



Watertown City Council

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

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

CITY COUNCIL MEETING

TUESDAY, MARCH 22, 2022 AT 7:00 PM

RICHARD E. MASTRANGELO COUNCIL CHAMBER

AGENDA

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- C. The 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 #
- D. The Public may comment through email: vpiccirilli@watertown-ma.gov

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- 1. ROLL CALL
 - 2. PLEDGE OF ALLEGIANCE
 - 3. PUBLIC FORUM
 - 4. PRESIDENT'S REPORT
 - A. Request the Administration to Draft Language for Council Consideration a Home Rule Petition Requesting that the City of Watertown Be Allowed to Go Back to the 175% Shift on the Tax Rate for Commercial Properties
 - B. Consideration of Extending the Fiscal Year 2023 Budget Submission Date from April 12, 2022 to April 26, 2022
 - 5. PRESENTATIONS OF PETITIONS, PROCLAMATIONS, AND SIMILAR PAPERS AND MATTERS
 - A. Proclamation Honoring Those Who Served in Vietnam on National Vietnam War Veterans Day
 - 6. PUBLIC HEARINGS
 - A. Public Hearing and Vote on a Proposed Ordinance to Modify Hours of Operation of the Administration Building and Senior Center
 - B. Public Hearing and Vote on a Proposed Loan Order Authorizing the City Treasurer, with the Approval of the City Manager, to Borrow and/or Expend Monies in the Amount of One Hundred Ninety-Eight Million Eight Hundred Forty-Four Thousand

Two Hundred Fifty-Two Dollars (\$198,844,252) for the Purpose of Constructing a New Watertown High School located at 50 Columbia Street in Watertown, Massachusetts, Including the Payment of All Costs Related to Designing the Project, Demolishing the Existing Building, Equipping and Furnishing the School, Site Improvements, and All Other Costs Incidental and Related Thereto (the “Project”), Which Appropriation Shall Be in Addition to Amounts Previously Appropriated to Pay Costs of the Feasibility Study and Schematic Design Phase of the Project and Which School Facility Shall Have an Anticipated Useful Life as an Educational Facility for the Instruction of School Children of at Least 50 years, and for which the City May Be Eligible for a Grant from the Massachusetts School Building Authority (the “MSBA”), Said Amount to Be Expended Under the Direction of the Watertown School Building Committee; That to Meet this Appropriation the Treasurer, with the Approval of the City Manager, Is Authorized to Borrow Said Amount Pursuant to G.L. c.44, §7(1) or G.L. c.70B, or Pursuant to Any Other Enabling Authority, and to Issue Bonds or Notes of the City Therefor; that the City Acknowledges that the MSBA’s Grant Program is a Non-Entitlement, Discretionary Program Based on Need, As Determined by the MSBA, and Any Project Costs the City Incurs in Excess of Any Grant Approved By and Received From the MSBA Shall be the Sole Responsibility of the City; That Any Grant that the City May Receive from the MSBA for the Project Shall Not Exceed the Lesser of (1) Forty-Nine and Thirty-Three One Hundredths Percent (49.33%) of Eligible, Approved Project Costs, As Determined by the MSBA, or (2) The Total Maximum Grant Amount Determined by the MSBA; That the Amount of the Borrowing Authorized by This Order Shall Be Reduced By Any Grant Amount Set Forth In and Received Pursuant to the Project Funding Agreement that May Be Executed Between the City and the MSBA; and That the Design/Bid/Build Delivery Method Is Hereby Authorized to Carry out the Project Pursuant to the Provisions of G.L. c.149

- C. Public Hearing and Vote on a Proposed Loan Order Authorizing the City Treasurer, with the Approval of the City Manager, to Borrow and/or Expend Monies in the Amount of \$48,895,000 is Appropriated to Pay Costs of Renovating and Constructing Additions to the Lowell Elementary School and Constructing the new Hosmer and Cunniff Elementary Schools, Including the Costs of Equipping and Furnishing the Schools, Making Site Improvements at the Schools and All Other Costs Incidental and Related to Such School Projects, Which Appropriation Shall Be in Addition to All Amounts Previously Appropriated for Such School Projects; 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.
- D. Public Hearing and Vote on a Proposed Loan Order Authorizing the City Treasurer, with the Approval of the City Manager, to Borrow and/or Expend Monies in the Amount of \$2,500,000 Is Appropriated to Pay Costs of Constructing, Reconstructing, Paving, Repairing or Otherwise Improving Streets and Sidewalks, Including if Necessary, Convenient or Desirable Improving Underground Ducts and Conduits and Paying All Other Costs Incidental and Related to Such Street and Sidewalk Work; 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.

7. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

- A. An Order Accepting a Public Pedestrian Access Easement and a Traffic Signal Infrastructure Easement Across 101 Walnut Street and Authorizing the City Manager

to Execute the Acceptance of Said Easements

- B. First Reading on a Proposed Ordinance Amending the City Auditor and the Acting City Manager's Compensation
- C. First Reading on a Proposed Ordinance Amending the Acting Deputy City Manager's Compensation

8. REPORTS OF COMMITTEES

- A. Committee of the Budget and Fiscal Oversight Report Regarding Conceptual Recommendations on the FY 2023 - FY 2027 Capital Improvement Program (CIP)
ACTION ITEMS:
 - 1. That the City Council Adopt the 34 Conceptual Recommendations listed in the Committee's Report
 - 2. That the City Council Recommend the City Manager Maintain the FY2023 Capital Spending so that it Does Not Exceed 8% of the Submitted FY2023 Operating Budget in Order to Meet the City Council's Budget Policy Guideline that the City Should Seek to Make Capital Expenditures (Including Debt and Exclusive of the School Building for the Future Initiative Funding and Enterprise Funds) Equal to at Least 7.5% - 8% of the Operating Budget
- B. Committee on Economic Development and Planning Report Regarding Interviews for Appointments to the Zoning Board of Appeals
ACTION ITEM:
 - 1. That the City Council Confirm Gregory Girard for Appointment to the Zoning Board of Appeals as an Alternate Member for a Term to Expire on February 15, 2024
 - 2. That the City Council Confirm Michael Brangwynne for Appointment to the Zoning Board of Appeals as a Full Member for a Term to Expire on February 15, 2026
- C. Committee on Public Works Report Regarding the Appointment of Ms. Darya Mattes to the Conservation Commission
ACTION ITEM:
That the City Council Approve the Appointment of Darya Mattes to the Conservation Commission for a Term Ending February 15, 2024

9. NEW BUSINESS

- A. Referral to the Committee of the Budget and Fiscal Oversight a Request to Adjust the Compensation for Retirement Board Members
- B. Referral to the Committee on State, Federal, and Regional Government to Discuss the Status of the 2022 Closing of Greenough Boulevard and to Request the DCR to Have Representation at the Meeting

10. COMMUNICATIONS FROM THE CITY MANAGER

- A. Request for Confirmation of Appointment to the Board of Health
- B. Request for Confirmation of Appointment and Reappointment to the Conservation Commission

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

12. ANNOUNCEMENTS

13. PUBLIC FORUM

14. RECESS OR ADJOURNMENT



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Vice President &
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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

PROCLAMATION HONORING THOSE WHO SERVED IN VIETNAM ON NATIONAL VIETNAM WAR VETERANS DAY

WHEREAS: President Barack Obama proclaimed May 28, 2012, through November 11, 2025 as the Commemoration of the 50th Anniversary of the Vietnam War, and

WHEREAS: President Donald Trump signed into law, the Vietnam War Veterans Recognition Act of 2017, designating every March 29th as National Vietnam War Veterans Day, and

WHEREAS: On this National Vietnam War Veterans Day of 2022, the City of Watertown heeds the call of the nation to commemorate and honor the ultimate sacrifice of those who fought and died during the Vietnam War, and

WHEREAS: The City of Watertown wishes to recognize the roughly 500 Veterans from our city who served in that war and to recognize their families, and

WHEREAS: The City of Watertown remembers and honors the lives lost during that war, and pays special attention to the following Sons of Watertown who lost their lives during that war:

- James Patrick Casey, Warrant Officer, Army
- Paul James Gorman, Private First Class, Marine Corps
- Frederick E. Harrington, Jr., Corporal, Army
- John Robert Johnson, Private First Class, Army
- Daniel Joseph Minahan, First Lieutenant, Marine Corps
- John H. Moreno, Sergeant, Marine Corps
- Richard Stephen Moxley, Private First Class, Marine Corps
- William Kenneth Regan, Sergeant, Army
- John Joseph Sullivan, Private First Class, Army
- Paul Joseph Sullivan, First Lieutenant, Army

NOW THEREFORE BE IT PROCLAIMED: That the City of Watertown hereby proclaims Tuesday, March 29, 2022, as

NATIONAL VIETNAM WAR VETERANS DAY

IN WITNESS HEREOF,

I have hereunto set my hand and caused the
Great Seal of the City of Watertown to be
Affixed on this 22nd day of March 2022.

Mark S. Sideris, Council President



Thomas J. Tracy
Acting 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: Thomas J. Tracy, Acting City Manager 

Date: March 1, 2022

Re: Proposed Ordinance to Modify Administration Building and Senior Center Hours

The Honorable City Council has previously adopted Ordinances temporarily modifying hours of operation of the Administration Building and Senior Center as outlined in the attached Ordinance 2021-0-17. These Ordinances were the result of negotiations with the Town Hall Associates as documented in the attached Side Letter of Agreement dated April 29, 2002.

Enclosed please find correspondence from Sean Jaynes, President, Town Hall Associates Local 888, on behalf of SEIU 888, requesting the summer hours for 2022 be from Memorial Day to Labor Day.

Therefore, I am requesting the Honorable City Council adopt the attached Ordinance for the summer of 2022. The attached Ordinance contains the same provisions and requirements and is consistent with the previously adopted Ordinance by the Honorable City Council for the summer of 2021.

Thank you for your consideration in this matter.

cc: Steven T. Magoon, Acting Deputy City Manager
Gayle M. Shattuck, Personnel Director
Anne-Marie Gagnon, Director of Senior Services
Sean Jaynes, President, Town Hall Associates Local 888
Joseph S. Fair, Esquire, KP Law

Ordinance#

2022-

An Ordinance to Temporarily Modify Hours of Operation of the Administration Building and the Senior Center .

Whereas: The hours of operation for all offices in the Administration Building are established by Chapter 30.03 of the Ordinances of the City of Watertown; and,

Whereas: Through the collective bargaining process with SEIU, Local 888, Watertown Town Hall Associates, the City Manager agreed through a Side Letter of Agreement dated April 29, 2002, to provide for a trial period of modified Summer Hours for the months of July and August 2002, subject to City Council approval; and,

Whereas: The Honorable City Council approved the modification of Administration Building hours for the months of July and August beginning in 2002 through 2004, and from Memorial Day to Labor Day beginning in 2005 through 2021, the Acting City Manager recommends that the modification of hours previously adopted continue from Memorial Day to Labor Day 2022;

Whereas: Furthermore, the Acting City Manager has agreed to modified Senior Center hours, subject to City Council approval;

Now Therefore Be It Ordained: That Chapter 30.03, of the Ordinances of the City of Watertown is amended to as follows:

(c) The Building Inspectors' Office continues to be open for the transaction of business beginning at 7:30 AM until 5:00 PM or 7:00 PM, when all offices in the Administration Building are open. This section (c) can be rescinded at the discretion of the Acting City Manager.

(d) Notwithstanding the above hours of operation, for a temporary period beginning Tuesday, May 24, 2022, and ending on Friday, September 2, 2022, all offices in the Administration Building and the Senior Center shall be open for the transaction of business during the hours provided in Section (a), except that on Tuesday the hours shall be from 8:30 AM to 7:00 PM and on Fridays from 8:30 AM to 2:00 PM. In addition, the terms, and conditions of employment for the temporary period as set out in the Side Letter of Agreement dated April 29, 2002, are incorporated herein. The modified hours provided herein shall expire as of midnight September 2, 2022, and this Section (d) shall be automatically rescinded.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Ordinance was adopted by unanimous vote on March 22, 2022.

Council Clerk

Mark S. Sideris, Council President



Watertown Town Council

Administration Building
149 Main Street
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Phone: 617-972-6470

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

ORDINANCE # 17

2021- O - 17

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

AN ORDINANCE TO TEMPORARILY MODIFY HOURS OF OPERATION OF THE ADMINISTRATION BUILDING AND THE SENIOR CENTER

Caroline Bays
Councilor At Large

Anthony J. Donato,
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Angeline B. Kounelis,
District A Councilor

Lisa J. Feltner,
District B Councilor

Kenneth M. Woodland,
District D Councilor

WHEREAS: The hours of operation for all offices in the Administration Building are established by Chapter 30.03 of the Ordinances of the City known as the Town of Watertown; and,

WHEREAS: Through the collective bargaining process with SEIU, Local 888, Watertown Town Hall Associates, the Town Manager agreed through a Side Letter of Agreement dated April 29, 2002 to provide for a trial period of modified Summer Hours for the months of July and August 2002, subject to Town Council approval.

WHEREAS: The Honorable Town Council approved the modification of Administration Building hours for the months of July and August beginning in 2002 through 2004, and from Memorial Day to Labor Day beginning in 2005 through 2020, the Town Manager recommends that the modification of hours previously adopted continue from Memorial Day to Labor Day 2021;

WHEREAS: Furthermore, the Town Manager has agreed to modify Senior Center hours, subject to Town Council approval;

NOW THEREFORE BE IT ORDAINED: That Chapter 30.03, of the Ordinances of the Town of Watertown is amended to as follows:

(c) The Building Inspectors' Office continues to be open for the transaction of business beginning at 7:30 AM until 5:00 PM or 7:00 PM, when all offices in the Administration Building are open. This section (c) can be rescinded at the discretion of the Town Manager.

(d) Notwithstanding the above hours of operation, for a temporary period beginning Tuesday, May 25, 2021 and ending on Friday, September 3, 2021, all offices in the Administration Building and the Senior Center shall be open for the transaction of business during the hours provided in Section (a), except that on Tuesday the hours shall be from 8:30 AM to 7:00 PM and on Fridays from 8:30 AM to 2:00 PM. In addition, the terms and conditions of employment for the temporary period as set out in the Side Letter of Agreement dated April 29, 2002 are incorporated herein. The modified hours provided herein shall expire as of midnight September 3, 2021 and this Section (d) shall be automatically rescinded.

Argeline B. Kurelis
S:KWP Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Resolution was adopted by a vote _8_ for, _0_ against, and _0_ present on March 23, 2021.

Marilyn W. Pronovost
Marilyn W. Pronovost, Council Clerk

Mark S. Sideris
Mark S. Sideris, Council President
S:KWP

MEET
JEFF

NR
M
FO
NS

Side Letter of Agreement
Between
The Town of Watertown
And

SBIU, Local 925, Watertown Town Hall Associates
4-29-02

The parties agree as follows:

For the Trial Period of the Summer of 2002, if approved by the Watertown Town Council, that all Administration Building employees will, with the exception of the two part time clerical employees, work until 7:00PM on Tuesdays, during the months of July and August. The parties further agree that employees will work until 2:00PM on Fridays during the months of July and August 2002. The follow provisions will apply:

No employee will be entitled to a lunch break on the above Fridays;

Part time employees may have to use leave if necessary to ensure accurate numbers of hours are worked;

Any leave time taken on either Tuesdays or Fridays will be pro-rated accordingly;

There will be no dinner break given on Tuesday evenings;

It is expressly understood that the decision to continue or not continue it is in the sole discretion of the Town Manager.

FOR THE EMPLOYER

FOR THE UNION

Mary F. Gurelli

Joe E. Fland

Mark R. Pidge

Michael J. Sigel

Robert W. Cigarette

Nancy Leix



Town of Watertown
Town Hall Associates

MEMORANDUM

TO: Gayle Shattuck, Personnel Director

FROM: Sean Jaynes, President, Town Hall Associates Local 888

SUBJECT: Administration Building and Senior Center Summer Hours Modification Request

DATE: February 28, 2022

Town Hall Associates has had many successful years of "summer hours" in the Administration Building during the months of June, July, and August per the Side Letter of April 29, 2002, which as of 2005 was modified to include extended hours from Memorial Day to Labor Day.

As President, I respectfully request that Summer Hours for the Administration Building in 2022 commence on Tuesday, May 24, 2022, and expire at midnight on Friday, September 2, 2022.

On a related matter, it is my understanding that the Senior Center Director would like to continue with Summer Hours on the same terms as the Town Administration Building. As President of THA members who work at the Senior Center, I would support that the Senior Center be allowed to implement Summer Hours on the same terms as noted above for the 2022 cycle.

Thank you for your attention to this matter.

cc: Thomas Tracy, Acting City Manager; Steve Magoon, Acting Deputy City Manager



Thomas J. Tracy
Acting City Manager

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WATERTOWN
Office of the City Manager

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

To: Honorable City Council
From: Thomas J. Tracy, Acting City Manager
Date: March 3, 2022
RE: Agenda Item – Proposed Loan Order

As the Honorable City Council is aware, the School Building Committee has been working tirelessly since March of 2018 on the Three Elementary Schools Project. Additionally, the School Building Committee has been working simultaneously on the new Watertown High School (WHS) Project.

The new WHS Project has now reached a point that Watertown needs to demonstrate to the Mass School Building Authority (MSBA) our financial commitment to funding this project.

On 3/23/21 the Honorable City Council adopted conceptual recommendation Number 22 of the FY22-26 CIP that reads as follows:

For the “Building for the Future” High School Project: in consideration of the MSBA comments and the proposed one-site design presented at the March 3, 2021, School Building Committee meeting, reevaluate the project estimate of \$200,000,000 to be funded with an estimated \$50,000,000 from the MSBA grant program, and an estimated \$150,000,000 for a proposed debt-exclusion vote.

Furthermore, on Page 28 of the FY22 Budget Message from Former City Manager, Michael J. Driscoll:

I am pleased to inform that a plan will be finalized and presented in advance of October’s Fiscal Year 2023 Preliminary Budget Overview whereby financing of the new High School Project with MSBA funding included will be done within the confines of Proposition 2½; and all of this to be done without the need to request debt exclusion financing from the taxpayers of Watertown.

Additionally, during the FY23 Preliminary Budget Overview Pages 49 and 50 (see attached) outlined a plan on how the City would fund the debt service for the new WSH Project without the need to request debt exclusion funding from the taxpayers of Watertown.

For your information and review, attached is correspondence from Christy Murphy of Compass Project Management disclosing additional information on the new WHS Project.

Given all of the above and the attachments, I respectfully request the attached proposed loan order be placed on the March 8, 2022, City Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Acting Deputy City Manager
Peter J. McLaughlin, Inspector of Buildings
James Kane, Director of Public Buildings
Melissa A. Morrissey, City Treasurer/Collector
Sharon Gallagher, Assistant City Auditor
Mark R. Reich, Esquire, KP Law



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

Jay Gonzalez
(617) 378-4256
jgonzalez@hinckleyallen.com

March 3, 2022

Thomas J. Tracy
Acting City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – High School Bonds

Dear Tom:

Pursuant to your request and based on the information you provided, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the new High School project:

ORDERED: That the City hereby appropriates the amount of One Hundred Ninety-Eight Million Eight Hundred Forty-Four Thousand Two Hundred Fifty-Two Dollars (\$198,844,252) for the purpose of constructing a new Watertown High School located at 50 Columbia Street in Watertown, Massachusetts, including the payment of all costs related to designing the project, demolishing the existing building, equipping and furnishing the school, site improvements, and all other costs incidental and related thereto (the "Project"), which appropriation shall be in addition to amounts previously appropriated to pay costs of the feasibility study and schematic design phase of the Project and which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years, and for which the City may be eligible for a grant from the Massachusetts School Building Authority (the "MSBA"), said amount to be expended under the direction of the Watertown School Building Committee; that to meet this appropriation the Treasurer, with the approval of the City Manager, is authorized to borrow said amount pursuant to G.L. c.44, §7(1) or G.L. c.70B, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the City; that any grant that the City may receive from the MSBA for the Project shall not exceed the lesser of (1) forty-nine and thirty-three one hundredths percent (49.33%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; that the amount of the borrowing authorized by this order shall be reduced by any grant amount set forth in and received pursuant to the Project Funding Agreement that may be executed between the City and the MSBA; and that the design/bid/build delivery method is hereby authorized to carry out the Project pursuant to the provisions of G.L. c.149.

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 black ink, appearing to be "Jay Gonzalez", written in a cursive style.

Jay Gonzalez

Expenditure Forecast 4/27/2021 – Submission of the Fiscal Year 2022 Budget

Source	FY2022	FY2023	FY2024	FY2025
Pension	\$ 7,509,084	\$ 1,140,525	\$ 892,649	\$ 886,534
Other Post Employment Benefits (OPEB)	\$ 6,698,124	\$ 9,588,553	\$ 10,211,655	\$ 10,817,995
3 Elementary School Project	\$ 9,808,364	\$ 13,286,494	\$ 12,911,268	\$ 12,311,043
Transfer To New High School Stabilization	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
TOTAL	\$ 27,015,572	\$ 27,015,572	\$ 27,015,572	\$ 27,015,572

Expenditure Forecast 10/12/2021 – Fiscal Year 2023 Preliminary Budget Overview

Source	FY2022	FY2023	FY2024	FY2025
Pension	\$ 7,509,084	\$ 1,140,525	\$ 892,649	\$ 886,534
Other Post Employment Benefits (OPEB)	\$ 6,698,124	\$ 11,372,981	\$ 11,877,750	\$ 7,844,090
3 Elementary School Project	\$ 9,808,364	\$ 13,286,494	\$ 12,911,268	\$ 12,311,043
Transfer To New High School Stabilization	\$ 3,000,000	\$ 2,216,667	\$ -	\$ -
New High School Debt Service		\$ 783,333	\$ 3,118,333	\$ 7,758,333
TOTAL	\$ 27,015,572	\$ 28,800,000	\$ 28,800,000	\$ 28,800,000

Variance Between the Expenditure Forecasts

Source	FY2022	FY2023	FY2024	FY2025
Pension	\$ -	\$ -	\$ -	\$ -
Other Post Employment Benefits (OPEB)	\$ -	\$ 1,784,428	\$ 1,666,095	\$ (2,973,905)
3 Elementary School Project	\$ -	\$ -	\$ -	\$ -
Transfer To New High School Stabilization	\$ -	\$ (783,333)	\$ (3,000,000)	\$ (3,000,000)
New High School Debt Service	\$ -	\$ 783,333	\$ 3,118,333	\$ 7,758,333
TOTAL	\$ -	\$ 1,784,428	\$ 1,784,428	\$ 1,784,428

- As of January 1, 2021, the Unfunded Pension Liability is estimated to be \$2,853,875.
- As of July 1, 2021, the Unfunded OPEB Liability is estimated to be \$70,824,000 which is projected to be fully funded in FY 2031.

Building for the Future Initiative

Pension & OPEB

Source	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027
3 Elementary Schools Debt Service	\$ 9,808,364	\$ 13,286,494	\$ 12,911,268	\$ 12,311,043	\$ 11,942,066	\$ 11,578,100
New High School Debt Service		\$ 783,333	\$ 3,118,333	\$ 7,758,333	\$ 11,525,000	\$ 11,300,000
Transfer To New High School Stabilization	\$ 3,000,000	\$ 2,216,667				
Pension & OPEB	\$ 14,207,208	\$ 12,513,506	\$ 12,770,399	\$ 8,730,624	\$ 5,332,934	\$ 5,921,900
Total	\$ 27,015,572	\$ 28,800,000	\$ 28,800,000	\$ 28,800,000	\$ 28,800,000	\$ 28,800,000

- 1) Fiscal Year 2023 is the projected high point for the 3 elementary schools debt service.
- 2) New High School Project estimated at \$200,000,000 (\$150,000,000 Town & \$50,000,000 MSBA).
- 3) New High School debt service will be financed over 30 years.
- 4) Fiscal Year 2026 is the projected high point for the New High School debt service.

March 4, 2022

Thomas J. Tracy
Acting City Manager
Administration Building
149 Main Street
Watertown, MA 02472

Re: **Watertown High School**
Request to Commence Loan Order Process

Dear Mr. Tracy:

Following the receipt of the attached letter from the Massachusetts School Building Authority (MSBA) dated 3/2/22, which reported that the Board of the MSBA voted to approve the Watertown High School Project in Module 5 of the Capital Projects Program, called "Funding the Project", we respectfully request that the City of Watertown commence the loan order process required to be completed within 120 days after the MSBA Board's vote on 3/2/22.

After the MSBA receives the certified votes demonstrating the local approval for appropriation, the City of Watertown and the MSBA will execute a Project Funding Agreement, which will set forth the terms and conditions of the grant from the MSBA, and the City will be eligible to submit requests for reimbursement for Watertown High School project costs for all phases of the Project following Feasibility Study (appropriated separately and funded under a separate agreement between the MSBA and the City of Watertown).

Please see below a summary of the Total Project Budget that will comprise the basis for the Project Scope & Budget Agreement, and ultimately the Project Funding Agreement between the City of Watertown and the MSBA.

Feasibility Study (appropriated & funded separately)	\$2,617,421 (not included in calculations below)
Administration of Project	\$ 4,733,849
Architectural/Engineering	\$ 13,834,050
Construction	\$138,651,235
Misc. Project Costs (includes swing spaces)	\$ 28,742,164
Furniture, Fixtures & Equipment	\$ 3,456,000

Contingencies \$ 9,426,954

Total Project Budget (Excluding Feasibility Study) \$198,844,252

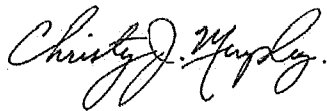
As noted in the attached letter from the MSBA, the Estimated Maximum Total Facilities Grant the Board approved is \$44,283,365, which is exclusive of Potentially Eligible Owner's or Construction Contingency Expenditures. Following the audit process, the Maximum Total Facilities Grant may increase to as much as \$45,309,315, or could be less than \$44,283,365 based the elibility of the costs presented. This Estimated Maximum Total Facilities Grant applies to the Total Project Budget "inclusive" of Feasibility Costs, thus applying to a Total Project Budget of \$201,461,673.

The Facilities Grant is based on a Reimbursement Rate Calculation summarized below, which is then applied to "eligible" costs:

MSBA Base Reimbursement Rate	45.52%
Incentive Points for Energy Efficiency	2.00%
Incentive Points for Maintenance Program	1.81%
Total MSBA Reimbursement Rate	49.33%

Congratulations on achieving this important milestone within the MSBA Capital Projects Program. We look forward to our continued working relationship, representing the City of Watertown, to bring this exciting project to fruition in the coming phases.

Very truly yours,



Christy J. Murphy
Project Executive
Compass Project Management, Inc.

cc Mark Sideris – School Building Committee, Chair



Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

March 2, 2022

Mr. Thomas J. Tracy, Acting City Manager
City of Watertown
149 Main Street
Watertown, MA 02472

Re: City of Watertown, Watertown High School

Dear Manager Tracy:

I am pleased to report that the Board of the Massachusetts School Building Authority (the “MSBA”) has voted to approve the Watertown High School Project in the City of Watertown (the “City”) to replace the existing Watertown High School with a new facility serving grades 9-12 on the existing site.

The Board approved an Estimated Maximum Total Facilities Grant of \$44,283,365, which does not include any funds for Potentially Eligible Owner’s or Construction Contingency Expenditures. In the event that the MSBA determines that any Owner’s and/or Construction Contingency Expenditures are eligible for reimbursement, the Maximum Total Facilities Grant for the Watertown High School Project may increase to as much as \$45,309,315. The final grant amount will be determined by the MSBA based on a review and audit of all Project costs incurred by the City, in accordance with the MSBA’s regulations, policies, and guidelines and the Project Funding Agreement. The final grant amount may be an amount less than \$44,283,365.

Pursuant to the MSBA’s regulations, the City has 120 days after the date of the MSBA’s Board vote to acquire and certify local approval for an appropriation and all other necessary local votes or approvals showing acceptance of the cost, site, type, scope, and timeline for the Watertown High School Project. After receipt of the certified votes demonstrating local approval, the MSBA and the City will execute a Project Funding Agreement, which will set forth the terms and conditions pursuant to which the City will receive its grant from the MSBA. Once the Project Funding Agreement has been executed by both parties, the City will be eligible to submit requests for reimbursement for the Watertown High School Project costs to the MSBA. The Project Scope and Budget Agreement signed by the City and the MSBA will form the basis for the Project Funding Agreement.

We will be contacting you soon to discuss these next steps in more detail, but in the meantime, I wanted to share with you the Board’s approval of the Watertown High School Project in the City of Watertown to replace the existing Watertown High School with a new facility serving grades 9-12 on the existing site.

Page 2

March 2, 2022

Watertown Project Scope and Budget Board Action Letter

I look forward to continuing to work with you during the MSBA's grant program process. As always, feel free to contact me or my staff at (617) 720-4466 should you have any questions.

Sincerely,



John K. McCarthy
Executive Director

Cc: Legislative Delegation
Mark S. Sideris, President, Watertown City Council
Steven T. Magoon, Watertown Acting Deputy City Manager
Kendra Foley, Chair, Watertown School Committee
Dr. Deanne Galdston, Superintendent, Watertown Public Schools
Heidi Perkins, Director of Finance and Operations, Watertown Public Schools
Tim Bonfatti, Owner's Project Manager, Compass Project Management
Christy Murphy, Owner's Project Manager, Compass Project Management
Jim Jordan, Designer, Ai3
File: 10.2 Letters (Region 4)



Thomas J. Tracy
Acting 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: Thomas J. Tracy, Acting City Manager
Date: March 3, 2022
RE: Agenda Item – Proposed Loan Order

As the City Council is aware, Watertown has nearly completed the construction of the new Hosmer and Cunniff Elementary Schools. Punch list items for both the Hosmer and Cunniff remain to be completed, as well as the demolition of the former Hosmer building and completing the related sitework.

Please be advised, the School Building Committee will most likely be awarding a contract during March of 2022 for the renovation and expansion of the Lowell Elementary School. In order to award a contract for the last stage of the Three Elementary Schools Project, I am respectfully requesting the Honorable City Council authorize a loan order in the amount of \$48,895,000. The loan order amount of \$48,895,000 along with an upcoming transfer request for funds of \$1,128,109 would provide resources to the Three Elementary Schools Project totaling \$170,000,000, which has been the overall project budget amount.

As a reminder to the Honorable City Council, Conceptual Items Number 21 of the FY2022-2026 CIP, adopted by the Council on 3/23/21, stated:

For the “Building for the Future” Three Elementary Schools Project: endorse the revised borrowing plan, within the confines of Proposition 2 ½, to reflect the accelerated schedule as voted by the School Building committee on February 16, 2021, will change from this:

- Planned FY22 loan order of \$46,000,000
- Planned FY23 loan order of \$43,478,109

To this:

- Second proposed FY21 loan order of \$239,455,000
- Proposed FY22 loan order of \$50,023,109

The requested loan order amount of \$48,895,000 and future transfer request of funds \$1,128,109 totals \$50,023,109.

The \$50,023,109 of additional resources will result in total resources of the Three Elementary Schools Project totaling \$170,000,000. If all the resources are not needed to complete the Three Elementary Schools Project, the amount that will actually be borrowed will be less than what the Honorable City Council has authorized in project loan orders. Thus, reducing the overall related debt service.

For your information and review, attached are copies of related correspondence from former City Manager Michael J. Driscoll.

Given all of the attachments and all of the above, I respectfully request the proposed loan order be placed on the March 8, 2022 City Council Agenda as a first reading so that Watertown can finalize the Hosmer and Cunniff Schools remaining items as well as award the contract for the Lowell School renovation and expansion.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Acting Deputy City Manager
Peter J. McLaughlin, Inspector of Buildings
James Kane, Director of Public Buildings
Melissa A. Morrissey, City Treasurer/Collector
Mark R. Reich, Esquire, KP Law



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

Jay Gonzalez
(617) 378-4256
jgonzalez@hinckleyallen.com

March 4, 2022

Thomas J. Tracy
Acting City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Elementary School Bonds

Dear Tom:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the Lowell Elementary School project and any additional costs of the Hosmer and Cunniff Elementary School projects:

ORDERED: That the sum of \$48,895,000 is appropriated to pay costs of renovating and constructing additions to the Lowell Elementary School and constructing the new Hosmer and Cunniff Elementary Schools, including the costs of equipping and furnishing the schools, making site improvements at the schools and all other costs incidental and related to such school projects, which appropriation shall be in addition to all amounts previously appropriated for such school projects; 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,

Jay Gonzalez



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

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

To: Honorable Town Council

From: Michael J. Driscoll, Town Manager

Date: June 15, 2021

RE: Agenda Item – Transfer of Funds Request

As you are aware, as a follow-up to the Town's AAA Bond Rating being affirmed by Standard & Poor's Rating Services, the Town received competitive bids from bond underwriters on April 14, 2021 for a \$39,090,000, 20-year General Obligation Bond Issue. The Town received a total of 10 bids on the bonds. Piper Sandler & Company was the winning bidder on the Bonds with an average interest rate of 1.466% (see attached April 8th and 15th email correspondence).

The Town went to the Bond Market to finance infrastructure improvements by permanently borrowing for projects/items from seven (7) loan orders the Honorable Town Council previously approved on June 9th, September 22nd and October 13, 2020; and January 12th, February 9th and February 23, 2021.

As indicated at the June 3rd Committee of the Whole Budget Hearing, monies are available in the Fiscal Year 2021 Debt Retirement Authorized/Unissued Debt and Planned Debt Accounts to be applied to the original loan order amounts and thereby reducing the permanent borrowing amounts for the related projects/items.

The borrowing for the following loan orders were reduced as a result of monies available in the Fiscal Year 2021 Debt Retirement Authorized/Unissued Debt and Planned Debt Accounts.

Date of Loan Order	Project	Original Loan Order Amount	Paydown Amount	Permanent Borrowing Amount
June 9, 2020	Three Elementary Schools Project ¹	\$ 103,455,000	\$ 655,000	\$ 34,106,200
February 23, 2021	Streets & Sidewalks Improvements	\$ 2,500,000	\$ 1,300,000	\$ 1,200,000

The utilization of unspent Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable Town Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to at least 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

¹ The original borrowing amount on April 14th was \$39,455,000 of the \$103,455,000 Loan Order authorized by the Honorable Town Council on June 9, 2020. The \$39,455,000 was reduced by the \$655,000 paydown and a net premium of \$4,693,800 which resulted in an April 2021 permanent borrowing amount of \$34,106,200 for the Three Elementary Schools Project.

Additionally, reducing the permanent borrowing amounts is consistent with a “very strong debt profile” which is one of the factors Standard & Poor’s Rating Services cited in the affirmation of the Town’s AAA Bond Rating.

Therefore, in order to partially fund the above-mentioned June 9, 2020 and February 23, 2021 loan orders, I respectfully request the attached transfer be placed on the June 22, 2021 Town Council Agenda.

Thank you for your consideration in this matter.

cc: Honorable School Committee
 Department Heads

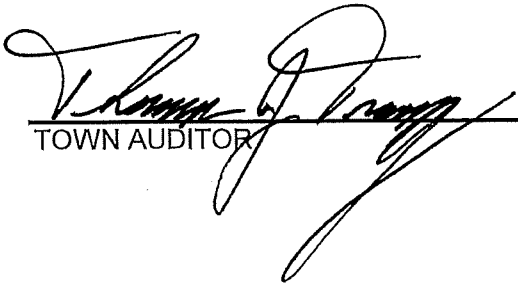
TRANSFER AMOUNT \$1,955,000

FROM:	FY 21 DEBT RETIREMENT- PLANNED DEBT 0171000-590927	\$ 850,000
	FY 21 DEBT RETIREMENT- AUTHORIZED/UNISSUED DEBT 0171000-590926	\$ 1,105,000
TO:	FY 21 TRANSFER TO CAP. PROJECTS - TOWN STREETS & SDWLKS 0193059-596502	\$ 1,300,000
	FY 21 TRANSFER TO CAP. PROJECTS - 3 ELEM. SCHOOLS PROJ. 0193059-596505	\$ 655,000

I hereby certify to the availability, authority of funding source, mathematical accuracy and appropriate fiscal year.

DATE

6/15/21


TOWN AUDITOR

Hand, JoAnna

From: Driscoll, Michael
Sent: Thursday, April 15, 2021 11:57 AM
To: Town Councilors; Dept. Heads
Cc: schoolcommittee@watertown.k12.ma.us; Library Trustees; Brownsberger, William (SEN); JOHN.LAWN@MAHOUSE.GOV; Owens, Steven - Rep. (HOU); 'Mark R. Reich'; Joe Fair (JFair@k-plaw.com); Scott McIntire; BSHEEHAN@WATERTOWNRETIREMENT.COM; Peter Frazier (HTS); Lisa Driscoll (HTS); Osmond, Marsha; Hand, JoAnna
Subject: Yesterday's General Obligation Bond Sale
Importance: High

As a follow up to the Standard & Poor's assigning their highest rating of AAA for the Town's proposed long term bond (see below), the Town received competitive bids from bond underwriters yesterday for a \$ 43,783,800, 20-year General Obligation Bond Issue related to financing the construction of a new Hosmer & Cunniff Elementary Schools, street and sidewalk improvements, Middle School renovations, purchase of a new Fire Department ambulance, Public Safety Radio System Infrastructure and Administration Building Elevator improvements. The Town received a total of 10 bids on the bonds.

Piper Sandler & Company was the winning bidder on the bonds with an average interest rate of 1.466 %.

Additionally, a Net premium of \$ 4,693,800 will be applied to the project costs and thereby lowering the Bond Issue to \$39,090,000.

From: Driscoll, Michael
Sent: Thursday, April 08, 2021 2:23 PM
To: Town Councilors <TownCouncilors@watertown-ma.gov>; Dept. Heads <Dept.Heads@watertown-ma.gov>
Cc: 'schoolcommittee@watertown.k12.ma.us' <schoolcommittee@watertown.k12.ma.us>; Library Trustees <LibraryTrustees@watertown-ma.gov>; 'Will Brownsberger' <william.brownsberger@masenate.gov>; 'JOHN.LAWN@MAHOUSE.GOV' <JOHN.LAWN@MAHOUSE.GOV>; 'Owens, Steven - Rep. (HOU)' <Steven.Owens@mahouse.gov>; 'Mark R. Reich' <MReich@k-plaw.com>; Joe Fair (JFair@k-plaw.com) <JFair@k-plaw.com>; 'Scott McIntire' <smcintire@melansoncpas.com>; 'BSHEEHAN@WATERTOWNRETIREMENT.COM' <BSHEEHAN@WATERTOWNRETIREMENT.COM>; Peter Frazier (HTS) <peter.frazier@hilltopsecurities.com>; Lisa Driscoll (HTS) <Lisa.Driscoll@hilltopsecurities.com>; Osmond, Marsha <mosmond@watertown-ma.gov>; Hand, JoAnna <jhand@watertown-ma.gov>
Subject: Watertown, Ma Rating Report
Importance: High

Good afternoon; attached please information from Standard & Poor's (S & P 's) Rating Services assigning its AAA long-term rating to next week's General Obligation (GO) Bond Sale totaling \$ 43.8 million related to financing the construction of a new Hosmer & Cunniff Elementary Schools, street and sidewalk improvements, Middle School renovations and the purchase of a new Fire Department ambulance. At the same time, S & P's affirmed its SP-1+ short-term rating on Watertown's existing bond anticipation notes (BANs) and AAA long-term rating on the Town's existing GO debt. **These ratings are S & P's highest ratings.**

As indicated in the attachment, the Rating reflects their opinion of the Town's :

- Very strong economy
- Strong Management

- Strong budgetary performance
- Very strong budgetary flexibility
- Very strong liquidity
- Strong debt and contingent liability profile
- Strong institutional framework

Thank you for all of your efforts in this matter as maintaining the AAA Bond Rating will be helpful in our continued efforts to provide the highest level of services to the citizens of Watertown while utilizing the taxpayers' dollars as efficiently as possible.

RatingsDirect®

Summary:

Watertown, Massachusetts; General Obligation; Note

Primary Credit Analyst:

Makai C Edwards, Chicago (1) 312-233-7017; makai.edwards@spglobal.com

Secondary Contact:

Victor M Medeiros, Boston + 1 (617) 530 8305; victor.medeiros@spglobal.com

Table Of Contents

Rating Action

Credit Opinion

Related Research

Summary:

Watertown, Massachusetts; General Obligation; Note

Credit Profile

US\$43.78 mil GO mun purp loan bnds ser 2021 due 04/15/2041

<i>Long Term Rating</i>	AAA/Stable	New
Watertown GO		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
Watertown GO		
<i>Unenhanced Rating</i>	AAA(SPUR)/Stable	Affirmed
Watertown GO mun purp ln of bnds		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
Watertown GO BANs		
<i>Short Term Rating</i>	SP-1+	Affirmed

Many issues are enhanced by bond insurance.

Rating Action

S&P Global Ratings assigned its 'AAA' long term-rating to the 'Town of Watertown, Mass.' series 2021 general obligation (GO) school bonds totaling \$43.8 million. At the same time, S&P Global Ratings affirmed its 'SP-1+' short-term rating on Watertown's existing bond anticipation notes (BANs) and 'AAA' long-term rating on the town's existing GO debt. The outlook on all long-term ratings is stable.

The short-term BAN rating reflects our criteria for evaluating and rating BANs. In our view, Watertown maintains a very strong capacity to pay principal and interest when the notes come due. In our view, and in accordance with our criteria "Bond Anticipation Note Rating Methodology" (published Aug. 31, 2011), the town maintains a low market risk profile, because it has strong legal authority to issue long-term debt to take out the notes and is a frequent issuer that regularly provides ongoing disclosure to market participants.

The town's full-faith-and-credit GO pledge secures the BANs and bonds, subject to limitations of Proposition 2 1/2. We rate the limited-tax GO debt on par with our view of Watertown's general creditworthiness, since the ad valorem tax is not derived from a measurably narrower tax base and there are no limitations on the fungibility of resources, which supports our view of the town's overall ability and willingness to pay debt service.

Under our criteria, "Ratings Above The Sovereign: Corporate And Government Ratings—Methodology And Assumptions," published Nov. 19, 2013, we rate Watertown higher than the sovereign because we believe the town can maintain better credit characteristics than the nation in a stress scenario based on its predominantly locally derived revenue base and our view that pledged revenue supporting bond debt service is at limited risk of negative sovereign intervention. In 2020, local property taxes generated 76% of revenue, which demonstrated a lack of

dependence on central government revenue.

The town intends to use proceeds of the bonds to finance its elementary school construction projects, street and sidewalk improvements, middle school renovations, and the acquisition of a new fire department ambulance.

Credit overview

The rating reflects our view of Watertown's very strong and growing economy, anchored by access to Boston and research institutions in the surrounding area to support the growing life sciences/biomedical sector in the town, and Watertown's continued maintenance of strong budgetary flexibility as evidenced by continued additions to fund balance, including in fiscal 2020, on a draft audit basis. In addition continued improvement in the economic outlook provides stability with the town's fiscal 2021 performance exceeding budgetary expectations, not including additional stimulus funding from the American Rescue Plan Act (ARPA) (for more information, see "Economic Outlook U.S. Q2 2021: Let The Good Times Roll," published March 24, 2021, on RatingsDirect). Furthermore, the town's policies and procedures continue to enhance our view that management will make the necessary budgetary adjustments to keep reserves at levels we consider strong and maintain balanced operations. Pension and other postemployment benefit (OPEB) costs are contained and the town will likely begin meaningfully contributing toward its OPEB trust fund since the pension system is projected to be fully funded in the near term. While the town does maintain exposure to economically sensitive revenues, the budget primarily consists of property taxes (76% of annual revenues) and recent growth has helped to continue to offset the excise tax declines and continues to contribute to a stable operating profile.

The rating reflects what we view as the following credit characteristics for Watertown:

- Very strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2020;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2020 of 27% of operating expenditures;
- Very strong liquidity, with total government available cash at 35.8% of total governmental fund expenditures and 7.9x governmental debt service, and access to external liquidity we consider strong;
- Strong debt and contingent liability profile, with debt service carrying charges at 4.5% of expenditures and net direct debt that is 87.9% of total governmental fund revenue, as well as low overall net debt at less than 3.0% of market value; and
- Strong institutional framework score.

Environmental, social, and governance (ESG) factors

The rating also incorporates our view of the health and safety risks posed by the COVID-19 pandemic, which we consider social risk factors. However, because of strong management conditions and historically consistent positive results, we expect management to make the necessary budgetary adjustments to maintain balanced operations. Furthermore, management doesn't expect any cash flow pressures in the near term as a result of tax collection delays. Absent the implications of the pandemic, we consider Massachusetts' social risks in line with those of the sector. We

also view governance and environmental risks as being in line with our view of the sector as a whole.

Stable Outlook

Downside scenario

We could lower the rating if finances were to deteriorate significantly or the town were to experience budgetary pressure, especially given potential market volatility, leading to a drawdown on reserves.

Credit Opinion

Very strong economy

We consider Watertown's economy very strong. The town, with an estimated population of 35,264, is located in Middlesex County in the Boston-Cambridge-Newton MSA, which we consider to be broad and diverse. The town has a projected per capita effective buying income of 182% of the national level and per capita market value of \$266,515. Overall, the town's market value grew by 3.3% over the past year to \$9.4 billion in 2021. The county unemployment rate was 2.3% in 2019.

Watertown is approximately six miles west of Boston's center. It has direct access to regional employment centers via the Massachusetts Turnpike; U.S. Route 20; and Massachusetts Bay Transportation Authority, which operates commuter rail and bus services throughout the region.

The town is primarily residential with such properties accounting for over 75% of the tax base; however, Watertown maintains a strong mix of residential neighborhoods and retail centers to diversify the tax base. The town has focused on increasing this mix, with economic development projects centered on a new life science and biomedical space, given that there is growth in the industry, and the town's location near Massachusetts Institute of Technology and Harvard. With continued investment in economic development, the town's assessed value continues to improve, with the assessed valuations rising an average of 8.5% per year over the past five years. Watertown continues to see investment in its Arsenal Corridor with Arsenal Mall undergoing construction of a regional entertainment, retail, mixed-used, 424-residential-unit complex called Arsenal Yards. Construction continues as the project moves to Phase B including development of further life sciences/lab space in a former restaurant. Furthermore, Tufts Healthcare, a nonprofit company, announced it is moving to Canton from Watertown and completed the sale of its 500,000-square-foot building to the for-profit life science developer, Spear Capital Group.

With ongoing development, the town noted that employment remains in line with expectations, with no changes to the main employers. In line with neighboring areas, the unemployment rate in the region spiked during the pandemic to a high of 15% in June 2020; however, it has since recovered to 6% as of December 2020. We expect Watertown's local economy to remain very strong in the near term because of the town's stable residential tax base and continued development in the growing life sciences and biomedical industry.

Strong management

We view the town's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

Strong management practices remain evident in the town's maintenance of strong budget-making policies and assumptions and regular monitoring of financial performance. Management uses five years of historical data to develop revenue and expenditure forecasts and adjusts for growth swings on a year-to-year basis. Furthermore, management monitors and reviews budget performance weekly and presents budget-to-actual reports quarterly to the town council during the first two quarters and then on a monthly basis during the remainder of the year. Management engages in outyear planning, using both a five-year capital improvement plan it updates annually and a five-year financial plan that identifies revenue and expenditure issues and trends. It also maintains a formal investment management policy and presents investment performance reports quarterly to the council.

The town maintains budgetary guidelines for debt management policy, which sets aside 8% of its operating budget for debt service and capital projects. It has a formal reserve policy to maintain the fund balance at 8%-15% of government expenditures, to which it has adhered historically.

In addition, the town continues to address concerns related to climate change that could directly affect taxable properties. In particular, Watertown formed a Sustainability Committee to begin the process of planning for climate change and resilience and implementing priority projects.

Strong budgetary performance

Watertown's budgetary performance is strong in our opinion. The town had operating surpluses of 5.0% of expenditures in the general fund and of 6.1% across all governmental funds in fiscal 2020.

Fiscal 2020 results include adjustments for one-time capital expenditures paid for with bond proceeds and recurring transfers. Management attributes the positive performance to higher-than-budgeted revenue, including excise taxes, building permit fees, and other local receipts. The draft audited figures indicate that Watertown's performance continued a positive trend from fiscal 2020, with revenues expected to come in about \$1.4 million favorable to budgeted, driven by inspection fees generated during the year. Expenditures are also expected to end favorable to budget, approximately \$3.6 million under budget, driven by hiring pauses implemented during the year in addition slower spending in departments including lower snow and ice expense items due to a warmer winter.

Property taxes account for 76% of revenue, followed by intergovernmental revenue at about 12% and excises at about 3%. In line with state legislation, the town did allow residents to delay payment of the May 1, payment to June 1, to provide some relief; however, collections continue to remain strong at 97% for fiscal 2020, down slightly from the typical 99% collections annually. Local excise taxes were lower compared with fiscal 2019 due in part to fewer hotel stays and lower meal tax collections.

The fiscal 2021 budget was finalized at \$152.2 million or approximately 1.7% higher than fiscal 2020. The main drivers of the increase include strong growth in property tax revenues, resulting from continued growth in assessed valuations during the period. Management remained conservative, with state aid and local receipts revenues adjusting the budget before finalizing by including a 20% decrease in state aid and a 10% decrease in local receipts. With Massachusetts' announcement to maintain state aid level funded from fiscal 2020 levels, the town expects positive variances in the state aid performance in fiscal 2021. Budget-to-actual figures continue to exceed expectations for the year driven by, unbudgeted growth in property taxes from the sale of the former Tufts building, along with continued growth in inspection fees, and permit fees. In addition, the town anticipates receiving approximately \$10.5 million in funding

under the ARPA that will be provided in two installments. However, Watertown has remained conservative by not including these funds into the fiscal 2022 budget and is awaiting further guidance on how it can use the funds. Overall, the town's performance is expected to remain stable and we anticipate at least balanced performance for fiscal 2021.

Very strong budgetary flexibility

Watertown's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2020 of 27% of operating expenditures, or \$38.4 million.

The town has consistently maintained very strong budgetary flexibility in the past three fiscal years. Management has used reserves to fund capital in the past but is often reimbursed from grants or future bond proceeds. Management indicated that they continue to maintain an undesignated reserve fund typically used for settling contracts that they can tap into if needed, but overall, Watertown does not anticipate drawing down on its fund balance materially over the next year. However, if available reserves were to decline materially and management is unable to replenish them, we could revise our view of budgetary flexibility to strong and, should reserves decline significantly, this could pressure the rating.

Very strong liquidity

In our opinion, Watertown's liquidity is very strong, with total government available cash at 35.8% of total governmental fund expenditures and 7.9x governmental debt service in 2020. In our view, the town has strong access to external liquidity if necessary.

Watertown is a regular market participant that has issued debt frequently over the past several years, including GO bonds. The town does not maintain any variable-rate debt, direct-purchase debt, or other contingent liquidity risks that could pressure its liquidity.

Town investments are subject to commonwealth guidelines. Watertown invests its cash in low-risk assets, including the commonwealth's short-term investment pool (the Massachusetts Municipal Depository Trust), registered money market funds, or short-term certificates of deposit. For these reasons, the town's available cash remains strong and stable. We expect its liquidity profile to remain very strong over the outlook period.

Strong debt and contingent liability profile

In our view, Watertown's debt and contingent liability profile is strong. Total governmental fund debt service is 4.5% of total governmental fund expenditures, and net direct debt is 87.9% of total governmental fund revenue. Overall net debt is low at 1.6% of market value, which is in our view a positive credit factor.

Following this issue, Watertown has about \$146.7 million of total direct debt outstanding, approximately \$801,000 of which is self-supporting enterprise debt and \$6.2 million is in BANs. This issuance will provide additional funding for the town's school construction project.

Pension and other postemployment benefits

- We do not view pension costs as a long-term credit concern due to high funding, manageable liabilities, and overall low costs.
- We expect contribution increases will likely remain affordable due to revenue strength, strong reserves, and conservative budgeting.

At June 30, 2020, Watertown participated in the following pension plans:

- Watertown Contributory Retirement System (WCRS): 93.7% funded, with a \$14.4 million proportionate share of the net pension liability.
- The state-administered Massachusetts Teachers Retirement System (MTRS): 53.95% funded. Watertown does not recognize a liability under MTRS because the commonwealth makes payments on behalf of the town.

Watertown's combined required pension and actual other postemployment benefit (OPEB) contributions totaled 14.4% of total governmental fund expenditures in 2020. Of that amount, 11.8% represented required contributions to pension obligations, and 2.7% represented OPEB payments. The town made its full annual required pension contribution in 2020. The system uses a 7.8% discount rate, which we view as high. The system is expected to be fully funded by fiscal 2022.

We consider Watertown's OPEB liability a long-term credit consideration; however, it will prevent these costs from escalating by showing greater funding discipline. As of June 30, 2020, the OPEB unfunded actuarial accrued liability totaled \$74.2million. The town maintains an OPEB stabilization fund totaling \$9.5 million, and it currently plans to appropriate this money toward the OPEB trust. In addition, Watertown plans to appropriate savings from pension costs, which will decline significantly in 2021 by approximately \$13 million--to pay the added debt service on the school projects, and meaningfully fund its OPEB liability.

Strong institutional framework

The institutional framework score for Massachusetts municipalities is strong.

Related Research

- Through The ESG Lens 2.0: A Deeper Dive Into U.S. Public Finance Credit Factors, April 28, 2020
- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept. 12, 2013
- Criteria Guidance: Assessing U.S. Public Finance Pension And Other Postemployment Obligations For GO Debt, Local Government GO Ratings, And State Ratings, Oct. 7, 2019
- 2020 Update Of Institutional Framework For U.S. Local Governments

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

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

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: February 4, 2021
RE: Agenda Item – Transfer of Funds Request

As you are aware, on June 9, 2020 the Honorable Town Council unanimously approved a Proposed Loan Order totaling \$103,455,000 to pay costs of constructing a new Hosmer and Cunniff Elementary Schools.

As stated in the Fiscal Year 2021 Budget Message dated June 8, 2020, given the leasing of Saint Jude's and the acceleration of the Cunniff and Lowell Schools Project with completion dates two years earlier than originally projected, the following is the timeline for borrowing \$170,000,000 for the Three Elementary Schools Project:

Fiscal Year 2020	\$ 16,521,891
Fiscal Year 2021	\$ 64,000,000
Fiscal Year 2022	\$ 46,000,000
Fiscal Year 2023	<u>\$ 43,478,109</u>
	\$170,000,000

Given all of the above and as indicated on page 7 of the Fiscal Year 2022-2026 Capital Improvement Program correspondence dated January 26, 2021, the \$64,000,000 listed for borrowing in Fiscal Year 2021 less \$4,640,000 related to an upcoming Transfer of Funds of budgeted Fiscal Year 2021 monies for principal and interest was permanently borrowed on January 26th. The winning bid on the bonds was an average interest rate of 1.343% for the 20-year General Obligation Bond Issue!

Additionally, a Net Premium of \$7,215,000 will be applied to the project costs and thereby lowering the Bond Issue to \$52,145,000 as outlined below:

\$64,000,000	
(\$4,640,000)	Upcoming Transfer
<u>(\$7,215,000)</u>	Net Premium
\$52,145,000	

As a follow-up, attached please find the January 27th Miscellaneous Items to Council which provides additional information on the \$52,145,000, 20-year General Obligation Bond Issue and informs that

Standard & Poor's assigned their highest rating of AAA to this issue. As stated in the Miscellaneous Items correspondence, maintaining the AAA Bond rating will be helpful in our continued efforts to provide the highest level of services to the citizens of Watertown while utilizing the taxpayers' dollars as efficiently as possible.

As mentioned above, \$4,640,000 is included in the Fiscal Year 2021 Budget to be applied to the original borrowing amount of \$64,000,000 which was further reduced by the Net Premium of \$7,215,000, thereby lowering the Bond Issue related to financing the construction of a new Hosmer & Cuniff Elementary Schools to \$52,145,000.

The utilization of Debt Retirement account monies for the acquisition and payment of capital equipment items is consistent with the Honorable Town Council's Ongoing Budget Policy Guideline to make annual capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to at least 7.5 – 8% of the operating budget in order to maintain and improve its infrastructure, facilities, and equipment.

Additionally, reducing the permanent borrowing amounts is consistent with a "very strong debt and contingent liability profile" which is one of the factors Standard & Poor's Rating Services cited in the affirmation of the Town's AAA Bond Rating.

Therefore, in order to partially fund the above-mentioned June 9, 2020 loan order, I respectfully request the attached transfer be placed on the February 9, 2021 Town Council Agenda.

Thank you for your consideration in this matter.

cc: Honorable School Committee
Department Heads

TRANSFER AMOUNT \$4,640,000

FROM: FY 21 DEBT RETIREMENT- PLANNED DEBT
0171000-590927

\$ 4,640,000

TO: FY 21 TRANSFER TO CAP. PROJECTS - 3 ELEM. SCHOOLS PROJ.
0193059-596505

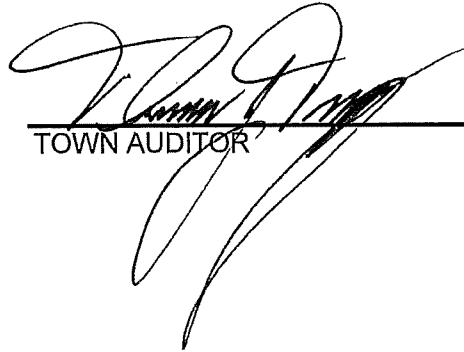
\$ 4,640,000

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

DATE

2/4/21

TOWN AUDITOR





Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

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

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: January 27, 2021
RE: Miscellaneous Items

Today's Miscellaneous Items includes the following:

COVID VACCINATIONS ---Newsflash & Everbridge message

Praise for free Covid test at Commander's Mansion

Vaccine Discussion, Tonight 6PM -- Reminder and Documents

Massachusetts residents 75 years and older can book appointments for COVID vaccine_ Here's how

Biden-Harris administration increasing amount of COVID vaccines coming to Massachusetts, Gov. Charlie Baker announces

→ Yesterday's General Obligation Bond Sale

Belmont Select Board votes to put \$6.4 million override question on April ballot

Repositioning of Munger Apts

Cultural District Discussion was FANTASTIC!

From: Driscoll, Michael
To: Hand, JoAnna; Osmond, Marsha
Cc: Morrison, Katherine; Dept. Heads; schoolcommittee@watertown.k12.ma.us; Library Trustees; Brownsberger, William (SEN); JOHN.LAWN@MAHOUSE.GOV; steven.Owens@mahouse.gov; "Mark R. Reich"; Joe Fair (JFair@k-plaw.com); Scott McIntire; BSHEEHAN@WATERTOWNRETIREMENT.COM; Peter Frazier (HTS); Lisa Driscoll (HTS)
Subject: Yesterday's General Obligation Bond Sale
Date: Wednesday, January 27, 2021 1:11:37 PM

Please include in today's Misc Items to Council.

As a follow up to Standard & Poor's assigning their highest rating of AAA for the Town's proposed long term bond (see below), the Town received competitive bids from bond underwriters yesterday for a \$ 59,360,000, 20-year General Obligation Bond Issue related to financing the construction of a new Hosmer & Cuniff Elementary Schools. The town received a total of 9 bids on the bonds.

Raymond James & Associates, Inc. was the winning bidder on the bonds with an average interest rate of 1.343 %

Additionally, a Net Premium of \$ 7, 215,000 will be applied to the project costs and thereby lowering the Bond issue to \$ 52,145,000.

From: Driscoll, Michael
Sent: Saturday, January 23, 2021 4:03 PM
To: Town Councilors <TownCouncilors@watertown-ma.gov>; Dept. Heads <Dept.Heads@watertown-ma.gov>
Cc: 'schoolcommittee@watertown.k12.ma.us' <schoolcommittee@watertown.k12.ma.us>; Library Trustees <LibraryTrustees@watertown-ma.gov>; 'Will Brownsberger' <william.brownsberger@masenate.gov>; 'JOHN.LAWN@MAHOUSE.GOV' <JOHN.LAWN@MAHOUSE.GOV>; 'steven.Owens@mahouse.gov' <steven.Owens@mahouse.gov>; 'Mark R. Reich' <MReich@k-plaw.com>; Joe Fair (JFair@k-plaw.com) <JFair@k-plaw.com>; 'Scott McIntire' <smcintire@MelansonHeath.com>; 'BSHEEHAN@WATERTOWNRETIREMENT.COM' <BSHEEHAN@WATERTOWNRETIREMENT.COM>; 'Peter Frazier (HTS)' <peter.frazier@hilltopsecurities.com>; 'Lisa Driscoll (HTS)' <Lisa.Driscoll@hilltopsecurities.com>; Osmond, Marsha <mosmond@watertown-ma.gov>; Hand, JoAnna <jhand@watertown-ma.gov>
Subject: Watertown, MA Rating Report

Good afternoon; attached please find information from Standard & Poor's (S & P's) Rating Services assigning its AAA long-term rating to next week's General Obligation (GO) Bond Sale totaling \$ 59.4 million related to constructing a new Hosmer and Cuniff Elementary Schools. At the same time, S & P's affirmed its SP-1+ short-term rating on Watertown's existing bond anticipation notes (BANs) and AAA long-term rating on the Town's existing GO debt. **These ratings are S & P's highest ratings.**

As indicated in the attachment, the rating reflects their opinion of the Town's :

- Very strong economy
- Strong management
- Adequate budgetary performance
- Very strong budgetary flexibility
- Very strong liquidity
- Very strong debt and contingent liability profile
- Strong institutional framework

Thank you for all of your efforts in this matter as maintaining the AAA Bond rating will be helpful in our continued efforts to provide the highest level of services to the citizens of Watertown while utilizing the taxpayers' dollars as efficiently as possible.

From: Peter Frazier (HTS) [<mailto:peter.frazier@hilltopsecurities.com>]

Sent: Friday, January 22, 2021 10:28 AM

To: Driscoll, Michael <mdriscoll@watertown-ma.gov>; Tracy, Thomas <ttracy@watertown-ma.gov>

Cc: Lisa Driscoll (HTS) <Lisa.Driscoll@hilltopsecurities.com>

Subject: Watertown, MA Rating Report

Michael and Tom,

Attached is the final version of Standard & Poor's Credit Opinion for your reference.
Congratulations!

Peter

Peter Frazier
Managing Director
Hilltop Securities

direct 617.619.4409 fax 617.619.4411
54 Canal Street, Suite 320, Boston, MA 02114

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RatingsDirect®

Summary:

Watertown, Massachusetts; General Obligation; Note

Primary Credit Analyst:

Makai C Edwards, Chicago (1) 312-233-7017; makai.edwards@spglobal.com

Secondary Contact:

Victor M Medeiros, Boston + 1 (617) 530 8305; victor.medeiros@spglobal.com

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Rating Action

Stable Outlook

Credit Opinion

Related Research

Summary:

Watertown, Massachusetts; General Obligation; Note

Credit Profile

US\$59.36 mil GO mun purp loan bnds ser 2021 due 02/01/2041

<i>Long Term Rating</i>	AAA/Stable	New
Watertown GO		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
Watertown GO		
<i>Unenhanced Rating</i>	AAA(SPUR)/Stable	Affirmed
Watertown GO mun purp ln of bnds		
<i>Long Term Rating</i>	AAA/Stable	Affirmed
Watertown GO BANs		
<i>Short Term Rating</i>	SP-1+	Affirmed

Many issues are enhanced by bond insurance.

Rating Action

S&P Global Ratings assigned its 'AAA' long term-rating to the Town of Watertown, Mass.' series 2021 general obligation (GO) school bonds totaling \$59.4 million. At the same time, S&P Global Ratings affirmed its 'SP-1+' short-term rating on Watertown's existing bond anticipation notes (BANs) and 'AAA' long-term rating on the town's existing GO debt. The outlook on all long-term ratings is stable.

The short-term BAN rating reflects our criteria for evaluating and rating BANs. In our view, Watertown maintains a very strong capacity to pay principal and interest when the notes come due. In our view, and in accordance with our criteria "Bond Anticipation Note Rating Methodology" (published Aug. 31, 2011), the town maintains a low market risk profile, because it has strong legal authority to issue long-term debt to take out the notes and is a frequent issuer that regularly provides ongoing disclosure to market participants.

The town's full-faith-and-credit GO pledge secures the BANs and bonds, subject to limitations of Proposition 2 1/2. We rate the limited-tax GO debt on par with our view of Watertown's general creditworthiness, since the ad valorem tax is not derived from a measurably narrower tax base and there are no limitations on the fungibility of resources, which supports our view of the town's overall ability and willingness to pay debt service.

Under our criteria, "Ratings Above The Sovereign: Corporate And Government Ratings—Methodology And Assumptions," published Nov. 19, 2013, we rate Watertown higher than the sovereign because we believe the town can maintain better credit characteristics than the nation in a stress scenario based on its predominantly locally derived revenue base and our view that pledged revenue supporting bond debt service is at limited risk of negative sovereign intervention. In 2019, local property taxes generated 77% of revenue, which demonstrated a lack of

dependence on central government revenue.

The town intends to use proceeds of the bonds to finance its elementary school construction projects.

Credit overview

The rating reflects our view of Watertown's very strong and growing economy, anchored by its access to Boston and research institutions in the surrounding area to support the growing life sciences/biomedical sector in the town, and its continued maintenance of strong budgetary flexibility as evidenced by continued additions to fund balance, including in fiscal 2020, on a budgetary basis. Furthermore, the town's policies and procedures continue to enhance our view that management will make the necessary budgetary adjustments to keep reserves at levels we consider strong and maintain balanced operations. Pension and other postemployment benefit (OPEB) costs are contained and the town will likely begin meaningfully contributing toward its OPEB trust fund since the pension system is projected to be fully funded in the near term. While the town does maintain exposure to economically sensitive revenues, the budget primarily consists of property taxes (77% of annual revenues) and recent growth has helped to continue to offset the excise tax declines and continues to contribute to a stable operating profile. While our outlooks are generally for two years, we believe there remains risks associated with the continuation of the pandemic and recent recessionary pressures over the next six-to-12 months.

The rating reflects what we view as the following credit characteristics for Watertown:

- Very strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Adequate budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2019;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2019 of 22% of operating expenditures;
- Very strong liquidity, with total government available cash at 34.6% of total governmental fund expenditures and 8.2x governmental debt service, and access to external liquidity we consider strong;
- Strong debt and contingent liability profile, with debt service carrying charges at 4.2% of expenditures and net direct debt that is 69.1% of total governmental fund revenue, as well as low overall net debt at less than 3.0% of market value; and
- Strong institutional framework score.

Environmental, social, and governance factors

The rating also incorporates our view of the health and safety risks posed by the COVID-19 pandemic, which we consider social risk factors. However, because of strong management conditions and historically consistent positive results, we expect management to make the necessary budgetary adjustments to maintain balanced operations. Furthermore, management doesn't expect any cash flow pressures in the near term as a result of tax collection delays. Absent the implications of the pandemic, we consider Massachusetts' social risks in line with those of the sector. We also view governance and environmental risks as being in line with our view of the sector as a whole.

Stable Outlook

Downside scenario

We could lower the rating if finances were to deteriorate significantly or the town were to experience budgetary pressure, especially given potential market volatility, leading to a drawdown on reserves.

Credit Opinion

Very strong economy

We consider Watertown's economy very strong. The town, with an estimated population of 34,795, is located in Middlesex County in the Boston-Cambridge-Newton MSA, which we consider to be broad and diverse. The town has a projected per capita effective buying income of 193% of the national level and per capita market value of \$261,492. Overall, the town's market value grew by 13.7% over the past year to \$9.1 billion in 2020. The county unemployment rate was 2.3% in 2019.

Watertown is located approximately six miles west of Boston's center. It has direct access to regional employment centers via the Massachusetts Turnpike; U.S. Route 20; and Massachusetts Bay Transportation Authority, which operates commuter rail and bus services throughout the region.

The town is primarily residential with residential properties accounting for over 75% of the tax base; however, Watertown maintains a strong mix of residential neighborhoods and retail centers to diversify the tax base. The town has focused on growing this mix, with economic development projects centered on a new life science and biomedical space given growth in the industry and location of the town near Massachusetts Institute of Technology and Harvard. With continued investment in economic development, the town's assessed value continues to improve, with the assessed valuations rising an average of 8.5% per year over the past five years. Watertown continues to see investment in its Arsenal Corridor with Arsenal Mall undergoing construction of a regional entertainment, retail, mixed-used, 424-residential-unit complex called Arsenal Yards. Construction continues as the project moves to Phase B including development of further life sciences/lab space in a former restaurant. Furthermore, Tufts Healthcare, a nonprofit company, announced it is moving to Canton from Watertown and completed the sale of its 500,000-square-foot building to the for-profit life science developer, Spear Capital Group.

With ongoing development, the town noted that employment remains in line with expectations, with no changes to the main employers. In line with neighboring areas, the unemployment rate in the region spiked during the pandemic to a high of 15% in June 2020; however, it has since recovered to 5% as of November 2020. We expect Watertown's local economy to remain very strong in the near term because of the town's stable residential tax base and continued development in the growing life sciences and biomedical industry.

Strong management

We view the town's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

Strong management practices remain evident in the town's maintenance of strong budget-making policies and assumptions and regular monitoring of financial performance. Management uses five years of historical data to develop revenue and expenditure forecasts and adjusts for growth swings on a year-to-year basis. Furthermore, management monitors and reviews budget performance weekly and presents budget-to-actual reports quarterly to the town council during the first two quarters and then on a monthly basis during the remainder of the year. Management engages in outyear planning, using both a five-year capital improvement plan it updates annually and a five-year financial plan that identifies revenue and expenditure issues and trends. It also maintains a formal investment management policy and presents investment-performance reports quarterly to the council.

The town maintains budgetary guidelines for debt management policy, which sets aside 8% of its operating budget for debt service and capital projects. It has a formal reserve policy to maintain the fund balance at 8%-15% of government expenditures, to which it has adhered historically.

In addition, the town continues to address concerns related to climate change that could directly affect taxable properties. In particular, Watertown formed a Sustainability Committee to begin the process of planning for climate change and resilience and implementing priority projects.

Adequate budgetary performance

Watertown's budgetary performance is adequate in our opinion. The town had operating surpluses of 1.7% of expenditures in the general fund and of 5.4% across all governmental funds in fiscal 2019.

Fiscal 2019 results include adjustments for one-time capital expenditures paid for with bond proceeds and recurring transfers. Management attributes the positive performance to higher-than-budgeted revenue, including excise taxes, building permit fees, and other local receipts.

The town is currently in the process of completing the fiscal 2020 audit. Preliminary figures indicate that Watertown's performance remained stable from fiscal 2019, with revenues expected to come in about \$1.4 million favorable to budgeted, driven by inspection fees generated during the year. Expenditures are also expected to end favorable to budget, at approximately \$3 million favorable to expectations, driven by hiring pauses implemented during the year in addition slower spending in departments including lower snow and ice expense items due to a warmer winter. Overall, the town expects to end the year with \$2.0 million added to the fund balance, on a budgetary basis. Despite Watertown's expectations for surplus performance in fiscal 2020, our assessment takes into account potential downside risks from the COVID-19 pandemic and related recessionary pressures (for more information, see "Staying Home For The Holidays," published Dec. 2, 2020, on RatingsDirect).

Property taxes account for 77% of revenue, followed by intergovernmental revenue at about 12% and excises at about 3%. In line with state legislation, the town did allow residents to delay payment of the May 1, payment to June 1, to provide some relief; however, collections continue to remain strong at 97% for fiscal 2020, down slightly from the typical 99% collections annually. Local excise taxes were lower compared with fiscal 2019 due in part to fewer hotel stays and lower meal tax collections.

The fiscal 2021 budget was finalized at \$152.2 million or approximately 1.7% higher than fiscal 2020. The main drivers of the increase include strong growth in property tax revenues, resulting from continued growth in assessed valuations

during the period. Management remained conservative, with state aid and local receipts revenues adjusting the budget before finalizing by including a 20% decrease in state aid and a 10% decrease in local receipts. With Massachusetts' announcement to maintain state aid level funded from fiscal 2020 levels, the town expects positive variances in the state aid performance; however, it anticipates continuing to include a 20% cut in the fiscal 2022 budget given uncertainty surrounding funding. Budget-to-actual figures remain on target for balanced performance for the town for fiscal 2021, despite recent pandemic headwinds on excise tax collections.

Very strong budgetary flexibility

Watertown's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2019 of 22% of operating expenditures, or \$31.3 million.

The town has consistently maintained very strong budgetary flexibility in the past three fiscal years. Given budgetary figures for fiscal 2020, we expect the town's flexibility will remain strong given the growth in the fund balance on a budgetary basis. Management has used reserves to fund capital in the past, but is often reimbursed from grants or future bond proceeds. Management indicated that they have \$2.7 million in an undesignated reserve fund typically used for settling contracts that they can tap into if needed, but overall, Watertown does not anticipate drawing down on its fund balance materially over the next year. However, if available reserves were to decline materially and management is unable to replenish them, we could revise our view of budgetary flexibility to strong and, should reserves decline significantly, this could pressure the rating.

Very strong liquidity

In our opinion, Watertown's liquidity is very strong, with total government available cash at 34.6% of total governmental fund expenditures and 8.2x governmental debt service in 2019. In our view, the town has strong access to external liquidity if necessary.

Watertown is a regular market participant that has issued debt frequently over the past several years, including GO bonds. The town does not maintain any variable-rate debt, direct-purchase debt, or other contingent liquidity risks that could pressure its liquidity.

Town investments are subject to commonwealth guidelines. Watertown invests its cash in low-risk assets, including the commonwealth's short-term investment pool (the Massachusetts Municipal Depository Trust), registered money market funds, or short-term certificates of deposit. For these reasons, the town's available cash remains strong and stable. We expect its liquidity profile to remain very strong over the outlook period.

Very strong debt and contingent liability profile

In our view, Watertown's debt and contingent liability profile is strong. Total governmental fund debt service is 4.2% of total governmental fund expenditures, and net direct debt is 69.1% of total governmental fund revenue. Overall net debt is low at 1.2% of market value, which is in our view a positive credit factor.

Following this issue, Watertown has about \$110.2 million of total direct debt outstanding, approximately \$859,000 of which is self-supporting enterprise debt and \$6.2 million is in BANs. This issuance will cover the first phase of a school construction project.

Pension and other postemployment benefits

- We do not view pension costs as a long-term credit concern due to high funding, manageable liabilities, and overall low costs.
- We expect contribution increases will likely remain affordable due to revenue strength, strong reserves, and conservative budgeting.

At June 30, 2019, Watertown participated in:

- Watertown Contributory Retirement System (WCRS): 82.1% funded, with a \$39.5 million proportionate share of the net pension liability.
- The state-administered Massachusetts Teachers Retirement System (MTRS): 54% funded. The town does not contribute to and does not recognize a liability under MTRS.

Watertown's combined required pension and actual other postemployment benefit (OPEB) contributions totaled 15.0% of total governmental fund expenditures in 2019. Of that amount, 12.3% represented required contributions to pension obligations, and 2.8% represented OPEB payments. The town made its full annual required pension contribution in 2019. The system uses a 7.8% discount rate, which we view as high. The system is expected to be fully funded by fiscal 2022. We have received the 2020 valuation report, which shows the plan's funded ratio improved to 91% as of Jan. 1, 2020.

We consider Watertown's OPEB liability a long-term credit consideration; however, it will prevent these costs from escalating by showing greater funding discipline. As of June 30, 2019, the OPEB unfunded actuarial accrued liability totaled \$114 million. The town maintains an OPEB stabilization fund totaling \$9.4 million, and it currently plans to appropriate this money toward the OPEB trust. In addition, Watertown plans to appropriate savings from pension costs, which will decline significantly in 2021 by approximately \$13 million--to pay the added debt service on the school projects, and meaningfully fund its OPEB liability.

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Related Research

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- 2020 Update Of Institutional Framework For U.S. Local Governments

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Michael J. Driscoll
Town Manager

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Office of the Town Manager

Administration Building
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Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: May 21, 2020
RE: Agenda Item – Proposed Loan Order

In March 2018, a School Building Committee was established with thirteen (13) appointments being made including the Honorable Town Council President Mark Sideris, Town Council Vice President Vincent Piccirilli, School Committee Chairman John Portz and School Committee member Lindsay Mosca. The Committee is the representative of the Town in all dealings with the architect including but not limited to the following: development and review of conceptual design options and the selection of a preferred design option, preparation of all design, construction, and bidding documents, supervision of public bidding process, award of contract to successful bidder, compliance with the program and time requirements of the Town, evaluation of the quality, appropriateness and functional attributes of the architect's solution or proposal, periodic meetings with the architect and builder to assure compliance as the project moves forward, review of all change orders during the construction phase, and all other powers and duties as are necessary and appropriate.

The School Building Committee has been working tirelessly to review conceptual design options for the three elementary schools in an effort to ultimately select a preferred design option that is in the best interests of the Town, the taxpayers and the successful education of our children.

On January 23, 2019, the School Building Committee adopted the following motions:

Motion 1: That the School Building Committee formally endorses and refers the conceptual and schematic design and cost estimate, as presented tonight (January 23, 2019) to the Town Manager for his consideration. (Unanimously voted)

Motion 2: That the School Building Committee authorizes the Chair, along with representatives from Ai3 and Daedalus, to meet with the Town Manager to discuss the design and cost of the project as just referred. (Unanimously voted)

The endorsed conceptual and schematic design includes all-new construction of the Hosmer and Cunniff Schools and comprehensive renovations and additions to the Lowell School. The proposed projects create modern, forward-thinking facilities and associated site amenities that meet the educational, neighborhood, energy efficiency, and recreational goals established through a public process of meetings and forums. These projects are part of a long-term vision of providing outstanding education, recreation, and healthy neighborhoods throughout Watertown and will serve the Town for many decades. The approximately \$170 million cost estimate includes the total project costs representative of the buildings, sitework, furniture, technology, and all associated costs of the completed and occupied facilities.

On January 31, 2019, I respectfully recommended moving forward with the School Building Committee's endorsed conceptual and schematic design and included funding of \$170,000,000 for the Three Elementary Schools Project in the Proposed Fiscal Year 2020-2024 Capital Improvement Program; and all of this project is to be done within the confines of Proposition 2 ½.

On March 12, 2019, the Honorable Town Council adopted twenty-nine (29) conceptual recommendations on the Fiscal Year 2020-2024 CIP.

Conceptual recommendation #18 reads as follows:

18. Concur with the decision to proceed with the "Building for the Future" initiative of \$170,000,000 for the Three Elementary Schools Project funding within the confines of Proposition 2½, and not proceed with the \$5,304,000 for renovation projects for the Cunniff, Hosmer, and Lowell schools shown in the FY2020-2024 CIP as NB (included in New Building) or RB (included in Renovated Building).

As a follow-up to that conceptual recommendation, on April 9, 2019 I respectfully recommended moving forward with Amendment #1 to the Contract for Designer Services for the Elementary Schools Building Project with Ai3 Architects LLC to include the Scope of Services associated with Design Development through Completion phases. The following is a breakdown of Amendment #1 to the Contract for Designer Services by the various phases:

• Design Development	\$ 3,543,352
• Construction Documents	\$ 5,192,158
• Bidding	\$ 403,718
• Construction Administration	\$ 2,350,923
• Completion	<u>\$ 211,805</u>
Amendment #1 Basic Services Subtotal:	\$11,701,956
Amendment #1 Extra Services Subtotal:	<u>\$ 739,060</u>
TOTAL:	\$12,441,016

On May 14, 2019, the Honorable Town Council approved the Proposed Loan Order totaling \$12,441,016 and reconfirmed same at the June 25, 2019 Town Council Meeting (see attached June 6, 2019 Town Council Agenda Item correspondence).

On September 10, 2019, the Honorable Town Council approved a loan order totaling \$4,080,875 for Owner's Project Manager services (OPM) for the Three Elementary Schools Project through design development, construction documents, bid and award, construction and final closeout (see attached August 1, 2019 Agenda Item cover correspondence).

As you recall, on February 4, 2020 the Proposed Fiscal Year 2021-2025 Capital Improvement Program (CIP) was submitted pursuant to the provisions of the Watertown Home Rule Charter and the Town Council Resolution on the Fiscal Year 2021 Budget Process.

The following is an excerpt from the February 4, 2020 correspondence:

“The School Building Committee working with Ai3 Architects LLC has or will be completing the following phases related to the Three Elementary Schools Project:

- Schematic Design Phase - Completed in February 2019
- Design Development Phase - Completed March – September 2019
- Construction Document Phase – Ongoing Completion Date March 2020
- Construction Contractor Bidding – Scheduled for Spring 2020

After significant discussions with the School Committee, School Building Committee and Town Council, the Town will be leasing Saint Jude School, Waltham beginning on July 1, 2020 through June 30, 2023 for swing space for the Three Elementary Schools Project. This decision will allow the Cunniff and Lowell Schools to be completed two years earlier than originally projected!

The Cunniff and Hosmer Schools will be bid as a single collective package in order to receive the most competitive pricing and to ensure the two schools will receive the same building systems and materials; and allow for management of a single contractor for these two projects.

During this Summer, the Hosmer PK-5 School will consolidate into the “Z-shaped” building. The Hosmer Preschool Program (5 classrooms) will move to the Phillips Building, which will necessitate the Facilities Department relocating to another property in Watertown that will be rented during the construction of the Three Elementary Schools Project. Additional discussions will need to be held regarding the associated costs of these changes in location.

Construction will begin at the Cunniff and Hosmer during this Summer and the Cunniff School will be completed by the end of calendar year 2021; and the Hosmer School will be completed by the Summer of 2022.

Construction will begin at the Lowell School during the Summer of 2022 and will be completed by the end of calendar year 2023.”

On March 10, 2020, the Honorable Town Council adopted twenty-eight (28) conceptual recommendations on the Fiscal Year 2021-2025 CIP.

One of the conceptual recommendations reads as follows:

13. For the “Building for the Future” Three Elementary Schools Project: endorse the revised borrowing plan of \$75,000,000 in FY20, \$60,000,000 in FY22, and \$35,000,000 in FY23 within the confines of Proposition 2½; and proceed with the remaining FY20 proposed loan order for \$58,478,109 (consisting of \$75,000,000 minus prior loan orders of \$12,441,016 for Design Services and \$4,080,875 for the Owner’s Project Manager.)

As a follow-up to that conceptual recommendation and as indicated in the May 15, 2020 Town Manager's Coronavirus (COVID-19) update, the Honorable Town Council President and School Building Committee Chair, Mark S. Sideris announced at the May 12th Town Council Meeting that the School Building Committee will be meeting on Wednesday, May 20th at 6 PM. One of the items on the agenda will be consideration of bids for the construction of the new Hosmer and Cunniff Schools. Mr. Sideris indicated the low bid came in significantly under budget and further details will be provided at the May 20th meeting.

As a follow-up, attached please find correspondence from Mark S. Sideris, School Building Committee Chair outlining the School Building Committee's efforts to date and actions taken last night regarding the bids for the construction of the new Hosmer and Cunniff Elementary Schools. As indicated in Mr. Sideris' correspondence, the School Building Committee unanimously adopted two motions requesting the Town Manager take necessary steps to execute an Owner/Contractor Agreement with Brait Builders and include Alternate 1 (furnishing and installation of complete Photovoltaic Systems) for the construction of the new Hosmer and Cunniff Elementary Schools.

The following attachments are included in Mr. Sideris' correspondence:

- Correspondence from the Owner's Project Manager (Hill International)
- May 20th PowerPoint presentation to the School Building Committee
- PowerPoint presentation that will be presented to the Town Council and our community at the June 9th Town Council Meeting

In closing, as stated many times in the past couple of years, as a result of the aggressive funding of the Retirement System, **financing of the \$170,000,000 for the Three Elementary Schools Project will be done within the confines of Proposition 2 ½.**

Given all of the above and in order to move forward with the construction of the new Hosmer and Cunniff Elementary Schools, I respectfully request the attached Proposed Loan Order be placed on the May 26, 2020 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Katherine Morrison, Assistant Treasurer/Collector
Mark R. Reich, Esquire, KP Law



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p: 617-345-9000 f: 617-345-9020
hinckleyallen.com

Jay Gonzalez
(617) 378-4256
jgonzalez@hinckleyallen.com

May 19, 2020

Michael J. Driscoll
Town Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Hosmer and Cunniff Elementary School Bonds

Dear Michael:

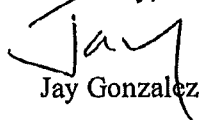
As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of the Hosmer and Cunniff Elementary School projects:

ORDERED: That the sum of \$103,455,000 is appropriated to pay costs of constructing new Hosmer and Cunniff Elementary Schools, including all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Town 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 Town therefor; and that any premium received upon the sale of any bonds or notes approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this order in accordance with M.G.L. c.44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

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 Town Council, as in the case of any other loan order for bonds.

Please call me if there are any questions about the suggested form of loan order.

Sincerely,



Jay Gonzalez

► ALBANY ► BOSTON ► HARTFORD ► MANCHESTER ► NEW YORK ► PROVIDENCE

HINCKLEY, ALLEN & SNYDER LLP, ATTORNEYS AT LAW

59953431 v1



Michael J. Driscoll
Town Manager

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Phone: 617-972-6465
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townmgr@watertown-ma.gov

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: June 6, 2019
RE: School Planning Bonds

As you recall, as a follow-up to the attached April 18, 2019 Agenda Item cover memorandum correspondence, the Honorable Town Council approved a Proposed Loan Order totaling \$12,441,016 to pay costs of Designer Services related to the Three Elementary Schools Project at the May 14, 2019 Town Council Meeting.

As indicated at the May 14, 2019 Town Council Meeting, the Town would be issuing a Bond Anticipation Note (BAN) for one year and then permanently borrow the \$12,441,016 with upcoming Proposed Loan Order(s) related to construction of the Three Elementary Schools Project with the first principal payment beginning in Fiscal Year 2021 through Fiscal Year 2040 (see attached cost analysis of borrowing.)

The Town had been preparing to issue the temporary borrowing (BAN) next week. During the preparation of the upcoming BAN Sale, it was determined that the required Public Hearing Notice published in the newspaper relating to the School Planning Loan Order indicated an incorrect date for such Public Hearing. As a result, as indicated in the June 6, 2019 email correspondence from Bond Counsel to Jennifer G. Gonzalez, Town Treasurer/Collector, "the Town will need to publish an effective notice of another hearing on the loan order, hold another public hearing in accordance with that notice, and adopt the loan order by a 2/3rds (of the entire Council, not just the members in attendance) roll call vote in order for the debt for such school planning to be authorized and available for borrowing."

Therefore, given the above, I will bring this up under Communications from the Town Manager at the June 11, 2019 Town Council Meeting. The upcoming Public Hearing and action on this matter will be held at the June 25, 2019 Town Council Meeting and will be advertised in the June 14, 2019 Watertown Tab & Press.

Subsequent to the June 25, 2019 Public Hearing and action by the Honorable Town Council, the Town would be able to issue a Bond Anticipation Note totaling \$12,441,016 twenty-one days from June 25th, which would be on or after July 17, 2019.

cc: Kara K. Adams, Senior Counsel, Locke Lord LLP
School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Jennifer G. Gonzalez, Town Treasurer/Collector
Mark R. Reich, Esquire, KP Law



Michael J. Driscoll
Town Manager

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Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
townmgr@watertown-ma.gov

To: Honorable Town Council

From: Michael J. Driscoll, Town Manager

Date: April 18, 2019

RE: Agenda Item - Proposed Loan Order

As you recall, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owner's Project Manager Services (OPM) and a Request for Proposal (RFP) for Designer Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative.

As a follow-up, on October 24, 2017 the Honorable Town Council approved a transfer of funds totaling \$149,996 for Owner's Project Manager Services (OPM) for the evaluation of potential solutions and schematic design phases of the Three Elementary Schools Project.

On December 12, 2017, the Honorable Town Council approved a Proposed Loan Order totaling \$1,378,599 for the purpose of paying costs of Designer Services for the design, construction, addition to and/or renovation of the three elementary schools (see attached November 22, 2017 Agenda Item correspondence).

Given all of the above, it was necessary to move forward with the establishment of a School Building Committee. Thirteen (13) appointments to the Committee were made in March 2018 including the Honorable Town Council President Mark Sideris, Town Council Vice President Vincent Piccirilli, School Committee Chairman John Portz and School Committee member Lindsay Mosca. The Committee is the representative of the Town in all dealings with the architect including but not limited to the following: development and review of conceptual design options and the selection of a preferred design option, preparation of all design, construction, and bidding documents, supervision of public bidding process, award of contract to successful bidder, compliance with the program and time requirements of the Town, evaluation of the quality, appropriateness and functional attributes of the architect's solution or proposal, periodic meetings with the architect and builder to assure compliance as the project moves forward, review of all change orders during the construction phase, and all other powers and duties as are necessary and appropriate.

As indicated during the Fiscal Year 2020 Preliminary Budget Overview presentation on October 9, 2018, the Town is much closer in moving forward with two initiatives, fully funded retirement system and OPEB Liability funding; and financing of the three Elementary Schools Project within the confines

of Proposition 2 ½. The attached page 47 of the Fiscal Year 2020 Preliminary Budget Overview shows funding of these two initiatives in greater detail. Additionally, the Fiscal Year 2019 New Growth was \$2.6 million over the original budget and these monies have been earmarked to fund Pension Costs, Other Post-Employment Benefits (OPEB) and the 3 Elementary Schools Project as shown on page 47 in the bottom set of numbers.

On December 11, 2018, the Honorable Town Council adopted and ranked the Fiscal Year 2020 Budget Policy Guidelines. The top ranked Fiscal Year 2020 Budget Policy Guideline II.A. reads as follows: Continue to develop Building for the Future Initiative funding in collaboration with the School Building Committee; for the Three Elementary Schools project by formalizing the proposal to use funds redirected from the retirement appropriation when the pension fund is fully funded while also paying down the OPEB liability; and for the MSBA High School project with the proposed debt exclusion funding.

During the Fiscal Year 2020 Preliminary Budget Overview presentation, I indicated the School Building Committee has been working tirelessly to review conceptual design options for the three elementary schools in an effort to ultimately select a preferred design option that is in the best interests of the Town, the taxpayers and the successful education of our children.

To that end, the School Building Committee has met twenty (20) times starting on March 14, 2018; and held 3 community forums at each of the elementary schools in November 2018 to receive feedback on the various conceptual design options.

On January 23, 2019, the School Building Committee adopted the following motions:

Motion 1: That the School Building Committee formally endorses and refers the conceptual and schematic design and cost estimate, as presented tonight (January 23, 2019) to the Town Manager for his consideration. (Unanimously voted)

Motion 2: That the School Building Committee authorizes the Chair, along with representatives from A13 and Daedalus, to meet with the Town Manager to discuss the design and cost of the project as just referred. (Unanimously voted)

The endorsed conceptual and schematic design includes all-new construction of the Hosmer and Cunniff Schools and comprehensive renovations and additions to the Lowell School. The proposed projects create modern, forward-thinking facilities and associated site amenities that meet the educational, neighborhood, energy efficiency, and recreational goals established through a public process of meetings and forums. These projects are part of a long-term vision of providing outstanding education, recreation, and healthy neighborhoods throughout Watertown and will serve the Town for many decades. The approximately \$170 million cost estimate includes the total project costs representative of the buildings, sitework, furniture, technology, and all associated costs of the completed and occupied facilities.

On January 31, 2019, I respectfully recommended moving forward with the School Building Committee's endorsed conceptual and schematic design and included funding of \$170,000,000 for the Three Elementary Schools Project in the Proposed Fiscal Year 2020-2024 Capital Improvement Program; and all of this project is to be done within the confines of Proposition 2 ½.

The Council's Committee on Budget and Fiscal Oversight met several times thereafter developing conceptual recommendations for presentation to the Honorable Town Council for their review and adoption. On March 12, 2019, the Honorable Town Council adopted twenty-nine (29) conceptual recommendations on the Fiscal Year 2020-2024 CIP.

Conceptual recommendation #18 reads as follows:

18. Concur with the decision to proceed with the "Building for the Future" initiative of \$170,000,000 for the Three Elementary Schools Project funding within the confines of Proposition 2½, and not proceed with the \$5,304,000 for renovation projects for the Cunniff, Hosmer, and Lowell schools shown in the FY2020-2024 CIP as NB (included in New Building) or RB (included in Renovated Building).

As a follow-up to that conceptual recommendation, I respectfully recommend moving forward with Amendment #1 to the Contract for Designer Services for the Elementary Schools Building Project with Ai3 Architects LLC to include the Scope of Services associated with Design Development through Completion phases. The following is a breakdown of Amendment #1 to the Contract for Designer Services by the various phases:

• Design Development	\$ 3,543,352
• Construction Documents	\$ 5,192,158
• Bidding	\$ 403,718
• Construction Administration	\$ 2,350,923
• Completion	\$ 211,805
Amendment #1 Basic Services Subtotal:	\$11,701,956
Amendment #1 Extra Services Subtotal:	\$ 739,060
TOTAL:	\$12,441,016

Therefore, given all of the above, along with my Forecast Section remarks during the presentation of the Fiscal Year 2020 Preliminary Budget Overview, I respectfully request the attached Proposed Loan Order be placed on the April 23, 2019 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heldi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Jennifer G. Gonzalez, Treasurer/Collector
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Richard A. Manley, Jr.
Direct Telephone: 617-239-0384
Direct Fax: 888-658-1046
richard.manley@lockelord.com

April 15, 2019

Peter B. Frazier, Managing Director
Hilltop Securities, Inc.
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – School Planning Bonds)

As requested, I'd suggest the following form of Town Council order to authorize the borrowing of funds to pay costs of designer services relating to three elementary school projects:

Ordered: that the sum of \$12,441,016 is appropriated to pay costs of designer services related to the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least 5 days prior to the holding of a public hearing with respect to the order and its final passage and requires at least a two-thirds vote of all members of the Town Council, as in the case of any other loan order for bonds.

Yours faithfully,

Richard A. Manley, Jr.

AM 67578874.1

Atlanta | Austin | Boston | Chicago | Cincinnati | Dallas | Hartford | Hong Kong | Houston | London | Los Angeles
Miami | Morristown | New Orleans | New York | Providence | San Francisco | Stamford | Washington DC | West Palm Beach

COST ANALYSIS OF BORROWING

\$12,441,016 DESIGNER SERVICES FOR THE DESIGN, CONSTRUCTION, ADDITION AND/OR RENOVATION OF THREE ELEMENTARY SCHOOLS

1 Year of BANs & 20 Years of Bonds (If bonded with construction funds)

YEAR (1)	FY	PRINCIPAL PAYDOWN	INTEREST ON BANs (2)	TOTAL
1	2020		\$ 279,923	\$ 279,923

YEAR (1)	FY	PRINCIPAL PAYMENTS	INTEREST PAYMENTS (2)	TOTAL PAYMENTS
2	2021	\$ 626,000	\$ 559,845	\$ 1,185,845
3	2022	\$ 625,000	\$ 531,675	\$ 1,156,675
4	2023	\$ 625,000	\$ 503,550	\$ 1,128,550
5	2024	\$ 625,000	\$ 475,425	\$ 1,100,425
6	2025	\$ 625,000	\$ 447,300	\$ 1,072,300
7	2026	\$ 625,000	\$ 419,175	\$ 1,044,175
8	2027	\$ 625,000	\$ 391,050	\$ 1,016,050
9	2028	\$ 625,000	\$ 362,925	\$ 987,925
10	2029	\$ 620,000	\$ 334,800	\$ 954,800
11	2030	\$ 620,000	\$ 306,900	\$ 926,900
12	2031	\$ 620,000	\$ 279,000	\$ 899,000
13	2032	\$ 620,000	\$ 251,100	\$ 871,100
14	2033	\$ 620,000	\$ 223,200	\$ 843,200
15	2034	\$ 620,000	\$ 195,300	\$ 815,300
16	2035	\$ 620,000	\$ 167,400	\$ 787,400
17	2036	\$ 620,000	\$ 139,500	\$ 759,500
18	2037	\$ 620,000	\$ 111,600	\$ 731,600
19	2038	\$ 620,000	\$ 83,700	\$ 703,700
20	2039	\$ 620,000	\$ 55,800	\$ 675,800
21	2040	\$ 620,000	\$ 27,900	\$ 647,900
Subtotal for Bonds		\$ 12,441,000	\$ 5,867,145	\$ 18,308,145

Total for BAN Interest and Bond P&I	\$ 12,441,000	\$ 6,147,068	\$ 18,588,068
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- (1) Assumes initial use of bond anticipation notes, and long term issuance at the same time as the construction under Chapter 44: Section 7(1) For the acquisition of interests in land or the acquisition of assets, or for the following projects: the landscaping, alteration, remediation, rehabilitation or improvement of public land, the dredging, improvement, restoration, preservation or remediation of public waterways, lakes or ponds, the construction, reconstruction, rehabilitation, improvement, alteration, remodeling, enlargement, demolition, removal or extraordinary repair of public buildings, facilities, assets, works or infrastructure, including: (i) the cost of original equipment and furnishings of the buildings, facilities, assets, works or infrastructure; (ii) damages under chapter 79 resulting from any such acquisition or project; and (iii) the cost of engineering, architectural or other services for feasibility studies, plans or specifications as part of any acquisition or project; provided that the interest in land, asset acquired or project shall have a useful life of at least 5 years; and provided further, that the period of such borrowing shall not exceed the useful life of the interest in land, asset acquired or project.
- (2) Interest on BANs is estimated at 2.25%. Interest on bonds is estimated at 4.50%. Subject to change. The principal amount to be issued will be reduced, if coupon rates produce a premium in excess of the costs of issuance.

Hand, JoAnna

From: Driscoll, Michael
Sent: Friday, June 07, 2019 8:48 AM
To: Hand, JoAnna
Subject: FW: North Fire Station and 3 Elementary Schools
Attachments: Loan Order Letter Watertown 6_19-c.DOC; Watertown School Planning draft loan order letter-c.pdf

From: Gonzalez, Jennifer
Sent: Thursday, June 06, 2019 2:32 PM
To: Driscoll, Michael <mdriscoll@watertown-ma.gov>
Cc: Tracy, Thomas <ttracy@watertown-ma.gov>; Morrison, Katherine <kmorrison@watertown-ma.gov>
Subject: North Fire Station and 3 Elementary Schools

Mr. Driscoll,

Below is the explanation from bond counsel regarding the legal notices for the North Fire Station and design costs for the 3 elementary schools.

Please let me know if you need any additional information.

Thank you,

Jennifer Gonzalez
Treasurer/Collector
Town of Watertown
149 Main Street
Watertown, MA, 02472
617-972-6453
jgonzalez@watertown-ma.gov

From: Adams, Kara [<mailto:Kara.Adams@lockelord.com>]
Sent: Thursday, June 06, 2019 2:26 PM
To: Gonzalez, Jennifer <jgonzalez@watertown-ma.gov>
Cc: Peter Frazier (HTS) (Peter.Frazier@hilltopsecurities.com) (Peter.Frazier@hilltopsecurities.com)
<Peter.Frazier@hilltopsecurities.com>; 'Lisa Driscoll@hilltopsecurities.com' <lisa.driscoll@hilltopsecurities.com>;
Morrison, Katherine <kmorrison@watertown-ma.gov>; Manley, Richard <Richard.Manley@lockelord.com>
Subject: RE: Language for MWRA and 3 Elementary Schools

→ Hi Jen, I understand that the public hearing notice published in the newspaper relating to the school planning loan order indicated an incorrect date for such public hearing. In particular, it was published in the Watertown Tab on April 26, 2019, and indicated that the hearing by the Town Council would take place on April 9, 2019, as such, the required notice for such hearing failed, rendering the subsequent actions taken by the Town Council after such publication ineffective for the approval of a borrowing. The Town will need to publish an effective notice of another hearing on the loan order, hold another public hearing in accordance with that notice, and adopt the loan order by a 2/3rds (of the entire Council, not just the members in attendance) roll call vote in order for the debt for such school planning to be authorized and available for borrowing.

I also understand that there was no notice of a public hearing published in a newspaper for the North Fire Station borrowing authorization, and that that loan order was not published in the newspaper before final passage as required by the Town's charter for borrowing authorizations. As such, the actions taken by the Town Council after the introduction of the loan order are also ineffective as a final approving vote for the purposes of authorizing a borrowing. I understand that there are funds available in the budget that could be used for the project; If the Town wishes to use such funds instead of borrowing, the Town would need to appropriate such available funds to the project.

It is not necessary to take a vote to rescind the Council's actions in either case, because the Council's votes to adopt the borrowing orders were ineffective.

The attached letter for the school borrowing includes the applicable loan order language and a form for each newspaper publication and website posting – PLEASE NOTE - the forms for the newspaper publication and website posting texts have bracketed language in the first and last paragraphs that need to be replaced with the correct applicable information (date time and place of hearing and when and where the order is available for inspection) for each loan order

Thank you,

Kara

Kara K. Adams
Senior Counsel
Locke Lord LLP
111 Huntington Avenue
Boston, MA 02199
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F: 866-644-8575
kara.adams@lockelord.com
View My [BIO](#) | Connect on [LinkedIn](#) | Visit [lockelord.com](#)



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Kara K. Adams
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kara.adams@lockelord.com

June 6, 2019

Peter B. Frazier, Managing Director
Hilltop Securities, Inc.
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – School Planning Bonds)

As requested, I'd suggest the following form of Town Council order to authorize the borrowing of funds to pay costs of designer services relating to three elementary school projects:

Ordered: that the sum of \$12,441,016 is appropriated to pay costs of designer services related to the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published in a local newspaper and posted on the Town's website at least 5 days prior to the holding of a public hearing with respect to the order.

The publication and posting of the loan order referred to above and notice of the public hearing will be satisfactory if such publication appears as follows (the correct information must be filled in where the bolded and bracketed direction language appears below prior to publication (the information that you fill in should not be bold or bracketed)):

LEGAL NOTICE

The Town Council of the City known as the Town of Watertown hereby gives notice of a public hearing and vote on **[enter day and date of hearing]** at **[enter**

Atlanta | Austin | Boston | Chicago | Cincinnati | Dallas | Hartford | Hong Kong | Houston | London | Los Angeles
Miami | Morrislovn | New Orleans | New York | Providence | San Francisco | Stamford | Washington DC | West Palm Beach

June 6, 2019

Page 2

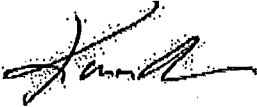
time of hearing], in the [enter name of room, name of building and street address where hearing will be held] in Watertown, MA on a proposed Order as follows:

Ordered: that the sum of \$12,441,016 is appropriated to pay costs of designer services related to the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

A copy of the Order is available for inspection at [enter name of room, name of building and street address where copy of the Order is available for inspection] in Watertown, MA on [enter the date range that the order is available for inspection].

Final passage of the order requires at least a two-thirds roll call vote of all members of the Town Council, as in the case of any other loan order for bonds.

Yours faithfully,



Kara K. Adams

AM 67578874.1



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

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

To: Honorable Town Council

From: Michael J. Driscoll, Town Manager

Date: April 18, 2019

RE: Agenda Item - Proposed Loan Order

As you recall, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owner's Project Manager Services (OPM) and a Request for Proposal (RFP) for Designer Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative.

As a follow-up, on October 24, 2017 the Honorable Town Council approved a transfer of funds totaling \$149,996 for Owner's Project Manager Services (OPM) for the evaluation of potential solutions and schematic design phases of the Three Elementary Schools Project.

On December 12, 2017, the Honorable Town Council approved a Proposed Loan Order totaling \$1,378,599 for the purpose of paying costs of Designer Services for the design, construction, addition to and/or renovation of the three elementary schools (see attached November 22, 2017 Agenda Item correspondence).

Given all of the above, it was necessary to move forward with the establishment of a School Building Committee. Thirteen (13) appointments to the Committee were made in March 2018 including the Honorable Town Council President Mark Sideris, Town Council Vice President Vincent Piccirilli, School Committee Chairman John Portz and School Committee member Lindsay Mosca. The Committee is the representative of the Town in all dealings with the architect including but not limited to the following: development and review of conceptual design options and the selection of a preferred design option, preparation of all design, construction, and bidding documents, supervision of public bidding process, award of contract to successful bidder, compliance with the program and time requirements of the Town, evaluation of the quality, appropriateness and functional attributes of the architect's solution or proposal, periodic meetings with the architect and builder to assure compliance as the project moves forward, review of all change orders during the construction phase, and all other powers and duties as are necessary and appropriate.

As indicated during the Fiscal Year 2020 Preliminary Budget Overview presentation on October 9, 2018, the Town is much closer in moving forward with two initiatives, fully funded retirement system and OPEB Liability funding; and financing of the three Elementary Schools Project within the confines

of Proposition 2 ½. The attached page 47 of the Fiscal Year 2020 Preliminary Budget Overview shows funding of these two initiatives in greater detail. Additionally, the Fiscal Year 2019 New Growth was \$2.6 million over the original budget and these monies have been earmarked to fund Pension Costs, Other Post- Employment Benefits (OPEB) and the 3 Elementary Schools Project as shown on page 47 in the bottom set of numbers.

On December 11, 2018, the Honorable Town Council adopted and ranked the Fiscal Year 2020 Budget Policy Guidelines. The top ranked Fiscal Year 2020 Budget Policy Guideline II.A. reads as follows: Continue to develop Building for the Future Initiative funding in collaboration with the School Building Committee; for the Three Elementary Schools project by formalizing the proposal to use funds redirected from the retirement appropriation when the pension fund is fully funded while also paying down the OPEB liability; and for the MSBA High School project with the proposed debt exclusion funding.

During the Fiscal Year 2020 Preliminary Budget Overview presentation, I indicated the School Building Committee has been working tirelessly to review conceptual design options for the three elementary schools in an effort to ultimately select a preferred design option that is in the best interests of the Town, the taxpayers and the successful education of our children.

To that end, the School Building Committee has met twenty (20) times starting on March 14, 2018; and held 3 community forums at each of the elementary schools in November 2018 to receive feedback on the various conceptual design options.

On January 23, 2019, the School Building Committee adopted the following motions:

Motion 1: That the School Building Committee formally endorses and refers the conceptual and schematic design and cost estimate, as presented tonight (January 23, 2019) to the Town Manager for his consideration. (Unanimously voted)

Motion 2: That the School Building Committee authorizes the Chair, along with representatives from Ai3 and Daedalus, to meet with the Town Manager to discuss the design and cost of the project as just referred. (Unanimously voted)

The endorsed conceptual and schematic design includes all-new construction of the Hosmer and Cunniff Schools and comprehensive renovations and additions to the Lowell School. The proposed projects create modern, forward-thinking facilities and associated site amenities that meet the educational, neighborhood, energy efficiency, and recreational goals established through a public process of meetings and forums. These projects are part of a long-term vision of providing outstanding education, recreation, and healthy neighborhoods throughout Watertown and will serve the Town for many decades. The approximately \$170 million cost estimate includes the total project costs representative of the buildings, sitework, furniture, technology, and all associated costs of the completed and occupied facilities.

On January 31, 2019, I respectfully recommended moving forward with the School Building Committee's endorsed conceptual and schematic design and included funding of \$170,000,000 for the Three Elementary Schools Project in the Proposed Fiscal Year 2020-2024 Capital Improvement Program; **and all of this project is to be done within the confines of Proposition 2 ½.**

The Council's Committee on Budget and Fiscal Oversight met several times thereafter developing conceptual recommendations for presentation to the Honorable Town Council for their review and adoption. On March 12, 2019, the Honorable Town Council adopted twenty-nine (29) conceptual recommendations on the Fiscal Year 2020-2024 CIP.

Conceptual recommendation #18 reads as follows:

18. Concur with the decision to proceed with the "Building for the Future" initiative of \$170,000,000 for the Three Elementary Schools Project funding within the confines of Proposition 2½, and not proceed with the \$5,304,000 for renovation projects for the Cunniff, Hosmer, and Lowell schools shown in the FY2020-2024 CIP as NB (included in New Building) or RB (included in Renovated Building).

As a follow-up to that conceptual recommendation, I respectfully recommend moving forward with Amendment #1 to the Contract for Designer Services for the Elementary Schools Building Project with Ai3 Architects LLC to include the Scope of Services associated with Design Development through Completion phases. The following is a breakdown of Amendment #1 to the Contract for Designer Services by the various phases:

• Design Development	\$ 3,543,352
• Construction Documents	\$ 5,192,158
• Bidding	\$ 403,718
• Construction Administration	\$ 2,350,923
• Completion	<u>\$ 211,805</u>
Amendment #1 Basic Services Subtotal:	\$11,701,956
Amendment #1 Extra Services Subtotal:	<u>\$ 739,060</u>
TOTAL:	\$12,441,016

Therefore, given all of the above, along with my Forecast Section remarks during the presentation of the Fiscal Year 2020 Preliminary Budget Overview, I respectfully request the attached Proposed Loan Order be placed on the April 23, 2019 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Jennifer G. Gonzalez, Treasurer/Collector
Mark R. Reich, Esquire, KP Law



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Richard A. Manley, Jr.
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Direct Fax: 866-658-1046
richard.manley@lockelord.com

April 15, 2019

Peter B. Frazier, Managing Director
Hilltop Securities, Inc.
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – School Planning Bonds)

As requested, I'd suggest the following form of Town Council order to authorize the borrowing of funds to pay costs of designer services relating to three elementary school projects:

Ordered: that the sum of \$12,441,016 is appropriated to pay costs of designer services related to the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least 5 days prior to the holding of a public hearing with respect to the order and its final passage and requires at least a two-thirds vote of all members of the Town Council, as in the case of any other loan order for bonds.

Yours faithfully,

A handwritten signature in dark ink, appearing to read "R. Manley".

Richard A. Manley, Jr.

AM 67578874.1



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

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

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: November 22, 2017
RE: Agenda Item - Proposed Loan Order

As you are aware, on July 27, 2017, the Honorable Town Council and the Honorable School Committee held a joint meeting regarding the Building for the Future Initiative. Building for the Future is a comprehensive, forward-looking initiative to address learning, operational and capacity improvements for all school facilities. For additional background on the Building for the Future Initiative, attached please find page 44 of the Fiscal Year 2019 Preliminary Budget Overview that was presented at the October 10, 2017 Town Council Meeting.

As a follow-up, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owner's Project Manager Services (OPM) and a Request for Proposal (RFP) for Designer Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative. (See attached September 25th Miscellaneous Items to Council)

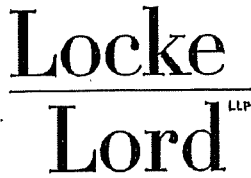
As you are aware, at the October 24th Town Council Meeting the Honorable Town Council approved a transfer of funds totaling \$149,996 in order to move forward with Owners Project Manager Services (OPM) for the evaluation of potential solutions and schematic design phases of the Elementary Schools Building Project (see October 20th Agenda Item cover correspondence).

Subsequent to the issuance of the RFP for Designer Services, attached please find a November 17, 2017 correspondence from Mary C. DeLai, Assistant Superintendent for Finance and Operations, outlining the process and the efforts of the Designer Selection Committee in selecting A13 Architects, LLC of Wayland, MA as the top ranked candidate. References were checked and all were highly favorable. A fee proposal was then requested and negotiations regarding fees, contract terms and conditions were held. Negotiations were successfully concluded with an agreed upon not-to-exceed fee for Basic Services of \$1,210,000 as well as Extra Services in the amount of \$168,599 for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative.

Therefore, given all of the above, along with my opening remarks during the presentation of the Fiscal Year 2019 Preliminary Budget Overview, I respectfully request the attached Proposed Loan Order be placed on the November 28, 2017 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Mary C. DeLai, Assistant Superintendent for Finance and Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Kenneth Thompson, Building Inspector
Lori E. Kabel, Director of Public Buildings
Nancy J. Heffernan, Treasurer/Collector
Mark R. Reich, Esquire, KP Law



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Kara K. Adams
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kara.adams@lockelord.com

November 22, 2017

Peter B. Frazier, Senior Vice President
First Southwest Company
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – School Planning Bonds)

As requested, I'd suggest the following form of Town Council order to authorize the borrowing of funds to pay costs of designer services relating to three elementary school projects:

Ordered: that the sum of \$1,378,599 is appropriated to pay costs of designer services for the design, construction, addition to and/or renovation of three elementary schools, including the payment of costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under Chapter 44, Section 7(7) of the General Laws or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least 5 days prior to the holding of a public hearing with respect to the order and its final passage and requires at least a two-thirds vote of all members of the Town Council, as in the case of any other loan order for bonds.

Yours faithfully,

A handwritten signature in black ink, appearing to read "Kara K. Adams", written over a horizontal line.

Kara K. Adams

AM 67578874.1

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Building for the Future Initiative

On July 27, 2017, the Honorable Town Council and the Honorable School Committee held a joint meeting regarding the Building for the Future Initiative. Building for the Future is a comprehensive, forward-looking initiative to address learning, operational and capacity improvements for all school facilities.

The high school and three elementary schools have been identified as high priorities; and therefore steps are being taken to advance the continued development of both projects simultaneously, with the high school potentially on a path for MSBA assistance and the elementary schools on a non MSBA path. A timeline was presented whereby the potential Elementary Schools Project estimated at \$80 million - \$120 million could be completed prior to the high school construction beginning in 2021.

As a follow-up, Request for Owner's Project Manager Services (OPM) and Request for Proposals for Designer Services for the potential Elementary Schools Project have been issued. Funding of the OPM and Designer Services will be requested in October and/or November.

Subsequent to funding the above, additional community discussion will be held regarding the three elementary schools along with the long-term capital needs for the high school.

As previously stated, proposed financing of the \$80 million - \$120 million Elementary Schools Project is included in the Debt and Interest Forecast beginning in FY 2020, all within the confines of Proposition 2 ½.

Hand, JoAnna

From: Driscoll, Michael
Sent: Monday, September 25, 2017 2:47 PM
To: Osmond, Marsha; Hand, JoAnna
Cc: Magoon, Steven; Tracy, Thomas; Thompson, Kenneth; Heffernan, Nancy; Bandini, Raeleen; 'Mark R. Reich'; Galdston, Deanne; Theresa McGulness; MaryDeLa
Subject: RFSs for OPM and Designer Services- WPS Elementary Schools
Attachments: Watertown Designer Services RFP 9.15.17 (1).pdf; Watertown OPM RFS 9.15.17 (1).pdf

Please include in today's Misc Items to Council.

From: Deanne Galdston [<mailto:deanne.galdston@watertown.k12.ma.us>]
Sent: Monday, September 25, 2017 1:28 PM
To: Driscoll, Michael <mdriscoll@watertown-ma.gov>
Subject: RFSs for OPM and Designer Services- WPS Elementary Schools

Hi Mike,

As requested, the RFS for the Owner's Project Manager and the RFS for Designer Services for the potential elementary school project.

Dede

Watertown Public Schools: Supporting High Academic Achievement, Fostering the Capacity for Life-Long Learning, Promoting Local and Global Citizenship



REQUEST FOR PROPOSALS (RFP)

DESIGNER SERVICES FOR WATERTOWN ELEMENTARY SCHOOLS BUILDING PROJECT

WATERTOWN, MA

September 15, 2017

PROPOSALS DUE: 11:00 a.m. on Friday, October 20, 2017
Late Proposals Will Be Rejected

DELIVER COMPLETED SUBMISSIONS TO:

Mary DeLai, Assistant Superintendent for Finance and Operations
Watertown Public Schools
30 Common Street
Watertown, MA 02472
mary.delai@watertown.k12.ma.us

REQUEST FOR PROPOSALS

Sealed proposals for furnishing the following will be received at the Office of the Assistant Superintendent for Finance and Operations, Watertown Public Schools, 30 Common Street, Watertown, Massachusetts 02472 until the time specified below, at which time the proposals will be opened. The time received will be stamped on each proposal and for a consistency of time, the time stamp clock in the Office of the Assistant Superintendent for Finance and Operations will be the determining time.

ITEM

Request for Proposals Released
RFP for Designer Services Due

DATE

September 15, 2017
October 20, 2017, 11:00 a.m.

The Town of Watertown is seeking the services of a qualified Designer/Architectural firm within the meaning of M.G.L. Chapter 7C, Section 44, to provide professional design services.

Specifications and Proposal forms may be obtained at the Office of the Assistant Superintendent for Finance and Operations, 30 Common Street, Watertown, Massachusetts 02472.

Proposer may withdraw his proposal for a period of sixty (60) days after the date set for the opening thereof.

The contract for these services will be for a lump sum fee to be negotiated.

Watertown is an affirmative action/equal opportunity purchaser. The Town reserves the right to accept or reject, in whole or in part, any or all proposals or take whatever other action may be deemed necessary to be in the best interest of the Town.

Mary DeLai, Assistant Superintendent for Finance and Operations
Watertown Public Schools

ADV: Watertown TAB
Central Register – September 20, 2017
Watertown Town Hall
Watertown Public Schools, Superintendent's Office

REQUEST FOR PROPOSALS (RFP)
DESIGNER SERVICES

Town of Watertown, MA
Watertown Public Schools

Watertown Elementary Schools Building Project

September 15, 2017

PROJECT SUMMARY: The Town of Watertown ("Owner") is seeking the services of a qualified "Designer" within the meaning of M.G.L. Chapter 7C, Section 44 to provide professional design services for the three Watertown elementary schools in Watertown, Massachusetts. Selection of a Designer will be made by the Watertown Elementary Schools Designer Selection Committee. The Owner is seeking these design services for purposes of completing educational planning, programming, and evaluation of potential solutions at each of the elementary schools, and continuing through the Schematic Design Phase of the selected solutions. Subject to the approval of specific solutions and further subject to adequate funding authorized by the Owner, the contract between the Owner and the Designer may be amended to include continued designer services through design development, construction contract documents, bidding, award of construction contract(s), construction administration, final closeout and warranty period of the potential Projects. The potential approved Projects may include simultaneous renovation / reconstruction of the existing elementary schools, a renovation and addition of the existing schools, and/or new construction on the site of the existing elementary schools. It is the Owner's intention that the three schools will remain on their current sites.

The estimated construction budget for all of the potential elementary school Projects may range from *\$80 million to \$120 million* based on previously completed feasibility studies and dependent upon the solutions that are agreed upon and approved by the Owner. The Fee for the services defined herein will be negotiated. The negotiated fee will include the design and consulting services for all of the consultants listed in the "Selection and Evaluation Criteria" section of the RFP and the requirements of the negotiated Designer Services Contract. Any potential amendments to the resulting contract will result in a request for revised cost proposal for subsequent tasks.

Pursuant to M.G.L. Chapter 7C, Section 6, the Designer must agree to contract with minority and women-owned businesses as certified by the Supplier Diversity Office (SDO). The amount of participation that shall be reserved for such enterprises shall not be less than seventeen and nine tenths percent (17.9%) of the contract price for combined minority business enterprises (MBE) and women-owned business enterprises (WBE).

Although the Town of Watertown is currently seeking an eligibility invitation from the Massachusetts School Building Authority (MSBA) for the Watertown High School, the Town of Watertown is not intending to seek the approval of the elementary school projects through the MSBA. Both the high school and the elementary schools have been identified by the Town as high priorities, and therefore steps are being taken to advance the continued development of both projects simultaneously (with Watertown High School potentially on a path for MSBA assistance and the Watertown elementary

schools on a non-MSBA path). Many of the MSBA's best practices will be utilized as part of the proposed scope of services for the elementary schools herein, but it is not the Owner's intention to fully align the elementary school scope of services with the submittal requirements and guidelines of the MSBA.

A. Background

The Town of Watertown, incorporated in 1630, is part of the Greater Boston area of Massachusetts, with a population of 31,915 at the 2010 census. Watertown is one of fourteen Massachusetts municipalities that have applied for, and been granted, city forms of government but wish to retain "the town of" in their official names. The city has a total area of 4.2 square miles and is made up of six neighborhoods: Bemis, Brigham, Coolidge Square, East Watertown, Watertown Square, and the West End.

A "Watertown Facilities Master Plan Study" was conducted by Symmes Maini & McKee Associates (SMMA) in December 2016, and a "Watertown Public Schools School Facilities Assessment" was conducted by Oudens Ello Architecture, LLC in March 2014. The studies (Attachments D and E respectively) document existing conditions and a physical assessment of each building and site, enrollment projections and the impact on future needs, and a review of the educational programming needs and deficiencies of each building. Included in these studies were Watertown's three elementary schools: Cunniff Elementary School, Hosmer Elementary School, and Lowell Elementary School. Cunniff Elementary serves grades Pre-K through 5, Lowell Elementary serves grades Pre-K through 5, and Hosmer Elementary serves grades Pre-K through 5 in addition to preschool-aged children.

Watertown Elementary Schools

Cunniff Elementary School: Cunniff Elementary School is a 52,000 square foot, two-story plus basement, low-rise, mixed construction type, wood-framed building located at 246 Warren Street. It is the smallest active school in the District and serves the westernmost portions of the West End and Bemis neighborhoods. The original 23,000 square foot building was built in 1954, and a major 29,000 square foot addition was built in 1997.

Hosmer Elementary School: Hosmer Elementary School is a 102,500 square foot, three-story, low-rise, mixed construction type, steel roof-framed building located at 1 Concord Road. It is the largest elementary school in the District and serves the East Watertown, Brigham, Watertown Square, and Coolidge Square neighborhoods. The current school consists of three components: the original 58,118 square-foot 1967 Hosmer Elementary School which currently functions as the classroom wing for Pre-K through Grade 5; the 27,724 square-foot 1967 portion of the former East Junior High School which functions as the public space wing (e.g., houses the cafeteria, gymnasium, and auditorium); and connecting these two wings is the 16,840 square-foot 2002 addition which accommodates the school's main entry as well as a self-contained, single-story Preschool/daycare facility with an independent entrance.

Lowell Elementary School: Lowell Elementary School is an 84,600 square foot, two-story plus basement, low-rise, steel framed building located at 175 Orchard Street. The historic building is located in Watertown's West End neighborhood. The original 45,500 square-foot building was constructed in 1927, and a three-story classroom wing and gymnasium were constructed in 1997.

B. Project Description, Objectives and Scope of Services

Cunniff Elementary School currently has an enrollment of 286 students, Lowell Elementary has an enrollment of 432 students, and Hosmer Elementary has an enrollment of 683 students. These current enrollments result in overcrowding at the Cunniff and significant overcrowding at the Hosmer. Although enrollment projections suggest a relatively stable student population over the next ten years, the completed feasibility studies identify significant educational, spatial, and facilities needs at each of the elementary school facilities. The physical size of each of the facilities is misleading, as they have received numerous additions that result in floor plans which are inefficient and don't allow for efficient utilization of the available space.

The scope of work shall include a reasonable study of possible options for each individual school and comply with all applicable policies, guidelines and directives of the Owner including, but not limited to, an approved design program, space summary, statement of educational objectives, and a proposed total project budget. The Schematic Design shall include, but not be limited to, a site development plan, environmental assessment, geotechnical assessment, geotechnical analysis, code analysis, utility analysis, schematic building floor plans, schematic exterior building elevations, narrative building systems descriptions, NE-CHPS or LEED-S scorecard, outline specifications, cost estimates, exterior renderings, interior renderings, 3D modeling (physical and electronic) project schedule, and proposed total project budget.

Project Objectives under consideration by the Owner include but are not limited to:

- Review of the "Watertown Facilities Master Plan Study" conducted by Symmes Maini & McKee Associates (SMMA) in December 2016, and the "Watertown Public Schools School Facilities Assessment" conducted by Oudens Ello Architecture, LLC in March 2014;
- The study of potential solutions should result in the identification of the most educationally and financially sound solution for the Town of Watertown;
- The study of potential solutions shall include three or more options in which detailed cost estimates can be prepared and presented to the Owner, including addition/renovation and new construction on each of the current elementary school sites ;
- Incorporate forward-thinking educational programs and spaces that align with 21st Century needs of the schools and the entire community;
- Provide a secure and structurally sound building for the health and safety of the students;
- Educational requirements must be met with maximum application of technology;
- Potential construction phasing given occupied sites and occupied buildings;
- Enhanced security of the buildings for students, faculty, staff and visitors. The schools should be available for community use during non-school hours;
- Identification of community concerns that may impact study options;
- Identification of specific milestone requirements and/or constraints of the District – e.g. city votes, swing space, occupancy issues;
- Life cycle costs of operating the schools as it relates to future operational budgets;
- Northeast Collaborative for High Performance Schools (NE-CHPS) criteria or US Green Building Council's LEED for Schools Rating System (LEED-S);
- Potential use of CM-at-Risk Delivery Method;
- Develop 3D modeling and visual imagery that can assist community stakeholders in fully understanding the proposed solutions;
- Proven record of creative solutions in response to challenging and constrained project sites; and

- Proven record of creative solutions for maximizing flexibility of key spaces in order to accommodate future growth of enrollment.

C. Scope of Services

The required scope of services is set forth in the Owner's standard Contract for Designer Services ("Contract"), a copy of which is attached hereto (Attachment A) and incorporated herein by reference. If the Owner decides to proceed with the Project beyond the Schematic Design Phase and when the project delivery method is decided (Design/Bid/Build or Construction Manager at Risk), the Contract will be amended accordingly. Copies of Designer Services Contract Amendments for Design/Bid/Build and Construction Manager at Risk are also attached hereto (Attachment A) and incorporated herein by reference. Unless specifically excluded, the Designer's Basic Services consist of the tasks described in the Contract for Designer Services as amended and this RFP including all investigative work (to the extent provided for in the Contract), educational programming, planning, study of potential solutions, schematic design, and, at the Owner's option, design work, preparation of construction documents, bidding period administration, construction administration, and other related work reasonably inferred in the opinion of the Owner as being necessary to meet the project's stated scope and goals.

This RFP will be appended to and become part of the Contract for Designer Services. Any Designer selected as a result of this RFP will be required to execute the Contract for Designer Services and applicable amendment that are attached hereto.

Basic Services include, but are not limited to, verification of existing record information including building dimensions, details and general existing conditions, cost estimating, architecture, civil, sanitary, mechanical, electrical, plumbing, fire protection, structural, site planning and landscape architecture, basic environmental permitting, graphics, lighting design, acoustics, data and communication, educational consultants, community outreach, any specialty consultants for sustainable design (LEED-S/NE-CHPS), kitchen space, code consultants, accessibility, energy evaluations and eligibility for rebates, detailed cost estimates; preparation of construction documents; bidding and administering the Construction Contract Documents and other design and consulting services incidental and required to fulfill the project goals. Please refer to the Contract and amendments for a complete summary of Basic Services.

Extra and reimbursable expenses are defined in Articles 8 and 9 of the Contract in Attachment A.

D. Project Phases and Work Plan:

Work under this RFP is divided into the Project Phases as listed in Article 7 of the Contract as amended and as may be augmented in this RFP. Each Project Phase will consist of one or more required submissions, and may include site visits, meetings with the Owner, Owner's Project Manager, and others, and other tasks as described.

The estimated total duration of the Contract for Designer Services from the study of possible options through the approval of Schematic Design, inclusive of Owner review and approval time, is estimated to be *50 weeks* as follows:

Evaluation of Potential Solutions

34 weeks

Schematic Design Phase	<u>16</u>	weeks
Design Development through 100% CD*	<u>TBD</u>	weeks
Bidding*	<u>TBD</u>	weeks
Construction Administration Phase*	<u>TBD</u>	weeks
Estimated Total Duration (Exclusive of Completion Phase)	<u>TBD</u>	weeks

* Subject to contract amendment

The durations for the Bidding and Construction Administration Phases are not estimated at this time. Actual durations may vary depending upon the agreed upon solution, the extent of required document revisions, the time required for regulatory approvals, and the construction contractor's performance.

Such variances in estimated time will not, in and of themselves, constitute a justification for an increased Fee for Basic Services, nor are they a substitute for the performance time requirements shown below.

The Designer shall prepare and submit a schedule for Owner's approval that includes all of the detailed steps and milestones within the above estimated duration for Designer Services.

E. Minimum qualifications

Selection will be made by the Owner in accordance with the evaluation criteria contained in this RFP. The Respondent must certify in its cover letter that it meets the following minimum requirements. Any Respondent that fails to include such certification in its response, demonstrating that these criteria have been met, will be rejected without further consideration. To be eligible for selection, the Designer must meet all of the following qualifications.

1. Be a qualified Designer within the meaning of M.G.L. Chapter 7C, Section 44, employing a Massachusetts registered Architect responsible for and being in control of the services to be provided pursuant to the Contract.
2. The Massachusetts registered Architect responsible for and in control of the services to be provided has successfully completed the Massachusetts Certified Public Purchasing Official Program seminar "Certification for School Project Designers and Owner's Project Managers" as administered by the Office of the Inspector General of the Commonwealth of Massachusetts, and must maintain certification by completing the "Recertification for School Project Designers and Owner's Project Managers" seminar every three years thereafter. Proof of recertification or registration in the next recertification seminar for which space is available must be provided.
3. Pursuant to M.G.L. Chapter 7C, Section 6, the Designer must agree to contract with minority and women-owned businesses as certified by the Supplier Diversity Office (SDO). The amount of participation that shall be reserved for such enterprises shall not be less than seventeen and nine tenths percent (17.9%) of the design contract price for combined minority business enterprises and women-owned business enterprises. Applicants must include a reasonable representation of both MBE and WBE firms that meets or exceeds the combined goal.

F. Selection and Evaluation Criteria

In evaluating proposals, the Owner will consider the members of the proposed design team. Identify those member(s) of the proposed design team who will be responsible for the following categories of work: (Firm's name, individual's name and professional registration or license number, as applicable, must be listed in the application for each category of work, as well as whether the firm is SDO certified as an MBE and/or WBE).

1. *Architecture*
2. *Environmental Permitting*
3. *Hazardous Materials*
4. *Civil Engineering*
5. *Structural Engineering*
6. *Landscape Architecture*
7. *Fire Protection Engineering*
8. *Plumbing Engineering*
9. *HVAC Engineering*
10. *Electrical Engineering*
11. *Data/Communications Consultant*
12. *Food Service Consultant*
13. *Acoustical Consultant*
14. *Specifications Consultant*
15. *Sustainable/Green Design/Renewable Energy Consultant*
16. *Cost Estimating*
17. *Accessibility Consultant*
18. *Traffic Consultant*
19. *Furniture, Fixtures and Equipment Consultant*
20. *Code Consultant*
21. *Educational Programming Consultant/Community Outreach*
22. *Library/Media Consultant*
23. *Theatrical Consultant*
24. *Laboratory Consultant*
25. *Security Consultant*
26. *Geotechnical Engineer*

Applicants must address each category of work listed above in their application whether it is to be performed by in-house staff or by sub-consultant(s).

The members of the team for each of the categories of work listed above must be identified including the firm's name, individual's name and professional registration or license number, as applicable, as well as whether the firm is SDO certified as an MBE and/or WBE.

Failure to address each category may result in the elimination of the applicant from consideration on this project.

Applicants should not list any consultants other than those for the categories of work listed above.

The minority and women-owned business enterprises must be selected to perform services addressing the categories of work listed above or be assigned to tasks required under Basic Services as specifically set forth in the Contract for Designer Services as amended.

Consultants other than those proposed for the categories of work listed above or required to

perform Basic Services may not be used for purposes of meeting M/WBE requirements. Applicants are strongly encouraged to utilize multiple disciplines and firms to meet their MBE/WBE goals. Consultants to the prime Designer can team within their disciplines in order to meet the MBE/WBE goals but must state this relationship on the organizational chart (Section 6 of the application form).

Each proposal will be reviewed by the Town of Watertown Elementary Schools Designer Selection Committee comprised of at least eight members. Each of the following criteria will be evaluated by the Designer Selection Committee and rated as follows: "Highly Advantageous", "Advantageous", "Non-Advantageous", or "Unacceptable".

Comparative Evaluation Criteria

1. Prior similar experience completing the planning, programming, design, and construction of a PK-12 school facility on a site that is fully occupied by students and staff throughout the duration of construction, where a high degree of coordination and planning is needed to avoid disruption, delays, and safety concerns.

"Highly Advantageous" if the proposer has completed ten (10) or more such projects over the past ten years.

"Advantageous" if the proposer has completed five (5) or more such projects over the past ten years.

"Non-Advantageous" if the proposer has completed less than five (5) such projects over the past ten years.

"Unacceptable" if the proposer has completed no such projects over the past ten years.

2. Prior similar experience completing the planning, programming, design, and construction of multiple projects simultaneously within the same City or Town.

"Highly Advantageous" if the proposer has completed three (3) or more similar endeavors with Cities or Towns.

"Advantageous" if the proposer has completed at least two (2) similar endeavors with Cities or Towns.

"Non-Advantageous" if the proposer has completed only one (1) similar endeavor with a City or Town.

"Unacceptable" if the proposer has completed no such endeavor.

3. Specific PK-12 focus of the Designer/Proposer

"Highly Advantageous" if the proposer's design practice is solely focused on PK-12 school facilities;

"Advantageous" if PK-12 school facilities make up more than 75% of the proposed designer's annual volume of work;

"Non-Advantageous" if PK-12 school facilities make up only 50% or more of the proposed designer's annual volume of work.

"Unacceptable" if PK-12 school facilities are less than 50% of the proposed designer's annual volume of work.

4. Investment by proposed Designer's Leadership Team

"Highly Advantageous" if the proposer has identified an Owner of the firm as the Principal-in-Charge of the project.

"Advantageous" if the proposer has identified the equivalent of a President or Vice-President of the firm as the Principal-in-Charge of the project.

"Non-Advantageous" if the proposer has identified a Senior-level Associate as the Principal-in-Charge of the project.

"Unacceptable" if the proposer has identified an Associate as the Principal-in-Charge of the project.

5. Years of Experience by proposed Design Team Leadership

"Highly Advantageous" if the Principal-in-Charge has over twenty-five (25) years of experience and at least fifteen (15) years of experience with the proposing firm.

"Advantageous" if the Principal-in-Charge has over fifteen (15) years of experience and at least ten (10) years of experience with the proposing firm.

"Non-Advantageous" if the Principal-in-Charge has over ten (10) years of experience and at least five (5) years of experience with the proposing firm.

"Unacceptable" if the Principal-in-Charge has less than ten (10) years of experience or does not have at least five (5) years of experience with the proposing firm.

6. Demonstrated experience in publicly communicating key project details and strategies to town and school officials, as well as the entire community.

"Highly Advantageous" if the proposer has completed ten (10) or more such projects over the past ten years.

"Advantageous" if the proposer has completed five (5) or more such projects over the past ten years.

"Non-Advantageous" if the proposer has completed less than five (5) such projects over the past ten years.

"Unacceptable" if the proposer has completed no such projects over the past ten years.

7. Overall Quality of the Proposal

"Highly Advantageous" if the proposal is of outstanding quality;

"Advantageous" if the proposal is of good quality;

"Non-Advantageous" if the proposal is of fair quality;

"Unacceptable" if the proposal is of less than fair quality.

In addition to the above criteria, the following additional criteria may be considered in evaluating the proposals:

- a. Prior similar experience best illustrating current qualifications for the specific project.
- b. Prior similar experience providing guidance to local Boards and Committees.
- c. Past performance of the firm, if any with regard to public, private, DESE-funded, and MSBA funded projects across the Commonwealth, with respect to:
 - i. Ability to meet established program requirements within allotted budget.
 - ii. Ability to meet project schedules.
 - iii. Coordination and management of consultants.

- iv. Working relationship with contractors, subcontractors, local awarding authorities, and local officials.
- d. Current workload and ability to undertake the contract based on the number and scope of projects for which the firm is currently under contract.
- e. The identity and qualifications of the consultants who will work on the project.
- f. The financial stability of the firm (**Note: Please provide current balance sheet and income statement as evidence of the Respondent's financial stability and capacity to support the proposed contract.**)
- g. The qualifications of the personnel to be assigned to the project.
- h. Geographical proximity of the firm to the project site or willingness of the firm to make site visits and attend local meetings as required by the client.
- i. Additional criteria that the Owner's Designer Selection Committee considers relevant to the project.

G. Selection Process

Proposals will be evaluated upon the basis of the criteria for selection set forth and will then be ranked in order of qualification. The first, second, and third ranked proposals may be further reviewed and evaluated, including reference checks, by the Committee. This further review may or may not include interviews or other opportunities for the top three ranked Respondents to provide additional information to the Committee.

The Town of Watertown reserves the right to request further information from the three highest ranked applicants.

Applicants may withdraw an application as long as the written request to withdraw is received by the Owner prior to the time and date of the proposal opening.

The Owner reserves the right to waive or permit cure of minor informalities, errors or omissions prior to the selection of a Respondent, and to conduct discussions with any qualified Respondents and to take any other measures with respect to this RFP in any manner necessary to serve the best interest of the Owner and its beneficiaries.

The Owner reserves the right to reject any and all responses as if the Owner determines, within its own discretion, that it is in the Owner's best interests to do so. This RFP does not commit the Owner to select any Respondent, award any contract, pay any costs in preparing a response, or procure a contract for any services. The Owner also reserves the right to cancel or modify this RFP in part or in its entirety, or to change the RFP guidelines. A Respondent may not alter the RFP or its components.

H. Proposal Requirements

Persons or firms interested in applying must meet the following requirements:

1. Applications shall be on "Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)" as developed by the Designer Selection Board of the Commonwealth of Massachusetts. Applications (one original, ten (10) hard copies, and one (1) digital copy in PDF format on a thumb drive) must be received on or before 11:00 a.m. on Friday, October 20, 2017. Applications should be printed double-sided and bound in such a manner that the pages lie and remain flat when

opened.

2. Applications must be accompanied by a concise cover letter that is a maximum of two pages in length. A copy of the cover letter should be attached to each copy of the application. The cover letter must include the certifications as noted in Section E of this RFS. (A copy of the MCPPO certification must be attached to the cover letter as well as any SDO letters.)
3. Applicants may supplement this proposal with graphic materials and photographs that best demonstrate design capabilities of the team proposed for this project **subject to the page limitations as set forth in the Standard Designer Application Form.**
4. Proposals shall be addressed to:

Mary DeLal, Assistant Superintendent for Finance and Operations
Watertown Public Schools
30 Common Street
Watertown, MA 02472

5. Proposals must be clearly identified by marking the package or envelope with the following:

Watertown Elementary Schools Building Project
Proposal for Designer Services
"Name of Applicant"

6. All questions regarding this RFP should be addressed exclusively in writing or email by a **deadline of 11:00 a.m., October 3, 2017**

Mary DeLal, Assistant Superintendent for Finance and Operations
Watertown Public Schools
30 Common Street
Watertown, MA 02472
mary.delal@watertown.k12.ma.us

I. Pre-Proposal Meeting

There are two comprehensive feasibility studies available that detail the physical condition and floor plans of the Watertown elementary schools. These documents also include site, enrollment, educational visioning, and historical data. As a result of the extensive information available to all applicants, there is no scheduled pre-proposal meeting.

J. Public Record

All responses and information submitted in response to this RFP are subject to the Massachusetts Public Records Law, M.G.L. c. 66, § 10 and c. 4, § 7(26). Any statements in submitted responses that are inconsistent with the provisions of these statutes shall be disregarded.

ATTACHMENTS:

Attachment A: Contract for Designer Services - Base Contract for Design Bid Build or CM-at-Risk
(http://www.massschoolbuildings.org/sites/default/files/edit-contentfile/Guidelines_Forms/Contracts_Forms/Base%20Contract%20v_02_25.pdf)

Designer Services Contract Amendment for Design/Bid/Build
(http://www.massschoolbuildings.org/sites/default/files/edit-contentfile/Guidelines_Forms/Contracts_Forms/DBB%20v_02_25.pdf)

Designer Services Contract Amendment for CM-at-Risk
(http://www.massschoolbuildings.org/sites/default/files/edit-contentfile/Guidelines_Forms/Contracts_Forms/CM-R%20v_02_25.pdf)

Although the proposed project will not be seeking MSBA approval or grant support, it is anticipated that the MSBA standard Designer Services Contract will be utilized as a best practices template for the majority of the negotiated Designer Services Contract. This will allow the Owner to align the Designer Services Contract for the elementary schools with potential future Designer Services Contracts on other school projects within the Town of Watertown that may potentially be MSBA-funded. The final Contract will be negotiated with the Designer, but specific anticipated modifications to the MSBA standard Designer Services Contract include, but are not limited to, the following:

1. *Adjustments as a result of the Owner having already completed two feasibility studies and wanting to avoid replication of these studies and immediately advance into the development of a final design program and detailed analysis of potential options at each elementary school.*
2. *Adjustments as a result of no grant involvement from the MSBA.*
3. *Adjustments as a result of all submittals and subsequent approvals passing through the Town of Watertown and not the MSBA.*

Attachment B: Standard Designer Application Form for Municipalities and Public Agencies not within DSB Jurisdiction (Updated July 2016)
(www.mass.gov/anf/docs/dsb/forms/14-6-10-cities-towns-application.rtf)

Attachment C: Required Certifications (Enclosed)
1. *Certification of Conflict of Interest;*
2. *Certificate of Non-Collusion and Tax Compliance; and*
3. *Certificate of Authority.*

Attachment D: Watertown Facilities Master Plan Study – December 1, 2016 – Symmes Maini & McKee Associates (SMMA)
WPS Facilities Master Plan Study - December 2016 - SMMA.pdf

Attachment E: Watertown Public Schools School Facilities Assessment – March 13, 2014 – Oudens Ello Architecture, LLC
WPS School Facilities Assessment - March 2014 - Oudens Ello Architecture.pdf

Attachment C
Required Certifications

CONFLICT OF INTEREST CERTIFICATION

The undersigned hereby certifies that the Bidder shall comply with Massachusetts Conflict of Interest Laws, G.L. c. 268A and with any Conflict of Interest terms stated in the Operating Agreement.

BIDDER'S NAME: _____

AUTHORIZED SIGNATURE: _____

TITLE: _____

DATE: _____

CERTIFICATE OF NON-COLLUSION and TAX COMPLIANCE

Pursuant of M.G.L. Ch. 62C, Sec. 49A, I certify under the pains and penalties of perjury that the contractor/consultant has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity or group of individuals.

Signature

Name of Person Signing (Please Print)

Company

CERTIFICATE OF AUTHORITY

I hereby certify that I am the Clerk/Secretary of _____,
(insert full name of Corporation)

and that _____ is the duly elected _____,
(insert the name of Officer signing) (insert Title of Officer)

of said Corporation, and that on _____ at a duly authorized
(insert date ON OR BEFORE date signed)

meeting of the Board of Directors of said Corporation, at which all the Directors were present or

waived notice, it was voted that _____, the _____
(insert name of Officer) (insert title of Officer)

of this Corporation be and hereby is authorized to execute contracts in the name and on behalf of
said Corporation, and affix its Corporate Seal thereto, and such execution of any contract or
obligation in this Corporation's name and on its behalf, with or without the Corporate Seal, shall be
valid and binding upon this Corporation; and that the above vote has not been amended or
rescinded and remains in full force and effect as of the date set forth below.

ATTEST: _____
(Signature of Clerk or Secretary)

Name: _____
(Print or type name of Clerk or Secretary)

Date: _____

AFFIX CORPORATE SEAL HERE:



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

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

To: Honorable Town Council
From: Michael J. Driscoll, Town Manager
Date: October 20, 2017
RE: Agenda Item – Transfer of Funds Request

As you are aware, on July 27, 2017, the Honorable Town Council and the Honorable School Committee held a joint meeting regarding the Building for the Future Initiative. Building for the Future is a comprehensive, forward-looking initiative to address learning, operational and capacity improvements for all school facilities. For additional background on the Building for the Future Initiative, attached please find page 44 of the Fiscal Year 2019 Preliminary Budget Overview that was presented at the October 10, 2017 Town Council Meeting.

As a follow-up, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owner's Project Manager Services (OPM) for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative. (See attached September 25th Miscellaneous Items to Council)

Subsequent to the issuance of the RFS, attached please find correspondence from Mary C. DeLai, Assistant Superintendent for Finance and Operations, outlining the process and the efforts of the OPM Selection Committee in selecting Daedalus Projects, Inc. of Boston, Massachusetts as the top ranked candidate. Furthermore, a fee proposal was requested and negotiations regarding fees, contract terms and conditions were held and concluded with an agreed upon fee of \$149,996 for OPM services for the evaluation of potential solutions and schematic design phases of the Elementary Schools Building Project.

Therefore, given all of the above, along with my opening remarks during the presentation of the Fiscal Year 2019 Preliminary Budget Overview, I respectfully request the attached transfer be placed on the October 24, 2017 Town Council Agenda.

Thank you for your consideration in this matter.

cc: Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Mary C. DeLai, Assistant Superintendent for Finance and Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Kenneth Thompson, Building Inspector
Lori E. Kabel, Director of Public Buildings
Nancy J. Heffernan, Treasurer/Collector
Mark R. Reloh, Esquire, KP Law

TRANSFER AMOUNT \$149,996

**FROM: FY 18 TOWN COUNCIL RESERVE
0111152-570780**

\$ 149,996

**TO: FY 18 TRNSFR TO CAP PROJ. ELEMENTARY SCHOOLS BUILDING PROJECT
0193059-598505**

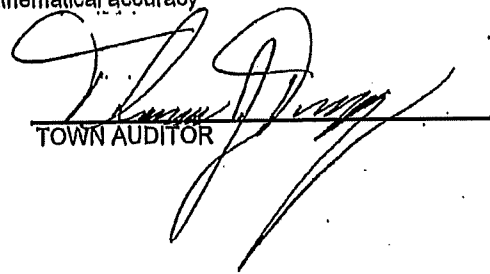
\$ 149,996

I hereby certify to the availability, authority of funding source, mathematical accuracy
and appropriate fiscal year.

DATE

10/20/17

TOWN AUDITOR





Watertown Public Schools

30 Common Street
Watertown, Massachusetts 02472-3492
Phone: (617) 926-7700
Fax: (617) 923-1234

Mary C. DeLai
Assistant Superintendent
Finance & Operations

Dede Galdston, Ed.D.
Superintendent of Schools

Theresa B. McGuinness, Ed.D.
Assistant Superintendent
Teaching, Learning, & Assessment

Kathleen Desmarais, M.Ed.
Director of Student Services

Craig Hardimon, M.Ed.
Director of Human Resources

MEMORANDUM

TO: Michael Driscoll, Town Manager
cc: Dede Galdston, Superintendent of Schools
FROM: Mary DeLai, Assistant Superintendent, Finance & Operations
DATE: October 19, 2017
RE: Request for Appropriation for Owners Project Management Services

On September 15, 2017, the Town of Watertown, through the Watertown Public Schools, issued Request for Services (RFS) for Owners Project Management (OPM) Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future initiative. Specifically, the RFS seeks the services of the OPM to represent us during the evaluation of potential solutions and schematic design phases of the project initially. The RFS was developed collaboratively by the OPM selection committee which included the following members:

- John Portz, Chair, Watertown School Committee
- Elizabeth Yusem, Watertown School Committee
- Vincent Plocinilli, Vice President, Watertown Town Council
- Michael Dattoli, Watertown Town Council
- Dede Galdston, Superintendent of Schools
- Steven Magoon, Community Planning Director
- Thomas Tracy, Town Auditor
- Ken Thompson, Building Inspector
- Lori Kabel, Director of Public Buildings
- Mary DeLai, Assistant Superintendent, Watertown Public Schools

The due date for submission of responses was October 6, 2017. On or before the established deadline, we received ten submissions and all respondents met the minimum qualifications for review. The submissions were then reviewed and evaluated by the OPM selection committee and four finalists were selected. All four firms were interviewed on Monday, October 16, 2017. Following the interviews, the top ranked candidate selected was Daedalus Projects, Inc. of Boston, Massachusetts. A fee proposal was requested and negotiations regarding fees and contract terms and conditions commenced. Negotiations were successfully concluded with an agreed upon fee of \$149,996 for OPM services for the evaluation

of potential solutions and schematic design phases of the Watertown Elementary School Building Project.

Please accept this as formal request for an appropriation in the amount of \$149,996 so that we may enter into a contract with and retain the services of Daedalus Projects, Inc.

Attached to this memorandum, please find Daedalus' submission to the RFS as well as their fee proposal.

Please do not hesitate to contact me or the Superintendent if you have any questions regarding the process or this request.



Watertown Public Schools

30 Common Street
Watertown, Massachusetts 02472-3492
Phone: (617) 926-7700
Fax: (617) 923-1234

Mary C. DeLai
*Assistant Superintendent
Finance & Operations*

Dede Galdston, Ed.D.
Superintendent of Schools

Theresa B. McGuinness, Ed.D.
*Assistant Superintendent
Teaching, Learning, & Assessment*

Kathleen Desmarais, M.Ed.
Director of Student Services

Craig Hardimon, M.Ed.
Director of Human Resources

MEMORANDUM

TO: Michael Driscoll, Town Manager
cc: Dede Galdston, Superintendent of Schools
FROM: Mary DeLai, Assistant Superintendent, Finance & Operations
DATE: November 17, 2017
RE: Request for Appropriation for Designer Services

On September 15, 2017, the Town of Watertown, through the Watertown Public Schools, issued Request for Proposals (RFP) for Designer Services for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future initiative. Specifically, the RFP seeks the services of the Designer for the evaluation of potential solutions and schematic design phases of the project initially. The RFP was developed collaboratively by the Designer selection committee which included the following members:

- John Portz, Chair, Watertown School Committee
- Elizabeth Yusem, Watertown School Committee
- Vincent Piccirilli, Vice President, Watertown Town Council
- Michael Dattoli, Watertown Town Council
- Dede Galdston, Superintendent of Schools
- Steven Magoon, Community Planning Director
- Thomas Tracy, Town Auditor
- Ken Thompson, Building Inspector
- Lori Kabel, Director of Public Buildings
- Mary DeLai, Assistant Superintendent, Watertown Public Schools

The due date for submission of responses was October 20, 2017. On or before the established deadline, we received two submissions and both respondents met the minimum qualifications for review. The submissions were then reviewed and evaluated by the Designer selection committee with the top ranked candidate being A13 Architects, LLC of Wayland, MA. References were checked and all were highly favorable. A fee proposal was then requested and negotiations regarding fees and contract terms and conditions commenced. Negotiations were successfully concluded with an agreed upon not-to-exceed fee for Basic Services of \$1,210,000 as well as Extra Services in amount of \$168,599.

Please accept this as formal request for an appropriation in the amount of \$1,378,599 so that we may enter into a contract with and retain the services of A13 Architects, LLC for the evaluation of potential solutions and schematic design phases of the Watertown Elementary Schools Building Project.

Attached to this memorandum, please find A13's submission to the RFP as well as their fee proposal.

Please do not hesitate to contact me or the Superintendent if you have any questions regarding the process or this request.

CONTRACT FOR DESIGNER SERVICES
(BASE CONTRACT FOR DESIGN BID BUILD OR CM at RISK PROJECT)

This Contract is made as of this ___th day of December in the year 2017 between the Town of Watertown, 149 Main Street, Watertown, Massachusetts 02472, hereinafter called "the Owner" and A13 Architects LLC, 526 Boston Post Road, Wayland, Massachusetts 01778, hereinafter called the "Designer" for the Designer to provide the designer services required to complete the Basic and Extra Services described herein for the Watertown Elementary Schools Building Project, consisting of potential renovation/reconstruction, renovation/addition, or new construction on the sites of the three existing Watertown Elementary Schools: Lowell Elementary School (175 Orchard Street), Cunniff Elementary School (246 Warren Street), and Hosmer Elementary School (1 Concord Road).

The Designer is authorized to perform the services required by this Contract through the Evaluation of Potential Solutions Phase and the Schematic Design Phase. At the Owner's option, the Designer may be authorized to perform services for subsequent design phases and/or the Construction Phases and Completion Phase, at which time a mutually agreed upon amendment to this Contract will be executed between the Owner and the Designer. If the Owner elects to construct the Project using the CM at Risk ("CM-R") construction delivery method pursuant to M.G.L. c. 149A, this Contract shall be amended using a Standard Amendment for CM-R. If the Owner elects to construct the Project using the Design-Bid-Build ("DBB") construction delivery method pursuant to M.G.L. c. 149, this Contract shall be amended using a Standard Amendment for DBB.

For the performance of the services required under this Contract for the Evaluation of Potential Solutions Phase and the Schematic Design Phase, and excluding those services specified under Articles 7.5, 7.6, 7.7, 7.8, 7.9, 7.10, and 8.3, the Designer shall be compensated by the Owner for Basic Services in accordance with the Payment Schedule included as Attachment A.

Designer's Project Architect/Engineer: L. Scott Dunlap, AIA, LEED AP, Partner; Troy L. Randall, AIA, LEED AP BD+C, Partner; James S. Jordan, AIA, LEED AP BD+C, Partner; Julie M. Rahilly, AIA, Project Architect.

The Subconsultants to provide services, either as Basic or Extra Services, to the Designer under this contract may include the following, as identified on the RFS:

	Name of Firm	Name of Principal	MBE/ WBE
Civil Engineering	The Vertex Companies, Inc.	Andrew J. Chagnon, P.E.	
Landscape Architecture	Birchwood Design Group	Kris M. Bradner, RLA	WBE
Structural Engineering	Engineers Design Group, Inc.	Mehul Dhruv, P.E.	MBE
Fire Protection Engineering	Griffith & Vary, Inc.	Wayne E. Mattson, P.E.	
Plumbing Engineering	Griffith & Vary, Inc.	Wayne E. Mattson, P.E.	
HVAC Engineering	Griffith & Vary, Inc.	Wayne E. Mattson, P.E.	
Electrical Engineering	Griffith & Vary, Inc.	Robert C. Bravo, P.E.	
Data/Communications Consultant	A13 Architects, LLC	John C. Jordan	
Environmental Permitting	The Vertex Companies, Inc.	Andrew J. Chagnon, P.E.	
Geotechnical Engineer	Lahlaf Geotechnical Consulting, Inc.	Abdelmadjid M. Lahlaf, Ph.D., P.E.	MBE
Hazardous Materials	Universal Environmental Consultants	Ammar M. Dieb	
Cost Estimating	PM&C	Peter Bradley	

Food Service Consultant	Crabtree McGrath Associates, Inc.	John Sousa	
Acoustical Consultant	Acentech	Ioana Pieleanu	
Specifications Consultant	Wil-Spec, LLC	Robert R. Wilkinson	
Library/Media Consultant	Integrated Contract Design, Inc.	Nancy Lohrer, IIDA	WBE
Theatrical Consultant	Barbizon Light of New England	Scott Stipetio	
Sustainable / Green Design / Renewable Energy Consultant	Andelman & Lelek Engineering, Inc.	M. Magda Lelek	WBE
Code Consultant	Cosentini Associates, Inc.	Rockwood J. Edwards, P.E.	
Accessibility Consultant	Kessler McGuinness & Associates, LLC	Josh Saffie	
Traffic Consultant	The Vertex Companies, Inc.	Andrew J. Chagnon, P.E.	
Furniture, Fixtures and Equipment Consultant	Integrated Contract Design, Inc.	Nancy Lohrer, IIDA	WBE
Security Consultant	A13 Architects, LLC	John C. Jordan	
Educational Programming Consultant	New Vista Design	David Stephen	
Site Surveyor	Welch Associates Land Surveyors, Inc.	Pamela M. Welch, PLS	WBE

IN WITNESS WHEREOF, the Owner and the Designer hereby agree to the terms of the Contract and have caused this Contract to be executed by their respective authorized officers or other authorized representatives.

OWNER

(print name)

(print title)

By _____
(signature)

Date _____

DESIGNER

L. Scott Dunlap, AIA, LEED AP
(print name)

Partner
(print title)

By _____
(signature)

Date _____

ATTACHMENT A

PAYMENT SCHEDULE

Payments shall be made in accordance with the provisions outlined in the Contract and with the following schedule:

Basic Services

Educational Planning, Programming, and Evaluation of Potential Solutions Phase

Cunniff Elementary School.....	\$168,000
Lowell Elementary School.....	\$273,000
Hosmer Elementary School	\$285,000

Schematic Design Phase

Cunniff Elementary School.....	\$112,000
Lowell Elementary School.....	\$182,000
Hosmer Elementary School	\$190,000

Design Development Phase.....	N/A
Construction Documents Phase.....	N/A
Early Bid Packages	N/A
Bidding Phase.....	N/A
Construction Administration Phase.....	N/A
Completion Phase	N/A
TOTAL BASIC SERVICES.....	\$1,210,000.00

Extra Services

Extra Services provided pursuant to Article 8 shall be compensated as determined by the Owner (a) by a lump sum fee agreed upon in advance in writing by the Owner and the Designer, or (b) on an hourly basis in accordance with the lesser of \$150 per hour or the rate schedule set forth below for time expended, or (c) on an hourly basis in accordance with the lesser of \$150 per hour or a multiple of 2.5 times the direct personnel expense (without benefits) of the Designers or Subconsultants personnel including principals.

Hourly Rates:

PRINCIPAL/MANAGER	\$160.00/hour
PROJECT ARCHITECT	\$135.00/hour
JOB CAPTAIN	\$110.00/hour
TECHNICAL (Entry Level Designer, Senior CAD Drafter, Model Maker)	\$60.00/hour
JUNIOR TECHNICAL (Junior CAD Drafter, Student Intern)	\$45.00/hour
ADMINISTRATIVE	\$40.00/hour
LANDSCAPE ARCHITECT PRINCIPAL	\$160.00/hour
LANDSCAPE ARCHITECT	\$130.00/hour
LANDSCAPE ARCHITECT – DESIGNER	\$90.00/hour
CIVIL ENGINEER PRINCIPAL	\$160.00/hour
SENIOR PROJECT CIVIL ENGINEER	\$130.00/hour
CIVIL ENGINEER	\$85.00/hour
STRUCTURAL ENGINEER PRINCIPAL	\$160.00/hour
STRUCTURAL ENGINEER	\$110.00/hour
HVAC ENGINEER PRINCIPAL	\$160.00/hour
ELECTRICAL ENGINEER PRINCIPAL	\$160.00/hour
PLUMBING ENGINEER PRINCIPAL	\$160.00/hour
SPECIFICATION CONSULTANT	\$105.00/hour
ENERGY MODELING CONSULTANT	\$125.00/hour
GEOTECHNICAL ENGINEER PRINCIPAL	\$160.00/hour
GEOTECHNICAL ENGINEER	\$110.00/hour
TRAFFIC ENGINEER	\$135.00/hour

Extra Services Not Included In Basic Services:

Phase 1: Site Surveyor – Topographical & Boundary Survey (Scope as required to satisfy Schematic Design submittal requirements – See Attachment G.).....	\$67,199
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 1: Preliminary Geotechnical Evaluation of Proposed Site Area (See Attachment G.).....	\$33,000
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 1: Hazardous Materials Inspection Services (Scope as required to satisfy Schematic Design submittal requirements.).....	\$0 (utilize Owner's reports)
Phase 1: Traffic Study (See Attachment G.)	\$42,900
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 1: Environmental Site Assessment (See Attachment G.)	\$7,500
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 1: Wetland Delineations	N/A
Phase 1: Soil Characterization (See Attachment G.)	\$15,000
Phase 1: Building Information Modeling (no BIM utilized through Schematic Design)	N/A
Phase 1: Hydrant Flow Testing	\$3,000
3 sites:	
1. Lowell Elementary School – 175 Orchard Street – 5.7 Acres	
2. Cunniff Elementary School – 246 Warren Street – 4.0 Acres	
3. Hosmer Elementary School – 1 Concord Road – 5.5 Acres	
Phase 2: Site Surveyor (post-Schematic Design)	TBD
Phase 2: Geotechnical Evaluation (post-Schematic Design)	TBD
Phase 2: Hazardous Materials Investigation (post-Schematic Design)	TBD
Phase 2: Site Permitting and Approvals Planning Board (post-Schematic Design)	TBD
Phase 2: Zoning or Regulatory Variances, Submittals, Approvals (post-Schematic Design)	TBD
Phase 2: FEMA Filings, Modifications, or Approvals (post-Schematic Design)	TBD

Phase 2: Historic Commission Filings, Hearings, or Approvals (post-Schematic Design)....	TBD
Phase 2: Environmental Permitting Conservation Commission (post-Schematic Design)	TBD
Phase 2: Wetlands Delineation (post-Schematic Design).....	TBD
Phase 2: Soil Characterization (post- Schematic Design).....	TBD
Phase 2: On-Site Geotechnical Engineer During Site Excavation/Compaction (Construction phase)	TBD
Phase 2: Installation Management of FF&E (post-Schematic Design).....	TBD
Phase 2: Design, Specifications, and Procurement of Technology Equipment which is not part of the Building Infrastructure and/or Building Construction Contract Documents.....	TBD
Phase 2: Hazardous Materials Surveys, Monitoring, Testing and Inspections (Construction phase)	TBD
Phase 2: Building Information Modeling (Post-Schematic Design, if required)	TBD
TOTAL EXTRA SERVICES TO BE ADDED TO BASIC SERVICES.....	\$168,599.00
TOTAL BASIC SERVICES + EXTRA SERVICES TO BE ADDED TO BASIC SERVICES	\$1,378,599.00

NOTE: The above does NOT include a budget for Reimbursable Expenses related to "Article 9: Reimbursable Expenses" of the Contract For Designer Services. Said budget through the Schematic Design phase is estimated to be \$10,000.00 (Ten Thousand Dollars and Zero Cents).

ATTACHMENT C

PARTICIPATION SCHEDULE FOR DESIGNER CONTRACTS BY SOMWBA CERTIFIED MINORITY/WOMEN BUSINESS ENTERPRISES

This form shall be submitted to the Owner by the Designer upon execution of the Contract for Designer Services attached hereto.

Owner: Town of Watertown

Project No: _____

<u>Name of Company</u>	<u>Description of Work</u>	<u>M/WBE</u>	<u>Dollar Value Participation</u>
1. <u>Engineers Design Group, Inc.</u>	<u>Structural Engineering</u>	<u>MBE</u>	<u>\$29,380.00</u>
2. <u>Integrated Contract Design, Inc.</u>	<u>Library/Media: RF&E Consultant</u>	<u>WBE</u>	<u>\$8,500.00</u>
3. <u>Andelman & Lelek Engineering, Inc.</u>	<u>Sustainable / Green Design / Renewable Energy Consultant</u>	<u>WBE</u>	<u>Post-Schematic</u>
4. <u>Birchwood Design Group</u>	<u>Landscape Architecture</u>	<u>WBE</u>	<u>\$145,000.00</u>
5. <u>Lahlaf Geotechnical Consulting, Inc.</u>	<u>Geotechnical Engineer</u>	<u>MBE</u>	<u>\$30,000.00</u>
6. <u>Welch Associates Land Surveyors, Inc.</u>	<u>Site Surveyor</u>	<u>WBE</u>	<u>\$61,090.00</u>

Dollar Value of MBE Commitment: \$ 59,380.00

Dollar Value of WBE Commitment: \$ 214,590.00

Total Dollar Value Commitment: \$ 273,970.00

Original Fee for Basic Services Amount (Includes Extra Services added to Basic Services) \$ 1,378,599.00

DESIGNER CERTIFICATION

The undersigned certifies under the penalties of perjury that (1) it intends to subcontract with the above listed firms for the identified work and dollar amounts and (2) certifies that he/she has read the terms and conditions of the Designer Contract with regards to MBE/WBE participation and is authorized to bind the Designer to the commitment set forth above.

Date _____

L. Scott Dunlap / A13 Architects, LLC
Name of Architect/Engineer

Authorized Signature

526 Boston Post Road
Address

Wayland, MA 01778
City, State, & Zip Code

Expenditure Forecast 4/25/2017 – Submission of the Fiscal Year 2018 Budget

Source	FY2018	FY2019	FY2020	FY2021
Pension Costs	\$ 16,939,961	\$ 17,695,773	\$ 2,075,773	\$ 2,087,773
Other Post Employment Benefits (OPEB)	\$ -	\$ -	\$ 15,620,000	\$ 15,608,000
TOTAL	\$ 16,939,961	\$ 17,695,773	\$ 17,695,773	\$ 17,695,773

Expenditure Forecast 5/1/2018 – Submission of the Fiscal Year 2019

Source	FY2019	FY2020	FY2021	FY2022
Pension Costs	\$ 18,485,572	\$ 8,088,176	\$ 568,649	\$ 622,755
Other Post Employment Benefits (OPEB)	\$ -	\$ 10,179,896	\$ 11,484,173	\$ 5,888,017
School Construction Project (3 Elementary)	\$ -	\$ 217,500	\$ 6,432,750	\$ 11,974,800
TOTAL	\$ 18,485,572	\$ 18,485,572	\$ 18,485,572	\$ 18,485,572

Expenditure Forecast 10/09/2018 – Fiscal Year 2020 Preliminary Budget Overview

Source	FY2019	FY2020	FY2021	FY2022
Pension Costs	\$ 18,485,572	\$ 8,088,176	\$ 568,649	\$ 622,755
Other Post Employment Benefits (OPEB)	\$ -	\$ 12,779,896	\$ 14,084,173	\$ 8,488,017
School Construction Project (3 Elementary)	\$ -	\$ 217,500	\$ 6,432,750	\$ 11,974,800
TOTAL	\$ 18,485,572	\$ 21,085,572	\$ 21,085,572	\$ 21,085,572

- As of January 1, 2018, the Unfunded Pension Liability is estimated to be \$24,242,262.
- As of July 1, 2017, the Unfunded OPEB Liability is estimated to be \$122,602,207.



Michael J. Driscoll
Town Manager

TOWN OF
WATERTOWN
Office of the Town Manager

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

To: Honorable Town Council

From: Michael J. Driscoll, Town Manager

Date: August 1, 2019

RE: Agenda Item - Proposed Loan Order

As you recall, as a follow-up to the attached April 18th and June 6, 2019 Agenda Item correspondences, the Honorable Town Council approved a Proposed Loan Order totaling \$12,441,016 to pay costs of Designer Services related to the Three Elementary Schools Project at the June 25, 2019 Town Council Meeting.

The Town of Watertown, through the Watertown Public Schools, issued the attached Request for Services (RFS) for Owner's Project Manager Services (OPM) for the design, construction, addition to and/or renovation of our three elementary schools as part of the Building for the Future Initiative.

Subsequent to the issuance of the RFS, attached please find correspondence from Dr. Deanne Galdston, Superintendent of Schools, outlining the process and the efforts of the OPM Selection Team and the School Building Committee in selecting Hill International, Inc. of Needham, Massachusetts as the top ranked candidate. Furthermore, a fee proposal was requested and negotiations regarding fees, contract terms and conditions were held and concluded with an agreed upon fee of \$4,080,875 for OPM services for the Three Elementary Schools Project through design development, construction documents, bid and award, construction and final closeout.

As a follow-up to the above, on July 11, 2019 the School Building Committee unanimously approved a motion recommending the Town Manager execute the contract for Hill International as the Owner's Project Manager for the Three Elementary Schools Project.

As you are aware, the Council's Committee on Budget and Fiscal Oversight met several times thereafter developing conceptual recommendations for presentation to the Honorable Town Council for their review and adoption. On March 12, 2019, the Honorable Town Council adopted twenty-nine (29) conceptual recommendations on the Fiscal Year 2020-2024 CIP.

Conceptual recommendation #18 reads as follows:

18. Concur with the decision to proceed with the "Building for the Future" initiative of \$170,000,000 for the Three Elementary Schools Project funding within the confines of Proposition 2½, and not proceed with the \$5,304,000 for renovation projects for the Cunniff, Hosmer, and Lowell schools shown in the FY2020-2024 CIP as NB (included in New Building) or RB (included in Renovated Building).

As a follow-up to that conceptual recommendation and the July 11th motion of the School Building Committee, I respectfully request the attached Proposed Loan Order be placed on the August 13, 2019 Town Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: School Building Committee
Honorable School Committee
Dr. Deanne Galdston, Superintendent of Schools
Heidi Perkins, Director of Finance & Operations
Steven Magoon, Director of Community Development & Planning/Assistant Town Manager
Thomas J. Tracy, Town Auditor/Assistant Town Manager for Finance
Peter J. McLaughlin, Inspector of Buildings
Lori E. Kabel, Director of Public Buildings
Jennifer G. Gonzalez, Treasurer/Collector
Mark R. Reich, Esquire, KP Law



Attorneys & Counselors

Richard A. Manley, Jr.
Direct Telephone: 817-239-0384
Direct Fax: 866-668-1046
richard.manley@lockelord.com

July 17, 2019

Peter B. Frazier, Managing Director
Hilltop Securities, Inc.
Municipal Advisory Group
54 Canal Street, Suite 320
Boston, Massachusetts 02114

Dear Peter: (Town of Watertown – Suggested Loan Order)

As requested, I'd suggest the following form of loan order to approve the borrowing of funds to pay costs of owner's project management services associated with the Town's three elementary school projects:

That the Town appropriates the Four Million Eighty Thousand Eight Hundred Seventy-Five Dollars (\$4,080,875) to pay costs of owner's project management services associated with the design, construction, addition to and/or renovation of three elementary schools, including the payment of all costs incidental or related thereto; and that to meet this appropriation the Town Treasurer, with the approval of the Town Manager, is authorized to borrow said sum under M.G.L. c. 44, §7(7) or pursuant to any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

The order must be published at least 5 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 Town Council, as in the case of any other loan order for bonds.

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

Yours faithfully,

Richard A. Manley, Jr.

81067521v.1

Atlanta | Austin | Boston | Chicago | Cincinnati | Dallas | Hartford | Hong Kong | Houston | London | Los Angeles
Miami | Minneapolis | New Orleans | New York | Providence | San Francisco | Stamford | Washington DC | West Palm Beach



Watertown Public Schools

30 Common Street
Watertown, Massachusetts 02472-3492
Phone: (617) 926-7700
Fax: (617) 923-1234

Ms. Heidi Perkins
Director of Finance & Operations

Dr. Deanne Galdston
Superintendent of Schools

Dr. Theresa B. McGuinness
*Assistant Superintendent
Teaching, Learning, & Assessment*

Ms. Kathleen Desmarais
Director of Student Services

Mr. Kenneth Storzizzi
Director of Human Resources

MEMORANDUM

To: Michael Driscoll, Town Manager
From: Dede Galdston, Ed.D., Superintendent of Schools
Cc: Mark Sideris, Chairman of the School Building Committee
Date: August 1, 2019
RE: Request for Appropriation for Owners Project Management Services, WPS Elementary Schools

On March 27, 2019, the Town of Watertown, through the Watertown Public Schools, issued a Request for Services (RFS) for Owners Project Management (OPM) to represent the Owner for Project Management Services through design development, construction documents, bid and award, construction and final closeout.

The RFS was developed collaboratively by the OPM Selection Team, established by the Watertown School Building Committee, which included the following members:

- Dede Galdston, Superintendent of Schools
- Lori Kabel, Director of Public Buildings
- Kelly Kurlbaum, Member of the School Building Committee
- Steven Magoon, Community Planning Director
- Peter McLaughlin, Building Inspector
- Heidi Perkins, Director of Finance and Operations, Watertown Public Schools
- Thomas Tracy, Town Auditor

The due date for submission of responses was April 17, with seven proposals received and all respondents met the minimum qualifications for review. The seven submissions were then reviewed and evaluated by the OPM Selection Team using the evaluation criteria set forth in the RFS (see Appendix) and three finalists were selected for interviews with the full School Building Committee on Tuesday, May 7. The three finalists were Hill International, LeftField, and Skanska. All three firms delivered presentations and answered questions during interviews at the May 7 School Building Committee meeting. The School Building Committee discussed the interviews at a subsequent meeting on May 9. As the discussion ensued, it became apparent that the will of the School Building Committee was to

invite the three firms back for a follow-up interview with specific questions designed to elicit responses to questions that the Committee had. The three firms returned on May 15 for a second round of interviews. Upon completion of the interviews, the Committee discussed the presentations and reached a consensus to recommend Hill International to be the OPM for the elementary schools building project. The Committee was very pleased with the team that Hill International had assembled for the elementary schools project, the time dedication of the team members to Watertown, and their past successes managing large, complex projects. A motion was made to move forward with Hill International, with a unanimous vote from the Committee.

On June 5, the School Building Committee unanimously voted to authorize the negotiation of a contract with Hill International. A fee proposal was requested and negotiations regarding fees and contract terms and conditions commenced. Negotiations were successfully concluded with an agreed upon fee of \$4,080,875 for OPM services through design development, construction documents, bid and award, construction and final closeout. At the July 11 School Building Committee meeting, the Committee voted unanimously to recommend that the Town Manager executes the contract with Hill International.

Attached to this memorandum, please find Hill International's submission to the RFS.

Please do not hesitate to contact me if you have any questions regarding the process or this request.

To: Michael Driscoll, Town Manager

From: Mark Sideris, Chair School Building Committee

Date: May 21, 2020

Good morning Mike,

The School Building Committee met last night to go over the construction bids for the first phase of the “Building for the Future” initiative related to the Elementary Schools. This phase includes the new Cunniff and Hosmer buildings. We received 70 subcontractor bids in 14 different categories of work. These subcontractor bids were then incorporated into the total construction bids, which were provided by two different general contractors. The total construction cost bids provided by the general contractors were well under what we had budgeted, which was great news. As part of the bidding process, we also included a bid alternate #1, which was the purchase of solar panels to be located on the building roof and on strategically placed site canopies. These solar panels are needed to meet the Committee’s goal of net-zero energy use for the buildings. This alternate for solar panels was also well under the estimated cost. The project manager, Hill International, and the architect, Ai3 Architects, recommended we move forward with the inclusion of this alternate in the final construction contract.

The Committee has been working on this initiative for more than two years and it included the aforementioned team, as well as many members of the public, who have been participating with us as well.

The following motions were made, and both passed unanimously by the Committee.

First motion:

Vote to accept bids and request that the Town Manager take necessary steps to execute an Owner/Contractor Agreement with Brait Builders in the amount of \$92,335,000

Second motion:

Vote to request that the Town Manager also include Bid Alternate 1 in the amount of \$2,620,000 within the Owner/Contractor Agreement such that the total value of the contract is \$94,955,000

The Committee understands that the funding of these projects is subject to a vote of the Town Council as the appropriating authority.

I am including with this memo, a letter from our project manager, Hill International, the PowerPoint presentation to the Building Committee from last night, as well as the PowerPoint

presentation that will be presented to the Town Council and the community at the public hearing on June 9th.

I believe the Committee has done its due diligence to get us to this point. We began with a thorough evaluation of renovation and expansion options for all three elementary schools, but ultimately determined that the Cunniff and Hosmer options failed to meet the high standard of educational, community, neighborhood, sustainability, and environmental goals established by the Committee and the Town. These two projects have now evolved into models of how communities can meet these established goals; and Watertown will have the first two elementary schools in the Commonwealth to achieve both Net-Zero and LEED Gold. This is very important, as we have been able to achieve these lofty goals while simultaneously staying within the budget that was established by the Committee and the Town.

On behalf of the Committee, I would respectfully request your favorable consideration as well as favorable consideration from the Town Council to move forward with this project.

Mark Sideris

School Building Committee Chair

HILL
Hill International

Hill International, Inc.
75 Second Ave, Suite 300
Needham, MA 02494
Tel: 617-778-0900
www.hillintl.com

May 14, 2020

Mr. Michael J. Driscoll
Town Manager
Town of Watertown
149 Main Street
Watertown, MA 02472

Re: Town of Watertown - Hosmer and Cunniff Elementary Schools Construction Project

Dear Mr. Driscoll:

On Wednesday, May 6, 2020 the Town of Watertown received and opened bids from potential General Contractors for the Hosmer and Cunniff Elementary Schools Construction Project. After these documents were opened, Hill International, Inc. reviewed the documents to confirm that they are in conformance with the requirements set forth in the Invitation to Bid.

This review of documents has revealed that Brait Builders Corporation is the Apparent Low, Responsible and Eligible bidder with a bid price of \$92,335,000.00 and a price of \$2,620,000.00 for Alternate #1 (Furnishing and installation of complete Photovoltaic Systems at both Hosmer and Cunniff that is connected to the utility grid). In accordance with Massachusetts General Law, Hill International recommends that the Town of Watertown award Brait Builders Corporation the base contract and accept Alternate #1 for the Hosmer and Cunniff Elementary Schools Construction Project for a total project price of \$ 94,955,000.00.

The School Building Committee will consider this recommendation at their May 20, 2020 School Building Committee Meeting. As you know, the School Building Committee's vote is subject to funding from Town Council. We respectfully request the funding request to include the above mentioned \$94,955,000.00 and a Construction Contingency of \$7,400,000.00 and an Owner's Contingency of \$1,100,000.00 for a proposed loan order amount totaling \$103,455,000.00

Below is an outline of the steps and review process taken to ensure the prequalification of both the Filed Subcontractors and General Contractor:

November 2019

- Established Contractor Prequalification Subcommittee by the School Building Committee
 - Contractor Prequalification Subcommittee members consisted of the OPM, Architect, Two Members of the SBC and the Building Inspector
- Prepared and Advertised for the Statement of Qualifications (SOQ's) from Contractors through the Purchasing Department
 - Contractor RFQ advertised included language that gave the Town flexibility to construct the Hosmer ES and Cunniff ES sequentially or concurrently

January 2020

- Contractor Prequalification Subcommittee met and received Contractors SOQ's for review

February 2020

- Contractor Prequalification Subcommittee met and approved Contractors who would be allowed to bid on this project

HILL
Hill International

- The Town received four (4) General Contractors SOQ's – All were approved to bid
- The Town received ninety (90) Filed Subcontractor SOQ's – All were approved to bid
- All contractors who submitted a SOQ were notified that they were approved to bid

March 2020

- Prepared and Advertised Invitation to Bid to General Contractors and Filed Subcontractors for prequalified contractors through the Purchasing Department
 - Invitation to bid was advertised and included language that indicated both the Hosmer ES and Cunniff ES would be constructed concurrently
- Bid Documents were distributed to the Prequalified Contractors, both filed subcontractors and General Contractors

April 2020

- The Town's Purchasing Department received Filed Subcontractor Bids on April 16, 2020
 - The Town received seventy (70) Filed Subcontractor Bids

May 2020

- The Town's Purchasing Department received General Contractor Bids on May 6, 2020
 - The Town received two (2) General Contractor Bids
 - Both General Contractor Bids included the low Filed Subcontractor Bid

If you have any questions, please feel free to give me a call at 617-945-4500.

Sincerely,
Hill International, Inc.

Vivian Varbedian
Vivian Varbedian

Vivian Varbedian
Senior Project Manager

Enclosure

Cc: Mark Sideris
Scott Dunlap

Watertown Public Schools Building Committee

Design Watertown

Elementary Schools Project

Ai3 Architects, LLC
Hill International, Inc

Watertown High School Project

Ai3 Architects, LLC
Compass Project Management, Inc

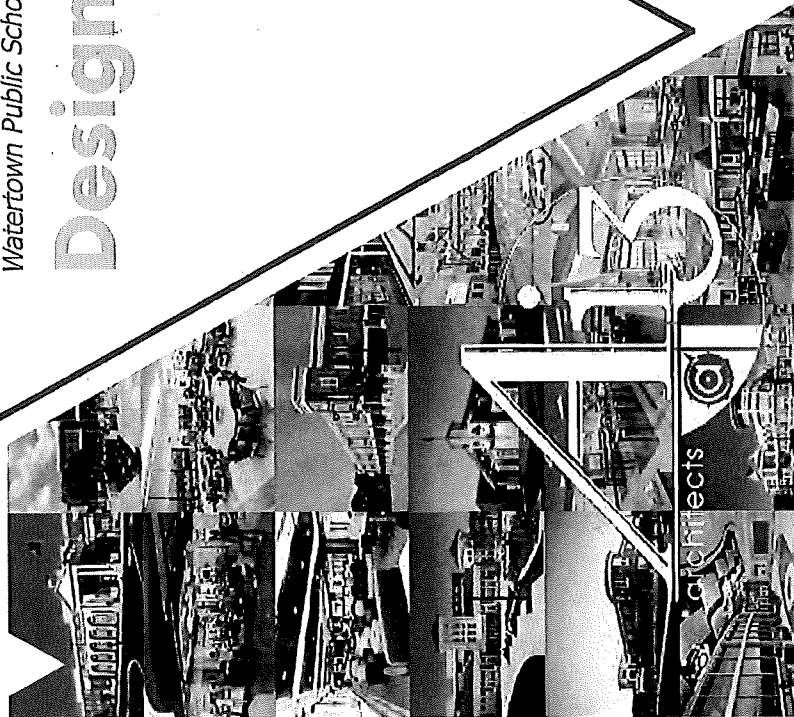
To Connect via Zoom*:

https://us02web.zoom.us/j/zoomurl/ter/WN_F0cN5hmZTEGO18GfQnBZMA

*Members of the Public: please use the Q&A button to ask questions when appropriate or email questions to Vinny Piccirilli (vpiccirilli@watertown-ma.gov)

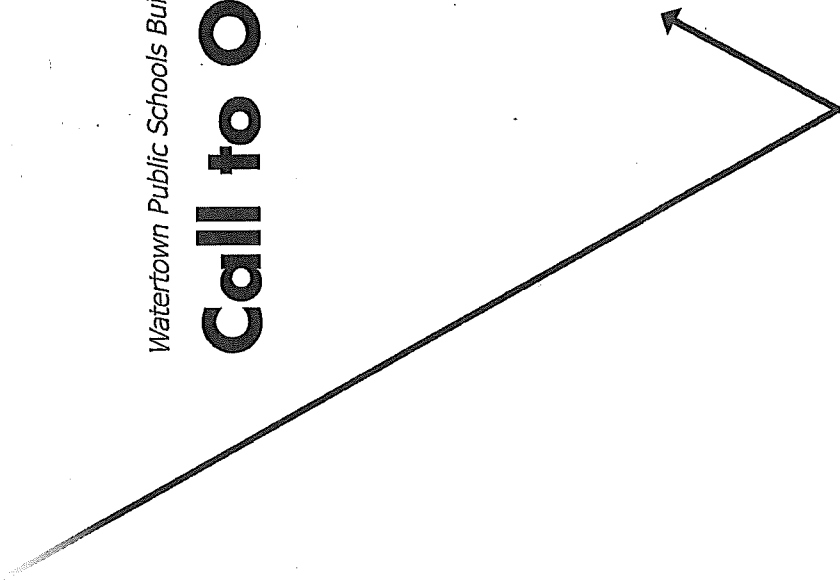
Agenda - May 20, 2020

- Call to Order
- Meeting Minutes Approval
 - Elementary Schools
 - Watertown High School
- Elementary Schools Project Update
- Filed Sub-Contractor Bid Results
- General Contractor Bid Results
- Alternate #1
 - Description
- Vote for General Contractor & Alternate #1
- Request for Proposals: Testing & Inspection
- Elementary Schools Project Website Update
- Approval of Invoices (All Projects)
- Elementary Schools Discussion/Other Business
- High School Project Update
- Review proposed revised project timeline
 - Vote to request extension of Feasibility Study Agreement with MSBA
- High School Project Website Update
 - Review Comments on Website
 - Obtain approval to "go live" and determine buying a domain vs. using the *Building for the Future* site
- High School Discussion/Other Business
- Neighborhood Meeting Updates
 - Cunniff & Hosmer
 - Watertown High School
- Adjournment



Watertown Public Schools Building Committee

Call to Order



Meeting Minutes Approval

► **Summary of Meeting Minutes**

- Elementary Schools
 - February 5, 2020
 - March 4, 2020
- Watertown High School
 - January 29, 2020
 - February 27, 2020
- Discussion
- Roll call vote for approval of minutes

Elementary Schools Project Update

▲ Elementary Schools Move Management

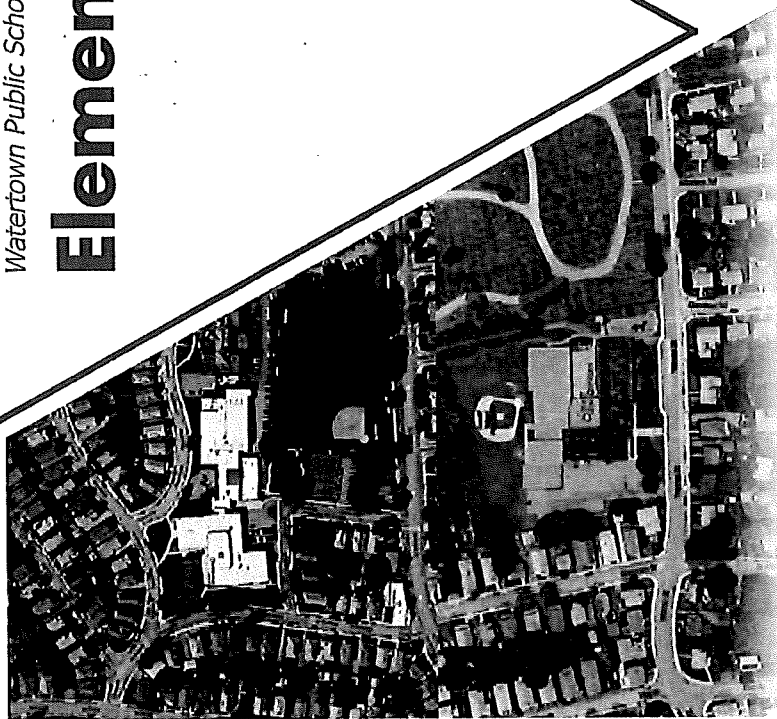
- Hosmer Elementary School packing is scheduled to be completed by June 1st
- Cunniff Elementary School packing is scheduled to be completed by June 1st
- Move Services Contractor is scheduled to complete the move around mid-June (approximately 2 weeks)

▲ Asbestos Abatement Schedule

- Cunniff abatement is scheduled for June 15, 2020
- Hosmer abatement is scheduled for June 22, 2020
- Anticipated to last 4 weeks from start date to completion

▲ Bid Results

- Filed Sub-Contractor Bid Results
- General Contractor Bid Results



Filed Sub-Contractor Bid Results

04 00 01 – MASONRY
Commercial Masonry
\$1,017,000.00

05 00 01 – MISC. AND ORNAMENTAL IRON
V&G Ironworks, Inc.
\$1,543,210.00

07 00 01 – WATERPROOFING
DAMPPROOFING AND CAULKING
Chapman Waterproofing
\$1,200,000.00

07 00 02 – ROOFING AND FLASHING
J.D. Rivet & Co., Inc.
\$1,442,450.00

08 00 05 – METAL WINDOWS
Lambrian Construction
\$3,272,000.00

08 00 08 – GLASS AND GLAZING
Greenfield Glass Co., Inc.
\$219,645.00

09 00 06 – RESILIENT FLOORING
CJM Services, Inc.
\$1,455,615.00

09 00 09 – PAINTING
New Generation Painting, Inc.
\$777,000.00

09 51 00 – ACOUSTICAL CEILINGS
H. Carr and Sons, Inc.
\$1,868,000.00

14 21 23 – ELEVATORS
Delta Beckwith Elevator Company
\$578,000.00

21 00 00 – FIRE PROTECTION
Cogswell Sprinkler Co., Inc.
\$1,444,409.00

22 00 00 – PLUMBING
Harold Brothers Mechanical Contractors, Inc.
\$2,991,000.00

23 00 00 – HVAC
General Mechanical Contractors
\$8,378,000.00

26 00 01 – ELECTRICAL
LeVangie Electric Co., Inc.
\$8,940,000.00

Contractor		Item Bid	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Alt. 5	Alt. 6	Alt. 7	Alt. 8	Alt. 9	Alt. 10	Alt. 11	Alt. 12	Alt. 13	Alt. 14	Alt. 15	Alt. 16	Alt. 17	Alt. 18	Alt. 19	Alt. 20	Alt. 21	Alt. 22	Alt. 23	Alt. 24	Alt. 25	Alt. 26	Alt. 27	Alt. 28	Alt. 29	Alt. 30	Alt. 31	Alt. 32	Alt. 33	Alt. 34	Alt. 35	Alt. 36	Alt. 37	Alt. 38	Alt. 39	Alt. 40	Alt. 41	Alt. 42	Alt. 43	Alt. 44	Alt. 45	Alt. 46	Alt. 47	Alt. 48	Alt. 49	Alt. 50	Alt. 51	Alt. 52	Alt. 53	Alt. 54	Alt. 55	Alt. 56	Alt. 57	Alt. 58	Alt. 59	Alt. 60	Alt. 61	Alt. 62	Alt. 63	Alt. 64	Alt. 65	Alt. 66	Alt. 67	Alt. 68	Alt. 69	Alt. 70	Alt. 71	Alt. 72	Alt. 73	Alt. 74	Alt. 75	Alt. 76	Alt. 77	Alt. 78	Alt. 79	Alt. 80	Alt. 81	Alt. 82	Alt. 83	Alt. 84	Alt. 85	Alt. 86	Alt. 87	Alt. 88	Alt. 89	Alt. 90	Alt. 91	Alt. 92	Alt. 93	Alt. 94	Alt. 95	Alt. 96	Alt. 97	Alt. 98	Alt. 99	Alt. 100	Alt. 101	Alt. 102	Alt. 103	Alt. 104	Alt. 105	Alt. 106	Alt. 107	Alt. 108	Alt. 109	Alt. 110	Alt. 111	Alt. 112	Alt. 113	Alt. 114	Alt. 115	Alt. 116	Alt. 117	Alt. 118	Alt. 119	Alt. 120	Alt. 121	Alt. 122	Alt. 123	Alt. 124	Alt. 125	Alt. 126	Alt. 127	Alt. 128	Alt. 129	Alt. 130	Alt. 131	Alt. 132	Alt. 133	Alt. 134	Alt. 135	Alt. 136	Alt. 137	Alt. 138	Alt. 139	Alt. 140	Alt. 141	Alt. 142	Alt. 143	Alt. 144	Alt. 145	Alt. 146	Alt. 147	Alt. 148	Alt. 149	Alt. 150	Alt. 151	Alt. 152	Alt. 153	Alt. 154	Alt. 155	Alt. 156	Alt. 157	Alt. 158	Alt. 159	Alt. 160	Alt. 161	Alt. 162	Alt. 163	Alt. 164	Alt. 165	Alt. 166	Alt. 167	Alt. 168	Alt. 169	Alt. 170	Alt. 171	Alt. 172	Alt. 173	Alt. 174	Alt. 175	Alt. 176	Alt. 177	Alt. 178	Alt. 179	Alt. 180	Alt. 181	Alt. 182	Alt. 183	Alt. 184	Alt. 185	Alt. 186	Alt. 187	Alt. 188	Alt. 189	Alt. 190	Alt. 191	Alt. 192	Alt. 193	Alt. 194	Alt. 195	Alt. 196	Alt. 197	Alt. 198	Alt. 199	Alt. 200	Alt. 201	Alt. 202	Alt. 203	Alt. 204	Alt. 205	Alt. 206	Alt. 207	Alt. 208	Alt. 209	Alt. 210	Alt. 211	Alt. 212	Alt. 213	Alt. 214	Alt. 215	Alt. 216	Alt. 217	Alt. 218	Alt. 219	Alt. 220	Alt. 221	Alt. 222	Alt. 223	Alt. 224	Alt. 225	Alt. 226	Alt. 227	Alt. 228	Alt. 229	Alt. 230	Alt. 231	Alt. 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787	Alt. 788	Alt. 789	Alt. 790	Alt. 791	Alt. 792	Alt. 793	Alt. 794	Alt. 795	Alt. 796	Alt. 797	Alt. 798	Alt. 799	Alt. 800	Alt. 801	Alt. 802	Alt. 803	Alt. 804	Alt. 805	Alt. 806	Alt. 807	Alt. 808	Alt. 809	Alt. 810	Alt. 811	Alt. 812	Alt. 813	Alt. 814	Alt. 815	Alt. 816	Alt. 817	Alt. 818	Alt. 819	Alt. 820	Alt. 821	Alt. 822	Alt. 823	Alt. 824	Alt. 825	Alt. 826	Alt. 827	Alt. 828	Alt. 829	Alt. 830	Alt. 831	Alt. 832	Alt. 833	Alt. 834	Alt. 835	Alt. 836	Alt. 837	Alt. 838	Alt. 839	Alt. 840	Alt. 841	Alt. 842	Alt. 843	Alt. 844	Alt. 845	Alt. 846	Alt. 847	Alt. 848	Alt. 849	Alt. 850	Alt. 851	Alt. 852	Alt. 853	Alt. 854	Alt. 855	Alt. 856	Alt. 857	Alt. 858	Alt. 859	Alt. 860	Alt. 861	Alt. 862	Alt. 863	Alt. 864	Alt. 865	Alt. 866	Alt. 867	Alt. 868	Alt. 869	Alt. 870	Alt. 871	Alt. 872	Alt. 873	Alt. 874	Alt. 875	Alt. 876	Alt. 877	Alt. 878	Alt. 879	Alt. 880	Alt. 881	Alt. 882	Alt. 883	Alt. 884	Alt. 885	Alt. 886	Alt. 887	Alt. 888	Alt. 889	Alt. 890	Alt. 891	Alt. 892	Alt. 893	Alt. 894	Alt. 895	Alt. 896	Alt. 897	Alt. 898	Alt. 899	Alt. 900	Alt. 901	Alt. 902	Alt. 903	Alt. 904	Alt. 905	Alt. 906	Alt. 907	Alt. 908	Alt. 909	Alt. 910	Alt. 911	Alt. 912	Alt. 913	Alt. 914	Alt. 915	Alt. 916	Alt. 917	Alt. 918	Alt. 919	Alt. 920	Alt. 921	Alt. 922	Alt. 923	Alt. 924	Alt. 925	Alt. 926	Alt. 927	Alt. 928	Alt. 929	Alt. 930	Alt. 931	Alt. 932	Alt. 933	Alt. 934	Alt. 935	Alt. 936	Alt. 937	Alt. 938	Alt. 939	Alt. 940	Alt. 941	Alt. 942	Alt. 943	Alt. 944	Alt. 945	Alt. 946	Alt. 947	Alt. 948	Alt. 949	Alt. 950	Alt. 951	Alt. 952	Alt. 953	Alt. 954	Alt. 955	Alt. 956	Alt. 957	Alt. 958	Alt. 959	Alt. 960	Alt. 961	Alt. 962	Alt. 963	Alt. 964	Alt. 965	Alt. 966	Alt. 967	Alt. 968	Alt. 969	Alt. 970	Alt. 971	Alt. 972	Alt. 973	Alt. 974	Alt. 975	Alt. 976	Alt. 977	Alt. 978	Alt. 979	Alt. 980	Alt. 981	Alt. 982	Alt. 983	Alt. 984	Alt. 985	Alt. 986	Alt. 987	Alt. 988	Alt. 989	Alt. 990	Alt. 991	Alt. 992	Alt. 993	Alt. 994	Alt. 995	Alt. 996	Alt. 997	Alt. 998	Alt. 999	Alt. 1000	Alt. 1001	Alt. 1002	Alt. 1003	Alt. 1004	Alt. 1005	Alt. 1006	Alt. 1007	Alt. 1008	Alt. 1009	Alt. 1010	Alt. 1011	Alt. 1012	Alt. 1013	Alt. 1014	Alt. 1015	Alt. 1016	Alt. 1017	Alt. 1018	Alt. 1019	Alt. 1020	Alt. 1021	Alt. 1022	Alt. 1023	Alt. 1024	Alt. 1025	Alt. 1026	Alt. 1027	Alt. 1028	Alt. 1029	Alt. 1030	Alt. 1031	Alt. 1032	Alt. 1033	Alt. 1034	Alt. 1035	Alt. 1036	Alt. 1037	Alt. 1038	Alt. 1039	Alt. 1040	Alt. 1041	Alt. 1042	Alt. 1043	Alt. 1044	Alt. 1045	Alt. 1046	Alt. 1047	Alt. 1048	Alt. 1049	Alt. 1050	Alt. 1051	Alt. 1052	Alt. 1053	Alt. 1054	Alt. 1055	Alt. 1056	Alt. 1057	Alt. 1058	Alt. 1059	Alt. 1060	Alt. 1061	Alt. 1062	Alt. 1063	Alt. 1064	Alt. 1065	Alt. 1066	Alt. 1067	Alt. 1068	Alt. 1069	Alt. 1070	Alt. 1071	Alt. 1072	Alt. 1073	Alt. 1074	Alt. 1075	Alt. 1076	Alt. 1077	Alt. 1078	Alt. 1079	Alt. 1080	Alt. 1081	Alt. 1082	Alt. 1083	Alt. 1084	Alt. 1085	Alt. 1086	Alt. 1087	Alt. 1088	Alt. 1089	Alt. 1090	Alt. 1091	Alt. 1092	Alt. 1093	Alt. 1094	Alt. 1095	Alt. 1096	Alt. 1097	Alt. 1098	Alt. 1099	Alt. 1100	Alt. 1101	Alt. 1102	Alt. 1103	Alt. 1104	Alt. 1105	Alt. 1106	Alt. 1107	Alt. 1108	Alt. 1109	Alt. 1110	Alt. 1111	Alt. 1112	Alt. 1113	Alt. 1114	Alt. 1115	Alt. 1116	Alt. 1117	Alt. 1118	Alt. 1119	Alt. 1120	Alt. 1121	Alt. 1122	Alt. 1
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General Contractor Bid Results

GENERAL CONTRACTOR	BASE BID	ALTERNATE 1: PV FOR SITE AND BUILDING	TOTAL BID W/ ALTERNATES	TOTAL GC WORK (GC BIDS ONLY)	TOTAL SUB-TRADE WORK (GC BIDS ONLY)
GENERAL CONTRACTOR	\$99,000,000.00 (Budget)	\$4,500,000.00 (Estimate)	\$103,500,000.00		
Brait Builders Corporation	\$92,335,000.00	\$2,620,000.00	\$94,955,000.00	\$57,208,671.00	\$35,126,329.00
Bacon Construction Co., Inc.	\$97,277,700.00	\$2,685,000.00	\$99,963,200.00	\$62,151,371.00	\$35,126,329.00

ALTERNATE 1:

The furnishing and installation of complete Photovoltaic (PV) Systems at both Hosmer and Cunniff

- Furnished under section 26 00 00 (Electrical Sub-Contractor)
- Includes labor, materials, equipment, transportation, appurtenances, and related services
- Includes arrays, mounting hardware, terminal boxes, inverters, disconnects, circuit breakers, panel boards/switchgear

Alternate 1 Details

Alternate #1 included:

- 1,169 solar panels for Cunniff with an estimated production of **559 KWh** and
- 1,920 solar panels for Hosmer with an estimated production of **943 KWh**

The Design and OPM team **recommends incorporation** of Bid Alternate #1 into the construction contract for the following reasons:

1. Alternate #1 allows the Committee to take a definitive and significant step toward the established goal of achieving Net-Zero on these projects.
2. The bid price of \$2,620,000 is **SUBSTANTIALLY** less than the estimated costs of \$4.5 million.
3. The General Contractor total bid price of \$92.335 million is substantially less than the established budget of \$99.0 million and affords the Town the capacity to incorporate the Solar panels into the construction project and take ownership of the panels. This can be done without committing any of the discretionary funds (\$2.558 million), construction contingency (\$7.4 million) or owner contingency (\$1.1 million) previously identified in the budget.
4. Ownership of the solar panels allows the Town to reap the benefits of all energy generated by the panels.
5. Although the Design and OPM team recommended the Committee evaluate the possibility of a Power Purchasing Agreement (PPA), this recommendation was made when it was unclear if the project budget could support the full costs of the solar panels. The purpose of including the solar panel alternate in the construction bid was to identify the exact costs of the panels. The result is the solar panels can be purchased within the established project budget.
6. The Construction Contract Award, including alternate #1, must be made within 30 day of receipt of bids.

Watertown Public Schools Building Committee

Elementary Schools Project Vote: General Contractor & Alt 1

▲ Vote to accept bids and request that the Town Manager take necessary steps to execute an Owner/Contractor Agreement with Brait Builders in the amount of \$92,335,000

- Discussion
- Roll Call Vote

▲ Vote to request that the Town Manager also include Bid Alternate 1 in the amount of \$2,620,000 within the Owner/Contractor Agreement such that the total value of the contract is \$94,955,000

- Discussion
- Roll Call Vote

Those members of the public joining via Zoom, please use the Q&A button at this time to ask questions or email questions to Vinny Piccirilli (vpiccirilli@watertown-ma.gov)

Elem. Schools Request for Proposals: Testing & Inspection

► Construction Testing/Inspection by Owner

- Request for Proposals (RFP) for Testing and Inspection Services have been advertised
- Testing & Inspection Proposals are due June 4th
- Seeking two volunteers to join in the review of RFPs

Elementary Schools Website Update

- **Watertown Elementary Schools Website**
- The three elementary schools new website is scheduled to be substantially completed by May 22nd
 - Hill will work with the Town to get the website up and running live by May 29th

Approval of Invoices (All Projects)

▲ Summary of Invoices

- Elementary Schools
- Watertown High School
- Discussion
- Roll Call Vote

Summary of Invoices: Elementary Schools

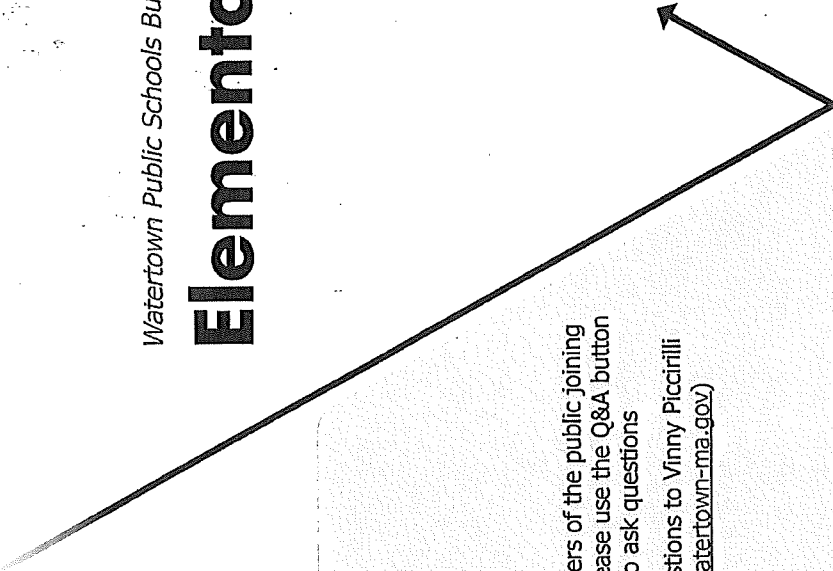
VENDOR	PROJECT	INVOICE DATA	INVOICE NUMBER	INVOICE AMOUNT
Hill International	Elementary Schools	02/19/2020	0000008	\$38,725.00
Hill International	Elementary Schools	03/20/2020	0000009	\$57,275.00
Hill International	Elementary Schools	04/07/2020	0000010	\$57,275.00
Hill International	Elementary Schools	05/08/2020	0000011	\$75,760.00
Ai3 Architects	Elementary Schools	02/29/2020	0024B-1610.00	\$372,301.36
Ai3 Architects	Elementary Schools	02/29/2020	0019E-1610.00	\$36,783.75
Ai3 Architects	Elementary Schools	02/29/2020	0006R-1610.00	\$4,840.72
Ai3 Architects	Elementary Schools	03/31/2020	0025B-1610.00	\$304,823.47
Ai3 Architects	Elementary Schools	03/31/2020	0020E-1610.00	\$118,622.00
Ai3 Architects	Elementary Schools	03/31/2020	0007R-1610.00	\$484.00
Ai3 Architects	Elementary Schools	04/30/2020	0026B-1610.00	\$224,966.57
Ai3 Architects	Elementary Schools	04/30/2020	0021E-1610.00	\$462.00
Ai3 Architects	Elementary Schools	04/30/2020	0008R-1610.00	\$30,650.10
Beacon Integrated Solutions	Elementary Schools	03/09/2020	2020-WAT-1	\$3,288.63
Beacon Integrated Solutions	Elementary Schools	04/05/2020	2020-WAT-2	\$1,008.63
Beacon Integrated Solutions	Elementary Schools	05/11/2020	2020-WAT-3	\$280.00
Colliers International	Elementary Schools	01/31/2020	005090	\$10,820.00
Colliers International	Elementary Schools	02/29/2020	005410	\$6,969.81
Colliers International	Elementary Schools	04/30/2020	006056	\$10,347.79

Summary of Invoices:
Watertown High School

VENDOR	PROJECT	INVOICE DATA	INVOICE NUMBER	INVOICE AMOUNT
Compass Project Management	High School	01/31/2020	CPM 77-07	\$10,425.00
Compass Project Management	High School	02/29/2020	CPM 77-08	\$9,644.00
Compass Project Management	High School	03/31/2020	CPM 77-09	\$11,024.50
Compass Project Management	High School	04/30/2020	CPM 77-10	\$6,376.00
AI3 Architects	High School	02/29/2020	0005B-1902.00	\$46,634.20
AI3 Architects	High School	02/29/2020	0002E-1902.00	\$21,048.50
AI3 Architects	High School	03/31/2020	0006B-1902.00	\$46,634.20
AI3 Architects	High School	03/31/2020	0003E-1902.00	\$8,970.50
AI3 Architects	High School	04/30/2020	0007B-1902.00	\$46,634.20
AI3 Architects	High School	04/30/2020	0004E-1902.00	\$20,949.50

Watertown Public Schools Building Committee

Elementary Schools Discussion / Other Business



Those members of the public joining
via Zoom, please use the Q&A button
at this time to ask questions
or email questions to Vinny Piccirilli
(vpiccirilli@watertown-ma.gov)

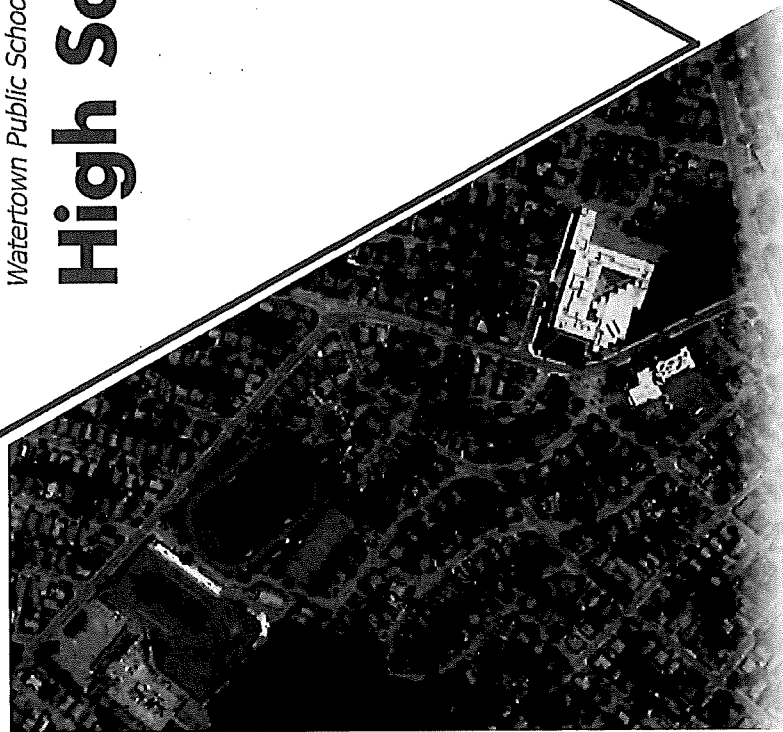
High School Project Update

▲ Revised Project Timeline Review

- Vote to request extension of Feasibility Study Agreement with MSBA

▲ High School Project Website Update

- Review Comments
- Obtain approval to "go live"
- Buying a domain vs. using the *Building for the Future* site

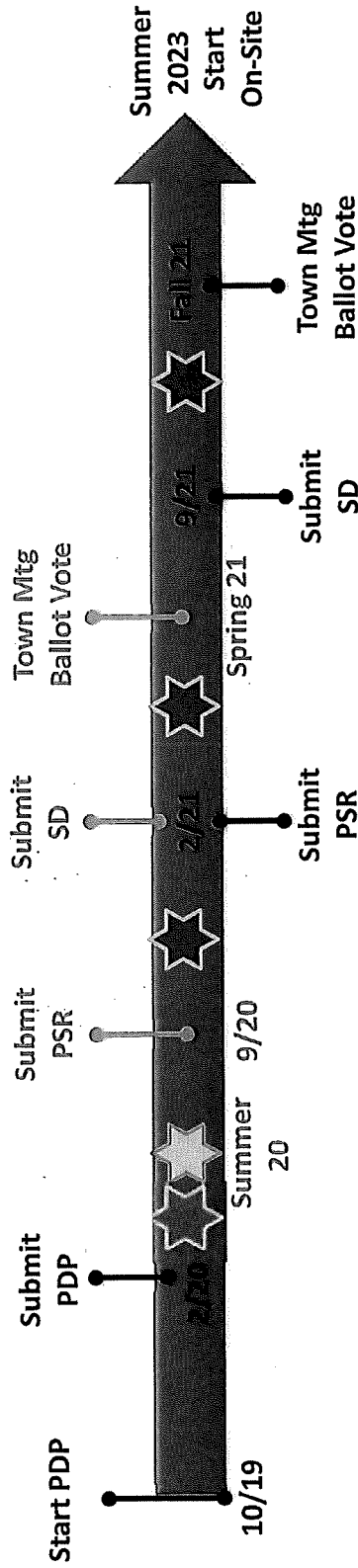




Possible REVISED TIMELINE



Community Forum



PDP: Preliminary Design Plan | PSR: Preferred Schematic Report | SD: Schematic Design Report

Watertown Public Schools Building Committee

High School Website Update

► Watertown High School Website

- The website address for initial review: <https://sites.google.com/site/watertownhighsch/Home>

Watertown Public Schools Building Committee

High School Discussion / Other Business

Those members of the public joining
via Zoom, please use the Q&A button
at this time to ask questions
or email questions to Vinny Piccirilli
(vpiccirilli@watertown-ma.gov)

Watertown Public Schools Building Committee

Meeting Updates

▲ Neighborhood Meeting Updates

- Cunniff Elementary School
- Hosmer Elementary School

▲ Public Input Meeting Updates

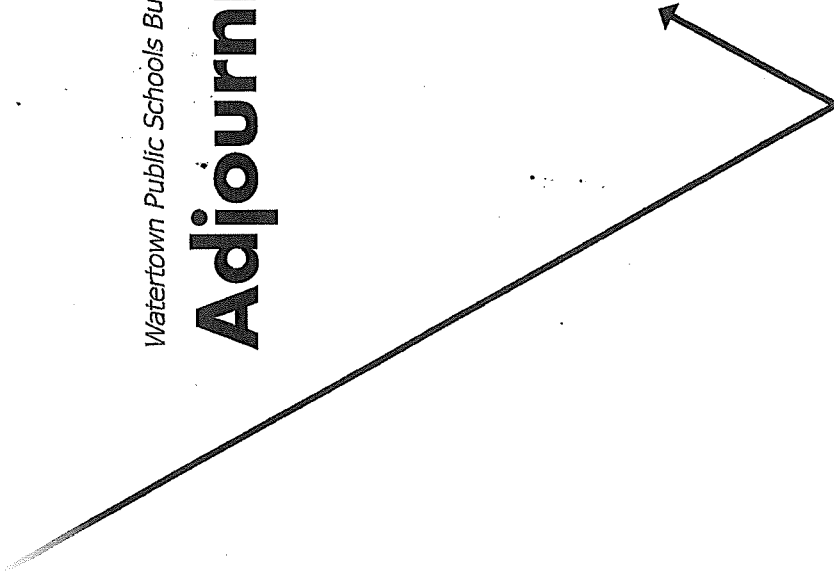
- Watertown High School

Watertown Public Schools Building Committee

Adjournment

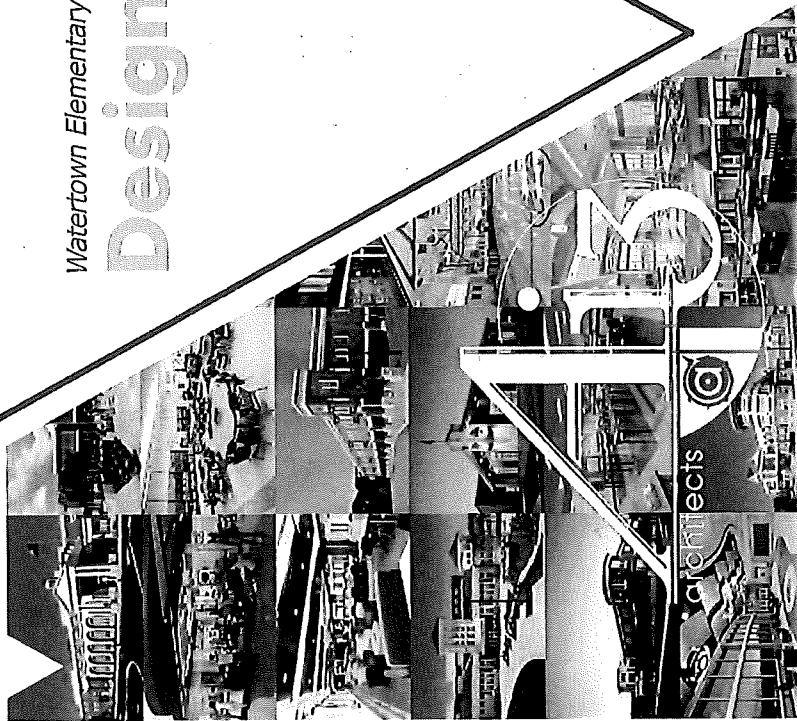
► Adjournment

- Roll Call Vote



Watertown Elementary Schools Building Project

Design Watertown



Presentation to Town Council for funding approval
Ai3 Architects, LLC
June 9, 2020

Design Watertown
**Cunniff
Elementary
School**

- Elementary School serving 385 students in Grades K-5
- 82,355 SF



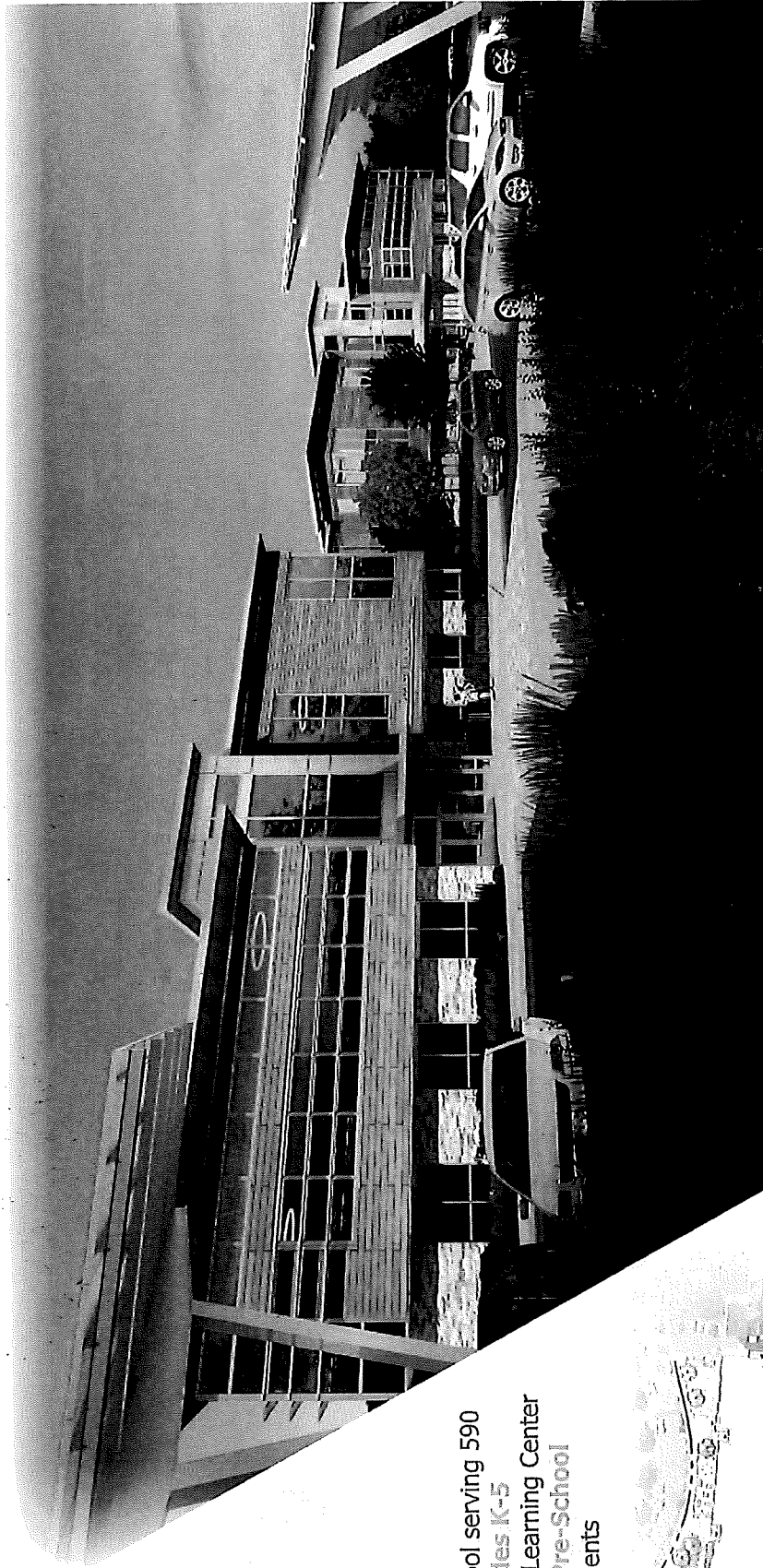
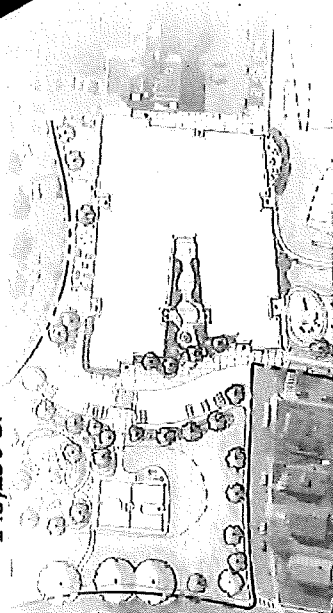
*View of the new Cunniff Elementary School
from Warren St. (Winter 2021/2022)*



Design Watertown

Hosmer Elementary School

- Elementary School serving 590 students in Grades K-5
- Early Childhood Learning Center for Pre-K and Pre-School serving 200 students
- 143,250 SF



View of the new Hosmer Elementary School from the corner of Concord Rd. and Chauncey St. (Summer 2022)

Design Watertown

Net-Zero Design

- Net-Zero buildings generate as much energy as they use
- Solar panels will provide the necessary power for the either building's entire electrical use



Cunniff will have 1,169 PV panels on the roof and around the site
Hosmer will have 1,920 PV panels on the roof and around the site

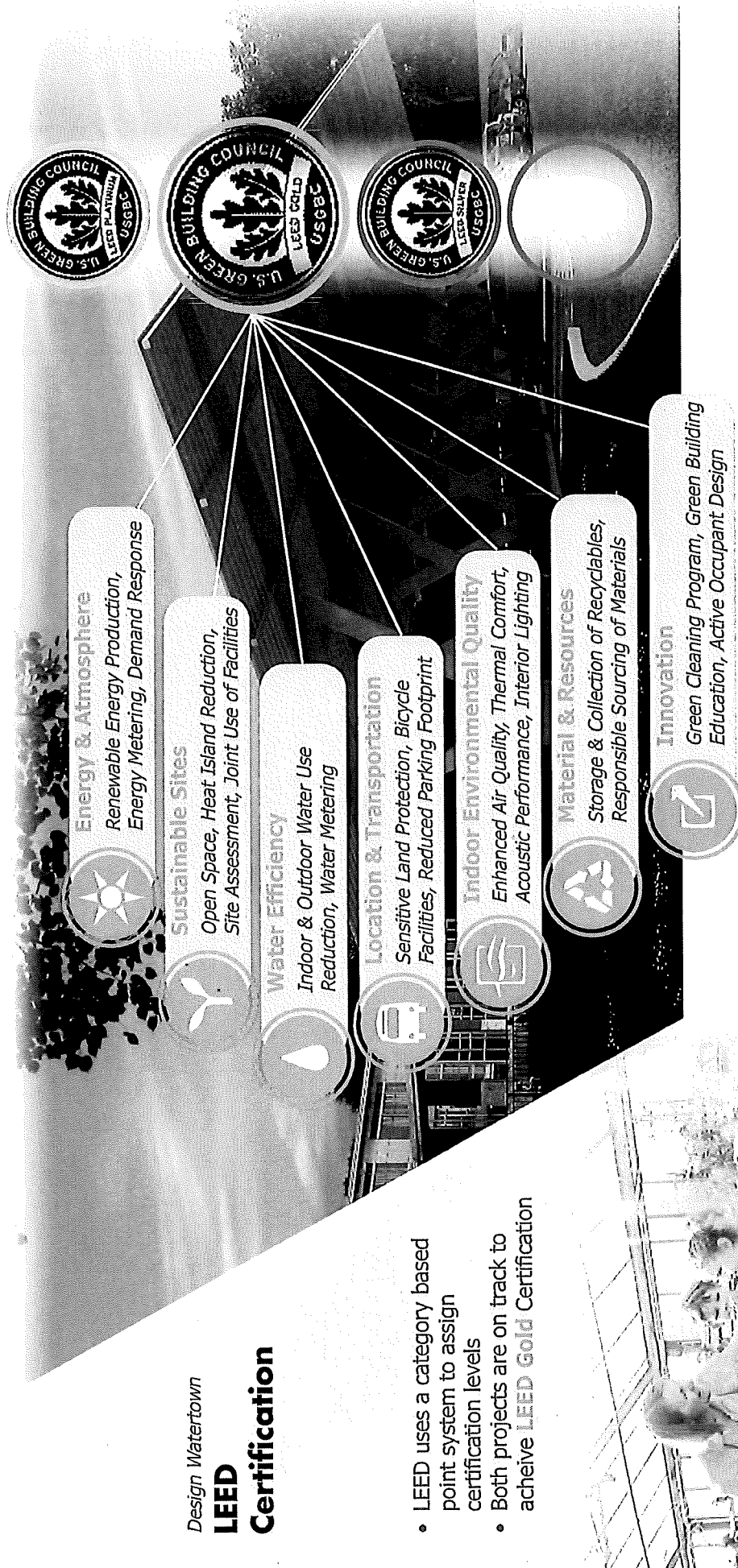
Cunniff = 586,000 kWh annually
Hosmer = 983,000 kWh annually

Example of a ground-mounted solar canopy that still allows for parking below

Design Watertown

LEED Certification

- LEED uses a category based point system to assign certification levels
- Both projects are on track to achieve LEED Gold Certification



Design Watertown

Innovative Learning Environments

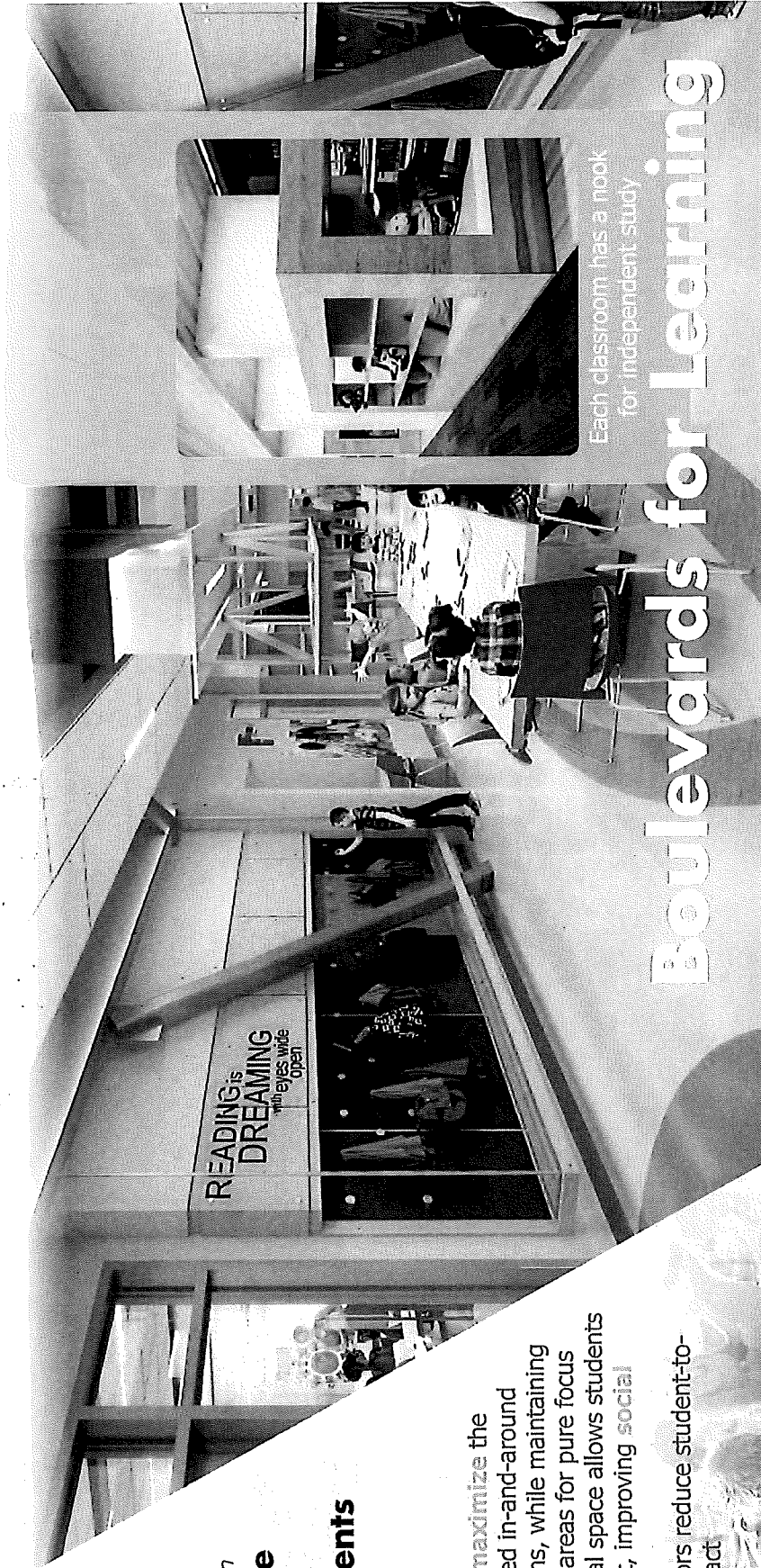
- The schools maximize the space provided in-and-around the classrooms, while maintaining independent areas for pure focus
- The additional space allows students to spread out, improving social distancing
- Wider corridors reduce student-to-student contact



READING is
DREAMING
no eyes wide open

Each classroom has a nook
for independent study

Boulevards for Learning



Design Watertown

Innovative Learning Environments

- The Maker Space, Media Center, and Garden Classroom provide additional resources for teachers to generate diverse lesson plans



Spaces to foster gardening,
building, music, arts +

Maker Spaces & Media

Design Watertown
**Innovative
 Learning
 Environments**

- Because not every student learns the same, **small group** instruction is facilitated by inviting break-out spaces within the academic neighborhoods



Design Watertown

Innovative Learning Environments

- By introducing Learning Commons spaces into the school's programming, there are now flexible spaces for project-based learning at a greater scale
- Allows students more educational space and improves social distancing



Learning Commons allow for entire grade levels to assemble

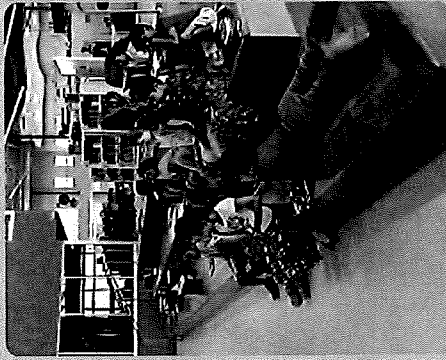
Large Group Instruction



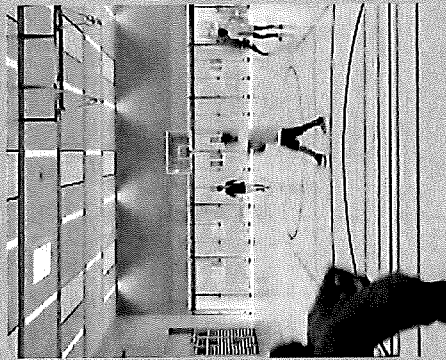
Design Watertown

Community Consideration

- Spaces like Student Dining are large enough that they can be used for after school programs, large-scale performances, or community meetings



Areas for meetings, small performances, assemblies +



Will provide two, new, full-size gyms for Watertown

Community Involvement

Design Watertown

Engaging the Neighborhood

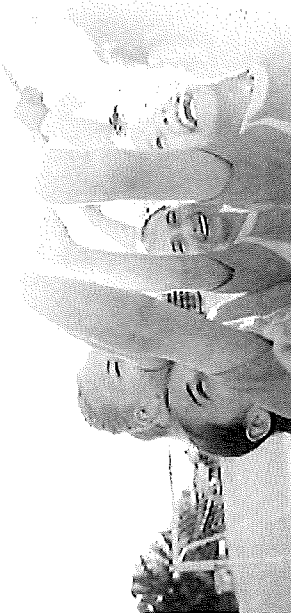
- Maintaining as much outdoor open space as possible remained a priority throughout design
- This includes outdoor learning opportunities

Neighborhood Resources

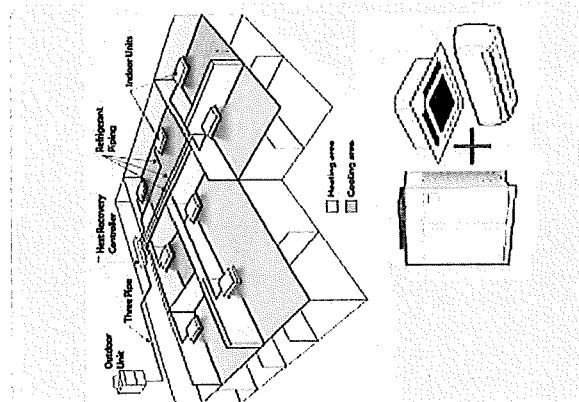
U12 Soccer field, softball fields, T-ball, sport courts

Playgrounds to meet all ages with varied types of play

Community gardens & rain gardens/bioswale systems

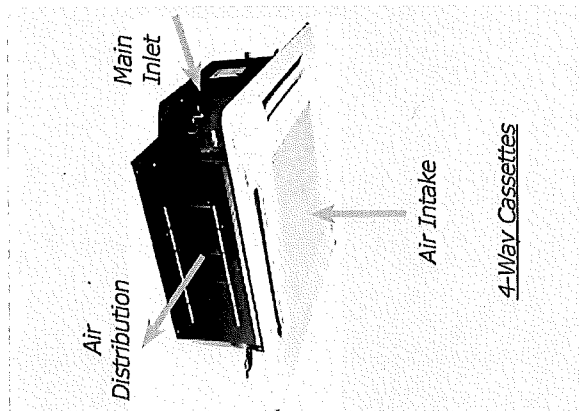


Efficiency of Systems: HVAC & Electrical



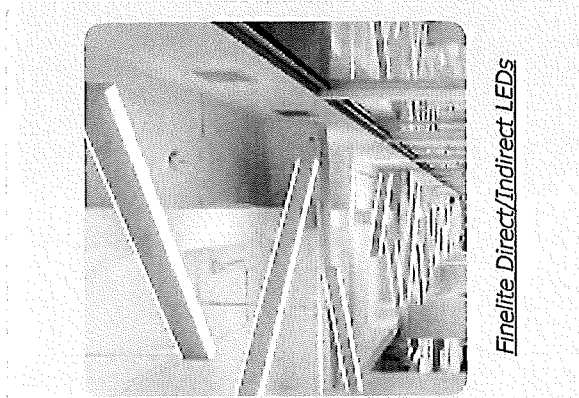
Variable Refrigerant Flow

- VRF varies the flow of refrigerant to indoor units based on demand
- Provides tempered hot/cold air
- Buildings fully air-conditioned



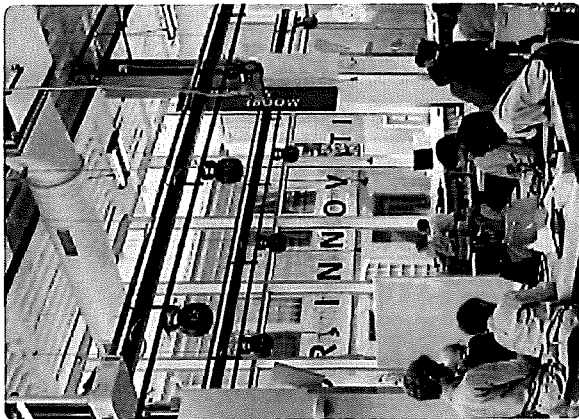
Air Source Heat Pumps

- Delivers conditioned air flow in four directions
- Dedicated units for each classroom reduces potential for cross contamination between spaces



LED Lighting & Sensors

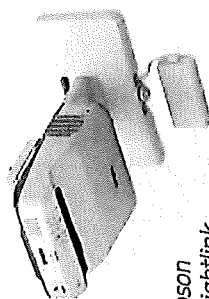
- Daylight and occupancy sensors provided to reduce electricity use
- High efficiency direct/indirect fixtures



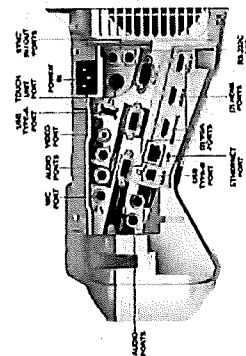
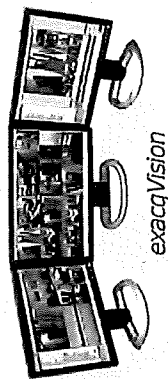
The aesthetic includes many exposed systems to promote an understanding of the building's systems

Design Watertown

Efficiency of Systems: Technology & Security

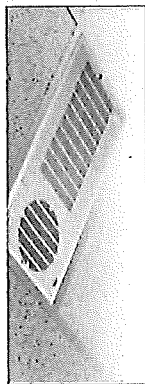


Epson
Brightlink



Interactive Projector

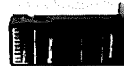
- Doesn't require a whiteboard, just a firm surface
- Wireless, LCD projector
- Integrates with other technology



TopCat System by LightSpeed



Over 200' range and no interference from other networks or devices



Voice Amplification System

- Freedom to place unit in best location within the classroom
- One unit provides coverage for entire classroom

Video Surveillance

- Will continue to use exacqVision across the District
- Easy to deploy, configure, and manage



Wireless access, speakers, and data points throughout

Watertown Building Committee: Rationale for New Construction

After a comprehensive vetting of the renovation/addition options versus the new construction options, the Committee ultimately **supported all-new construction** at the **Cunniff** and **Hosmer** sites.

This decision was subsequently supported by the Town Council, the School Committee, and the neighborhoods.

Educational Goals

- ✓ Provide a 21st Century educational environment
- ✓ Improve the functional organization of each school
- ✓ Meet the visioning/educational programming goals of the School Department and all participating parties, per the Master Plan Study from 2016
- ✓ Accommodate the projected enrollment for the schools
- ✓ Accommodate preschool and pre-kindergarten future goals

Sustainability Goals

- ✓ Provide a "Green and Sustainable" facility that eliminates carbon emissions and has ultra-low energy usage
- ✓ Create a new facility that would meet LEED Gold guidelines and requirements
- ✓ Incorporate the use of alternative energy to offset building energy use

Community Goals

- ✓ Increase open space and green space on each of the sites
- ✓ Improve parking and circulation conditions
- ✓ Create additional outdoor recreational and educational opportunities
- ✓ Maintain existing playfields
- ✓ Incorporate neighborhood input into the site and building development

Design Watertown
**Building for
the Future**

- After years of planning, the projects remain on schedule & under budget.

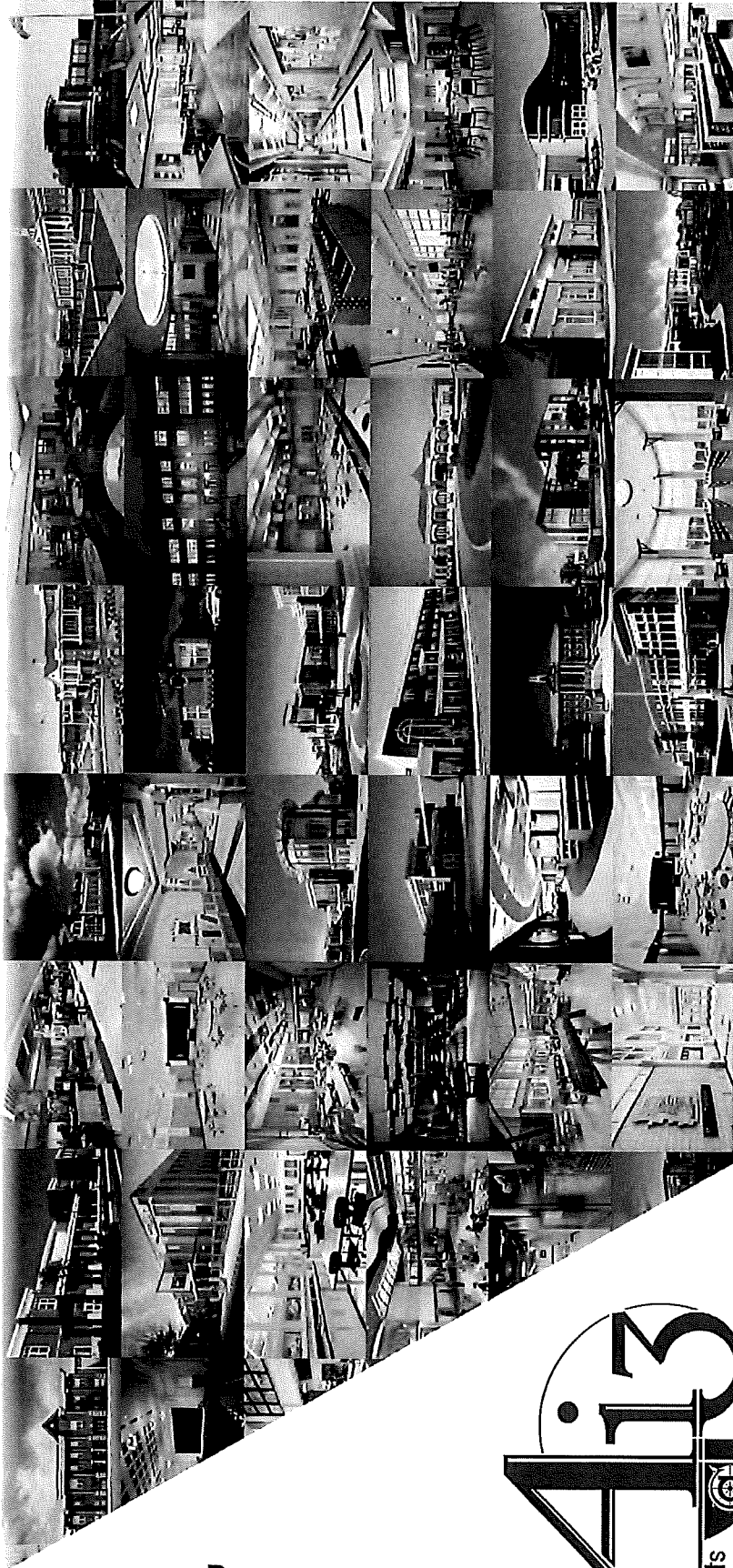
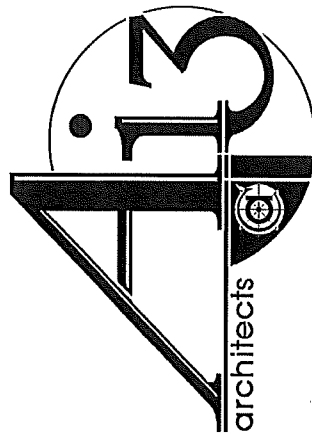


Winter 2021/2022

Summer 2022

Hosmer Elementary School &
Early Childhood Learning Center

Questions?
Thank you





Thomas J. Tracy
Acting 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: Thomas J. Tracy, Acting City Manager

DATE: March 3, 2022

RE: Agenda Item – Proposed Loan Order

On March 23, 2021 the Honorable City Council adopted 33 conceptual recommendations on the Fiscal Year 2022-2026 CIP.

Conceptual recommendation #26 reads in part as follows:

Refer to the Public Works Committee, for policy guidance, plans for the FY 22 \$2,500,000 loan order (FY 22 CIP Lines 299 & 305) for local road construction projects in summer 2022.

On November 23, 2021, the Honorable City Council approved the list of streets to be included in the Fiscal Year 2022 Road Program (see attached excerpt from the November 23, 2021 City Council Minutes and Committee on Public Works Report).

Therefore, given all of the above, I respectfully request the attached Proposed Loan Order of \$2,500,000 be placed on the March 8, 2022 City Council Agenda as a first reading.

Thank you for your consideration in this matter.

cc: Steve Magoon, Acting Deputy City Manager
Greg St. Louis, DPW Superintendent
Matt Shuman, City Engineer
Melissa Morrissey, Treasurer/Collector



28 State Street
Boston, MA 02109-1775
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hinckleyallen.com

Jay Gonzalez
(617) 378-4256
jgonzalez@hinckleyallen.com

March 4, 2022

Thomas J. Tracy
Acting City Manager
Administration Building
149 Main Street
Watertown, Massachusetts 02472

RE: Draft Loan Order – Street and Sidewalk Bonds

Dear Tom:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of street and sidewalk improvements:

ORDERED: That the sum of \$2,500,000 is appropriated to pay costs of constructing, reconstructing, paving, repairing or otherwise improving streets and sidewalks, including if necessary, convenient or desirable improving underground ducts and conduits and paying all other costs incidental and related to such street and sidewalk work; 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,

Jay Gonzalez

Committee on Public Works Report Regarding the Review and Recommendations of the 2022 Local Road Construction Program - Vincent J. Piccirilli, Chair

ACTION ITEMS:

1. That the City Council approve the Recommendations by the Department of Public Works for the Road Reconstruction Program which includes Boylston Street (Fairfield Street to Porter Street), Chester Street, Locke Street, and Chapman Street (Main Street to Highland Avenue) and the Recommendations for the Long Street and Connector Program which includes Highland Avenue, Morse Street, and Fifth Avenue
2. That the City Council approve an increase in the 5 year Capital Improvement Program to Accelerate Road and Sidewalk Repairs and to Accommodate Price Escalations and Required Stormwater Improvements

Councilor Piccirilli read the Committee report. Councilor Piccirilli moved to accept the report; Councilor Palomba seconded the motion. The motion was adopted unanimously on a roll call vote.

Councilor Piccirilli moved to approve the recommendations of the Department of Public Works for the Road Reconstruction Program which include Boylston Street (Fairfield Street to Porter Street), Chester Street, Locke Street, and Chapman Street (Main Street to Highland Avenue) and the recommendations for the Long Street and Connector Program which include Highland Avenue, Morse Street, and Fifth Avenue; Councilor Palomba seconded the motion.

In the discussion, a comment was made that the plans for Highland Avenue, Morse St., and Fifth Avenue do not seem to be finalized. Highland Avenue is a long road and there are a number of driveway cuts that need to be dealt with. Morse Street has several disabled and low-income residents and is also the only connector between Galen Street and Watertown Street. The timing may be an issue as there may be questions about gas service and water and sewer matters.

It was noted that Highland Avenue is planned for the summer of 2022 and Morse Street in the summer of 2023, but some significant planning needs remain to be completed. Mr. St. Louis, Superintendent of the Department of Public Works, stated at the Committee meeting that gas work needs to be done on Morse Street; therefore, he felt Highland Avenue should be completed first.

The motion was adopted unanimously on a roll call vote.

Watertown Town Council
Committee on Public Works

Councilor Piccirilli, Chair, Councilor Donato, Vice Chair, Councilor Palomba, Secretary

Committee Report

October 18, 2021, 5:00 PM

The Committee on Public Works met on Monday, October 18, 2021 at 5:00 PM in the Phillip Pane Lower Hearing Room. This was an in-person meeting. The purpose of the meeting was to review and make recommendations on the 2022 local road construction program.

Those attending the meeting included the three members of the Committee, Councilors Piccirilli, Donato, and Palomba as well as Councilor Feltner, Councilor Bays, Department of Public Works Superintendent Greg St. Louis, Town Engineer Matt Shuman, Laura Wiener, Senior Transportation Planner at the Department of Community Development and Planning, Andy Compagna and Hannah Rakoff from the Watertown Bicycle and Pedestrian Committee, and residents Dan McKinley and Collin Snow.

Matt Shuman gave a power-point presentation, “2022 Road Program” that is available at <https://www.watertowndpw.org/191/Annual-Road-Program>. Highlights of the presentation included the following.

- 1) All of the 2020/2021 road reconstruction projects have been completed with a few minor items left to be finished. These include Nichols Avenue (Boylston Street to Quimby Street), Wheeler Lane, Alden Road, Sheldon Road, Hazel Street (Quimby Street to Dexter Avenue), Gertrude Street, Elmwood Avenue, and Grandview Avenue (Chapman Street to Copeland Street).
- 2) Green Street was reconstructed following the Complete Streets protocol and included raised intersections, ADA compliance, new sidewalks, and significant stormwater improvements.
- 3) The reconstruction of lower Waverley Avenue (Orchard Street to Belmont Street) also followed the Complete Streets protocol and is completed. Funding for this project came from the Long Streets and Collector Program of \$1.5 million in FY 2020.
- 4) There are a variety of techniques used to maintain, repair, and reconstruction streets. Limited mill and overlay, full depth patching, and sealing of cracks are used to extend the life of a road. It was noted that roads that receive pavement preservation such as mill and overlay are not automatically pushed to the back of the line and then not considered for full depth reconstruction/reclamation in future years. Funding for road maintenance and repair typically comes from Chapter 90 monies allocated to Watertown from the Commonwealth.
- 5) Full depth reconstruction/reclamation of a roadway includes completely replacing the road, installing granite curbing, concrete sidewalks, driveway aprons, and handicap ramps, adding or rehabilitating planting strips, tree planting, and improvements to stormwater management.

Candidates for this work need to be approved by the Town Council and are funding by annual borrowing of \$2.5 million.

6) A **Pavement Condition Index (PCI)** is used to measure the level of distress of a road's surface. The PCI uses a scale of 0 – 100 with 0 representing a “roadway failure” and 100 representing a roadway that is “perfect conditions with no repairs needed”. PCI for Watertown's roads in 2012 was 59 and in 2016, the last time a PCI was performed, was 65.

7) The Department is using new technology to measure the PCI, specifically three dimensional video recording and GPS to survey streets. (They are also using his technology to survey sidewalks.) They anticipate that the new PCI will be lower than the PCI in 2016 due to the greater level of detail provided by the new technology, increased gas and water repairs, and the general deterioration of the roads due to increase use.

8) The Department creates a “Universe of Projects” based on the 2012 and 2016 PCI, maintenance records, capital projects, windshield surveys, and resident input via work orders. The Universe is then further refined to determine which roads are recommended for full reconstruction/reclamation. The factors used to determine the recommended roads include what streets are in the greatest state of disrepair, available funding, planned utility improvements, ongoing preventive maintenance, and geographic equity.

Mr. Shuman then announced the Department's recommendations for Road Reconstruction in FY 2022 – **Boylston Street** (Fairfield Street to Porter Street), **Chester Street**, **Locke Street** and **Chapman Street** (Main Street to Highland Avenue). There are a number of steps and reviews that are required before the Department requests bids for the work in December. These include reviews of driveways, street trees, and water services and fire hydrants, and a review by the Complete Streets Working Group.

Mr. Shuman also announced the Department's recommendations for the Long Streets and Collector Program – **Highland Avenue** during the 2022 construction season (April to November) using FY 2021 monies, and **Morse Street and Fifth Avenue** in the 2023 construction season using FY 2022 monies.

Councilor Feltner, the District B Councilor, commented on aspects of the presentation and shared information about a number of roads in her District.

1) She is pleased that DPW has contracted with Streetscan and is using new technology to collect data on street and sidewalk conditions. She had recommended this a number of years ago. She also believes residents will appreciate seeing new transparency tools, like “story map” used.

2) She would like to see increased maintenance on Brigham Street and Jackson Road. She also believes the Town needs to address the issue of the Private Way classification. We repair potholes but there is no permanent solution regarding maintenance of these roads.

3) She is pleased to see Fifth Avenue on the list of the Long Streets and Collector Program and believes it is an ideal street for additional green space, bio-retention, and bike accommodations given the extra street width.

4) She hopes for full reconstruction/reclamation of Morse Street for a number of reasons, besides its longstanding poor conditions, including that it is the only direct connection between Galen and Watertown Streets, that it is a school walking and bus route, and that even more traffic is anticipated with the 66 Galen Street project improvements.

5) She was under the impression that Irving Street was to realize full reconstruction/reclamation, including sidewalk improvements, through Arsenal Street developer mitigation. She is interested in learning the status now since mill and overlay was recently done instead between Arsenal Street and Mt. Auburn Street.

The Committee then entertained two Action Items.

Councilor Donato made the following motion:

That the Committee on Public Works recommends that the Town Council approve the recommendations by the Department of Public Works for the 2022 Road Reconstruction Program which includes Boylston Street (Fairfield Street to Porter Street), Chester Street, Locke Street, and Chapman Street (Main Street to Highland Avenue) and the recommendations for the Long Street and Connector Program which includes Highland Avenue, Morse Street and Fifth Avenue.

Councilor Palomba seconded the motion and it passed 3 – 0.

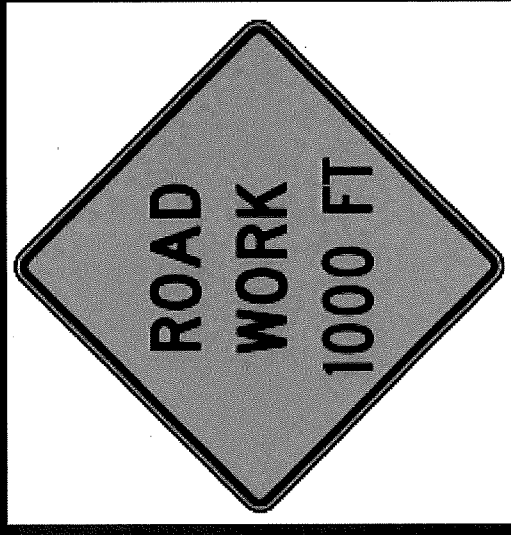
Councilor Piccirilli made the following motion:

That the Committee on Public Works recommends that the Town Council approve an increase in the 5 year Capital Improvement Program to accelerate road and sidewalk repairs and to accommodate price escalations and required stormwater improvements.

Councilor Donato seconded the motion and it passed 3 – 0.

The meeting adjourned at 6:05 PM. The minutes were prepared by Councilor Palomba

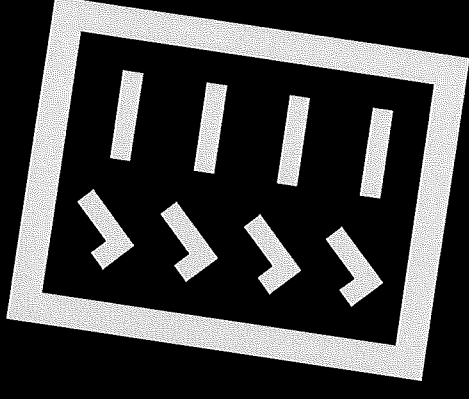
2022 Road Program



Public Works Subcommittee Presentation
October 18, 2021

Agenda

- Road Program Updates
- Pavement Management Goals
- 2022 Road Reconstruction List
- Long Streets & Collector Program
- Recommendations
- Questions



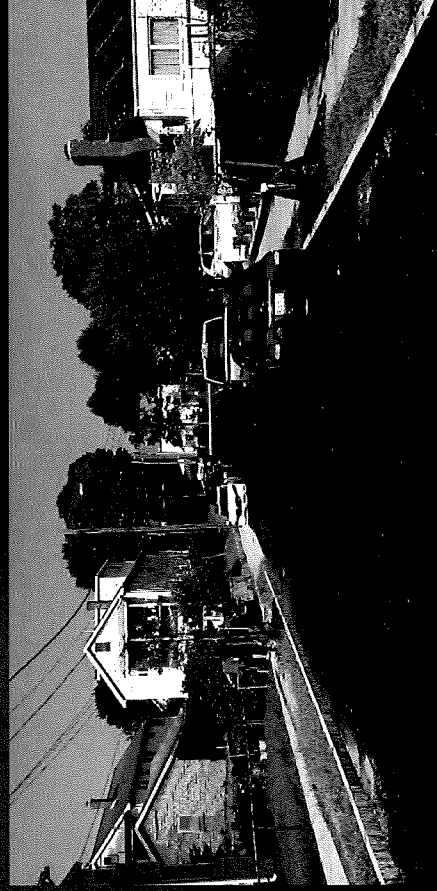
Road Program Updates

2020/2021 Construction Updates

- Nichols Ave. (Boylston Street to Quimby Street)
- Wheeler Lane
- Alden Road
- Sheldon Road
- Hazel Street (Quimby Street to Dexter Ave.)
- Gertrude Street
- Goldie Street
- Elmwood Ave.
- Grandview Ave. (Chapman St. to Copeland St.)

Road Program Updates

Complete Streets/Green Streets



- Raised intersections
- Curb extensions
- ADA compliance
- Completing the sidewalk network

Road Program Updates

Complete Streets/Green Streets



- 7 drywells
- 13 stormwater tree trenches
- 4.75 lbs/year of phosphorus treated

Road Program Updates Waverley Ave.



Pavement Management Goals

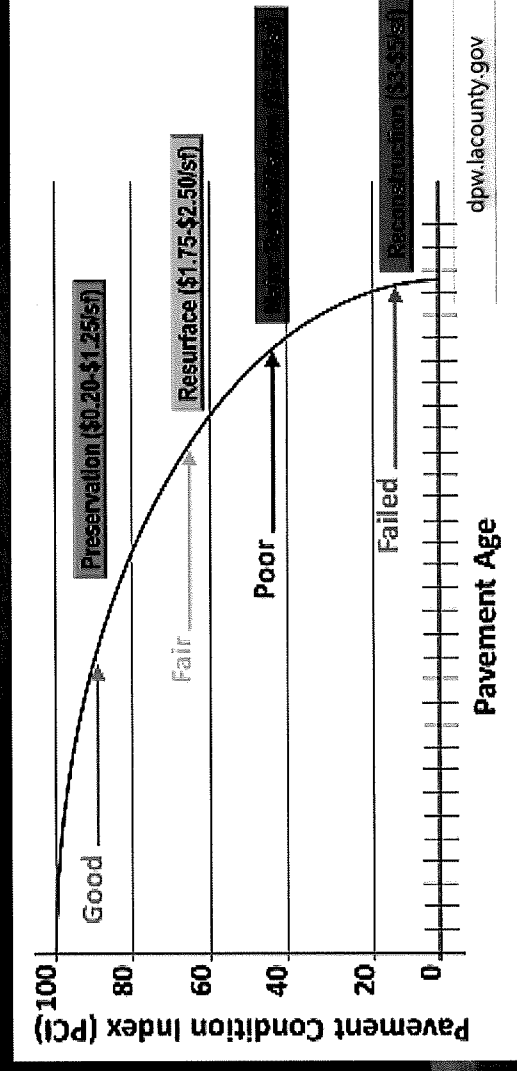
Maintenance, Repair & Reconstruction

- Use a variety of preservation treatments to prolong the useful life of our roadways
- Coordinate road repairs and reconstruction activities with capital planning and utility work
- Take a “Complete Streets” approach to roadway reconstruction to improve pedestrian and bicycle facilities, connectivity, and streetscape
- Seek alternative funding sources for large-scale projects

Pavement Management Goals

Pavement Management Techniques

- Pavement Preservation Techniques
 - Limited mill and overlay repairs
 - Full depth patch
 - Crack sealing
- Road Reconstruction Techniques
 - Road reclamation (reconstruction)



Pavement Management Goals

Pavement Preservation Techniques

- Prolong the useful life of road surfaces
- Cost-effective over time versus complete reconstruction
- Does not address other needs or desires, such as sidewalks and curbing



Pavement Management Goals

Pavement Reconstruction Techniques

- Roadway reclamation
 - Addresses the structural integrity of the roadway
 - Fully replaces the pavement surface (4-inch thickness)
 - Scope of work also includes:
 - Installation of granite curbing, concrete sidewalks, driveway aprons and handicap ramps
 - Rehabilitation or addition of a planting strip
 - Review of driveway openings for compliance with Zoning
 - Drainage and stormwater management improvements
 - Tree plantings
- Streets proposed for road reconstruction are submitted to Town Council for review

Pavement Management Goals

Pavement Management Metrics

- PCI – Pavement Condition Index
- Scaled from 0 to 100 based on level of distress of the road surface
 - 100 – perfect, no repairs necessary
 - 0 – roadway failure
- Based on field surveys of all streets in Town
- 2016 Town-Wide Pavement Condition Index: 65 (2012 – 59)
- 2016 Total Work Backlog: \$88 million (2012 - \$92 million)

2020 Pavement Management Study underway

Pavement Management Goals

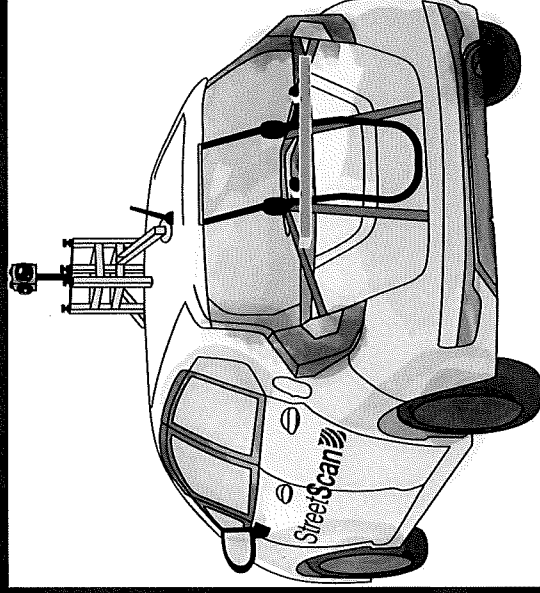
2016 Pavement Condition Index Map



Pavement Management Update

Streetscan

- Uses three dimensional video recording and GPS to survey street and sidewalks
- Computerized algorithms develop PCI map
- Maps roadway conditions, such as patches, cracking, bumps, etc.



Pavement Management Update

Streetscan

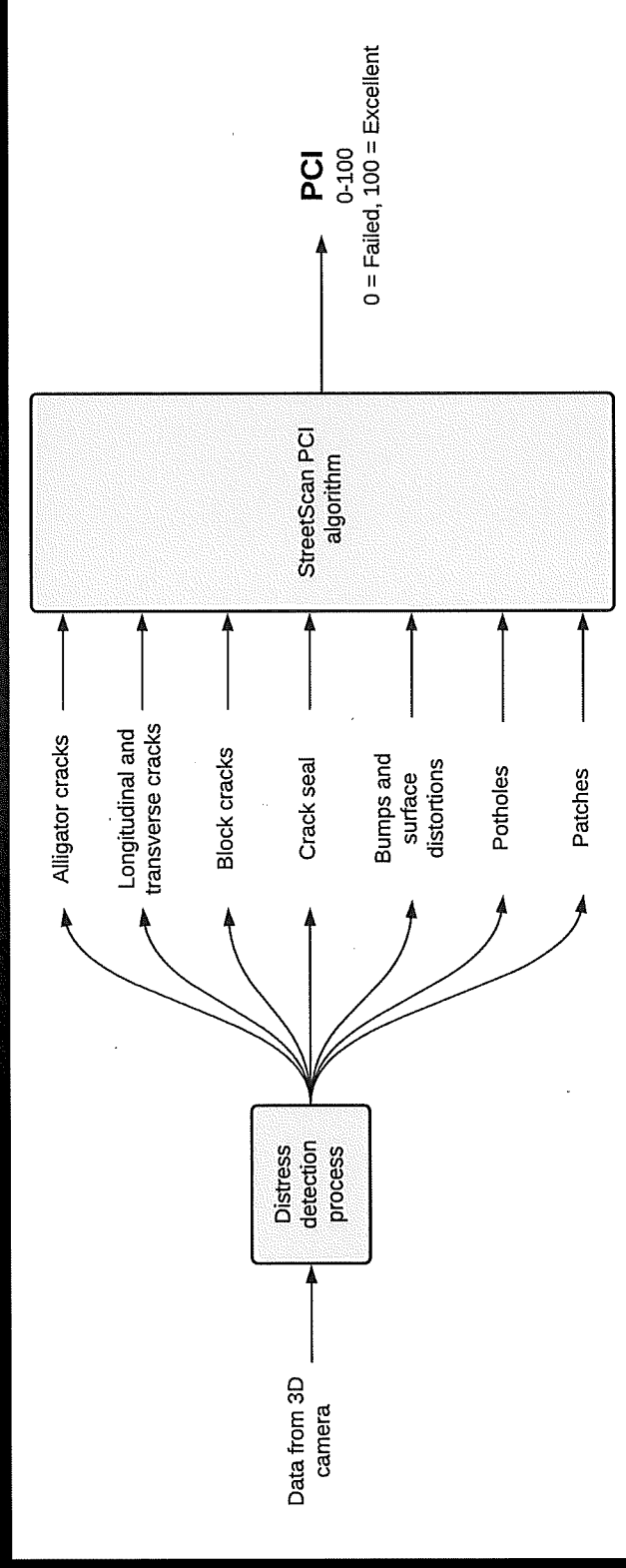
- Other useful information also collected
 - Street trees, manhole covers, sign locations
- Similar process used to develop a sidewalk condition index
- Bumps and settlement, uplifting due to trees



Pavement Management Update

StreetScan

- Develop GIS database
- Overlay with utility data for increased coordination
- Planning level repair recommendations
- Video recordings available to document conditions



Pavement Management Update

Status

- All field work complete
- Draft mapping being reviewed
- Updating for recent mill/overlay work
- Expect PCI to be similar or lower than 2016

Pavement Management Goals

Road Reconstruction Progress



7 Miles of Roadway Reconstructed Since 2017

Roadway Rehabilitation, 2017-2021
FundingSource

- Roadways
- - - Chapter 90/ Local Funds
- MassDOT Complete Streets
- Mitigation
- Safe Routes to School
- ★ MassDOT Complete Streets
- ★ Mitigation

2022 Road Reconstruction Program

Developing a “Universe of Projects”

- 2012 & 2016 Pavement Management Inventory
- Windshield surveys
- Maintenance records
- Capital projects (proposed and completed)
- Resident input (work orders)

2022 Road Reconstruction List

Developing the List

- Prioritize streets in greatest state of disrepair
- Consider project readiness
- Develop a program that fits within funding constraints
- Continue ongoing preventative maintenance
- Consider alternative funding sources
- Consider geographic equity

2022 Road Reconstruction

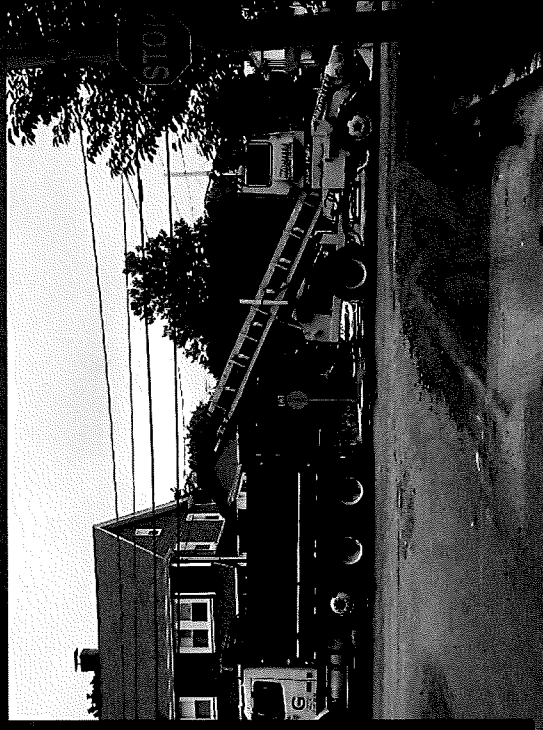
Utility Coordination & Capital Planning

- Water main replacement program (1,500 feet)
 - Bromfield Street
 - Highland Ave. (Olney St. to Lexington St.)
- Sewer and drain repairs and replacements
 - Robbins Road Extension
 - Howard Street (200 feet)
- Substandard water service replacements—90 locations
- National Grid gas main replacements (3 miles)

2022 Road Reconstruction List

Proposed Streets

- Boylston Street (Fairfield Street to Porter Street)
- Chester Street
- Locke Street
- Chapman Street (Main Street to Highland Ave.)



2022 Road Reconstruction List

Boylston Street—Fairfield Street to Porter Street



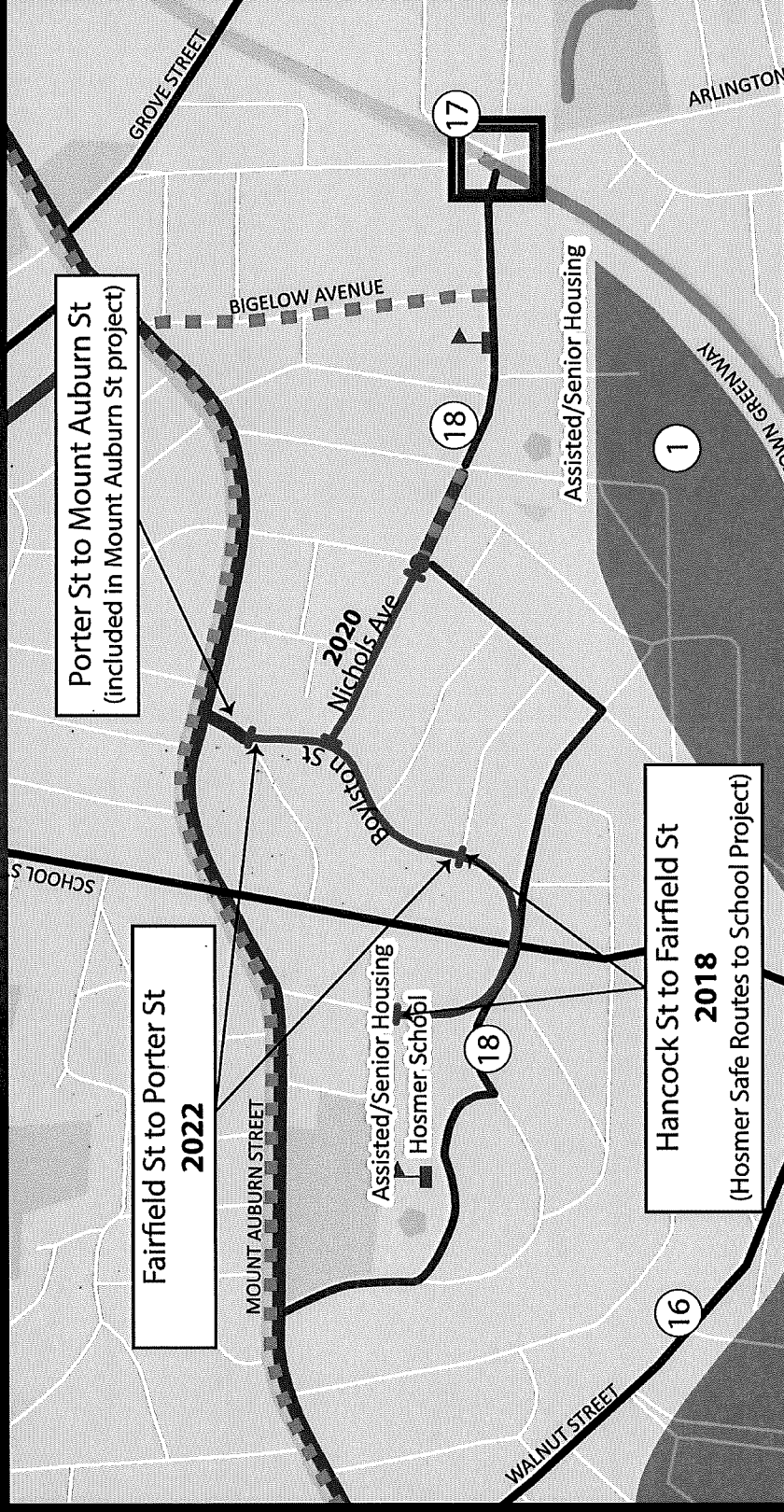
Boylston Street

- Gas main replacement in 2017
- Sewer replacement in 2012
- Alligator cracking, trench patches
- Concrete sidewalks in poor condition
- No curb

990 feet long – 34 feet wide

2022 Road Reconstruction List

Boylston Street—Fairfield Street to Porter Street



- Pedestrian route between Mt. Auburn Street and Watertown/Cambridge Greenway
- Access to Hosmer School

Bicycle and Pedestrian Plan

2022 Road Reconstruction List

Boylston Street—Fairfield Street to Porter Street



- Potential location for bioretention

Green Infrastructure Planning Grant

2022 Road Reconstruction List

Chester Street



Chester Street

- Gas main replacement in 2016
- Water main replacement in 2014
- Alligator cracking, trench repairs
- Asphalt sidewalks in poor condition
- No curb

650 feet long – 24 feet wide

2022 Road Reconstruction List

Locke Street



Locke Street

- Gas main replaced in 2016
- Alligator cracking, pavement buckling, pavement unraveling
- Concrete sidewalks in poor condition
- No curb

840 feet long – 28 feet wide

2022 Road Reconstruction List

Chapman Street—Main Street to Highland Ave.



Chapman Street

- Gas main replacement in 2016
- Sewer repairs in 2020
- Alligator cracking, cross trenching
- Concrete and asphalt sidewalks
- No curb

875 feet long – 24 feet wide

2022 Road Reconstruction List

Next Steps

- Review driveways with DCDP
- Review street trees with Tree Warden
- Review water services and fire hydrants
- Green infrastructure review
- Finalize concepts, where applicable
- Complete Streets working group review
- Supplemental survey, where necessary
- Notify residents of future work
- Maintain schedule for December bid

Long Streets and Collector Program

Description

- \$1.5 million supplemental funding from Town Council for longer streets & collectors
- Short list streets:
 - Waverley Ave. *Under construction*
 - Highland Ave.
 - Morse Street
- Considerations
 - Future utility needs
 - Traffic volumes
 - Connection to existing bike and pedestrian facilities, and important destinations

Long Streets and Collector Program Highland Ave.

- Included in Town's *Complete Streets Prioritization Plan* (#11) for pedestrian safety improvements
- Pedestrian facility and complete streets priority area in *Bicycle and Pedestrian Plan*
- Key walking route to Cunniff School & Middle School
- Preparation for temporary Watertown High School at Moxley Field

<http://www.watertowndpw.org/DocumentCenter/View/303/Watertown-Complete-Streets-Plan-Final>

Long Streets and Collector Program Highland Ave.

- 2016 gas main replacement
- 2021 water main replacement—Lexington to Olney
- 2021 water service repairs



Long Streets and Collector Program Highland Ave.

- Next steps
 - Survey
 - Complete Streets review
 - Develop concept plans
 - Consider bidding with Chapman Street for work in 2022 construction season

Long Streets and Collector Program

Morse Street

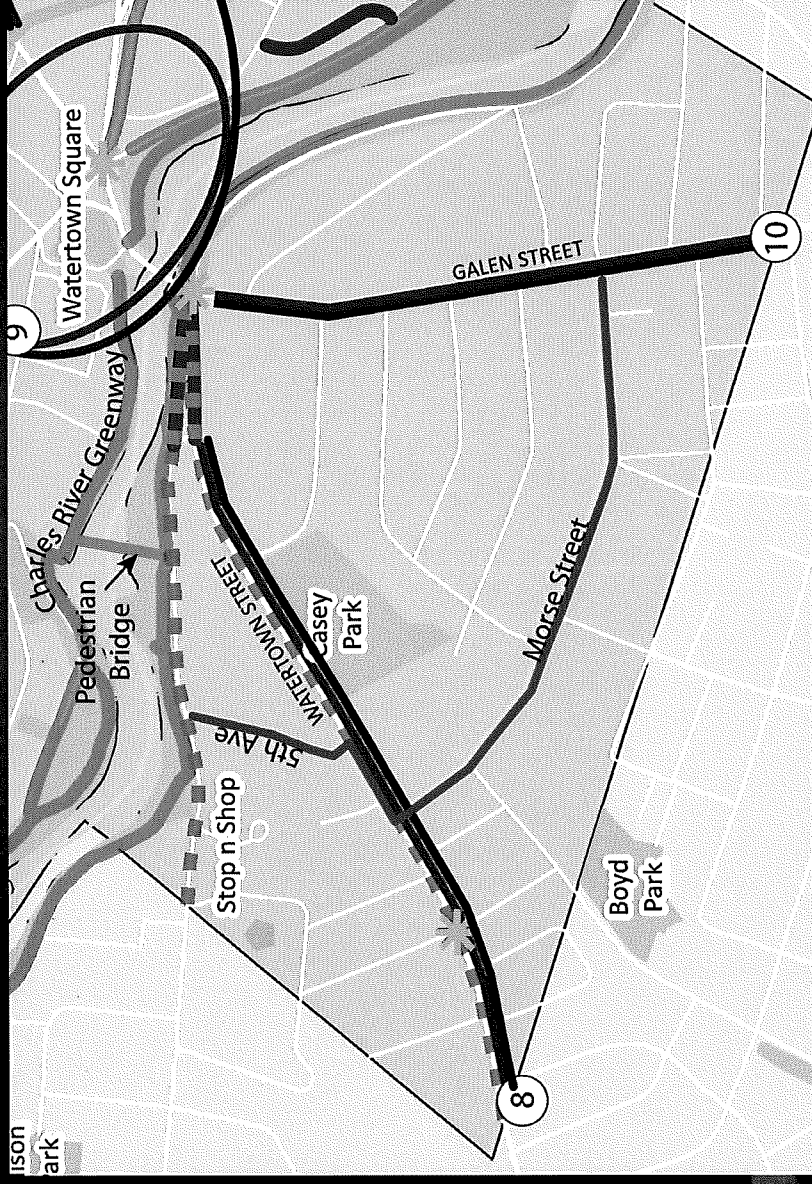
- 2014 gas main replacement
- 2020 improvements at Watertown St.
- 2021 sewer repairs (planned)
- 2021 water service replacements (planned)



Long Streets and Collector Program

Morse Street & Fifth Ave.

- Connection to Charles River Paths
- Alternative Route around Galen Street/Watertown Square



Long Streets and Collector Program

Morse Street & Fifth Ave.

- Wide width on Fifth Ave. provides opportunities for improved bike/ped accommodations

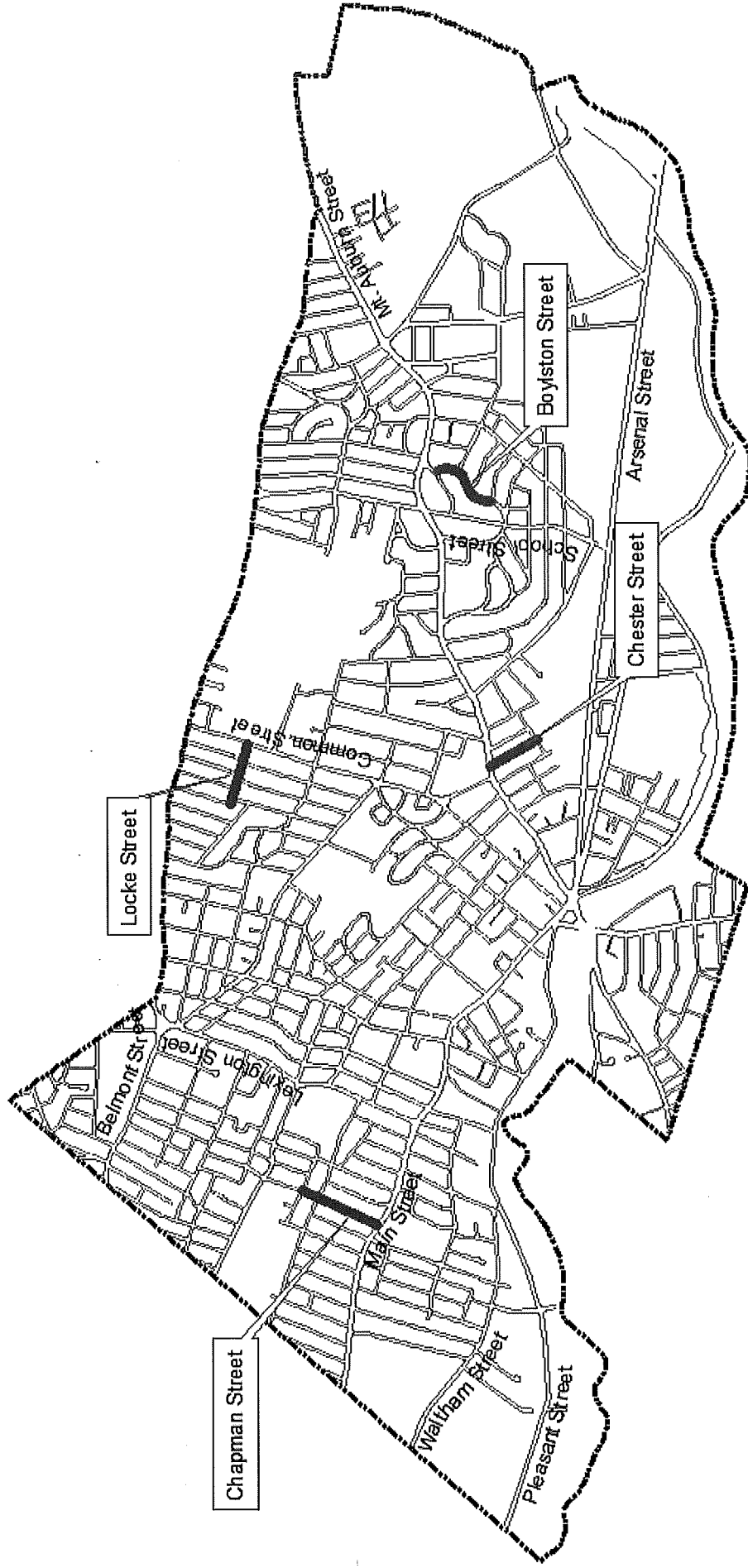


Long Streets and Collector Program Morse Street & Fifth Ave.

- Next steps
 - Gas main replacement on Fifth Ave.
 - Complete sewer repairs
 - Sub-standard water service replacements
 - Complete Streets review
 - Develop concept plans
 - Bid for 2023 construction season

2022 Road Reconstruction List

Proposed Streets



Recommendations

Proposed Streets

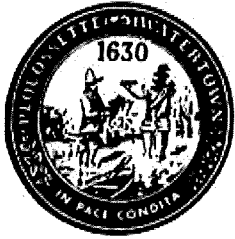
- 2022 Road Program Streets
 - Boylston Street (Fairfield Street to Porter Street)
 - Chester Street
 - Locke Street
 - Chapman Street (Main Street to Highland Ave.)
- Long Streets/Collector Program
 - Highland Ave.--2022
 - Morse St. & Fifth Ave.--2023

Recommendations For Further Consideration

- Accelerate street and sidewalk repairs
 - Account for price escalations in capital planning
 - Dedicate funding for drainage/stormwater repairs
 - Increase mill/overlays as a pavement preservation technique
- Review bidding processes and requirements to complete more work per year



<http://www.watertownpw.org/191/Annual-Road-Program>



TOWN OF WATERTOWN

DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

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

Gregory St. Louis, PE
Superintendent

TO: Honorable Council Members of Committee on Public Works
FROM: Matthew I. Shuman, P.E., Town Engineer
DATE: October 18, 2021
RE: Pavement Preservation and Sidewalk Maintenance Work

Please see the list of pavement and sidewalk maintenance work performed during 2021, listed below:

<u>Pavement Preservation</u> (Mill and Overlay)	<u>Sidewalk Repair</u>
• Auburn Court • Bancroft St. (Lexington St. to Edenfield Ave.) • Bancroft St. (Westminster Ave. to Waverley Ave.) • Barnard Ave. (Orchard St. to Columbia St.) • Belmont Street (Waltham Line to Harrington Street) • Channing Road (Orchard Street to Mason Road) • Desmond Ave. • Dexter Ave., Nichols Ave. to Willow Park • Duff Street (Madison Ave. to Belmont Street, east side only) • Emerson Rd. (Main St. to #34 Emerson Rd.) • Evans St. (#70 Evans St. to #113 Evans St.) • Fairview Ave. (Wilson Ave. to Hall Ave.) • Fitchburg Street (Waverley Ave. to Springfield Street) • Garnet St. (Irving St. to Phillips St.) • Harnden Ave. (Whitney Street to Waverley Ave.) • Homer St. • Hudson St. • Irving St. (N. Beacon St. to Mt. Auburn St.)	• California Street at Fifth Ave. • Watertown Street at Morse St., Belknap Ter., and Fifth Ave. • Whites Ave. • York Ave. (Harnden Ave. to Lowell Ave.) • Marcia Road • Garnet Street, between Irving St. and Phillips Street • Town Hall • Library • Fairview Ave. (Bradford Rd. to Hardy Ave.) • Dexter Ave. (vicinity of #199) • Bigelow Ave. (vicinity of #25) • Yukon Ave. • Robbins Road Extension • Bailey Road

• Lexington Street (Warren St. to Bradshaw St.) • Marlboro Terrace • Mason Road • Robbins Rd. (Orchard St. to Columbia St.) • Rose Ave. (Madison Ave. to Carey Ave.) • Sparkill Street (Grant Ave. to Belmont Street) • Spring St. (Summer St. to Palfrey St.) • Standish Road (22 Standish Road to Bellevue Road, Bellevue Road to Locke Street) • Stuart Street • Sycamore Street (#226 to #256 Sycamore Street) • Washburn St. (Franklin St. to Otis St.) • Whites Ave. (Main St. to Hudson St.) • Whitman Rd. (Main St. to Town line) • Worcester Street (Waverley Ave. to Springfield Street) • York Ave. (Lowell Ave. to Harnden Ave.)	
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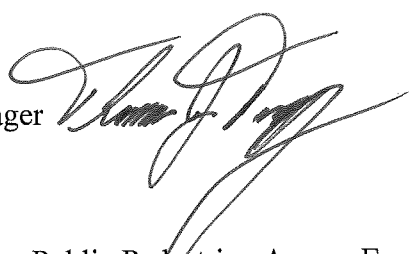


Thomas J. Tracy
Acting City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472

To: Honorable City Council

From: Thomas J. Tracy, Acting City Manager 

Date: March 17, 2022

RE: Agenda Item – An Order Accepting a Public Pedestrian Access Easement and a Traffic Signal Infrastructure Easement Across 101 Walnut Street and Authorizing the City Manager to Execute the Acceptance of said Easements

Attached please find correspondence from Katherine Lord Klein, Esquire, KP Law, P.C., regarding a proposed Grant of Easements from Carbon Propco 2021, LLC to the City of Watertown affecting property located at 101 Walnut Street.

As indicated in Ms. Klein's correspondence, "In connection with certain improvements to be made at 101 Walnut Street, Carbon Propco 2021, LLC has agreed to grant to the City a public pedestrian access easement shown as "Easement E-1" and "Easement E-2" on a plan entitled "101 Walnut Street at Arsenal Street, Easement Plan of Land," dated December 22, 2021, prepared by RJ O'Connell & Associates, Inc., as well as a traffic signal infrastructure easement shown as "Easement E-2" on said plan, over portions of 101 Walnut Street.

The Department of Community Development & Planning has reviewed the Grant of Easements and approves the document."

Therefore, given the above, I respectfully request the attached Order be placed on the March 22, 2022 City Council Agenda.

Thank you for your consideration in this matter.

cc: Steven Magoon, Acting Deputy City Manager/Director of Community Development and Planning
Mark R. Reich, Esquire, KP Law
Katharine L. Klein, Esquire, KP Law
Gregory M. St. Louis., Superintendent of Public Works
Thomas P. Watkins, Director of Administration and Finance
Matthew Shuman, City Engineer
Gideon Schreiber, Senior Planner



The Leader in Public Sector Law

101 Arch Street, Boston, MA 02110
Tel: 617.556.0007 | Fax: 617.654.1735
www.k-plaw.com

March 15, 2022

Katharine Lord Klein
kklein@k-plaw.com

BY ELECTRONIC MAIL

Mr. Thomas J. Tracy
Acting City Manager
Watertown Administration Building
149 Main Street
Watertown, MA 02472

Re: 101 Walnut Street (Traffic Infrastructure and Pedestrian Access Easements)

Dear Mr. Tracy:

I am writing to you regarding a proposed Grant of Easements from Carbon Propco 2021, LLC to the City of Watertown affecting property located at 101 Walnut Street.

In connection with certain improvements to be made at 101 Walnut Street, Carbon Propco 2021, LLC has agreed to grant to the City a public pedestrian access easement shown as "Easement E-1" and "Easement E-2" on a plan entitled "101 Walnut Street at Arsenal Street, Easement Plan of Land," dated December 22, 2021, prepared by RJ O'Connell & Associates, Inc., as well as a traffic signal infrastructure easement shown as "Easement E-2" on said plan, over portions of 101 Walnut Street.

The Department of Community Development & Planning has reviewed the Grant of Easements, and approves the document.

I recommend that the City Council vote to approve the enclosed Grant of Easements.

Please contact Mark Reich or me with any further questions regarding this matter.

Very truly yours,

Katharine Lord Klein

KLK/caa

Enc.

cc: Director of Community Development & Planning (By Electronic Mail)

804105/WATR/0018

ORDER #

O-2022-

An Order Accepting a Public Pedestrian Access Easement and a Traffic Signal Infrastructure Easement Across 101 Walnut Street and Authorizing the City Manager to Execute the Acceptance of said Easements

WHEREAS, Carbon Propco 2021, LLC (the “Grantor”), is the owner of certain real property situated at 101 Walnut Street, by virtue of a Quitclaim Deed dated as of August 31, 2021, recorded with the Middlesex South District Registry of Deeds in Book 78604, Page 312 (the “Grantor Parcel”); and

WHEREAS, in connection with certain improvements to be made to the Grantor Parcel, pursuant to an Easement Agreement between Grantor and BP3-BOS4 250 Arsenal Place LLC, Grantor has agreed to grant to the City a public pedestrian access easement shown as “Easement E-1” and “Easement E-2” on a plan entitled “101 Walnut Street at Arsenal Street, Easement Plan of Land,” dated December 22, 2021, prepared by RJ O’Connell & Associates, Inc., and a traffic signal infrastructure easement shown as “Easement E-2” on said plan, over portions of the Grantor Parcel (together the “Pedestrian/Traffic Signal Easements”); and

NOW THEREFORE BE IT ORDERED, that the City Council of the City of Watertown hereby accepts the Pedestrian/Traffic Signal Easements, on the terms and conditions as set forth in the Grant of Easements from the Grantor to the City of Watertown; and

AND BE IT FURTHER ORDERED, that the City Council hereby authorizes the City Manager to execute the Acceptance to the Grant of Easements conveying the Pedestrian/Traffic Signal Easements to the City of Watertown.

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 March ___ 2022.

Marilyn Pronovost, Council Clerk

Mark S. Sideris, Council President

Hand, JoAnna

From: Katharine L. Klein <KKlein@k-plaw.com>
Sent: Tuesday, March 15, 2022 8:36 AM
To: Tracy, Tom
Cc: Magoon, Steve; Schreiber, Gideon; Hand, JoAnna; Mark R. Reich
Subject: Watertown - 101 Walnut Street Grant of Easements
Attachments: KP-#799097-v1-WATR_85_Walnut_Street_Easement.DOC; 21004_Sidewalk & traffic easement 2021-12-22 signed.pdf; KP-#804105-v1-WATR_Letter_to_Acting_City_Manager_Re__101_Walnut_Street_(Traffic_Infrastructure_and_Pedstriar_Easements).DOCX; KP-#799126-v1-WATR_Order_on_101_Walnut_Street_(Traffic_and_Sidewalk).DOCX

Mr. Tracy:

In connection with property located at 101 Walnut Street, attached please find the following documents:

1. Grant of Easements;
2. Plan of Easements;
3. Letter dated March 15, 2022; and
4. City Council Order.

I believe Steve Magoon is checking to see if this matter could be on the March 22 agenda of the City Council.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

Katharine Lord Klein
KP | LAW
101 Arch Street, 12TH Floor
Boston, MA 02110
O: (617) 654 1834
F: (617) 654 1735
Cell: (617) 275 6742
kklein@k-plaw.com
www.k-plaw.com

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GRANT OF EASEMENTS

This **GRANT OF EASEMENTS** ("Grant") is entered into as of the ____ day of _____, 2022 by and between **CARBON PROPCO 2021, LLC**, a Delaware limited liability company ("Grantor"), having a mailing address of c/o Hilco Redevelopment Partners, 111 S. Wacker Drive, Suite 3000, Chicago, Illinois 60606, 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 in fee simple of that certain real property known as 101 Walnut Street, situated in the City of Watertown, Middlesex County, Commonwealth of Massachusetts, and being more particularly described in a deed recorded with the Middlesex South District Registry of Deeds (the "Registry") in Book 78604, Page 312, and as further described on attached **Exhibit A** (the "Grantor Parcel").

B. Grantor has granted to BP3-BOS4 250 Arsenal Place LLC (formerly known as BP3-BOS4 85 Walnut Street LLC, a Delaware limited liability company) ("85 Walnut Owner") certain construction, maintenance, utility, roadway and pedestrian access easements to be located in, on, under and over certain portions of the Grantor Parcel, pursuant to that certain Easement Agreement by and between Grantor and 85 Walnut Owner recorded in the Registry in Book 77662, Page 322 (the "Easement Agreement").

C. In connection with certain improvements to be made to the Grantor Parcel under the Easement Agreement, Grantor has agreed to grant to the City certain traffic infrastructure and public pedestrian access easements to be located in, on, under and over certain portions of the Grantor Parcel, as more particularly as set forth below in this Grant.

NOW THEREFORE, for the sum of One (\$1.00) Dollar paid, 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. Traffic Signal Equipment Easement from Grantor to the City. Grantor hereby grants to the City, in gross, subject to the terms hereof, the perpetual non-exclusive right and easement (the "Traffic Signal Equipment Easement"), in common with the Grantor, to install, use, operate, inspect, maintain, repair, and replace certain below-described traffic signal equipment and appurtenant utilities (collectively, the "Traffic Signal Equipment") within a portion of the Grantor Parcel labeled as "Easement E-2" on the plan entitled "101 Walnut Street at Arsenal Street, Easement Plan of Land," dated December 22, 2021, prepared by RJ O'Connell & Associates, Inc., a full-sized copy of which is being recorded herewith and a reduced copy of which is attached hereto as **Exhibit B** (the "Easement Plan"), such Easement E-2 consisting of approximately 499 square feet, and such Traffic Signal Equipment to consist of the following:

(a) An above-ground traffic signal cabinet to be installed and maintained in the location within Easement E-2 labeled as “Proposed Signal Cabinet” on the Easement Plan;

(b) Two traffic signal poles to be installed in the locations depicted within Easement E-2 as shown on the Easement Plan; and

(c) Underground conduits for utilities servicing or connecting to the aforementioned traffic signal cabinet and poles, such conduits to be installed within Easement E-2 in such specific locations as may be reasonably determined by the City and Grantor.

The City shall have the further right and easement to temporarily access and occupy Easement E-2 to perform maintenance and repairs to, and to otherwise access and use, the Traffic Signal Equipment from time to time.

Upon the City’s installation of such Traffic Signal Equipment, the City shall, upon the written request of Grantor, deliver to Grantor an as-built plan depicting such equipment and related site improvements.

2. Arsenal Street Pedestrian Easement from Grantor to the City and the Public.

Grantor hereby grants to the City and to the public, in gross, subject to the terms hereof, the perpetual non-exclusive right and easement (the “Sidewalk Easement”), in common with the Grantor, and all tenants, occupants and invitees of the Grantor Parcel, to use both “Easement E-1,” consisting of approximately 621 square feet, and “Easement E-2” as shown on the Easement Plan, for recreational purposes to provide pedestrian and bicycle access upon the Grantor Parcel (collectively, the “Sidewalk Easement Rights”). The Sidewalk Easement Rights shall not be deemed to include a right to park bicycles or motor vehicles, motorcycles, or other motorized or

non-motorized transportation devices within Easement E-1 or Easement E-2 or any other portion of the Grantor Property at any time. Further, neither the City nor any member of the public shall place within Easement E-1 or Easement E-2 or any other portion of the Grantor Property any improvements or obstructions, whether permanent or temporary, except those improvements permitted under this Easement Agreement.

3. City's Responsibility for Traffic Signal Equipment. The City shall be responsible for maintaining and repairing the Traffic Signal Equipment in the same manner in which the City maintains and/or maintains and/or repairs other such facilities, at the sole cost and expense of the City.

4. Grantor's Responsibilities for Pedestrian Walkways. The Grantor shall be responsible for maintaining and repairing Easement E-1 and Easement E-2 (with the exception of the Traffic Signal Equipment), in good and safe condition, including keeping them passable, and free of snow and ice. In the event Grantor fails to comply with this provision, the City shall have the right, but not the obligation, upon forty-eight (48) hours' notice to Grantor (except in the event of an emergency), which may be oral notice, to do such maintenance and/or repair, at Grantor's expense.

5. Non-Interference. The Grantor agrees not to construct, install or place any temporary or permanent buildings, structures, objects or facilities in, on, under or upon Easement E-1 or Easement E-2 that would interfere with the rights granted hereunder.

6. City's Access Rights. The City shall have the right of entry upon and passage over the areas of the Grantor Parcel immediately adjacent to Easement E-1 and Easement E-2, by foot and motor vehicle, including heavy equipment, from time to time, for access to Easement E-1 and Easement E-2, for all purposes set forth herein and uses incidental thereto, including,

without limitation, the right (subject to Section 7 below) to remove any objects, structures and vegetation from the easement areas as may be necessary or convenient to exercise the rights granted hereunder.

7. Restoration by City. The City shall exercise its rights hereunder so as not to unreasonably interfere with the Grantor's use and operation of the Grantor Parcel, to the extent practicable. Upon exercise of the rights hereunder, the City shall restore, as close as reasonably practicable, the Grantor Parcel, Easement E-1 and Easement E-2, subject to the provisions of Paragraph 6 hereof.

8. Reserved Rights. Grantor, and all those claiming by, through or under Grantor, reserves the right to continue to use the Grantor Parcel, including Easement E-1 and Easement E-2, in a manner that does not unreasonably interfere with the easement rights granted hereunder, including, without limitation: (a) to erect, within and along Easement E-1 and Easement E-2, such fences, vegetated buffers, or other measures it deems reasonably necessary or appropriate; (b) to install and maintain landscaping within and along Easement E-1 and Easement E-2; (c) to establish such driveways, roads, paths or other traveled ways within the Grantor Parcel (including Easement E-1 and Easement E-2) that do not unreasonably interfere with the exercise of the easement rights granted hereunder; (d) to install, use, maintain, repair and/or replace subsurface and above-ground utilities and related equipment and appurtenances within and along Easement E-1 and Easement E-2, provided the same do not unreasonably interfere with the exercise of the easement rights granted hereunder; and (e) to use, or to grant to others the right to use, Easement E-1 and Easement E-2 for any and all purposes, provided only that such use shall not unreasonably interfere with the exercise of the easement rights granted hereunder.

9. Release. Grantor, and all those claiming by, through or under Grantor, shall be afforded all of the rights, protections, privileges and benefits granted under Massachusetts General Laws Chapter 21, Section 17C (or such other state or local law that hereafter affords the same or similar protections) 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 rights granted hereunder including, without limitation, a minor or any other person on Easement E-1 or Easement E-2.

10. 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, including, in the case of the City, the public; 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. Under no circumstances shall either party have the right to any indirect, consequential or punitive damages, or any damages relating to lost profits or lost opportunities with respect to any default by the other party hereto.

11. Notice. Any notice hereunder shall be given in writing to the party for whom it is intended, in person, by certified mail-return receipt requested, or by a recognized expedited overnight delivery service, at the following address, or such future address as may be designated by notice in writing:

If to Grantor, addressed to:
c/o Hilco Redevelopment Partners
111 S. Wacker Drive, Suite 3000
Chicago, Illinois 60606
Attn: General Counsel

If to the City, addressed to:
City of Watertown
149 Main Street
Watertown, MA 02472
Attention: City Manager

12. Permitted Encumbrances. The rights granted herein are subject to all restrictions, covenants and easements to the extent in force and applicable, except for monetary encumbrances, if any, for which the City would require a release or subordination. Wells Fargo Bank, National Association, being the sole mortgagee of the Grantor Property, is signing below for the purpose of subordinating its interest in the Grantor Property to the rights and easements granted to the City hereunder.

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 found to 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. Relocation. Grantor may relocate any easements granted herein with the written consent of the City, which consent shall not be unreasonably withheld, and provided that: any such relocation shall be undertaken in such a manner so as to minimize any disruption of the use of the City and the public of the easement for the purpose for which it was granted; and, to the

extent any pipe, line or other improvement located within an easement is, as part of such relocation, placed outside of the easement area in question, prior to effecting such relocation, the Grantor shall cause to be granted to the City easement rights consistent with the grant made in this section. Upon completion of any such relocation and the recording of a plan showing the same, the abandoned easement area shall automatically be released from its former location and shall attach to its new location. Grantor shall pay any and all costs and expenses associated with such relocation.

15. 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. Several copies of this Grant may be executed and each shall be deemed an original.

[Signatures on the Following Pages]

EXECUTED as a sealed instrument as of the day and year first above written.

GRANTOR:

CARBON PROPCO 2021, LLC, a Delaware
limited liability company

By: _____

Name:

Title:

COMMONWEALTH/STATE OF _____

County: _____ ss.

On this _____ day of _____, 2022 before me, the undersigned notary public,
personally appeared _____, in his/her capacity as _____ of
Carbon Propco 2021, LLC, a Delaware limited liability company, 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/she
signed it voluntarily for its stated purpose in such capacity, as the voluntary act of said limited
liability company.

Notary Public

My Commission Expires:

[AFFIX SEAL]

ACCEPTANCE OF GRANT OF EASEMENT

On this ____ day of _____, 2022, the City of Watertown, acting by and through its Acting City Manager pursuant to the vote taken by the City Council on _____, 2022, a certified copy of which is attached hereto as Exhibit C, hereby accepts the foregoing Grant of Easements granted to the City by Grantor.

CITY:

CITY OF WATERTOWN

Name: Thomas J. Tracy
Title: Acting City Manager
Hereunto duly authorized

Approved as to form by City Attorney:

Name: Katharine Lord Klein
Title: City Attorney

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

On this ____ day of _____, 2022, before me, the undersigned notary public, personally appeared Thomas J. Tracy, the Acting 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.

Notary Public
My Commission Expires:

EXHIBIT A

LEGAL DESCRIPTION OF GRANTOR PARCEL

PARCEL 1:

LOT 1:

BEGINNING AT A POINT IN THE SOUTHERLY SIDELINE OF WALNUT STREET, WATERTOWN, MIDDLESEX COUNTY (SOUTHERN DISTRICT), MASSACHUSETTS, SAID POINT BEING AT THE NORTHWESTERLY CORNER OF THE PARCEL HEREIN DESCRIBED AND BEING THE POINT OF BEGINNING, AND ON THE BOUNDARY LINE OF LAND NOW OR FORMERLY OF DOBLE ENGINEERING CO.

THENCE SOUTH 39 DEGREES, 51 MINUTES, 25 SECONDS EAST A DISTANCE OF 1.36 FEET TO A STONE BOUND SET IN THE SOUTHERLY SIDELINE OF WALNUT STREET;

THENCE SOUTHEASTERLY AND CURVING TO THE LEFT HAVING A RADIUS OF 303.32 FEET, A CHORD LENGTH OF 40.10 FEET AND A CHORD BEARING OF SOUTH 07 DEGREES, 34 MINUTES, 30 SECONDS, A DISTANCE OF 22.57 FEET TO A POINT IN THE SOUTHERLY SIDELINE OF SAID WALNUT STREET AND AT THE BOUNDARY LINE OF LAND NOW OR FORMERLY OF HERBERT I. KAVET, ET AL., TRUSTEES;

THENCE 40 DEGREES, 41 MINUTES, 11 SECONDS WEST A DISTANCE OF 101.81 FEET TO A POINT; THENCE SOUTH 31 DEGREES, 36 MINUTES, 48 SECONDS WEST A DISTANCE OF 70.51 FEET TO A POINT;

THENCE SOUTH 82 DEGREES, 09 MINUTES, 26 SECONDS EAST A DISTANCE OF 182.00 FEET TO A POINT; THENCE NORTH 07 DEGREES, 50 MINUTES, 34 SECONDS EAST A DISTANCE OF 13.00 FEET TO A POINT;

THENCE NORTH 24 DEGREES, 55 MINUTES, 11 SECONDS EAST A DISTANCE OF 15.53 FEET TO A POINT; THENCE NORTH 42 DEGREES, 29 MINUTES, 04 SECONDS EAST A DISTANCE OF 41.49 FEET TO A POINT IN THE SOUTHERLY SIDELINE OF WALNUT STREET;

THENCE SOUTH 47 DEGREES, 25 MINUTES, 55 SECONDS EAST A DISTANCE OF 109.68 FEET TO A POINT IN THE SOUTHERLY SIDELINE OF SAID WALNUT STREET;

THENCE SOUTH 07 DEGREES, 50 MINUTES, 34 SECONDS WEST A DISTANCE OF 461.91 FEET TO A POINT; THENCE NORTH 82 DEGREES, 09 MINUTES, 26 SECONDS WEST A DISTANCE OF 340.25 FEET TO A CONCRETE BOUND;

THENCE NORTH 07 DEGREES, 50 MINUTES, 34 SECONDS EAST A DISTANCE OF 475.58 FEET TO A STONE BOUND; THENCE NORTH 42 DEGREES, 29 MINUTES, 04 SECONDS EAST A DISTANCE OF 185.40 FEET TO THE POINT OF BEGINNING.

LOT 2:

BEGINNING AT A POINT AT THE SOUTHWEST CORNER OF LOT 1 AND ON THE WESTERLY BOUNDARY OF LAND NOW OR FORMERLY OF HERBERT I. KAVET AND PAUL DEBOER, TRUSTEES, AND BEING THE NORTHEASTERLY CORNER OF THE PARCEL HEREIN

DESCRIBED AND THE POINT OF BEGINNING; THENCE SOUTH 07 DEGREES, 50 MINUTES, 34 SECONDS WEST A DISTANCE OF 70.00 FEET, BY LAND NOW OR FORMERLY OF KAVET AND DEBOER, AND BOSTON AND MAINE RAILROAD, TO A POINT; THENCE NORTH 82 DEGREES, 09 MINUTES, 26 SECONDS WEST A DISTANCE OF 290.25 FEET TO A POINT; THENCE NORTH 07 DEGREES, 50 MINUTES, 34 SECONDS EAST A DISTANCE OF 70.00 FEET, THE PREVIOUS TWO COURSES BY LAND NOW OR FORMERLY OF BOSTON AND MAINE RAILROAD, TO A POINT; THENCE SOUTH 82 DEGREES, 09 MINUTES, 26 SECONDS EAST A DISTANCE OF 290.25 FEET TO THE POINT OF BEGINNING.

PARCEL 2:

ALL THAT CERTAIN TRACT OR PARCEL OF LAND SITUATED ALONG THE NORTHERLY SIDELINE OF ARSENAL STREET IN THE CITY OF WATERTOWN, COUNTY OF MIDDLESEX (SOUTH), COMMONWEALTH OF MASSACHUSETTS, BOUNDED AND DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT AT THE SOUTHEAST CORNER OF SAID PARCEL OR NORTHERLY SIDELINE OF ARSENAL STREET APPROXIMATELY 1,100 FEET WEST FROM THE WESTERLY SIDELINE OF SCHOOL STREET;

THENCE N 82 DEGREES 57 MINUTES 20 SECONDS W A DISTANCE OF TWO HUNDRED THREE AND FIFTEEN HUNDREDTHS FEET (203.15') TO A POINT;

THENCE N 07 DEGREES 50 MINUTES 34 SECONDS E A DISTANCE OF THIRTY-THREE AND TWELVE HUNDREDTHS FEET (33.12') TO A POINT;

THENCE N 82 DEGREES 59 MINUTES 32 SECONDS W A DISTANCE OF ONE HUNDRED TWENTY AND NO HUNDREDTHS FEET (120.00') TO A POINT;

THENCE N 07 DEGREES 49 MINUTES 08 SECONDS E A DISTANCE OF FIFTY-FIVE AND EIGHTY-SEVEN HUNDREDTHS FEET (55.87') TO A POINT;

THENCE S 82 DEGREES 09 MINUTES 26 SECONDS E A DISTANCE OF FORTY-EIGHT AND EIGHT HUNDREDTHS FEET (48.08') TO A POINT;

THENCE N 07 DEGREES 50 MINUTES 34 SECONDS E A DISTANCE OF FOUR AND SEVENTY-ONE HUNDREDTHS FEET (4.71') TO A POINT;

THENCE S 82 DEGREES 09 MINUTES 26 SECONDS E A DISTANCE OF THREE HUNDRED THREE AND TWENTY-FOUR HUNDREDTHS FEET (303.24') TO A POINT;

THENCE S 49 DEGREES 49 MINUTES 48 SECONDS W A DISTANCE OF THIRTEEN AND FORTY-FIVE HUNDREDTHS FEET (13.45') TO A POINT;

THENCE N 82 DEGREES 09 MINUTES 26 SECONDS W A DISTANCE OF FOUR AND NO HUNDREDTHS FEET (4.00') TO A POINT;

THENCE S 07 DEGREES 50 MINUTES 34 SECONDS W A DISTANCE OF TWENTY-SIX AND FORTY HUNDREDTHS FEET (26.40') TO A POINT;

THENCE N 82 DEGREES 10 MINUTES 12 SECONDS FIFTEEN AND TWENTY-FOUR HUNDREDTHS FEET (15.24') TO A POINT;

THENCE S 07 DEGREES 47 MINUTES 46 SECONDS W A DISTANCE OF FIFTY-TWO AND SEVENTY-ONE HUNDREDTHS FEET (52.71') TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED PARCEL 2 IS IN WATERTOWN, MIDDLESEX COUNTY, MASSACHUSETTS AND IS THE SAME PROPERTY SHOWN AS **LOT 1** ON THE PLAN RECORDED WITH THE MIDDLESEX SOUTH REGISTRY OF DEEDS DATED SEPTEMBER 2, 1999 DRAWN BY VANASSE HANGEN BRUSTLIN, INC., PROFESSIONAL LAND SURVEYORS, AS PLAN #1361 OF 1999 AND RECORDED IN DEEDS RECORD BOOK 30930, PAGE 274.

EXHIBIT B

PLAN OF EASEMENTS

EXHIBIT C

CITY COUNCIL VOTE

CONSENT AND SUBORDINATION TO EASEMENT

The undersigned, in connection with that certain Mortgage, Assignment of Leases and Rents, Security Agreement and Fixture Filing, dated as of August 31, 2021, made by CARBON PROPCO 2021, LLC, a Delaware limited liability company, as mortgagor ("Grantor"), to WELLS FARGO BANK, NATIONAL ASSOCIATION, as administrative agent for the benefit of the Lenders (as defined in said Mortgage), as mortgagee ("Mortgagee"), recorded with the Middlesex South District Registry of Deeds in Book 78604, Page 324, encumbering the real estate and the improvements thereon commonly known as 101 Walnut Street, Watertown, Massachusetts, as more particularly described in said Mortgage ("Grantor's Property"), hereby acknowledges that it has received a copy of the foregoing Grant of Easements (the "Easement Agreement") between Grantor and the City of Watertown, and hereby consents to said Easement Agreement. Mortgagee hereby unconditionally and irrevocably subordinates all of its interest, now or hereafter arising, in Grantor's Property to the Easement Agreement; this consent and subordination shall be binding on Mortgagee and its successors and assigns.

Executed this ____ day of _____, 2022.

WELLS FARGO BANK, NATIONAL
ASSOCIATION

By: _____
Name: _____
Title: _____

COMMONWEALTH/STATE OF _____

County of _____, ss.

On this ____ day of _____, 2022 before me, the undersigned notary public, personally appeared _____, in his/her capacity as _____ of Wells Fargo Bank, National Association, 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/she signed it voluntarily for its stated purpose in such capacity, as the voluntary act of Wells Fargo Bank, National Association.

Notary Public
My Commission Expires:

[AFFIX SEAL]



Watertown City Council

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

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

Committee of the Budget and Fiscal Oversight

Report of the Meetings of February 10, February 15, and March 7, 2022

Report Date: March 22, 2022

The purpose of these meetings was to review Watertown's FY2023-FY2027 Capital Improvement Program (CIP) dated January 25, 2022 as submitted by the City Manager to the City Council, and to make conceptual recommendations to the City Council. (see <https://content.civicplus.com/api/assets/c014c16d-2627-4344-bc47-c4bfe2dfc85c?cache=1800>)

The Committee convened on Thursday February 10 at 6:00 pm in the Richard E. Mastrangelo Council Chamber. Present were Vincent Piccirilli, Chair; Emily Izzo, Vice Chair and Nicole Gardner, Secretary. Staff present were Acting City Manager Thomas Tracy; and Melissa Morrissey, Treasurer/Collector, as well as Councilors John Airasian and Caroline Bays.

Mr. Tracy began the meeting by introducing Melissa Morrissey, recently hired as Treasurer/Collector. He then shared a general explanation of how expenditures occur (loan orders, appropriations, transfers, and bonding), and reminded the Committee of the Budget Policy Guideline that the City's annual capital expenditure (including debt and exclusive of enterprise funds) should equal at least 7.5-8% of the operating budget, excluding the school "Building for the Future" initiative.

Next, Mr. Tracy reviewed the following FY23 departmental CIP requests, for discussion by the Committee, noting key items:

a) Administration

- #4 \$1 M in FY23 to come up with a design for the former Police Building and #5 \$7.0 M for FY24 construction of a new building at the former Police Building; this number is an estimate and will depend on the design once approved. Last year's budget for FY22 included \$4.8 M for the renovation and reuse of the building, however we have been advised that the building will need to be replaced.
- #10 Masonry & Metal Repairs by door entrances \$40K, #11 Replace HVAC HAU-1 above Council Chambers \$120K, #12 Lighting Fixtures and Inaccessibility Issues \$60K, and #13 Roof Shingle Replacement/Roof Refurbishment \$45K – all items were anticipated in last year's budget and this reflects the design work; the improvements themselves will happen in FY24.
- #14 installing EV Stations: Committee recommends moving the proposed spend of \$90K in FY24 and \$90K in FY25 back to FY23 and FY24 respectively, so that stations can be installed in locations other than City Hall.

b) Community Development & Planning

- #24 Commanders Mansion again a \$30K transfer to revolving fund due to maintenance costs outstripping the revenue from the revolving fund, and impact of COVID-19 closure.

c) Information Technology

- #35 new item, MUNIS Financial System enhancements planned for FY24 for \$200K.

- #36 new item, installing public Wi-Fi planned for \$500K in both FY26 and FY27.
- Anticipate either #32, 33, or 34 be funded with a transfer of funds instead of loan order.

d) Fire Department

- #41 Chief's & Staff Vehicles \$60K.
- #43, East End Fire Station HVAC/Plumbing, \$120K and #44, East End Fire Station. Painting/Carpet/Lighting \$115K, respectively, carried into FY23 from FY22.
- #45, Main Station interior painting \$50K, carried into FY23 from FY22.
- #46 Fencing at the North Station \$30K, carried into FY23 from FY22.
- #47 Headsets for Radios in Apparatus \$26K, carried into FY23 from FY22.
- #56 new, DOT Type III Emergency Ambulance Vehicle \$450K planned for FY25.
- #60 East End Fire Station Replacement FY26 increased to \$5M from \$4M last year, much discussion is needed on this before proceeding.

e) Library

- #66 Water Infiltration Repairs for the Children's Room, \$125K in FY23, carried into FY23 from FY22.
- #67 Replace Boilers & Pumps, \$200K in FY23, up \$50K from last year's plan.
- #68 Design/Engineer Chiller & Roof Top Units, \$50K in FY23.
- #69 move Replace Chiller from FY24 to FY23 to be done at same time as #68, \$200K, up \$50K from last year's plan.
- #71 new item, repair/replace Library roof \$300K in FY26.
- #72 new item, plan for a Library Expansion Feasibility Study in FY26, \$300K, further discussion is needed on this.

f) Police Department

- #82 new, Replace Access Control/Building Video System Servers \$35k in FY24.
- #83 new, Replace Tactical Bullet Proof Vests \$12.9K in FY26.
- #84 new, Replace Computer Aided Dispatch Records Management system \$950K in FY27, aligns with discussions during last year's Public Safety Committee meetings.

g) Recreation and Parks

- #141 Victory Field fieldhouse addition \$4M up \$250K, need to coordinate timing with Phase 2 track/court/field replacement. More discussion needed.
- #143 new, Resurface basketball courts in Lowell & Saltonstall \$50K; may defer, further discussion needed.
- #144 Victory Field lacrosse ball wall \$50K; Committee recommends a Community Meeting be held prior to finalizing the plans and beginning work
- #145 Howe Park design, purchase playground equipment and resurface \$100K down \$50K. This does not include any work at the dog park.
- #146 Howe Park equipment installation and resurface \$500K, up \$375K.
- #147 Victory Field synthetic turf replacement \$1.5 M, up \$300K; Committee recommends not appropriating funds for FY23 and push out to future years given how many other fields and playgrounds are under repair or renovation.
- #148 Bemis design of playground equipment, new surface & spray park \$125K in FY24 down \$125K.
- #149 Bemis installation of playground equipment, new surface & spray park \$800K in FY24 up \$300K.
- #150 Special Needs baseball/softball diamond \$600K in FY24; Committee recommends Community Outreach via meetings and other channels to understand resident views,

especially from the special needs community, on what type of facility would best would serve their needs, rather than simply assuming that baseball/softball is the best solution.

h) Senior Center

- A feasibility study is underway assessing what can be done with the Senior Center and Phillips School; once completed (this Spring) we should expect requests for appropriations based on that. For now, the numbers in the CIP are placeholders. For FY23 a total of \$215K is noted.

i) Skating Arena

- #256 Electric Ice Resurfacing Machine \$150K; this acquisition had been in the FY22 plan but was deferred to this year.

The meeting adjourned at 8:09 pm.

The Committee reconvened on Tuesday, February 14, 2022 at 6:00 pm in the Richard E. Mastrangelo Council Chamber. Present were Mr. Piccirilli, Ms. Izzo and Ms. Gardner. Staff present were Mr. Tracy, Ms. Morrissey, and James Kane, Public Buildings Director. Also present were Councilors John Airasian, Caroline Bays, and John Gannon. In attendance was Leo Martin.

Mr. Tracy began the meeting by introducing James Kane, recently hired as the Director of Public Buildings. Mr. Tracy continued to walk through the proposed Capital Improvement Plan, for Public Buildings; and reinforced Mr. Driscoll's statement that City Employees are very cramped in the current Administration building, and more space is needed. No major expenditures are planned for this year, while Mr. Kane assesses our current operations, and the future use of the old Police Building is evaluated. The Department of Public Buildings is still in temporary rented space on Forest St.

- #232 Sidewalk snowblowers were moved out one year to FY24 as Mr. Kane is still evaluating the deployment of these.
- #235 FY25 \$50K is the anticipated cost to move to a permanent location.
- #238 FY24 \$150K is the reassessment and purchase of inventory when moving to the permanent location.

Next, Mr. Tracy provided a review of the remaining Proposed Loan Orders (see **attachment A**):

FY16: Moxley Field plans are still under development; a community meeting was held and results will be shared with the Council to determine a way forward. Note that the High School budget includes the restoration of the fields. If timing precludes that, it will be requested in a future CIP, likely for FY28. The Committee recommends an assessment of what might be included in the FY28 CIP plan.

FY17: Casey Park and Victory Field Phase 2 Field plans are still under development; the costs reflected will need to be updated to reflect inflation since they were first developed. The City is working on getting an updated scope of work and revised cost estimates.

FY18:

- Mr. Tracy and the Committee recommend that we remove the \$385K for Administration Building Improvements, since this year's CIP request includes this explicit investment.
- The proposed \$325K design for the Community Path from Taylor to Linear Park is still expected.

- In addition, the Committee recommends that a status update and revised cost estimate be prepared for the Howard St/Bacon St former railroad land to determine if we had adequate funding to make this an extension of the community path from Main to Howard Street. Any request should be included in the FY24 CIP.

FY19:

- Mr. Tracy and the Committee recommend we remove the \$215K for Administration Building improvements, since this year's CIP request includes this explicit investment.
- The proposed \$300K for Saltonstall Park Improvements is still expected.

FY20:

- The proposed \$3M construction for the Community Path from Taylor to Linear Park is still expected.

FY21:

- Arsenal Park Renovations are on hold pending a review of the questions raised in the January 11th Council meeting. One open question is whether the City should purchase playground equipment early as a cost saving measure; this is expected to come before the Council shortly. The amount increased from \$4.2M to \$6.35M, and that there are mitigation funds available from Arsenal Yards. The I-Cubed grant is not going forward and those funds are not available.
- The proposed \$1.5M connector roads/longer streets is still expected.
- The proposed \$400KM Filippello spray park renovations is still expected.
- The proposed \$300K skating rink improvements is still expected.

FY21: All projects listed are still expected to proceed, and some of the smaller items may be a transfer of funds instead of a loan order.

The meeting adjourned at 7:41 pm.

The Committee reconvened on Monday, March 7, 2022 at 6:00 pm in the Louis P. Andrews Upper Conference Room. Present were Mr. Piccirilli, Ms. Izzo and Ms. Gardner. Staff present were Mr. Tracy, Ms. Morrissey, Mr. Kane, Gregory St. Louis, DPW Superintendent; Matthew Shuman, City Engineer; Thomas Watkins, DPW Director of Administration & Finance; and Heidi Perkins, WPS Director of Finance & Operations. Also present was Councilor Caroline Bays.

Ms. Perkins went through the FY23-FY27 Facilities Capital Plan for the Watertown Public Schools (see **attachment B**). Some key points:

- With the three elementary schools and the new high school projects ongoing, Watertown has been funding significant projects each year at the Middle School each summer to make sure it is also ready for 21st Century learning.
- The various landscaping and sign projects at the middle schools (CIP Lines, 176, 177, and 183) would be done as a comprehensive and integrated project, to ensure the best outcome.
- It was explained to the Committee that because the School Department can only perform work during July and August, their loan orders are brought forward earlier in the year than other loan orders so that they can have the funds available to hire contractors before the end of the fiscal year on June 30.

Next, Ms. Perkins went through the outstanding capital account balances for the Watertown Public Schools from prior years (see **attachment C**). These projects were funded with tax revenues, so as projects are completed under budget, the funds are reallocated to projects over budget, without requesting additional funds for the City Council.

Mr. St Louis went through the FY23-FY27 DPW Capital Improvement Program, which includes the Water and Sewer Enterprise Funds (see **attachment D**). Some key points:

- The DPW building project (CIP Lines 89, 90, 91) will include replacing the roof, and in conjunction with that, adding new solar panels on the roof and on canopies over the parking lot. The existing 50KW roof-top solar panels were installed in 2010 and are of a much older and lower capacity design.
- The Howard Street lot was not in the CIP as it was to be funded with developer mitigation money, but that was over 10 years ago and now an additional \$500K will be needed to do the project.
- The Saltonstall Park Gazebo, Line #125, cost has increased to \$150K based on latest estimates. This may be a good project to request CPA funds for.
- The street sweeper, Line #104, is planned to be all-electric, increasing the cost by \$200K, but the cost may drop when it is time to purchase it.
- The Mt Auburn St project now requires the acquisition of easements, which is a new Line #267 for \$2.6M.
- For Water/Sewer CIP, Line #6, beginning in FY24, the MWRA Sewer Inflow & Infiltration Local Financial Assistance Program for \$1,050,000 consisting of a \$787,500 grant and a \$262,500 interest-free loan order, will have the grant portion terminated, and become an interest-free loan only. This will add substantial cost to Watertown's sewer rates.
- For Water/Sewer CIP, Line #30, the Phase 2 MS4 construction improvements has a placeholder of \$35M in FY27 for repairs, over 10 years, to the storm drain system to reduce pollution into the Charles River. The funding of all the stormwater plans and construction to meet the EPA unfunded mandate is still TBD.

Next, Mr. Piccirilli distributed a draft of recommendations to the Committee which included all prior discussions. The Committee reviewed them and agreed on the final recommendations as follows:

1. Concur with the revisions to the prior recommendation to proceed with the FY16 proposed loan order for \$900,000 for Moxley Park Courts Renovations & Lighting, as a result of the decision to use Moxley Field as swing space for the new High School, as follows:
 - Upon approval of the Courts Renovations & Lighting conceptual design by the City Council, proceed with the FY16 proposed loan order for \$1,380,000 (Design @ 100,000, Construction @ 1,280,000), with work to be completed in the summer of 2022 prior to the erection of the temporary high school on Moxley Field.
 - The renovation of Moxley Field, after removal of the temporary high school, shall be included in the scope of work for the High School building project, with the objective to return the field to active use as soon as possible thereafter, and planned enhancements to the field area of the park shall be brought forward to the City Council for further guidance.

2. Re-confirm the prior recommendation to proceed with the FY17 proposed loan order for \$950,000 for improvements to the Casey Park baseball area (Design @ 100,000, Construction @ 850,000), with the understanding that the cost estimate is several years old and additional funds may be required for this project, and subject to the condition that the Recreation Department shall hold community meetings to develop a design proposal and have one or more informational presentations to the City Council.
3. Re-confirm the prior recommendation to proceed with the FY17 loan order for Victory Field Phase 2 for \$3,000,000, with the understanding that the cost estimate is several years old and additional funds may be required for this project, and in accordance with the Final Report of the Ad Hoc Committee on Victory Field Phase 2 dated June 28, 2018 as approved by the City Council on August 14, 2018, and further, now that the High School Feasibility Study is has determined it will remain in its current location and use Moxley Field for swing space, prioritize this project to mitigate scheduling issues.
4. Concur with deleting the prior recommendation to proceed with the FY18 proposed loan order or transfer of funds for \$385,000 for Administration Building for asphalt roof shingle replacement, painting, and carpet, as the new Director of Public Buildings was hired and the scope of work was re-evaluated and placed in the FY2023-2027 CIP.
5. Re-confirm the prior recommendation to proceed with the FY18 proposed loan order or transfer of funds for \$325,000 for the Community Path Design from Saltonstall Park to Taylor St, and policy guidance from the Joint Committees on Public Works and Economic Development & Planning.
6. Re-confirm the prior recommendation to proceed with the FY19 proposed loan order for \$300,000 for the Saltonstall Park lighting improvements subject to the condition that the Recreation Department shall hold community meetings to develop a design proposal and have one or more informational presentations to the City Council.
7. Concur with deleting the prior recommendation to proceed with the FY19 proposed loan order or transfer of funds for \$215,000 for Administration Building Improvements (Fire Alarm System replacement @ 85,000, Air Conditioning and Plumbing upgrades @ 130,000), as the new Director of Public Buildings was hired and the scope of work was re-evaluated and placed in the FY2023-2027 CIP.
8. Re-confirm the prior recommendation to proceed with the FY20 proposed loan order for \$3,000,000 for the Community Path Construction from Linear Park to Taylor St, subject to the design process outlined in recommendation #5 above.
9. Revise the prior recommendation to proceed with the FY21 proposed loan order for \$2,700,000 for renovations of Arsenal Park Phase B, now that the design has the final approval by the Conservation Commission, with a revised loan order of \$6,350,000 as shown in the FY2023-2027 CIP, as follows:
 - The revised FY21 proposed loan order for \$6,350,000 will be reduced, subject to the transfer of funds for pre-purchase of equipment for \$551,044 on the March 8, 2022 City Council agenda.

- If the pre-purchase of equipment is approved, there will be an additional cost saving to the overall project, further reducing the proposed loan order by an estimated \$441,000.
 - A portion of the proposed loan order will be offset by developer mitigation funds.
 - The proposed I-Cubed program as proposed by athenahealth is not proceeding, thus funds are not available to offset a portion of the proposed loan order.
10. Confirm the prior recommendation to proceed with the FY21 \$1,500,000 proposed loan order for connector roads/longer street projects, in accordance with the Public Works Committee report approved by the City Council on November 23, 2021 to reconstruct Highland Ave.
 11. Confirm the prior recommendation to proceed with the FY21 \$400,000 proposed loan order or transfer of funds for Filippello Spray Park Renovations.
 12. Confirm the prior recommendation to proceed with the FY21 \$300,000 proposed loan order or transfer of funds for the Skating Rink to repair the Handicap Ramp.
 13. For the “Building for the Future” Three Elementary Schools Project: confirm the prior recommendation to proceed with the proposed FY22 loan order of \$50,023,109, now scheduled for a First Reading on March 8, 2022, and a Public Hearing and Vote on March 22, 2022, revised as a loan order for \$48,895,000 and a transfer of funds for \$1,128,109.
 14. For the “Building for the Future” High School Project: in consideration of the MSBA approval on March 2, 2022 of the Schematic Design Submittal of December 17, 2021 with a revised cost of \$198,844,252, and in further consideration of the plan presented at the October 12, 2021 Preliminary Budget Overview to pay for the new High School Project without a debt-exclusion override, the City Council has scheduled a First Reading on March 8, 2022, and a Public Hearing and Vote on March 22, 2022, for a loan order for \$198,844,252 which is the entire amount of the project as required by the MSBA. Confirm the following recommendations as follows:
 - Proceed with the FY22 \$9,798,779 proposed loan order or transfer of funds for design costs.
 - Proceed with the estimated FY23 \$75,000,000 and estimated FY24 \$75,000,000 proposed loan orders for the High School Project.
 - The MSBA Estimated Maximum Total Facilities Grant reimbursement is \$44,283,365.
 15. Confirm the prior recommendation to proceed with the FY22 proposed loan order or transfer of funds for Various School Improvements in the Middle School for \$3,080,000 consisting of:
 - Upgrade phone system @ 50,000
 - Remodel bathrooms (8) @ 210,000
 - Second floor air-conditioning @ 650,000
 - New fire protection system @ 2,000,000
 - First floor air-conditioning @ 170,000
 16. Proceed with the FY22 \$2,500,000 loan order for local road construction projects in the summer of 2022, in accordance with the Public Works Committee report approved by the City Council on November 23, 2021, now scheduled for a First Reading on March 8, 2022, and a Public hearing and Vote on March 22, 2022.

17. Proceed with the FY22 \$1,500,000 proposed loan order for connector roads/longer street projects, in accordance with the Public Works Committee report approved by the City Council on November 23, 2021 to reconstruct Morse St. & Fifth Ave.
18. Proceed with the FY22 \$700,000 proposed loan order or transfer of funds for Information Technology, consisting of:
 - Infrastructure Improvements @ 300,000
 - Permitting/Transparency Dashboards @ 100,000
 - Video Security & Access Control @ 100,000
 - Fiber Loop Buildout and Cabling @ 100,000
 - Document Scanning @ 100,000
19. Proceed with the FY22 \$425,000 proposed loan order or transfer of funds for Sullivan Playground Improvements to tot lot and walkways.
20. Proceed with the FY22 \$375,000 proposed loan order or transfer of funds for Victory Field Phase 3 Fieldhouse Design.
21. Proceed with the FY22 \$330,000 proposed loan order or transfer of funds for Skating Rink Improvements, consisting of:
 - Ammonia Detection System
 - Rink Boards Replacement
22. Proceed with the FY22 \$64,000 proposed loan order or transfer of funds for Police Equipment, consisting of audio and video upgrades to four conference rooms.
23. Re-confirm the previous recommendation, in consideration of the approved design for the High School Project which removed all non-academic functions from the project including the proposed new Senior Center, new School Administration offices, and new Department of Public Buildings facility, to proceed with a Master Plan/Feasibility Study for the Phillips School/Senior Center site, to identify future Capital Improvement Program funding, and therefore any capital improvements to the Phillips School/Senior Center should be placed on hold.
24. Proceed with the School Department's FY23 capital appropriation request of \$1,650,000 for projects as shown in the CIP as follows:
 - \$310,000 for various items to be funded with tax revenues, consisting of:
 - i. Middle School classroom furniture @ 25,000
 - ii. Middle School paint hallways & classrooms @40,000
 - iii. Middle School rekey doors and update locks @ 90,000
 - iv. Middle School new exterior electronic sign @ 50,000
 - v. High School furniture @ 25,000
 - vi. Courtyard landscape @ 15,000
 - vii. Phillips School furniture/equipment/furnishings @15,000
 - viii. District update food service equipment @ 30,000
 - ix. District security systems enhancements @ 20,000

- A proposed loan order for Various School Improvements in the Middle School for \$1,340,000 consisting:
 - i. Design Courtyard & Exterior Grounds Landscape @ 120,000
 - ii. Renovate Courtyard & Exterior Grounds Landscape @ 275,000
 - iii. First floor HVAC @ 945,000
25. Refer to the Public Works Committee, for policy guidance, plans for the FY23 \$2,500,000 proposed loan order (FY23 CIP Lines 270 & 276) for local road construction projects in the summer of 2023, plus plans for the FY23 \$1,500,000 proposed loan order for connector roads/longer street projects (FY22 CIP Line 271), in accordance with Resolution 2013-76 *Watertown's Ongoing Capital Project Budget Guidelines*.
26. Proceed with the FY21 MWRA Sewer Inflow & Infiltration Local Financial Assistance Program for \$1,050,000 consisting of a \$787,500 grant and a \$262,500 interest-free loan order; plus proceed with the FY21 MWRA Local Water System Assistance Program \$500,000 interest-free loan order to replace outdated unlined cast iron water mains.
27. Proceed with the FY22 MWRA Sewer Inflow & Infiltration Local Financial Assistance Program for \$1,050,000 consisting of a \$787,500 grant and a \$262,500 interest-free loan order; plus proceed with the FY22 MWRA Local Water System Assistance Program \$500,000 interest-free loan order to replace outdated unlined cast iron water mains; plus proceed with the FY22 MWRA Local Water System Assistance Program \$300,000 interest-free loan order to replace lead service lines.
28. Re-confirm the prior recommendation to proceed with the FY19 proposed Sewer Enterprise Fund loan order for \$270,000 for a Heavy-duty Crane and the prior recommendation to proceed with the FY19 proposed Water Enterprise Fund loan order for \$60,000 for a Utility Truck.
29. Regarding the former Police Station: as noted in #23 above, the School Administration offices will remain at the current location, therefore as noted in the Economic Development & Planning Committee Report from the March 14, 2017 City Council meeting, re-refer to the Economic Development & Planning Committee, for policy guidance, plans for the FY23 \$1,000,000 proposed loan order (FY23 CIP Line 4) for designing a new building at the site of former Police Station.
30. Regarding the Victory Field Artificial Turf Replacement: in consideration of Moxley Field being unavailable for use due to the temporary High School from October 2023 until Spring 2027, and with O'Connell Field unavailable due to Hosmer School construction until Spring 2023, and the needed renovations of Victory Field track, field and courts, the plan for the FY23 \$1,500,000 proposed loan order (FY23 CIP Line 147) to take the multi-use field out of service for turf replacement will present scheduling problems. Recommend the Administration develop a city-wide plan on field usage and availability with construction phasing, and consider an assessment of the artificial turf with consideration given to repairs to worn areas to extend its life.
31. Regarding the Special Needs baseball/softball diamond shown as a FY24 \$600,000 proposed loan order (FY23 CIP Line 150), refer to Parks and Recreation Committee for policy guidance on where this could be located and what the facility would entail, and subject to the condition

that the Recreation Department shall hold community meetings to develop a design proposal and have one or more informational presentations to the City Council.

32. Regarding Electric Vehicle charging stations shown as FY24 \$90,000 and FY25 \$90,000 proposed loan orders (FY23 CIP Line 14), these were originally shown as FY23 and FY24 proposed loan orders in the (FY22 CIP (Line 15), and recommend moving them back to FY23 and FY24.
33. Concur with the City Manager’s recommendation for the City Council to continue discussion on the following items:
 - Reuse of the Former North Branch Library
 - Record Storage Management & related issues
 - Department of Public Works Staging Areas
 - Acquisition of Land for open Space and/or Recreation use
34. Regarding the Howard St/Bacon St former railroad land: This is to be redeveloped as the Community Path extension over the Cambridge water main, with parking lots at both ends, and a DPW storage area, per the May 26, 2016 Public Works Committee meeting reported to the Town Council on June 14, 2016. Watertown received developer mitigation money in escrow over 10 years ago to construct this (which is why it does not appear in the CIP) but it is not enough, and estimated additional funds of \$500,000 will be needed in FY23 to build the project. Recommend the Administration develop a plan for the additional funding through a loan order or transfer of funds, and to re-refer to the Public Works Committee for policy guidance to review the design.

➔ **ACTION ITEM** - Councilor Gardner made a motion, seconded by Councilor Izzo, to ask the City Council to adopt the above 34 conceptual recommendations. Voted 3-0

Finally, Mr. Tracy distributed a handout (see **attachment E**) with revisions to assumptions in the October 12, 2021 Preliminary Budget Overview to show Capital Spending as a percentage of the Revised Revenue/Expenditure forecast, with and without the Building for the Future Program. .

The “Building for the Future” FY23 capital spending is as follows:

Three Elementary School Project Plans/Design (BAN)	435,474
High School Feasibility Study	576,000
Three Elementary Schools Permanent Debt/Interest	8,155,150
Three Elementary Schools Authorized, Unissued, & Planned Debt	4,695,919
Design of New High School	440,945
Total Building for the Future FY23 capital cost	14,303,438

The revised total FY23 estimated capital spending would be \$27,614,932.

- a) Based on the revised FY23 revenue projections of \$172,612,506, the total proposed FY23 capital spending would be 16.00% of the budget, or 7.71% without the “Building for the Future” initiative.
- b) Based on the revised FY23 expenditure assumptions of \$173,623,744, the total proposed FY23 capital spending would be 15.91% of the budget, or 7.67% without the “Building for the Future” initiative.

➔ *ACTION ITEM: Councilor Gardner made a motion, seconded by Councilor Izzo, to ask the City Council to recommend that the City Manager maintain the FY2023 capital spending so that it does not exceed 8% of the submitted FY2023 operating budget in order to meet the City Council's Budget Policy Guideline that the City should seek to make capital expenditures (including debt and exclusive of the school Building for the Future Initiative funding and enterprise funds) equal to at least 7.5-8% of the operating budget. Voted 3-0*

The Committee asked Mr. Tracy for a list of all Capital Fund Account Balances, as in prior years. This was provided after the meeting and is **attachment F**.

The Committee adjourned at 8:46 pm.

This report prepared by Nicole Gardner and Vincent Piccirilli

List of attachments:

- A. Previous Years CIP Items Loan Orders Remaining (1 page)
- B. School Department FY23-FY27 CIP Presentation (26 pages)
- C. School Department Capital Account Balances as of 3/7/22 (3 pages)
- D. Public Works FY23-FY27 Capital Improvement Program Presentation (19 pages)
- E. Capital Spending as a % of the Revised Revenue/Expenditure Forecast (4 pages)
- F. All Capital Fund Account Balances as of March 1, 2022 (5 pages)

Previous Years CIP Items Remaining

Page			
3	FY 16	Moxley Courts Renovations and Lighting	\$ 1,380,000
4	FY 17	Casey Park Improvements	\$ 950,000
		Victory Field Improvements (Phase 2)	\$ 3,000,000
			\$ 3,950,000
4	FY 18	Administration Building Improvements	\$ 385,000
		(shingle replacement, painting, carpeting)	
		Community Path Design	\$ 325,000
			\$ 710,000
5	FY 19	Saltonstall Park Improvements	\$ 300,000
		Administration Building Improvements	\$ 215,000
		(Fire Alarm replaced, AC & Plumbing upgrades)	
			\$ 515,000
6	FY 20	Community Path Construction Taylor to Linear	\$ 3,000,000
6-8	FY 21	Arsenal Park Renovations (Phase B)	\$ 6,350,000
		Connector Roads/Longer Streets improvements	\$ 1,500,000
		Filippello Spray Park Renovation	\$ 400,000
		Skating Arena Improvements	\$ 300,000
			\$ 8,550,000
8-10	FY 22	Three Elementary Schools Project	\$ 50,023,100
		High School Building Project	\$ 9,798,779
		Various School Improvements	\$ 3,080,000
		Street & Sidewalk Improvements	\$ 2,500,000
		Connector Roads/Longer Streets improvements	\$ 1,500,000
		Information Technology	\$ 700,000
		Sullivan Playground Improvements	\$ 425,000
		Design of Victory Field House Addition	\$ 375,000
		Skating Arena Improvements	\$ 330,000
		Police Equipment	\$ 64,200
			\$ 68,796,079
		Grand Total	\$ 86,901,079



Watertown Public Schools

FACILITIES CAPITAL PLAN FY23-FY27

**“Education is not the learning of facts, but
the training of the mind to think.”**
-Albert Einstein-

James Kane
Director of Public Buildings



Agenda

1. District Requirements
2. Elementary Schools
3. Watertown Middle School
4. Watertown High School
5. Phillips Building
6. Totals



Priority Ranking System

1. Life, Safety, and Health 
2. Asset Preservation 
3. Operational Efficiency 
4. Enhanced Learning and Working Environments 
5. General Improvements 

Input provided by: Superintendent, Principals, DFO & Department of Public Buildings staff

Determinations based on: Facility Assessment and Capital Repairs Plan (March 2017), department staff, & historical data



Watertown Public Schools

SCHOOL DEPARTMENT



School District Requirements

Project	FY23 (\$K)	FY24 (\$K)	FY25 (\$K)	FY26 (\$K)	FY27 (\$K)
Cunniff Classroom Furniture		\$15	\$15	\$15	\$15
Hosmer Classroom Furniture		\$25	\$25	\$25	\$25
Lowell Classroom Furniture			\$20	\$20	\$20
WMS - Replace Classroom Furniture	\$25	\$25	\$25	\$25	\$25
WMS – Replace Library Furniture			\$60		
WMS – New, exterior electronic sign	\$50				
WHS - Replace Classroom Furniture	\$25	\$25	\$25	\$25	\$25
Phillips – Replace Furniture	\$15	\$15	\$15	\$15	\$15
Food Service Equipment	\$30	\$30	\$30	\$30	\$30
Security Enhancements	\$20			\$20	
Total	\$165	\$135	\$215	\$175	\$155

Director of Finance and Operations: Heidi Perkins

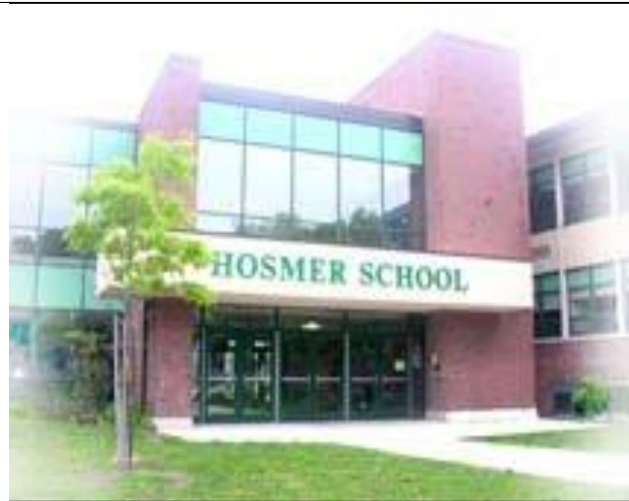


Watertown Public Schools

ELEMENTARY SCHOOLS



Principal: Mena Ciarlone



Principal: Erin Moulton



Principal: Stacy Phelan



Elementary School Requirements

Cunniff Project	FY23 (\$K)	FY24 (\$K)	FY25 (\$K)	FY26 (\$K)	FY27 (\$K)
None					

Hosmer Project	FY23 (\$K)	FY24 (\$K)	FY25 (\$K)	FY26 (\$K)	FY27 (\$K)
None					

Lowell Project	FY23 (\$K)	FY24 (\$K)	FY25 (\$K)	FY26 (\$K)	FY27 (\$K)
None					

**All facility requirements removed for new building under Elementary School Buildings Project.
Any needs/requirements will come out of O&M budget



Watertown Public Schools

WATERTOWN MIDDLE SCHOOL



Principal: Donna Martin



Air Conditioning via VRF System on 1st Floor

Project Description: Add air conditioning to the first floor via a Variable Refrigerant Flow (VRF) system.

Principal Priority:

1/5

Current Situation: The school does not have any AC and window units cannot fit into the new windows. This project will be part of a phased approach to add AC into the Middle School. Phase 1 was the cafeteria (completed 2021) Phase 2 is the second floor, Phase 3 is the first floor, Phase 4 is the basement floor.

Dept Priority:

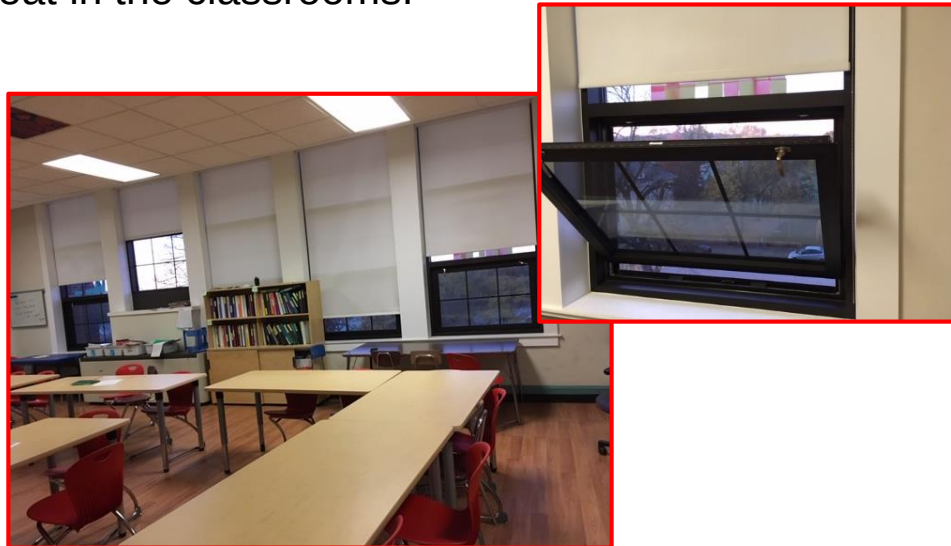
1/13

Impact If Not Funded: During the hotter months staff and students will be hindered by the heat in the classrooms.

Challenges

Cost Impact: Cost is based on Gienapp feasibility study plus overhead/contingency

Schedule Impact: Work must be completed during the summer, programs may be affected.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost : \$945,000





Re-key Doors / Update Locks

Project Description: Replace all classroom and office door locks with new lever handles with improve security features.

**Principal
Priority:**

2/5

Current Situation: Classrooms locksets do not provide students and staff with the improved safety features currently recommended by safety official. Many handles are not operating property and require ongoing repair or replacement.

**Dept
Priority:**

2/13

Impact If Not Funded: Classroom teachers with be required to use a door key to secure the classroom from the hallway during an emergency.

Challenges

Cost Impact: Cost estimate based on prior experience with similar projects.

Schedule Impact:
Project will need to be coordinated with other interior projects.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost : \$90,000





Classroom Painting

Project Description: Provide general interior painting of classrooms.

Current Situation: The classrooms walls and doors are dirty and beyond normal cleaning. In addition, due to other upgrades the appearance gives a “mix-matched” feeling.

Impact If Not Funded: The substandard environment and unclean appearance will continue to hamper the educational process.

**Principal
Priority:**

3/5

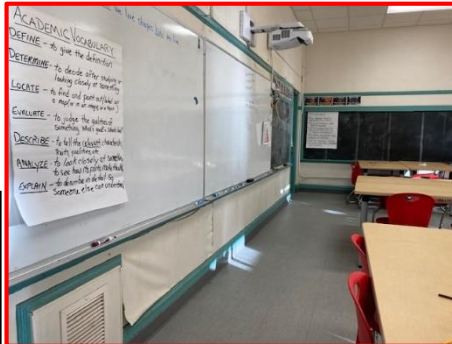
**Dept
Priority:**

3/13

Challenges

Cost Impact: Cost is based on a multi-year project schedule

Schedule Impact:
Project will need to be coordinated with other interior projects.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost : \$40,000





Courtyard / Exterior Grounds Landscape Design

Project Description: Improve aesthetics, outdoor use, and pest management by landscaping the courtyard and exterior grounds at the WMS. Funding is to retain the services of a landscape architect.

**Principal
Priority:**

4/5

Current Situation: The courtyard has been simply maintained in recent years with no design funding to improve the use of the space. This area is used by students and staff, but has no defined purpose or education value.

**Dept
Priority:**

4/13

Impact If Not Funded: The substandard environment will continue to hamper the educational process and limit outdoor use.

Challenges

Cost Impact: Design will be a fixed cost.

Schedule Impact: None for the design.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost : \$120,000





Courtyard / Exterior Grounds Landscape Construction

Project Description: Improve aesthetics, outdoor use, and pest management by landscaping the courtyard at the WMS. Funding is for the construction of the landscaping.

**Principal
Priority:**

5/5

Current Situation: The courtyard has been simply maintained in recent years with no design funding to improve the use of the space. This area is used by students and staff, but has no defined purpose or education value.

**Dept
Priority:**

5/13

Impact If Not Funded: The substandard environment will continue to hamper the educational process and limit outdoor use.

Challenges

Cost Impact:

Construction cost TBD based on design.

Schedule Impact:

Moderate, work must be coordinated with other projects and school classes.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost : \$275,000





Watertown Middle School Requirements

Project	FY23 (\$K)	FY24 (\$K)	FY25 (\$K)	FY26 (\$K)	FY27 (\$K)
Paint Classrooms	\$40	\$40	\$40	\$40	\$40
Remodel Bathrooms			\$120		
HVAC (VRF) 1st Floor	\$945				
Re-Key Doors / Update Locks	\$90				
Courtyard / Exterior Grounds Landscape Design	\$120				
Courtyard / Exterior Grounds Landscape Construction	\$275				
Carpeting Replacement (various)		\$40			\$40
Roofing Refurbishing		\$50	\$500		
HVAC (VRF) Ground Floor		\$72	\$400		
Renovate Bemis Entrance		\$15	\$110		
Relocate Nurses Office			\$10	\$100	
Building Envelope Repairs / Masonry Pointing					\$250
Replace Auditorium / Gym HVAC Units				\$600	
Total	\$1,470	\$217	\$1,180	\$740	\$330



Watertown Public Schools

WATERTOWN HIGH SCHOOL



Principal: Joel Giacobozzi



Courtyard Landscape

Project Description: Improve aesthetics, outdoor use, and pest management by landscaping both courtyards at the WHS.

**Principal
Priority:**

1/5

Current Situation: The two courtyards have overgrown and no longer have anyone to manage them since they can not be accessed by the town landscaper. There was a plan to completely redesign the courtyards to better manage them, but due to the new high school construction project, management of these areas seems the best short term option.

**Dept
Priority:**

8/13

Impact If Not Funded: The courtyard environment will continue to overgrow and affect the use of this space.

Challenges

Cost Impact: Cost based on last landscaping work

Schedule Impact: None; space will be regularly maintained for students and staff use.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost : \$15,000





Watertown High School Requirements

Project	FY23 (\$K)	FY24 (\$K)	FY25 (\$K)	FY26 (\$K)	FY27 (\$K)
Courtyard Landscape	\$15	\$15	\$15	\$15	\$15
Total	\$15	\$15	\$15	\$15	\$15

Major capital items have been removed from the CIP due to the new high school project. Routine maintenance and repairs will be ongoing while the school is still occupied.



Watertown Public Schools

PHILLIPS BUILDING – WATERTOWN SCHOOL ADMINISTRATION



* Due to possible renovation of the Phillips Building by the Town, some capital items may be removed.

Superintendent: Dr. Deanne Galdston



Design and Construction to Replace Boiler

Project Description: Replace boiler #1 with a new steam unit, add building controls to allow for remote viewing and management. Design services is included in this cost.

Current Situation: The current boiler is 20+ years old, inefficient and beyond its useful life. Maintenance is continuously done but replacement is necessary before complete failure occurs. Construction will occur in FY24 after design is completed.

Impact If Not Funded: The risk of system failure will remain high. If it fails, the Phillips building would be relying on just one boiler to provide heat.

**Admin.
Priority:**

1/4

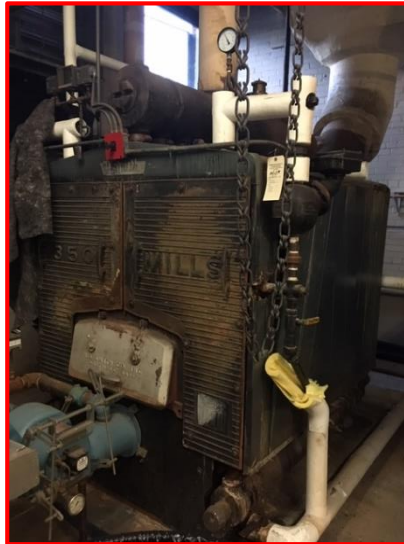
**Dept
Priority:**

7/13

Challenges

Cost Impact: Funding in FY23 includes design and construction.

Schedule Impact: None; to be competed in the warmer months.



Project Scope:

- FY Required: 2023
- Scope (SF): Lump Sum
- Cost : \$300,000





Fire Alarm System Design

Project Description: Provide funding to design a new fire alarm system throughout the entire building. A construction cost estimate will be included and based upon final approved design.

Current Situation: The building meets all codes but the existing panel is no longer manufactured and finding parts for repairs is both challenging and costly.

Impact If Not Funded: Moderate; the fire alarm system should be replaced to ensure uninterrupted fire protection.

**Admin.
Priority:**

2/4

**Dept
Priority:**

9/13

Challenges

Cost Impact: Cost is for design only.

Schedule Impact: None for design.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost: \$25,000





Bathroom Fixture Upgrades

Project Description: Upgrade staff bathrooms with new touchless fixtures and accessories, replace partitions and add new paint.

**Admin.
Priority:**

3/4

Current Situation: The bathrooms are old and should be upgraded to improve aesthetics and provide modern features to improve health and safety of the occupants.

**Dept
Priority:**

10/13

Impact If Not Funded: The substandard environment will continue to deteriorate causing an unsafe, unhealthy and unclean environment for the staff and visitors.

Challenges

Cost Impact: Cost based on completing two bathrooms per year.

Schedule Impact: Moderate; spaces will be closed during construction.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost : \$60,000





Windows Damage / Replacements

Project Description: Repair and replace window components as needed to maintain proper operation, efficiency and security.

**Admin.
Priority:**

4/4

Current Situation: Window balancers, hardware and glazing has required ongoing maintenance to keep the components operational.

**Dept
Priority:**

12/13

Impact If Not Funded: Window may not open or close properly and the energy efficiency rating of the window is reduced when the glazing fails.

Challenges

Cost Impact: Cost is expected to be an annual capital expense.

Schedule Impact: None, repair as conditions warrant.



Project Scope:

- FY Required: 2023
- Scope (SF): LS
- Cost : \$50,000





Phillips Building Requirements

Project	FY23 (\$K)	FY24 (\$K)	FY25 (\$K)	FY26 (\$K)	FY27 (\$K)
Replace Boiler #1	* \$300				
Bathroom Fixture Upgrades	* \$60	\$60	\$60		
Window Damage/Replacements	* \$50	\$50	\$50		
Fire Alarm System Design / Replacement	* \$25	\$200			
Accessibility Improvements	* \$75	\$500	\$250		
Design and Install New Generator	* \$325				
Repave Parking Lots		\$90			
Re-Key Doors		\$15			
Roof Repairs				\$75	\$75
Upgrade Fire Protection – Sprinkler				\$500	
Upgrade Emergency Lighting				\$50	
Total	\$835	\$915	\$360	\$625	\$75

* Capital items may be removed due to possible building renovations by the Town.



Watertown Public Schools

FY 23 TOTAL SCHOOL CIP REQUIREMENTS





Total FY23 Requirements

* Capital items may be removed due to possible building renovations by the Town.

Priority	School	Project	FY23 (\$K)
1	Middle School	HVAC (VRF) – 1 st Floor	\$945
2	Middle School	Re-key Doors / Update Locks	\$90
3	Middle School	Classroom Painting	\$40
4	Middle School	Courtyard / Exterior Grounds Design	\$120
5	Middle School	Courtyard / Exterior Grounds Construction	\$275
6	Middle School	New exterior electronic sign	\$50
7	Phillips *	Replace Boiler #1	\$300
8	High School	Courtyard Landscape	\$15
9	Phillips *	Fire Alarm System Design	\$25
10	Phillips *	Bathroom Fixture Upgrades	\$60
11	Phillips *	Accessibility Improvements	\$75
12	Phillips *	Window Damage / Replacements	\$50
13	Phillips *	Design and Install New Generator	\$325
ongoing	Various	Replacement Furniture	\$65
ongoing	Various	Security System Enhancements	\$20
ongoing	Various	Update Food Service Equipment	\$30
ongoing	Various	Technology	\$100
		Total	\$2585



Watertown Public Schools

QUESTIONS?



Watertown Public Schools Capital Accounts - Position as of 3/7/22

BUDGET entries made 11/30/20 to "clean up" positive and deficit balances in individual projects and move to "other" for future use:

		Increase	Decrease		Remaining balance	Purpose		
FY17 Capital								
55755	581701	Cunniff - Classroom Furniture		\$ 95.99				
55755	581705	Hosmer - Emergency Alarm Panel		\$ 1,571.25				
55755	581723	District - Intercom/Bell System		\$ 3,528.95				
55755	581795	Other - TBD		\$ 5,196.19	-5,196.19	\$ -	MS Furniture Replacement	
			\$ 5,196.19	\$ 5,196.19	0.00			
FY18 Capital								
55805	581808	HS - New Water Heater		\$ 12,715.00				
55805	581809	MS - Fix Windows		\$ 156.00				
55805	581811	HS - Paint & Repair Auditorium		\$ 12,726.00				
55805	581812	HS - Roof Repairs		\$ 14.00				
55805	581813	HS - Main Office A/C		\$ 537.00				
55805	581810	HS - New Library Carpet		\$ 25,046.00				
55805	581817	District - Security System Enhancements		\$ 10,193.11				
55805	581975	Other - TBD		\$ 10,193.11	-10,193.11	\$ -	MS Furniture Replacement	
			\$ 35,790.11	\$ 35,790.11	0.00			
FY19 Capital								
55855	581902	Hosmer - Paint Lockers & Hallways		\$ 20,129.50				
55855	581908	MS - Hallway Laminated Floor		\$ 11,880.00				
55855	581911	HS - Replace Classroom Furniture		\$ 157.80				
55855	581912	HS - Upgrade Water Fountains		\$ 5,592.00				
55855	581913	Phillips - Furniture & Equipment Replacement		\$ 1,534.74				
55855	581904	Lowell - Ceiling Plaster & Patch		\$ 4,456.00				
55855	581905	Lowell - New Cafe floor		\$ 28,827.50				
55855	581901	Cunniff - Hallway Painting		\$ 35,450.00				
55855	581903	Hosmer - Window Tinting		\$ 10,249.90				
55855	581906	MS - Replace Classroom Furniture		\$ 62.96				
55855	581919	MS - HVAC for Gymnasium		\$ 22,000.00				
55855	581915	District - Enhance Security Systems		\$ 21,472.00				
55855	581909	MS - Replace Library Carpet		\$ 2,173.00				
55855	582075	Other - TBD		\$ 18,830.32	-18,830.32	\$ -	MS Furniture Replacement	
			\$ 91,407.86	\$ 91,407.86	0.00			
FY20 Capital								
55895	582003	MS - Paint Hallway & Classrooms		\$ 2,627.14				
55895	582005	MS - Boys' Locker Room		\$ 179,475.91				
55895	582006	HS - Replace Classroom Furniture		\$ 1,569.01				
55895	582009	HS - Paint Hallway & Classrooms		\$ 9,413.70				
							avail "other"	34602.64
							fy21 cap	166369.00
							fy22 cap	\$ 161,000.00
							fy20 cap	\$ 70,000.00
								431971.64 matches cap budget report

55895	582013 District - Update Food Service Equipment	\$	568.42					
55895	582001 Hosmer - Chair Lift for Small Gym			\$	35,000.00			
55895	582008 HS - Carpet Repairs			\$	45,000.00			
55895	582010 HS - VCT Floor Repairs			\$	34,000.00			
55895	582011 HS - HVAC Athletic Director Office			\$	88,000.00			
55895	582007 HS - Security Cameras			\$	37,500.00			
55895	582018 MS - Laminate Floor			\$	12.00			
55895	582014 Sec System Improvements			\$	20,000.00			
55895	582175 Other - TBD			\$	65,857.82			
		\$	259,512.00	\$	259,512.00	0.00	-31,255.18	\$ 34,602.64 MS Furniture Replacement

FY20 Capital Current Balances as of 3/7/22

55895	582004 MS - Replace auditorium Compressors	\$	27,000.00
55895	582012 PH - Replace Phillips Furniture	\$	15,000.00

55895	582015 HS - Technology System Equipment	\$ 28,000.00
		<u>\$ 70,000.00</u>

FY21 Capital Current Balances as of 3/7/22

55925	582101 MS - Replace Classroom Furniture	\$ 25,000.00
55925	582103 MS - Remodel 8 Bathrooms	\$ 7,530.00
55925	582108 MS - HVAC (VRF)	\$ 400.00
55925	582109 HS - Replace Classroom Furniture	\$ 25,000.00
55925	582110 HS - VCT Floor Repairs	\$ 25,714.00
55925	582111 HS - Paint Hallway & Classrooms	\$ 45,000.00
55925	582111 PH - Replace Phillips Furniture	\$ 15,000.00
55925	582112 District - Update Food Service Equipment	<u>\$ 22,725.00</u>
		\$ 166,369.00

FY22 Capital Current Balances as of 3/7/22

55195	582201 PH - Replace Phillips Furniture	\$ 15,000.00
55195	582202 District - Update Food Service Equipment	\$ 30,000.00
55195	582203 MS - Replace Classroom Furniture	\$ 25,000.00
55195	582204 MS - Paint Hallway & Classrooms	\$ 51,000.00
55195	582205 HS - Replace Classroom Furniture	\$ 25,000.00
55195	582206 HS - Courtyard	<u>\$ 15,000.00</u>
		\$ 161,000.00

Sub-total "Other"	\$ 34,602.64
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Sub-total FY21 & FY 22 Funded by project	<u>\$ 397,369.00</u>
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\$ 431,971.64

CITY OF WATERTOWN, MA DEPARTMENT OF PUBLIC WORKS

FY23-27 RECOMMENDED CAPITAL IMPROVEMENT PROGRAM





ADMINISTRATION

Design of DPW Office Roof Replacement

- \$75,000 for Design in FY23
- \$2,000,000 for Construction/Construction Administration Services in FY23

ADMINISTRATION

Solar Canopy DPW Parking Lots

- \$1,250,000 in FY24 to fund construction
- Will be installed in various areas of the front parking lot
- DPW actively working with a consultant to determine best locations and amount of KW to be produced
- Electricity produced will assist in meeting the City's energy efficiency goals and reduce the overall carbon footprint





ADMINISTRATION

Howard Street Lot

- \$500,000 for FY23
- Parking lot and Bike Path reconstruction from Main Street to the Howard Street lay down area
- City currently utilizing mitigation funds for the design
- Cambridge Water easement agreement pending

ADMINISTRATION

Street & Sidewalk Improvements



- Highway reconstruction capital lines to increase by \$175,000/year beginning in FY24, in accordance with the recommendations of the Administration
- Supplemental funding addresses inflation costs of overhead, material and labor
- Will also support the City's Bicycle & Pedestrian, Complete Streets and ADA goals

Water/Sewer

Stormwater & Drainage Improvements

- \$300,000 for FY23 – FY27
- Supplement drainage improvements on capital projects, such as the City road program
- Installation of green infrastructure will support the tree canopy, reduce flooding and improve water quality
- Address sources of contamination in the drainage system
- Support MS4 permit requirements



HIGHWAY

Crew Truck



- \$180,000 for FY24
- Replaces Truck #27 – 2016 International (25,699 miles)
- 6-wheel extended truck will carry full work crew, tools & equipment
- Existing vehicle to be replaced in accordance with industry standard guidelines
- Vehicle will be used daily to support ongoing operations at various work sites



HIGHWAY

Heavy Duty Dump Truck

- \$230,000 for FY27
- Replaces Truck #34 – 2006 International (45,693 miles)
- Will provide assistance in various operations of the Highway Dept.
- Existing vehicle to be replaced in accordance with industry standard guidelines

HIGHWAY

Electric Street Sweeper

- \$600,000 for FY27
- Replaces Truck #31 – 2012 Pelican (16,815 hours)
- Will provide assistance in various operations of the Highway Dept.
- Existing vehicle to be replaced in accordance with industry standard guidelines
- Replaces a current diesel fueled sweeper with a 100% all electric sweeper, thereby reducing the Dept.'s overall carbon emissions





Snow & Ice

Sidewalk Tractor

- \$200,000 for FY27
- Replaces Truck #42 – 2003 Holder (6,643 hours)
- Will provide assistance in various operations of the Snow/Ice Division, clearing snow/ice from sidewalks
- Existing vehicle to be replaced in accordance with industry standard guidelines



Property & Building

Heavy Duty 4X4 Forklift (Lull)

- \$100,000 for FY24
- Replaces Truck #200 – 2005 JCB (3,314 hours)
- Will be utilized to load and unload all sizes and weights of products used by the DPW
- Existing vehicle to be replaced in accordance with industry standard guidelines



Parks & Forestry

Utility Truck

- \$65,000 for FY24
- Replaces Old Car #8 – 2011 Ford (65,836 miles)
- Will provide assistance in the various operations of the Parks Division
- Will be utilized by the Parks Supervisor on an almost daily basis
- Existing vehicle to be replaced in accordance with industry standard guidelines



Parks & Forestry

Farm Tractor

- \$80,000 for FY27
- Replaces Truck #210 – 2019 Kubota (54 hours)
- Will be utilized in the various maintenance operations for the City's playing fields under the Parks Division
- Existing vehicle to be replaced in accordance with industry standard guidelines



Parks & Forestry

4X4 Landscape Dump Truck

- \$160,000 for FY27
- Replaces Truck #78 – 2014 International (28,121 miles)
- Will be utilized in the various operations of the Parks Division
- Existing vehicle to be replaced in accordance with industry standard guidelines



Parks & Forestry

Backhoe

- \$140,000 for FY27
- Replaces Truck #25 – 2007 JCB (4,072 hours)
- Will be utilized in the various operations of the Forestry Division
- Existing vehicle to be replaced in accordance with industry standard guidelines



Water

Vactor Truck

- \$450,000 for FY27
- Replaces Truck #58 – 2014 International (5,205 miles)
- Will provide assistance in the various operations of the Water/Sewer Division – including in the excavation and back-ups of water/sewer issues
- Existing vehicle to be replaced in accordance with industry standard guidelines

Mt. Auburn Street

Corridor – Appraisals & Easements



- **Continues to be scheduled for MassDOT FY23 advertisement**
- **TIP funding valued at \$28.3 million**
- **DPW continues to coordinate with National Grid, MBTA, MWRA and other project partners**
- **City must obtain right-of-way for project in accordance with federal policies and procedures**
 - **175 temporary easements and 9 permanent easements**
 - **Estimated value for appraisals and acquisition is \$2.6 million, included in FY23 CIP**
 - **Must be in place prior to project advertisement**

CIP Project Updates

Roadway Reconstruction

- **2022 Road Program**
 - Bids opened on March 3, 2022
 - Evaluating bids
 - Requesting loan order
- **Highland Ave. Reconstruction**
 - Met with Complete Streets Working Group to review project scope
 - Anticipate a summer bid
- **Morse Street/Fifth Ave.**
 - National Grid replacing gas main on Fifth Ave.
 - Working with consultant on concepts for 2023 reconstruction

Questions?

Expenditure Forecast

Attachment E

Debt and Interest Preliminary Budget Overview October 12, 2021

Source	FY2022	FY2023	FY2024	FY2025
Permanent Debt/Interest	\$ 5,910,189	\$ 5,060,687	\$ 4,771,056	\$ 4,355,327
ESCO - Permanent Debt/Interest	\$ 505,938	\$ 500,938	\$ 494,438	\$ 493,225
Three Elem. School Proj. - Permanent Debt/Interest	\$ 8,370,221	\$ 8,155,150	\$ 7,902,900	\$ 7,425,650
Three Elem. School Proj. - Auth/Unissued & Planned	\$ 1,438,143	\$ 5,131,344	\$ 5,008,368	\$ 4,885,393
New High School Project - Authorized/Unissued	\$ 597,334	\$ 576,000	\$ 554,667	\$ -
New High School Project - Planned		\$ 783,333	\$ 3,118,333	\$ 7,758,333
Street & Sidewalk - Auth/Unissued & Planned	\$ 1,249,625	\$ 2,186,200	\$ 3,086,775	\$ 3,951,350
Other Debt - Authorized/Unissued & Planned	\$ 1,836,069	\$ 3,559,344	\$ 4,862,458	\$ 5,590,867
Cost of Certifying Bonds	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total Expenditure	\$ 19,912,519	\$ 25,957,996	\$ 29,803,995	\$ 34,465,145

Debt & Interest related to the Three Elementary Schools Project is as follows:

\$9,808,364 in FY2022, \$13,286,494 in FY2023, \$12,911,268 in FY2024 and \$12,311,043 in FY2025.

Planned Debt & Interest related to the New High School Project is as follows:

\$783,333 in FY2023, \$3,118,333 in FY2024 and \$7,758,333 in FY2025.

Expenditure Forecast

Debt and Interest

March 7, 2022

Source	FY2022	FY2023	FY2024	FY2025
Permanent Debt/Interest	\$ 5,910,189	\$ 5,060,687	\$ 4,771,056	\$ 4,355,327
ESCO - Permanent Debt/Interest	\$ 505,938	\$ 500,938	\$ 494,438	\$ 493,225
Three Elem. School Proj. - Permanent Debt/Interest	\$ 8,370,221	\$ 8,155,150	\$ 7,902,900	\$ 7,425,650
Three Elem. School Proj. - Auth/Unissued & Planned	\$ 1,438,143	\$ 5,131,344	\$ 5,008,368	\$ 4,885,393
New High School Project - Authorized/Unissued	\$ 597,334	\$ 576,000	\$ 554,667	\$ -
New High School Project - Planned		\$ 440,945	\$ 6,642,571	\$ 12,390,373
Street & Sidewalk - Auth/Unissued & Planned	\$ 1,249,625	\$ 2,229,625	\$ 3,767,200	\$ 4,730,875
Other Debt - Authorized/Unissued & Planned	\$ 1,727,585	\$ 3,521,322	\$ 5,177,258	\$ 6,844,821
Cost of Certifying Bonds	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total Expenditure	\$ 19,804,035	\$ 25,621,011	\$ 34,323,458	\$ 41,130,664

Debt & Interest related to the Three Elementary Schools Project is as follows:

\$9,808,364 in FY2022, \$13,286,494 in FY2023, \$12,911,268 in FY2024 and \$12,311,043 in FY2025.

Planned Debt & Interest related to the New High School Project is as follows:

\$440,945 in FY2023, \$6,642,571 in FY2024 and \$12,390,373 in FY2025.

Fiscal Year 2023 Capital Spending
March 7, 2022 Update

	FY2023 Preliminary Budget Overview October 12, 2021			Fiscal 23-27 CIP March 7, 2022		Variance
Debt & Interest	\$	25,957,996		\$	25,616,012	\$ (341,984)
Capital Projects:						
Street & Sidewalks	\$	1,228,920		\$	1,228,920 (Lines 269 & 274)	\$ -
City Capital Projects	\$	425,000		\$	400,000	\$ (25,000)
Monument Restoration	\$	15,000		\$	15,000 (Line 22)	\$ -
Public Art	\$	15,000		\$	15,000 (Line 23)	\$ -
Commander's Mansion	\$	30,000		\$	30,000 (Line 24)	\$ -
School Capital Projects	\$	230,000		\$	310,000 (Line 223)	\$ 80,000
	\$	<u>1,943,920</u>		\$	<u>1,998,920</u>	\$ 55,000
						\$ -
Capital Spending Total	\$	27,901,916		\$	27,614,932	\$ (286,984)
Revenue	\$	172,612,506	16.16%	\$	172,612,506	16.00%
Expenditure	\$	173,623,744	16.07%	\$	173,623,744	15.91%

Fiscal Year 2023 Capital Spending
March 7, 2022
Building for the Future Fiscal Year 2023 Spending

Three Elementary School Project Plans/Design (BAN)	\$	435,424
High School Feasibility Study	\$	576,000
Three Elementary School Project - Permanent Debt/Interest	\$	8,155,150
Three Elementary School Project - Authorized, Unissued & Planned	\$	4,695,919
Design of New High School	\$	440,945
	\$	<u>14,303,438</u>

FY23 Estimated Capital Spending without Building for the Future Capital Spending \$27,614,932 - 14,303,438 = 13,311,494

Revenue	\$ 172,612,506	7.71%
Expenditures	\$ 173,623,744	7.67%

BALANCES AS OF MARCH 1, 2022

ADMINISTRATION

	FUND #	BUDGET	EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PROJECT	TIMEFRAME
5056 TOWN HALL IMPROVMNTS 580000 CAPITAL EXPENDITURES	5056	\$ 579,200.00	\$ 575,101.22	\$ -	\$ 4,098.78	AC COMPRESSOR	COMPLETED
5076 THALL / LIBRARY / 3 FIRE STATIONS 580000 CAPITAL EXPENDITURES	5076	\$ 178,550.00	\$ 176,795.29	\$ -	\$ 1,754.71	ARCHITECT DESIGN	COMPLETED
5078 FORMER POLICE STATION 580000 CAPITAL EXPENDITURES	5078	\$ 24,620.00	\$ 23,845.76	\$ -	\$ 774.24	ARCHITECT SERVICES	COMPLETED
5081 TOWH HALL & NORTH FIRE ROOFS 580000 CAPITAL EXPENDITURES	5081	\$ 262,800.00	\$ 237,086.20	\$ -	\$ 25,713.80	RELATED FAS ITEMS	COMPLETED
5582 TOWN HALL GENERATOR 580000 CAPITAL EXPENDITURES	5582	\$ 140,950.00	\$ 137,354.49	\$ -	\$ 3,595.51	GENERATOR	COMPLETED

COMMUNITY DEVELOPMENT

5557 MONUMENT RESTORATION 580000 CAPITAL EXPENDITURES	5557	\$ 175,000.00	\$ 28,490.00	\$ -	\$ 146,510.00	VARIOUS MONUMENTS	ONGOING
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INFORMATION TECHNOLOGY

5069 TOWNWIDE TELEPHONE SYSTEM 580000 CAPITAL EXPENDITURES	5069	\$ 460,000.00	\$ 448,671.60	\$ -	\$ 11,328.40	PHONE SYSTEM	COMPLETED
5525 IT CAPITAL PROJECTS 580000 CAPITAL EXPENDITURES	5525	\$ 589,100.00	\$ 369,096.04	\$ 203,296.39	\$ 16,707.57	VARIOUS EQUIP.	END OF FY 22
OPERATING BUDGET	0001						
580860 ADDITIONAL EQUIPMENT	0001	\$ 15,500.00	\$ 7,122.55	\$ -	\$ 8,377.45	IT EQUIPMENT	END OF FY 22
580870 REPLACEMENT OF EQUIPMENT	0001	\$ 222,144.67	\$ 155,093.21	\$ 47,060.30	\$ 19,991.16	IT EQUIPMENT	END OF FY 22

FIRE DEPARTMENT

5095 FIRE APPARATUS 580020 CAPITAL EXPENDITURES	5095	\$ 1,100,000.00	\$ 1,069,080.97	\$ -	\$ 30,919.03	RELATED EQUIP ITEMS	SPRING 2022
OPERATING BUDGET	0001						
580840 BUILDING IMPROVEMENTS	0001	\$ 141,759.70	\$ 65,382.70	\$ -	\$ 76,377.00	VARIOUS FIXES FOR3 STATIONS	END OF FY 22
580860 ADDITIONAL EQUIPMENT	0001	\$ 65,905.00	\$ 25,905.00	\$ -	\$ 40,000.00	ALS EQUIPMENT	END OF FY 22
580870 REPLACEMENT OF EQUIPMENT	0001	\$ 56,000.00	\$ 18,365.61	\$ -	\$ 37,634.39	TURN OUT GEAR	END OF FY 22

POLICE DEPARTMENT

5055 POLICE BUILDING 580000 THRU 3 CAPITAL EXPENDITURES	5055	\$ 15,360,000.00	\$ 14,981,967.99	\$ -	\$ 378,032.01	VENTING OF FIRING RANGE	SPRING/SUMMER 2022
OPERATING BUDGET	0001						
580840 BUILDING IMPROVEMENTS	0001	\$ 36,800.00	\$ 6,800.00	\$ -	\$ 30,000.00	VARIOUS STATION IMPROV.	END OF FY 22
580869 VEHICLE REPLACEMENT	0001	\$ 220,381.05	\$ 38,749.05	\$ 151,805.10	\$ 29,826.90	CRUISERS	END OF FY 22
580870 REPLACEMENT OF EQUIPMENT	0001	\$ 103,984.12	\$ 31,484.12	\$ 5,196.28	\$ 67,303.72	RADIOS	END OF FY 22

PUBLIC WORKS DEPARTMENT

5096 DPW VEHICLES 580000 CAPITAL EXPENDITURES	5096	\$ 2,389,000.00	\$ 1,810,785.47	\$ 557,388.53	\$ 20,826.00	VARIOUS VEHICLES	SPRING/SUMMER 2022
5508 CEMETERY EXPANSION 580000 CAPITAL EXPENDITURES	5508	\$ 231,323.01	\$ -	\$ -	\$ 231,323.01	TC SUB-COMMITTEE DISCUSSION	ONGOING
5515 DPW RENOVATION						FAS ITEMS	

BALANCES AS OF MARCH 1, 2022

	FUND #	BUDGET	EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PROJECT	TIMEFRAME
580000 CAPITAL EXPENDITURES	5515	\$ 876,665.35	\$ 744,412.38	\$ 97,310.27	\$ 34,942.70	& BLDG ISSUES	ONGOING
5558 RECYCLING CENTER							
580000 CAPITAL EXPENDITURES	5558	\$ 499,200.00	\$ 468,711.98	\$ -	\$ 30,488.02	SITE IMPROVEMENTS SHED & SECURITY	SPRING/SUMMER 2022
5577 PARKING METERS							
580000 CAPITAL EXPENDITURES	5577	\$ 457,000.00	\$ 454,683.00	\$ 1,713.00	\$ 604.00	NEW METERS	ONGOING
OPERATING BUDGET	0001						
CENTRAL MOTORS							
580860 ADDITIONAL EQUIPMENT	0001	\$ 100,000.00	\$ -	\$ 75,000.00	\$ 25,000.00	CM SHOP EQUIP.	END OF FY 22
580869 VEHICLE REPLACEMENT	0001	\$ 262,425.90	\$ 24,998.40	\$ 167,427.50	\$ 70,000.00	INSPECTOR VEHICLES	SPRING 2022
HIGHWAY	0001						
580870 REPLACEMENT OF EQUIPMENT	0001	\$ 90,136.64	\$ -	\$ 52,636.64	\$ 37,500.00	VARIOUS EQUIP.	END OF FY 22
SNOW AND ICE	0001						
580870 REPLACEMENT OF EQUIPMENT	0001	\$ 132,000.00	\$ 41,243.97	\$ 10,756.03	\$ 80,000.00	PLOWS & SANDERS	ONGOING
CEMETERY	0001						
580840 IMPROVEMENTS	0001	\$ 75,000.00	\$ 11,600.00	\$ 41,400.00	\$ 22,000.00	ROAD RESTORATION AND REMOVAL	FALL OF 2022
PROPERTY AND BUILDINGS	0001						
580870 REPLACEMENT OF EQUIPMENT	0001	\$ 36,603.00	\$ 16,864.10	\$ 11,759.20	\$ 7,979.70	VARIOUS EQUIP.	END OF FY 22
PARKS	0001						
580840 IMPROVEMENTS	0001	\$ 75,127.60	\$ 11,529.60	\$ 29,798.00	\$ 33,800.00	VARIOUS PARKS	ONGOING
580870 REPLACEMENT OF EQUIPMENT	0001	\$ 78,000.00	\$ -	\$ 38,000.00	\$ 40,000.00	VARIOUS PARKS	ONGOING

RECREATION & PARKS

5017 ARSENAL PARK							
580000 CAPITAL EXPENDITURES	5017	\$ 2,228,200.00	\$ 1,825,222.50	\$ 311,127.50	\$ 91,850.00	UPGRADE	ONGOING
5075 CASEY PARK							
580000 CAPITAL EXPENDITURES	5075	\$ 629,200.00	\$ 626,676.00	\$ -	\$ 2,524.00	SKATING RINK & COURTS	COMPLETED
5097 FILIPPELLO LIGHTS							
580000 CAPITAL EXPENDITURES	5097	\$ 1,301,825.00	\$ 1,253,310.00	\$ 801.00	\$ 47,714.00	LIGHTS	ONGOING
5547 VICTORY FIELD RECONSTRUCTION							
580000 CAPITAL EXPENDITURES	5547	\$ 3,284,500.00	\$ 3,070,010.01	\$ 213,325.00	\$ 1,164.99	VICTORY FIELD	PHASE 2 DESIGN
5556 FY 13 TOWN CAP PROJ RECREATION							
580000 CAPITAL EXPENDITURES	5556	\$ 150,000.00	\$ 129,275.00	\$ 20,725.00	\$ -	RETROFITTING	COMPLETED
5564 552 MAIN ST. PARK							
580000 CAPITAL EXPENDITURES	5564	\$ 483,000.00	\$ 482,540.00	\$ -	\$ 460.00	552 MAIN STREET	COMPLETED
5573 FY 19 TOWN CAP PROJ RECREATION							
580019 CAPITAL EXPENDITURES	5573	\$ 200,000.00	\$ 78,240.00	\$ 19,560.00	\$ 102,200.00	SALTONSTALL TOT LOT PARK LIGHTING DESIGN	SPRING/SUMMER 2022
5573 FY 20 TOWN CAP PROJ RECREATION							
580020 CAPITAL EXPENDITURES	5573	\$ 225,000.00	\$ 67,275.00	\$ 36,225.00	\$ 121,500.00	LOWELL TOT LOT RESURF.	SPRING/SUMMER 2022
						CASEY PARK DESIGN	
5573 FY 21 TOWN CAP PROJ RECREATION							

BALANCES AS OF MARCH 1, 2022

	FUND #	BUDGET	EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PROJECT	TIMEFRAME
580021 CAPITAL EXPENDITURES	5573	\$ 225,000.00	\$ 6,870.00	\$ 57,225.00	\$ 160,905.00	FILIIPPELLO SPRAY DESIGN BEMIS AMENITIES	SPRING/SUMMER 2022
5573 FY 22 TOWN CAP PROJ RECREATION							
580022 CAPITAL EXPENDITURES	5573	\$ 225,000.00	\$ -	\$ -	\$ 225,000.00		SPRING/SUMMER 2022
SCHOOL DEPARTMENT							
5036 WHS/MSBA							
580000 CAPITAL EXPENDITURES	5036	\$ 636,833.00	\$ 457,325.50	\$ -	\$ 179,507.50	OPM SERVICES	ONGOING
5036 WHS/MSBA							
580002 CAPITAL EXPENDITURES	5036	\$ 6,164,388.00	\$ 5,063,184.75	\$ 48,189.91	\$ 1,053,013.34	DESIGN SERVICES	ONGOING
5040 THREE ELEMENTARY SCHOOL							
580001 CAPITAL EXPENDITURES	5040	\$ 4,230,871.00	\$ 2,545,920.00	\$ 1,684,951.00	\$ -	OPM SERVICES	ONGOING
5040 THREE ELEMENTARY SCHOOL							
580002 CAPITAL EXPENDITURES	5040	\$ 15,019,615.00	\$ 13,351,146.75	\$ 477,468.25	\$ 1,191,000.00	DESIGN SERVICES	ONGOING
5040 THREE ELEMENTARY SCHOOL							
580003 CAPITAL EXPENDITURES	5040	\$ 103,455,000.00	\$ 86,852,839.15	\$ 13,214,288.49	\$ 3,387,872.36	GENERAL CONTRACTOR	ONGOING
5040 THREE ELEMENTARY SCHOOL							
580004 CAPITAL EXPENDITURES	5040	\$ 500,000.00	\$ 1,364,646.52	\$ 163,402.34	\$ (1,028,048.86)	OTHER BLDG ITEMS	ONGOING
5090 MIDDLE SCHOOL WINDOWS							
580000 CAPITAL EXPENDITURES	5090	\$ 2,369,963.00	\$ 2,360,767.67	\$ -	\$ 9,195.33	MIDDLE SCHOOL WINDOWS	COMPLETED
5575 FY 17 SCHOOL CAP PROJECTS							
580000 CAPITAL EXPENDITURES	5575	\$ 461,600.00	\$ 456,403.81	\$ -	\$ 5,196.19	VARIOUS PROJECTS	SPRING/SUMMER 2022
5580 FY 18 SCHOOL CAP PROJECTS							
580000 CAPITAL EXPENDITURES	5580	\$ 517,300.00	\$ 507,106.89	\$ -	\$ 10,193.11	VARIOUS PROJECTS	SPRING/SUMMER 2022
5585 FY 19 SCHOOL CAP PROJECTS							
580000 CAPITAL EXPENDITURES	5585	\$ 450,000.00	\$ 431,169.68	\$ -	\$ 18,830.32	VARIOUS PROJECTS	SPRING/SUMMER 2022
5589 FY 20 SCHOOL CAP PROJECTS							
580000 CAPITAL EXPENDITURES	5589	\$ 662,500.00	\$ 524,219.08	\$ -	\$ 138,280.92	VARIOUS PROJECTS	SPRING/SUMMER 2022
5592 FY 21 SCHOOL CAP PROJECTS							
580000 CAPITAL EXPENDITURES	5592	\$ 459,000.00	\$ 281,356.00	\$ 11,275.00	\$ 166,369.00	VARIOUS PROJECTS	SPRING/SUMMER 2022
5519 FY 22 SCHOOL CAP PROJECTS							
580000 CAPITAL EXPENDITURES	5519	\$ 161,000.00			\$ 161,000.00	VARIOUS PROJECTS	SPRING/SUMMER 2022
STREETS & SIDEWALKS							
5093 FY 17 STREET & SIDEWALK							
580017 CAPITAL EXPENDITURES	5093	\$ 2,800,000.00	\$ 2,800,000.00	\$ -	\$ -	LOCAL ROAD PROG. REMAINING FY 17	COMPLETED
5093 FY 18 STREET & SIDEWALK							
580018 CAPITAL EXPENDITURES	5093	\$ 2,500,000.00	\$ 2,424,228.41	\$ 75,771.59	\$ (0.00)	LOCAL ROAD PROG. REMAINING FY 18	CONSTR. SEASON 2022
5093 FY 19 STREET & SIDEWALK							
580019 CAPITAL EXPENDITURES	5093	\$ 2,500,000.00	\$ 2,500,000.00	\$ -	\$ -	LOCAL ROAD PROG.	COMPLETED
5093 FY 20 STREET & SIDEWALK							

BALANCES AS OF MARCH 1, 2022

	FUND #	BUDGET	EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PROJECT	TIMEFRAME
580020 CAPITAL EXPENDITURES	5093	\$ 2,500,000.00	\$ 2,407,479.85	\$ 92,520.15	\$ -	LOCAL ROAD PROG.	CONSTR. SEASON 2022
5093 FY 21 STREET & SIDEWALK							
580021 CAPITAL EXPENDITURES	5093	\$ 2,500,000.00	\$ 2,257,776.86	\$ 146,581.25	\$ 95,641.89	LOCAL ROAD PROG.	CONSTR. SEASON 2022
5559 140 PLEASNT/CRESSET MITIGATION							
580000 CAPITAL EXPENDITURES	5559	\$ 85,000.00	\$ 16,935.52	\$ 68,064.48	\$ -	MAINST/WAVERLY TRAFFIC SIGNAL	SPRING/SUMMER 2022
5563 CH 90 MT. AUBURN DESIGN PHASE 1							
580000 CAPITAL EXPENDITURES	5563	\$ 2,623,330.00	\$ 1,501,030.00	\$ 1,122,300.00	\$ -	MT AUBURN DESIGN	ONGOING
5565 WOOD PARTNERS MITIGATION							
580000 CAPITAL EXPENDITURES	5565	\$ 230,000.00	\$ -	\$ -	\$ 230,000.00	RELATED I & I WORK	ONGOING
5574 CH 90 COMMON ST							
580000 CAPITAL EXPENDITURES	5574	\$ 1,949,000.00	\$ 1,947,680.90	\$ -	\$ 1,319.10	COMMON ST PROJECT	COMPLETED
5576 FY 18 STREET & SIDEWALK							
580018 CAPITAL EXPENDITURES	5576	\$ 962,858.00	\$ 895,717.37	\$ 67,140.63	\$ -	SIDEWALK & LOCAL RD	CONSTR. SEASON 2022
5576 FY 19 STREET & SIDEWALK							
580019 CAPITAL EXPENDITURES	5576	\$ 1,011,000.00	\$ 868,148.07	\$ 142,851.93	\$ -	SIDEWALK & LOCAL RD	CONSTR. SEASON 2022
5576 FY 20 STREET & SIDEWALK							
580020 CAPITAL EXPENDITURES	5576	\$ 1,061,600.00	\$ 1,034,719.41	\$ 26,880.59	\$ (0.00)	SIDEWALK & LOCAL RD	CONSTR. SEASON 2022
5576 FY 21 STREET & SIDEWALK							
580021 CAPITAL EXPENDITURES	5576	\$ 1,114,600.00	\$ 773,609.68	\$ 340,990.32	\$ -	SIDEWALK & LOCAL RD	CONSTR. SEASON 2022
5576 FY 22 STREET & SIDEWALK							
580022 CAPITAL EXPENDITURES	5576	\$ 1,170,400.00	\$ 18,720.55	\$ 239,857.33	\$ 911,822.12	SIDEWALK & LOCAL RD	CONSTR. SEASON 2022
5579 MITIGATION 65 GROVE ST.							
580000 CAPITAL EXPENDITURES	5579	\$ 175,000.00	\$ -	\$ -	\$ 175,000.00	INFRASTRUCTURE IMPROV.	ONGOING
5584 GREYSTAR MITIGATION							
580000 CAPITAL EXPENDITURES	5584	\$ 1,450,000.00	\$ 14,951.66	\$ 185,048.34	\$ 1,250,000.00	RELATED TRAFFIC, I&I	SPRING/SUMMER 2022
5583 CHAPTER 90 COMPLETE ST							
580000 CAPITAL EXPENDITURES	5583	\$ 327,793.92	\$ 327,733.92	\$ -	\$ 60.00	VARIOUS STREETS	COMPLETED
5590 LOUISE STREET							
580000 CAPITAL EXPENDITURES	5593	\$ 170,000.00	\$ 170,000.00	\$ -	\$ -	LOUISE ST	COMPLETED
5593 SHARED STREETS							
580000 CAPITAL EXPENDITURES	5593	\$ 367,172.22	\$ 340,758.36	\$ 7,088.50	\$ 19,325.36	VARIOUS STREETS	SPRING/SUMMER 2022
WATER & SEWER							
5024 WATER METERS REPLACEMENT							
580022 CAPITAL EXPENDITURES	5024	\$ 4,733,900.00	\$ 115,509.62	\$ 3,926,268.33	\$ 692,122.05	WATER WORK	SPRING/SUMMER 2022
5061 MWRA SEWER BD							
580000 CAPITAL EXPENDITURES	5061	\$ 1,064,800.00	\$ 909,486.16	\$ 136,806.70	\$ 18,507.14	I & I DESIGN/WORK	SPRING/SUMMER 2022
5083 MWRA LWAP							
580020 CAPITAL EXPENDITURES	5083	\$ 500,000.00	\$ 498,487.10	\$ 1,512.90	\$ 0.00	WATER WORK	SPRING/SUMMER 2022

BALANCES AS OF MARCH 1, 2022

	FUND #	BUDGET	EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PROJECT	TIMEFRAME
5083 MWRA LWAP							
580021 CAPITAL EXPENDITURES	5083	\$ 500,000.00	\$ 300,770.69	\$ 175,985.91	\$ 23,243.40	WATER WORK	SPRING/SUMMER 2022
5086 WATER BOX TRUCK							
580000 CAPITAL EXPENDITURES	5086	\$ 160,000.00	\$ -	\$ 84,431.00	\$ 75,569.00	BOX TRUCK	SPRING/SUMMER 2022
5091 MWRA I&I							
580019 CAPITAL EXPENDITURES	5091	\$ 1,050,000.00	\$ 1,035,354.59	\$ 14,645.41	\$ 0.00	I & I DESIGN/WORK	SPRING/SUMMER 2022
5091 MWRA I&I							
580020 CAPITAL EXPENDITURES	5091	\$ 1,050,000.00	\$ 808,546.71	\$ 241,453.29	\$ -	I & I DESIGN/WORK	SPRING/SUMMER 2022
5091 MWRA I&I							
580021 CAPITAL EXPENDITURES	5091	\$ 1,050,000.00	\$ 78,496.20	\$ 971,503.80	\$ -	I & I DESIGN/WORK	SPRING/SUMMER 2022
5542 FY10 SEWER IMPROVEMENTS							
580000 CAPITAL EXPENDITURES	5542	\$ 1,500,000.00	\$ 1,459,968.03	\$ 40,031.97	\$ -	VARIOUS SEWER IMPROV.	ONGOING
5569 FY19 WATER IMPROVEMENTS							
580019 CAPITAL EXPENDITURES	5569	\$ 250,000.00	\$ 245,193.94	\$ 4,806.06	\$ -	WATER SYST. DESIGN/IMPROV	ONGOING
5569 FY20 WATER IMPROVEMENTS							
580020 CAPITAL EXPENDITURES	5569	\$ 500,000.00	\$ 363,341.53	\$ 763.91	\$ 135,894.56	WATER SYST. DESIGN/IMPROV	ONGOING
5569 FY21 WATER IMPROVEMENTS							
580021 CAPITAL EXPENDITURES	5569	\$ 250,000.00	\$ -	\$ -	\$ 250,000.00	WATER SYST. DESIGN/IMPROV	ONGOING
5570 FY17 SEWER IMPROVEMENTS							
580017 CAPITAL EXPENDITURES	5570	\$ 250,000.00	\$ 235,766.43	\$ 14,233.57	\$ -	SEWER SYST. DESIGN/IMPROV	ONGOING
5570 FY18 SEWER IMPROVEMENTS							
580018 CAPITAL EXPENDITURES	5570	\$ 250,000.00	\$ 172,362.02	\$ 77,637.98	\$ -	SEWER SYST. DESIGN/IMPROV	ONGOING
5570 FY19 SEWER IMPROVEMENTS							
580019 CAPITAL EXPENDITURES	5570	\$ 250,000.00	\$ 171,032.51	\$ 77,039.07	\$ 1,928.42	SEWER SYST. DESIGN/IMPROV	ONGOING
5581 PLEASANT ST COPPOLA MITIGATN							
580000 CAPITAL EXPENDITURES	5581	\$ 338,744.00	\$ 235,397.76	\$ 103,346.24	\$ -	SEWER SYST. DESIGN/IMPROV	ONGOING
WATER OPERATING BUDGET							
580840 SYSTEM IMPROVEMENTS	6000	\$ 359,198.72	\$ 216,346.74	\$ 67,897.72	\$ 74,954.26	EMERGENCY RESERVE	
580870 REPLACEMENT OF EQUIPMENT	6000	\$ 41,000.00	\$ 5,000.00	\$ 5,372.99	\$ 30,627.01	DEPT EQUIP.	ONGOING
SEWER OPERATING BUDGET							
580840 SYSTEM IMPROVEMENTS	6100	\$ 2,604,970.19	\$ 1,727,343.82	\$ 868,820.99	\$ 8,805.38	EMERGENCY RESERVE	
580860 ADDITIONAL EQUIPMENT	6100	\$ 999,314.47	\$ -	\$ 824,314.47	\$ 175,000.00	DEPT EQUIP.	ONGOING
580870 REPLACEMENT OF EQUIPMENT	6100	\$ 151,218.04	\$ -	\$ 71,218.04	\$ 80,000.00	DEPT EQUIP.	ONGOING
GRAND TOTAL		\$ 212,425,870.60	\$ 172,594,619.42	\$ 27,972,296.19	\$ 11,858,954.99		

PLEASE NOTE OPERATING BUDGETS PRINTED IN GREEN MAY INCLUDE PRIOR YEAR APPROPRIATIONS WHICH WERE ROLLED OVER INTO FY 22



Watertown City Council

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

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

Report of the Committee on Economic Development and Planning Meeting Date: March 10, 2022

The Committee convened on Thursday March 10, 2022 at 6:15 pm in the City Council Office. Present were Lisa Feltner, chair; John Gannon, vice chair; and Vincent Piccirilli, secretary. The purpose of the meeting was to conduct interviews for the Zoning Board of Appeals.

Gregory Girard is seeking appointment to the ZBA as an Alternate Member. He has a Master's degree in urban planning, and has recently retired as a management consultant and industry analyst, all of which, he feels, could be put to good use on the ZBA. While only moving to Watertown eight years ago, he loves living here and is excited to have the time to give back to his community. He is also passionate about history, and has traced back one of his ancestors as one of the founding families who settled in Watertown in 1630.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm Gregory Girard for appointment to the Zoning Board of Appeals as an Alternate Member for a term to expire February 15, 2024. Voted 3-0.

Michael Brangwynne has been serving on the ZBA since 2018 as an Alternate Member, and is seeking appointment as a Full Member to fill the unexpired term of Kelly Donato, who has stepped down. He is a lawyer at the firm of Fletcher Tilton P.C. specializing in complex civil litigation. With his experience in law and interpreting the zoning ordinance, he feels his skills complement those of his fellow architects and planners on the Board, as they strive to make good decisions on projects in Watertown. He always focuses on how projects fit into the neighborhood, and sensitivity to concerns of the neighbors.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm Michael Brangwynne for appointment to the Zoning Board of Appeals as a Full Member for a term to expire February 15, 2026. Voted 3-0.

The meeting adjourned at 7:08 pm.

Report prepared by Vincent Piccirilli

Watertown Town Council
Committee on Public Works

Councilor Piccirilli, Chair, Councilor Feltner, Vice Chair, Councilor Palomba, Secretary

Committee Report

March 10, 2022

The Committee on Public Works met on Thursday, March 10, 2022 at 5:45 PM to interview Ms. Darya Mattes for appointment to the Conservation Commission. Present were Councilor Piccirilli, Committee Chair, Councilor Feltner, Committee Vice Chair, and Councilor Palomba, Committee Secretary. Also present was Leo Martin, Chair of the Conservation Commission. Councilor Piccirilli called the meeting to order at 5:50 PM.

Ms. Mattes has extensive experience working with municipal governments, organizations serving municipal governments, and non-profit organizations. She is presently the Sustainability Coordinator for the North Suffolk Office of Resiliency and Sustainability that serves the cities of Chelsea, Revere, and Winthrop. She has served as Ambassador at the Mystic River Urban Waters Federal Partnership where she staffed a network of municipal governments, state and federal agencies, and nonprofit groups working on water quality and river access. She also served as Conservation Agent and Planner for the City of Salem.

Ms. Mattes, who has been a Board Member of Watertown Community Gardens from 2018 to the present, is interested in expanding her service to the City of Watertown. Given her professional background she felt serving on the Conservation Commission presented the ideal opportunity to do so. She is interested in learning more about the Commission's work related to public parks and the potential of infusing resiliency into the work of the Commission and into the local Wetlands Ordinance.

Councilor Palomba made the following motion:

That the Committee on Public Works recommends that the City Council approve the appointment of Darya Mattes to the Conservation Commission for a term ending February 15, 2024.

Councilor Feltner seconded the motion and it was passed 3-0.

The Members of the Committee extended their appreciation to Ms. Mattes for her willingness to voluntarily serve the residents of Watertown.

Councilor Palomba made a motion to adjourn, which was seconded by Councilor Piccirilli and passed 3-0. The Committee adjourned at 6:05 PM. The minutes were prepared by Councilor Palomba



Watertown Contributory Retirement Board
Administration Building
149 MAIN STREET
WATERTOWN, MA 02472
TEL (617) 972-6456 - FAX (617) 923-3531
www.watertownretirement.com

THOMAS V. THIBAUT, JR., Chairman
THOMAS J. TRACY, Ex-Officio

DOMENIC ARONE, Elected Member
JOHN T. LOUGHRAN, Appointed Member
KATHLEEN KIELY-BECCHETTI, Fifth Member

February 17, 2021

Watertown Town Council
Administration Building
Watertown, MA 02472

RE: Retirement Board Member Stipend

Dear Honorable Council Members:

As Town Council will kindly recall, on June 23, 2015, the Council entertained the request of the Watertown Retirement Board to increase the annual stipend of members of the Board from \$3,000., to an amount not to exceed \$4,500., as authorized by General Laws Chapter 32, § 20(6).

At that time, citing the annual stipend then received by members of the Town Council of \$5,000., it was voted to increase the annual stipend of Board members to \$4,000. Subsequently, the annual stipend received by members of the Town Council was increased to \$7,500.

Accordingly, the Watertown Retirement Board respectfully requests that the Town Council revisit this matter, and vote to accept the provisions of General Laws Chapter 32, § 20(6), as amended by Section 34 of Chapter 176 of the Acts of 2011, so as to provide an increase to the stipend available to members of the Watertown Retirement Board to not more than \$4,500. per year.

As Town Council is aware, payment of the stipend is made from "funds under the control of the board," and is funded solely from the System's return on investments. Although action by the Board is not required in this process, the Watertown Retirement Board supports this increase, and respectfully requests that the Town Council demonstrate its support of the Board by voting in favor of this modest request.

If there is further information the Council would require, the Board would be pleased to provide same. Thank you for your courtesy in this regard.

Sincerely,

Thomas V. Thibaut, Jr., Chairman

/bas