert (such rights, collectively, the "Headwall Right"). The term "Headwall Facilities" means the headwall and all related appurtenances including the headwall culvert. The City's exercise of the Headwall Right shall not unreasonably interfere with Grantor's use of the Grantor Parcel, as set forth in Section 3 below. A legal description of the Headwall Easement Area is set forth in Exhibit A-2 attached hereto. The Path Right and the Headwall Right are hereinafter referred to singly as an "Easement Right" and collectively as the "Easement Rights." The Multi-Use Path Easement Areas and the Headwall Easement Area are hereinafter referred to singly as an "Easement Area" and collectively as the "Easement Areas."

3. Reserved Rights. The Easement Rights hereby conveyed do not grant to the City or the public any rights on, across or over any portion of the Grantor Parcel other than the Easement Areas. Grantor reserves the right to use the Multi-Use Path Easement Areas for unlimited and unfettered pedestrian access to and from the Grantor Parcel and the abutting public ways by any persons, including, without limitation, employees, customers, contractors, invitees or agents of the Grantor or any tenants thereof, and the City agrees that such use shall not be deemed to interfere with the Path Right, it being the intent of the parties that the Path Right shall not interfere unreasonably with the operation of the businesses now located or to be located in the future at the Grantor Parcel or any portion thereof. Grantor further reserves the right to continue to use the Grantor Parcel, including the Easement Areas, for all purposes, including, without limitation: (a) to erect, outside of and along the Easement Areas, such fences, vegetated buffers, or other measures it deems necessary or appropriate; (b) to install and maintain landscaping within Easement Areas up to edge of the pedestrian path located within Easement Areas; (c) to establish, relocate, maintain, construct, and replace such driveways (including, without limitation, the driveway in Easement Area D), roads, paths or other traveled ways within the Grantor Parcel, including but not limited to vehicular and pedestrian connections between the Grantor Parcel and the Easement Areas, as the Grantor, in its sole discretion, deems advisable; (d) to repair, replace, improve, maintain and use the Easement Areas and paths located therein; and (e) to use, or to grant to others the right to use the Easement Areas for any and all purposes,

provided only that such use shall not materially adversely interfere with the exercise of the Easement Rights.

4. Release. It is the intention of the parties that the Multi-Use Path Easement Areas shall be used for recreational purposes and be free of charge or fee and that to the fullest extent permitted by law, the Path Right, together with the Multi-Use Path Easement Areas, constitute an “interest in land” under Massachusetts General Laws Chapter 21, Section 17C (or such other state or local law that hereafter affords the same or similar protections), and that Grantor and all those claiming by, through or under Grantor, shall expressly be afforded all of the rights, protections, privileges and benefits granted thereunder, and as such, Grantor and all those claiming by, through or under Grantor, shall not be liable for personal injuries or property damage sustained by members of the public in connection with the exercise of the Easement Rights granted hereunder. In the exercise of the Easement Rights created hereunder, including the Path Right and the Headwall Right, the City and those claiming by, through or under the City (including without limitation, City employees, agents and contractors) (collectively, the “City Parties”), shall do so at their own risk, except as expressly provided herein. Grantor, its consultants, contractors, agents, licensees or invitees, and its and their affiliates, managers, members, partners, officers, directors, stockholders, attorneys, employees, predecessors, successors and assigns shall be free from all liability and claims for damages, together with all related costs, arising out of, related to or in connection with the exercise by the City or any City Parties or the general public of the Easement Rights granted hereunder, including, but not limited to, any such liability and/or claims with respect to release of any Hazardous Substances (as defined in this Section 4) regulated by or noncompliance with any Environmental Laws (as defined in this Section 4) caused by or related to the City’s or City Parties’ exercise of the Easement Rights granted under this Grant. The term “Environmental Laws” includes without limitation the Resource Conservation and Recovery Act, 42 USC Sections 6901 et seq., and the Comprehensive Environmental Response Compensation and Liability Act, 42 USC Sections 9602 et seq., and other federal laws governing the environment as in effect on the date of this Grant, together with their implementing regulations and guidelines and all state, regional, county, municipal and other local laws, regulations and ordinances that are similar to such federal laws or that regulate Hazardous Substances. The term “Hazardous Substances” includes petroleum, asbestos, lead, radon, mold, natural gas, natural gas liquids, liquefied natural gas, or synthetic gas usable for fuel (or mixtures of natural gas or such synthetic gas), and any substance, material, waste, pollutant or contaminant listed or defined as hazardous or toxic under any Environmental Law.

5. Performance of Work. The Grantor shall be responsible for the maintenance, repair and replacement of the paths located in Easement Area A and Easement Area B and the driveway located in Easement Area D. The City acknowledges that the paths in the Multi-Use Path Easement Areas (including, without limitation, the driveway in Easement Area D) have been constructed in a good and workmanlike manner, in accordance with all applicable governmental permits, consents, and approvals, and in accordance with all applicable laws, ordinances, orders, rules, and regulations. The path in Easement Area B includes a wooden deck and a bridge. The maintenance responsibilities of the Grantor include snow and ice removal of the sidewalks located in Easement Area A, the paths located in Easement Area B, and the Driveway located in Easement Area D. The City, at its sole cost and expense, shall be responsible for the maintenance, repair and replacement of (i) the Headwall Facilities located in

the Headwall Easement Area and (ii) the sidewalk located in Easement Area A. The City may maintain, repair, and replace the paths located in Easement Area B and Easement Area D, including any driveway, that the Grantor is obligated to, and has failed to, maintain, repair, or replace hereunder; provided, however, prior to the performing any such work, the City (except in the event of emergency that could result in significant damage to person or property for which no prior notice shall be required, but notice shall be given thereafter as soon as practicable), shall have given prior written notice to Grantor of the Grantor's failure to maintain, repair, or replace, together with the details with respect to such failure, and Grantor shall have failed to make such maintenance, repair, or replacement within thirty (30) days of Grantor's receipt of such notice or such longer period of time as is necessary given the nature of the maintenance, repair or replacement, and Grantor shall reimburse the City for the costs the City incurs related thereto within 30 days of invoice. The Grantor may maintain, repair, and replace the Headwall Facilities located in the Headwall Easement Area that the City is obligated to, and has failed to, maintain, repair, or replace hereunder; provided, however, prior to the performing any such work, the Grantor (except in the event of emergency, for which no prior notice shall be required, but notice shall be given thereafter as soon as practicable), shall have given prior written notice to the City of the City's failure to maintain, repair, or replace, the Headwall Facilities together with the details with respect to such failure, and City shall have failed to make such maintenance, repair, or replacement within thirty (30) days of City's receipt of such notice or such longer period of time as is necessary given the nature of the maintenance, repair or replacement, and the City shall reimburse Grantor for the costs Grantor incurs related thereto within 30 days of invoice. Any construction, maintenance or replacement work to be performed by the City within the Easement Areas pursuant to this Grant (i) shall be performed in a safe, diligent and workmanlike manner and in compliance with all applicable laws, ordinances, orders, rules, and regulations and (ii) shall be performed to the extent practicable in a manner that causes the minimum of interference with the use and enjoyment of the Grantor Parcel by the Grantor. The City shall ensure vehicular access to the Grantor Parcel at all times during which the City is undertaking any work under this Grant, unless Grantor agrees, in its good faith but sole discretion, that such access may be obstructed for periods of limited duration. The City shall cause any contractor performing any work under this Grant for the City to have adequate commercial general liability insurance and workers' compensation insurance. Such insurance shall name Grantor as an additional insured and shall be carried by a reputable insurance company or companies qualified to do business in the Commonwealth of Massachusetts. Upon written request from the Grantor, the City shall furnish, or cause to be furnished, to Grantor one (1) or more certificates of insurance evidencing the existence of the insurance required to be carried pursuant to this Section 5. In the event that any contractor, subcontractor or other person or entity engaged directly or indirectly on behalf of the City in connection with the performance of any work within the Easement Areas records or files any lien or other encumbrance against any portion of the Grantor Parcel, the City shall take such action, at its sole cost and expense, to cause such lien or other encumbrance to be dissolved or released as soon as reasonably practicable but in no event longer than thirty (30) days after the earlier of the City obtaining knowledge thereof or written demand from Grantor.

6. Restoration. To the extent that the exercise of the City's rights under this Grant of Easement involves construction or other work within the Easement Areas, the City shall, at its sole cost and expense, promptly restore said land or area to the condition (as close as

practicable) that such land or area was in immediately prior to such exercise (including any landscaping or similar improvements). If the City, or any person claiming by, through, or under the City causes any damage to the Grantor Parcel not within an Easement Area, the City shall promptly restore the same, at its sole cost and expense, to the condition (as close as practicable) that the Grantor Parcel was in immediately prior to such damage.

7. Permissible Delay. Whenever performance is required of any party hereunder, such party shall use all commercially reasonable efforts to perform and take all reasonable measures in good faith to perform; provided, however that if completion of performance shall be delayed at any time by reason of acts of God, war, civil commotion, riots, work stoppages arising out of collective bargaining strikes, pandemic, unavailability of materials or damage to work in progress by reason of fire or other casualty or causes beyond the reasonable control of a party (other than financial reasons) (collectively, "Force Majeure"), then the time for performance as herein specified shall be appropriately extended by the time of the delay actually caused.

8. Relocation. Grantor may, at any time and from time to time, relocate the Multi-Use Path Easement Areas, or any portion thereof, to another location as the Grantor deems advisable, in its good faith but sole discretion; provided that such relocated area is reasonably adequate for the purposes of the Path Right. Such relocation shall be at the sole cost and expense of the Grantor.

9. Bind and Inure. The rights created hereby shall run with the land and shall be binding upon and inure to the benefit of the parties, and their respective successors and assigns; provided, however, that the Grantor shall only be responsible hereunder for matters occurring and claims arising during its period of ownership of the Grantor Parcel. No partner, member, shareholder, trustee, beneficiary, director, officer, manager, or employee of Grantor, or any partner of Grantor, or any affiliate of Grantor, shall have any personal liability under this Grant. In addition, no party to this Grant shall have personal liability under this Grant. In the event any person obtains a judgment against Grantor in connection with this Grant, such person's sole recourse shall be to the estate and interest of Grantor in and to the Grantor Parcel.

10. Only Uses Specified. The rights and easements granted to the City and the general public herein shall be limited to and solely for the uses specified. Any other uses of the Easement Areas by the City shall occur only with the prior written consent of Grantor. For the avoidance of doubt, only the Grantor and the City of Watertown may seek to enforce the rights and easements granted in this Grant.

11. Notice. All notices required or permitted to be given hereunder shall be in writing and shall be sent either (i) by any nationally known overnight delivery service for next business day delivery, or (ii) by delivery in person. Any notice shall be deemed given on the date of the first to occur of receipt, refusal, or attempted delivery as indicated on the receipt of the overnight delivery service or personal delivery service. If the day any notice shall be deemed to have been given and received as aforesaid is not a business day (or if delivery is made after 5:00 p.m. Eastern Time on any business day), such notice shall be deemed to have been given and

received on the next business day. All notices shall be addressed to the parties at the addresses below:

If to Grantor, addressed to:

c/o Alexandria Real Estate Equities, Inc.
26 North Euclid Avenue
Pasadena, CA 91101
Attn: Corporate Secretary

and:

c/o National Development
2310 Washington Street
Newton Lower Falls, MA 02462
Attention: Brian Kavogian

With a copy to:

National Development
2310 Washington Street
Newton Lower Falls, MA 02462
Attention: Richard P. Schwartz, Esq.

and:

Wilmer Cutler Pickering Hale and Dorr LLP
60 State Street
Boston, MA 02109
Attention: Brett M. Jackson

If to the City, addressed to:

City of Watertown
149 Main Street
Watertown, MA 02472
Attention: City Manager

Any address or name specified above may be changed by notice given to the addressee by another party hereto in accordance with this section.

12. Permitted Encumbrances. The rights granted herein are subject to all restrictions, covenants, easements and other encumbrances of record, whether now or hereafter

existing, to the extent in force and applicable, except for monetary encumbrances, if any, for which a subordination shall be obtained.

13. Governing Law. This Grant shall be governed by the laws of the Commonwealth of Massachusetts, as the same may now exist or as may be hereinafter enacted. If any provision of this Grant, or portions thereof, or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Grant, or the application of such provision, or portion thereof, to any other person or circumstances shall not be affected thereby, and such provision of this Grant shall be valid and enforceable to the fullest extent permitted by law.

14. Amendment. This Grant may only be amended or modified by an agreement in writing signed by the parties hereto. Upon request of either party, such amendment shall be recorded with the Registry.

15. No Deed Stamps. No Massachusetts deed excise tax stamps are required for this Grant, the City being a political subdivision of the Commonwealth of Massachusetts

16. Counterparts. This Grant may be executed in several counterparts, each of which shall be deemed an original and all such counterparts shall constitute one and the same instrument.

[Remainder of Page Intentionally Left Blank]

EXECUTED as a sealed instrument as of the day and year first above written.

GRANTOR:

ARE-MA REGION NO. 77, LLC,
a Delaware limited liability company

By: _____
Name: _____
Title: Authorized Signer per M.G.L. c. 156C, §66

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF _____, ss.

On this _____ day of _____, 2024, before me, the undersigned notary public, personally appeared _____, proved to me through satisfactory evidence of identification, which was personal knowledge of identity, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Authorized Signer of ARE-MA Region No. 77, LLC, a Delaware limited liability company, as the voluntary act of said limited liability company.

Notary Public
My commission expires: _____

[City signatures on next page]

[Signature Page to Grant of Easement]

ACCEPTANCE OF EASEMENT RIGHT

On this ____ day of _____, 2024, the City of Watertown, acting by and through its City Manager pursuant to the vote taken by the City Council on _____, a certified copy of which is attached hereto as Exhibit B, hereby accepts the easement rights contained in, and agrees to be bound by the provisions of, the foregoing Grant of Easement granted to the City by Grantor, which is recorded herewith.

CITY:

CITY OF WATERTOWN

By: _____
Name: George Proakis
Title: City Manager
Hereunto duly authorized

Approved as to form by City Attorney:

Name:
Title: City Attorney

COMMONWEALTH OF MASSACHUSETTS

COUNTY OF MIDDLESEX, ss.

On this _____ day of _____, 2024, before me, the undersigned notary public, personally appeared George Proakis, the City Manager of the City of Watertown, proved to me through satisfactory evidence of identification which was _____, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose in such capacity, and acknowledged said instrument to be the free act and deed of the City of Watertown.

Notary Public
My commission expires: _____

[Signature Page to Grant of Easement]

EXHIBIT A-1

PLAN OF EASEMENT AREAS

Exhibit A-1

EXHIBIT A-2

LEGAL DESCRIPTION OF EASEMENT AREAS

Legal Description – "Easement A"

A certain sidewalk easement over a parcel of land situated south of Coolidge Avenue and east of Arsenal Street in the City of Watertown, in the County of Middlesex and the Commonwealth of Massachusetts bounded and described as follows:

Beginning at a point on the southerly sideline of Coolidge Avenue being S 59°05'20" W a distance of approximately Two Hundred (200'±) from the northeasterly corner of the affected parcel, being monumented by a rebar with cap; thence

Southwesterly a distance of approximately Forty Two feet (42'±) to a point; thence

Southwesterly a distance of approximately Ninety Four feet (94'±) to a point; thence

Southwesterly and curving to the right along the arc of a curve a length of approximately Forty feet (40'±) to a point, the last three (3) course following the back of bituminous sidewalk; thence

N 59°05'20" E a distance of approximately One Hundred Seventy Six feet (176'±) by the sideline of Coolidge Avenue to the point of beginning.

The above described easement contains approximately 451 square feet more or less.

Legal Description – "Easement B"

A certain pedestrian path easement over a parcel of land situated south of Coolidge Avenue and east of Arsenal Street in the City of Watertown, in the County of Middlesex and the Commonwealth of Massachusetts bounded and described as follows:

Beginning at a point on the southerly sideline of Coolidge Avenue being N 59°05'20" E a distance of approximately One Hundred and Thirty Two feet (132'±) from the point of curvature of said ROW; thence

N 59°05'20" E a distance of approximately Thirty Six feet (36'±) along said sideline to a point; thence

Southeasterly a distance of approximately Ten feet (10'±) to a point; thence

Southwesterly a distance of approximately Twelve feet (12'±) to a point, the last three (3) courses following the edge of a wood deck; thence

Southeasterly and meandering along the easterly edge of a gravel path a length of approximately One Hundred Seventy Eight feet (178'±) to a point; thence

Southeasterly a distance of approximately Forty Three feet (43'±) by the edge of a wood deck to a point; thence

Southeasterly	and curving to the right along the easterly edge of a gravel path a length of approximately Fifty Five feet (55'±) to a point; thence
Southerly Northerly	and meandering along the edge of a gravel path a length of approximately & Two Hundred Ninety One feet (291'±) to a point; thence
Northerly	and curving to the left along the westerly edge of a gravel path a length of approximately Forty Four feet (44'±) to a point; thence
Southwesterly	a distance of approximately Nineteen feet (19'±) to a point; thence
Northwesterly	a distance of approximately Twenty Three feet (23'±) to a point; thence
Southwesterly	a distance of approximately Sixty Six feet (66'±) to a point; thence
Southeasterly	a distance of approximately Fifteen feet (15'±) to a point; thence
Southwesterly	a distance of approximately Nine feet (9'±) to a point; thence
Southeasterly	a distance of approximately Eighty Six feet (86'±) to a point; thence
Southwesterly	a distance of approximately Twenty Nine feet (29'±) to a point, the last seven (7) courses following the edge of a wood deck; thence
Southerly	and meandering along the easterly edge of a gravel path a length of approximately One Hundred Eighty Three feet (183'±) to a point; thence
Southeasterly	a distance of approximately Three feet (3'±) to a point; thence
Southwesterly	and curving to the right along the arc of a curve having a radius of Two Thousand Five Hundred Thirty Five and Eighty Six Hundredths feet (2535.86'), a length of approximately Nineteen feet (19'±) to a point; thence
N 31°14'07" W	a distance of approximately Eight feet (8'±) by land now or formerly Thomas McVey III, to a point; thence
Northeasterly	a distance of approximately Eighteen feet (18'±) to a point; thence
Northerly	and meandering along the westerly edge of a gravel path a length of approximately One Hundred Seventy Three feet (173'±) to a point; thence
Southwesterly	a distance of approximately Five feet (5'±) to a point; thence
Northwesterly	a distance of approximately Ten feet (10'±) to a point; thence
Northeasterly	a distance of approximately Thirty Four feet (34'±) to a point; thence

Northwesterly	a distance of approximately One Hundred Nine feet (109'±) to a point; thence
Northeasterly	a distance of approximately Sixteen feet (16'±) to a point; thence
Southeasterly	a distance of approximately Four feet (4'±) to a point; thence
Northeasterly	a distance of approximately Sixty Six feet (66'±) to a point; thence
Northwesterly	a distance of approximately Twelve feet (12'±) to a point; thence
Northeasterly	a distance of approximately Twenty Two feet (22'±) to a point, the last nine (9) courses following the edge of a wood deck; thence
Northerly	and meandering along the westerly edge of a gravel path a length of approximately One Hundred Seventy Seven feet (177'±) to a point; thence
Southwesterly	a distance of approximately Eighteen feet (18'±) to a point; thence
Northwesterly	a distance of approximately ten feet (10'±) to the point of beginning, the last two (2) courses following the edge of a wood deck.

Excepting a portion of the area described above which is contained within the limit of the easement described above, commencing at a point at the northerly intersection of the gravel path loop and meandering along the edge of said path a length of approximately Two Hundred Forty Nine feet (249'±) to the point of beginning.

The above described easement contains approximately 7,563 square feet more or less.

Legal Description – "Easement C"

A certain wall maintenance easement over a parcel of land situated south of Coolidge Avenue and east of Arsenal Street in the City of Watertown, in the County of Middlesex and the Commonwealth of Massachusetts bounded and described as follows:

Beginning at a point on the southerly sideline of Coolidge Avenue being N 59°05'20" E a distance of approximately Eight feet (8'±) from the point of curvature of said ROW; thence

N 59°05'20" E	a distance of approximately One Hundred Twenty Four feet (124'±) along said sideline to a point; thence
Southeasterly	a distance of approximately Sixteen feet (16'±) to a point; thence
Southwesterly	a distance of approximately One Hundred Twenty Three feet (123'±) to a point; thence

Northwesterly a distance of approximately Sixteen feet (16'±) to the point of beginning.

The above described easement contains approximately 1,995 square feet more or less.

Legal Description – "Easement D"

A certain bike path easement over a parcel of land situated south of Coolidge Avenue and east of Arsenal Street in the City of Watertown, in the County of Middlesex and the Commonwealth of Massachusetts bounded and described as follows:

Beginning at a point on the southerly sideline of Coolidge Avenue on the arc of a curve having a radius of Eight Hundred Forty and No Hundredths feet (840.00'), a length of approximately Three feet (3'±) from the northwesterly corner of the affected parcel, being monumented by a rebar with cap; thence

Northeasterly and curving to the right along the arc of a curve having a radius of Eight Hundred Forty and No Hundredths feet (840.00'), a length of approximately Eleven feet (11'±) to a point; thence

Southeasterly and curving along the easterly edge of a bit bike path a length of approximately Twenty Four feet (24'±) to a point; thence

Southeasterly a distance of approximately Twenty One feet (21'±) to a point; thence

Southerly and curving to the left a length of approximately Fifteen feet (15'±) to a point; thence

Southeasterly a distance of approximately One Hundred Ninety Four feet (194'±) to a point; thence

Southeasterly a distance of approximately Five feet (5'±) to a point; thence

Southeasterly a distance of approximately Twenty Three feet (23'±) to a point; thence

Southwesterly a distance of approximately Eight feet (8'±) to a point; thence

Southeasterly a distance of approximately One Hundred Thirty Nine feet (139'±) to a point, the last six (6) courses by the easterly edge of a bit bike path and face of concrete curb; thence

Southwesterly a distance of approximately Ten feet (10'±) by Easement B to a point; thence

Northwesterly a distance of approximately One Hundred Thirty Nine feet (139'±) to a point; thence

Northerly and curving to the left a length of approximately Twenty Five feet (25'±) to a point; thence

Northwesterly a distance of approximately One Hundred Ninety Nine feet (199'±) to a point; thence

Northerly and curving to the right a length of approximately Twenty Four feet (24'±) to a point;
thence

Northwesterly and curving to the right a length of approximately Thirty Two feet (32'±) to the point
of beginning, the last five (5) courses by the westerly edge of a bit bike path and face
of concrete curb.

The above described easement contains approximately 6,666 square feet more or less.

EXHIBIT B

CITY COUNCIL VOTE



CITY OF WATERTOWN
Community Development and Planning
PLANNING OFFICE

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6417
Fax: 617-972-6484

www.watertown-ma.gov

To: Honorable City Council
From: Steve Magoon, Assistant City Manager for Community Development
and Planning
Date: September 19, 2024
Re: First Reading for Proposed Amendments to the Zoning Ordinance—Watertown
Square Area

As you know, on July 16, 2024, the City Council and Planning Board approved the Watertown Square Area Plan, including its recommendations for zoning to promote a revitalized downtown, as well as comply with Chapter 40A, Section 3A (MBTA Communities) by the December 31, 2024 deadline. I am pleased to submit a set of draft amendments that implement those recommendations. We are proposing a joint hearing process (City Council/Planning Board) with the hearing scheduled to start October 16 and continued on October 17, 2024. We have reserved three other dates to continue the hearing, if needed (October 21 and 30, and November 12).

To facilitate review of these amendments, the Department's submission includes a general summary and a section-by-section summary.

I respectfully request that the proposed amendments (see Attachment 1 and Zoning Map) be placed on the Honorable City Council's agenda for a first reading and referral to joint hearings and meetings before the Council and the Planning Board.

Cc George Proakis, City Manager
Mark R. Reich, KP Law

General Summary—Watertown Square Zoning Amendments

The Watertown Square Zoning Amendments are designed to implement the Watertown Square Area Plan adopted in July 2024. While these changes have led to amendments that are not as directly related, we have strived to keep these amendments related to implementation of the Watertown Square Area Plan. The proposed amendments accomplish the following important elements of the plan:

- Replace the Central Business District with four new districts that employ “form-based zoning” ideas designed to produce streets, sidewalks, sites and buildings that promote a vibrant Watertown Square.
- Key street frontages are designated for required ground floor “active uses” like retail and restaurants. Facades that promote a lively streetscape are required in designated areas throughout the Square.
- Three of these “Watertown Square” districts (labelled WSQ 1, 2, and 3) vary by building intensity, with higher maximum heights in the downtown core. The fourth district (Neighborhood Mixed Use) is a transition to lower intensity residential neighborhoods.
- Parking minimums would be reduced from 1/unit to .5/unit and 1/unit would become the new maximum in most cases.
- Bicycle-specific parking requirements for the new districts are introduced, to promote bicycle parking while automobile parking minimums are reduced
- The proposed zoning continues to require inclusionary zoning for market rate developments, while making it easier to develop housing with deeper affordability. The new districts will provide additional height and lower parking requirements for developments that meet affordability requirements.
- An overlay district identifies the area where multifamily housing is allowed “by right,” with site plan review. The proposed area will allow Watertown to comply with the MBTA Communities zoning law by the December 31, 2024 deadline.

The amendments propose a short list of changes that go beyond the new districts. While recognizing that a comprehensive zoning review is planned, the following changes are necessary now:

- The “by right” area requires increased focus on the city’s approach to site plan review and the proposed amendments, and therefore, rewrite the site plan review section for all zoning districts. The changes recognize that there is a “site plan review permit” in those cases where site plan review by the Planning Board is the

only board approval required and incorporate robust, objective standards from elsewhere in the zoning ordinance.

- During the community process, it was clear that there is broad support to use this zoning process as an opportunity to continue implementing the Climate Plan. The proposed amendments bring existing sustainability requirements together in one place and add new requirements and guidelines.
- Since the state will be reviewing the ordinance for compliance with the MBTA Communities law, amended definitions of the various “dwelling” types, particularly “multi-family housing,” are proposed.
- The amendments delete restrictions on redevelopment of municipal land that would affect the city’s ability to move forward with the plan’s recommendations to reuse the municipal parking lots.
- Because of the way the new districts address parking minimums and maximums, the proposed zoning amendments include special permit criteria for departures from those requirements and apply them city-wide for uniformity.
- The proposed amendments allow accessory dwelling units (ADUs) to comply with a new state law. The Watertown Affordable Housing Trust has been working with Watertown Community Conversations to develop an informal community process starting in winter 2025 to craft an ADU ordinance that meets the city’s particular needs. In the meantime, the proposed language tracks state law and includes Planning Board approval through site plan review.

With respect to the Council’s goal of promoting deeper affordability, the proposed language recognizes that most affordable developments involve income tiers, typically tiers targeted at 80% of area median income (AMI), 60% of AMI (the tax credit threshold), 50% or 30% of AMI. Accordingly, the proposed bonus achieves the Council’s intent by allowing developments to qualify for a second additional floor if the average target income is less than 60% of AMI.

SECTION-BY-SECTION SUMMARY OF PROPOSED WATERTOWN SQUARE ZONING AMENDMENTS

Notes: 1) more detailed summary of §5.08 follows the overall summary immediately below, 2) Use tables with no substantive changes moved to Appendix to facilitate review of these amendments.

Section	Summary	Page
Article I—Purpose and Interpretation (no change)		
Article II—Definitions (changed sections only)		
§2.18 Dwelling	Adopts new statutory definitions of multi-family and accessory dwelling unit and adds “household” as alternative to “family”	1
§2.19 Dwelling Unit	Adds household as alternative label	2
§2.23 Family	New definition to conform to current approach to defining who can occupy dwelling units	2
§2.63 Open Space, Publicly Usable	Deletes “dawn to dusk” requirement in definition so that applicable hours can be varied by district	2
§2.79 Special Permit	Adds definition of site plan review permit with the Planning Board as permit granting authority and notes that special permits can be granted by the ZBA or PB depending on district	2
Article III-Establishment of Zoning Districts (changed sections only)		
§ 3.01 Classification of the districts	Adds new districts (Watertown Square 1, 2, 3 and Neighborhood Mixed Use) and deletes obsolete districts (Central Business, Revitalization Overlay)	3
§ 3.02 Boundaries of the districts	Reference to new zoning map	3
Article IV-General Use and Dimensional Requirements (changed only)		
§ 4.01 Permitted uses	Clarifies that site plan review (SR) can be used for both by right and special permit (SP) review	5
§ 4.02 Uses subject to other regulations	Clarifies that SR can be used for by right/SP and uses a new title for Article VIII (Sustainability, Solar and other Regulations)	5
§ 4.08 Applicability of dimensional requirements	Substitutes reference to Article IV generally, instead of specific sections	5
§ 4.10 Exceptions to Height Requirements	Does not allow use of discretionary height exception in new districts (which introduce form-based standards)	5
§ 4.11 Exceptions to Setback Requirements	Adds new districts and deletes Central Business	6
§ 4.13 Transition Requirements	Adds new districts and deletes Central Business	6

Article V-Tables of District Regulations (changed only)		
§ 5.00 Interpretation	Cross-references	7
§5.01 Table of Use Regulations	Replaces the single Table of Uses with three tables: Residence Districts, Business Districts and Mixed-Use Districts. The Residence and Business District tables are substantively the same as the current Table of Uses. The Mixed-Use Table identifies the allowed uses and review mechanisms for the WSQ1, WSQ2, WSQ3, and NMU Districts. The new table explicitly refers to certain uses to help activate the Square (e.g., craft food and beverage production with retail, creative/maker space and work/live creative studios). Following the table is a list and description of uses to make the table easier to interpret.	8
§ 5.02 Table of Accessory Use Regulations	Replaces the single Table of Accessory Uses with two tables: Residence Districts and Business Districts. There is no table for the new Mixed-Use Districts because any relevant accessory use has been folded into the use descriptions in §5.01. This Section contains one substantive change: Accessory Dwelling Units have been added as an Allowed Use with site plan review in certain districts to comply with a new state law.	12
§ 5.03 Notes	Deletes references to obsolete districts (Central Business, Revitalization Overlay) and adds references to the new districts. It also adds a reference to the threshold for requiring a site plan review for uses allowed by right.	12
§ 5.04 Table of Dimensional Regulations	Deletes references to obsolete districts (Central Business, Revitalization Overlay) and adds references to the new districts. As the form-based approach proposed for the new districts does not fit with the existing table of dimensional requirements, table refers to § 5.08 for these requirements.	14
§ 5.05 Notes	Deletes references to obsolete districts (Central Business, Revitalization Overlay) and adds references to the new districts.	14
§ 5.08 Revitalization District	Deletes obsolete Revitalization District and replaces it with Watertown Square and Neighborhood Mixed Use District form-based regulations. See pages 4-5 for further information on this section.	15 (old) 18 (new)
§ 5.09 Watertown Square Design Overlay District	Deletes obsolete Watertown Square Design Overlay District and replaces it with Transit-Oriented Development Overlay District which provides the by right multifamily housing zoning district required by the MBTA Communities law	34 (old) 35 (new)
§ 5.13 Wireless Telecommunications	Adds new districts and deletes Central Business	36
§ 5.15 Municipal reuse and redevelopment	Deletes sub-section (d), which limits ability to redevelop municipal property (including sites identified in plan for redevelopment)	36

§ 5.17 Design Guidelines	Adds reference to new districts	38
Article VI-Automobile and Bicycle Parking Requirements (changed only)		
§6.01 Required off-street parking spaces	New minimum and maximum parking requirements for new districts and adds requirement for accessory dwelling units that conforms to new state law	39
§ 6.02 Location and design of off-street parking	Provides requirements for the new districts and updates requirements elsewhere for consistency	42
§ 6.03 Required off-street loading spaces	Adds requirements for new districts	44
§ 6.04 Design and layout of off-street facilities	Adds missing districts and updates the standards to include a minimum and maximum for the size of loading spaces. This ensures consistency throughout the districts	45
§ 6.07 Bicycle Parking	Adds new sub-section with requirements for the new districts. While the existing ordinance ties bicycle parking requirements to automobile parking requirements, this sub-section sets standards particular to bicycle parking.	45
Article VII-Signs and Illumination (changed only)		
§ 7.03 Signs in all districts	Adds new districts and deletes CB	48
§ 7.06 Signs in [certain] districts	Adds new districts and deletes CB	48
§ 7.08 Permitted illuminations	Adds new districts and deletes CB	48
§ 7.10 Watertown Square Design Overlay District	Deletes obsolete district	48
§ § 7.11-7.13	Re-numbered	48
Article VIII-New title: Sustainability, Solar and Other regulations		
§ 8.00 Sustainability and Resiliency	New section that consolidates existing sustainability/resiliency provisions and adds standards and guidelines implementing the Climate Plan	49
§ 8.01 Solar	Renumbers existing solar provision (currently 8.05)	51
Old § 8.00, 8.01, 8.02, 8.03, 8.04, and 8.06	Renumbered	51
Article IX-Enforcement and Application Procedures (changed only)		
§ 9.01 Building Permit	This section and the next (occupancy permit) are combined to allow for § 9.02 to be reused	52
§ 9.02 Noticing and Preliminary Review Requirements [formerly Occupancy Permit]	Moves the portions of § 9.03 relating to community meetings and design review into this section and makes clear they apply to all applications that meet the threshold	52
§ 9.03 Site plan review	Reframes site plan review criteria to identify and incorporate standards/requirements and guidelines set forth in city ordinances	54

§ 9.04 Application and hearing procedures	Adds reference to site plan review permits (site plan review when development is by right) and clarifies that permit granting authority could be ZBA or Planning Board	58
§ 9.05 Special permit: conditions for approval	Clarifies that the permit granting authority could be ZBA or Planning Board	59
§ 9.12 Special permit approval of certain site plans	Deletes obsolete section and replaces it with special permit criteria for reducing parking requirements below the minimum or increasing parking supply above the maximum	60
§ 9.13 Lapse of special permit	Implements statutory change increasing the period of time for use of special permit from one to three years	60
Article X-Administrative Provisions (no change)		

Appendix—full tables §5.01 A) and B, and §5.02 A) and B) start on page 61

More detailed summary of §5.08 (section starts on page 18)

Sub-Section	Summary	Page
§ 5.08 (a)—Intent and Purpose		
§ 5.08 (b)—District Delineations		
§ 5.08 (c)—Definitions. Affordable Development, Furnishing Zone, Active Street Frontage and Plus + Story are defined for this Section.		
§ 5.08 (d)—Authority and Procedure. Identifies three types of permits: site plan review permit where the use is allowed by right, special permit (which may be with site plan review), and variances (which may be with site plan review. The Permit Granting Authority for site plan review permit is the Planning Board; the permit Granting Authority for special permits and variances in these districts is the Zoning Board of Appeal.		
§ 5.08 (e)—Dimensional Standards		
§5.08 (e)1) Site dimensional standards	Table with dimensional requirements for the site (e.g., open space and required setbacks)	19
§5.08 (e) 2) Building dimensional standards	Table with dimensional requirements for a building (e.g., maximum height and continuous building façade)	20
§5.08 (e) 3) Development and design standards	This sub-section contains the remaining parts of this section, providing text and graphics to describe how the dimensional requirements for the site or a building are to be implemented	21
§5.08 (e) 3) a) Site design standards	Describes setback, façade buildout and open space requirements. Differentiates between open space that can be private and open space that must be publicly usable.	21
§5.08 (e) 3) b) Building design standards	Describes building and floor heights, as well as roof forms and dormers	22
§5.08 (e) 3) c) Affordable housing bonus	Provides one or two additional floors depending on affordability and a lower parking requirement for an Affordable Development	25

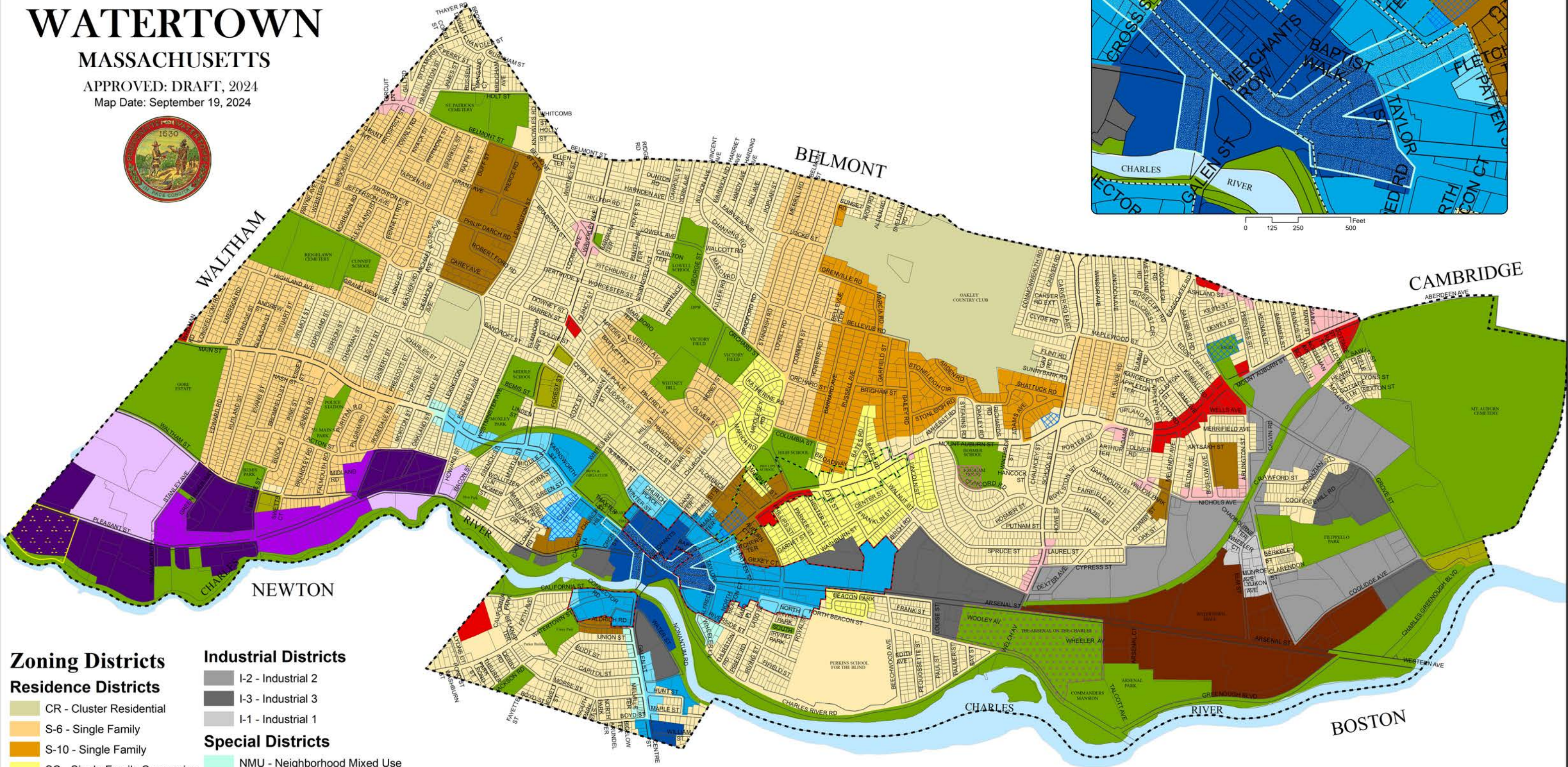
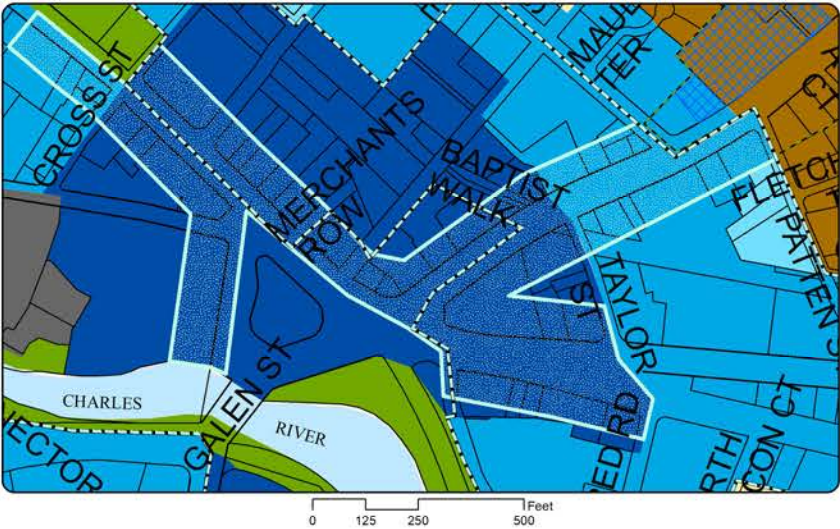
§5.08 (e) 3) d) Active street frontage	Describes street frontages that must have active uses on the first floor and identifies those uses (e.g., retail and restaurants)	26
§5.08 (e) 3) e) Architectural Features	Table with requirements for architectural features such as balconies, porches and awnings	26
§5.08 (e) 3) f) Façade articulation	Requirements to break up the massing of buildings, such as demise lines and building recesses	27
§5.08 (e) 3) g) Ground floor fenestration	Describes requirements, such as the percentage of windows, to increase ground floor transparency	29
§5.08 (e) 3) h) Building Entrance	Describes the location of building entrances and ways to signal where to enter buildings	29
§5.08 (e) 3) i) Mechanical equipment and utilities	Requirements to minimize the impact of mechanical equipment and utilities	30
§5.08 (e) 3) j) Parking design standards	Standards for vehicle and bicycle parking, loading, services and site lighting, including curb cuts and driveways	31

DRAFT ZONING MAP OF WATERTOWN

MASSACHUSETTS
APPROVED: DRAFT, 2024
Map Date: September 19, 2024



WSQ Active Street Frontage



Zoning Districts

Residence Districts

- CR - Cluster Residential
- S-6 - Single Family
- S-10 - Single Family
- SC - Single Family Conversion
- T - Two Family
- R.75 - Residential Multi-Family
- R1.2 - Residential Multi-Family

Business Districts

- NB - Neighborhood Business
- LB - Limited Business

Industrial Districts

- I-2 - Industrial 2
- I-3 - Industrial 3
- I-1 - Industrial 1

Special Districts

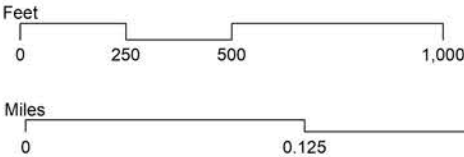
- NMU - Neighborhood Mixed Use
- WSQ3 - Watertown Square 3
- WSQ2 - Watertown Square 2
- WSQ1 - Watertown Square 1
- RMUD - Regional Mixed Use
- PSCD-3 - Pleasant Street Corridor
- PSCD-2 - Pleasant Street Corridor
- PSCD-1 - Pleasant Street Corridor
- OSC - Open Space/Conservancy

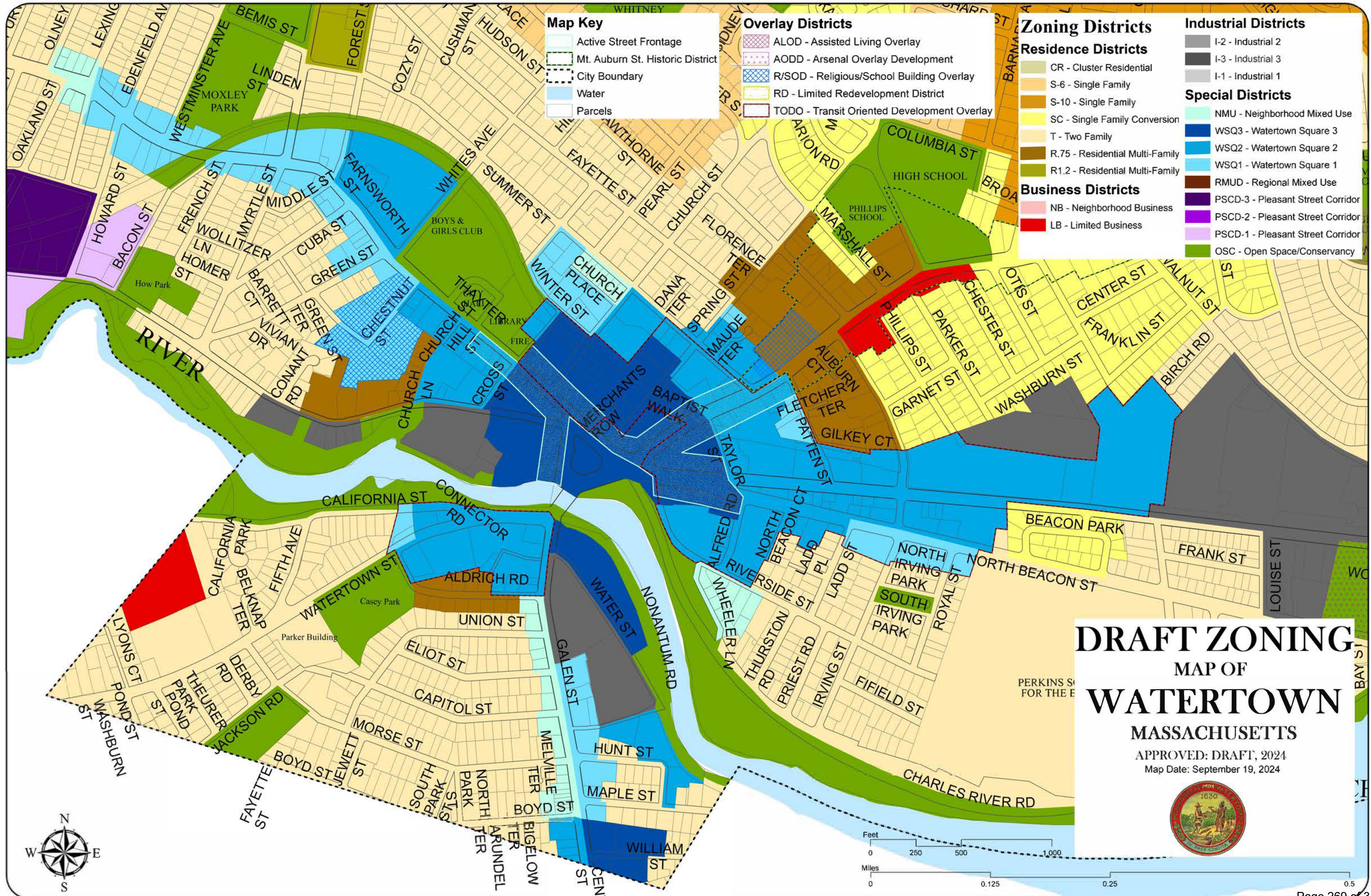
Overlay Districts

- ALOD - Assisted Living Overlay
- AODD - Arsenal Overlay Development
- R/SOD - Religious/School Building Overlay
- RD - Limited Redevelopment District
- TODO - Transit Oriented Development Overlay

Map Key

- Active Street Frontage
- Mt. Auburn St. Historic District
- City Boundary
- Water
- Parcels





WATERTOWN SQUARE ZONING AMENDMENTS, ATTACHMENT 1 (TEXT)

Article II Definitions

§ 2.18 Dwelling.

A privately or publicly owned permanent structure, whether owned by one or more persons or in condominium, or any other legal form which is occupied in whole or part as the home residence or sleeping place of one or more persons. The terms "single-family," "two-family," or "multi-family" dwelling shall not include hotel, lodging house, bed and breakfasts, bed and breakfast homes, hospital, membership club, mobile home, or dormitory. Where the following terms appear in this ordinance they shall have the following meanings:

DWELLING, SINGLE-FAMILY: A detached residential building designed or intended or used as the home or residence of one family/**household**.

DWELLING, TWO-FAMILY: A detached residential building designed or intended or used exclusively as the home or residence of two families/**households**. For purposes of this ordinance, a two-family dwelling includes (1) a building containing two dwelling units joined **side by side, sharing a common by a shared wall** for at least 50% of its height and depth, excluding space used for accessory uses; i.e., in which no part of one dwelling unit is over any part of the other dwelling unit, or (2) a house containing two dwelling units, in which all or part of one dwelling unit is over all or part of the other dwelling unit.

~~DWELLING, THREE-FAMILY: A detached residential building designed or intended or used exclusively as the home or residence of three families, each in a separate dwelling unit, living independently of each other and who may have a common right in halls and stairways.~~

~~DWELLING, MULTI-FAMILY: A building designed or intended or used as the home or residence of four or more families, each in a separate dwelling unit, living independently of each other and who may have a common right in halls and stairways, whether rental or owner occupied, with the number of families in residence not exceeding the number of dwelling units provided. A building with three or more residential dwelling units or two or more buildings on the same lot with more than one residential dwelling unit in each building, excluding Accessory Dwelling Units. Multi-family dwellings may also be referred to as multi-family housing or multi-family development.~~

DWELLING, ROWHOUSE OR TOWNHOUSE: **A type of multi-family dwelling consisting of a A** row of at least three but not more than eight one-family attached dwelling units whose sidewalls are separated from other dwelling units by a fire wall or walls. Each unit in the row, or townhouse, may be owned by a separate owner and shall have its own at grade access.

DWELLING, ACCESSORY UNIT: a self-contained housing unit, inclusive of sleeping, cooking and sanitary facilities on the same lot as a principal dwelling, subject to otherwise applicable dimensional and parking requirements, that: (i) maintains a separate entrance, either directly from the outside or through an entry hall or corridor shared with the principal dwelling sufficient to meet the requirements of the state building code for safe egress; (ii) is not larger in gross floor area than 1/2 the gross floor area of the principal dwelling or 900

square feet, whichever is smaller.

§2.19 Dwelling Unit

Living quarters for a single family/**household** with cooking, living, sanitary and sleeping facilities.

§ 2.23 Family/Household.

~~An individual, or two or more persons occupying a dwelling unit and living together as a single, non-profit housekeeping unit; provided that a group of five or more persons who are not kindred to each other, as defined by civil law, shall not constitute a Family.~~ **Residential occupancy of a building or portion of a building in dwelling units by any number of persons related by blood, marriage, adoption, or foster care agreement and up to three (3) additional unrelated persons living together as a single housekeeping unit.**

§ 2.63 Open space, publicly usable.

Open Space as defined by § 2.62 that is designed for and open to the public ~~from dawn to dusk.~~

§ 2.79 Special permit and site plan review permit.

A **special** permit is a permit for certain exceptions specified in this Zoning Ordinance to the zoning regulations contained herein which may be allowed at the discretion of the **designated Permit Granting Authority (PGA) when the provisions of Article IX (including site plan review as applicable) have been met. The designated PGA for special permits may be the Planning Board or the Zoning Board of Appeals depending on the zoning district. A site plan review permit is a permit granted for an allowed use when the site plan review criteria set forth in Section 9.03 have been met, or can be met through reasonable conditions imposed by the Planning Board, which shall be the PGA.** ~~, shall review subject to the provisions of Article IX §9.04-9.13.~~

Article III Establishment of Zoning Districts

§ 3.01 Classification of districts.

For the purposes of this Zoning Ordinance, the City is hereby divided into the following use districts:

(a) Residence Districts.

S - Single Family: S-10 and S-6
T - Two Family
SC - Single Family Conversion
R - Residential multi-family: R.75 and R1.2
CR - Cluster Residential

(b) Business Districts.

~~CB - Central Business~~
NB - Neighborhood Business
LB - Limited Business

(c) Industrial Districts.

I-1 - Industrial 1
I-2 - Industrial 2
I-3 - Industrial 3

(d) Special Zoning Districts.

ALOD - Assisted Living Overlay District
AODD - Arsenal Overlay Development District
NMU-Neighborhood Mixed Use
OSC - Open Space and Conservancy
~~RO - Revitalization Overlay~~
RD - Limited Redevelopment District
R/SOD - Religious/School Building Overlay District
PSCD - Pleasant Street Corridor District
RMUD - Regional Mixed Use District
TODO - Transit Oriented Development Overlay District
WSQ1-Watertown Square 1
WSQ2-Watertown Square 2
WSQ3-Watertown Square 3

§ 3.02 Boundaries of the districts.

- (a) The location and boundaries of these districts are hereby established as shown on a map entitled "Zoning Map of Watertown, **Massachusetts**" as dated 2024, ~~January 30, 1989,~~ ~~as amended by the amendments thereto adopted May 23, 1989 (the "Zoning Map"), as further amended July 8, 2008 August 18, 2015 and, March 2, 2016,~~ and on file in the office of the City Clerk, which map, with all explanatory matter thereon, is declared to be a part of this Zoning

103 Ordinance.

104 (c) Where a district boundary is indicated as approximately following, or parallel to, the center
105 line or street line of a street, highway, railroad right of way, or water course, such a district
106 boundary shall be construed as following, or as being parallel to, such center line or street
107 line. Where a district boundary is indicated as approximately following a lot line, such line
108 shall be construed to be said boundary. ~~If no distance is indicated on the Zoning Map for a~~
109 ~~district boundary running parallel to the center line or street line of a street or highway, such~~
110 ~~dimension shall be assumed to be 100 feet from the street or, if as determined by the use of~~
111 ~~the scale shown on said Zoning Map it is at least 20 feet more or less than 100 feet, it shall be~~
112 ~~as so scaled.~~ When any uncertainty exists as to the exact location of a boundary line, the
113 location of such line shall be determined by the Planning Board.

114

Article IV General Use and Dimensional Regulations

§ 4.01 Permitted uses.

(a) A use listed in Article V is permitted as of right in any district under which it is denoted by the letter "Y" subject to the applicable definitions in Article II.

(b) A use listed in Article V is permitted as of right, with and the site plan review special permit requirements of under § 9.03 in any district under which it is denoted by the letters "SR" subject to the applicable definitions in Article II.

(b c) A use listed in Article V is permitted as a special exception in any district under which it is denoted by the letters "SP" only if the Permit-Granting Authority PGA so determines and issues a special permit therefore as provided in Article IX subject to the applicable definitions in Article II and to such further restrictions as said Board may establish. Uses denoted by the letters "SP/SR" require a Special Permit with site plan review under Article IX.

(c d) A use listed in Article V which is denoted by the letter "N" is not permitted, except nonconforming uses which may be continued under the provisions of § 4.05.

§ 4.02 Uses subject to other regulations.

Unless provided otherwise, Uses permitted as of right **(with or without site plan review)** or by special permit **(with or without site plan review)** shall be subject, in addition to use regulations, to all other regulations applying to the district or to the use, such as dimensional regulations in Article V, provisions for off-street parking and loading in Article VI, regulation of signs and illumination in Article VII, and **Sustainability, Solar and** other regulations in Article VIII and elsewhere in this Zoning Ordinance.

§ 4.08 Applicability of dimensional regulations.

(a) The regulations for each district pertaining to the size and dimensions of the lot and of the buildings thereon and to the placement of the buildings and of accessory uses on the lot shall be as specified in Article V, subject to further provisions of **Article IV § 4.08, 4.09, 4.10, 4.11, and 4.12.**

§ 4.10 Exceptions to height regulations.

The limitations of height in feet shall not apply to necessary features usually carried above roofs of buildings, but not used for living purposes, such as water tanks, satellite dishes, chimneys, ventilation systems, bulkheads, aerials, church towers or spires, elevator penthouses, solar arrays, and reception antennas for the use of the occupants of the building. If visible, rooftop ventilation systems shall be visually screened in a manner compatible with the architectural language of the building. Screening of rooftop features shall also be excluded from the calculation of building height. Such features exceeding the height permitted in the district by 15 feet or more shall be allowed only by special permit **in keeping with relevant design standards and adopted design guidelines.** Wireless telecommunications facilities are subject to the requirements in § 5.14.

Except in the zoning districts regulated by § 5.08, Additional **building** height consistent with the adopted Design Guidelines may be granted by Special Permit where public amenities are provided in the following four instances, however in no case shall the additional height granted be more than

154 two stories:

1. At important civic intersections and squares.
2. When defining or terminating important view corridors.
3. When the height of adjacent buildings exceeds those allowed as-of-right.
4. When additional approved public amenities have been incorporated.

155 ***§ 4.11 Exceptions to setback requirements.***

156 (c) No use other than landscaping and accessory parking of not more than three cars is permitted
157 within a required side or rear yard in any residence district except as provided in § 4.12 unless
158 screened as provided in Section 4.14 and subject to the provisions of § 6.02(k). In LB, **WSQ,**
159 **NMU** ~~EB~~ and I districts, required side and rear yards may be used for any permitted outdoor
160 accessory use, subject to the provisions of Articles VI and VII.

161 (e) Exceptions to Side Yard Setback Requirements. Developments in the NB, LB, ~~EB~~, **NMU, WSQ,**
162 I-1, I-2, I-3, RMUD, and PSCD Districts may be contiguous on a block: zero lot line and/or
163 shared party wall. Corner lots may be developed with two front yards with yards determined
164 by the Zoning Enforcement Officer.

165 ***§ 4.12 Required corner clearance for visibility.***

166 In any district where a street yard setback is required, no structure, fence, planting or sign shall be
167 maintained between a plane of two and one-half (2-1/2) feet above curb level and a plane seven
168 feet above curb level as to interfere with traffic visibility across the corner within a triangle bounded
169 by the street lot lines and a straight line drawn between points on each such lot line 25 feet from
170 the intersection of said lot lines or extension thereof. In districts where no street yard setback is
171 required, **or where a traffic control signal system is installed, no corner clearance is required.**
172 ~~the City Ordinances, Chapter 8, § 22 shall apply.~~

173 ***§ 4.13 Transition requirements.***

174 (a) Front Yard: In a LB, ~~EB~~, NB, **NMU, WSQ,** or any Industrial district no building shall be erected
175 nearer to the street line or established building line than is permitted in the adjacent
176 Residence **District** within a distance of 50 feet from the Residence **District** boundary line,
177 except where such building is separated by a street from the Residence **District**.

178 (b) Side Yard: In a LB, ~~EB~~, NB, or any Industrial district, no building shall be erected within 10 feet
179 of the side lot line of any abutting lot, all or the majority portion of which is a Residence.

Article V Tables of District Regulations

§ 5.00 Interpretation.

- (a) Use and dimensional regulations listed in the District Tables are in addition subject to the other provisions in this Zoning Ordinance, particularly Articles IV, VI, ~~and VII, and VIII.~~
- (b) **As specified in Article IV § 4.01 and § 4.02, a** ~~A~~ use listed in § 5.01 and § 5.02 is permitted as of right in any district under which it is denoted by the letter "Y" (Yes). If designated in the Table by the letters "SP" (Special Permit), the use may be permitted as a special exception only if the Special Permit Granting Authority (SPGA) so determines and grants a special permit therefore as provided in § 9.04 subject to such restrictions as said SPGA may establish. If designated in the Table by the letters "SR" (Site Plan Review), the use is permitted as of right subject to the procedures and standards of Site Plan Review as provided in § 9.03. If designated in the Table by the letters "SP/SR" (Special Permit with Site Plan Review), the use may be permitted by special exception only if the SPGA so determines and grants a Special Permit in accordance with § 9.04, 9.05, 9.06, 9.07, and 9.08 subject to the procedures and standards of Site Plan Review as provided in § 9.03. If designated in the Table by the letter "N" (No), the use is not permitted in the district.
- (e) In the case of multiple buildings on a lot in single ownership the distance between any portion of such buildings shall be not less than 10 feet **unless in a zoning district where a reduction is allowed by Special Permit.**

NOTE/NOT PART OF ZONING TEXT: DELETE EXISTING SINGLE TABLE for PRINCIPAL USES (not shown) AND REPLACE WITH THREE TABLES (shown in part). Two of the new tables reorganize the existing table by separating Residence Districts and existing Business/Industrial/Special Districts (Central Business deleted). These contain only technical changes and the full tables have been moved to an Appendix. The third table is titled Mixed use Districts and contains the new WSQ and NMU Districts.

§ 5.01 Table of Use Regulations

A) Residence Districts Use Table:

As a Principal Use	S-6	S-10	CR	SC	T	R.75	R1.2
--------------------	-----	------	----	----	---	------	------

B) Business Districts, Industrial Districts, and Special Districts (PSCD, RMUD, and OSC) Use Table:

As a Principal Use	NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
--------------------	----	----	-----	-----	-----	------	------	-----

C) Mixed Use Districts (NMU, WSQ1, WSQ2, WSQ3) Use Table:

(1) The table below identifies uses in the Mixed Use Districts that are allowed (Y), allowed only with special permit (SP) or special permit with site plan review (SP/SR) or not allowed (N). As set forth in note 2 to this table, a project that is Y with 4,000 s.f. of site area or a building gross floor area of 4,000 s.f., whether for a new construction or change to a new use category, triggers site plan under Article IX.

As a Principal Use	WSQ	NMU
1. Residence		
a. Dwelling, Single Family	N	N
b. Dwelling, Two Family	N	Y (2)
c. Dwelling, Multi-Family 3+	SP	SP
d. Work/Live Creative Studios	SR	SR
2. Institutional & Recreational		
a. Public Uses	Y	Y
b. Religious, educational, or licensed day care use as defined by CH.40A, § 3.	SR	SR
c. Private Club, school, clinic	SP	SP
d. Cultural Center	Y (2)	Y (2)
e. Entertainment Center	Y (2)	Y (2)
f. Recreation Facility	SP/SR	SP/SR
g. Nursing home, rest home, or convalescent home	N	N
h. Assisted Living	SP/SR	SP/SR
3. Commercial		
a. Business offices, bank, medical and/or dental	Y (2)	Y (2)

As a Principal Use		WSQ	NMU
b.	Retail stores including liquor stores	Y (2)	Y (2)
c.	Retail Services Establishment	Y (2)	Y (2)
d.	Restaurant including counter-only	Y (2)	Y (2)
e.	Bar	SP	SP
f.	Hotel and Motel Use	SP/SR	SP/SR
g.	Gasoline Service Station	N	N
h.	Craft Food or Beverage Production with retail	SR	SR
i.	Arts, Sale and Studio/Exhibition Space	Y (2)	Y (2)
j.	Adult Use Marijuana Establishment	SP/SR	SP/SR
k.	Drive Thru/Accessory Drive Thru	N	N
l.	Home Occupation	SP	SP
4.	Manufacturing and Industrial		
a.	Light Industry including R&D	N	N
b.	Heavy Industry	N	N
c.	Laboratories	N	N
d.	Warehouse, parcel or goods distribution	N	N
e.	Motor Vehicle Repair and Body Work	N	N
f.	Wholesale business, warehouse	N	N
g.	Self-Service Storage Facility	N	N
h.	Creative/Maker Space	Y (2)	Y (2)

(2) Use Description: The following provides a list of specific uses and descriptions to supplement Article II definitions and/or state defined uses. In instances where a use or category of uses is not sufficiently defined or described in this ordinance, then common definitions may be considered in determining the use category of a proposed use, if any. Where no use or category of use can be made, then the use is considered to not be allowed. The Zoning Enforcement Officer may determine the category for a proposed use, however, a formal request for a determination by the Zoning Enforcement Officer may be submitted to the Planning Board, to determine a use and its category or determine that a use is not similar and is therefore not allowed. The “active use” description identifies those uses in the table that are required in Active Street Frontages as set forth in §5.08.

Active uses consist of the following:

- 1) Commercial Uses that generate activity along the street, such as retail stores, retail service establishments, restaurants, bars, and craft food and beverage production with retail.
- 2) Institutional and Recreation Uses that generate activity along the street, such as entertainment centers, recreation facilities and cultural centers.
- 3) Creative Uses that generate activity along the street, such as arts, sale and studio/exhibition spaces, creative/maker spaces and work/live creative studios.
- 4) Residential active areas such as lobbies and common areas up to thirty-five (35%) percent of the required active use gross floor area.

Arts, Sale and Studio/Exhibition Space: Spaces used for any of the following (or combination):

sale, display or creation of finished artwork and the performance, rehearsal or production of cultural entertainment or artistic expression such as music, dancing, comedy, film, theater or literary readings.

Business Accessory Uses: includes business activities that occur external to the main structure of a business. Uses include but are not limited to outside display of merchandise, external non-vehicular service windows, and outdoor seating.

Craft Food or Beverage Production with retail: production of small batch food or beverage to be sold on site either through a restaurant or associated retail operation such as bakeries, microbreweries, confectioners, etc. Manufacturing with only offsite sales or distribution is not considered a retail operation and production use

Creative/Maker Space: a collaborative work space that includes space to create art, crafts and/or engineering projects and a variety of tools and equipment available for public use.

Cultural Center: Defined as a theater, library, museum, gallery, or any combination thereof.

Drive-thru Facility – the portion of a financial, fast food establishment, or pharmacy that provides or dispenses products or services by an attendant or an automated machine to persons remaining in vehicles that are in designated stacking lanes.

Heavy Industry: Any trade, Industry, or other use that is noxious, offensive or hazardous by reason of vibration or noise or the emission of odors, dust, gas, fumes, smoke, cinders, flashing or excessively bright light, refuse matter or any other cause

Indoor Entertainment Center: An indoor entertainment, amusement or recreation facility, such as a movie theater, bowling alley, billiard room or arcade.

Indoor Recreation Facility: Indoor recreational facilities such as swimming pool, tennis court, or skating rink.

Light Industry: A use engaged in the non-nuisance manufacture, predominantly from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales and distribution of said products. Light Industry may also include related research and development not associated with a lab.

Laboratories: Facilities that are primarily engaged in research, experimental, and/or testing activities/services within, but not limited to, the fields of biology, chemistry, electronics, engineering, geology, medicine, and physics.

Residential Accessory Uses: Activities that are secondary to the primary use of a dwelling, such as a Home Office, licensed home daycares, and, with site plan review, accessory dwelling units in existing single-family/household buildings within the WSQ and NMU districts.

Retail Services Establishment: An establishment engaged primarily in providing assistance,

as opposed to products, to individuals or businesses and other enterprises, including but not limited to a barber or beautician; pickup or self-service laundry or dry cleaning; garment or shoe makers and repairers; florist; printing, publishing or photocopying; photographer's studio; baker, caterer or confectioner; clothes cleaner and presser, decorator, dressmaker, dyer, furrier, hairdresser, hand laundry, manicurist, milliner, newsdealer, optician, photographer, tailor, upholsterer.

Work/Live Creative Studios: Studio space consisting of up to one (1) room, including an area for accessory living that is less than 200 s.f. or 30% of the unit's total floor space, whichever is less, occupied by an artist certified by Public Arts and Culture Committee or successor body and in a building that has either individual or shared kitchen, dining, and/or bathroom facilities.

NOTE/NOT PART OF ZONING TEXT: DELETE EXISTING SINGLE TABLE OF ACCESSORY USES (not shown) AND REPLACE WITH TWO TABLES (shown in part). The new tables reorganize the existing table by separating Residence Districts and existing Business/Industrial/Special Districts (Central Business deleted). These contain one substantive change that is shown below (allowing accessory dwelling units). The remaining parts have been moved to an Appendix. Accessory uses for the new WSQ and NMU Districts have been folded into the principal use table in Section 5.01.

§ 5.02 Table of Accessory Use Regulations

A) Residence Districts Accessory Use Table:

	Accessory Use Only	S-6	S-10	CR	SC	T	R.75	R1.2
t.	Accessory Dwelling Units	SR	SR	SR	SR	SR	SR	SR

B) Business, Industrial, and Special Districts (PSCD, RMUD, and OSC) Accessory Use Table:

	Accessory Use Only	NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
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§ 5.03 Notes to ~~Table of Use Regulations~~ Use Regulation Tables.

- (1) Commercial uses permitted as described in § 5.01 (B.3)(f) and (g) shall be allowed if said uses meet the following criteria; shall not exceed 4,000 square feet in a building or buildings with a Gross Floor Area of less than hundred thousand (100,000) square feet, or exceed five % of the gross floor area for a building or buildings with a Gross Floor Area hundred thousand (100,000) square feet or more, except by special permit.
- (2) ~~Multi-family uses are allowed in the CB district as of right if at least the first floor of the structure in which they are located is used for retail or other business purposes. However, not more than the first two floors may be used for retail or service related purposes in a mixed-use project. In the WSQ and NMU Districts, a project with 4,000 s.f. of site area or a building gross floor area of 4,000 s.f., whether for a new or change to a new use category, and indicated in the table with a Y (Yes) requires site plan review under Article XI.~~
- (12) A Hotel Use, which in the Industrial 1 Zoning District fronts along a collector or arterial shall be subject to the dimensional regulations provided for in § 5.04 **and § 5.08** applicable to the ~~Central Business (CB) Watertown Square 3 (WSQ3)~~ District with the exception that the maximum allowable height shall be 79 feet/7 stories, with a minimum 16 foot first story

331 (ground floor to second floor), and the minimum open space requirement shall be 10% and
332 § 5.05 (k) regulating setbacks from Residential Districts shall remain in force. If this Note
333 conflicts with any other provision of this Ordinance the language of this Note shall control.

334 ~~(17) To further the preservation, continuing the adaptive reuse, and modernization of existing,~~
335 ~~meaningful older buildings in Watertown Square, if a structure existed before the adoption of~~
336 ~~the Zoning Ordinance on March 29, 1937, the cumulative conversion of a building or portion of~~
337 ~~a building area of less than 4,000 s.f. is allowed by right and conversion greater of 4,000 s.f. of~~
338 ~~building area is permitted subject to Site Plan Review as provided in § 9.03.~~

339 ~~(178)~~ [Firearms businesses]

340 ~~(189)~~ [Outdoor transfer]

341 ~~(19 20)~~ [Affordable housing linkage fee]

342

343 **§ 5.04 Table of Dimensional Regulations.**

District	Min. Lot Size (s.f.)	Min. Frontage (ft)	Setbacks (ft)(p)			Max. Building Coverage (%) (x)	Max. Impervious Coverage (%) (x)	Max. Height (ft/stories)	Min. Lot Area Per Dwelling Unit (s.f.)	Max. FAR	Min. Open Space (%)
			Front	Side	Rear						
S-6	6,000	65	25	12/10(e)	20	25	85	35/2.5(j)	-	-	15
S-10	10,000	80	25	15/10(e)	20	20	80	35/2.5(j)	-	-	20
SC	6,500	50	15	12/10(e)	20	30	85	35/2.5(j)	-	-	15
T(r)	5,000 (r)	50	15	12/10(e)	20	30	85	35/2.5(j)	-	0.5(r)	15
R.75	5,000	50(f)	15	20	25	35	80	35	1,500	0.75(g)	20
R1.2	5,000	50(f)	15	25	30	50	80	45	1,000	1.2(h)	20
NB	-	50(f)	—	10(d)	15	50	90	35/2.5(j)(n)	-	0.5	10
LB	-	40(f)	—	15(d)	20	80	90	40/4(k)(n)	-	1.0	10
EB	-	(f)	—	—	—	—	100	55/5(k)(n)	-	4-0(o)	(n)
NMU/WSQ	(a) Refer to § 5.08 (a) for dimensional regulations										
I-1	-	50(f)	10 Max. 30(s)	25(d)	30	50	90	55/5 (k)(n)	-	2.0(i)	10
I-2	-	50(f)	10 Max. 30(s)	25(d)	30	50	90	55/5 (k)(n)	-	2.0(i)	10
I-3	-	50(f)	10 Max. 30(s)	25(d)	30	50	90	55/5 (k)(n)	-	1.0	10
I-3 (Residential /Mixed Use)	-	50(f)	10 Max. 30(s)	25	30	50	80	55/5 (k)(n)	800	2.0(i)	20
PSCD	10,000	—	10 Max. 30(s)	0/Shared party wall or 18 ft	18	50(t)	80	Min. 24 Max. 55/5(u)	1000	1.0(v) Mixed Use 2.0	20
RMUD	10,000(w)	50(f)	10 Max 30(s)(p)	15(d)	20(p)	75	85	55/5(n)	N/A	1.0(i)	20
OSC	-	50	50	25	50	15	25	35/2.5(j)	-	0.1	75
CR	40,000	100	50(m)	30(m)	50(m)	15	35	35/2.5(j)	10,000	-	65
RO	10,000	50	-	15	20	65	85	43/4	-	2-0(q)	15
Lots Legally Created after 5/29/96											
S-6	6,000	65	25	12/10(e)	20	25	85	35/2.5(j)	-	-	15
SC	7,500	50	15	12/10(e)	20	30	85	35/2.5(j)	-	-	15
T	7,500	50	15	12/10(e)	20	30	85	35/2.5(j)	-	-	15

344
345 **§ 5.05 Notes to Table of Dimensional Regulations.**

- 346 (a) ~~Exempt religious and educational institutions may not be more than three stories or 40 feet~~
347 ~~high. Dimensional regulations and development and design standards applicable to the~~
348 ~~WSQ and NMU Districts are set forth in § 5.08.~~
- 349 (b) A ~~dwelling structure~~ to be erected between ~~two~~ existing ~~dwelling structures~~ adjacent to the
350 lot need not have a front yard greater than the average of the yards in front of the ~~two~~ existing
351 ~~dwelling structures.~~
- 352 (d) Side yards between ~~the portion of buildings~~ without dwelling units may be omitted by ~~Site~~
353 ~~Plan Review Permit or~~ Special Permit provided that the side yard does not adjoin a Residence
354 district, and that the access of emergency equipment to the rear parking is not rendered
355 inaccessible. For new construction of ~~three or four family dwelling structures or~~ rowhouses,

side yards shall be required at the side lot as at the end of each row of attached dwelling. When the row of dwellings is facing the street, no single side yard shall be less than (ten) 10 feet wide. When the row is facing the side yard, no single side yard shall be less than 15 feet wide. No row shall consist of more than eight dwellings, and each dwelling shall be a minimum of 20 feet, measured between the common walls.

- (f) ~~The minimum frontage of the lot shall be 100 feet for new construction of multi-family dwelling structures, townhouses, and rowhouses.~~ For all new construction in the RMUD, NB, LB, ~~GB~~, I-1, I-2, and I-3 Districts the maximum length of a contiguous building facade shall be no more than 150 feet long or up to 250 feet long by Special Permit in keeping with adopted Design Guidelines. Offsets of a minimum of 25 feet in depth and 50 feet in length, shall be incorporated for facades to not be considered contiguous. The maximum linear dimension of a building shall be less than 300 feet long, unless a project of greater length, by Special Permit, is determined to be in keeping with adopted Design Guidelines. Buildings with a substantial, publicly-accessible pass through at the ground floor that is a minimum of 50 feet across and 20 feet in height, or an equivalent area, may be considered as separate buildings, as determined by the Zoning Enforcement Officer.

Exceptions — In the RMUD, both the maximum contiguous wall and the overall length of a building may be increased through the use of a Master Plan Special Permit, but any increase must be in-keeping with adopted Design Guidelines and the local context.

- (k) For all uses allowed by special permit in the ~~GB~~, LB, I-1, I-2 and I-3 districts no part of any structure when abutting a residential zoning district shall be closer than 25 feet as measured perpendicular to the property line of said residential district. At 25 feet from said property line, beginning at a height of 25 feet measured from the grade plane described in § 2.24, a structure shall increase in height no more than a ratio of 1:1 (45 degrees) moving perpendicularly away from the property line, with a maximum height as outlined per § 5.04 and § 5.05. Further, in the required 25 foot setback for all structures at least 15 feet of said area shall be primarily landscaped or screened by fencing to serve as a year-round visual buffer where the proposed project abut a residential zoning district.

- (n) For Mixed-Use development of any type (Residential and Commercial) the minimum open space requirement shall be 20%.

For office buildings or mixed-use developments in the NB, LB, ~~GB~~, RMUD, I-1, I-2, and I-3 Districts greater than or equal to 10,000 gross square feet or containing 10 or more residential units, the minimum building height is 24 feet. For the RMUD see § 5.18 (c)5 for minimum and maximum heights.

- (o) ~~For mixed-use projects of any type (Residential and Commercial) the Maximum Floor Area Ratio shall be 4.0.~~

- (q) ~~Reserved for future use. See § 5.08(d)(1) and § 9.06(b). In the RO district, the projects containing only commercial uses, the maximum FAR is 1.5. For projects that contain any residential units, the maximum FAR is 2.0. Affordable housing requirements under § 5.07 shall apply.~~

~~§ 5.08 Revitalization Overlay special permit (RO).~~

- (a) ~~Intent and Purpose: To assist in accomplishing the purposes of this Zoning Ordinance the City Council~~

- may from time to time apply a Revitalization Overlay District to specific portions of the Zoning Map in order to guide the redevelopment of certain tracts of land in a manner that is beneficial to the City:
- (b) Objectives: The establishment and application of the revitalization overlay special permit is intended to accomplish the following objectives:
- (1) To permit by special permit the orderly redevelopment of a specific area regardless of the various underlying zoning districts;
 - (2) To provide for greater flexibility in planning and design;
 - (3) To provide the opportunity for mixed use developments that will allow for more efficient and sensitive use of land;
 - (4) To promote compatibility between adjoining areas and the proposed development site; and
 - (5) To promote redevelopment of specific portions of the community consistent with adopted land use plans and policies.
- (c) Permitted Uses: The following uses are permitted within a revitalization overlay special permit:
- (1) Any use permitted in the S-10, S-6, T, R-75 and R1.2 districts, given the site plan requirements of subsection (e)2 of this § 5.08;
 - (2) Retail establishments, business offices, consumer services, excluding drive-in retail and service facilities;
 - (3) Any use permitted by right or special permit in any of the underlying zones.
- (d) Dimensional Criteria: The uses noted in subsection (c) above shall be subject to the following criteria:
- (1) Maximum Floor Area Ratio: No commercial project developed by a Revitalization Overlay special permit shall exceed a Floor Area Ratio of 1.5; and no residential project developed by a Revitalization Overlay special permit shall exceed a Floor Area Ratio of 2.0;
 - (2) Maximum Height: No structure built or reconstructed as a result of revitalization overlay special permit shall be more than 43 feet or four stories;
 - (3) Building Coverage: The structure or structures of any development within a revitalization overlay district shall not exceed a total building coverage of 65%, excluding parking areas and parking garages, recreation facilities such as swimming pools and tennis courts, and internal roadways or walkways;
 - (4) Setbacks:
Front No setback required
Side 15 feet
Rear 20 feet
- The Board of Appeals shall require that a landscape plan for screening and buffering purposes be prepared for some or all the required set back areas:
- (5) Minimum Lot Size: Ten thousand square feet.
 - (6) Minimum Frontage: Fifty feet.
 - (7) Minimum Open Space: All projects within the Revitalization Overlay District shall have at least 15% of the total site area devoted to Open Space; required Setbacks shall be considered as part of the total area required for Open Space. The required Open Space shall not be used for parking or loading purposes and shall be open and unobstructed to the sky, items such as benches, walkways, planters, landscaping, swimming pools, kiosks, gazebos, and similar structures shall not be considered as obstructions;
 - (8) Bonus Density: A project developed by a Revitalization Overlay special permit which complies with the requirements of Section 5.07, except that the allowance for a cash contribution in lieu of units shall not apply, may increase its Floor Area Ratio to a maximum of 2.0.
- (e) Minimum Site Plan Requirements:
- (1) Commercial Developments: Developments that are exclusively commercial in character may be permitted by special permit given the conditions of the above subsection (d) of this § 5.08.
 - (2) Residential Projects: No developments that are exclusively residential in character shall be allowed except as provided below. Residential uses shall only be allowed as part of a mixed use project and shall be subject to the following conditions:

- (A) Entrances and exits for residential uses shall be separate and distinct from commercial entrances and exits.
- (B) The Board of Appeals may grant a special permit for entirely residential structures in the instance where the proposed mixed-use development would create both wholly but separate residential and commercial structures on one lot given the following conditions; structures used wholly for residential purposes shall be at least 50 feet from structures (within the same lot) used for wholly commercial purposes and the open space between the residential and commercial structures shall be consistent with the open space requirements of this section; and that the total FAR for all structures on the lot does not exceed 1.5, except as allowed by § 5.08(d)(8) above; and further, that all other dimensional requirements are met in accordance with the standards of this section.
- (3) All Projects:
- (A) The exterior building line of the fourth story shall be setback a minimum of 25 feet from any street line.
- (B) For any building that contains a fourth story, the front exterior building line shall be a minimum distance of 12 feet from the front lot line.
- (f) — Parking Requirements: The parking requirements for development within the Revitalization Overlay District shall conform to the parking requirements for each individual use set forth in § 6.01 of this Zoning Ordinance.
- (g) — Signs: A plan for signs shall be submitted to the Planning Board and the Board of Appeals for approval. The Board of Appeals shall grant approval of the plan for signs only after it is satisfied with said plan for signs will not derogate the quality of a residential environment in the mixed-use projects. For guidance, the Board of Appeals shall use § 7.05 of this Zoning Ordinance for signs in mixed-use projects. For developments that are exclusively commercial, § 7.06 of this Zoning Ordinance shall apply.
- (h) — Procedure: Consistent with the procedural requirements provided in § 9.04 of this Zoning Ordinance, the Board of Appeals may grant a special permit for development within a Revitalization Overlay District if it finds that the conditions for approval for special permits set forth in § 9.05(b) of this Zoning Ordinance have been met.

§ 5.08 Watertown Square/Neighborhood Mixed Use Districts (WSQ1, WSQ2, WSQ3, NMU)

(a) Intent and Purpose

The Watertown Square/Neighborhood Mixed Use Districts were created to fulfill the goals contained in the Watertown Comprehensive Plan and the Watertown Square Area Plan. This zoning is designed to achieve these goals through sound planning and form-based code principles. The goals of these districts include:

- 1) Create lively public spaces
- 2) Create street design that promotes safe walking and biking
- 3) Ensure that small businesses can thrive
- 4) Promote shared public-private open spaces that are activated and expanded, with more access to the Charles River
- 5) Create expanded housing options
- 6) Explore more opportunities for public art
- 7) Reuse, enhance, or preserve the most significant historic structures
- 8) Make the Square a destination for residents and visitors alike, with attractions for community members to visit and spend time

(b) District Delineations: The following districts as classified, located, and referenced in Article III, shall include the boundaries of the zoning districts as defined on the Zoning Map of Watertown, Massachusetts, as amended. The provisions of this section shall only apply within the boundaries of following zoning districts:

- 1) Watertown Square 1 (WSQ1)
- 2) Watertown Square 2 (WSQ2)
- 3) Watertown Square 3 (WSQ3)
- 4) Neighborhood Mixed Use (NMU)

(c) Definitions

- 1) **AFFORDABLE HOUSING DEVELOPMENT:** A development in which fifty (50) per cent or more of its units qualify as an “Affordable Housing Unit” with an “Affordable Housing Restriction” as these terms are defined in Section 5.07. Developments may not be segmented to qualify for an affordable development height bonus and/or reduced parking minimum.
- 2) **FURNISHING ZONE:** The portions of the sidewalk not dedicated to travel and access. These areas are located along the street edge and may be adjacent to buildings and can be used for trees, street furniture, and amenities for active streets including outdoor dining.
- 3) **ACTIVE STREET FRONTAGE:** A portion of a street that requires ground story active uses along the street frontages delineated on the zoning map.

4) **PLUS (+) STORY:** The uppermost occupiable story. The plus (+) story can be shaped as a pitched roof or a flat roof with step-backs (see § 5.08 (e)5 b) (iv)).

(d) Authority and Procedure: Development Review shall be as follows:

1) **Applicability:** All new construction, or change from one zoning use category to another category as specified in Article V, of 4,000 square feet of gross floor area or more, requires development review before the Planning Board and/or Zoning Board of Appeals before filing for a building permit. Further, this section applies to a project with any new use identified in Article V, or a change to a site that requires relief from other Articles, including, but not limited to, Articles IV, VI, VII, VIII, as applicable.

2) **Approval Process:**

a) **Site Plan Review:** There are two types of review. A project may only be subject to a Site Plan Review, with approval before the Planning Board (Site Plan Review Permit). Alternatively, a project may be required to combine Site Plan Review with the process of obtaining one or more Special Permits and/or Variances, with the Zoning Board of Appeals as the PGA. The process and criteria for Site Plan Review are set forth in § 9.03.

b) **Special Permit:** Except for - and mixed-use developments in the Transit Oriented Development Overlay District (TODO) and exempt uses as defined by Ch. 40A, Section 3, all projects subject to development review are required to obtain a Special Permit from the Zoning Board of Appeals. The process and criteria for Special Permits are set forth in § 9.04 and § 9.05.

c) **Variances:** The process and criteria for Variances from dimensional and other required standards are governed by and set forth in § 9.14 and § 9.15

(e) Dimensional Standards

1) **Site Dimensional Standards**

	NMU	WSQ1	WSQ2	WSQ3
Open Space (minimum)				
Open Space	15%	15%	10%	5%
Publicly Usable Open Space required on 30,000 SF and greater lots	None	5% minimum, plus % Open Space		
Building Setbacks (minimum)				
Front	5' or average per §5.05 b	0'	0'	0'
Side with Party Wall	0'	0'	0'	0'

Side without Party Wall	10'	10'	10'	10'
Side Abutting Residence District	10'	10'	10'	10'
Rear	10'	10'	10'	10'
Rear Abutting Residence District	15'	15'	20'	20'
Between Buildings on a Lot	20'	25'	25'	25'
Facade Build Out Ratio (minimum)				
Primary Front Lot Line	75% of lot width at frontage or, when less, the width between side setbacks minus 15'			
Secondary Front Lot Line (Corner Lot)	50%			
Surface Parking Setbacks (minimum)				
Facing a right of way	12'			
Not facing a right of way	5'			

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542 2) Building Dimensional Standards

	NMU	WSQ1	WSQ2	WSQ3
Building Height				
Maximum Total Height	Stories/Feet	Stories/Feet	Stories/Feet	Stories/Feet
Pitched Roof	2+ / 44'	3+ / 59'	4+ / 72'	5+ / 88'
Flat Roof	2+ / 38'	3+ / 53'	4+ / 66'	5+ / 82'
Ground/First Story Height				
Minimum and Maximum Height	(min/max)	(min/max)	(min/max)	(min/max)
Mixed Use Required Street	–	–	15' / 18'	15' / 18'
All Other Streets	11' / 15'	13' / 15'	13' / 15'	15' / 18'
<i>Affordable Developments are entitled to a building height bonus as set forth in § 5.08 (e) 3) c).</i>				
Roof Level Height/Step-back for + Story				
Pitched Roof + Story Height	18' max			
Flat Roof +Story Height	12' max			
Flat Roof Step-Back	7' minimum when less than 25' from property line			

Facade			
Ground Story Fenestration (min)			
Mixed-Use Required Streets	–		70%
All other streets, non-residential uses	50%		
All other streets, residential uses	15%		
Active Street Frontage (min)			
Parcels with Active Street Frontage	–	–	100%
Active Use Depth	–	–	40’
Articulation			
Length of continuous facade (max)	100’		
Area of facade recess (min)	50 square feet		Demise Line
Depth of facade offset (min)	5’		Demise Line

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3)Development and Design Standards

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a) Site Design Standards

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- i) **Setbacks:** Buildings must meet the minimum setback requirements specified in the Site Dimensional Standards for each zone, and all new buildings in the WSQ Districts must be set back from any lot line abutting a sidewalk an additional distance so that at least twelve (12) feet in width is provided between the back of curb and exterior facade of the building at all points. Excluding portions of the furnishing zone, the area of the lot that is within twelve (12) feet of the curb shall be in compliance with the City's sidewalk standards.

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- ii) **Façade Build Out:** The width of the front elevation must be built out to a percentage of the lot width as specified by the facade build out ratio in the Site Dimensional Standards for each zone.

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- (1) **Publicly usable open space:** This type of open space located adjacent to the front lot line is considered to be part of the building for the purposes of calculating the facade build out ratio.

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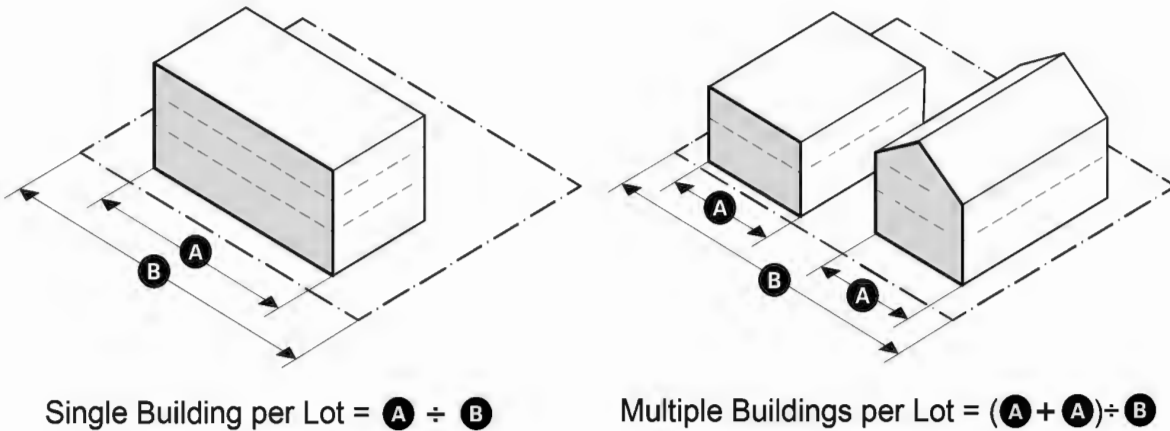
- (2) **Building Separation:** The facade build out ratio may be met cumulatively by multiple buildings on a lot, and multiple buildings are allowed by-right. Multiple buildings on a single lot must comply with the building separation distance at all points specified in the Building Dimensional Standards for each zone.

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Fig. 5.08-1



iii) **Open Space:** Lots must provide the minimum open space specified in the Site Dimensional Standards for each zone, or, on lots smaller than thirty thousand (30,000) sf, DCDP may approve a payment in lieu of some or all of the required open space where such payment will facilitate the provision of publicly available open space in a location that better implements the city's open space and recreation plan.

(1) **Publicly Usable Open Space:** Development on lots thirty-thousand (30,000) sf and greater in the WSQ1, WSQ2, and WSQ3 zones must also provide publicly usable open space specified in the Site Dimensional Standards for the applicable zone and meet the following standards:

- (a) Designated areas shall be at least four hundred (400) square feet and at least twenty (20) feet in width and twenty (20) feet in length;
- (b) Not on rooftops or other elevated portions of buildings; and
- (c) Designed to accommodate public congregation and use, including any necessary amenities or infrastructure. Examples include: parks, plazas, playgrounds, community gardens, etc.
- (d) To the extent possible, locate publicly usable open spaces so it can be shared with publicly usable open spaces on adjacent lots and within the rights of way.
- (e) Open to the public to a similar extent as public parks within the city.
- (f) Provides approved signage that identifies the area as publicly usable open space.

b) **Building Design Standards:**

- i) **Building Height:** Buildings may not exceed the maximum building height specified in the Building Dimensional Standards for each zone.

ii) **Number of Stories:** Buildings may not exceed the maximum number of stories as specified in the Building Dimensional Standards for each zone.

iii) **Story Height:**

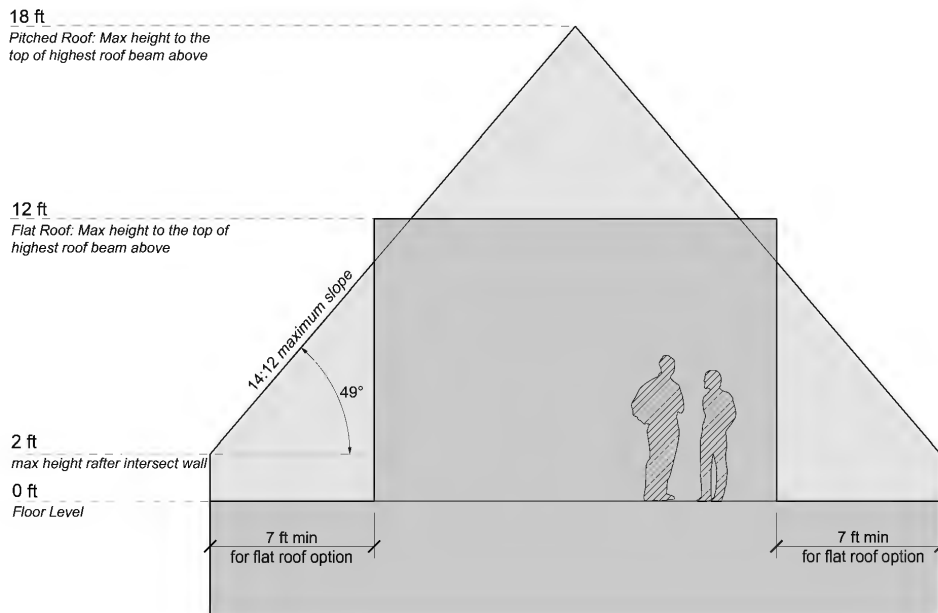
(1) The height of the ground story and upper story(ies) of a building is measured vertically from the surface of the finished floor to the surface of the finished floor above, or to the top of the highest roof beam if no finished floor is immediately above, at all points.

(2) The Ground Story of a building must comply with the minimum story height requirements specified in the Building Dimensional Standards for each zone.

(3) The height of a plus (+) story is measured vertically from the surface of the finished floor to the top of the highest roof beam above.

iv) **Roof Form:**

Fig. 5.08-2



v)

(1) **Pitched Roofs**

(a) Space located directly under a pitched roof is counted as a plus (+) story, provided the following standards are all met:

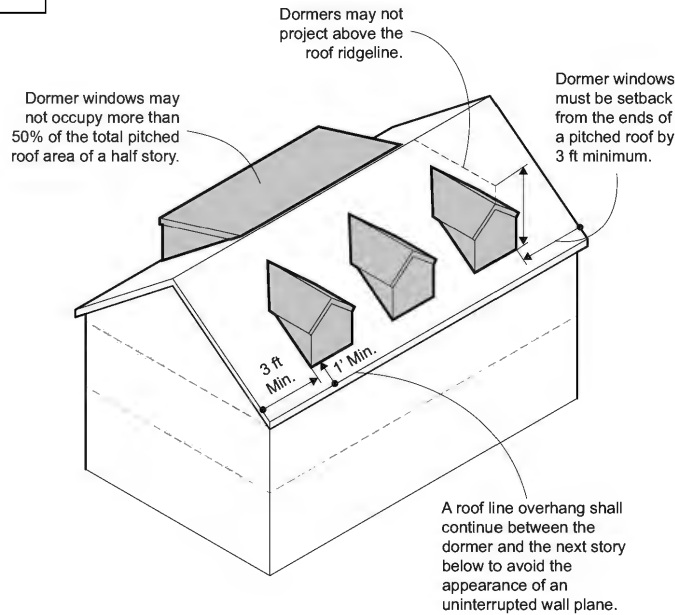
(b) At least two (2) opposite roof planes are pitched toward each other.

(c) A pitched roof may be composed of roof planes with different slopes.

(d) The slope of any pitch must be no greater than 14:12 (49.4 degrees); otherwise, this story is counted as a full story.

(e) The roof rafters must intersect the wall plate or top of wall frame of the exterior walls at a height no more than two (2) feet above the finished floor of the plus (+) story; otherwise, this story is counted as a full story.

Fig. 5.08-3



(2) Dormers

- (a) Dormers may not occupy more than 50% of the total pitched roof area and must be setback from the side of the pitched roof by a minimum of three (3) feet. Where more than one dormer is located on the same side of the roof, the width of all dormers combined may not exceed 50 percent of the length of the exterior wall below.
- (b) Dormers must be placed in the main roof and either be stepped back a minimum of one (1) foot from the wall of the story below or continue a minimum of one (1) foot overhang of the main roof line.
- (c) No dormer may project above the main roof ridgeline of the roof in which it is located.

(3) Flat Roofs

- (a) For buildings in the WSQ3 zone, the required step-backs must be provided above the fifth story.
- (b) For buildings in the WSQ2 zone, the required step-backs must be provided above the fourth story.
- (c) For buildings in the WSQ1 zone, the required step-backs must be provided above the third story.
- (d) For buildings in the NMU zone, the required step-backs must be provided above the second story.
- (e) Buildings must meet the upper story step-back requirement along any lot line abutting a residence district.

- 641 (4) **Exceptions.**
- 642 (a) Sections of buildings that are on a portion of a lot where the lot depth is less
- 643 than seventy (70) feet are exempt from the upper story step-back
- 644 requirement along the rear lot line, except when the rear lot line abuts a
- 645 residence district.
- 646 (b) Any portion of the plus (+) story set back more than twenty-five (25) feet
- 647 from any lot line is exempt from the upper story step-back requirement,
- 648 except when the lot line abuts a residence district.
- 649 (c) The PGA may allow the required step-back to be located at a story above
- 650 the second story in any district.
- 651 c) **Affordable Housing Bonus**
- 652 i) **Building Height Bonus.** To increase the supply of affordable housing, an Affordable
- 653 Housing Development is entitled to a building height bonus by right in the WSQ and
- 654 NMU Districts, with the number of additional floors varying by the development's
- 655 affordability level, as follows:
- 656 (1) An Affordable Housing Development in which its Affordable Housing Units are
- 657 set at or below eighty (80) per cent of area median income is entitled to one
- 658 floor (with a maximum floor height of 11') above the maximum height in floors.
- 659 (2) An Affordable Housing Development in which its Affordable Housing Units are
- 660 set at or below sixty (60) per cent of area median income are entitled to a
- 661 second floor (with a maximum floor height of 11') above the maximum height in
- 662 floors. When an Affordable Development proposes affordable units that are
- 663 targeted for a mix of household incomes, the project's eligibility for a second
- 664 additional floor shall be based on the average target household income of the
- 665 units (e.g., if a development includes 30 units set at 80% AMI, 35 at 60% AMI,
- 666 and 35 at 30% AMI, the average target income is 55.5% AMI and is eligible for a
- 667 second additional floor).
- 668 (3) The number of floors or height of any portion of the building within fifty (50) feet
- 669 of a lot line abutting a residence district may not be increased.
- 670 ii) **Reduced Parking Minimum for Affordable Developments.** An Affordable Housing
- 671 Development shall have a parking minimum of 0.25 per residential unit and may
- 672 apply for a special permit for a further reduction or elimination of parking.

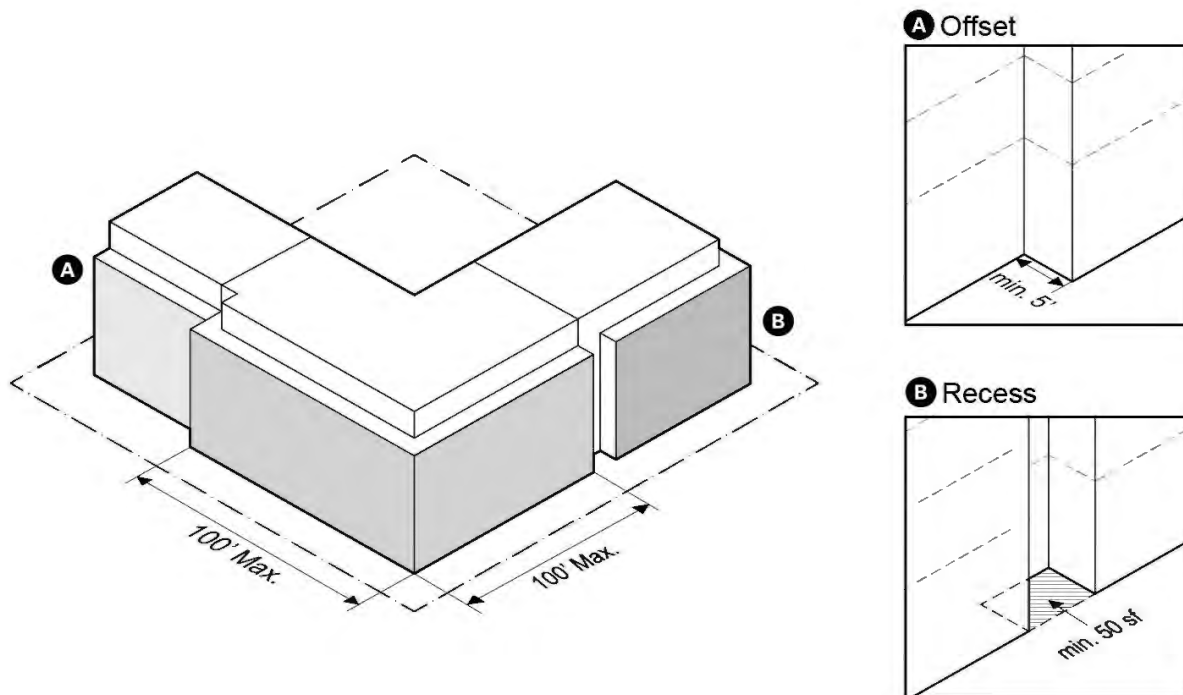
- d) **Active Street Frontage requirements:** Any lot required to provide active street frontage must include ground story active use for the entire width of the front elevation of the building along the primary front lot line.
- i) Ground story active street frontage must provide for active use space at a minimum depth specified in the Building Dimensional standards for each zone.
 - ii) The depth of the active use gross floor area of a building is measured as the distance from the front facade towards the interior of the building, for one hundred percent (100%) of the total width of the building along the designated active street frontage.
 - iii) Active uses are described in §5.1(c).
- e) **Architectural Features.** The structural and architectural elements that extend outward from a building facade, including awnings, bays, balconies, and porches, are architectural features. Such features may project into the front setback and/or right of way only based on the following standards:

Architectural Features	
Bay	Dimensions
Width of each bay, (max)	Greater of 20% of wall length or 12 ft
Depth, (max)	3 ft
Front setback encroachment at the ground story, (max)	3 ft
Fenestration (min)	60%
Extension into the right of way (max)	3 ft
Clearance above grade within the right of way (min)	Top of the ground story
Balcony	Dimensions
Width of each balcony, (min / max)	5 ft min / Greater of 20% of wall length or 12 ft max
Depth, (min / max)	3 ft min / 8 ft max
Extension into the right of way (max)	3 ft max
Clearance above grade	Top of the ground story
Front setback encroachment (max)	100%
Awning	Dimensions
Width of each awning, (min)	–

Clearance above grade (min)	9 ft
Depth (max)	3 ft
Extension into right of way, principal entrance, (max)	6 ft
Extension into the right of way, other, (max)	3 ft
Front setback encroachment, (max)	100%
Porch	Dimensions
Width, front, (min)	8 ft
Width, side, (min)	4 ft
Depth, front (max)	8 ft
Depth, side (max)	4 ft
Front setback encroachment, (max)	6 ft

- f) **Facade Articulation:** Buildings may be required to have vertical demise lines or recesses/offsets to ensure larger buildings are visually and/or physically broken up into more than one distinct discreet facades with the use of architectural features. For areas that only use demise lines, the design and material details must ensure that the building facades are distinct but architecturally cohesive with an outcome of a vertical appearances of more than one building per demise line. Physical recesses or offsets in a building, as an alternative to the use of a demise line, provides opportunities for additional articulation of a facade with an inset or recessed section of a building where the facade recedes into the lot for a specified distance.

Fig. 5.08-4



i) **Facade Articulation Requirements:** Lots in the WSQ1, WSQ2 and NMU Districts are required to have both a Façade Demise Line and a Façade Recess. Lots in the WSQ3 District are only required to have a Façade Demise Line.

- (1) **Facade Recess/Offset:** The facade of any building greater than one hundred (100) feet in width must be divided vertically by a recess with a minimum area of fifty (50) feet and minimum depth of five (5) feet, or a facade offset with a minimum depth of five (5) feet for the full height of the building, but excluding:
- (a) Any portion of the plus (+) story
 - (b) Any portion of the ground story designed to be an active street frontage for active uses as identified in this section.
 - (c) Balconies and awnings can be attached to a required recess or offset.

- (2) **Facade Demise Line:** The facade of any building greater than one hundred (100) feet in width must be divided vertically and designed as two (2) or more separate and distinct facades of differing architectural treatment so that the building appears to be multiple buildings. The differentiation between facade designs must include at least two (2) of the following:
- (a) A change in cornice, roof eave, or parapet;
 - (b) A change in wall material or color; and
 - (c) A pilaster or column on either side of the division between each façade.

g) **Ground Story Fenestration.** Fenestration must be provided as specified in the Building Dimensional Standards for each zone and is calculated as a percentage of the area of the front elevation at the ground story or as specified below:

- i) For buildings intended to allow ground story active use frontage, the calculated percentage is based on the area of the façade/store front between two (2) feet and ten (10) feet above the finished floor of the ground story.
- ii) For ground story fenestration, glazing must have a minimum of sixty percent (60%) Visible Light Transmittance (VLT) and no more than fifteen percent (15%) Visible Light Reflectance (VLR) as indicated by the manufacturer.

Fig. 5.08-5



h) **Building Entrances**

- i) For lots with street frontage(s), buildings must have the principal entrance(s) designed to face/access from the frontage(s).
- ii) For lots without street frontage, buildings must have the main entrance(s) on a facade oriented to allow for safe pedestrian access from a public way or publicly accessible private way or easement, or if none is available from a accessible parking lot for the building.

iii) Within the WSQ1, WSQ2, and WSQ3 zones, principal entrances must either be recessed or projected from the plane of the facade, or have a projecting awning, and designed to signal building entry. Entrance features may be integrated into the design for improved protection from the elements.

i) **Mechanical Equipment and Utilities**

i) All protrusions, such as wireless antennae, rooftop penetrations, stair towers, shall be limited to a maximum height using a ratio of not more than 1:1 (45 degrees) starting at the intersection of the roof and the wall plane below and is limited to fifteen (15) maximum height except as allowed in Article IV.

ii) Roof-mounted mechanical penthouse/enclosures must be adequately screened and setback at least ten (10) feet from the intersection of the roof and wall plane below.

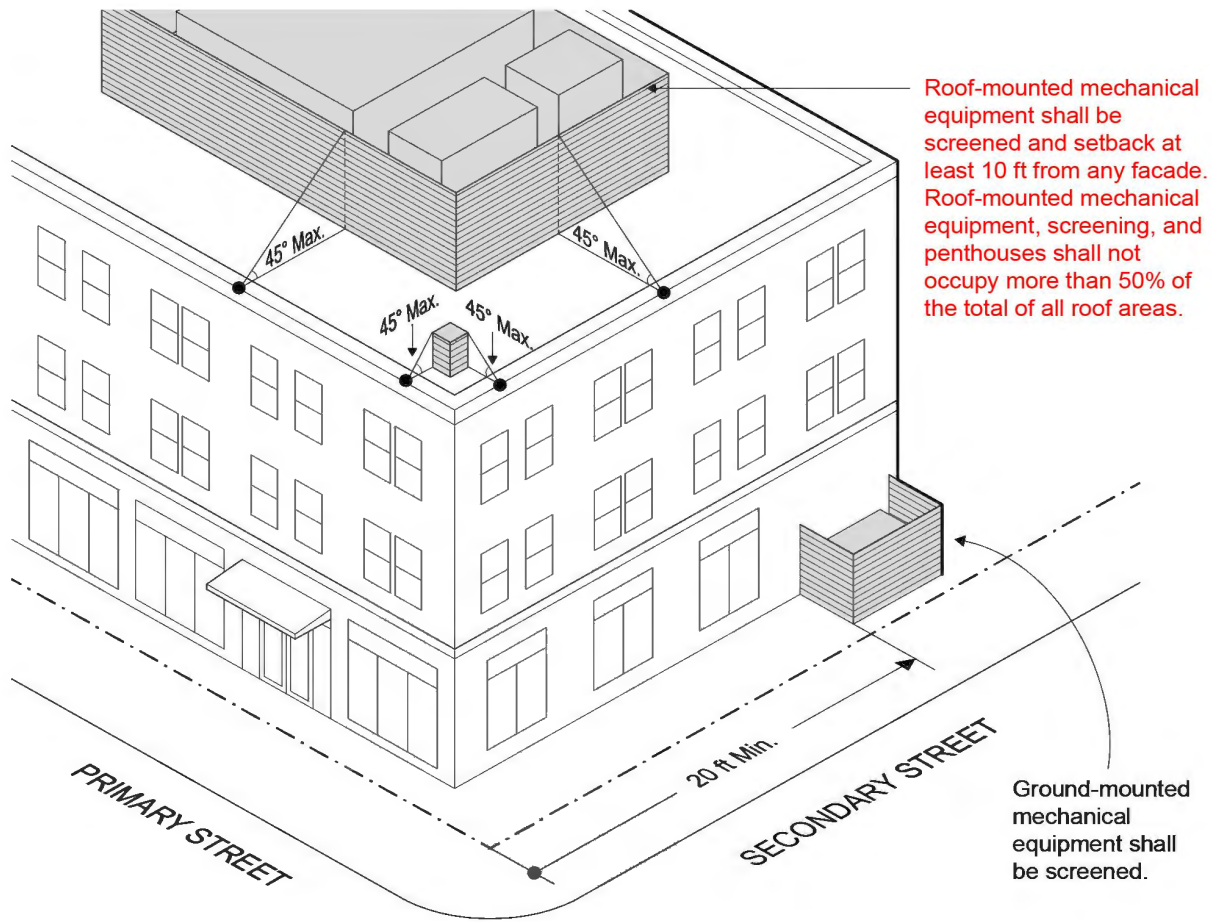
iii) Wall-mounted alarm devices, cable boxes, and utility meters shall not be mounted on a facade facing a right of way.

iv) Wall-mounted mechanical, plumbing, and/or electrical equipment such as louvers, exhaust equipment and duct vents along the front elevation must be architecturally integrated into the design of the building and located to minimize adverse effects on pedestrian comfort along sidewalks and within open spaces.

v) All ground mounted free-standing mechanical and/or electrical equipment are prohibited between any front lot line and front elevation and in all instances shall be appropriately screened. Further, no utility poles are allowed on site and all utilities shall be connected to the site, as approved through a grant of location and requirements of the City.

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Fig. 5.08-6



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791 j) **Parking Design Standards: Vehicle parking, bicycle parking, loading, services, and site**
 792 **lighting requirements shall be consistent with Article VII and must consider the**
 793 **following:**

794 i) **Parking Placement and Use: Efficient, maximized, and shared use of vehicular**
 795 **parking by multiple uses on a site, developments on multiple parcels, and for**
 796 **public/commercialized wider use is preferred where feasible.**

797 (1) **All vehicular parking spaces must be located at or behind any required parking**
 798 **setback as specified in the Lot Standards for each zone.**

799 (a) **The setback shall be considered an open space to follow design standards**
 800 **in-keeping with this section and include landscaped plantings designed to**
 801 **screen the parking, except for any portions dedicated to vehicular and**
 802 **pedestrian access.**

803 (b) **An increased setback is allowed for activated open space or a future use**
 804 **such as ground-floor retail that can also serve to screen the parking.**

(c) Screening with plantings, shade trees, bikeshare stations, sidewalk furniture, and other elements to make efficient use of space, provide pedestrian and cyclist amenities, and maintain a streetscape that does not focus on the automobile is preferred.

(2) No vehicular parking is allowed between the front façade/elevation and the primary and/or secondary front lot line(s).

ii) Parking Access and Design:

(1) Site lines or other safety techniques shall be incorporated onsite at the access point to ensure pedestrian safety is prioritized.

(2) Pedestrian access via a walkway or sidewalk from the primary entrance(s) and sidewalk to vehicular parking must be provided.

(3) Curb Cuts, driveways, and vehicular access to parking areas from the primary front lot line is prohibited when access from a secondary street, private way, or another lot can be utilized. Lots are limited to a single curb not located on a primary street frontage unless one of the following options is allowed.

(a) On a corner lot, a curb cut along a primary front lot line is only permitted if the PGA or the Zoning Enforcement Officer determines that:

(i) A two-way access point on a secondary frontage is not feasible

(ii) A one-way access along the primary front lot line and a one-way vehicular access along the secondary front lot line would improve pedestrian safety and traffic access to a lot is viable.

(iii) If no other option is feasible, access along the Primary front lot line is limited to a single curb cut that is the minimum allowed width in Article VI. Is no wider than 40% of the front facade width along the primary front lot line.

(iv) Lots with more than 200 feet of frontage or a corner lot may be allowed an additional curb cut for every additional 200 feet if it is determined to be a safer design for pedestrians.

(4) Where an outward facing garage access is required or necessary, the access point must be designed to be secondary to the building facade and be integrate into the design of the building façade.

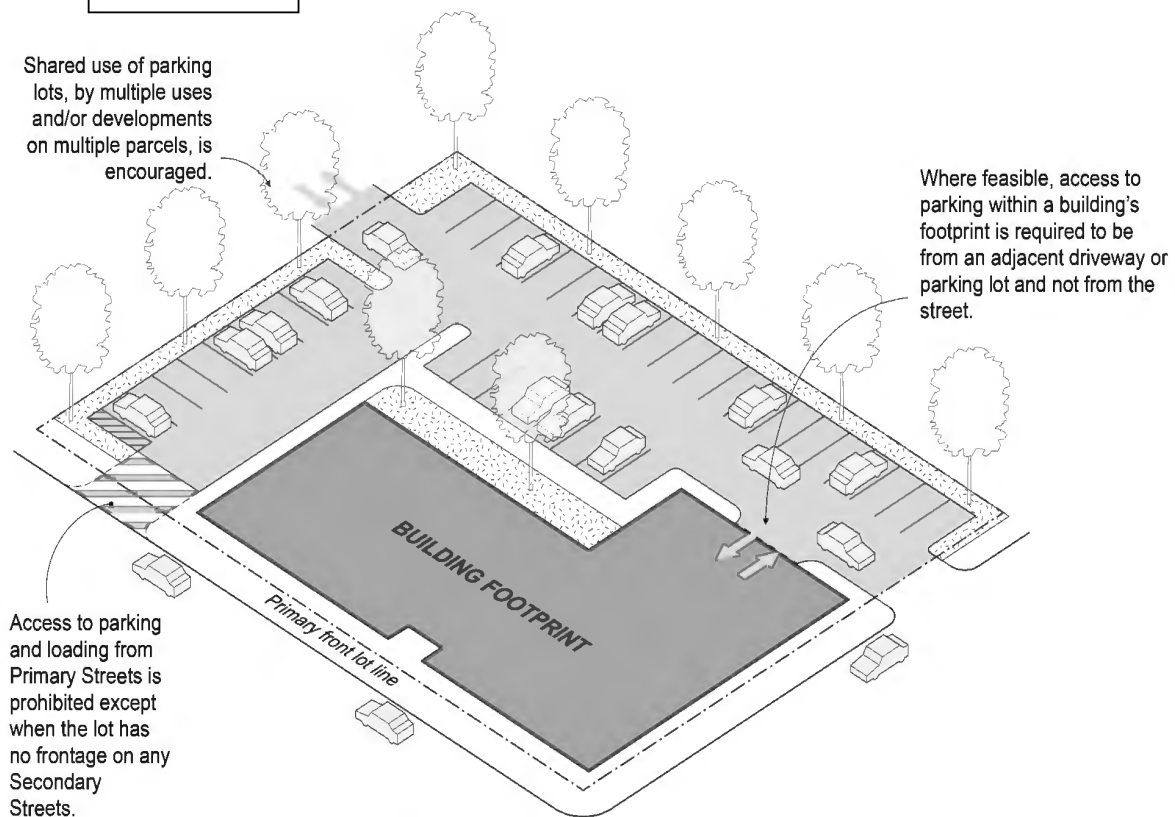
(5) The width of a curb cut (between curb stones) shall be the same width as the driveway, vehicular entrance, or loading facility it serves.

(6) The material, grade, cross slope, and minimum clear width of the walkway of a sidewalk must be maintained across the driveway apron.

(7) Curb cuts for driveways must be at least twenty (20) feet from an intersection that does not have a traffic-control signal, and at least forty (40) feet from an intersection with traffic-control signals. The distance between the curb cut and the intersection shall be measured from the point of the intersection of the tangent lines of the curve.

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Fig. 5.08-7



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vii. Loading – Loading requirements shall be consistent with Article VI except in the following instances:

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1. Ground floor commercial uses of less than 10,000 s.f. do not require additional loading.

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2. In NMU, the loading area must be no less than 12' clear height, 10' wide, and 20' in depth.

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3. Curb cuts shall be designed to be shared with vehicular access but may be wider than allowed for vehicular access only. The minimum width is 12' for one-way and 20' for two-way access, with a maximum width of 26'.

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4. An access/shared drive for access to a loading area shall be a minimum width of 12' for one-way access or 20' for two-way access.

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5. The loading area shall be no less than 17' in depth for smaller scale delivery trucks. Larger delivery operations may require an increased depth.

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6. Shared facilities across properties: Shared Access Public or Private Ways (alleys or other types of shared service corridors amongst parcels) are

encouraged. Alleys must have a minimum width of 20' to accommodate deliveries and emergency services but may be wider to accommodate multi-modal travel or for flexibility for access to sites. Alleys may be located across the boundary between lots or in other mid lot easements to allow for logical shared facilities for development across sites. An initial easement agreement must be included in any development project that considers permanent passage, access, maintenance, and necessary utilities corridors, and it shall be recorded between all parties prior to construction.

~~§ 5.09 Watertown Square Design Overlay District:~~

- ~~(a) Intent and Purpose: To assist in accomplishing the purposes of the Zoning Ordinance, the City Council hereby applies a Design Overlay District to specific portions of the Zoning Map in order to regulate building signage and facade alterations within certain districts of the City in a manner that is beneficial to the community:~~
- ~~(b) Objectives: The establishment and application of the Design Overlay District is intended to accomplish the following objectives:
 - ~~(1) To encourage reinvestment in and stimulate increased economic activity in the Watertown Square Area:~~
 - ~~(2) To improve the appearance of the Watertown Square area over time and to create a more competitive shopping environment.~~
 - ~~(3) To maintain and enhance the scale and quality of Watertown Square's architectural environment including the Square's existing older buildings and any proposed new construction:~~~~
- ~~(c) Permitted Uses: The following uses are permitted within the Design Overlay District: Any Uses permitted in the Central Business (CB) district.~~
- ~~(d) Dimensional Criteria: The Uses above shall be subject to the following criteria: All dimensional criteria applying to the Central Business District.~~
- ~~(e) Minimum Site Plan Requirements: Site Plan Requirements shall be the same as those required in the Central Business district.~~
- ~~(f) Parking Requirements: Parking requirements for the Design Overlay District shall be the same as those required in the Central Business District.~~
- ~~(g) Regulated Building Facade Alterations:
 - ~~(1) Regulated facades shall include all buildings within the Watertown Square Design District (see map of area):~~
 - ~~(2) A regulated alteration or facade improvement shall be defined as any change in the visual appearance of the facade including any change in signage, lighting, door or window style, unless the change consists of an exact replication in terms of size, color, location, and detail of the replaced element.~~
 - ~~(3) All regulated facades shall be subject to the design review process of § 7.02 of the Zoning Ordinance.~~
 - ~~(4) In reviewing all proposed facade alterations within the Watertown Square Design Overlay District, the Planning Board Staff's recommendations shall be based on the Watertown Square Design Handbook and such guidelines as the Planning Board may adopt.~~~~
- ~~(h) Signs:
 - ~~(1) Any and all signage changes shall be subject to the design review process of § 7.02 of the Zoning Ordinance.~~
 - ~~(2) In reviewing all proposed signage changes within the Design Overlay District, the Planning Staff's recommendations shall be based on the Watertown Square Design~~~~

~~Handbook and such guidelines as the Planning Board may adopt.~~
~~(3) All signage within the Design Overlay District shall conform to the provisions of § 7.02~~
~~except as otherwise specified in the Watertown Square Design Handbook.~~

§ 5.09 Transit Oriented Development Overlay (TODO)

(a) Intent and Purpose: To create a zoning overlay district to ensure compliance with MGL c. 40A § 3A, Watertown has applied a Transit Oriented Development Overlay (TODO) district to specific portions of the Zoning Map with review standards for new development and redevelopment as set forth in this section. The establishment and application of the Transit Oriented Development Overlay is intended to accomplish the following objectives:

- (1) To respond to the local and regional need for multi-family housing by facilitating development of such housing;**
- (2) To provide new multi-family housing in good locations, i.e. near public transit, in walkable areas and near important amenities such as retail, personal service, office, and civic uses;**
- (3) To further the City's climate and sustainability goals by encouraging denser development in areas near transit and in walkable areas; and**
- (4) To encourage residential uses to provide a customer base for local businesses.**

(b) Applicability: The overlay shall be considered as overlaying other districts and is not intended to change the allowed uses permitted in the underlying zones. Certain uses shall be allowed by right within the Overlay District.

- (1) The provisions of this Section supersede the permitting requirements of the underlying zones for multi-family developments when the project meets all requirements of the Overlay District. A development can opt to comply with the existing underlying zoning or the zoning requirements for the applicable Overlay District.**
- (2) If a proposed development is located on a lot or lots that is within both the Overlay District and a base zoning district outside the Overlay District, the overlay only applies to that portion of the lot within the overlay, unless greater than 50% of the lot is within the overlay, as determined by the Zoning Enforcement Officer.**
- (3) The parcels within the TODO are not within the Floodplain District as delineated in Section 5.06 (b). If changes in the special flood hazard maps bring one or more of the TODO parcels within the Floodplain District, the City shall notify the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) of the resulting change in the TODO's unit capacity.**

(c) Development Review and Standards:

- (1) Multi-family Development (exclusively residential) and Multi-family Units in a Mixed-Use Development are By Right Development, subject to Site Plan Review as set forth in 9.03 of this Ordinance.**
- (2) Development under this Section may be mixed-use throughout the Overlay District and shall be mixed-use (multi-family housing with required active street frontage) on those parcels so designated.**

(3) Where Mixed-Use Development consists of allowed non-residential uses on the ground floor and Multi-family on upper stories, the ground floor uses are also By Right and only subject to Site Plan Review as set forth in 9.03 of this Ordinance if there is 4,000 sf of either new construction or change of use category.

(4) The Dimensional Requirements that are applicable in the underlying zoning districts are applicable in the Overlay Districts except to the extent they are specifically modified by this Section.

(d) Affordable Housing:

(1) Section 5.07 (Affordable Housing) shall apply to any development under this Overlay District. The height and reduced parking bonuses in Section 5.08 shall apply to any Affordable Development as defined in that section.

(2) Transitional requirement: Until the EOHLC approves using the requirements of Section 5.07 for housing built under this Overlay District, the affordability requirements are those allowed in the EOHLC Compliance Guidelines for Chapter 40A, Section 3A: that ten percent of the dwelling units shall be affordable, and the cap on the income of families or individuals who are eligible to occupy the affordable units is not less than 80 percent of area median income, or such other applicable Guidelines as EOHLC shall issue.

§ 5.13 Wireless telecommunications facilities.

- (a) No person shall construct a wireless telecommunications facility without a special permit issued by the Board of Appeals under § 9.05. In addition, any facility must:
- (1) Be located within these zones (~~CB~~, **WSQ**, **NMU**, LB, I-1, I-2, I-3, and CR). Wireless telecommunications facilities shall not be located within the NB (Neighborhood Business) zone.
 - (2) Not be located on a structure containing any residences, not within 50 feet of a residential zone or any structure containing a residential use.
 - (3) In the case of an antenna mounted on a building or structure, not extend more than 15 feet above the height of such structure or building.
 - (4) In the case of a tower, not exceed the height allowed in the zoning district.
 - (5) Be fully concealed or camouflaged, i.e. disguised, shielded, hidden, or made to appear as an architectural component of an existing or proposed structure.
- (b) Removal of Abandoned Facilities: Any wireless telecommunications facility that is not operated or that is not in compliance with this ordinance for a continuous period of ninety days shall be considered to be abandoned, and the Building Inspector may, by written notice order that such facility be removed within 30 days. At the time of removal, the facility and all associated debris shall be removed from the premises.

§ 5.15 Municipal reuse and development.

- (a) Intent and Purpose: The purpose of this section is to promote and encourage the orderly reuse and redevelopment of land and structures already owned and used for municipal purposes by the City of Watertown for one or more other municipal uses, consistent with the evolving needs of the City, by establishing regulations which will allow for greater flexibility in planning and design consistent with both fiscal responsibility and sound planning and site design principles, and which will maximize compatibility with the neighborhood in which the land is located.

- 996 (b) Applicability: The provisions of this Section shall apply in all zoning districts to the proposed
997 reuse and redevelopment of municipally-owned land and structures and to the change from
998 one municipal use to another municipal use.
- 999 (c) Applicable Regulations: Notwithstanding any provisions of this Ordinance to the contrary, the
1000 reuse and redevelopment of municipally-owned and used land and structures for other
1001 municipal uses shall be permitted by right in all zoning districts of the City of Watertown,
1002 subject ~~only to the following procedures and requirements~~ site plan review if required.
- 1003 (d) ~~The Planning Board may in certain circumstances vary dimensional criteria, including parking~~
1004 ~~where warranted due to the proximity and use of structures on abutting properties and may~~
1005 ~~also require greater landscape screening and buffering to be installed within some or all of the~~
1006 ~~required set back areas:~~
1007 (1) ~~Dimensional Criteria:~~
1008 (a) ~~Existing Buildings: Alterations shall be subject to paragraph (h):~~
~~For New Construction including Additions:~~
1009 (b) ~~Maximum Floor Area Ratio: No municipal reuse and redevelopment project shall~~
1010 ~~exceed a Floor Area Ratio of 1.5;~~
1011 (c) ~~Maximum Height: No new structure built or reconstructed as a part of a municipal~~
1012 ~~reuse and redevelopment project shall be more than 48 feet or four stories in height,~~
1013 ~~whichever is less;~~
1014 (d) ~~Lot Coverage: Lot coverage in a municipal reuse and redevelopment project shall not~~
1015 ~~exceed a total of 65%, excluding parking areas and parking garages, recreation~~
1016 ~~facilities such as parks and tennis courts, and internal roadways or walkways;~~
1017 (e) ~~Setbacks:~~
~~Front: 15 feet Minimum~~
~~Side: 25 feet Minimum~~
~~Rear: 50 feet Minimum~~
1018 (f) ~~Minimum Lot Size: None.~~
1019 (g) ~~Minimum Frontage: Fifty feet.~~
1020 (h) ~~Minimum Open Space: All municipal reuse and redevelopment projects shall have at~~
1021 ~~least 15% of the total site area devoted to Open Space; required setbacks shall be~~
1022 ~~considered as part of the total area required for Open Space. The required Open~~
1023 ~~Space shall not be used for parking, loading or roadway purposes and shall be open~~
1024 ~~and unobstructed to the sky; items such as benches, walkways, planters,~~
1025 ~~landscaping, swimming pools, kiosks, gazebos, and similar structures shall not be~~
1026 ~~considered as obstructions.~~
1027 (2) ~~Parking Requirements: Parking for Municipal Reuse and Redevelopment Projects shall~~
1028 ~~conform to the parking requirements for each individual use set forth in § 6.01 of this~~
1029 ~~Zoning Ordinance.~~
1030 (3) ~~Signs: A plan for signage shall be submitted to the DCDP staff and Planning Board for~~
1031 ~~approval. The Planning Board, with the recommendation of the DCDP staff shall grant~~
1032 ~~approval of the plan for signs only after it is satisfied that said signage will not derogate~~
1033 ~~from the quality of surrounding residential environment. For guidance, the Planning~~
1034 ~~Board shall use § 7.04 of this Zoning Ordinance and may, if found necessary permit~~
1035 ~~additional signage above that which is allowed in § 7.04.~~
1036 (4) ~~Accessory Structure(s): Accessory structure(s) shall be permitted and subject to review~~
1037 ~~by the Planning Board.~~

~~(5) Procedures: Consistent with the procedural requirements provided in § 9.03(a) and (b) of this Zoning Ordinance, the Planning Board together with the Administrative Site Plan Review Committee shall hold a public hearing to determine and discuss questions and impacts, potential problems with the development or redevelopment within a Municipal Reuse and Development District. The Planning Board shall prepare a written report on the proposal considering, among other things, the ten criteria listed in § 9.03(c) and if it finds that the conditions for approval set forth in § 9.05(b) of this Zoning Ordinance have been met.~~

§ 5.17 Design guidelines.

Intent and Purpose. Design Guidelines have been adopted to address the design of new buildings along the major corridors and Watertown and Coolidge Squares. They are intended to enhance building, parking and the public realm interface, focusing on the following four principles **set forth below. The form-based standards established for the WSQ1, WSQ2, WSQ3, and NMU Districts are designed to implement the first three principles in those Districts.**

- (1) **ECONOMIC VITALITY:** Watertown's Design Guidelines were created to enhance the economic vitality of selected commercial areas through attractive, consistent design. By following these Guidelines, each project will complement another, resulting in a cohesive development over time. The Guidelines were developed specifically to provide direction for the design of new infill development in commercial areas. The goal is not to limit creativity, but rather to recognize potential for architectural diversity while adhering to the overarching principles contained herein. They intend to define expectations for new development while allowing for flexibility and fostering high quality design.
- (2) **HISTORIC PRESERVATION:** Urban regeneration means more than simply building a new; historic preservation is an effective economic development strategy. The reuse and regeneration of existing buildings should be encouraged in addition to new development as they provide a direct connection to Watertown's past. Existing buildings that have retained cultural or architectural significance can form the basis for economic development and growth.
- (3) **DESIGN AESTHETIC:** The Design Guidelines cannot depict every possible building configuration on each site. Rather, a prototypical building footprint is shown in a manner that accommodates many conditions that emerge on a project site. The massing is general enough that it can contain a range of uses, but specific enough to highlight the critical areas of concern. Even when closely following these guidelines, each project will take its own form that will differ from the example shown. A singular design aesthetic in Watertown is neither viable nor desirable.
- (4) **ENVIRONMENTAL PERFORMANCE:** New development comes with the obligation to implement sustainable design and construction practices that incorporate technological innovation and green building practices and ecological site design. Development will strive to address the highest sustainable and ecological principles, using advanced green technologies and materials, and promoting high-performance buildings. Stormwater management practices must prevent flooding and erosion, and protect the health of the Charles River and local streams and ponds, using green infrastructure approaches where feasible. New buildings should be constructed with local, low-embodied energy materials and constructed with the highest standards for environmental sustainability.

Article VI Automotive and Bicycle Parking Requirements

§ 6.01 Required off-street parking spaces.

- (a) In order that all structures and land uses eventually be provided with sufficient off-street parking to meet the needs of persons employed at or making use (e.g.: customers, visitors, patrons, patients, occupants, etc.) of such structures or land, no land shall be used and no building shall be erected, enlarged or used unless off-street parking spaces meeting the requirements of this Section are provided. Said off street parking space requirements shall not apply to the storage and/or display of motor vehicles which shall be provided in accordance with § 6.05 hereof.
- (b) The minimum **and, where applicable, maximum** number of off-street parking spaces required for particular uses of land (hereinafter called "required off-street parking spaces") is set forth in the following tables, **with exceptions as noted:**

1. Residence Vehicle Parking:

PRINCIPAL USE	UNIT	
One- and two-family house	2 / per dwelling unit	
	3 / per dwelling unit if more than 4 bedrooms	
	Minimum	Maximum
Townhouse and Rowhouse	2.0/unit	2.5/Unit
Multi-Family	0.75/studio	1.00/Studio
	1.00/1 bedroom	1.25/1 Bedroom
	1.50/2 bedrooms	1.75/2 Bedroom
	2.00/3+ bedrooms	2.25/3+ Bedroom
Multi-Family in WSQ and NMU	0.5/unit	1/unit
with Affordable Developments	0.25/unit	1/unit
Mixed Use	The sum of commercial and residential requirements consistent with this Ordinance; except in WSQ and NMU Districts the parking for commercial uses is only required for upper floors. in CB district, 1 space per dwelling unit and commercial uses consistent with § 6.01(f) may be reduced by SP.	
Hotels, motels, licensed lodging houses	1 per employee on shift at peak occupancy plus 0.75 per guest room plus 1 per table or 5 seats in a restaurant plus 1 per 250 square feet of space in function rooms not designed for eating	
Accessory home occupations	1 per 2 rooms used for a home occupation	
Accessory dwelling unit/todgings	1 per unit per 2 rooms offered for rent; however, no additional parking space shall be required for an accessory dwelling located not more than 0.5 miles from a commuter rail station, subway station, ferry terminal or bus station.	

1097 **2. Parking Requirements for Commercial Uses: the following parking shall be provided in**
 1098 **all instances, except within the WSQ and NMU Districts where parking for commercial**
 1099 **uses is only required for the floor area dedicated to commercial uses on the upper floors**
 1100 **only.**

PRINCIPAL USE	UNIT
Other places of public assembly such as for meetings, entertainment, recreation, adult education	1 per 5 fixed seats or 10 linear feet of bench floor area open to public assembly where no seats or benches are provided.
Retail with Accessory Food or Beverages	1 per table or 4 seats plus 1 per 250 square feet of function rooms not designed for eating.
Restaurants	1 per 4 seats and 1 per every 4 linear feet of standing table space
Funeral parlor, undertaker	1 per 5 seats or 1 per 50 sq. ft in parlor, whichever is greater
Bowling alleys	2 per bowling alley
Hospitals, and Nursing Home	1 per staff plus 1 per 4 patient beds
Assisted Living	See § 5.11(d)
Veterinary Clinic	1 per 350 square feet
Schools /daycare centers	1 per staff member plus 1 per 3 students driving age (unless car usage is prohibited) or 1 per 8 seats in largest place of assembly, whichever is greatest
Other institutions, such as museum, private, professional or trade school	1 per 600 square feet of Gross Floor Area
Retail Sales/Service and Office	1 per 350 square feet of Gross Floor Area 1 per 400 square feet of Gross Floor Area Above the Ground Floor
Fitness Center	1 per 400 square feet of Gross Floor Area
Bank	1 per 300 square feet of Gross Floor Area
Bank Kiosks (with no staff)	5 spaces per automatic teller
Industrial, including also 1 gasoline service station, printing and publishing	1 per 600 square feet of Gross Floor Area
Warehouse, public utility stations	1 per 1,200 square feet of Gross Floor Area
Research and Development	1 per 600 square feet of Gross Floor Area
Auto repair garage, and similar uses	1 per 200 square feet of Gross Floor Area
Kennels	1 per 300 square feet of Gross Floor Area
Auto sales, leasing and Rentals display (new and used)	1 per 600 square feet of space devoted to showrooms for customer use. For automobile display or storage lots, there shall be 150 square feet of total land area in said lots for each automobile stored or displayed.
Self Storage facility	2 spaces per 10,000 s.f. of Gross Floor Area with a minimum requirement for 6 parking spaces
Drive-ins (exclusive of food)	1 per 350 square feet of Gross Floor Area

1101

1102 (c) The Planning Board shall be the determining authority in the event of a conflict in
 1103 interpretation as to the category of the principal use, or as to the gross floor (or open lot) area

- 1104 in a given use.
- 1105 (d) Where the computation of required spaces results in a fractional number, a fraction of one-
1106 half or more shall be counted as one.
- 1107 (e) **The PGA may reduce the required parking or may allow a development to increase the**
1108 **parking supply above the maximum by Special Permit under § 9.12. The reduction in**
1109 **parking under such special permit may not exceed twenty-five (25) percent of the parking**
1110 **requirement.**
- 1111 ~~(e)~~ (f) The aggregate number of spaces required for each of several uses separately may be
1112 provided on a common parking lot serving all of these uses. Projects in close proximity to one
1113 another are encouraged to provide shared parking plans that meet the individual
1114 requirements per § 6.01(b) across multiple properties by ~~special~~ permit **under § 9.12.**
1115 Developers are also encouraged to "unbundle" parking by separating the cost of parking from
1116 the cost of ownership or rental.
- 1117 ~~(f) Where it can be demonstrated that the combined peak parking needs of all the uses sharing~~
1118 ~~the lot will, because of differences in peak hours or days, be less than required by § 6.01(b),~~
1119 ~~the number of parking spaces to be provided may be reduced accordingly by Special Permit.~~
- 1120 ~~Developments that encourage the use of alternate modes of transportation may be eligible to~~
1121 ~~receive a reduction of the required amount of automobile parking spaces by Special Permit.~~
1122 ~~This credit may be achieved by demonstrating a reduced demand for automobile parking by~~
1123 ~~the encouragement of cycling, walking, car sharing, and use of public transit. The reduced~~
1124 ~~parking requirement shall correspond to the reduced automobile parking demand, but in no~~
1125 ~~case shall exceed 25%.~~
- 1126 (g) Required off-street parking areas shall be provided on the same lot they serve, except that the
1127 ~~SPGA~~ may grant a special permit for off-street parking areas to be provided on another lot
1128 **under § 9.12 if they are not adjoining and may allow such common use with a site plan**
1129 **review under § 9.03 if adjoining, and a** Any such parking lot shall not be otherwise used or
1130 diminished in size unless the ~~SPGA~~ finds the lot is no longer required by the principal use it
1131 serves.
- 1132 (h) For projects subject to a **site plan review or** special permit, the ~~SPGA~~ may permit the
1133 applicant to indicate on an approved site plan where up to 20% of the required parking can
1134 legally be built but not be required to be built (shadow parking) to receive an occupancy
1135 permit. All or portions of said shadow parking may be required to be built out as shown if at
1136 any time the ~~SPGA~~ by a majority vote, deem it appropriate to do so. All allowed shadow
1137 parking areas shall be designed and maintained as naturally vegetated open space.
- 1138 (i) ~~Residential and mixed-use d~~ Developments required to provide 50 or more parking spaces per
1139 § 6.01(b) are required to provide a minimum of one parking space with an additional one
1140 parking space per 15 spaces, up to a maximum of three spaces, designated for a car sharing
1141 program.
- 1142 ~~In all developments requiring more than 100 parking spaces per § 6.01(b), Additionally,~~ two
1143 electric vehicle charging stations shall be provided, with an additional ~~one~~ **two** charging

1144 stations per 50 additional parking spaces thereafter up to a maximum of ~~five~~ **six** charging
 1145 stations. These parking spaces shall be counted towards the total number required by
 1146 § 6.01(b). These requirements may be met through an approved shared parking plan with an
 1147 adjacent property per Special Permit.

1148 **§ 6.02 Location and design of off-street parking spaces.**

1149 (a) Areas of required Off-street parking may be open or enclosed in a structure provided that if
 1150 open, such areas shall be graded, drained and surfaced in conformance with currently
 1151 applicable engineering standards as determined and promulgated by the Superintendent of
 1152 the Department of Public Works. Permeable paving or other stormwater techniques should be
 1153 employed to allow for natural groundwater recharging. In no instance shall surface drainage
 1154 be permitted to drain into land of adjacent property owners or the City right of way except in
 1155 the case of single and two-family homes.

1156 (b) Except as provided in § 6.02(n) below, each required off-street parking space shall be marked
 1157 and shall not be less than eight ~~and one-half~~ (8-1/2) feet in width and ~~seventeen (17)~~ **18** feet in
 1158 length for angle parking or **7 feet in width and** 22 feet in length for parallel parking, exclusive
 1159 of drives, walks and maneuvering space. It shall be the responsibility of the applicant to show
 1160 on the site plan for the proposed development the provision of adequate automobile
 1161 maneuvering space acceptable to the **PGA. Planning Board.** ~~In addition to the above~~
 1162 ~~requirements, the applicant may reduce the width of not more than 10% of the required~~
 1163 ~~parking spaces, and not more than 10% of any parking spaces in excess of the required~~
 1164 ~~amount which he may choose to provide, to eight feet.~~

1165 (c) Except as required in § s 6.02(d), (e), (f) or (n) below, each required off-street parking space
 1166 shall have direct access to an aisle or driveway having ~~a minimum width of 24 feet in the case~~
 1167 ~~of two-way traffic or~~ the following widths ~~in the case of one-way traffic only:~~

Angle of Parking		Minimum Aisle Width
Type	Angle	Width
One Way Parking Lot	Parallel	12 feet
	30 Degrees	11 feet
	45 Degrees	13 feet
	60 Degrees	18 feet
	90 Degrees	20 feet
Two Way Driveway	Parallel and/or none	20 feet (1)
Two Way Parking Lot	30 to 60 Degrees	22 feet
	90 Degrees	24 feet

1168 **1) Two-way driveways may be a minimum width of 20 feet in instances where a**
 1169 **development site or site(s) has a shared access/service road, private way, or individual**
 1170 **driveway intended to serve a similar role as a public way. The design should consider**
 1171 **complete streets and universal design guidelines and incorporate measures such as**
 1172 **shared-use paths, sidewalks and/or parallel parking with reduced lane width(s)**
 1173 **consistent with adopted City specifications for public ways.**

1174 (d) For one and two family houses, the off-street parking requirements of § 6.01 may be satisfied
 1175 with the use of stacked parking configuration to the extent that all other applicable provisions
 1176 for parking, driveway and area lay-out are met. For the purpose of this § 6.02(d), stacked

1177 parking shall mean a parking layout where spaces are provided one vehicle directly behind
1178 another vehicle, including an enclosed garage parking space, with a maximum limit of four in
1179 number.

1180 (e) For three and four family ~~houses~~**multi-family dwellings**, upon the granting of a **site plan**
1181 **review or** special permit, parking space requirements of § 6.01 may be satisfied with the use
1182 of stacked parking configuration to the extent that all other applicable provisions for parking,
1183 driveway and area layout are met. For the purpose of this § 6.02(e), stacked parking shall
1184 mean the parking of one vehicle directly behind another vehicle, limited to a total of three
1185 vehicles in a stack in all instances inclusive of where vehicle space may be provided as an
1186 enclosed garage parking space.

1187 (f) For row houses, the off-street parking requirements of § 6.01 may be satisfied with the use of
1188 stacked parking configuration to the extent that all other applicable provisions for parking,
1189 driveway and area layout are met. For the purpose of this § 6.02(f), stacked parking shall mean
1190 a parking layout where spaces are provided with one vehicle directly behind another vehicle,
1191 limited to a total of two vehicles in a stack in all instances inclusive of where vehicle space
1192 may be provided as an enclosed garage parking space.

1193 (g) In no instance may the open space required for each Lot be used for the provision of required
1194 off-street parking spaces.

1195 (h) No driveway or sidewalk opening providing access to an area of required off-street parking
1196 spaces, measured at the street lot line may be more than 24 feet, except as ~~allowed~~**required**
1197 in § 6.02(i) below. In addition, no such driveways or sidewalk openings shall have shrubs,
1198 walls, signs or fences in excess of 30 inches in height from the entrance of the driveway to a
1199 point 15 feet into such driveway or in excess of 36 inches along the front lot line.

1200 (i) For a site upon which new construction is proposed; to which an increase in the number of
1201 existing bedrooms or units is sought; or to which modifications to existing construction of
1202 driveways or parking areas are proposed for either one, two, three, or four family dwellings or
1203 row houses, the following design standards shall apply: There shall be allowed a maximum of
1204 two curb cuts per site at a maximum of 11 foot width, with a minimum distance of 20 feet
1205 between curb cuts. No curb cut, or combination of curb cuts shall exceed a maximum of 40%
1206 of the lot frontage, or 22 feet, whichever is less.

1207 (j) No area of the required Building Front Yard shall be used for parking or driveway area. In cases
1208 where there is a garage attached to a single-family dwelling and is located in the building front
1209 yard area, driveway and parking in front of the garage shall be allowed provided access is via
1210 one 12' curb cut. Driveway must maintain 5' front setback, be at least 18' in depth and then
1211 permitted to flare out to the width of the garage door. A Special Permit is required in cases
1212 where there is a garage attached to a two-family dwelling located in the building front yard
1213 area, provided the driveway maintain 5' front setback and be at least 18' in depth for parking in
1214 front of the garage(s).

1215 For one, two, three, four family and/or row houses, no driveway and/or parking area shall be
1216 closer than four feet from the side lot line, 10 feet from the rear lot line, or five feet from the
1217 front lot line. No setbacks from structures on the lot shall be required. All other stated
1218 dimensional requirements shall prevail.

1219 (k) ~~Except as set forth in § 6.02(j) and 6.02(n), t~~The surfaced area of off-street parking areas shall
1220 be set back a minimum of five feet from all buildings and lot lines except as allowed **under**
1221 **standards required in Article V specific to a zoning district or as required** in § 6.02(e, j, or
1222 **n**). Such setback areas, except for entrance and exit drives, shall be properly landscaped with
1223 grass, trees, shrubs, flowers, or other landscaping materials of adequate height and density
1224 so as to visually obscure parked vehicles from view.

1225 In addition, at least 5% of the interior of any parking area with 20 or more parking spaces shall
1226 be landscaped and continuously maintained. This landscaping shall be distributed in islands
1227 and shall include one or more shade trees of a species as approved by the Watertown Tree
1228 Warden with a 3-inch caliper or greater per island. The location of trees within parking areas
1229 shall maximize shade on vehicles and pavement to reduce the "heat island" effect. In
1230 addition, landscaping shall use non-invasive species and should consider drought-tolerant
1231 and native plantings where appropriate. Where feasible, landscaped islands shall be built
1232 below the grade of the impermeable parking surfaces so that runoff from the site is directed
1233 into them. Planting along the perimeter of a parking area whether for required screening or
1234 general landscaping, shall not be considered as part of this 5% landscaping.

1235 (l) ~~Except as provided in § 6.01(f), n~~ No reduction in the number of off-street parking spaces
1236 which are required by this Article shall be allowed and no existing off-street parking spaces
1237 shall be eliminated by the replacement or enlargement of an existing building or structure;
1238 provided, that this subsection shall not operate to prevent the elimination of existing parking
1239 spaces which are in excess of the number required by this article.

1240 (m) Any outdoor lighting designed for the purpose of illuminating outdoor areas such as walks,
1241 driveways, doorways, outdoor recreational facilities and all accessory uses shall be
1242 continuous non-flashing, indirect and installed and shielded in such a manner that will
1243 prevent direct light from shining upon any other property in a residence district, **and comply**
1244 **with Article VII Signs and Illumination and particularly §7.12 and § 7.13.**

1245 (n) In the Business, ~~Zones and~~ Industrial, **and Special Districts Zones, PSCD and RMUD**, the off-
1246 street parking requirements of § 6.01 may be satisfied with the use of a stacked parking
1247 configuration. For the purposes of this § 6.02(n) stacked parking shall mean a parking space,
1248 including enclosed garage parking spaces, where within a parking space vehicles may be
1249 parked with one vehicle behind another, with a maximum two vehicles in each stack.
1250 Notwithstanding the provisions of § 6.02(b) above, each parking space shall be marked and
1251 shall not be less than eight feet in width and 17 feet in length for angle parking or 22 feet in
1252 length for parallel parking, exclusive of drives, walks and maneuvering space. One of the two
1253 vehicles in each stack shall have direct access to an aisle or drive-way having a minimum
1254 width ~~of 24 feet in the case of two-way traffic or in the case of one-way traffic the minimum~~
1255 ~~aisle width~~ provided in § 6.02(c). ~~The surfaced area of off-street parking areas shall be set~~
1256 ~~back a minimum of five feet from all buildings and lot lines. Such setback areas, except for~~
1257 ~~entrance and exit drives, shall be properly landscaped with grass, trees, shrubs, flowers and~~
1258 ~~other landscaping materials.~~

1259 **§ 6.03 Required off-street loading spaces.**

1260 (a) Off-street loading facilities shall be provided for new structures and new additions in
1261 accordance with the following table:

Type of Use	Number of Loading Bays Required by Gross Floor Area of Structures (in 1000's of sq ft)				
	For each				
	2 -15	15-50	50-100	100-150	add'l 150
Retail trade, wholesale, storage industry, communications and utilities	1	2	3	4	1
Office building, hotel, dormitory, institution, recreation and education	1	1	1	1	1
WSQ and NMU – Retail and Office	1 (at 10,000 sf)	1	2	2	1

1262 (b) The Planning Board shall be the determining authority in the event of a conflict in
1263 interpretation as to the category of the principal use, or as to the Gross Floor Area (or open lot)
1264 in a given use.

1265 (c) Where the computation of required off-street loading spaces results in a fractional number, a
1266 fraction of one-half or more shall be counted as one.

1267 (d) The aggregate number of spaces required for each of several uses separately may be provided
1268 on a common **parking** lot serving all of these uses.

1269 § 6.04 Design and layout of off-street loading facilities.

1270 (a) Each required space shall be no less than **10 feet minimum** or 12 feet **maximum** in width, 14
1271 feet in clear height and **20 to** 30 feet in length in a Business **or Special** District and 50 feet in
1272 length in an Industrial District (except for entirely residential projects in the I-3 District and
1273 Hotels in the I-1 District), exclusive of drives and maneuvering space, and located entirely on
1274 the lot being served.

1275 (b) There shall be appropriate means of access to a street or alley as well as adequate
1276 maneuvering space.

1277 (c) The maximum width of driveways and sidewalk openings measured at the street lot line shall
1278 be 30 feet; the minimum width shall be 20 feet, **or 10' in the case of one-way access drive.**

1279 (d) Loading spaces may be enclosed in a structure and must be so enclosed if located within 50
1280 feet of a residence district where the use involves regular night operation.

1281 (e) All accessory driveways and entrance-ways shall be graded, surfaced, drained, to the
1282 satisfaction of the Superintendent of the Department of Public Works, to the extent necessary
1283 to prevent nuisances of dust, erosion, or excessive water flow across public ways, or onto
1284 adjacent properties.

1285 (f) Such facilities shall be designed and used in such a manner as at no time to constitute a
1286 nuisance, or a hazard or unreasonable impediment to traffic.

1287 1288 § 6.07 Bicycle parking.

1289 (a) Off street bicycle parking shall be provided as follows, **with the exception of bicycle parking**
1290 **within the WSQ and NMU Zones, which shall follow § 6.07(b):**

1291 (1) One bicycle parking space for every 15 automobile parking spaces in commercial/office
1292 mixed-use developments, and one bicycle parking space for every five automobile
1293 parking spaces in residential/mixed use developments, a minimum of six must be
1294 provided.

- 1295 (2) Each bicycle parking space shall be sufficient to accommodate a bicycle 7 feet in length
 1296 and 2 feet in width. Inverted U or Ring and Post style frame racks that support the bicycle
 1297 at two or more points above and on either side of the bicycle's center of gravity are
 1298 required. An alternative style of rack that, in the opinion of the Zoning Board of Appeals,
 1299 provides a comparable level of security and convenience may be provided. Racks must
 1300 be secured to the ground.
- 1301 (3) It is recommended that half be provided as long term parking, safe and secure from
 1302 vandalism and theft, and protected from the elements. The other half shall be provided
 1303 as short term (customer or visitor) parking, and it is recommended that these spaces be
 1304 visible and convenient to building entrance.
- 1305 (4) Any property owner required to have bicycle parking may elect to establish a shared
 1306 bicycle parking facility with any other property owner within the same block to meet the
 1307 combined requirements.
- 1308 (5) The following uses are exempt from these requirements: Funeral parlor, undertaker,
 1309 automobile repair or body shop, gas station, and car wash.
- 1310 (6) These requirements may be varied by the ~~Board of Appeals~~ **PGA** by Special Permit, based
 1311 upon a determination that the proposed bicycle parking facilities will adequately address
 1312 the purposes of this section.

1313
 1314 **(b) WSQ and NMU Zoning Districts: Required off street bicycle parking shall be provided and**
 1315 **maintained for all development or redevelopment within the specified districts to ensure the**
 1316 **mix of uses at a site have the minimum short-term and long-term bicycle facilities as follows:**
 1317

1318 **(1) Bicycle Parking Requirements:**

Principal Use	Example Business(s)	Short-Term Minimums	Long-Term Minimums
Residential - 6 or more units	Multi-family building, rowhouses/townhomes, residents in mixed use	1 per 10 units (2 spaces minimum)	1 per unit
Hotel/motel	Long stay hotel, boutique hotel, motel	1 per 20,000 gross square feet (6 spaces minimum)	1 per 5,000 gross square feet
Commercial/retail, except office	Cafe, shop, restaurant, clothing store, bank, grocery store, movie theater, exercise/fitness	1 per 2,000 gross square feet (2 spaces minimum)	1 per 5,000 gross square feet
Office	Office building, financial services, law office, professional office	1 per 20,000 gross square feet (2 spaces minimum)	1 per 2,500 gross square feet
Institutions	Museum, trade school, place of worship, library, community center	1 per 2,500 gross square feet (4 spaces minimum)	1 per 5,000 gross square feet
Schools/daycare centers	Daycare center, K-8/elementary, middle/high school, private charter school	1 per 10 children of permitted capacity (2 spaces minimum) recommended	1 per 5 staff or employees and 1 per 8 students of the planned school capacity recommended

1319

1320 (2) Bicycle Parking Standards shall be as follows:

Type	Bicycle Parking (except for racks)	Rack Spacing	Spacing Wall	Access Path
Standard Space	6'x 2' and 3.3' high	4' preferred 3' allowed	2.5' to side of rack	5' clear path
Cargo Spacing	10' x 3' and 3.3' high	4' minimum	3' to side of rack	5' clear path

1321

1322 (3) Short-term bicycle parking: is intended to provide opportunities for parking typically
1323 lasting up to two hours and prioritizes convenience, access, and visibility over higher
1324 security. Spaces should be 25' or less to the primary and/or public entrance(s) and be
1325 visible from the right of way, and in all instances, unless allowed by exception, be no
1326 more than 50' from those entrance(s). The spaces must be unrestricted when the
1327 building (or a business that the parking serves) is open at a minimum. For
1328 commercial/retail, at least 50% of the required short-term bicycle parking shall be
1329 allocated to public entrances serving the business(s).

1330 (4) Long-term bicycle parking: is intended to be higher security and protected for longer
1331 visits, all-day use, and overnight and longer periods of parking and storage. These
1332 spaces must be covered (protected from rain/snow) and be enclosed for increased
1333 protection, especially in unmonitored locations. When feasible, long-term parking
1334 shall be located inside the building(s) it is intended to serve and be immediately
1335 adjacent to and at-grade with an exterior access door/route. Long-term bicycle parking
1336 can be in designated interior enclosures/rooms or be in exterior enclosures but in all
1337 instances shall provide secure and easy access and maneuvering from offsite and
1338 onsite bicycle routes and within the building/structure. When located in a vehicular
1339 parking facility, long-term bike parking must be near an exterior access point and is
1340 preferred to be near primary entrance(s) to the building that the garage serves.

1341 Residential projects with more than 12 units may have a maximum of 50% of the
1342 required long-term bicycle parking designated across the residential units and
1343 projects of 12 or fewer may allow all spaces to be designated across the units. If long-
1344 term bicycle parking is designated inside dwelling units there must be access at
1345 ground level and/or by elevator for level accessible access for all bicycle types.

1346 (5) Charging: To accommodate charging for bicycles and peripherals, multiple standard
1347 electrical outlets should be provided when possible adjacent to bicycle parking
1348 spaces. Projects can also consider alternatives to allow charging when no options can
1349 be located by bicycle parking.

1350 (4) Onsite Bicycle Parking Exceptions: An exception to required onsite bicycle parking
1351 may be approved by DCDP in instances where an offsite installation or an in-lieu
1352 payment will offset the reasonable accommodation of onsite bicycle parking, but only
1353 in instances where the offsite solution better supports the onsite demand in a more
1354 beneficial and appropriate location that implements the City's adopted plans and
1355 studies in relation to the development.

Article VII Signs and Illumination

§ 7.03 Signs in all districts.

(d) Calculation of sign area.

(1) For a wall or marquee sign, the calculation of sign area in the NB, LB, ~~EB~~ **WSQ**, **NMU** and I districts shall be a percentage of the building facade. The dimensions used in calculating this percentage shall be the horizontal measure of the frontage of the business and the vertical measure not exceeding the top of the second story of a building.

§ 7.06 Signs in the NB, LB, WSQ, NMU, ~~EB~~, I, RMUD, and PSCD Districts.

In any NB, LB, **WSQ**, **NMU**, ~~EB~~, I, RMUD, and PSCD district, no on premise sign or advertising device shall be permitted except as follows:

§ 7.08 Permitted illumination.

(c) In NB, LB, **WSQ**, **NMU** ~~EB~~, I, and PSCD districts, the following signs, in addition to the above are permitted:

(1) Translucent.

(2) Signs of neon or exposed gas-illuminated tube type.

~~§ 7.10 Watertown Square Design Overlay District:~~

~~Signs in the Watertown Square Design Overlay District shall conform to all provisions of Article VII except as otherwise specified in § 5.09.~~

~~§ 7.101 Hotel and motel signs.~~

~~§ 7.112 Exterior lighting standards.~~

~~§ 7.123 Exterior lighting technical submittals.~~

NOTE/NOT IN ZONING TEXT: Some of the language in Section 8.00 is existing and has been moved to consolidate sustainability requirements. The existing text is red but not in bold.

Article VIII Sustainability, Solar, and Other Regulations

~~§ 8.00 Regulation of soil removal or ledge.~~ Sustainability and Resiliency.

(a) Intent and Purpose: To maintain Watertown's leadership on sustainable building requirements that ensure development provides for comfortable, safe, and resilient neighborhoods, the purpose of this section is to support the successful implementation of the 2022 Resilient Watertown Climate and Energy Plan and 2023 Comprehensive Plan, as updated. This section is intended to achieve the following goals:

- (1) Accelerating the transition to renewable energy and requiring the highest standards for electrification and energy efficiency for new construction and renovation**
- (2) Expanding zero-emission mobility options and accelerating electric vehicle adoption**
- (3) Ensuring Watertown's natural resources are enhanced, equitably distributed, and delivering full ecosystems benefits**
- (4) Reducing all types of waste streams and upgrading infrastructure to be resilient to climate change impacts**
- (5) Enhancing overall community health, resilience, and preparedness to major climate threats of extreme storms, flooding, drought, and heat waves**

(b) Applicability: The following section shall be required for any project identified in Article V as requiring a Site Plan Review Permit with or without Special Permit.

(c) Requirements: For new development and redevelopment projects the site and buildings shall comply with the following requirements:

- (1) Energy: In accordance with the Specialized Stretch Energy Code, any project that triggers the code shall follow the energy efficiency and electrification requirements as specified, including to the extent feasible techniques such as** employing passive solar techniques, design to maximize southern exposures, building materials; utilizing energy-efficient technology and renewable energy resources; and minimizing water use.
- (2) LEED: All new development requiring Site Plan Review in the NB, LB, WSQ, NMU, I-1, I-2, I-3, RMUD, and PSCD Districts must meet LEED Silver Certifiable requirements as outlined by the United States Green Building Council's Leadership in Energy and Environmental Design (current edition as applicable) as a minimum. Design documentation shall be provided by the Petitioner to the City to verify that the project could achieve the minimum number of LEED points to achieve certification. Such documentation may include but not be limited to a project narrative describing how the project design intends to achieve selected LEED credits, and a LEED checklist with criteria (or points) which shows the project will achieve a minimum of 50 points.**

- (3) **Utilities and Hazards:** Projects shall underground all onsite utility service, equipment and infrastructure with removal of and no new onsite utility poles allowed, unless it is determined by the City to be infeasible. Projects shall locate HVAC and other utility equipment outside of or elevated above potential flood hazards.
- (4) **Stormwater:** Projects shall effectively manage stormwater onsite as required by the Watertown Stormwater Ordinance and Regulations. Systems should incorporate best practices in stormwater management and LID techniques.
- (5) **Electric Vehicle Charging:** Electric vehicle ready parking shall be provided for 20% of the total parking provided for business and residential uses, and for 10% of the total parking provided for all other uses, or more if required by the Massachusetts Stretch and Specialized Codes. Further, at least the minimum number of electric vehicle charging stations specified in §6.01(h) shall be installed, and to the extent feasible, the stations should be made available for public use when not in use by the site users.
- (6) **Landscape:** Projects shall include a landscape planting and maintenance plan that shall to the extent possible, inventory, assess, and retain existing healthy, viable trees as part of redevelopment and plant additional climate adaptable and species appropriate trees. Adequate landscaping shall include street trees or street adjacent trees where appropriate, provision of treed landscape islands and buffers in parking lots adjacent to abutting properties and along street frontages, in-keeping with Article VI and specifically with §6.02(k).
- (7) **Open Space: Publicly usable** open space shall be designed to maximize its visibility for persons passing the site, encourage social interaction, **maximize its utility**, and facilitate its maintenance.
- (8) **Waste Management and Service:** All new projects shall include recycling, composting, and trash facilities as necessary, and the locations must be accessible and consolidated where feasible. Service areas adjacent to lower density residential should strive to provide access that minimizes impacts.
- (d) **Guidelines:** the following provide general guidelines to consider, and projects should seek to satisfy the following:
- (1) **Resiliency Score:** Projects should consider using current or future adopted department policies and guidelines including the DCDP Resilient Score to assess proposed sustainability measures.
- (2) **Diminish the heat island effect.**
- (3) **Employ energy conscious design** with regard to orientation, building materials, shading, landscaping, window glazing, and other elements.
- (4) **Achieve Leadership in Energy and Environmental Design (LEED) Platinum** certifiability and be certified.
- (5) **Incorporate Green roofs (vegetated roof covers) and/or solar systems.**
- (6) **Use permeable paving systems and prioritize bioretention systems (such as rain gardens) in addition to traditional structural conveyance systems.**

1458 § ~~8.015~~ **Solar energy systems.**

1459 (b) Requirements: Development requiring site plan review approval under section 9.03 in the
1460 NB, LB, ~~CB~~, **WSQ**, **NMU**, I- 1, I-2, I-3, RMUD, and PSCD Districts greater than or equal to 10,000
1461 gross square feet or containing 10 or more residential units shall include a solar energy system that
1462 is equivalent to a minimum of 50% of the roof area of all buildings. In cases where a site includes
1463 an uncovered parking structure the structure shall also have a solar energy system installed to
1464 cover a minimum of 90% of its top level.

1465

Re-number remaining sections of Article VIII (below are new numbers and section titles only)

1466 § ~~8.020~~ Regulation of soil removal or ledge.

1467 § ~~8.031~~ Overhanging shrubs or evergreens.

1468 § ~~8.042~~ Sale of products on public rights of way.

1469 § ~~8.053~~ Yard sales.

1470 § ~~8.064~~ Medical marijuana treatment centers and adult use marijuana establishments.

Article IX Enforcement and Application Procedure

§ 9.01 Building permits and Occupancy Permits.

(a) The Inspector of Buildings shall not issue a building permit for the erection or alteration of any building or part thereof unless the plans, specifications and intended uses of such building, lot and open spaces on the lot are in all respects in conformity with this Zoning Ordinance and have been approved by the Zoning Enforcement Officer. Where special permits or variances are required under this Zoning Ordinance, the Inspector of Buildings shall not issue a building permit until so directed in writing by the Board of Appeals.

(b) Applications for building permits shall be accompanied by a plan of the lot in duplicate, and certified by a registered land surveyor showing the actual dimensions of the lot and the exact location and size of the buildings already upon the lot, of any structures within eight feet of the line on the adjoining lot, and of the building or structure to be erected, altered or moved, together with the streets, and alleys and easements on and adjacent to the lot and such other information as the location and dimensions of required parking as may be required for the enforcement of this Zoning Ordinance. The lot corners and bounds shall be indicated by such stakes and bounds as shall be required by the Inspector of Buildings.

~~§ 9.02 Occupancy permit.~~

~~(a)~~(c) No premises, building or structure, altered or in any way changed as to construction, use, or number of dwelling units under a building permit or otherwise, shall be occupied or used without an occupancy permit signed by the Inspector of Buildings, which permit shall not be issued until the buildings, structure, or premises and its uses comply in all respects with this Zoning Ordinance and have been approved by the Zoning Enforcement Officer.

~~(b)~~(d) A temporary occupancy permit may be issued in appropriate cases.

§ 9.02 Noticing and Preliminary Review Requirements.

(a) **Community Meeting(s).** For projects with four or greater residential units, or for non-residential projects with 10,000 square feet of new development or greater, the Petitioner will conduct a ~~public information~~ **Developer's Community Meeting** no less than 10 days prior to submission for Planning Board or Zoning Board of Appeals approval. The meeting will provide an opportunity for the public to understand and comment on the specifics of the project, the details of such project shall be made available to the public, through submission to ~~DCDP the Department of Community Development & Planning~~, no less than 14 days prior to the ~~public information~~ meeting. The Petitioner shall coordinate planning this meeting with ~~DCDP the Department of Community Development & Planning~~ and the City Councilor who represents the district where the project would be built. The meeting shall be announced by the Petitioner no less than two weeks prior to the meeting. The required advertising by the Petitioner shall include a notice distributed to abutters and abutters to abutters **pursuant to DCDP's Enhanced Noticing Requirements within 300' of the site.** Upon confirmation of the meeting time and place with ~~DCDP the Department of Community Development and Planning~~, said Department will also announce the meeting by posting an announcement on the City website, with the City Council and using the City **Email/web-based** notification system. Within one week of the meeting, the Petitioner shall submit a summary of what was discussed at the meeting to ~~DCDP the Department of Community Development & Planning~~.

1513 At the discretion of ~~DCDP the Director of Community Development & Planning~~, a second
1514 ~~public information~~ meeting may be required in instances of large projects with a community
1515 impact, or a project with circumstances that would necessitate a second meeting.

1516 (b) Design **Standards and** Guidelines. **The following requirements must be satisfied for design**
1517 **review as indicated, for any development with four or more multi-family residential units**
1518 **and/or 4,000 square feet and more of non-residential development that requires Site Plan**
1519 **Review and/or Special Permit under this ordinance:**

1520 1. For projects with between four and nine residential units, and for any non-residential or
1521 Mixed-Use project between 4,000 square feet and up and up to 10,000 square feet,
1522 Watertown's ~~adopted applicable~~ Design Guidelines will be considered as part of the Site
1523 Plan Review ~~and/or~~ Special Permit review.

1524 2. For projects with 10 or greater residential units, or for non-residential projects with
1525 10,000 square feet of new development or greater, or any Mixed-Use project, the
1526 Petitioner's/Developer's proposed project shall be subject to a formal consultant design
1527 review ~~according to Watertown's adopted Design Guidelines.~~

1528 3. **Process and Timing:** Prior to submittal for Board review, any project as defined in ~~(db)~~(2)
1529 shall undergo a formal design review ~~subject to Watertown's most current adopted~~
1530 ~~Design Guidelines.~~ The review will be conducted with representatives of the
1531 Petitioner/Developer, the DCDP staff, and Watertown's Design Consultant to determine
1532 and discuss the proposed project's conformance ~~to with~~ the ~~most current adopted~~
1533 **applicable** Design **Standards and** Guidelines.

1534 Within 14 calendar days of the design review, Watertown's Design Consultant will submit
1535 to the ~~Director of~~ DCDP ~~or his/her designee~~ a written report analyzing the proposed
1536 project's conformance with ~~Watertown's most current adopted applicable~~ Design
1537 **Standards and** Guidelines.

1538 The Petitioner/Developer may, in consultation with ~~the Director of~~ DCDP, have his/her
1539 proposed project undergo ~~a second additional~~ design review with the City of Watertown's
1540 Design Consultant after completion of the required **Community Meeting** ~~public~~
1541 ~~information session~~ noted above.

1542 4. **Peer Review Funds:** Petitioners/developers for projects subject to review under
1543 Watertown's most current adopted Design Guidelines shall, in accordance with Chapter
1544 44 of the Massachusetts General Laws, Section 53(G) and in accordance with § 5.2 of the
1545 Zoning Board of Appeals Rules of Practice, be required to make payment to Watertown's
1546 Design Review Fund to compensate the Design Consultant. The base payment into the
1547 Design Review Fund shall be a not to exceed amount of \$10,000 as determined by the
1548 Director of ~~DCDP~~ **Planning and Zoning**. Funds collected in the Design Review Fund shall
1549 be used to pay for the services of Watertown's Design Consultant for the
1550 Petitioner's/developer's proposed project. Any funds not expended for this purpose at the
1551 conclusion of Watertown's review of the proposed project shall be returned to the
1552 Petitioner/Developer.

§ 9.03 Site plan review of certain residential and non-residential developments.

No Special Permit, Variance or Building Permit for construction, exterior alteration, relocation, or change in use, except where noted, shall be granted for any ~~use proposed development project~~ requiring Site Plan Review ~~under § 5.01~~ until the provisions of this section have been fulfilled and an application is approved by the **PGA Special Permit Granting Authority**. ~~Uses for which Site Plan Review is required are designated by an SR ("Site Plan Review") or SP/SR ("Special Permit with Site Plan Review" in § 5.01, Table of Use Regulations.~~ Site Plan Review shall be used to ~~judge the appropriateness and assess the impacts of the site development characteristics of~~ a proposed development **and determine whether this section's Site Plan Review criteria have been met, or can be met through reasonable conditions imposed by the PGA**. All proposed developments subject to § 9.03 shall conform with all appropriate provisions of this Zoning Ordinance.

- (a) A Petitioner using the Site Plan Review checklist available in the Department of Community Development & Planning (DCDP), shall complete packets, to be included as part of the preliminary and formal application, which include all necessary plans and a statement responding to the Site Plan Review ~~standards- criteria~~ set forth in subsection (c) below. Complete packets for the preliminary meeting ~~will be hand delivered~~ **must be submitted** prior to the submission deadline, with ~~three~~ **all** copies of the preliminary site plan packet for the proposed development submitted to ~~the DCDP~~ **or distributed as determined by DCDP to a list of designated representatives of city departments and committees. , and, one copy each submitted to Conservation and Preservation Agent, Inspector of Buildings, Zoning Enforcement Officer, Superintendent of Public Works, Chief Fire Inspector, Chief of Police, Health Department, Commission on Disabilities, Bicycle and Pedestrian Committee, Watertown Housing Partnership, Assessor's Department, and, when appropriate, other entities as identified by the Director of DCDP.**

Unless waived by ~~DCDP the Director of Community Development & Planning~~ because of development scale, said site plan ~~s~~ shall be at a scale of 1"=10' or 1"=20'. Vertical scale shall be at 1/8"=1' or 1/4"=1'. Said site plan shall show, among other things, all existing and proposed building structures, existing and proposed grades, automobile and bicycle parking spaces, driveway openings, service areas, open space and other uses, site engineering and all facilities for water, drainage, sewage, refuse, and landscape features (such as fences, walls, planting areas, type, size and location of planting materials, methods to be employed for screening, and walks), fire suppression and access detail, **preliminary initial transportation assessment including** traffic counts and assessment, schematic elevations at the above scales, the location of any wetlands within 150 feet, **and all** other information as required in § 9.01(b) **or as determined by DCDP**.

~~Development in the NB, LB, CB, WSQ, NMU, I-1, I-2, I-3, RMUD, and PSGD Districts greater than or equal to 10,000 gross square feet or containing 10 or more residential units shall complete a Solar Energy System Assessment, as required under Section 8.05. The Petitioner shall indicate, in writing, what actions/outcomes will be taken with a copy of the assessment, to DCDP.~~

- (b) The Planning Board shall hold a hearing on the proposal to ~~examine the standards~~ **apply the criteria** set forth in subsection (c) below as part of the formal application process. Prior to said hearing, a Preliminary Developer's Conference shall be held with representatives of the developer and City Departments and Committees ~~listed in subsection (a) above,~~ **relevant to the application** to determine and discuss questions, impacts, potential problems, etc., with

1596 said site plan, and to provide guidance to the developers in completing the formal application
1597 and site plan submission. ~~Each department~~ **Participating city representatives may provide**
1598 **verbal and/or written comments shall submit an analysis of** ~~on the formal~~ application and
1599 site plan to ~~the Director of~~ DCDP within 30 days.

1600 ~~For projects with four or greater residential units, or for non-residential projects with 10,000 square feet of~~
1601 ~~new development or greater, the Petitioner will conduct a public information meeting no less than 10 days~~
1602 ~~prior to submission for Planning Board or Zoning Board of Appeals approval. The meeting will provide an~~
1603 ~~opportunity for the public to understand and comment on the specifics of the project, the details of such~~
1604 ~~project shall be made available to the public, through submission to the Department of Community~~
1605 ~~Development & Planning, no less than 14 days prior to the public information meeting. The Petitioner shall~~
1606 ~~coordinate planning this meeting with the Department of Community Development & Planning and the City~~
1607 ~~Councilor who represents the district where the project would be built. The meeting shall be announced by~~
1608 ~~the Petitioner no less than two weeks prior to the meeting. The required advertising by the Petitioner shall~~
1609 ~~include a notice distributed to abutters and abutters to abutters within 300' of the site. Upon confirmation of~~
1610 ~~the meeting time and place with DCDP the Department of Community Development and Planning, said~~
1611 ~~Department will also announce the meeting by posting an announcement on the City website, with the City~~
1612 ~~Council and using the City Email notification system. Within one week of the meeting, the Petitioner shall~~
1613 ~~submit a summary of what was discussed at the meeting to the Department of Community Development &~~
1614 ~~Planning. At the discretion of the Director of Community Development & Planning, a second public~~
1615 ~~information meeting may be required in instances of large projects with a community impact, or a project~~
1616 ~~with circumstances that would necessitate a second meeting.~~

1617 No application shall be complete, shall be accepted by ~~the Director of~~ DCDP, nor be
1618 submitted to the Planning Board for consideration unless and until all information specified in
1619 § 9.03(a) is submitted in a form deemed to be sufficient and complete by ~~the Director of~~
1620 DCDP, and until ~~reports comments~~ on the application are received from all relevant City
1621 Departments and Committees ~~as defined in subsection (a) above~~; provided, however, that if a
1622 department fails to provide such analysis within said 15 day period, the DCDP's review shall
1623 proceed without the ~~report comments~~ of such department, and ~~the Director of~~ DCDP may
1624 determine such application to be complete. ~~notwithstanding the failure of such department to~~
1625 ~~submit its report comments~~. Said ~~reports comments~~ shall be incorporated into the
1626 submission to the Planning Board.

1627 (c) The Planning Board shall review the formal application and site plan and then prepare a
1628 written report on the proposal considering, among other things, the ~~ten~~ criteria listed below.
1629 When a proposal requires a Variance or Special Permit with Site Plan Review ~~in accordance~~
1630 ~~with § 5.01~~ and the Board of Appeals is the ~~SPGA~~, this report of the Planning Board shall be
1631 submitted to the Board of Appeals in accordance with the provisions set forth below. The
1632 Board of Appeals shall not grant the Special Permit or Variance until this report has been
1633 submitted. When a proposal requires a Special Permit with Site Plan Review and the Planning
1634 Board is the ~~SPGA~~ or when a proposal only requires Site Plan Review **to obtain a Site Plan**
1635 **Review Permit in accordance with § 5.01**, the Planning Board shall make a final determination
1636 as to whether that proposal ~~sufficiently~~ meets the criteria listed below, or can be met through
1637 reasonable conditions imposed by the Board. ~~and whether the proposal shall be approved.~~
1638 Revisions to any site plan must be approved in the same manner as the original plan.

1639 ~~1. —Landscape: The landscape shall be preserved in its natural state, insofar as practicable, by minimizing~~
1640 ~~tree and soil removal, and any grade changes shall be in keeping with the general appearance of~~
1641 ~~neighboring developed areas. Adequate landscaping shall also be provided, including screening of~~

- adjacent residential uses, provision of street trees, landscape islands in the parking lot and a landscape buffer along the street frontage.
2. Relation of Buildings to Environment: Proposed development shall be integrated into the terrain and the use, scale and architecture of existing buildings in the vicinity and shall be in accordance with the Comprehensive Plan or other plans adopted by the City guiding future development. The Planning Board may require a modification in massing so as to reduce the effect of shadows on abutting property in all districts or on public open space.
 3. Open Space: All open space required by this Zoning Ordinance shall be so designed as to maximize its visibility for persons passing the site, encourage social interaction, maximize its utility, and facilitate its maintenance.
 4. Circulation: Special attention shall be given to traffic circulation, parking areas and access points to public streets and community facilities in order to maximize convenience and safety of vehicular, bicycle and pedestrian movement within the site and in relation to adjacent streets. Special consideration shall be given to infrastructure and design that will enhance public transit, such as bus shelters, on-site transportation demand management measures, and participation in a Transit Management Association.
 5. Surface Water Drainage: Special attention shall be given to proper site surface drainage so that removal of surface waters will not adversely affect neighboring properties or the public storm drainage system. Proposed developments shall seek to retain storm water runoff on site to the maximum extent possible, incorporating best practices in storm water management and Low Impact Design techniques. In cases where storm water cannot be retained on site, storm water shall be removed from all roofs, canopies and paved areas and carried away in an underground drainage system.
 6. Utility Service: Electric, telephone, cable TV and other such lines and equipment shall be underground. The proposed method of sanitary sewage disposal and solid waste disposal from all buildings shall be indicated.
 7. Environmental Sustainability: Proposed developments shall seek to diminish the heat island effect; employ passive solar techniques and design to maximize southern exposures, building materials, and shading; utilize energy-efficient technology and renewable energy resources; and minimize water use. All new developments requiring Site Plan Review in the NB, LB, CB, I-1, I-2, I-3, RMUD, and PSGD Districts must meet LEED Silver Certifiable requirements as outlined by the United States Green Building Council's Leadership in Energy and Environmental Design (current edition as applicable) as a minimum. Design documentation shall be provided by the Petitioner to the City to verify that the project could achieve the minimum number of LEED points to achieve certification. Such documentation may include but not be limited to a project narrative describing how the project design intends to achieve selected LEED credits, and a LEED checklist with criteria (or points) which shows the project will achieve a minimum of 50 points.
 8. Screening: Screening, such as screen plantings, shall be provided for exposed storage areas, exposed machinery installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures in order to prevent their being incongruous with the existing or contemplated environment and the surrounding properties.
 9. Safety: With respect to personal safety, all open and enclosed spaces shall be designed to facilitate building evacuation and maximize accessibility by fire, police, and other emergency personnel and equipment.
 10. Design: Proposed developments shall seek to protect abutting properties from detrimental site characteristics resulting from the proposed use, including but not limited to air and water pollution; noise, odor, heat, flood, dust vibration, lights or visually offensive structures or site features.
- (1) The application is complete and any additional information related to the application and requested by the Board has been provided.
 - (2) The proposed project demonstrates compliance with the City's standards and/or requirements in the following areas:
 - a. Design Standards for the applicable zoning district;

- b. Sustainability, Climate, and Resiliency Standards;
 - c. Signs and Illumination Standards;
 - d. Stormwater Management and Erosion Control (including stormwater regulations)
 - e. Automobile, Bicycle, and Loading Standards.
- (3) The proposed project maximizes the convenient access and safety of vehicular, bicycle and pedestrian circulation and movement within the site and in relation to adjacent streets.
- (4) The proposed project (including open and enclosed spaces) is designed to facilitate building evacuation and ensure accessibility by fire, police, and other emergency personnel and equipment.
- (5) The proposed project minimizes its impact on abutting properties, including but not limited to air and water pollution, noise, odor, heat, flood, dust vibration, lights or visually offensive structures or site features. Applicant must:
- a. Provide an initial sound assessment; a sound report identifying the measures necessary to comply with state and local sound requirements; and a post-installation report demonstrating such compliance.
 - b. Provide screening, such as screen plantings, for exposed storage areas, exposed rooftop, building, and ground mounted machinery and equipment installations, service areas, truck loading areas, utility buildings and structures, and similar accessory areas and structures.

~~(d)—Design Guidelines:~~

- ~~1.—For projects with between four and nine residential units, and for any non-residential or Mixed-Use project between 4,000 square feet and up to 10,000 square feet, Watertown's adopted Design Guidelines will be considered as part of the Site Plan Review /Special Permit review:~~
- ~~2.—For projects with 10 or greater residential units, or for non-residential projects with 10,000 square feet of new development or greater, or any Mixed-Use project, the Petitioner's/Developer's proposed project shall be subject to a formal consultant design review according to Watertown's adopted Design Guidelines:~~

~~Prior to submittal for Board review, any project as defined in (d)(2) shall undergo a formal design review subject to Watertown's most current adopted Design Guidelines. The review will be conducted with representatives of the Petitioner/Developer, the DCDP staff, and Watertown's Design Consultant to determine and discuss the proposed project's conformance to the most current adopted Design Guidelines.~~

~~Within 14 calendar days of the design review, Watertown's Design Consultant will submit to the Director of DCDP or his/her designee a written report analyzing the proposed project's conformance with Watertown's most current adopted Design Guidelines.~~

~~The Petitioner/Developer may, in consultation with the Director of DCDP, have his/her proposed project undergo a second design review with the City of Watertown's Design Consultant after completion of the required public information session noted above.~~

~~Petitioners/developers for projects subject to review under Watertown's most current adopted Design Guidelines shall, in accordance with Chapter 44 of the Massachusetts General Laws, Section 53(G) and in accordance with § 5.2 of the Zoning Board of Appeals Rules of Practice, be required to make payment to Watertown's Design Review Fund to compensate the Design Consultant. The base payment into the Design Review Fund shall be a not to exceed amount of \$10,000 as determined by the Director of DCDP. Funds collected in the Design Review Fund shall be used to pay for the services of Watertown's Design Consultant for the Petitioner's/developer's proposed project. Any funds not expended for this purpose at the conclusion~~

of Watertown's review of the proposed project shall be returned to the Petitioner/Developer.

§ 9.04 Application and hearing procedures for special permits, site plan review permits and variances.

- (a) Each application for a special permit, **site plan review permit**, or variance shall be on forms supplied by the ~~Board of Appeals~~ **City for transmittal and shall be filed in triplicate with the City Clerk who shall transmit one copy to the Zoning Enforcement Officer, the Planning Board, and the Board of Appeals respectively within three days of receipt of them (Saturdays, Sundays and legal holidays excluded). Each application for a variance shall also include the written statement required by § 9.14(b) demonstrating that the conditions of a grant of a variance under Chapter 40A, Section 10 of the General Laws of Massachusetts are met. Where any application for a special permit or variance requires site plan review under § 9.03, the restrictions on filing and hearing provided in subsection (b) below shall govern the time when the application may be accepted for filing by the City Clerk or scheduled for public hearing by the Board of Appeals.**
- (b) Where an application for a special permit or variance requires site plan review under § 9.03, the application may be filed any time after a complete set of site plan materials under § 9.03(a) has been submitted to the Planning Board.
- (c) Prior to the public hearing of the ~~Zoning Board of Appeals~~ **PGA** as provided in § 9.04(d), the Planning Board, **unless it is the PGA**, shall hold a public hearing and transmit to the Board of Appeals a report based, among other things, on the conditions set forth in § 9.05 in the case of an application for a special permit, or in § 9.14(b) in the case of an application for a variance, and, in the case of an application requiring site plan review, based also on the conditions set forth in § 9.03(c), accompanied by such materials, maps or plans as will aid the Board of Appeals in judging the application and in determining special conditions and safeguards. The Board of Appeals shall not render any decision on an application for a special permit or variance before one of the following has taken place:
- (1) The Planning Board submits written notification that it does not intend to submit a report; or
 - (2) The report of the Planning Board has been received by the date of the public hearing.
- (d) The ~~Board of Appeals~~ **PGA** shall, at the expense of the applicant, give public notice of the application in the manner provided in Chapter 40A, Section 9 and Section 11 of the General Laws, which requires, among other things, publication of a notice of a hearing not less than 14 days prior to the date of the hearing in a newspaper of general circulation in Watertown, and by posting such notices in a conspicuous place in the City for a period of not less than fourteen days before the day of such hearing, and by mail to all interested parties, according to Chapter 40A, Section 9. Public hearings shall be held within 65 days after the filing of an application.
- (e) In the case of an application for a special permit **or site plan review permit**, the decision of the ~~Board of Appeals~~ **PGA** must be made within the deadline described in § 9.05(c). In the case of an application for a variance, the Board of Appeals decision must be made within the deadline described in § 9.15(e). Failure to take final action within the appropriate time limit shall be deemed to be a grant of the application. The ~~Board of Appeals~~ **PGA** shall cause to be made a detailed record of its proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and setting forth clearly the

1783 reason or reasons for its decisions, and of its other official actions, copies of all which shall be
1784 filed within 14 days in the office of the City Clerk and in the office of the Planning Board and
1785 shall be mailed forthwith to parties of interest, as designated in Section 11 of Chapter 40A,
1786 and to each person present at the hearing who requests that notice be sent to him and states
1787 the address to which notice is to be sent.

1788 (f) The period within which final action shall be taken may be extended in writing for a definite
1789 period by mutual consent of the ~~Board of Appeals~~ **PGA** and the applicant, provided that such
1790 written agreement is recorded with the City Clerk. In the event the ~~Board of Appeals~~ **PGA**
1791 determines that the evidence presented to it at the public hearing is inadequate to permit the
1792 Board to make a necessary finding or determination, or to permit the Planning Board the
1793 proper amount of time to conduct site plan review or file its report, instead of denying the
1794 application the Board may, in its discretion, adjourn the hearing to a later date to permit the
1795 applicant to submit additional evidence or the Planning Board additional time to file its report,
1796 provided however, that such adjournment shall not extend the applicable deadlines for final
1797 action by the Board unless the deadline is extended to a day certain by mutual consent of the
1798 Board and the applicant.

1799 ***§ 9.05 Special permit: conditions for approval.***

1800 (a) A special permit shall be required for all uses and for all exceptions to dimensional
1801 regulations which are designated in this Zoning Ordinance as requiring a special permit before
1802 the Inspector of Buildings may issue a building permit or occupancy permit.

1803 (b) The ~~Board of Appeals~~ **PGA** shall not approve any such application unless it finds that in its
1804 judgment all of the following conditions are met:

- 1805 (1) The specific site is an appropriate location for such a use, structure or condition;
1806 (2) The use as developed will not adversely affect the neighborhood;
1807 (3) There will be no nuisance or serious hazard to vehicles or pedestrians;
1808 (4) Adequate and appropriate facilities will be provided for the proper operation of the
1809 proposed use.

1810 (c) The decision of the ~~Board of Appeals~~ **PGA** must be made within 90 days following the public
1811 hearing. Failure to take final action within said 90 days shall be deemed to be a grant of the
1812 special permit unless the deadline is extended in accordance with § 9.04(f).

1813 ***§ 9.12 Special permit approval of reduced or increased parking supply ~~certain site plans.~~***

1814 ~~In the case of two or more buildings on one site designed and intended to remain under the~~
1815 ~~same ownership and management, the Board of Appeals may, after examination of the~~
1816 ~~standards listed in § 9.03(c), grant a special permit as provided in § 9.04 approving the site~~
1817 ~~plan so long as it is demonstrated that the design will result in standards of light, air, safety~~
1818 ~~or circulation and amenity, both on the site and in the neighborhood, which are no lower~~
1819 ~~than would result from the application of required dimensional and parking standards to~~
1820 ~~each building separately.~~

1821 **The PGA may reduce the required parking if it determines that the public good would be served**
1822 **and that the area in which the development is located would not suffer a substantial adverse**

effect from such diminution in parking. In making this determination as to the appropriate amount of parking to be required, one or more of the following criteria shall be considered:

- (1) Reduced parking demand: where measures and/or facilities are provided to support bicycling, bikeshare, walking, carshare, and the use of public transit. The Petitioner shall have a Transportation Demand Management Plan (TDM) approved by the City.
- (2) Shared on- or offsite parking: where it is demonstrated that a site has access to available off-site shared parking, or, combined peak needs of all the uses sharing the parking facility will, because of differences in peak hours or days, be less than required. The Petitioner shall have a TDM Plan with Parking Management approved by the City.
- (3) Increased number of housing units: where it is demonstrated that the reduced parking will result in additional housing units.
- (4) Minimize offsite parking: where the reduced parking requirements can be managed to minimize additional off-site parking by building occupants and visitors in the neighborhood. The Petitioner shall include monitoring within a TDM Plan approved by the City.

The PGA may allow a development to supply more parking than the maximum if it determines that the public good would be served by allowing the additional parking. In making this determination, the following criteria shall be considered:

- (1) Shared parking: The extent to which the additional parking will be shared by other uses so that the overall parking needs within the area can be met with fewer spaces and in fewer facilities.
- (2) Public parking: The extent to which the additional parking will be available to members of the public, thereby supporting other uses that do not provide off-street parking to their customers and/or occupants/visitors.
- (3) Potential to convert to another use: The extent to which the additional parking aids in the facility's design to make it easily convertible to a different use.

§ 9.13 Lapse of special permit.

A special permit granted under § 9.04 shall lapse ~~one year~~ **three years** from the grant thereof if substantial use thereof has not sooner commenced except for good cause, or, in the case of a permit for construction, if the construction has not begun by such date except for good cause.

1854 **APPENDIX—full versions of §5.01 A) and B) and §5.02 A) and B)**

1855 *§ 5.01 Table of Use Regulations*

1856 **A) Residence Districts Use Table:**

As a Principal Use		S-6	S-10	CR	SC	T	R.75	R1.2
1. Residence								
a.	Dwelling, Single Family	Y	Y	Y	Y	Y	Y	Y
b.	Dwelling, existing one-family converted for two-families	N	N	Y	SP	Y (6)	Y	Y
c.	Dwelling, two family	N	N	Y	SP	Y (6)	Y	Y
d.	Existing dwelling converted for three families	N	N	Y	N	N	SP	SP
e.	New construction of three family dwelling structures.	N	N	Y	N	N	SP	SP
e.f.	Multi-family 4 3+	N	N	SP/SR	N	N	SP/SR	SP/SR
	Row houses and townhouses							
f.g.	1. Three units	N	N	SP	N	N	SP	SP
	2. Four to eight units	N	N	SP/SR	N	N	SP/SR	SP/SR
g.h.	Licensed lodging house	N	N	N	N	N	N	N
h.i.	Hotel and Motel Use	N	N	N	N	N	N	N
g.j.	Trailer park or mobile home park	N	N	N	N	N	N	N
	Mixed-use Development							
i.k.	1. Up to three residential units	N	N	N	N	N	N	N
	2. Greater than three residential units	N	N	N	N	N	N	N
2. Institutional, Transportation, Utility, and Agricultural Uses								
	Any religious, educational, or licensed day care use as defined by CH.40A, § 3.							
a.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y	Y	Y	Y
	2. New construction or conversion greater than 4,000 s.f. of building area	SR	SR	SR	SR	SR	SR	SR
b.	Country club, tennis club, swimming club, nonprofit club.	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR
c.	Commercial agricultural, nursery garden, greenhouse, garden supply.							
	1. On up to 5 acres	N	N	N	N	N	N	N
	2. On more than 5 acres	Y	Y	Y	Y	Y	Y	Y
d.	Existing dwellings converted for nonprofit club, school, clinic (11)							
	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of	N	N	N	SP	SP	SP	SP

As a Principal Use		S-6	S-10	CR	SC	T	R.75	R1.2
	building area							
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	N	SP/SR	SP/SR	SP/SR	SP/SR
e.	Cemeteries	N	N	N	N	N	N	N
f.	Recreational facility owned or operated by a City agency or other governmental agencies or public open space.	Y	Y	Y	Y	Y	Y	Y
g.	Nursing home, rest home, or convalescent home provided the lot fronts on a street at least 65 feet wide.	N	N	N	SP/SR	SP/SR	SP/SR	SP/SR
h.	Assisted Living	N	N	N	N	N	SP/SR	SP/SR
i.	Undertaker, funeral parlor.	N	N	N	N	N	SP/SR	SP/SR

1857

1858 **B) Business Districts, Industrial Districts, and Special Districts (PSCD, RMUD, and OSC)**
1859 **Use Table:**

As a Principal Use		NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
1. Residence									
a.	Dwelling, Single Family	N	N	N	N	N	N	N	N
b.	Dwelling, existing one-family converted for two-families	N	N	N	N	N	N	N	N
c.	Dwelling, two family	N	N	N	N	N	N	N	N
d.	Existing dwelling converted for three families	SP	SP	N	N	N	N	N	N
e.	New construction of three family dwelling structures.	SP	SP	N	N	N	N	N	N
f.	Multi-family 4 3+	SP/SR	SP/SR	N	N	SP/SR	SP/SR	N	N
Row houses and townhouses									
g.	1. Three units	SP	SP	N	N	SP	Y	N	N
	2. Four to eight units	SP/SR	SP/SR	N	N	SP/SR	SP/SR	N	N
h.	Licensed lodging house	N	N	N	N	N	N	N	N
i.	Hotel and Motel Use	SP/SR	SP/SR	SP/SR (12)	SP/SR	SP/SR	SP/SR	SP/SR	N
j.	Trailer park or mobile home park	N	N	N	N	N	N	N	N
Mixed-use Development									
k.	1. Up to three residential units	SR (7)	SR (7)	N	N	SP/SR (8) (13)	Y (8)	N	N
	2. Greater than three residential units	SP/SR (7)	SP/SR (7)	N	N	SP/SR (8) (13)	SP/SR (8)	SP/SR (7) (8)	N
2. Institutional, Transportation, Utility, and Agricultural Uses									
a.	Any religious, educational, or licensed day care use as defined by CH.40A, § 3.								
	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y	Y	Y	Y	Y

As a Principal Use		NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
	2. New construction or conversion greater than 4,000 s.f. of building area	SR	SR	SR	SR	SR	SR	SR	SR
b.	Country club, tennis club, swimming club, nonprofit club.	N	N	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR
c.	Commercial agricultural, nursery garden, greenhouse, garden supply.								
	1. On up to 5 acres	N	N	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
	2. On more than 5 acres	Y	Y	Y	Y	Y	Y	Y	Y
	Existing dwellings converted for nonprofit club, school, clinic (11)								
d.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	SP	SP	N	N	N	SP	N	N
	2. New construction or conversion greater than 4,000 s.f. of building area	SP/SR	SP/SR	N	N	N	SP/SR	N	N
e.	Cemeteries	N	N	SP/SR	SP/SR	SP/SR	SP/SR	N	SP/SR
f.	Recreational facility owned or operated by a City agency or other governmental agencies or public open space.	Y	Y	Y	Y	Y	Y	Y	Y
g.	Nursing home, rest home, or convalescent home provided the lot fronts on a street at least 65 feet wide.	SP/SR	SP/SR	N	N	N	N	N	N
h.	Assisted Living	SP/SR (7)	SP/SR (7)	N	N	SP/SR (7)	N	SP/SR (7)	N
3. Business, Office, and Consumer Service Uses									
	Business offices, bank, medical and dental buildings, schools operated for gain.								
a.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y	Y	Y	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
	Commercial, recreation, including bowling alley or skating rink completely enclosed.								
b.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	N	N	Y	Y	Y	Y	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
c.	Commercial parking, parking lot	Y (10)	Y (10)	Y (10)	Y (10)	Y (10)	Y (10)	Y (10)	N

As a Principal Use		NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
	for gain.								
d.	New and used vehicles for sale or lease and display and storage of operable vehicles only.	N	N	SP/SR	SP/SR	SP/SR	N	N (15)	N
	Printer, publisher								
e.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y	Y	Y	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
	Retail stores including liquor stores.								
f.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y (1)	Y (1)	Y	Y (1)	N
	2. New construction or conversion greater than 4,000 s.f. of building area	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
	Personal services, such as barber shop, beauty parlor, etc.								
g.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y (1)	Y (1)	Y	Y (1)	N
	2. New construction or conversion greater than 4,000 s.f. of building area	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
	Repair and alteration of clothes and domestic furnishings.								
h.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y	Y	Y	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
	Eating place with or without liquor.								
i.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y	Y	Y	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
j.	Bar or other establishment where the primary purpose is the sale and consumption of alcoholic beverages.	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
k.	Laundry and cleaning, automatic, but not steam laundry.	SP	SP	SP	SP	SP	SP	SP	N
l.	Gasoline Service Station	SP/SR	SP/SR	N	N	N	N	N	N

As a Principal Use		NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
m.	Undertaker, funeral parlor.	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N	N	N
n.	Adult Stores	N	N	SP (5)	SP (5)	N	N	SP (5)	N
o.	Adult Theaters	N	N	SP (5)	SP (5)	N	N	SP (5)	N
p.	Firearms Business	N	SP (18)	SP (18)	SP (18)	SP (18)	SP (18)	SP (18)	N
4. Open-Air Drive-in Retail and Service									
	Drive-in Bank								
a.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	Y	Y	Y	Y	Y	N	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N	SP/SR	N
b.	Outdoor amusement park, outdoor sports facility conducted for profit.	N	N	N	N	N	N	N	N
c.	Open-air drive-in theater or other open-air place of entertainment.	N	N	N	N	N	N	N	N
d.	Car washing establishment using mechanical equipment for cleaning automobiles and other equipment.	N	N	SP/SR	N	N	N	N	N
e.	Drive-in restaurant. Drive-in refreshment stand, drive-through eating establishment.	N	N	N	N	N	N	N	N
f.	Fast food establishment	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
g.	Outdoor Storage of Merchandise.	N	N	N	N	N	N	N	N
5. Light Industry, Wholesale, Laboratory									
	Light Industry								
a.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	N	N	Y	Y	Y	SP	SP	N
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
	Non-nuisance manufacturing								
b.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	N	N	Y	Y	Y	SP	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
c.	Office, including but not limited to administrative, executive, professional, and similar offices.								
	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	N	N	Y	Y	Y	Y	Y	N

As a Principal Use		NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
d.	Public or bonded warehouse, parcel or goods distribution.	N	N	N	N	N	N	N	N
e.	Laboratories engaged in research, experimental and testing activities, including but not limited to the fields of biology, chemistry, electronics, engineering, geology, medicine, and physics.								
	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	N	N	Y	Y	Y	Y	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
f.	Motor Vehicle Repair	N	N	SP	SP	SP	N	N	N
g.	Motor Vehicle Body Work	N	N	SP (4)	SP (4)	SP (4)	N	N	N
h.	Wholesale business, warehouse.	N	N	SP/SR	SP/SR	SP/SR	SP/SR	SP/SR	N
i.	Self-Service Storage Facility.	N	N	SP (9)	SP (9)	N	N	N	N
j.	Renewable or alternative energy research, development or manufacturing facility								
	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	N	N	Y	Y	Y	Y	Y	N
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	SR	SR	SR	SR	SR	N
k.	Medical Marijuana Treatment Center (16)	N	SP	SP	SP	SP	SP	SP	N
l.	Adult Use Marijuana Establishment (16)	N	SP	SP	SP	SP	SP	SP	N
m.	Marijuana Testing Laboratories	N	N	SP	SP	SP	SP	SP	N
6. Heavy Industry									
a.	Open-lot storage of junk, scrap, paper, rags, containers or other salvage waste articles.	N	N	N	N	N	N	N	N
b.	Truck or bus terminals, yard or building for storage or servicing of trucks, trailers or buses, parking lot for trucks.	N	N	N	N	N	N	N	N
c.	Place for exhibition, lettering or sale of gravestones or monuments.								
	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	N	N	Y	N	N	N	N	N

As a Principal Use		NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	SP/SR	N	N	N	N	N
	Heavy Industry								
d.	1. All non-conversions; and, new construction and conversions up to 4,000 s.f. of building area	N	N	Y	N	N	N	N	N
	2. New construction or conversion greater than 4,000 s.f. of building area	N	N	SP/SR	N	N	N	N	N
e.	Storage of flammable gas, liquids, or explosives (non-accessory)	N	N	N	N	N	N	N	N
f.	Any trade, Industry, or other use that is noxious, offensive or hazardous by reason of vibration or noise or the emission of odors, dust, gas, fumes, smoke, cinders, flashing or excessively bright light, refuse matter or any other cause.	N	N	N	N	N	N	N	N

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1861

	Accessory Use Only	S-6	S-10	CR	SC	T	R.75	R1.2
a.	Within a dwelling unit that is owner occupied, renting of not more than two rooms as a lodging without separate cooking facilities and for not more than two lodgers	SP	SP	SP	SP	SP	SP	SP
b.	Private greenhouse, tool shed, Swimming pool and kennel not used as a part of a business, and not offensive to the neighborhood by reason of noise, odor or other cause.	Y	Y	Y	Y	Y	Y	Y
c.	Accessory parking and garage as permitted in Article IV	Y	Y	Y	Y	Y	Y	Y
d.	Home Occupation	SP	SP	SP	SP	SP	SP	SP
e.	Home Office	Y	Y	Y	Y	Y	Y	Y
f.	Parking for Occupant's business truck, exceeding 3/4 ton capacity.	SP	SP	SP	SP	SP	SP	SP
g.	Administrative offices, clubrooms, and common laundry room reserved for occupant's use. Accessory to multi-family dwellings	N	N	N	N	N	Y	Y
h.	Business accessory uses, usual, not to include outside service window or outdoor storage of merchandise.	N	N	N	N	N	N	N
i.	Outside Service Window as a Business accessory use, usual, except for outdoor storage of merchandise.	N	N	N	N	N	N	N
j.	Outdoor display and storage of new merchandise subject to screening provisions.	N	N	N	N	N	N	N
k.	Residence for caretaker or janitor.	N	N	N	N	N	Y	Y
l.	New and used vehicles for sale or lease and display and storage of operable vehicles only	N	N	N	N	N	N	N
m.	Business and professional offices, schools operated for gain, commercial recreation (if completely enclosed), private clubs, personal services (such as barber, etc.), retail stores, eating places (with or without liquor) and banks, insofar as they do not exceed 5% of the gross floor area of the apartment development on the lot.	N	N	N	N	N	N	SP
n.	Licensed Day Care	Y	Y	Y	Y	Y	Y	Y

	Accessory Use Only	S-6	S-10	CR	SC	T	R.75	R1.2
o.	Family Day Care	Y	Y	Y	Y	Y	Y	Y
p.	To allow residents to garage in a permanent enclosed structure on their property Antique Motor Cars as recognized by the Commonwealth of Massachusetts Registry of Motor Vehicles	Y	Y	Y	Y	Y	Y	Y
q.	Activities accessory to a principal use permitted as a right that are necessary in connection with scientific research of scientific development or related production.	N	N	N	N	N	N	N
r.	Games of chance or similar entertainment or amusement, operated either live or through audio or video broadcast or close circuit transmission, except at an establishment that possesses an All Alcoholic or Wine and Malt License	N	N	N	N	N	N	N
s.	Outdoor transfer of retail goods to customers	N	N	N	N	N	N	N
t.	Accessory Dwelling Units	SR	SR	SR	SR	SR	SR	SR

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1865

1866

B) Business, Industrial, and Special Districts (PSCD, RMUD, and OSC) Accessory Use Table:

	Accessory Use Only	NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
a.	Within a dwelling unit that is owner occupied, renting of not more than two rooms as a lodging without separate cooking facilities and for not more than two lodgers	SP	SP	N	SP	SP	N	N	N
b.	Private greenhouse, tool shed, Swimming pool and kennel not used as a part of a business, and not offensive to the neighborhood by reason of noise, odor or other cause.	Y	Y	Y	Y	Y	SP	SP	N
c.	Accessory parking and garage as permitted in Article IV	Y	Y	Y	Y	Y	Y	Y	N
d.	Home Occupation	SP	SP	SP	SP	SP	SP	SP	N
e.	Home Office	Y	Y	Y	Y	Y	Y	Y	N
f.	Parking for Occupant's business truck, exceeding 3/4 ton capacity.	SP	Y	Y	Y	Y	SP	SP	N

	Accessory Use Only	NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
g.	Administrative offices, clubrooms, and common laundry room reserved for occupant's use. Accessory to multi-family dwellings	N	N	N	N	N	N	Y	N
h.	Business accessory uses, usual, not to include outside service window or outdoor storage of merchandise.	Y	Y	Y	Y	N	Y		
i.	Outside Service Window as a Business accessory use, usual, except for outdoor storage of merchandise.	SP	SP	SP	SP	SP	SP	SP	N
j.	Outdoor display and storage of new merchandise subject to screening provisions.	SP	SP	SP	SP	SP	SP	SP	N
k.	Residence for caretaker or janitor.	N	N	Y	Y	Y	Y	Y	N
l.	New and used vehicles for sale or lease and display and storage of operable vehicles only	N	SP	SP	SP	SP	N	N(15)	N
m.	Business and professional offices, schools operated for gain, commercial recreation (if completely enclosed), private clubs, personal services (such as barber, etc.), retail stores, eating places (with or without liquor) and banks, insofar as they do not exceed 5% of the gross floor area of the apartment development on the lot.	N	SP	N	N	SP	SP	SP	N
n.	Licensed Day Care	Y	Y	Y	Y	Y	Y	Y	N
o.	Family Day Care	Y	Y	Y	Y	Y	Y	Y	N
p.	To allow residents to garage in a permanent enclosed structure on their property Antique Motor Cars as recognized by the Commonwealth of Massachusetts Registry of Motor Vehicles	Y	Y	Y	Y	Y	Y	Y	N

	Accessory Use Only	NB	LB	I-1	I-2	I-3	PSCD	RMUD	OSC
q.	Activities accessory to a principal use permitted as a right that are necessary in connection with scientific research of scientific development or related production.	SP	SP	SP	SP	SP	SP	SP	N
r.	Games of chance or similar entertainment or amusement, operated either live or through audio or video broadcast or close circuit transmission, except at an establishment that possesses an All Alcoholic or Wine and Malt License	N	N	N	N	N	N	N	N
s.	Outdoor transfer of retail goods to customers	N	SP (19)	SP (19)	SP (19)	SP (19)	SP (19)	SP (19)	N

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CITY OF WATERTOWN

Auditor

Administration Building
149 Main Street
Watertown, MA 02472-4410

Megan Langan
City Auditor

Telephone: (617) 972-6460
Facsimile: (617) 972-6563

TO: MARK SIDERIS, CITY COUNCIL PRESIDENT
FROM: MEGAN LANGAN, CITY AUDITOR 
DATE: September 9, 2024
RE: ARPA PROJECT STATUS UPDATE

Per your request, please find a detailed summary of the status of the eighteen approved ARPA Projects.

To date, \$4,222,255.00 of the total \$10,742,413.00 has been expended by the City. The eighteen approved projects, fall into one of three categories; a subrecipient agreement with the City (1), a beneficiary agreement with the City (7) and City run projects (10).

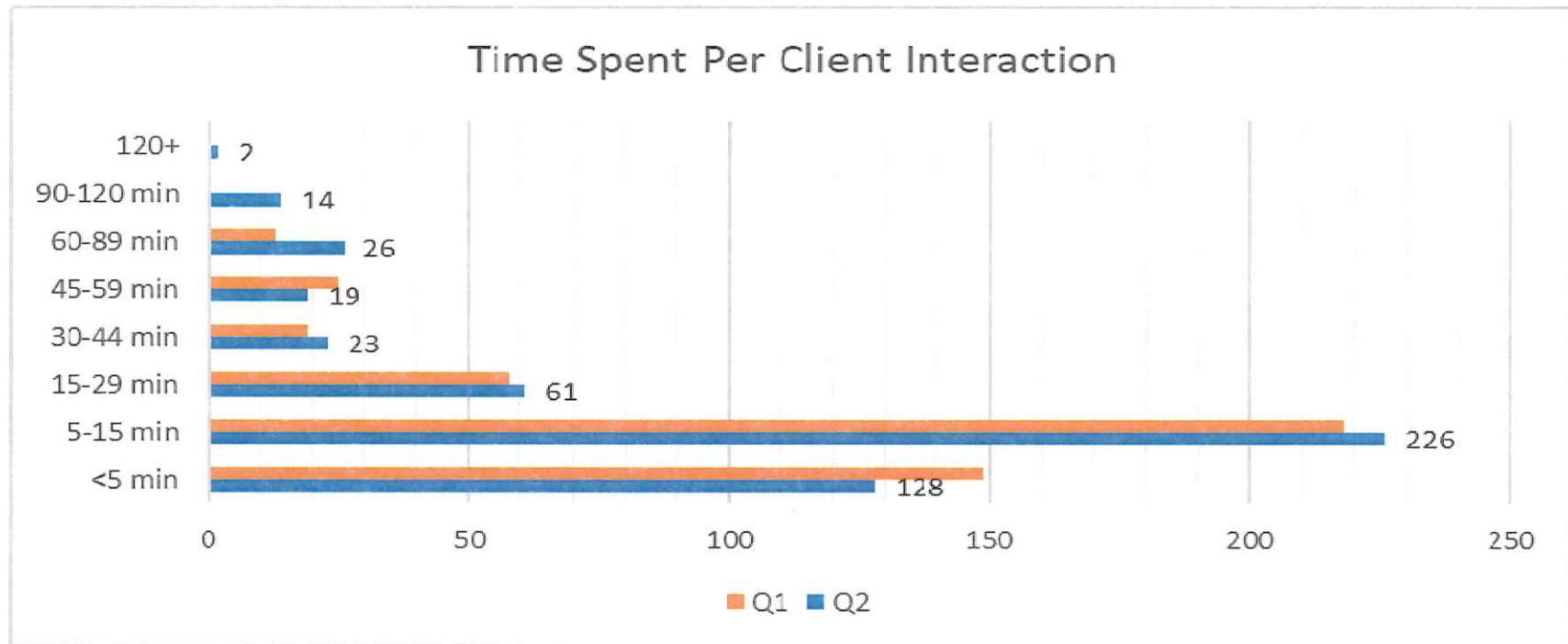
Attached please find 2 spreadsheets. The first contains a breakdown of the beneficiary & subrecipient agreement projects, and the second contains a breakdown of the City run projects. Each spreadsheet details the project name, approved funding, total balance expended to date and project status for your reference.

Thank you for your consideration in this matter.

Cc: George Proakis, City Manager
Ari Sky, Assistant City Manager for Finance / CFO

Beneficiary Subrecipient Projects

Number	Proposed Project Name	Approved Spending	Total Expended	Total Remaining	Status of Project
ARPA-07	Social Services Resource Specialist Program Expansion - Wayside Youth	\$ 317,578.00	\$ 317,578.00	\$ -	Check cut by the City on 5/3/24. Per Laura Kurman, Wayside Youth increased staffing to 2 full-time SSRS staff. One part-time staff joined the SSRS team in April and another in June, with English, Spanish, and Portuguese language capacity. Since the expansion of staffing in Quarter 2, more time was able to be spent with each client whose needs require more intensive and ongoing intervention than in Quarter 1. SSRS Staff are now able to spend over an hour with some clients in order to more efficiently move toward sustainable solutions; something that was very limited in the past. Attached Please find a graphic detailing the time spent per client interaction. In addition, staff have been able to attend more outreach events, such as speaking at Project Literacy and tabling at a Community College fair at Watertown Housing Authority. Outreach events allow SSRS to connect with new clients in the community and share about the services available. They are on track to expend the ARPA funding by the end of 2026.
ARPA-09	Elevator Modernization for Affordable Senior Housing - Marshall Place	\$ 84,428.00	\$ 84,428.00	\$ -	Check was cut by the City on 08/30/2024. Per discussion with Lee-Depietro, Marshall Place has gone out to bid on the project and are currently in the process of confirming the pricing with the vendor. Ms. Depietro will forward a copy of the executed contract with the selected vendor once it has been executed. They are on track to expend the ARPA funding by the end of 2026.
ARPA-10	Watertown Cares - Right Turn and Watertown Cares	\$ 258,550.00	\$ 258,550.00	\$ -	Check cut by the City 3/8/2024. Per conversation with Cynthia Wachs, CEO of Right Turn, an email update will be forthcoming tomorrow morning 9/10/24 with total dollars spent to date. Watertown Cares has expressed concern with the ability of Right Turn to hit the benchmarks as outlined in their proposal.
ARPA-11	McSherry Gardens Improvements - WHA	\$ 1,621,760.00	\$ 1,621,760.00	\$ -	Check cut by the City 5/31/24. An email requesting a project status update was sent by the City Auditor department on 9/3/24. Additional information will be provided to Council upon receipt of information.
ARPA-12	Hybrid Capability for City Buildings - WCATV	\$ 82,328.00	\$ 82,328.00	\$ -	Check was cut by the City on 5/07/2024. Per discussion with Adrea Santopietro, WCATV has spent \$50,651.25 of their total received funds on equipment items that are in stock at their vendor's warehouse. They have not yet received the carts as there are several equipment items still on backorder, however they are on track to expend all ARPA funding by the end of 2026.
ARPA-21	Sustaining Watertown Community Fridge - Community Fridge	\$ 60,000.00	\$ 60,000.00	\$ -	Check cut 3/28/2024 Per conversation with Nancy Dutton, the ARPA funds have been being used by volunteers to keep the fridge stocked with food from local grocery stores. The Community Fridge is on track to expend all ARPA funds by the end of 2026.
ARPA-25	Watertown Direct Assistance Program - Metro West	\$ 233,750.00	\$ 233,750.00	\$ -	Check was cut by the City on 8/30/2024. Metro West is on track to fully expend the ARPA funds by the end of 2026.
ARPA-26	Expansion of Childcare Programming - BGC	\$ 1,563,861.00	\$ 1,563,861.00	\$ -	Check was cut by the City on 6/7/24 Per conversation with Gary Beatty, Executive Director of WBGC, the WBGC has in place a signed contract with the General Contractor for the New Foundations project and work on the first phase of the project (installation of the fire suppression system on the upper level of our building) is starting the week of September 9, 2024. Work on the lower level of the building is scheduled to commence early November 2024 and they anticipate that the entire project will be completed with all ARPA funding expended by the end of Summer 2025.
TOTAL		\$ 4,222,255.00	\$ 4,222,255.00	\$ -	



City Run Projects

Number	Proposed Project Name	Approved Spending	Total Expended	Total Remaining	Status of Project
ARPA-02	Additional Private Workspace - Library	\$ 18,000.00	\$ -	\$ 18,000.00	Please see attached memo from Kim Hewitt, Library Director
ARPA-03	Cultural District Matching Funds - OCDP	\$ 10,000.00	\$ -	\$ 10,000.00	Per discussion with Liz Helfer, Public Arts & Culture Planner, The Watertown Square Cultural District Partnership will be discussing proposals from vendors to develop a standalone website for the cultural district at their meeting on 9/9. They will be voting to select a vendor at their October meeting. Once a vendor is selected, the funds will be encumbered with a purchase order and considered obligated under the ARPA guidelines. The Cultural District maintains a goal of developing the initial website infrastructure by the new year.
ARPA-14	Sewer Phase 4 Rehabilitation - DPW	\$ 2,500,000.00	\$ -	\$ 2,500,000.00	Per discussion with Brian Wyncoop, Purchasing Agent, RFP will be advancing this month. Per discussion with Michael D'Ortenzio Jr., KP Law, the United States Treasury released updated guidance that now allows for interagency agreements (IAA) which will constitute an obligation. I have requested that he draft an IAA to be executed, which will allow for the contracts with the vendor to finalize after 2024 if necessary. Mr. D'Ortenzio stated the draft will be available by Friday, 9/13/24. Once received I will work with Mr. Proakis and Mr. St. Louis to have executed the week of 9/16/24.
ARPA-15	Cottage Street Water Main Resident Engineering and Construction Services - DPW	\$ 2,000,000.00	\$ -	\$ 2,000,000.00	Per discussion with Brian Wyncoop, Purchasing Agent, RFP will be advancing this month. Per discussion with Michael D'Ortenzio Jr., KP Law, the United States Treasury released updated guidance that now allows for interagency agreements (IAA) which will constitute an obligation. I have requested that he draft an IAA to be executed, which will allow for the contracts with the vendor to finalize after 2024 if necessary. Mr. D'Ortenzio stated the draft will be available by Friday, 9/13/24. Once received I will work with Mr. Proakis and Mr. St. Louis to have executed the week of 9/16/24.
ARPA-16	Stormwater Tree Trenches - DPW	\$ 368,829.00	\$ -	\$ 368,829.00	Per discussion with Brian Wyncoop, Purchasing Agent, RFP will be advancing this month as a portion of the on-call road contractor contract. Per discussion with Michael D'Ortenzio Jr., KP Law, the United States Treasury released updated guidance that now allows for interagency agreements (IAA) which will constitute an obligation. I have requested that he draft an IAA to be executed, which will allow for the contracts with the vendor to finalize after 2024 if necessary. Mr. D'Ortenzio stated the draft will be available by Friday, 9/13/24. Once received I will work with Mr. Proakis and Mr. St. Louis to have executed the week of 9/16/24.
ARPA-17	Lead Gooseneck Removal - DPW	\$ 368,829.00	\$ -	\$ 368,829.00	Per discussion with Brian Wyncoop, Purchasing Agent, RFP will be advancing this month. Per discussion with Michael D'Ortenzio Jr., KP Law, the United States Treasury released updated guidance that now allows for interagency agreements (IAA) which will constitute an obligation. I have requested that he draft an IAA to be executed, which will allow for the contracts with the vendor to finalize after 2024 if necessary. Mr. D'Ortenzio stated the draft will be available by Friday, 9/13/24. Once received I will work with Mr. Proakis and Mr. St. Louis to have executed the week of 9/16/24.
ARPA-18	Watertown Food Pantry - COA	\$ 152,000.00	\$ -	\$ 152,000.00	Per discussion with Steve Magoon, Assistant City Manager, a meeting is scheduled to be held with A13 Design on Thursday 9/12/24. Per discussion with Michael D'Ortenzio Jr., KP Law, the United States Treasury released updated guidance that now allows for interagency agreements (IAA) which will constitute an obligation. I have requested that he draft an IAA to be executed, which will allow for the contracts with the vendor to finalize after 2024 if necessary. Mr. D'Ortenzio stated the draft will be available by Friday, 9/13/24. Once received I will work with Mr. Proakis and Ms. McCoy to have executed the week of 9/16/24.

City Run Projects

ARPA-20	Watertown Farmers' Market Food Assistance Program - CDP	\$ 35,000.00	\$ 12,734.00	\$ 22,266.00	\$12,734 have been expended thus far in FY25 on SNAP reimbursements for the Farmer's Market. Per discussion with Michael D'Ortenzio Jr., KP Law, the United States Treasury released updated guidance that now allows for interagency agreements (IAA) which will constitute an obligation. I have requested that he draft an IAA to be executed, which will allow for the City to obligate the remaining funds to ourselves to be spent in future year's Farmer's Markets. Mr. D'Ortenzio stated this will be available by Friday, 9/13/24. Once received I will work with Mr. Proakis and Mr. Magoon to have executed the week of 9/16/24.
ARPA-24	PV Array for Watertown High School - SBC	\$ 1,000,000.00	\$ -	\$ 1,000,000.00	Per discussion with Christy Murphy, DPM for WHS project, adult for PV Array has been approved by the SBC, and the funds are obligated and on track to be fully expended by the end of 2026.
ARPA-32	Study for City supported Local Transit - Multiple	\$ 67,500.00	\$ -	\$ 67,500.00	Per discussion with Steve Magoon, he has provided the RFP to Purchasing and believes the project to be on track to be obligated by December. Per discussion with Michael D'Ortenzio Jr., KP Law, the United States Treasury released updated guidance that now allows for interagency agreements (IAA) which will constitute an obligation. I have requested that he draft an IAA to be executed, which will allow for the contracts with the vendor to finalize after 2024 if necessary. Mr. D'Ortenzio stated the draft will be available by Friday, 9/13/24. Once received I will work with Mr. Proakis and Mr. Magoon to have executed the week of 9/16/24.
TOTAL		\$ 6,520,158.00	\$ 12,734.00	\$ 6,507,424.00	

TO: Watertown City Council
FROM: Kim Hewitt, Library Director
DATE: August 27, 2024
RE: ARPA Funded Study Room Project Update

To the Honorable Council, this memo serves to inform you that the Library will be move forward with plans for a new study room using ARPA funding awarded to us by this body. The construction style of study room will change from a built-out room (which requires an architect, moving HVAC and fire suppression systems) to a modular style (custom built cubicle walls and doors that allow us to keep our ceiling as is) in the same area as described in the grant request. This will allow us to stay within the approved time frame and grant award allotment. This change fulfills the same intention and need as the original request described. The Board of Library Trustees has approved the Library's efforts to move forward with a change in the construction materials for this study room build. Thank you for your support in creating this highly sought space in the library.

Respectfully,

Kim Hewitt, Library Director



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

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citymgr@watertown-ma.gov

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: September 16, 2024

RE: Request for Confirmation - Reappointments to the Board of Election Commissioners

In accordance with the provisions of the Watertown Home Rule Charter and Town Council Ordinance 2007-46, "An Ordinance on the Timing and Process of Appointments to Town Boards, Commissions, and Committees," I hereby submit a request for the reappointment of members to the Board of Election Commissioners, which requires confirmation by the Council.

- Adam Brewster – Reappointment as a member of the Board of Election Commissioners to a term expiring April 1, 2027.
- Christopher Dunn – Reappointment as a member of the Board of Election Commissioners to a term expiring April 1, 2028.

Thank you for your consideration in this matter.