



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, JULY 12, 2022 AT 6:15 PM

**RICHARD E. MASTRANGELO COUNCIL CHAMBER
ADMINISTRATION BUILDING, 149 MAIN STREET**

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. 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. Public may comment through email: vpiccirilli@watertown-ma.gov

-
- 1. ROLL CALL
 - 2. EXECUTIVE SESSION - 6:15 P.M.
To Consider the Purchase, Exchange, Lease, or Value of Real Property as an Open Meeting May Have a Detrimental Effect on the Negotiating Position of the Public Body – Stanley Avenue – Parcel 807 1B 1A
 - 3. RETURN TO SESSION – 7:00 P.M.
 - 4. PLEDGE OF ALLEGIANCE
 - 5. PUBLIC FORUM
 - 6. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS
 - A. Minutes of the City Council Meeting - June 14, 2022
 - 7. PRESIDENT'S REPORT
 - 8. PUBLIC HEARINGS
 - A. Public Hearing and Vote on a Petition for a Grant of Location from NSTAR d/b/a EVERSOURCE ENERGY for Consideration of a Grant of Location for the Grove Street Installation and Maintenance of Approximately 48 Linear Feet of 2-4" PVC Conduits from Utility Pole 63/18 to the Property Line of 185 Grove Street. The

Existing Double Pole Is to Be Removed and Replaced with a Single 45-Foot Pole. This Work Is Necessary to Provide Electric Service to 185 Grove Street. Upon Completion of the Department of Public Works Review, Said Work Is Subject to the Recommendations and Conditions by the City Council Should the Grant of Location Be Approved for This Application.

- B. Public Hearing and Vote on a Petition from NSTAR d/b/a EVERSOURCE ENERGY for Consideration of a Grant of Location in Pleasant Street for the Installation and Maintenance of Approximately 5 Linear Feet of Two (2) - 4-Inch Conduits. This Work Is Necessary to Provide Electric Service to 385 Pleasant Street. Upon Completion of the Department of Public Works Review, Said Work Is Subject to the Recommendations and Conditions by the City Council Should the Grant of Location Be Approved for This Application.
- C. Public Hearing and Vote on a Petition from National Grid for Consideration of a Grant of Location in Irving Street and a Private Way to Complete in Irving Street Relay and Maintenance of Approximately 480 Linear Feet of 4-Inch Plastic Gas Main from Riverside to the End of Main and Tie into the Existing 4-Inch Plastic Gas Main in Fifield Street and to Complete in the Private Way Relay of 490 Linear Feet of 2-Inch Plastic Gas Main Serving 114-146 Charles River Road from Irving Street to the End of Main. Upon Completion of the Department of Public Works Review, Said Work Is Subject to the Recommendations and Conditions by the City Council Should the Grant of Location Be Approved for This Application.
- D. Public Hearing and Vote on a Petition from Zayo Group for Consideration of a Grant of Location in School Street to Provide Underground Installation and Maintenance of Approximately 22 Linear Feet of 1 - 4-Inch Schedule 40 PVC Communications Conduit and 1 - 2-Inch Schedule 40 PVC Communications Conduit in One (1) Trench from Metromedia Communications Manhole MH#WAT A4 to Utility Pole #194/11 Via Two (2) New Risers and to Provide Installation of Aerial Fiber Optic Line on the Existing Utility Pole Line Starting at Pole #E194/12 on Cypress Street to Pole #127/9 on School Street and Continuing Down School Street to Pole #5/34 on Arsenal Street and Extending Easterly to Proposed Riser Pole #5/17 on Arsenal Street. The Aerial Service Will Utilize an Existing Underground Conduit from Riser Pole #5/17 Under and Across Arsenal Street to the Private Underground System on Forge Road to Provide Service to 100 and 500 Forge Road. This Work Is Necessary to Provide Communications Service to 100 and 500 Forge Road. Upon Completion of the Department of Public Works Review, Said Work Is Subject to the Recommendations and Conditions by the City Council Should the Grant of Location Be Approved for This Application
- E. Public Hearing and Vote on a Proposed Ordinance Amending the City Manager's Compensation
- F. Public Hearing and Vote on a Proposed Order Establishing Water and Sewer Rates and Charges for Fiscal Year 2023

9. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS

- A. First Reading on a Proposed Order Authorizing That the sum of \$750,000 Is Appropriated to Pay Costs of Designing, Engineering and Constructing Sewer System Improvements, Including All Costs Incidental and Related Thereto; That to Meet This Appropriation, the Treasurer, with the Approval of the City Manager, Is Authorized to Borrow Said Amount Under and Pursuant to M.G.L. c.44, §7(1) or §8(14), or Pursuant to Any Other Enabling Authority, and to Issue Bonds or Notes of the City Therefor

- B. First Reading on a Proposed Order Authorizing That the sum of \$1,000,000 Is Appropriated to Pay Costs of Replacing a Water Main Located Throughout Mt. Auburn Street, Including All Costs Incidental and Related Thereto; That to Meet This Appropriation, the Treasurer, with the Approval of the City Manager, Is Authorized to Borrow Said Amount Under and Pursuant to M.G.L. c.44, §8(5), or Pursuant to Any Other Enabling Authority, and to Issue Bonds or Notes of the City Therefor; That the Treasurer, with the Approval of the City Manager, Is Authorized to Borrow All or a Portion of Such Amount from the Massachusetts Water Resources Authority (the “Authority”) Pursuant to the Authority’s Local Water Service Assistance Program and in Connection Therewith to Enter into a Loan Agreement and/or Financial Assistance Agreement with the Authority and Otherwise to Contract with the Authority with Respect to Such Loan and for Any Grants or Aid Available for the Project or for the Financing Thereof; and That the City Manager Is Authorized to Accept and Expend Any Grants or Aid Available for the Project or for the Financing Thereof, Provided That the Amount of the Authorized Borrowing for the Project Shall be Reduced by the Amount of Any Such Grants or Aid Received
- C. First Reading on a Proposed Order Authorizing That the sum of \$300,000 Is Appropriated to Pay Costs of Replacing Lead Pipes that Connect Service Lines to Water Mains, Including All Costs Incidental and Related Thereto; That to Meet This Appropriation, the Treasurer, with the Approval of the City Manager, Is Authorized to Borrow Said Amount Under and Pursuant to M.G.L. c.44, §7(1), or Pursuant to Any Other Enabling Authority, and to Issue Bonds or Notes of the City Therefor; That the Treasurer, with the Approval of the City Manager, Is Authorized to Borrow All or a Portion of Such Amount from the Massachusetts Water Resources Authority (the “Authority”) Pursuant to the Authority’s Lead Service Line Replacement Program and in Connection Therewith to Enter into a Loan Agreement and/or Financial Assistance Agreement with the Authority and Otherwise to Contract with the Authority with Respect to Such Loan and for Any Grants or Aid Available for the Project or for the Financing Thereof; and That the City Manager Is Authorized to Accept and Expend Any Grants or Aid Available for the Project or for the Financing Thereof, Provided that the Amount of the Authorized Borrowing for the Project Shall Be Reduced by the Amount of Any Such Grants or Aid Received
- D. First Reading on a Proposed Order Authorizing That the sum of \$1,530,000 Is Appropriated to Pay Costs of Designing, Engineering and Constructing Sewer System Improvements to Eliminate Inflow and Infiltration in the System, Including All Costs Incidental and Related Thereto; That to Meet This Appropriation, the Treasurer, with the Approval of the City Manager, Is Authorized to Borrow Said Amount Under and Pursuant to M.G.L. c.44, §7(1) r §8(14), or Pursuant to Any Other Enabling Authority, and to Issue Bonds or Notes of the City Therefor; That the Treasurer, with the Approval of the City Manager, Is Authorized to Borrow All or a Portion of Such Amount from the Massachusetts Water Resources Authority (the “Authority”) Pursuant to the Authority’s Inflow and Infiltration Assistance Program and in Connection Therewith to Enter into a Loan Agreement and/or Financial Assistance Agreement with the Authority and Otherwise to Contract with the Authority with Respect to Such Loan and for Any Grants or Aid Available for the Project or for the Financing Thereof; and That the City Manager Is Authorized to Accept and Expend Any Grants or Aid Available for the Project or for the Financing Thereof, Provided that the Amount of the Authorized Borrowing for the Project Shall Be Reduced by the Amount of Any Such Grants or Aid Received
- E. Resolution Authorizing a Transfer of Funds in the Amount of \$4,175,000 from Various Fiscal Year 2022 Departmental Accounts to the Fiscal Year 2022 Transfer to High School Stabilization Fund

- F. Resolution Authorizing a Transfer of Funds in the Amount of \$200,000 from Various Fiscal Year 2022 Departmental Accounts to the Fiscal Year 2022 Transfer to Department of Public Works Property/Building Division Account
 - G. Resolution Approving the Acceptance and Expenditure of a Gift of Funds in the Amount of \$5,000.00 from The Reveliotto/Carosella Family to support the Pequossette Summer Program Operated by the Recreation Department
 - H. Resolution In Support of a State House Senate Employee Union
10. REPORTS OF COMMITTEES
- A. Committee on Climate and Energy Report Regarding Watertown's Climate and Energy Plan - Anthony Palomba, Chair
 - B. Committee on Human Services Report Regarding the Interview of Dr. Dominic Amirtharaj to Serve on the Board of Health for a Term to Expire on February 6, 2023 - Anthony Palomba, Chair
ACTION ITEM:
That the City Council Appoint Dr. Dominic Amirtharaj to the Board of Health for a Term to Expire on February 6, 2023
 - C. Committee on Rules and Ordinances Report Regarding the Proposed Council Rules for the 2022-2023 Session - John G. Gannon Chair
ACTION ITEM:
That the City Council Adopt the Proposed Council Rules as Drafted
11. NEW BUSINESS
- A. Proposed Amendment to the Demolition Delay Ordinance and Proposed New Regulations for the Historic Commission to Be Referred to the Committee on Economic Planning and Development
12. COMMUNICATIONS FROM THE CITY MANAGER
- A. Memorandum of Understanding Between the City and the MBTA for Improvements to a Bus Stop Located at Main Street and Whites Avenue and Chestnut Avenue
13. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS
14. ANNOUNCEMENTS
15. PUBLIC FORUM
16. RECESS OR ADJOURNMENT



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District D Councilor

NOTICE OF PUBLIC HEARING – NSTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY (WO # 6911065)

Grant of Location: 185 GROVE STREET

June 29, 2022

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, July 12, 2022 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

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>
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on a petition from NSTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for consideration of a Grant of Location for the Grove Street installation and maintenance of approximately 48 linear feet of 2-4" PVC conduits from utility pole 63/18 to the property line of 185 Grove Street. The existing double pole is to be removed and replaced with a single 45-foot pole. This work is necessary to provide electric service to 185 Grove Street. Upon completion of the Department of Public Works' review, the following recommendations and conditions are being submitted for consideration by the City Council should the Grant of Location be approved for this application

Additional Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces, should be repaired in kind to the satisfaction of the City of Watertown DPW. If any

existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, AAB and City of Watertown standards.

6. All work within the right of way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted, and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.

Please feel free to contact Joanne Callender at 781-314-5054 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council



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

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

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

TYPE: Grant of Location
DATE: June 13, 2022
APPLICANT: Eversource
WORK ORDER: WO# 6911065
LOCATION: Grove Street

Watertown Department of Public Works has reviewed the attached petition by Eversource for consideration of a Grant of Location for the following installations:

- **Grove Street – Install and maintain approximately 48 linear feet of 2 – 4-inch PVC conduits from utility pole 63/18 to the property line of 185 Grove Street. The existing double pole is to be removed and replaced with a single 45-foot pole.**

This work is necessary to provide electric service to 185 Grove Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Additional Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.

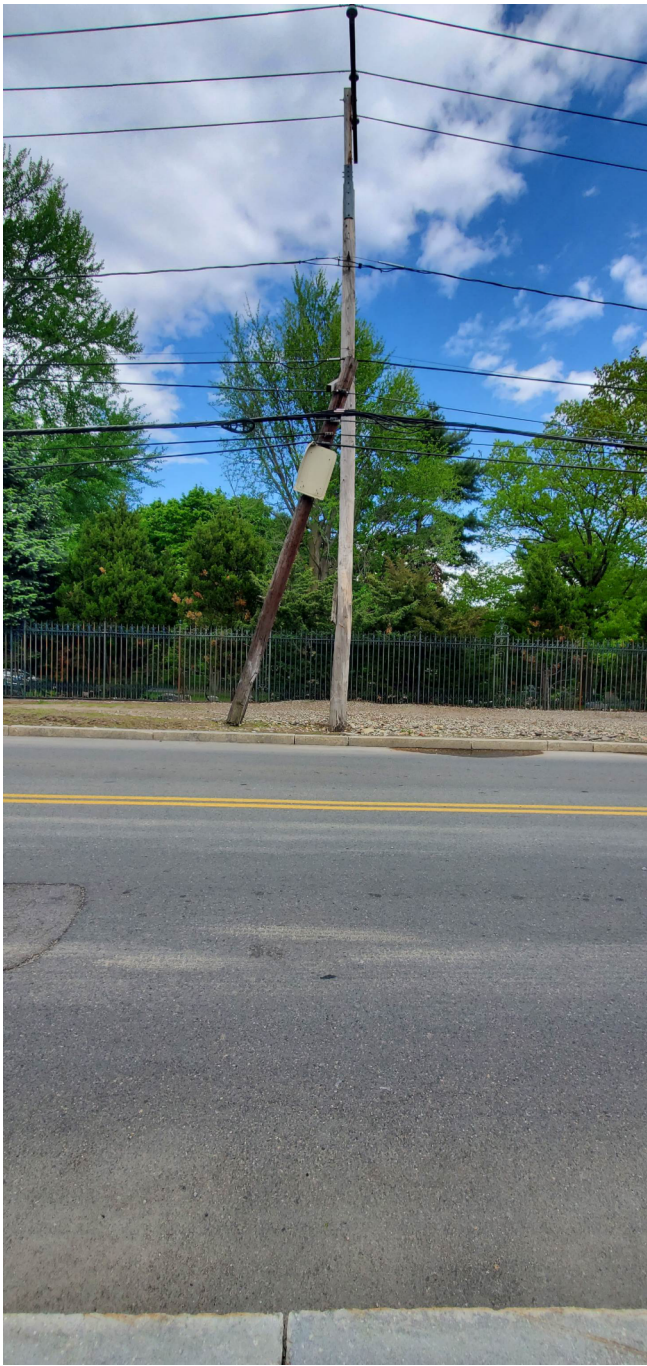


Photo 1: View of double utility pole 63/18 from Grove Street and connection point to 165 Grove Street.



Photo 2: View of Utility Pole ID 63/18.

**PETITION OF NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS
AND MANHOLES**

To the **City Council** of the Town of **WATERTOWN** Massachusetts:

Respectfully represents **NSTAR ELECTRIC Company d/b/a Eversource Energy** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the council may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **T. Thibault Dated April 28, 2022**, and filed herewith, under the following public way or ways of said City:

**NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY**

Grove Street - Southwesterly from pole 63/18, approximately 296 feet southeast of Coolidge Hill Road, install approximatley 48 feet conduit.

W.O.# 6911065

Prior to installing the couduit, Pole 63/18 is to be replaced with a new 45 foot pole.

BY *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this ____ day of _____ 2022

City of **WATERTOWN** Massachusetts

Received and filed _____ 2022

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
City of WATERTOWN

WHEREAS, **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the City thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said City:

Grove Street - Southwesterly from pole 63/18, approximately 296 feet southeast of Coolidge Hill Road, install approximately 48 feet conduit.

W.O.# 6911065

Prior to installing the conduit, Pole 63/18 is to be replaced with a new 45 foot pole.

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **T. Thibault, dated April 28, 2022** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. Company All work shall be done to the satisfaction of the town council or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

City Council
the City of
WATERTOWN

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the council to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2022 at _____ in said City.

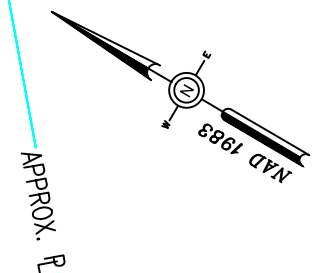
1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

City Council
the City of
WATERTOWN

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **City Council** of the City of **WATERTOWN**, Massachusetts, duly adopted on the _____ day of _____, 2022 and recorded with the records of location Orders of said City, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

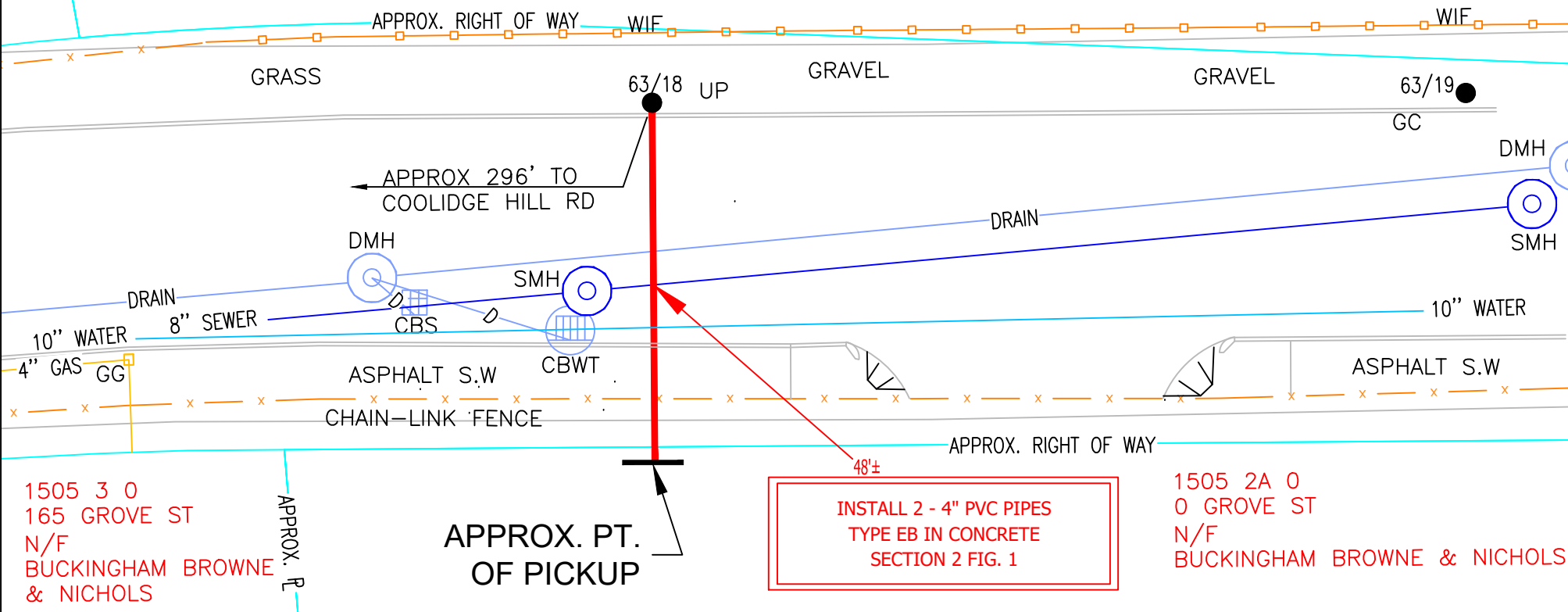
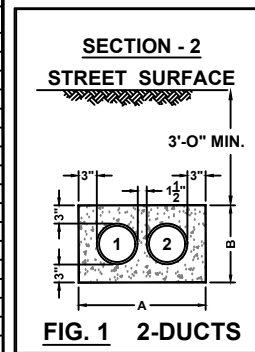
Attest: _____
Clerk of the City of **WATERTOWN,** Massachusetts



1622 6 1
0 GROVE ST
N/F
PROPRIETORS OF THE CEMETERY OF

GROVE ST

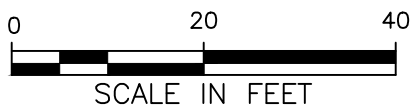
FIG	4" Ducts		5" Ducts		6" Ducts	
	A Inches	B Inches	A Inches	B Inches	A Inches	B Inches
1A	10"	10"	11"	11"	12"	12"
1	16 1/2"	10 1/2"	18 1/2"	11 1/2"	21"	12 1/2"
2	22 1/2"	10 1/2"	25 1/2"	11 1/2"	29"	12 1/2"
3	28 1/2"	10 1/2"	32 1/2"	11 1/2"	37"	12 1/2"
4	16 1/2"	16 1/2"	18 1/2"	18 1/2"	21"	21"
5	22 1/2"	16 1/2"	25 1/2"	18 1/2"	29"	21"
6	16 1/2"	22 1/2"	18 1/2"	25 1/2"	21"	29"
7	16 1/2"	28 1/2"	18 1/2"	32 1/2"	21"	37"
8	28 1/2"	16 1/2"	32 1/2"	18 1/2"	37"	21"
9	22 1/2"	22 1/2"	25 1/2"	25 1/2"	29"	29"
10	34 1/2"	16 1/2"	39 1/2"	18 1/2"	45"	21"
11	16 1/2"	34 1/2"	18 1/2"	39 1/2"	21"	45"
12	22 1/2"	26 1/2"	25 1/2"	32 1/2"	29"	37"
13	28 1/2"	22 1/2"	32 1/2"	25 1/2"	37"	29"
14	40 1/2"	16 1/2"	46 1/2"	18 1/2"	53 1/2"	21"
15	16 1/2"	40 1/2"	18 1/2"	46 1/2"	21"	53 1/2"
16	16 1/2"	46 1/2"	18 1/2"	53 1/2"	21"	61"



APPROX. PT.
OF PICKUP

INSTALL 2 - 4" PVC PIPES
TYPE EB IN CONCRETE
SECTION 2 FIG. 1

1505 2A 0
0 GROVE ST
N/F
BUCKINGHAM BROWNE & NICHOLS



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#	NSTAR EVERSOURCE 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Ward #		
Work Order # 6911065	Plan of GROVE STREET	
Surveyed by: GR/SJ	WATERTOWN	
Research by: JC	Showing PROPOSED CONDUIT LOCATION	
Plotted by: JC		
Proposed Structures: JC		
Approved: T THIBAUT	Scale 1"=20'	Date APRIL 28, 2022
P#	SHEET 1 of 1	



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Emily Izzo,
District D Councilor

NOTICE OF PUBLIC HEARING – NSTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY (WO # 1402530)

Grant of Location: 385 PLEASANT STREET

June 29, 2022

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, July 12, 2022 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

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on a petition from NSTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for consideration of a Grant of Location in Pleasant Street for the installation and maintenance of approximately 5 linear feet of two (2) – 4 -inch conduits. This work is necessary to provide electric service to 385 Pleasant Street.

Upon completion of our review, the following recommendations and conditions are being submitted for consideration by the City Council and will be required should the Grant of Location be approved for this application

Additional Conditions

- 1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
- 2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
- 3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
- 4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
- 5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces, should be repaired in kind to the satisfaction of the City of Watertown DPW. If any

existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, AAB and City of Watertown standards.

6. All work within the right of way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted, and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.

Please feel free to contact Joanne Callender at 781-314-5054 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council



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

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

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

TYPE: Grant of Location
DATE: May 18, 2022
APPLICANT: Eversource
WORK ORDER: WO# 1402530
LOCATION: 385 Pleasant Street

Watertown Department of Public Works has reviewed the attached petition by Eversource for consideration of a Grant of Location for the following installations:

- **Pleasant Street – Install and maintain approximately 5 linear feet of two (2) – 4-inch conduits.**

This work is necessary to provide electric service to 385 Pleasant Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Additional Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.



Photo 1: View of Utility Pole 16/52 on Pleasant Street where the connection to 385 Pleasant Street is proposed.



180 Calvary Street
Waltham, Ma 02453

May 4, 2022

Town Council
Town Hall
149 Main Street
Watertown, MA 02472

RE: Pleasant Street
Watertown, MA
W.O.# PP02409735

RECEIVED
WATERTOWN D.P.W.
2022 MAY -4 AM 11:05

Dear Members of the Council:

The enclosed petition and plan are being presented by the NSTAR Electric Company d/b/a EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 5± feet of conduit in Pleasant Street.

The reason for this work is to provide new underground service to 385 Pleasant Street.

If you have any further questions, contact Joanne Callender at 781-314-5054.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

RMS/wls
Attachments

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of WATERTOWN

WHEREAS, **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

**Pleasant Street - Northerly from Pole 16/52, approximately 590 feet
northeast from Bridge Street, install approximately
5 feet conduit.**

W.O.# PP02409735

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **T. Thibault, dated January 22, 2022** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the town council or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

Town Council
the Town of
WATERTOWN

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the council to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2022 at _____ in said Town.

1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

Town Council
the Town of
WATERTOWN

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Town Council** of the Town of **WATERTOWN**, Massachusetts, duly adopted on the _____ day of _____, 2022 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **WATERTOWN**, Massachusetts

**PETITION OF NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS
AND MANHOLES**

To the **Town Council** of the Town of **WATERTOWN** Massachusetts:

Respectfully represents **NSTAR ELECTRIC Company d/b/a Eversource Energy** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the council may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **T. Thibault Dated January 22, 2022**, and filed herewith, under the following public way or ways of said Town:

**NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY**

**Pleasant Street - Northerly from Pole 16/52, approximately 590 feet
northeast from Bridge Street, install approximately
5 feet conduit.**

W.O.# PP02409735

BY *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this ____ day of _____ 2022

Town of **WATERTOWN** Massachusetts

Received and filed _____ 2022



SECTION - 2

STREET SURFACE

3'-0" MIN

FIG. 1 2-DUCTS

FIG. 1 2-DUCTS

THE INFORMATION I HAVE NOT EXPRESSED A DUBIOUS, I HAVE NOT THE MOST COMPLETE AND IS SUBJECT TO THE INFORMATION AND LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROVIDED

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#	INSTAR EVERSOURCE <i>ELECTRIC</i> d/b/a 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Ward #		
Work Order # 2409735		
Surveyed by: N/A	Plan of PLEASANT STREET	
Research by: N/A	WATERTOWN	
Plotted by: TL	Showing PROPOSED CUSTOMER TO INSTALL CONDUIT LOCATION	
Proposed Structures: TL		
Approved: T THIBAUT	Scale	1"=20'
	Date	JANUARY 22, 2022
P#	SHEET	1 of 1



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

NOTICE OF PUBLIC HEARING – NSTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY (WO # 1402530)

Grant of Location: 385 PLEASANT STREET

June 29, 2022

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, July 12, 2022 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

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. 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. Public may also comment through email: vpiccirilli@watertown-ma.gov

on a petition from NSTSAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for consideration of a Grant of Location in Pleasant Street for the installation and maintenance of approximately 5 linear feet of two (2) – 4 -inch conduits. This work is necessary to provide electric service to 385 Pleasant Street.

Upon completion of our review, the following recommendations and conditions are being submitted for consideration by the City Council and will be required should the Grant of Location be approved for this application

Additional Conditions

- 1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
- 2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
- 3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
- 4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
- 5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces, should be repaired in kind to the satisfaction of the City of Watertown DPW. If any

existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, AAB and City of Watertown standards.

6. All work within the right of way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted, and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.

Please feel free to contact Joanne Callender at 781-314-5054 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council



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

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

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

TYPE: Grant of Location
DATE: May 18, 2022
APPLICANT: Eversource
WORK ORDER: WO# 1402530
LOCATION: 385 Pleasant Street

Watertown Department of Public Works has reviewed the attached petition by Eversource for consideration of a Grant of Location for the following installations:

- **Pleasant Street – Install and maintain approximately 5 linear feet of two (2) – 4-inch conduits.**

This work is necessary to provide electric service to 385 Pleasant Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Additional Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.



Photo 1: View of Utility Pole 16/52 on Pleasant Street where the connection to 385 Pleasant Street is proposed.



180 Calvary Street
Waltham, Ma 02453

May 4, 2022

Town Council
Town Hall
149 Main Street
Watertown, MA 02472

RE: Pleasant Street
Watertown, MA
W.O.# PP02409735

RECEIVED
WATERTOWN D.P.W.
2022 MAY -4 AM 11:05

Dear Members of the Council:

The enclosed petition and plan are being presented by the NSTAR Electric Company d/b/a EVERSOURCE ENERGY for the purpose of obtaining a Grant of Location to install approximately 5± feet of conduit in Pleasant Street.

The reason for this work is to provide new underground service to 385 Pleasant Street.

If you have any further questions, contact Joanne Callender at 781-314-5054.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours,

Richard M. Schifone

Richard M. Schifone, Supervisor
Rights and Permits

RMS/wls
Attachments

ORDER FOR LOCATION FOR CONDUITS AND MANHOLES
Town of WATERTOWN

WHEREAS, **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** has petitioned for permission to construct a line for the transmission of electricity for lighting, heating or power under the public way or ways of the Town thereafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY** be and hereby is granted permission to construct and a location for, such a line of conduits and manholes with the necessary wires and cables therein under the following public way or ways of said Town:

**Pleasant Street - Northerly from Pole 16/52, approximately 590 feet
northeast from Bridge Street, install approximately
5 feet conduit.**

W.O.# PP02409735

All construction work under this Order shall be in accordance with the following conditions:

1. Conduits and manholes shall be located as shown on the plan made by **T. Thibault, dated January 22, 2022** on the file with said petition.
2. Said shall comply with the requirements of existing by-laws and such as may hereafter be adopted governing the construction and maintenance of conduits and manholes.
3. All work shall be done to the satisfaction of the town council or such officer or officers as it may appoint to supervise the work.

1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

Town Council
the Town of
WATERTOWN

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter. Ed.), and any additions thereto or amendments thereof, to wit:-after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the council to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held on the _____ day of _____ 2022 at _____ in said Town.

1	_____	
2	_____	
3	_____	
4	_____	
5	_____	

Town Council
the Town of
WATERTOWN

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the **Town Council** of the Town of **WATERTOWN**, Massachusetts, duly adopted on the _____ day of _____, 2022 and recorded with the records of location Orders of said Town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.) and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **WATERTOWN**, Massachusetts

**PETITION OF NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY
FOR LOCATION FOR CONDUITS
AND MANHOLES**

To the **Town Council** of the Town of **WATERTOWN** Massachusetts:

Respectfully represents **NSTAR ELECTRIC Company d/b/a Eversource Energy** a company incorporated for the transmission of electricity for lighting, heating or power, that it desires to construct a line for such transmission under the public way or ways hereinafter specified.

WHEREFORE, your petitioner prays that, after due notice and hearing as provided by law, the council may by Order grant to your petitioner permission to construct, and a location for, such a line of conduits and manholes with the necessary wires and cables therein, said conduits and manholes to be located, substantially as shown on the plan made by **T. Thibault Dated January 22, 2022**, and filed herewith, under the following public way or ways of said Town:

**NSTAR ELECTRIC COMPANY
d/b/a EVERSOURCE ENERGY**

**Pleasant Street - Northerly from Pole 16/52, approximately 590 feet
northeast from Bridge Street, install approximately
5 feet conduit.**

W.O.# PP02409735

BY *Richard M. Schifone*
Richard M. Schifone, Supervisor
Rights & Permits

Dated this ____ day of _____ 2022

Town of **WATERTOWN** Massachusetts

Received and filed _____ 2022



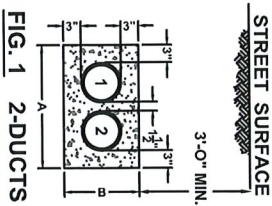
SECTION - 2

STREET SURFACE

3'-0" MIN.



FIG. 1 2-DUCTS



A vertical scale bar labeled "SCALE IN FEET" is positioned on the right side of the map. It has markings at 0, 20, and 40 feet.

THE INFORMATION YOU HAVE REQUESTED IS SUBJECT TO THE DISCOVERY RULE AND DISCOVERY IS LIMITED TO THE SCOPE OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED, UNANTICIPATED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW
REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES
BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#	INSTAR EVERSOURCE ELECTRIC db/a 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Ward #		
Work Order # 2409735		
Surveyed by: N/A	Plan of PLEASANT STREET	
Research by: N/A	WATERTOWN	
Plotted by: TL	Showing PROPOSED CUSTOMER TO INSTALL CONDUIT LOCATION	
Proposed Structures: TL		
Approved: T THIBAUT	Scale 1"=20'	Date JANUARY 22, 2022
P#	SHEET 1 of 1	



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

NOTICE OF PUBLIC HEARING – ZAYO GROUP

Grant of Location: 100 & 500 Forge Road Service from MH#WAT A4 and Utility Pole #194/11 on School Street

June 29, 2022

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, July 12, 2022 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

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. 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. Public may also comment through email: vpiccirilli@watertown-ma.gov

on a petition from Zayo Group for consideration of a Grant of Location for the following installations

- Underground Grant of Location – School Street – Install and maintain approximately 22 linear feet of 1 – 4 inch Schedule 40 PVC communications conduit and 1-2 inch Schedule 40 PVC communications conduit in one (1) trench from Metromedia communications manhole MH#WAT A4 to utility pole #194/11 via two (2) new risers
- Aerial Grant of Location – Install new aerial fiber optic line on the existing utility pole line starting at pole #E194/12 on Cypress Street to pole #127/9 on School Street and continuing down School Street to pole #5/34 pm Arsenal Street and extending easterly to proposed rise pole #5/17 on Arsenal Street. The aerial service will utilize an underground existing underground conduit from riser pole #5/17 under and across Arsenal Street to the private underground system on Forge Road to provide service to 100 and 500 Forge Road

This work is necessary to provide communication service to 100 and 500 Forge Road. Upon completion of the Department of Public Works review, the following recommendations and conditions for consideration by the City Council will be required should the Grant of Location be approved for this application.

Additional Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.

2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces, should be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, AAB and City of Watertown standards.
6. All work within the right of way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices, such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted, and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.

Please feel free to contact Mark Pavone at 508-530-8681 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council



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

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

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

TYPE: Grant of Location
DATE: June 22, 2022
APPLICANT: Zayo Group
WORK ORDER: -
LOCATION: 100 & 500 Forge Road Service from MH#WAT A4 and Utility Pole #194/11 on School Street.

Watertown Department of Public Works has reviewed the attached petition by Zayo Group for consideration of a Grant of Location for the following installations:

- **Underground Grant of Location - School Street – Install and maintain approximately 22 linear feet of 1 – 4-inch Schedule 40 PVC communications conduit and 1 – 2-inch Schedule 40 PVC communications conduit in one (1) trench from Metromedia communications manhole MH#WAT A4 to utility pole #194/11 via two (2) new risers.**
- **Aerial Grant of Location – Install new aerial fiber optic line on the existing utility pole line starting at pole #E194/12 on Cypress Street to pole #127/9 on School Street and continuing down School Street to pole #5/34 on Arsenal Street and extending easterly to proposed rise pole #5/17 on Arsenal Street. The aerial service will utilize an existing underground conduit from riser pole #5/17 under and across Arsenal Street to the private underground system on Forge Road to provide service to 100 and 500 Forge Road.**

This work is necessary to provide communications service to 100 & 500 Forge Road. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.

7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.



Photo 1: View of 85 School Street, manhole MH#WAT A4 and utility pole #194/11 from the corner of School Street and Cypress Street where the connection is proposed to be made from manhole MH#WAT A4 to utility pole #194/11 via two (2) new risers.



Photo 2: View of Utility Pole #194/11



Photo 3: View of manhole MH#WAT A4 to utility pole #194/11 from manhole MH#WAT A4 in School Street facing Cypress Street looking East.



March 25, 2022

City of Watertown DPW
124 Orchard Street
Watertown, MA 02472

Dear City Council Member,

Enclosed please find a petition for a Grant of Location for Zayo to place (1) 4" PVC conduit on School Street from MFN manhole A4 near the intersection of Cypress and School Street, approximately 22' to telephone pole 194/11.

Included Here:

- Civil Plans entitled "Proposed Conduit Installation at Cypress and School Street.
- Petition for Conduit Location
- Abutter's List

Please let me know if there is anything further you need to place us on the agenda for the next public hearing of the City Council.

Sincerely,

Mark Pavone

Mark Pavone
MTP Communications, Inc.
508-530-8681
MPavone@mtpcommunicationsinc.com



Scope of Work

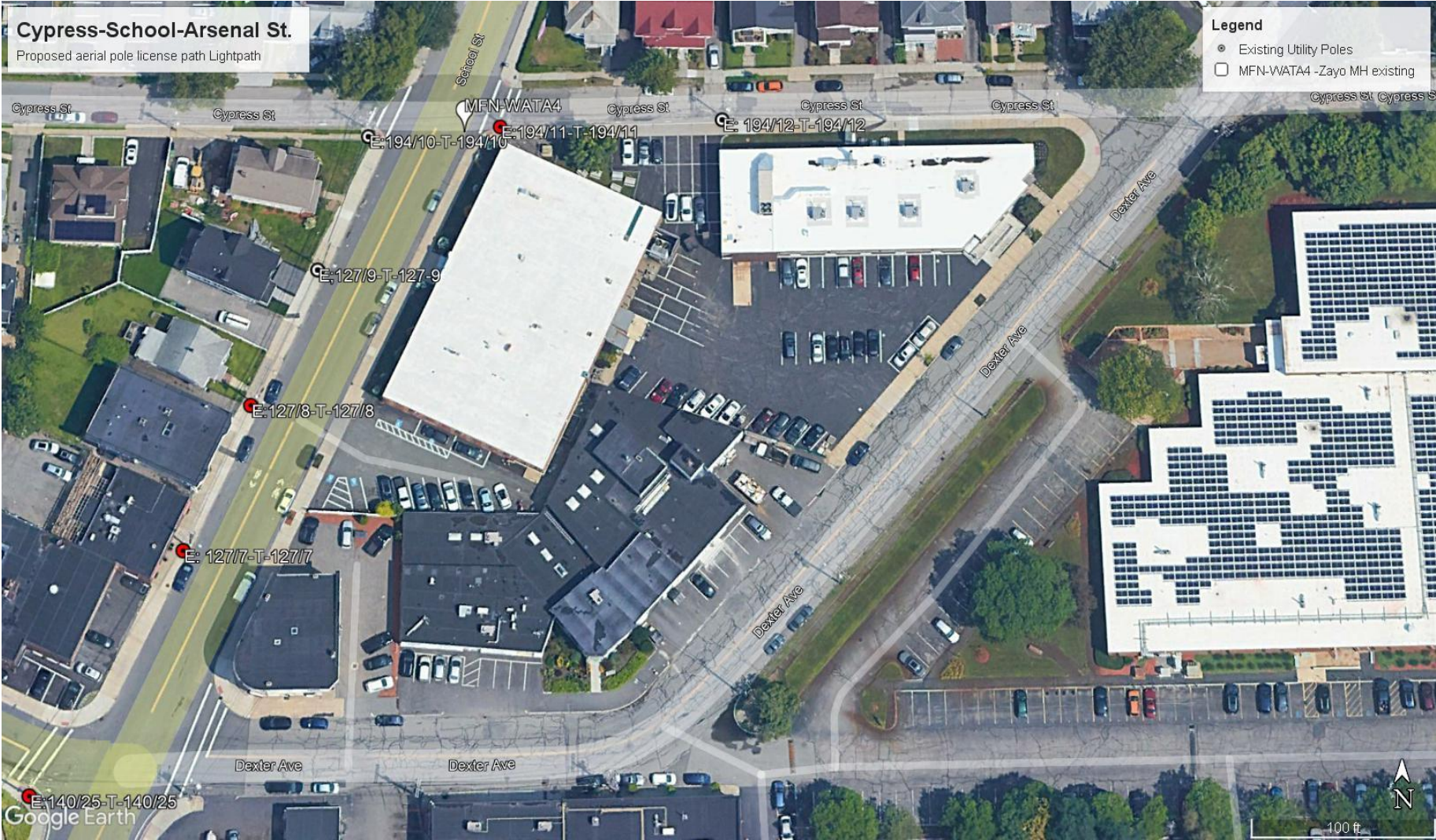
Underground grant of location description:

Lightpath and Zayo communications requests the ability to construct one new four inch pipe and a second two inch pipe from the existing Zayo MH at the corner of Cypress St and School St. to existing Utility pole # 194/11. The purpose of the single four inch is to leave a pipe for Zayo for future service and take part in the joint trench so as to only excavate within the public right of way one time. The purpose of the single two inch pipe will provide a path for a new Lightpath cable to access the Zayo conduit system and underground fiber optic cable splice within the requested manhole. Lightpath has fibers within the Zayo splice and would like to access these fibers to provide service to Lightpath customers.

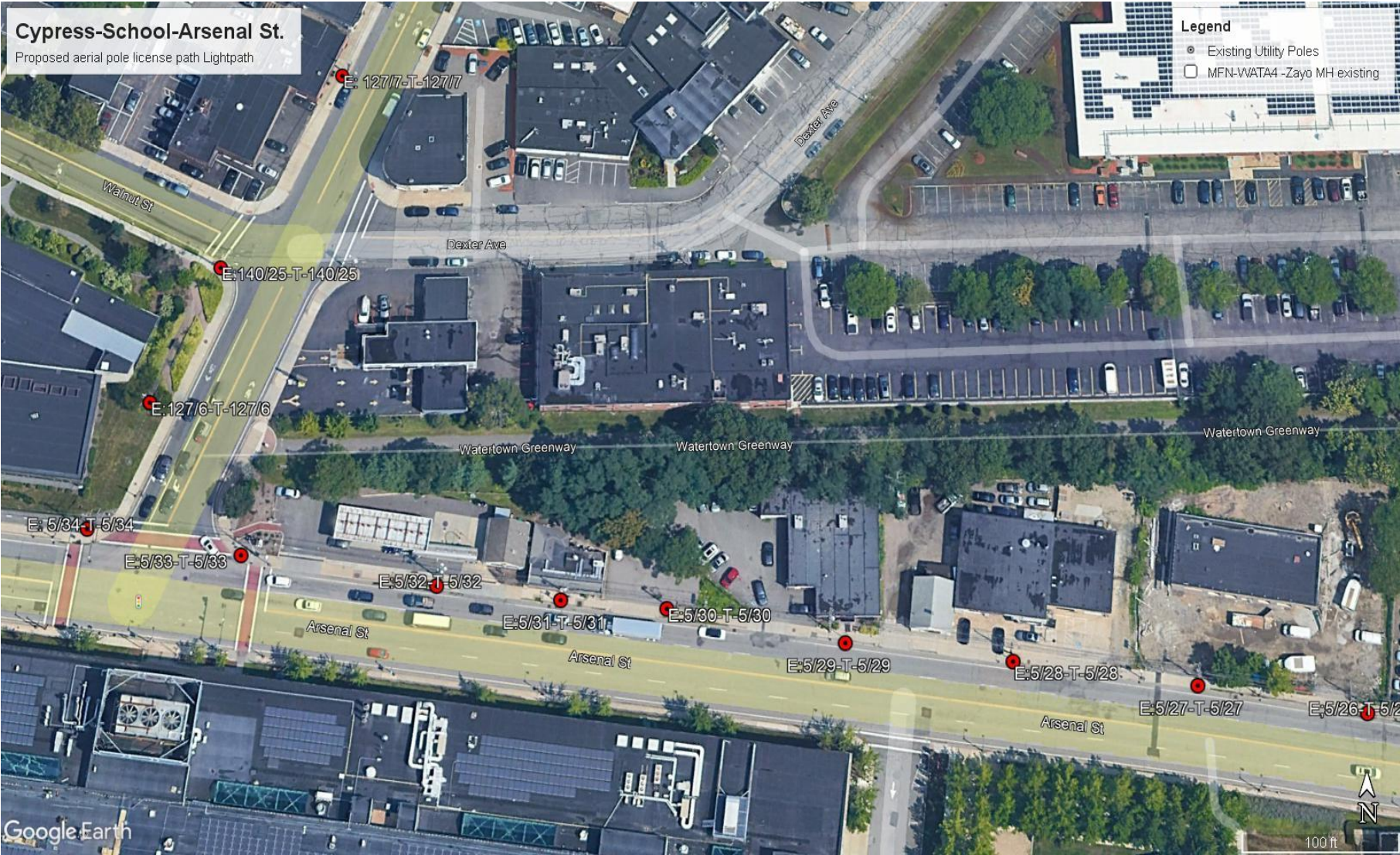
Aerial grant of location description:

This aerial work is an extension off the requested underground conduit request from Zayo MH to riser pole #194/11. Lightpath has requested the ability to license space to attached a new aerial fiber optic line on existing Utility pole line starting at pole # E 194/12 on Cypress St to pole # 127/9 School St. continuing down School St to pole 5/34 Arsenal St and extending in an Easterly direction to proposed riser pole 5/17 Arsenal St. Lightpath proposes to traverse an existing conduit from existing pole # 17 in a Southerly direction across Arsenal St. to a private property underground system on the Forge Rd. property. The purpose of this cable installation is to offer service to building # 100 and # 500 Fordge Rd.

AERIAL MAP 1



AERIAL MAP 2



AERIAL MAP 3



PETITION FOR CONDUIT LOCATION

To The City Council

Of the City of Watertown, Massachusetts

Zayo requests permission to lay and maintain underground conduits, with wires and cables to be placed therein, under the surface of the following public way:

School Street

To place (1) 4" PVC & (1) 2" PVC conduit from an existing MFN A4 at the intersection of School and Cypress Streets approximately

Plan entitled "Proposed Conduit Installation at School Street and date 3/25/22 is filed herewith.

By:

X *Mark T Pavone*

Mark Pavone, President
MTP Communications, Inc

Dated this 25th date of March, 2022





PROPOSED CONDUIT INSTALLATION

AT

85 SCHOOL ST

(400 TALCOTT AVE)

IN

WATERTOWN, MA

INDEX OF DRAWING

SHT NO.	DESCRIPTION
01	PROPOSED PLAN

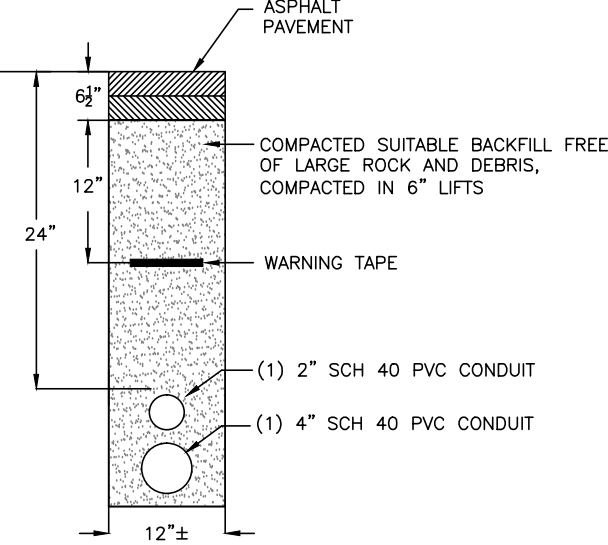
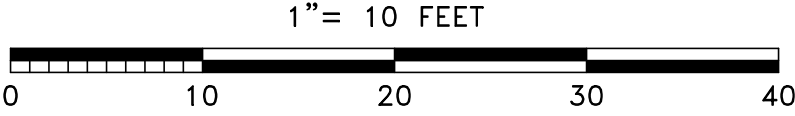
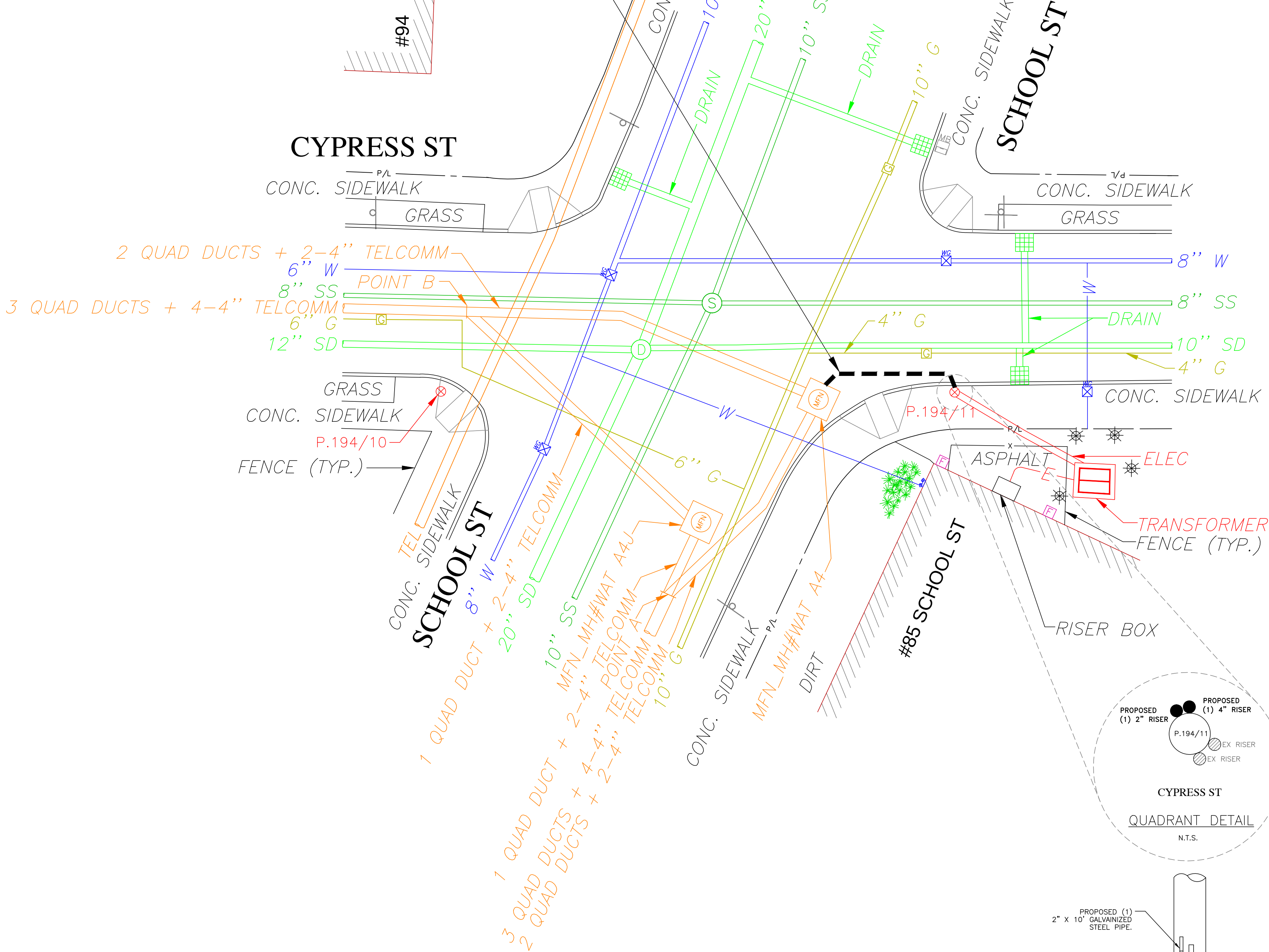
PREPARED BY:

FAYNET
ENGINEERING GROUP

GENERAL NOTES

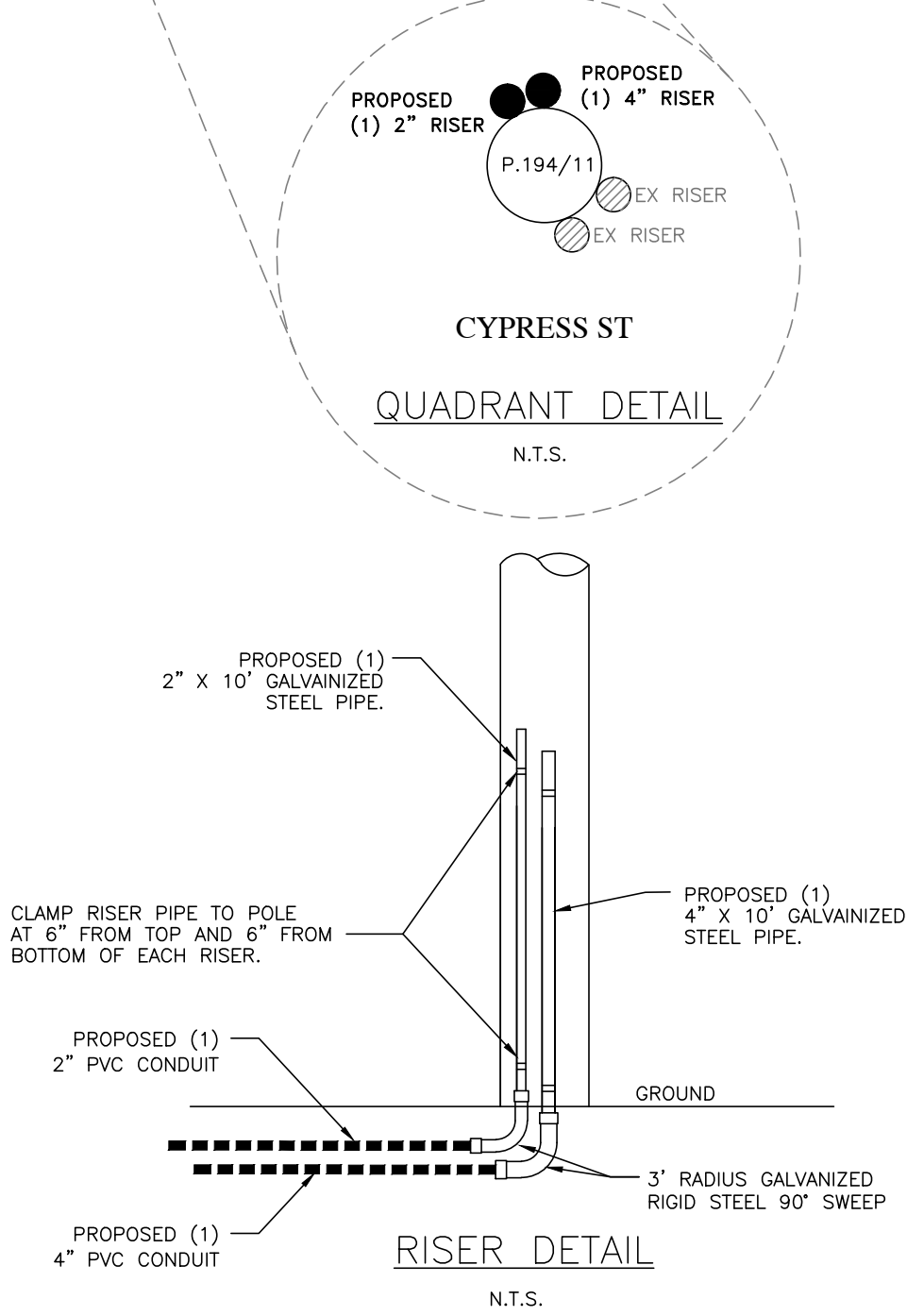
1. THE LOCATION OF EXISTING UNDERGROUND UTILITIES ARE SHOWN BY AN APPROXIMATE WAY ONLY. THEY HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR THEIR REPRESENTATIVE. THE CONTRACTOR WILL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. THE CONTRACTOR WILL BE FULLY RESPONSIBLE FOR ALL DAMAGES WHICH MIGHT BE CAUSED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE ALL UNDERGROUND UTILITIES.
2. IF AN EXISTING UTILITY IS FOUND TO HAVE CAUSED A CONFLICT WITH THE PROPOSED WORK, AS IN THE LOCATION, ELEVATION AND SIZE OF THE UTILITY, IT SHOULD BE ACCURATELY DETERMINED WITHOUT DELAY BY THE CONTRACTOR. THE INFORMATION SHOULD THEN BE FORWARDED TO THE ENGINEER TO RESOLVE THE CONFLICT.
3. THE CONTRACTOR SHOULD MAINTAIN A SEPARATION OF 18 INCHES MIN. WHEN CROSSING EXISTING WATER FACILITIES.
4. THE CONTRACTOR WILL MAKE ALL OF THE ARRANGEMENTS FOR THE ADJUSTMENT OF ALL UTILITIES, PRIVATE AND PUBLIC.
5. THE CONTRACTOR SHOULD NOT DISTURB PUBLIC TREES AND SHRUBS.
6. AREAS OUTSIDE THE LIMITS OF PROPOSED WORK DISTURBED BY THE CONTRACTOR'S OPERATIONS WILL BE RESTORED BY THE CONTRACTOR TO THEIR ORIGINAL CONDITION AT NO EXPENSE TO THE OWNER.
7. THE CONTRACTOR WILL BE RESPONSIBLE FOR PLACING AND MAINTAINING TEMPORARY RESURFACING OR PLATING FOR ALL EXCAVATIONS ON PAVED STREETS AND SIDEWALKS UNTIL PERMANENT RESURFACING IS COMPLETE.
8. JOINTS BETWEEN NEW BITUMINOUS CONCRETE ROADWAY PAVEMENT AND SAW CUT EXISTING PAVEMENT SHOULD BE SEALED WITH BITUMEN AND PROPERLY BACK SANDED.
9. THE CONTRACTOR SHOULD PROTECT AND SUPPORT ALL EXISTING UTILITY LINES THAT BECOME EXPOSED DUE TO EXCAVATION.
10. THE CONTRACTOR WILL REPLACE ALL DISTURBED TRAFFIC SIGNAL LOOP DETECTORS TO A PROPER WORKING CONDITION AS REQUIRED BY THE MOST RECENT STANDARDS OF THE MUNICIPAL TRAFFIC DEPARTMENT.
11. ALL EXISTING STATE, COUNTY, CITY, TOWN LOCATION, AND PRIVATE PROPERTY LINES HAVE BEEN USED FROM AVAILABLE INFORMATION. THEIR EXACT LOCATIONS ARE NOT GUARANTEED.
12. THE CONTRACTOR WILL REPLACE ALL PAVEMENT MARKINGS IN THEIR ENTIRETY THAT HAS BEEN DAMAGED BY TRENCH EXCAVATION OR OPERATIONS USING SIMILAR COLOR AND SIZE THERMOPLASTIC MARKINGS.

PROPOSED 22 FEET OF
(1) 4" SCHEDULE 40 PVC COMMUNICATION CONDUIT
(1) 2" SCHEDULE 40 PVC COMMUNICATION CONDUIT
FROM METROMEDIA MH#WAT A4
TO POLE #194/11



ROADWAY PATCH AND DUCT BANK
INSTALLATION DETAIL
N.T.S.

- TRENCH DETAIL NOTES:
- 24" MAXIMUM FROM TOP OF CONDUIT TO SURFACE.
 - 12" FROM TOP OF CONDUIT TO METALLIC WARNING TAPE PLACED ABOVE.
 - REPAIR SIDEWALKS AND WALKWAYS WITH SAME MATERIALS AS EXISTING.



RISER DETAIL
N.T.S.

DATE	APPROVED	REVISION	LEGEND																				NOTE: THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS REPRESENTATIVE. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE BEGINNING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES. ALL REPAIRS SHALL BE MADE AT THE CONTRACTOR'S EXPENSE. THE CONTRACTOR IS TO CONTACT "DIG SAFE" 72 HOURS PRIOR TO ANY EXCAVATION.	PREPARED FOR:	TITLE:																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
			PROPERTY LINE	EDGE OF PAVEMENT	PROPOSED HANDHOLE	PROPOSED MANHOLE	PROPOSED CONDUIT	AS-BUILT CONDUIT	PK NAIL	PARKING METER	DOUBLE PARKING METER	HANDICAP RAMP	STONE BOUND	HANDHOLE	STUMP	TRAFFIC SIGNAL	TRAFFIC BOX	RCN MH	UNKNOWN MH	GAS GATE	UNKNOWN GATE	TREE		BUSH	SEWER MH	DRAIN MH	CATCH BASIN	INLET CATCH BASIN	TELEPHONE MH	STEAM MH	CABLE TV MH	MBTA MH	MONITORING WELL	HYDRANT	WATER VALVE	WATER GATE	WATER MH	WATER METER	JOINT OWNED POLE	SOLE OWNED ELEC POLE	SOLE OWNED TEL POLE	LIGHT POLE	ELECTRIC MH	TRANSFORMER	SIGN POLE	W WATER PIPE	S SEWER PIPE	D DRAIN PIPE	T TELEPHONE PIPE	E ELECTRIC PIPE	CATV CATV PIPE	G GAS PIPE	ST STEAM PIPE	PREPARED BY:	LOCATION: 85 SCHOOL ST (400 TALCOTT AVE) WATERTOWN, MA	CHECKED BY: RM	APPROVED: MP	DRAWN BY: LC	DATE: MARCH, 2022	SCALE: 1" = 10'	SHEET: 1 OF 1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
UNDERGROUND SERVICE ALERT 1-888-DIG-SAFE (344-7233) CALL BEFORE YOU DIG 72 HOURS NOTICE REQUIRED																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	</

LEGAL NOTICE



The City Council of the City of Watertown hereby gives notice of a public hearing and vote on Tuesday, July 12, 2022, at 7:00 PM, in the Richard E. Mastrangelo Chamber, Administration Building, 149 Main Street, Watertown, MA on a proposed Ordinance as follows:

NOW THEREFORE BE IT ORDAINED: by the City Council of the City of Watertown that Chapter XIV of the Watertown Ordinances is hereby amended as follows:

By deleting Section 1: Compensation and inserting in its place the following:

Section 1: Compensation

(a) Effective August 15, 2022 (Fiscal Year 2023), the City Manager's compensation shall be set at \$217,500.

A copy of the proposed Ordinance is available for inspection at the Administration Building, 149 Main Street, Watertown, MA 02472 in the City Council Office, Monday through Friday, 10:00 am to 2:00 pm, and at the City Clerk's Office, Monday through Thursday, 8:30 am through 5:00 pm, on Tuesday evening up to 7:00 pm, and Friday, 8:30 am through 2:00 pm.

The Watertown City Council hereby gives notice of a public hearing on Tuesday, July 12, 2022, at 7:00 PM, in the Richard E. Mastrangelo Council Chamber, at which time the City Council will consider rate schedules and fees, designed to raise sufficient revenues to support the Fiscal Year 2023 operation of the services provided to customers of the City's water/sewer system.

Tables 1 and 2 below present the current and proposed water and sewer rates, as well as quarterly bill impacts for typical customers, respectively.

Table 1: Current and Proposed Water and Sewer Rates

Base Charge		FY 2022		FY 2023		Difference	
<i>Minimum Charge (Quarterly)</i>		<i>Current</i>		<i>Proposed</i>	\$		%
5/8	\$	7.88		8.35	\$	0.47	6.0%
3/4		8.39		8.89		0.50	6.0%
1		9.91		10.50		0.59	6.0%
1 1/4		11.92		12.64		0.72	6.0%
1.5		11.92		12.64		0.72	6.0%
2		17.41		18.45		1.04	6.0%
3		57.98		61.46		3.48	6.0%
4		73.00		77.38		4.38	6.0%
6		108.07		114.55		6.48	6.0%
Volumetric Rate (per Ccf)				-		-	
<u>Water</u>							
Tier 1	\$	5.15		5.20	\$	0.05	1.0%
Tier 2		8.00		8.10		0.10	1.3%
Tier 3		12.62		10.96		2.96	37.0%
Tier 4		-		14.29		1.67	13.2%
<u>Sewer (100% of Water Consumption)</u>							
Tier 1	\$	10.11		10.44	\$	0.33	3.3%
Tier 2		13.07		13.63		0.56	4.3%
Tier 3		17.50		15.23		2.16	16.5%
Tier 4		-		18.64		1.14	6.5%
<u>Combined Rate</u>							
Tier 1	\$	15.26		15.64	\$	0.38	2.5%
Tier 2		21.07		21.73		0.66	3.1%
Tier 3		30.12		26.19		5.12	24.3%
Tier 4		-		32.93		2.81	9.3%
<u>Irrigation (all Ccf)</u>	\$	12.62		14.29		1.67	13.2%

Table 2: Quarterly Bill Impacts for Typical Customers

			Current			Proposed				
<u>M. Size</u>	<u>Customer</u>	<u>Consumption (Ccf)</u>	<u>Water(\$)</u>	<u>Sewer(\$)</u>	<u>Total(\$)</u>	<u>Water(\$)</u>	<u>Sewer(\$)</u>	<u>Total(\$)</u>	<u>Diff. (\$)</u>	<u>Diff. (%)</u>
5/8"	Small User	500	33.63	50.55	84.18	34.36	52.19	86.55	2.37	3%
5/8"	Low-End User	1,000	59.38	101.10	160.48	60.37	104.39	164.75	4.27	3%
5/8"	Avg. Res. User 1	1,800	100.58	181.98	282.56	101.98	187.89	289.87	7.31	3%
5/8"	Avg. Res. User 2	2,800	152.08	283.08	435.16	162.69	301.84	464.53	29.37	7%
5/8"	Low Tier 2 User	4,000	242.38	434.00	676.38	259.89	465.35	725.24	48.86	7%
5/8"	Pizza Place	1,820	101.61	184.00	285.61	103.02	189.98	293.00	7.39	3%
5/8"	Bakery	3,553	206.62	375.58	582.20	223.68	404.44	628.12	45.93	8%
5/8"	Restaurant	4,764	303.50	533.85	837.35	321.77	569.45	891.22	53.86	6%
5/8"	Coffee Shop	7,511	523.26	892.89	1,416.15	616.10	983.94	1,600.04	183.89	13%
1"	Restaurant	14,482	1,082.97	1,804.00	2,886.97	1,382.27	2,045.38	3,427.65	540.68	19%
3/4"	Diner	23,112	1,771.85	2,931.94	4,703.79	2,326.51	3,359.43	5,685.94	982.15	21%
2"	Lg. Commercial User	39,255	3,499.89	5,451.83	8,951.72	4,580.34	6,303.69	10,884.02	1,932.31	22%
5/8"	Avg. Irrig. User	3,500	449.58	-	449.58	508.58	-	508.58	59.00	13%

A copy of the proposed Fiscal Year 2023 Water/Sewer Rates and Fees is available for inspection at the Administration Building, 149 Main Street, Watertown, MA 02472 in the City Council Office, Monday through Friday, 10:00 am to 2:00 pm, and at the City Clerk's Office, Monday through Thursday, 8:30 am through 5:00pm, on Tuesday evening up to 7:00 pm, and Friday, 8:30am through 2:00pm.



CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472

Thomas J. Tracy
Acting City Manager

To: Honorable City Council
From: Steven Magoon, Acting City Manager
Date: July 7, 2022
RE: Agenda Item – Proposed Loan Order

Enclosed please find correspondence from Gregory M. St. Louis, Superintendent of Public Works. As stated in Mr. St. Louis's correspondence, "the City's Capital Improvement Program (CIP) for the Water and Sewer Enterprise Funds identifies \$750,000 in FY23 funding for Sewer System Improvements - Line 7 of the FY23-27 CIP (SEB). This funding will be utilized for the design, engineering and construction of various Inflow and Infiltration (I&I) projects in line with the City's sanitary sewer capital plan."

As indicated in Superintendent St. Louis' correspondence, this funding is to supplement MWRA, and Operational Funds being utilized to maintain the City's sanitary sewer infrastructure.

Therefore, given the above, I respectfully request the attached Proposed \$750,000 Loan Order be placed on the July 12, 2022, City Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: Gregory M. St. Louis, Superintendent of Public Works
Matthew Shuman, City Engineer
Tyler R Glode, Project Engineer
Sharon Gallagher, Assistant City Auditor
Melissa A. Morrissey, City Treasurer/Collector



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

June 30, 2022

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

RE: Draft Loan Order – Sewer System Improvement Bonds

Dear Tom:

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

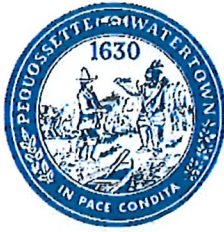
ORDERED: That the sum of \$750,000 is appropriated to pay costs of designing, engineering and constructing sewer system improvements, including all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1) or §8(14), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

The order must be published in a local newspaper and on the City's website 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



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

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

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

TO: Thomas J. Tracy – Acting City Manager
FROM: Gregory St. Louis, PE – Superintendent of Public Works
SUBJECT: Loan Order Request – Sewer System Improvements
DATES: June 16, 2022

The City's Capital Improvement Program (CIP) for the Water and Sewer Enterprise Funds identifies \$750,000 in FY23 funding for Sewer System Improvements – Line 7 of the FY23-27 CIP (SEB). This funding will be utilized for the design, engineering and construction of various Inflow and Infiltration (I&I) projects in line with the City's sanitary sewer capital plan.

I&I consists of outside groundwater and stormwater that enters the sanitary sewer system through aging and damaged infrastructure including pipes and manholes. This flow reduces the capacity of sanitary sewers to carry sewer flows and drives up the annual sewer use charges paid by the City to the Massachusetts Water Resource Authority (MWRA). Additional information about the City's program is available at the DPW website: www.watertowndpw.org/159/Inflow-Infiltration.

This funding is to supplement MWRA and Operational Funds being utilized to maintain the City's sanitary sewer infrastructure.

The Department of Public Works respectfully requests that you take the actions necessary to obtain authorization from the Honorable City Council for the \$750,000 loan order as outlined in the City's CIP Plan for Sewer System Improvements.

The objective of the proposed project is to engineer/design and construct rehabilitations identified during the sanitary sewer evaluation surveys completed in various areas of the City. This work is anticipated to have the following benefits:

- Eliminate infiltration to the sanitary sewer system;
- Eliminate inflow to the sanitary sewer system; and,
- Eliminate cross connection between the sanitary sewer and stormwater systems

We thank you in advance for your consideration.

FY 2023 - FY 2027 CIP WATER/SEWER FUNDS

A	B	C	D	E	F	G	H	I	J	K	L	M
		TOTALS	FY23		FY 24		FY 25		FY 26		FY 27	
1												
2	WATER/SEWER ENTERPRISE FUNDS											
3	SEWER											
4	Sewer/Drain System Rehabilitation	4,000.0	800.0	SR	800.0	SR	800.0	SR	800.0	SR	800.0	SR
5	Stormwater & Drainage Improvements	1,500.0	300.0	SR	300.0	SR	300.0	SR	300.0	SR	300.0	SR
6	10 MWRA I & I	5,250.0	1,050.0	MWRAB	1,050.0	MWRAB	1,050.0	MWRAB	1,050.0	MWRAB	1,050.0	MWRAB
7	10 Sewer System Improvements	3,750.0	750.0	SEB	750.0	SEB	750.0	SEB	750.0	SEB	750.0	SEB
8	10 35 GWW Service Truck	170.0					170.0	SEB				
9	10 Street Sweeper	0.0										
10	10 Sewer Vac	430.0			430.0	SEB						
11	10 Swap Dump Truck	190.0			190.0	SEB						
12	10 Mini - Excavator	130.0							130.0	SEB		
13	SEWER SUBTOTAL	15,420.0	2,900.0		3,520.0		3,070.0		3,030.0		2,900.0	
14												
15	WATER											
16	Water system improvements	1,000.0	200.0	WR	200.0	WR	200.0	WR	200.0	WR	200.0	WR
17	10 MWRA LWSAP	2,500.0	500.0	MWRAB	500.0	MWRAB	500.0	MWRAB	500.0	MWRAB	500.0	MWRAB
18	10 MWRA LLP	1,500.0	300.0	MWRAL	300.0	MWRAL	300.0	MWRAL	300.0	MWRAL	300.0	MWRAL
19	10 Trench Safety Box Truck	160.0							160.0	WEB		
20	5 Utility Truck	60.0	60.0	WEB								
21	10 Gate Valve/Mini Vac Truck	140.0			140.0	WEB						
22	10 Service Response Truck	170.0							170.0	WEB		
23	10 Water Vector	450.0										
24	WATER SUBTOTAL	5,980.0	1,060.0		1,140.0		1,000.0		1,330.0		1,450.0	
25												
26	TOTAL WATER & SEWER	21,400.0	3,960.0		4,660.0		4,070.0		4,360.0		4,350.0	
27												
28	STORMWATER											
29	Phase 2 MS4 Permit Management Plan	250.0	50.0	TBD	50.0	TBD	50.0	TBD	50.0	TBD	50.0	TBD
30	Phase 2 MS4 Construction/Improvements	35,400.0	100.0	TBD	100.0	TBD	100.0	TBD	100.0	TBD	35,000.0	TBD
31	Phase 2 MS4 Phosphorous Control Plan	500.0	100.0	TBD	100.0	TBD	100.0	TBD	100.0	TBD	100.0	TBD
32	STORMWATER SUBTOTAL	36,150.0	250.0		250.0		250.0		250.0		35,150.0	
33												
34	TOT. WATER, SEWER & STORMWATER	57,550.0	4,210.0		4,910.0		4,320.0		4,610.0		39,500.0	
35												
36	COSTS BY SOURCE OF FUNDS											
37	SEWER REVENUE	5,500.0	1,100.0		1,100.0		1,100.0		1,100.0		1,100.0	
38	SEWER EQUIPMENT BONDS	4,670.0	750.0		1,370.0		920.0		880.0		750.0	
39	TO BE DETERMINED	36,150.0	250.0		250.0		250.0		250.0		35,150.0	
40	MWRAB MWRA Bond - Interest Free	7,750.0	1,550.0		1,550.0		1,550.0		1,550.0		1,550.0	
41	MWRAL	1,500.0	300.0		300.0		300.0		300.0		300.0	
42	WATER REVENUE	1,000.0	200.0		200.0		200.0		200.0		200.0	
43	WATER EQUIPMENT BONDS	980.0	60.0		140.0		0.0		330.0		450.0	
44	GRAND TOTAL - ENTERPRISE FUNDS	57,550.0	4,210.0		4,910.0		4,320.0		4,610.0		39,500.0	



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: Steven Magoon, Acting City Manager 
Date: July 7, 2022
RE: Agenda Item – Proposed Loan Order

Enclosed please find correspondence from Gregory M. St. Louis, Superintendent of Public Works. As stated in Mr. St. Louis's correspondence, the City's FY23 Annual Budget identifies \$500,000 in FY21 funding under conceptual recommendation #26 as well as an additional \$500,000 in FY23 funding on line 17 of the FY23-27 Capital Improvement Program (CIP) for the Water and Sewer Enterprise Fund totaling \$1,000,000 for the replacement of outdated unlined cast iron water mains.

As indicated in Superintendent St. Louis' correspondence, the Department is in the process of completing an application for participation in the Massachusetts Water Resources Authority's (MWRA) Local Water System Assistance Program (LWSAP) that provides a 0% interest free loan payable over 10 years.

Given all the above, I recommend pursuing the \$1,000,000 from the MWRA's LWSAP. As stated in the Fiscal Years 2022 and 2023 Budget Messages, all the work to the water, sewer and drain systems directly impacts the Water and Sewer Rates. Interest free loans and outright grants will enable the city to perform necessary work with little or minimal impact on the rate payers.

Therefore, I respectfully request the attached Proposed \$1,000,000 Loan Order be placed on the July 12, 2022, City Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: Gregory M. St. Louis, Superintendent of Public Works
Matthew Shuman, City Engineer
Tyler R Glode, Project Engineer
Sharon Gallagher, Assistant City Auditor
Melissa A. Morrissey, City Treasurer/Collector



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hinckleyallen.com

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

June 30, 2022

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

RE: Draft Loan Order – MWRA Water System Improvement Bonds

Dear Tom:

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

ORDERED: That the sum of \$1,000,000 is appropriated to pay costs of replacing a water main located throughout Mt. Auburn Street, including all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §8(5), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the “Authority”) pursuant to the Authority’s local water service assistance program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

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

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

Sincerely,

A handwritten signature in blue ink, appearing to be 'Jay Gonzalez', with a stylized, cursive script.

Jay Gonzalez



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

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

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

TO: Thomas J. Tracy – Acting City Manager

FROM: Gregory St. Louis, PE – Superintendent of Public Works

SUBJECT: MWRA Local Water System Assistance Program

DATES: June 16, 2022

The City's FY23 Annual Budget identifies \$500,000 in FY21 funding under Conceptual Recommendation #26 as well as an additional \$500,000 in FY23 funding as noted on Line 17 of the FY23-FY27 CIP Water/Sewer Funds for a total of \$1,000,000 in funding for the replacement of outdated unlined cast iron water mains.

The Department of Public Works is in the process of completing an application for participation in the Massachusetts Water Resources Authority (MWRA) Local Water System Assistance Program. This MWRA funding program provides a 0% interest free loan payable over 10 years for eligible water system improvements including:

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

The Department requests that a \$1,000,000 loan order be prepared to complete water system improvements to the City's water infrastructure, in accordance with Conceptual Recommendation #26 of the FY23 Annual Budget and the FY23-FY27 Capital Improvement Plan approved by the Honorable City Council.

The proposed project will include the replacement of approximately 1,000 linear feet of 8-inch to 10-inch unlined pipe located throughout Mt. Auburn Street. This project will include identification and replacement of water service connections constructed of lead service material within the limit of work.

If approved for funding, we intend to bid and construct this project this calendar year.

Thank you for your consideration.

FY 2023 - FY 2027 CIP WATER/SEWER FUNDS

A	B	C	D	E	F	G	H	I	J	K	L	M
1		TOTALS	FY23		FY 24		FY 25		FY 26		FY 27	
2	WATER/SEWER ENTERPRISE FUNDS											
3	SEWER											
4	Sewer/Drain System Rehabilitation	4,000.0	800.0 SR		800.0 SR		800.0 SR		800.0 SR		800.0 SR	
5	Stormwater & Drainage Improvements	1,500.0	300.0 SR		300.0 SR		300.0 SR		300.0 SR		300.0 SR	
6	10 MMWRA I & I	5,250.0	1050.0 MMWRAB		1050.0 MMWRAB		1050.0 MMWRAB		1050.0 MMWRAB		1050.0 MMWRAB	
7	10 Sewer System Improvements	3,750.0	750.0 SEB		750.0 SEB		750.0 SEB		750.0 SEB		750.0 SEB	
8	10 35 GVV Service Truck	170.0					170.0 SEB					
9	10 Street Sweeper	0.0										
10	10 Sewer Vac	430.0			430.0 SEB							
11	10 Swap Dump Truck	190.0			190.0 SEB							
12	10 Mini - Excavator	130.0							130.0 SEB			
13	SEWER SUBTOTAL	15,420.0	2,900.0		3,520.0		3,070.0		3,030.0		2,900.0	
14												
15	WATER											
16	Water system Improvements	1,000.0	200.0 WR		200.0 WR		200.0 WR		200.0 WR		200.0 WR	
17	10 MMWRA LWSAP	2,500.0	500.0 MMWRAB		500.0 MMWRAB		500.0 MMWRAB		500.0 MMWRAB		500.0 MMWRAB	
18	10 MMWRA LLP	1,500.0	300.0 MMWRAL		300.0 MMWRAL		300.0 MMWRAL		300.0 MMWRAL		300.0 MMWRAL	
19	10 Trench Safety Box Truck	160.0							160.0 WEB			
20	5 Utility Truck	60.0	60.0 WEB									
21	10 Gate Valve/Mini Vac Truck	140.0			140.0 WEB							
22	10 Service Response Truck	170.0							170.0 WEB			
23	10 Water Vactor	450.0									450.0 WEB	
24	WATER SUBTOTAL	5,980.0	1,060.0		1,140.0		1,000.0		1,330.0		1,450.0	
25												
26	TOTAL WATER & SEWER	21,400.0	3,960.0		4,660.0		4,070.0		4,360.0		4,350.0	
27												
28	STORMWATER											
29	Phase 2 MS4 Permit Management Plan	250.0	50.0 TBD		50.0 TBD		50.0 TBD		50.0 TBD		50.0 TBD	
30	Phase 2 MS4 Construction/Improvements	35,400.0	100.0 TBD		100.0 TBD		100.0 TBD		100.0 TBD		35,000.0 TBD	
31	Phase 2 MS4 Phosphorous Control Plan	500.0	100.0 TBD		100.0 TBD		100.0 TBD		100.0 TBD		100.0 TBD	
32	STORMWATER SUBTOTAL	36,150.0	250.0		250.0		250.0		250.0		35,150.0	
33												
34	TOT. WATER, SEWER & STORMWATER	57,550.0	4,210.0		4,910.0		4,320.0		4,610.0		39,500.0	
35												
36	COSTS BY SOURCE OF FUNDS											
37	SEWER REVENUE	5,500.0	1,100.0		1,100.0		1,100.0		1,100.0		1,100.0	
38	SEWER EQUIPMENT BONDS	4,670.0	750.0		1,370.0		920.0		880.0		750.0	
39	TBD TO BE DETERMINED	36,150.0	250.0		250.0		250.0		250.0		35,150.0	
40	MMWRAB MMWRA Bond - Interest Free	7,750.0	1,550.0		1,550.0		1,550.0		1,550.0		1,550.0	
41	MMWRAL MMWRA LLP	1,500.0	300.0		300.0		300.0		300.0		300.0	
42	WR WATER REVENUE	1,000.0	200.0		200.0		200.0		200.0		200.0	
43	WEB WATER EQUIPMENT BONDS	980.0	60.0		140.0		0.0		330.0		450.0	
44	GRAND TOTAL - ENTERPRISE FUNDS	57,550.0	4,210.0		4,910.0		4,320.0		4,610.0		39,500.0	

26. Proceed with the FY21 MWRRA 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 MWRRA Local Water System Assistance Program \$500,000 interest-free loan order to replace outdated unlined cast iron water mains.
27. Proceed with the FY22 MWRRA 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 MWRRA Local Water System Assistance Program \$500,000 interest-free loan order to replace outdated unlined cast iron water mains; plus proceed with the FY22 MWRRA 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.



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: Steven Magoon, Acting City Manager 

Date: July 7, 2022

RE: Agenda Item – Proposed Loan Order

Enclosed please find correspondence from Gregory M. St. Louis, Superintendent of Public Works. As stated in Mr. St. Louis's correspondence, "the City's Capital Improvement Program (CIP) for the Water and Sewer Enterprise Funds identifies \$300,000 in funding for FY23 for replacement of lead goosenecks projects. This funding is to be applied for under the Massachusetts Water Resources Authority (MWRA) Local Water Systems Assistance Program for Lead Service Line Replacement."

As indicated in Superintendent St. Louis' correspondence, replacement of lead goosenecks is an eligible item under MWRA Lead Service Line Replacement Loan Program, which consists of a zero-interest loans payable over 10 years.

Given all the above, I recommend pursuing the \$300,000 from the MWRA's Local Water System Assistance Program for Lead Service Line Replacement. As stated in the FY22 and FY23 Budget Messages, all the work to the water, sewer and drain systems directly impacts the Water and Sewer Rates. Interest free loans and outright grants will enable the city to perform necessary work with little or minimal impact on the rate payers.

Therefore, I respectfully request the attached Proposed \$300,000 Loan Order be placed on the July 12, 2022, City Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: Gregory M. St. Louis, Superintendent of Public Works
Matthew Shuman, City Engineer
Tyler R Glode, Project Engineer
Sharon Gallagher, Assistant City Auditor
Melissa A. Morrissey, City Treasurer/Collector



28 State Street
Boston, MA 02109-1775
p: 617-345-9000 f: 617-345-9020
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Jay Gonzalez
(617) 378-4256
jgonzalez@hinckleyallen.com

June 30, 2022

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

RE: Draft Loan Order – MWRA Lead Line Replacement Bonds

Dear Tom:

As requested, I suggest the following form of loan order to approve the borrowing of funds from the Massachusetts Water Resources Authority to pay costs of replacing lead pipes that connect service lines to water mains:

ORDERED: That the sum of \$300,000 is appropriated to pay costs of replacing lead pipes that connect service lines to water mains, including all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the “Authority”) pursuant to the Authority’s lead service line replacement program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

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

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

Sincerely,

A handwritten signature in blue ink, appearing to be 'Jay Gonzalez', with a stylized, cursive script.

Jay Gonzalez



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

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

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

TO: Thomas J. Tracy – Acting City Manager
FROM: Gregory St. Louis, PE – Superintendent of Public Works
SUBJECT: MWRA Lead Service Line Replacement Loan Program
DATES: June 15, 2022

The City's Capital Improvement Program for the water and sewer enterprise funds identifies \$300,000 in funding for FY23 for replacement of lead goosenecks projects. This funding is to be applied for under the Massachusetts Water Resources Authority (MWRA) Local Water System Assistance Program for Lead Service Line Replacement: www.mwra.com/comsupport/llp/llpprogram.html.

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

Of the 9,250 water services, approximately 500 services are presumed to have lead goosenecks based on age and pipe material. Each year, the City removes lead goosenecks as part of the annual road reconstruction projects, water system improvements, and incidental repairs due to service leaks. Additionally, projects are required to remove lead services associated with new and significant redevelopment.



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

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

Therefore, the Department of Public Works requests that a \$300,000 loan order be prepared to complete lead gooseneck replacements, in accordance with the FY23 Capital Improvement Plans approved by the Honorable City Council.

The proposed project will include the replacement of approximately 90 lead goosenecks, including the replacement of the gooseneck, replacement of the

service from the water main/connection to the service box and surface restoration. The exact number of replacements will depend on the bid prices received.

The work will be performed in various locations throughout the City.

If approved for funding, we intend to bid and construct this project this calendar year.

Thank you for your consideration.



[Home](#)

[Water System](#)

[Sewer System](#)

[Harbor and Bay](#)

[School Program](#)

[About MWRA](#)

[Doing Business with MWRA](#)

[Contact MWRA](#)

Lead Service Line Replacement Loan Program or Lead Loan Program (LLP), an Enhancement to the Local Water System Assistance Program (LWSAP) for Member Communities

Massachusetts Water Resources Authority

On recommendation from the MWRA Advisory Board, the MWRA Board of Directors approved an enhancement to the Local Water System Assistance Program to provide up to \$100 million in 10-year zero-interest loans to communities solely for efforts to fully replace lead service lines. Each community will develop its own program, tailored to their local circumstances.

MWRA's goal in providing financial assistance to **member communities** is to improve local water systems so that the high quality water MWRA delivers can make it all the way to consumers' taps. The presence of a lead service line connecting a home to the main in the street can lead to elevated lead levels in tap water, especially if that water sits stagnant for an extended period. MWRA's stable water quality and effective corrosion control treatment reduce the risk that a lead service line will cause elevated lead levels; measured lead levels in high risk homes have decreased by 90 percent since corrosion control was brought on-line in 1996. However, the risk of elevated levels remains as long as lead service lines are in use.

Pool of Loan Funds

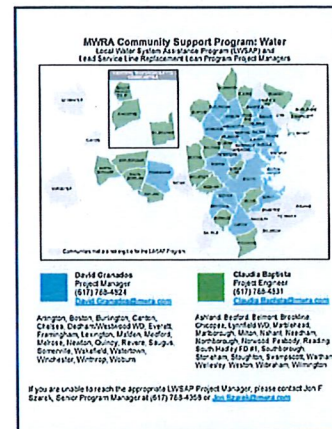
The approved \$100 million in loan funds will be provided as a pool of funds available for distribution to all eligible communities for distribution beginning in FY17 for local lead service line identification/removal projects.

Eligible MWRA Water Communities

MWRA has a total of **52 water communities** (with Dedham/Westwood Water District counted as one), of which 47 will be eligible for financial assistance under the Lead Service Line Replacement Loan Program. The five ineligible water communities have special case consideration, these include: Cambridge, which

MORE INFORMATION

MWRA Board Approves \$100 Million in Funding to Remove Lead Service Lines
03/21/16



LLP/LWSAP map and contact information (PDF)

Community Support Program page

Lead Service Line Replacement Loan Program Guidelines and Application Forms

LLP Program Guidelines (.PDF)

LLP Program Application (.DOC)

What You Need to Know About Lead in Tap Water



Facts about lead: How lead can get into tap water and how you can reduce potential exposure to lead in your home

Other Community Support Program Pages

LWSAP Program

receives MWRA water on an emergency-only basis; Lynn, which receives MWRA water only for the GE plant; as well as Clinton, Leominster (emergency only), and Worcester (emergency only) that draw untreated (raw) water from the Wachusett Reservoir.

I/I Program

List of MWRA member communities

MWRA Lead in Tap Water Informational Brochures



Free Bill Insert Size brochure (Free download, PDF): A colorful brochure emphasizing potential risks of lead in tap water, how customers can reduce lead exposure and the benefits of full lead service line replacements. (Dimensions 3.5" X 6.5").

To assist member communities and other stakeholders, MWRA is providing free Lead in Tap Water informational brochures (bill stuffer sized) for local distribution. For more information, please contact Stephen Estes-Smargiassi at **Stephen.Estes-Smargiassi@mwra.com** or Beverly Anderson at **Beverly.Anderson@mwra.com**

Eligible Project Costs and Distribution/Repayment of Loan Funds

The program provides 10-year zero-interest loans to communities to create local programs to fully remove lead service lines from the community water main all the way to the home or business.

The LLP Program Guidelines for Lead Service Line Replacement Loan Program Projects are available [here](#) (PDF). Details on eligible project costs are in Section 2.7 of the Program Guidelines and outlined below.

Applications for financial assistance are due to MWRA at least one month prior to the quarterly distribution date. Binding commitments to provide financial assistance for local water projects will be issued by MWRA in the form of a financial assistance and loan agreement subject to the availability of funds. The loan agreement will incorporate an opinion from the community's bond counsel stating that the loan is a valid general obligation of the municipality. Financial assistance will be distributed quarterly, on or about: **February 15, May 15, August 15, and November 15**. The financial assistance award will be transferred into a Massachusetts Municipal Depository Trust (MMDT) account established by the community. All Lead Loan Program financial assistance funds will be applied to the cost of approved community lead service line replacement project costs. All earned interest from the MMDT account, will be applied to the cost of approved community lead service line replacement project costs or other community water system rehabilitation projects. The interest-free loan will be repaid to MWRA over a ten-year period, beginning one year after the original quarterly funding distribution date.

Community projects to identify and replace water service lines so that all lead pipes are fully removed from both the public and private portions of the service line will be eligible

under the Lead Loan Program. As part of the application process, the community will be required to describe how they plan to address private lead service lines.

All project costs incurred on or after July 1, 2016 will be considered for eligibility in an application under the Lead Loan Program, as listed below:

- Identification of water service connections (or portions of service connections) constructed of lead including related records research, inventory/database development, house to house inspection, development of outreach/education materials, mapping of lead service lines, etc.
- Construction, rehabilitation, or other improvements to replace lead water service lines to fully remove all lead pipe. Costs for water pipeline rehabilitation incidental to the replacement of lead service lines are eligible. The replacement of lead gooseneck connections is eligible, either when encountered during water system rehabilitation/construction or if targeted through a specific rehabilitation project.
- Slip lining of lead water services will not be eligible.
- Community projects that provide a homeowner incentive for lead service line replacement through rebates for privately funded lead service line replacements or other similar incentive program will be eligible.
- Costs that are reasonable and necessary to repair private property areas directly impacted by eligible construction work so that the private property is as near as practical to existing conditions. Eligibility of work on private property may need to be reviewed on a project by project basis. Work to improve private property will not be eligible.
- Paving costs that are reasonable and necessary to repair the roadway and/or sidewalk areas directly impacted by eligible construction work will also be eligible and will be reviewed on a project by project basis. Eligibility of trench width pavement versus full width overlay pavement will be reviewed on a project by project basis. Cost for full depth roadway reconstruction will not be eligible.
- Police details associated with eligible project work are eligible.
- Planning and design services in connection with eligible lead service line replacement projects are eligible.
- Resident engineer inspection and construction administration services in connection with eligible lead service line replacement projects are eligible.
- Direct labor only (not including overhead or overtime costs) for force account work associated with planning, design, construction, or construction inspection of eligible lead service line replacement projects are eligible.

- Establishment of a Massachusetts Municipal Depository Trust (MMDT) or similar account used solely for the deposit, withdrawal, and tracking of financial assistance funds and Bond Counsel services, or other legal services, in connection with review of the Loan Agreement, Water Bond, and opinion of Bond Counsel are eligible.

MWRA Recommended Lead Service Line Replacement Program

Under the Local Water System Assistance Program application process for both Lead Loan Program Projects and Water Projects, communities will need to acknowledge the MWRA recommended components for a **"Community Lead Service Line Replacement Program."** The MWRA recommended program incorporates at least the following:

1. Communities should clearly establish that it is their goal to fully remove all lead pipe from both publicly-owned and privately-owned water service line connections;
2. Communities should commit to a comprehensive lead service line inventory program to compile a listing of properties with full or partial lead service lines that will be made available to the public via web page or other similar public access vehicle (subject to disclaimer for accuracy based on best available information);
3. Communities should target proactive outreach to customers with lead service lines to provide educational information regarding the risks of lead exposure and information encouraging the customer to participate in the community lead service line replacement program so that the privately-owned portion is replaced concurrent with the publicly-owned portion;
4. Communities should maintain ongoing proactive outreach to customers with known privately-owned lead service lines;
5. Communities should include a unit cost bid item for public and private portion service line replacement in all water pipeline projects so that a mechanism exists for full removal of lead service lines; and,
6. As a secondary measure, communities' lead service line replacement programs should include replacement of lead gooseneck connections when encountered during infrastructure rehabilitation or construction.

Overview of MWRA-Funded Community Lead Service Line Programs

Community Projects That Have Been Funded

During the first five years of the program (through March 2022), MWRA has distributed a total of \$29 million in Lead Service Line Replacement Loan Program funds to 13 communities:

- Quincy: \$1.5 million in FY17;
- Winchester: \$500,000 in FY17, \$500,000 in FY18, \$600,000 in FY20 and \$600,000 in FY21 (\$2.2 million total);
- Newton: \$4.0 million in FY17;
- Marlborough: \$1 million in FY18, \$1 million in FY19, \$1 million in FY20 and \$2 million in FY21 (\$5 million total);
- Revere: \$195,000 in FY18 and \$1.3 million in FY22 (\$1.5 million total);
- Winthrop: \$284,000 in FY18, \$487,850 in FY19, \$690,000 in FY20, \$750,000 in FY21, and \$750,000 in FY22 (\$2.96 million total);
- Needham: \$1.0 million in FY18;
- Everett: \$1 million in FY19, \$1 million and \$500,000 in FY20, \$1.5 million in FY21 (\$4 million total);
- Chelsea: \$100,000 in FY19, \$300,000 in FY20, \$300,000 in FY21, and \$300,000 in FY22 (\$1 million total);
- Somerville: \$900,000 in FY20, and \$1.6 million in FY22 (\$2.5 million total);
- Weston: \$160,000 in FY20;
- Watertown: \$600,000 in FY21; and
- BWSC: \$2.6 million in FY21.

Sample Community Lead Service Line Replacement Projects

- **Quincy** received a \$1.5 million loan in December 2016 to fund the construction portion of its program targeting the removal of 141 public/private lead services, with Quincy paying the full cost to replace both the public and private lead service lines. The City performed an extensive review of its Public Works records to develop a spreadsheet of addresses where lead services existed, were likely, or where the water service pipe material was unknown. A field crew inspected each suspect water service at the meter. Quincy initiated a public information campaign to inform property owners of the program, including: community meetings, website information, public information displays, letters targeted to suspect homes, translated information letters, and certified mail letters with participation agreements. Additional investigations during the project identified a total of 285 lead services, of which 163 were lead-lined steel services (see photo). The service line replacement construction began in April 2017 and was completed in September 2018. A total of 206 full or partial lead services were replaced with new copper services (104 lead services and 102 lead-lined services). The 206 replacements represent a 72% success rate of the total 285 identified lead services. For the 79 known private-side lead services that remain (18 lead services and 61 lead-lined steel services); non-participation by investment property owners

was the largest obstacle to a higher participation rate. Quincy's 206 lead services were replaced at an average construction cost of \$6,860 per lead service and a total of 7,180 feet of new copper water service pipe was installed at an average construction cost of \$197 per foot. Quincy received an *Outstanding Performance and Achievement Award* from MassDEP and recognition from Clean Water Action for the project's health benefits.



Sample photo of lead-lined steel water service line removed in Quincy



Quincy lead removal project

- **Newton** received a \$4.0 million loan in May 2017 to fund the planning, design, construction, and construction services for lead service line replacements. The project targeted all identified/suspect lead services with the City providing a customer incentive of a 10-year interest-free loan for all private-side lead service removal costs. Design was complete in spring 2017 and construction was complete in December 2019. All 433 full or

partial services were replaced at a construction cost of \$3.0 million. Based on construction test pits, no action was determined to be needed at 187 services included in the initial screening. Newton's project was completed at an average construction cost of \$6,930 per lead service and a total of 19,400 feet of new copper water service pipe was installed at an average construction cost of \$155 per foot. Newton spent an additional \$586,000 on engineering services to design and coordinate the lead removal program.



Long lead service line replacement in Newton

- **Winchester** received a \$500,000 loan in March 2017 and an additional \$500,000 in June 2018 to fund phases 1 and 2 of its lead service line removal program. The Town is paying the first \$1,200 of costs for replacing private-side lead services and property owners are billed for the remainder. At completion of a detailed inventory, 21 lead services (mostly private-side) and approximately 720 lead goosenecks on the public-side were identified. Winchester removed 52 lead goosenecks during 2016, prior to the MWRA loan project. Through 2019, Winchester has removed 20 of the 21 identified private-side lead services (one property owner refused to participate). An additional 93 lead goosenecks on the public-side were also removed. The phase 2 construction program will continue public-side lead gooseneck removal during the 2020 construction season. Winchester's 113 total service lines were replaced at an average construction cost of \$5,500 per lead service and a total of 2,570 feet of new copper water service pipe was installed at an average construction cost of \$240 per foot.
- **Marlborough** received a \$1.0 million loan in September 2017 to fund the replacement of approximately 200 lead service lines as the first phase of a large project targeting replacement of all 1,350 lead service lines. Marlborough is paying the full cost of both public and private lead service line replacements. The City is paying separately for the project planning, design, and construction services and has developed a detailed spreadsheet inventory of all public/private lead services. The construction project began in May 2018 and through September 2018, a total of 176 lead services had been replaced at a construction cost of \$1.01 million. Marlborough's 176 lead services were replaced at an average construction cost of \$5,835 per lead service and a total of 7,694 feet of new copper water service pipe was installed at an average construction cost of \$130 per foot. The City received a second \$1.0 million lead loan from MWRA in May 2019 that will fund phase 2 of the project.

- **Revere** received a \$195,000 loan in November 2017 to fund the design portion of its lead service line replacement project. Revere is paying the full cost of both public and private lead service line replacements. As part of the City's comprehensive water meter replacement program, Revere had the meter installers inspect and catalog all lead service lines entering each property. This effort resulted in a detailed spreadsheet of 282 properties with lead services. The lead service line replacement design for up to 300 lead services was completed and bid in June 2018. The construction bid cost averaged \$6,960 per lead service and was being funded through an MA State Revolving Fund loan.
- **Winthrop** received a \$284,000 loan in December 2017 and \$487,850 loan in May 2019 to fund Phases 1 and 2 of lead service line removals. Winthrop paid the full cost of both public and private lead service line replacements. The completed projects removed 156 total lead services at a cost of approximately \$800,000. Winthrop's lead services were replaced at an average construction cost of \$5,100 per lead service.
- **Needham** received a \$1.0 million loan in June 2018 targeting the removal of approximately 154 public/private lead services and 1,047 lead goosenecks. Needham is paying the full cost of both public and private lead service line replacements. Needham bid a multi-year construction contract for lead service line and lead gooseneck removals. Through December 2019, 33 full lead services, 61 private-side only lead services, and 309 lead goosenecks (main to sidewalk replacement) have been completed for a total construction cost of \$1.15 million. Needham's lead services were replaced at an average construction cost of \$2,860 per lead service. The construction is scheduled to continue in 2020.
- **Boston (BWSC)** BWSC's lead service line removal program (no MWRA funding) pays the first \$4,000 of cost of private-side lead service line removals and property owner pays the remainder with the option of spreading the payment out over four years via their monthly water bill. For small house lots with a relatively short water service line, BWSC finds the \$4,000 often covers the full cost of the private-side lead service removal. For more information see the www.bwsc.org

Resources for Lead Service Line Replacement Programs

MWRA Information

What You Need to Know About Lead in Tap Water

What's Happening in Flint's Water System and How is MWRA Different

How to Get Your Water Tested

Lead Service Line Replacement (LSLR) Collaborative

The **Lead Service Line Replacement (LSLR) Collaborative**, a diverse coalition of 23 national public health, water utility, environmental, labor, consumer, housing and state and local government organizations, released an online toolkit designed to help communities across the United States accelerate removal of lead service lines. Removing these lead pipes provides an opportunity to significantly reduce the risk of exposure to lead in drinking water. The Collaborative's toolkit includes a road map for getting started, suggested practices to identify and remove lead service lines in a safe, equitable, and cost-effective manner, policies that federal and state leaders could adopt to support local efforts, and links to additional resources that may be helpful when developing local programs.

LSLR Collaborative web site

LSLR Collaborative Communication Guide (PDF)

Information from American Waterworks Association

ANSI/AWWA C810-17 Replacement and Flushing of Lead Service Lines

This standard describes essential procedures for the replacement of lead water service lines and flushing following replacement. It also describes procedures for partial replacement and repair situations where complete lead service line replacement is not possible or practical.

Trenchless Lead Service Line Replacement: "HOW TO" – from Lansing, Michigan Board of Water and Light as printed in *AWWA Opflow*, July 2016

Information from the US Environmental Protection Agency

Lead and Copper Rule Resources

Basic Information About Lead in Drinking Water

Information from the Massachusetts Department of Environmental Protection

Lead and Copper Rule: Lead Service Line Replacement Requirements

310 CMR 22.00 MassDEP Drinking Water Regulations: *Control of Lead and Copper in Drinking Water* is Section 22.06B of the Drinking Water Regulations

Water Utilities that Have Lead Service Line Replacement Programs

DC Water and Sewer – **Lead Service Pipe Replacements**

Green Bay Wisconsin Water Utility

Hamilton Ontario Canada Public Works – **Lead Pipe Service Replacement Program**

Lansing Michigan, Board of Water & Light – **Lead Service Line Replacement Program**

Louisville Kentucky Water - **Lead Service Line Replacement Program**

Madison Wisconsin Water Utility – **Lead Service Replacement Program**

Toronto Canada – **Priority Lead Water Service Replacement Program**

Winnipeg Canada – **Lead Pipe Replacement Program**

1905 Massachusetts State Board of Health Annual Report

This 1905 report (PDF) notes the materials used for water service pipes in cities and towns throughout Massachusetts. This article includes a table listing the number of water service pipes made from different materials for many Massachusetts communities. The water service pipe materials include: lead, lead lined, wrought iron, galvanized iron, cement lined, and tin lined.

Additional Service Line Information

Images of Lead Water Services from Google

Back to top

PDF files on this page require Adobe Acrobat Reader® (**free download**).

Updated April 29, 2022

COST ANALYSIS OF BORROWING
\$300,000 MWRA LEAD LOAN PROGRAM (LLP)

YEAR	FY	PRINCIPAL PAYMENTS	INTEREST PAYMENTS	TOTAL PAYMENTS
1	2023	\$ 30,000	\$ -	\$ 30,000
2	2024	\$ 30,000	\$ -	\$ 30,000
3	2025	\$ 30,000	\$ -	\$ 30,000
4	2026	\$ 30,000	\$ -	\$ 30,000
5	2027	\$ 30,000	\$ -	\$ 30,000
6	2028	\$ 30,000	\$ -	\$ 30,000
7	2029	\$ 30,000	\$ -	\$ 30,000
8	2030	\$ 30,000	\$ -	\$ 30,000
9	2031	\$ 30,000	\$ -	\$ 30,000
10	2032	\$ 30,000	\$ -	\$ 30,000
		<u>\$ 300,000</u>	<u>\$ -</u>	<u>\$ 300,000</u>

INTEREST FREE LOAN PROGRAM

FY 2023 - FY 2027 CIP WATER/SEWER FUNDS

A	B	C	D	E	F	G	H	I	J	K	L	M
		TOTALS	FY23		FY 24		FY 25		FY 26		FY 27	
1												
2	WATER/SEWER ENTERPRISE FUNDS											
3	SEWER											
4	Sewer/Drain System Rehabilitation	4,000.0	800.0 SR	800.0 SR	800.0 SR	800.0 SR	800.0 SR	800.0 SR	800.0 SR	800.0 SR	800.0 SR	800.0 SR
5	Stormwater & Drainage Improvements	1,500.0	300.0 SR	300.0 SR	300.0 SR	300.0 SR	300.0 SR	300.0 SR	300.0 SR	300.0 SR	300.0 SR	300.0 SR
6	10 MWRA I & I	5,250.0	1050.0 MWRAB	1050.0 MWRAB	1050.0 MWRAB	1050.0 MWRAB	1050.0 MWRAB	1050.0 MWRAB	1050.0 MWRAB	1050.0 MWRAB	1050.0 MWRAB	1050.0 MWRAB
7	10 Sewer System Improvements	3,750.0	750.0 SEB	750.0 SEB	750.0 SEB	750.0 SEB	750.0 SEB	750.0 SEB	750.0 SEB	750.0 SEB	750.0 SEB	750.0 SEB
8	10 35 GVM Service Truck	170.0					170.0 SEB					
9	10 Street Sweeper	0.0										
10	10 Sewer Vac	430.0			430.0 SEB							
11	10 Swap Dump Truck	190.0			190.0 SEB							
12	10 Mini - Excavator	130.0							130.0 SEB			
13	SEWER SUBTOTAL	15,420.0	2,900.0		3,520.0		3,070.0		3,030.0		2,900.0	
14												
15	WATER											
16	Water system improvements	1,000.0	200.0 WR	200.0 WR	200.0 WR	200.0 WR	200.0 WR	200.0 WR	200.0 WR	200.0 WR	200.0 WR	200.0 WR
17	10 MWRA LWSAP	2,500.0	500.0 MWRAB	500.0 MWRAB	500.0 MWRAB	500.0 MWRAB	500.0 MWRAB	500.0 MWRAB	500.0 MWRAB	500.0 MWRAB	500.0 MWRAB	500.0 MWRAB
18	10 MWRA LLP	1,500.0	300.0 MWRAL	300.0 MWRAL	300.0 MWRAL	300.0 MWRAL	300.0 MWRAL	300.0 MWRAL	300.0 MWRAL	300.0 MWRAL	300.0 MWRAL	300.0 MWRAL
19	10 Trench Safety Box Truck	160.0							160.0 WEB			
20	5 Utility Truck	60.0	60.0 WEB									
21	10 Gate Valve/Mini Vac Truck	140.0			140.0 WEB				170.0 WEB		450.0 WEB	
22	10 Service Response Truck	170.0										
23	10 Water Vactor	450.0										
24	WATER SUBTOTAL	5,980.0	1,060.0		1,140.0		1,000.0		1,330.0		1,450.0	
25												
26	TOTAL WATER & SEWER	21,400.0	3,960.0		4,660.0		4,070.0		4,360.0		4,350.0	
27												
28	STORMWATER											
29	Phase 2 MS4 Permit Management Plan	250.0	50.0 TBD	50.0 TBD	50.0 TBD	50.0 TBD	50.0 TBD	50.0 TBD	50.0 TBD	50.0 TBD	50.0 TBD	50.0 TBD
30	Phase 2 MS4 Construction/Improvements	35,400.0	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	35,000.0 TBD	35,000.0 TBD
31	Phase 2 MS4 Phosphorous Control Plan	500.0	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD	100.0 TBD
32	STORMWATER SUBTOTAL	36,150.0	250.0	250.0	250.0	250.0	250.0	250.0	250.0	250.0	35,150.0	35,150.0
33												
34	TOT. WATER, SEWER & STORMWATER	57,550.0	4,210.0		4,910.0		4,320.0		4,610.0		39,500.0	
35												
36	COSTS BY SOURCE OF FUNDS											
37	SEWER REVENUE	5,500.0	1,100.0		1,100.0		1,100.0		1,100.0		1,100.0	
38	SEWER EQUIPMENT BONDS	4,670.0	750.0		1,370.0		920.0		880.0		750.0	
39	TO BE DETERMINED	36,150.0	250.0		250.0		250.0		250.0		35,150.0	
40	MWRA Bond - Interest Free	7,750.0	1,550.0		1,550.0		1,550.0		1,550.0		1,550.0	
41	MWRA LLP	1,500.0	300.0		300.0		300.0		300.0		300.0	
42	WATER REVENUE	1,000.0	200.0		200.0		200.0		200.0		200.0	
43	WATER EQUIPMENT BONDS	980.0	60.0		140.0		0.0		330.0		450.0	
44	GRAND TOTAL - ENTERPRISE FUNDS	57,550.0	4,210.0		4,910.0		4,320.0		4,610.0		39,500.0	



CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472

Thomas J. Tracy
Acting City Manager

To: Honorable City Council
From: Steven Magoon, Acting City Manager
Date: July 7, 2022
RE: Agenda Item – Proposed Loan Order

Enclosed please find correspondence from Gregory M. St. Louis, Superintendent of Public Works. As stated in Mr. St. Louis's correspondence, the City's FY23 Annual Budget, and the FY23-27 Capital Improvement Program for the Water and Sewer Enterprise Funds identifies funding of \$1,530,000 for Inflow and Infiltration (I&I) projects. This funding will be utilized for the design, engineering, and construction of various I&I projects in line with the city's sanitary sewer capital plan.

As indicated in Superintendent St. Louis' correspondence, action is necessary to obtain authorization for the remaining Phase 11 and Phase 12 funds available to the city from the MWRA under this program in the amounts of \$240,000 and \$1,290,000 respectively for a total of \$1,530,000 to be funded through a \$1,147,500 MWRA grant and a \$382,500 MRWA interest free loan.

Therefore, given the above, I respectfully request the attached Proposed \$1,530,000 Loan Order be placed on the July 12, 2022, City Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: Gregory M. St. Louis, Superintendent of Public Works
Matthew Shuman, City Engineer
Tyler R Glode, Project Engineer
Sharon Gallagher, Assistant City Auditor
Melissa A. Morrissey, City Treasurer/Collector



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Jay Gonzalez
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June 30, 2022

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

RE: Draft Loan Order – MWRA Sewer System Improvement Bonds

Dear Tom:

As requested, I suggest the following form of loan order to approve the borrowing of funds from the Massachusetts Water Resources Authority to pay costs of sewer system improvements project:

ORDERED: That the sum of \$1,530,000 is appropriated to pay costs of designing, engineering and constructing sewer system improvements to eliminate inflow and infiltration in the system, including all costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1) or §8(14), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; that the Treasurer, with the approval of the City Manager, is authorized to borrow all or a portion of such amount from the Massachusetts Water Resources Authority (the “Authority”) pursuant to the Authority’s inflow and infiltration assistance program and in connection therewith to enter into a loan agreement and/or financial assistance agreement with the Authority and otherwise to contract with the Authority with respect to such loan and for any grants or aid available for the project or for the financing thereof; and that the City Manager is authorized to accept and expend any grants or aid available for the project or for the financing thereof, provided that the amount of the authorized borrowing for the project shall be reduced by the amount of any such grants or aid received.

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

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

Sincerely,

A handwritten signature in blue ink, appearing to be 'Jay Gonzalez', with a stylized, cursive script.

Jay Gonzalez



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

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

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

TO: Thomas J. Tracy – Acting City Manager
FROM: Gregory St. Louis, PE – Superintendent of Public Works
SUBJECT: MWRA Local Sewer System Assistance Program
DATES: June 16, 2022

The City's FY23 Annual Budget and Capital Improvement Program (CIP) for the Water and Sewer Enterprise Funds identifies a total of \$2,100,000 in funding from FY21 and FY22 for inflow and infiltration projects noted under Conceptual Recommendations #26 and #27 respectively for \$1,050,000 each. Per the recommendations, this funding is to be obtained under the Massachusetts Water Resources Authority (MWRA) Inflow and Infiltration (I/I) Assistance Program: <https://www.mwra.com/comsupport/ii/iiprogram.html>, and will be utilized for the design, engineering and construction of various Inflow and Infiltration (I&I) projects in line with the City's sanitary sewer capital plan.

Phase 11 and Phase 12 of The MWRA funding program provides an allocation of funds towards eligible projects, including engineering investigation and design, sewer pipe replacement, removal of non-sanitary sewer sources, and sewer rehabilitation and construction, in the form of a 75% grant and 25% interest free loan payable over ten years to each MWRA Community. The City of Watertown currently has \$240,000 available from Phase 11, and has been allocated \$1,290,000 in Phase 12 from the MWRA.

I&I consists of outside groundwater and stormwater that enters the sanitary sewer system through aging and damaged infrastructure including pipes and manholes. This flow reduces the capacity of sanitary sewers to carry sewer flows and drives up the annual sewer use charges paid by the City to the MWRA. Additional information about the City's program is available at the DPW website: www.watertowndpw.org/159/Inflow-Infiltration.

The Department of Public Works respectfully requests that you take the actions necessary to obtain authorization for the remaining Phase 11 and Phase 12 funds available to the City from the MWRA under this program in the amounts of \$240,000 and \$1,290,000 respectively for a total of \$1,530,000 to be funded through a \$1,147,500 MWRA grant and a \$382,500 MWRA interest free loan.

The objective of the proposed project is to engineer/design and construct rehabilitations identified during the sanitary sewer evaluation surveys completed in various areas of the City. This work is anticipated to have the following benefits:

- Eliminate infiltration to the sanitary sewer system;
- Eliminate inflow to the sanitary sewer system; and,
- Eliminate cross connection between the sanitary sewer and stormwater systems

The project is a part of the City's Sanitary Sewer Capital Improvement Program. The construction project will implement rehabilitations identified during the CIP Project 1, 2, 3 & 4 Investigations.

Separately, the DPW will continue investigations into proposed CIP Project 5 area this summer.

If approved, we intend to put the project out to bid in the late summer with construction to begin in the fall.

We thank you in advance for your consideration.

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.



Community Support Program Infiltration/Inflow Local Financial Assistance

Massachusetts Water Resources Authority

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MWRA's I/I Local Financial Assistance Program provides \$760 million in grants and interest-free loans to MWRA sewer communities to perform local Infiltration and Inflow "I/I" reduction and sewer rehabilitation. Funds are approved for distribution through Fiscal Year 2030.

In June, 2018, on recommendation of the MWRA Advisory Board, the MWRA Board of Directors approved a \$300 million addition to the community Infiltration/Inflow Local Financial Assistance Program for FY19-30.

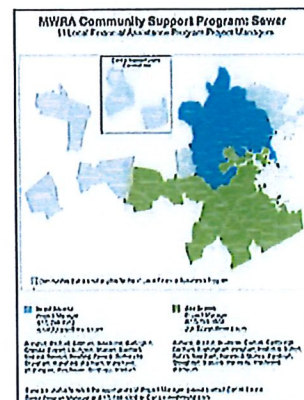
Program enhancements include:

- Addition of Phase 11 and 12 funds (\$100 million per Phase);
- Phase 11 and 12 funds distributed as 75% grant and 25% interest-free loan
- Addition of \$100 million Phase 13 funds that are a loan only allocation;
- Loan repayment over ten (10) years;
- 90-day notification to MWRA for community applications exceeding \$2 million; and,
- Continuation of projected 3-year community spending plan.

Eligible projects are detailed in the Program Guidelines and include:

- Pipeline Replacement
- Public and Private Inflow Source Removal
- I/I Reduction Planning
- Sewer Rehabilitation Construction
- Engineering Design

MORE INFORMATION



[I/I Project Managers Map and Contact Information](#)

[Go back to Community
Support Program Page](#)

[Annual I/I Reduction
Report \(PDF\)](#)

[I/I Local Financial
Assistance Funding
Summary updated December
2020 \(PDF\)](#)

[I/I Funding Summary By
Phase updated December
2020 \(PDF\)](#)

[I/I PROGRAM GUIDELINES AND APPLICATION FORMS](#)

[I/I Program Guidelines
\(.DOC\) | \(.PDF\)](#)
Updated July 2019

[I/I Program Application
\(.DOC\) | \(.PDF\)](#)
Updated July 2019

[Other Community Support
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[LWSAP Program](#)

[LLP Program Page](#)

- Engineering Services During Construction

PROJECT BENEFITS

MWRA's I/I Local Financial Assistance Program was initiated in May 1993 to provide funding to member sewer communities to perform I/I reduction and sewer system rehabilitation projects within their locally-owned collection systems.

This program is a critical component of MWRA's Regional I/I Reduction Plan. Specifically, local sewer system rehabilitation projects are intended to at least offset ongoing collection system deterioration thus preventing a net increase in regional I/I. In the long-term, system rehabilitation should result in lower I/I, which will allow for future increases in sanitary flows (residential, commercial, industrial, and institutional) without a net increase in total wastewater flow. The program fosters efficient operation and maintenance of local sewer systems.

Regional progress on I/I reduction is detailed in **MWRA's Annual I/I Reduction Report**.

Since the program began in 1993, \$457 million has been distributed to fund 616 local I/I identification and sewer system rehabilitation projects.

HOW FUNDS ARE ALLOCATED AND DISTRIBUTED

I/I Local Financial Assistance Funds are allocated to member sewer communities based on their percent share of wholesale sewer charges. For grant/loan funds remaining under Program Phases 7/8, member communities receive a 45% grant and a 55% interest-free loan. The loan is repaid to MWRA over a 5-year period beginning one year after distribution of the financial assistance.

For grant/loan funds under Program Phases 9 through 12, member communities will receive a 75% grant and a 25% interest-free loan. The loan will be repaid to MWRA over a 10-year period beginning one year after distribution of the financial assistance. Communities are required to exhaust their remaining earlier phase funds prior to becoming eligible for distribution of later phase funds. Phase 10 and 11 funds become available to a community in the fiscal year following the distribution of half of its Phase 9 funds. Phase 12 funds became available to a community in the fiscal year following the distribution of half of its Phase 11 funds. The allocation of Phase 11 through 13 funds are based upon each community's percent share of the FY19 wholesale sewer charges, as detailed in the **Funding Summary Table (see link above)**.

APPLICATIONS OVER \$2 MILLION ARE SUBJECT TO A 90-DAY NOTIFICATION

The I/I Local Financial Assistance Guidelines require communities to submit completed financial assistance applications at least 30 days prior to the target funding distribution date. For Phase 9 through 13 funds, community funding applications that exceed \$2 million are subject to a 90-day notification period prior to the target distribution date. The completed funding application is still due to MWRA 30-days prior to the target

distribution date. However, the extended notification period for large funding applications will assist MWRA in budgeting for the Program and management of its Construction Fund. Based on the combined impact of each quarter's community funding assistance applications, MWRA's Executive Director is authorized to waive the 90-day notification rule on a case-by-case basis.

COMMUNITY PROJECTED SPENDING PLAN

Beginning in March 2015, MWRA staff (with assistance from the Advisory Board) has surveyed the communities each spring to develop 3-year rolling projected spending plan for Phase 9 through 13 funds. Community projections for the first year should be as close to actual as possible, with the second and third year being planning estimates. The goal will be to provide the best available information to the MWRA Budget Department in early May to assist in finalizing MWRA's annual CIP.

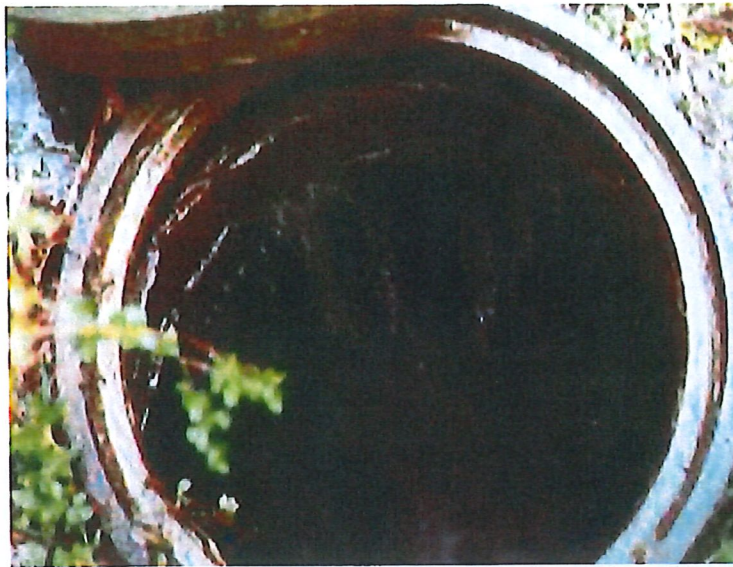
BACKGROUND ON INFILTRATION AND INFLOW

Wastewater discharged by member sewer communities to MWRA is influenced by seasonal and wet-weather conditions related to infiltration and inflow (I/I). I/I is extraneous water that enters all wastewater collection systems through a variety of sources. I/I, as well as stormwater from combined sewers, reduce sewer system capacity that would otherwise be available to transport sanitary flow.



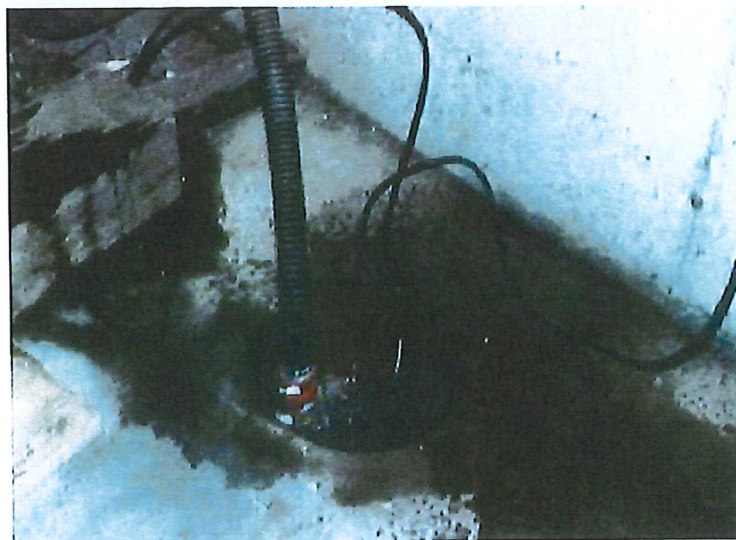
Infiltration into a sanitary sewer

Infiltration is groundwater that enters the collection system through physical defects such as cracked pipes/manholes or deteriorated joints. Typically, many sewer pipes (as well as private service laterals connecting homes and businesses) are below the surrounding groundwater table. Therefore, leakage into the sewer (Infiltration) is a broad problem that is difficult and expensive to identify and reduce.



Inflow into a manhole

Inflow is extraneous flow entering the collection system through point sources and may be directly related to storm water run-off from sources such as roof leaders, yard and area drains, basement sump pumps, manhole covers, cross connections from storm drains or catch basins, drains from springs and swampy areas, leaking tide gates, etc.



Private inflow from a sump pump

Inflow causes a rapid increase in wastewater flow that occurs during and after storms. The volume of Inflow entering a collection system typically depends on the magnitude and duration of a storm event, as well as related impacts such as snowmelt and storm tides.

TYPICAL SEWER SYSTEM REHABILITATION PROJECTS

Internal television Inspection of sewers is performed to identify sewer defects and I/I. The photos below show a technician remotely operating a TV inspection camera inside a

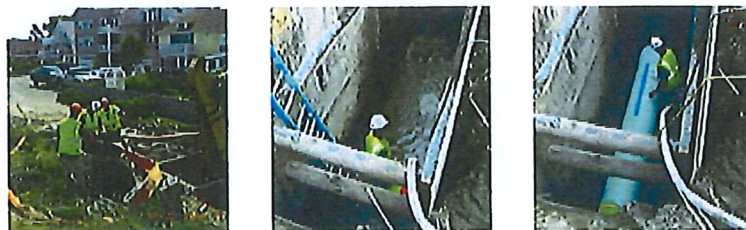
sewer pipe. In the second photo, groundwater infiltration into the sewer pipe is viewed through the video from the TV inspection camera.



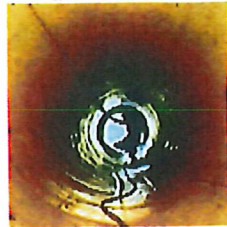
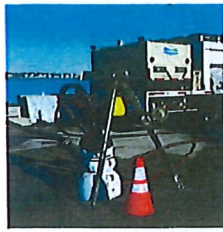
Smoke testing of sewers is performed to identify direct and indirect stormwater connections to a separate sewer system. Smoke is blown into the sewer system filling the pipes. Smoke escapes through direct or indirect connections which can identify catch basins or area drains improperly connected to a separate sewer system. The photos below show catch basins connected to the sewer system identified through smoke testing.



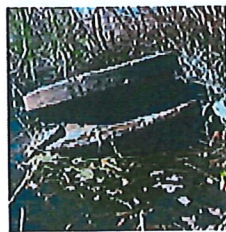
Sewers and sewer manholes that are in poor physical condition are often replaced using open-cut construction. The three photos below show sewer and manhole replacement in an area near a salt marsh with high groundwater.



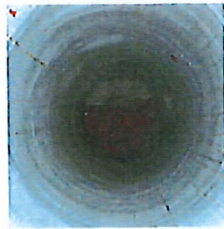
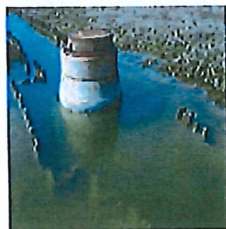
Sewer rehabilitation using a cured-in-place pipe liner is one of many "trenchless" technologies for extending the service life of sewers and eliminating groundwater infiltration. The photos below show installation of cured-in-place pipe and a finished lined pipe.



Sewer manholes located in wetland areas, low areas subject to flooding, or salt marshes are more susceptible to physical defects that may allow inflow to enter the sewer system. Winter freeze-thaw cycles can be damaging to sewer manhole structures. The use of geographic information system (GIS) mapping can be particularly effective in identifying sewer structures located in low lying areas. These structures can then be prioritized for periodic inspection. The three photos below show a defective sewer manhole in a wetland area before and after rehabilitation.



The photos below show a rehabilitated sewer manhole in a salt marsh and the interior of a manhole following the lining process.



Basement sump pumps and roof downspouts directly connected to the sewer (via house or building plumbing) can be significant sources of Inflow. These direct connections are not allowed in areas served by separate sanitary sewers. They can be identified through community house-to-house inspection surveys. The first two photos below are typical examples of basement sump pumps connected to house plumbing. The third photo is an example of a roof downspout routed into the building basement where it connects to the house plumbing.



[Back to top](#)

PDF files on this page require Adobe Acrobat Reader ® ([free download](#)).

Updated December 22, 2020

Inflow & Infiltration

Watertown DPW has a program to address inflow and infiltration (I/I) into the municipal sewer system.

Unlike our water distribution system, which uses full pipes under pressure to deliver water to homes, the sewer system is rarely full when wastewater is flowing from homes to the sewage treatment plant. When a water main breaks, it leaks water out. When a sewer pipe breaks, it allows groundwater and stormwater to leak into the pipe.

When groundwater or stormwater leaks into the sewer system, it takes up extra space that could be carrying wastewater. This can contribute to sewer backups and overflows. In addition, this additional “clean” groundwater and stormwater is treated at the MWRA Wastewater Treatment Plant, at the Town’s expense.

Inflow

Inflow is stormwater that is directly piped into the sanitary sewer system to control runoff. These connections, which may include storm drains in the street, parking lots, driveways, sump pumps, foundation drains, and gutters, should not be connected into our sanitary sewer system, which is designed only to carry wastewater.

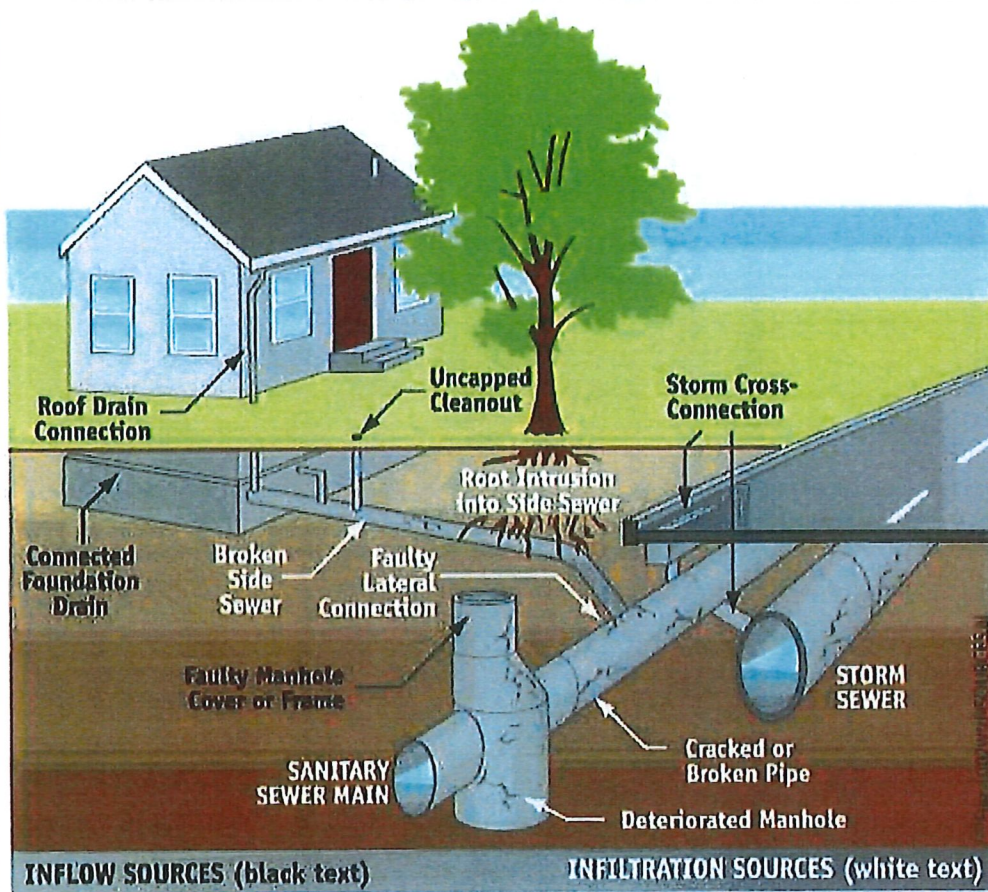
Infiltration

Infiltration is excess water that gets into the sanitary sewer system through open joints, cracks, root intrusion, and breaks in the pipes. These deficiencies may allow constant infiltration of groundwater. Cracked or collapsed sewer lines are generally caused by deterioration over time, poor design, installation, or maintenance.

The DPW's I/I program consists of annual monitoring and maintenance of the sewer system. Monitoring consists of remote television inspection of the sewer system for signs of blockage, deterioration, root intrusion, and illegal stormwater connections. Manholes are similarly inspected for signs of inflow and infiltration. Flow isolation is another type of monitoring method, which helps quantify the amount of I/I in a sewer segment. During flow isolation, manhole to manhole segments of sewer are isolated and the amount of flow in the line is measured during the early morning hours (between 12 a.m. and 6 a.m.). The majority of residents are sleeping during these hours (so there is little wastewater in the system), and therefore it can be assumed that the measured flow is mostly I/I.

Maintenance activities include cleaning sewer lines and making repairs as noted during the monitoring phase. There are many methods to repair or even replace damaged sewer lines. "Trenchless" technologies now exist that permit rehabilitation without interruption of sewer service or traffic disruption. DPW prefers to use these technologies and uses "open cut" methods only when there are no other alternatives.

Inflow & Infiltration Diagram



Contact Us

Water & Sewer Division

Physical Address

124 Orchard Street
Watertown, MA 02472

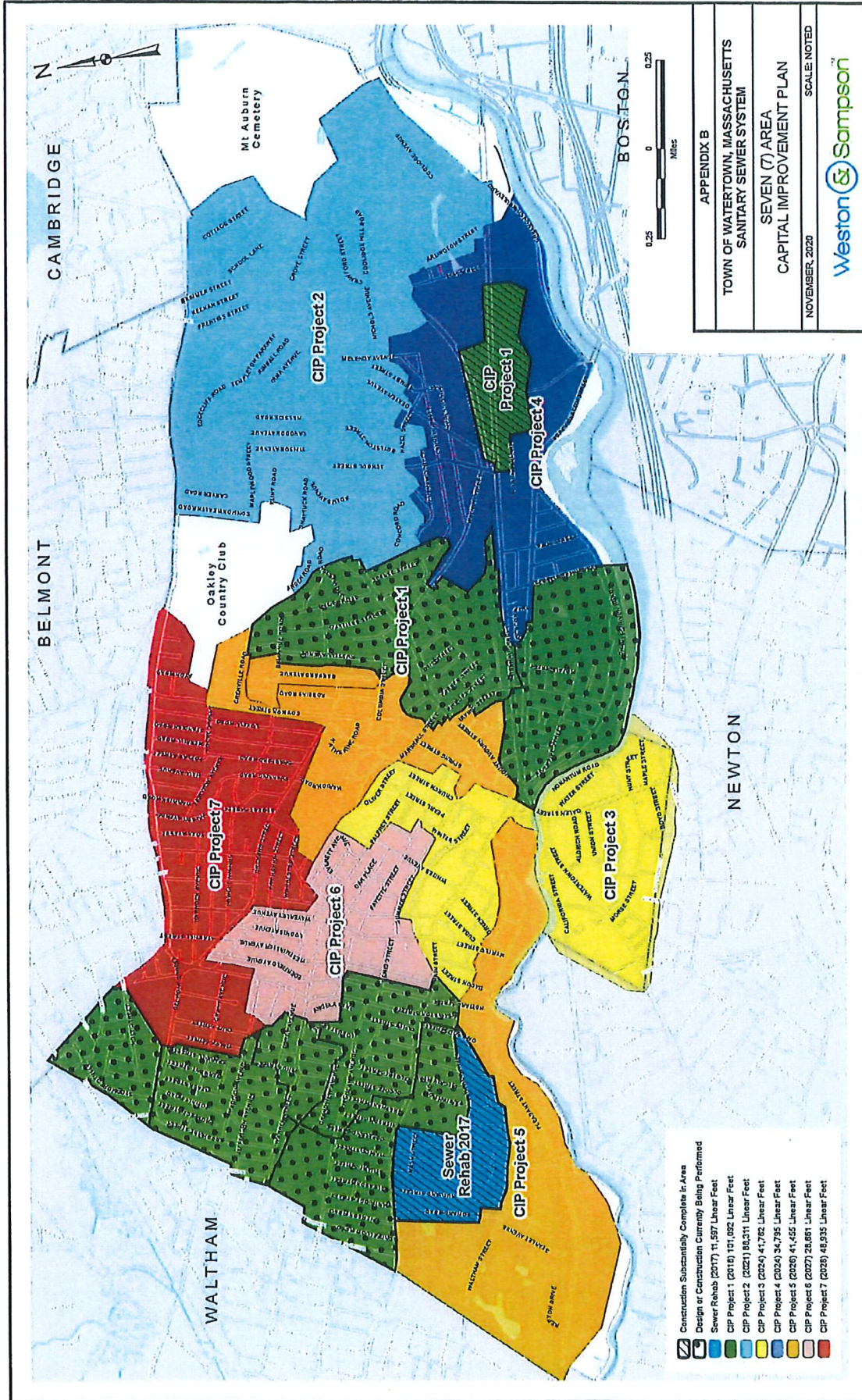
Phone: 617-972-6420

Fax: 617-972-6402

Water/Sewer Division

Normal Business Hours

Monday - Friday
7 a.m. - 3:30 p.m.





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: Steven Magoon, Acting City Manager 

Date: July 7, 2022

RE: Agenda Item – Acceptance of Gift of Funds and Expenditure

I am pleased to inform you that Alex Reveliotty, Angela Carosella and Massimo Reveliotty have offered to make a generous contribution in an amount of \$5,000.00 to support the Pequotsette Summer Program operated by the Recreation Department.

As indicated in the attached correspondence, it is requested that the donation be used to help families who may have a hardship in paying Pequotsette Summer Program fees and/or the funds may be used for more pressing needs for the camp at the discretion of Brian Donato, Program Director.

Pursuant to Massachusetts General Laws Chapter 44, Section 53A, any expenditure of gifts of funds need the approval of the City Manager and City Council.

I respectfully request the attached Resolution accepting these gift expenditures be placed on the July 12, 2022, City Council Agenda for your consideration.

Thank you for your favorable consideration and action in this matter.

cc: Peter Centola, Director, Recreation Department
Brian Donato, Recreation Department Program Director
Melissa A. Morrissey, City Treasurer/Collector
Mark R. Reich, Esquire, KP Law

July 1, 2021

Mr. Brian Donato
Director
Camp Pequossette Summer Recreation Program

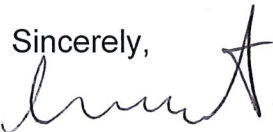
c/o
Town Manager
Administration Building
149 Main Street
Watertown, MA 02472

RE: Donation of \$5,000

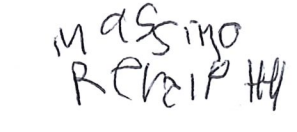
To Brian:

Enclosed please find our family's donation of \$5,000. We would like to direct some of the money to families who may have difficulty paying Pequossette Summer Program fees. However, if the Camp has more pressing needs, the money should be used at your discretion.

Thank you and the Pequossette team for everything you do. We are extremely fortunate to live in such a great community.

Sincerely,

Alex Reveliotto


Angela Carosella


Massimo Reveliotto

Cc: Peter Centola (via email)
Michael Driscoll (via hardcopy)

Resolution #

R – 2022 -

Resolution approving the Acceptance and Expenditure of Gifts of Funds

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

WHEREAS: Alex Reveliotty, Angela Carosella and Massimo Reveliotty have offered to make a generous contribution in an amount of \$5,000.00 to support the Pequossette Summer Program operated by the Recreation Department; and,

WHEREAS: It is requested that the donation be used to help families who may have a hardship in paying Pequossette Summer Program fees and/or the funds may be used for more pressing needs for the camp at the discretion of Brian Donato, Program Director; and

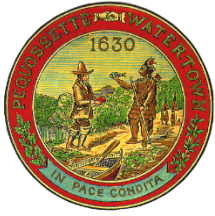
NOW THEREFORE BE IT RESOLVED: That the City Council of the City known as the City of Watertown, hereby accepts and appropriates, pursuant to Massachusetts General Laws Chapter 44, Section 53A, monetary gifts in the amount of \$5,000.00 generously donated by The Reveliotty/Carosella Family.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above resolution was adopted by a vote of ____ for, ____ against and ____ present on July 12, 2022.

Council Clerk

Mark S. Sideris, Council President



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

RESOLUTION IN SUPPORT OF A STATE HOUSE SENATE EMPLOYEE UNION

WHEREAS, Since the Summer of 2020 formation of Beacon B.L.O.C (Building Leaders of Color), led by a collective of Black staffers of the Massachusetts State House, legislative staff have been advocating for necessary reforms to advance workplace equity; and

WHEREAS, On March 31, 2022, representatives of the International Brotherhood of Electrical Workers (IBEW) Local 2222 notified the President of the Massachusetts Senate that a strong majority of Senate employees had signed authorization cards supporting the formation of a Massachusetts Senate staff union; and

WHEREAS, Once recognized, the Massachusetts State House Employee Union will become the second state legislative staff union in the country, after Oregon in May 2021; and

WHEREAS, Staff organizers have identified several factors motivating the unionization effort, including the creation of a workplace free from discrimination and sexual harassment; health insurance coverage beginning on the first day of employment; fair and consistent pay grades across offices; measures to recruit, support, and retain a diverse workforce; clearly defined job roles and responsibilities; comprehensive professional development opportunities; and the right to collective bargaining to provide staff a formal voice in matters concerning their workplace; and

WHEREAS, Legislative staff are vital to the work of government in supporting constituents and enacting good public policy, and a workplace that supports its staff fosters strong, open, and respectful culture that will best serve residents of the Commonwealth; and

WHEREAS, The City of Watertown and the Commonwealth of Massachusetts consistently support unions and organized labor, believing that every worker deserves a union;

NOW, THEREFORE BE IT RESOLVED, That the Watertown City Council, strongly supports the unionization efforts of legislative staff and urges recognition of the Massachusetts State House Employee Union; and

BE IT FURTHER RESOLVED, That the Clerk of the City of Watertown be, and hereby is, respectfully requested to transmit a suitably attested copy of this Resolution to the Senate President, the Speaker of the House, and members of the Watertown Delegation to the General Court.

Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Ordinance was adopted by a vote of ____ for, ____ against, and ____ present on July 12, 2022 .

Marilyn W. Pronovost, Council Clerk

Mark S. Sideris, Council President

Watertown City Council
Committee on Climate and Energy

Councilor Palomba, Chair, Councilor Bays, Vice Chair, Councilor Airasian, Secretary

Committee Report
Presented at July 12, 2020 Council Meeting

Committee Members Present: Councilors at Large John Airasian, Caroline Bays, and Anthony Palomba.

Council Members Present: Vinnie Piccirilli, District C Councilor and City Council Vice President.

Representative of the Administration: Laurel Schwab, Senior Environmental Planner at the Department of Community Development and Planning and Anya Pforzheimer, Recycling and Sustainability Coordinator at the Department of Public Works.

Members of the Community: Ernesta Krackiewicz, from Watertown Faces Climate Change and Member of the Transportation and Mobility Working Group of the Resilient Watertown Stakeholder Advisory Group, Brian Hebeisen, from Watertown Environment and Energy Efficiency Committee and Chair of the Buildings and Energy Working Group of the Resilient Watertown Stakeholder Advisory Group, and Deborah Peterson, from Watertown Faces Climate Change.

The Committee met on **Thursday, June 16, 2022 at 6:30 PM** in the Third Floor Hearing Room in City Hall to discuss the City's **Climate and Energy Plan (Plan)**.

1. Call to Order

Councilor Palomba called the Committee on Energy & Climate to order at 6:32 P.M.

2. Introduction & Overview

Councilor Palomba introduced himself and At-Large Councilors John Airasian and Caroline Bays, as well as Laurel Schwab, Watertown Senior Environmental Planner, Anya Pforzheimer, Watertown Recycling and Sustainability Coordinator, District Councilor Vinnie Piccirilli, and residents Ernesta Krackiewicz, Brian Hebeisen, and Deborah Peterson.

Councilor Palomba presented his goals for the meeting -- an overview of the Plan by Ms. Schwab and a proposal to organize and schedule three Committee meetings in July. He added that the purpose of the Committee is to move the process along by reviewing the Plan, suggesting amendments where appropriate, and bringing it to the full Council for discussion and approval. He then asked Councilors Bays and Airasian for input.

Councilor Bays expressed her excitement in being a member of the Committee and added that she had lots of ideas. She also thanked Ms. Schwab for her work on the Plan. Councilor Airasian echoed the sentiment, stating that he was excited with the assignment and looks forward to diving in.

Councilor Palomba stated that he had asked Council President Sideris to create the Committee and to be assigned to chair the Committee because he feels the Plan is critically important and deserves special attention by the Council and the public. He then reemphasized the point by reading a selection from "*We are not doomed to climate chaos*" written by Edward R. Carr* as an Opinion piece for the *Boston Globe*, which stressed climate change mitigation, climate

change adaption, and sustainable development, while highlighting the importance of taking initiatives addressing these three areas at the local level. He stated that the Plan is a wonderful example of this. (*The lead author of the most recent United Nation's Intergovernmental Panel on Climate Change.)

Laurel Schwab began her power point (a link to the power point is attached) overview of the Climate & Energy Plan by welcoming everyone and thanking them for coming. She introduced herself as the manager of the climate planning process, in collaboration with consultants, residents, stakeholders, and staff. Her slideshow presented the timeline of Watertown's climate Plan evolution, and mentioned Watertown electricity choice, rooftop solar panels, and the need for a data-driven road map to achieve certain goals. She also mentioned the Watertown Municipal Vulnerability Preparedness (MVP) planning grants process, the GHG (greenhouse gas) inventory (baseline 2019), that two-thirds of emissions in Watertown come from buildings and gas-powered vehicles (included inbound commuters), and the goal to achieve net zero emissions by 2050 or earlier, if possible.

Ms. Schwab stated that the Plan will be substantially reevaluated at regular intervals and called it a "dynamic plan." She said that the process began in March 2021 and that a draft was presented in February of 2022 and that it is ready to be finalized and moved forward. She stressed the importance of community engagement including the creation of the "Watertown Resilient Stakeholder Advisory Group", two community surveys, specific outreach to renters and landowners, and the creation of a Resilient Housing Resource Center. All survey results and related comments were made available on a publicly accessible Google drive.

There are five Plan elements: **Buildings and Energy, Transportation and Mobility, Natural Resources, Infrastructure and Waste Management, and Public Health and Community Preparedness.** There is also a list of **Cross-Cutting Strategies** each containing components of a number of the five Plan elements. Ms. Schwab expressed the need for ongoing data collection, as well as additional staff and resources to implement the Plan. She also encouraged a requirement for sustainable climate resilient development into the Comprehensive Plan.

Councilor Palomba thanked Mr. Schwab for her presentation and asked her about the "transportation infrastructure fund". She responded that this is a relatively new initiative in the area of climate mitigation and resilience and is broader than the usual infrastructure funds provided by developers. Councilor Airasian added that there's pending legislation for permission from the state to have these infrastructure funds. Ms. Krackiewicz added that the idea came from other communities (mentioned Salem) and that some funds come from marijuana sales. Councilor Palomba followed by asking if Ms. Schwab could think of particular changes/suggestions that were made due to post-draft comments? She said that she could not think of anything in particular, but there were definitely changes made thanks to public comments.

Councilor Palomba expressed his struggle with how best to move the Plan forward and not to lose momentum resulting from the year plus work on the Plan while at the same time fulfilling the obligation of the Committee to review the Plan and present a report to the full City Council. He also expressed his desire to do it in a way that is respectful of the community and their

input, the members of the Committee and the City Council, and the staff, residents, and consultant who have worked tirelessly to create the Plan.

He then outlined his plan for moving forward: The Committee would look at the specific **goals**, the **strategies**, the **actions**, and the **timeframe for accomplishing the action**, the **cost**, the **department or organization responsible for implementation**, the **resulting GHG reduction** and the **resilience benefits** for each of the five Plan elements. The Committee would also review additional **action implementation blueprints** which “were created for actions that were deemed to need more implementation details”.

The Committee would attempt to cover two Plan elements per two meetings and one Plan element and the cross cutting strategies at a third meeting with the goal of presenting the Plan to the City Council for discussion and approval at its August meeting. He also suggested that by combining Plan elements, it would allow the public, departments, and stakeholders who are particularly interested in a Plan element or elements an opportunity to attend that particular meeting or meetings. Lastly, he suggested that if any changes to the Plan are recommended by the Committee, they would be included as action items in the final presentation to the Council.

Councilor Palomba asked the Committee members for their thoughts on process he outlined. Councilor Airasian responded that he liked the plan but suggested that some meetings might be tight on time. Councilor Bays added that she liked the plan. Councilor Palomba then asked residents at the meeting for their thoughts. Ms. Krackiewicz responded that she likes the plan. Mr. Hebeisen said the process sounded fine to him and clarified that not all action items have a blueprint. He added that he would like to keep balance in the process; the public has had a year to weigh in and the final draft has been ready since spring 2022. He expressed his personal view that the process is a review by the Committee/Council rather than public. Ms. Schwab agreed and said she hears constantly from the advocate community and others who want to see progress made. She echoed Brian’s opinion that the emphasis should be on reviewing the Plan for presentation to the Council and stressed that time is of the essence.

Councilor Palomba asked Ms. Schwab if reviewing two plan elements and the cross cutting strategies during three two-hour meetings is reasonable, and she replied, yes, as long as the Committee does its homework in advance. Councilor assured her the members of the Committee would be prepared. Councilors Airasian and Bays agreed. He also asked Ms. Schwab for suggestions on how to pair Plan elements and the cross cutting strategies for each meeting. She agreed to do this and get back to Councilor Palomba as soon as possible.

Councilor Palomba made a motion that the Committee would continue its work by reviewing the five Plan elements and the cross cutting strategies over the next three meetings addressing four elements in two meetings and one element and the cross cutting strategies in a third meeting. He added that the benefit of this approach would provide a better opportunity for stakeholders, organizational representatives, departments, and the public to participate in meetings they were most interested in. Councilor Airasian seconded motion. All were in favor.

The Committee agreed upon the following dates and times for the next three Committee meetings: **Thursday, July 7, 2022 at 5:30 PM, Thursday, July 14, 2022 at 5:30 PM,** and **Tuesday, July 19, 2022 at 5:30 PM.**

3. Adjournment

Councilor Palomba thanked everyone for attending and participating.

Councilor Piccirilli congratulated the Committee on a great job. He believes that the Plan is well-done, and everybody worked hard on it, so the Committee should go through it quickly and focus on managing exceptions.

Councilor Palomba reassured everyone that the Committee will look carefully at the Plan and allow for community input while moving the process along and making suggestions if warranted.

Councilor Airasian made a motion to adjourn and it was seconded by Councilor Bays, and passed 3 – 0. The meeting adjourned at 7:46 p.m.

Minutes were prepared by Anne Korte



Laurel Schwab, AICP

City of Watertown Senior Environmental Planner
and Conservation Agent



Watertown City Council Committee on Climate and Energy

Resilient Watertown Climate & Energy Plan

Background and Plan Introduction

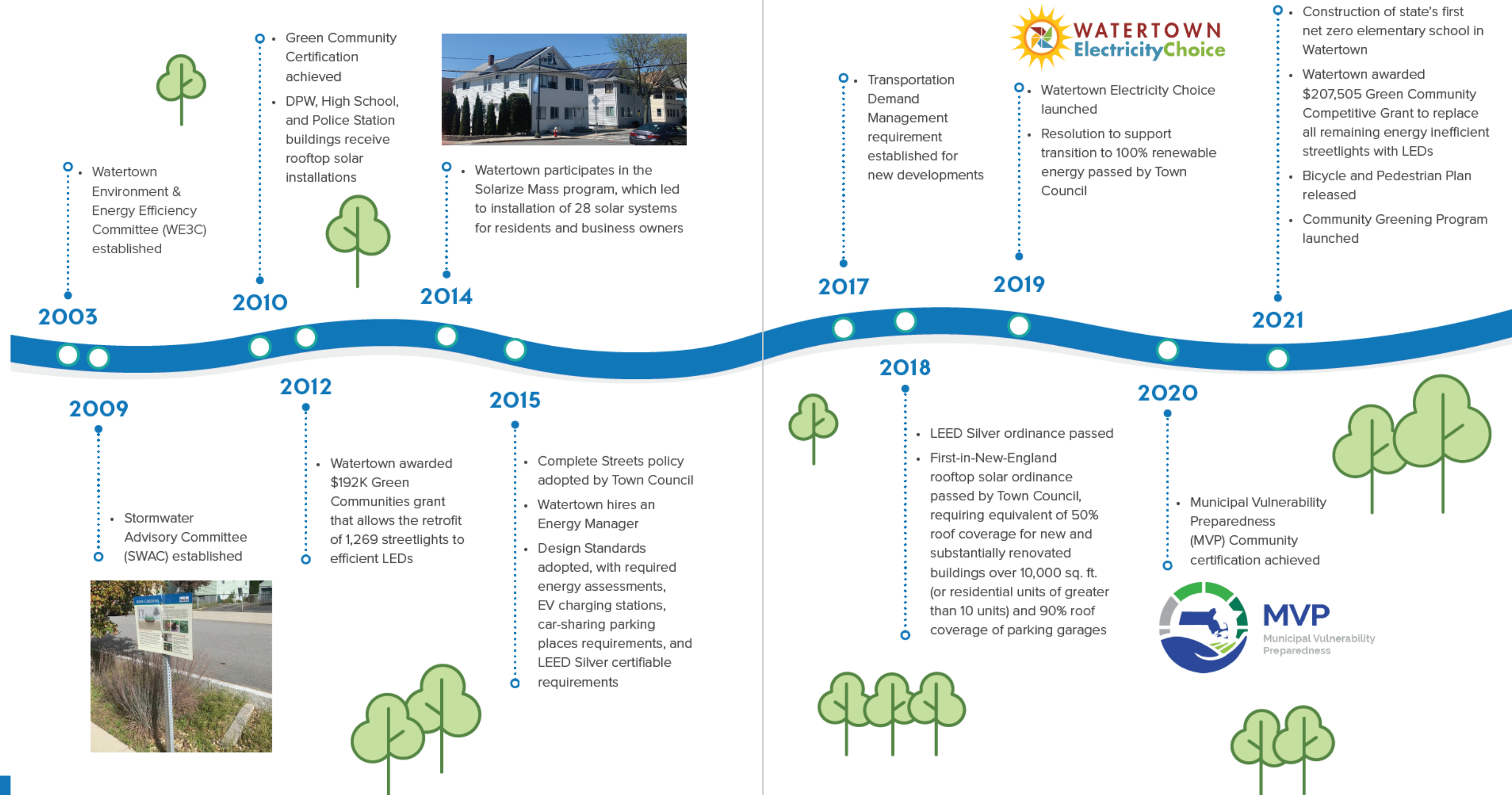
June 16th, 2022



Agenda

1. Why a Climate Plan?
2. Watertown's Greenhouse Gas Inventory
3. Plan Process & Timeline
4. Community Engagement & Public Comment
5. How the Plan is Organized

Impetus for a Climate and Energy Plan



Watertown MVP Planning Grant

- MVP: state-funded climate resilience grant program
- Process completed in 2020
- Identified 4 major hazards Watertown faces
- Community and stakeholder input on actions to take

CLIMATE CHANGE IN WATERTOWN



INTENSE STORMS

The frequency and severity of intense storms—like nor'easters, ice storms, blizzards, hurricanes, windstorms, and heavy precipitation events—are increasing.

Trends

27% increase in heavy downpours in Massachusetts between 1950 and 2014, ranking as the 11th state with the largest increase¹

Projections

Up to 2.4 additional inches of precipitation by 2050 and **up to 3.9 inches** by 2100 projected in Massachusetts²

Impacts

In Watertown, one of the greatest concerns with intense storms is the threat of falling trees and poles, which have been known to lead to power outages.



Arsenal Street experienced downed power lines during a storm in 2018.
Credit: Watertown Police Department



DROUGHT

Although more annual precipitation is expected overall, it is anticipated to fall in fewer, more intense events, rather than sporadically throughout the year. This pattern will lead to longer periods without rainfall and increase the potential for drought.

Trends

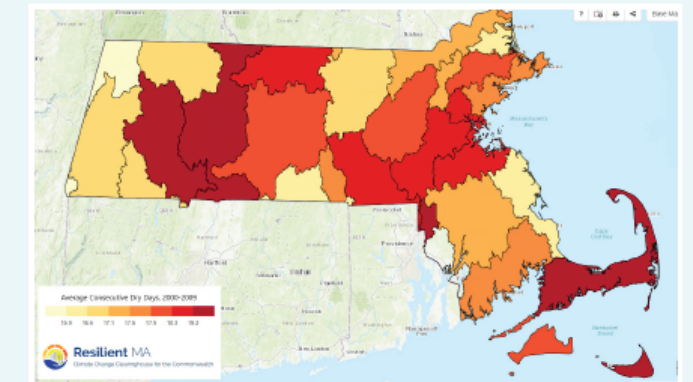
48 weeks of “severe drought” and **21 weeks of “extreme drought”** between 2001-2017 in Watertown⁵

Projections

Increase in frequency of short-term droughts⁶

Impacts

Though Watertown's water supply, which is supplied by the Massachusetts Water Resources Authority, is not typically affected by drought, water scarcity can have an impact on the city's tree canopy, plants, and landscapes.



Longer periods without rainfall, especially in summer or fall, are expected.
Source: Resilient MA



FLOODING

The frequency of high-intensity rainfall events is projected to increase, which will in turn increase the risk of flooding.

Trends

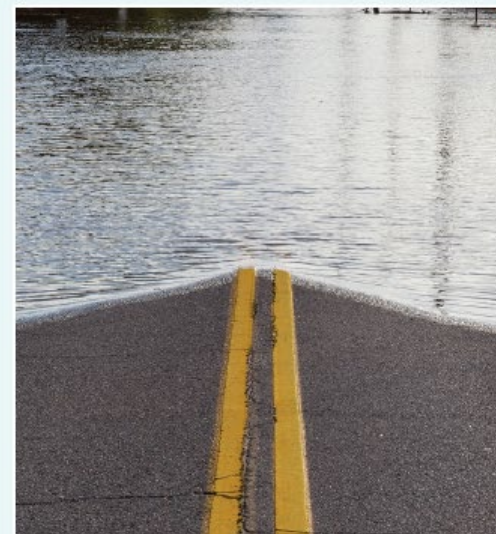
22 flood-related disasters between 1954 and 2018 in Massachusetts, causing **\$35.2 million worth of damage** Middlesex County in March of 2010 alone³

Projections

Up to 10 more days per year with precipitation of more than 1 inch by 2050⁴

Impacts

Flooding has increasingly affected local roadways, in particular Howard and Pleasant Streets, as well as buildings in Watertown. As storms and precipitation become more severe, Watertown's stormwater and sewer systems will be at risk of overcapacity.



Flooding in Watertown can cause serious damage and disruption, for example, blocking local roadways. Credit: iStock



HEAT WAVES

Increasing temperatures and heat waves—periods of three or more days over 90°F—are on the rise in Watertown.

Trends

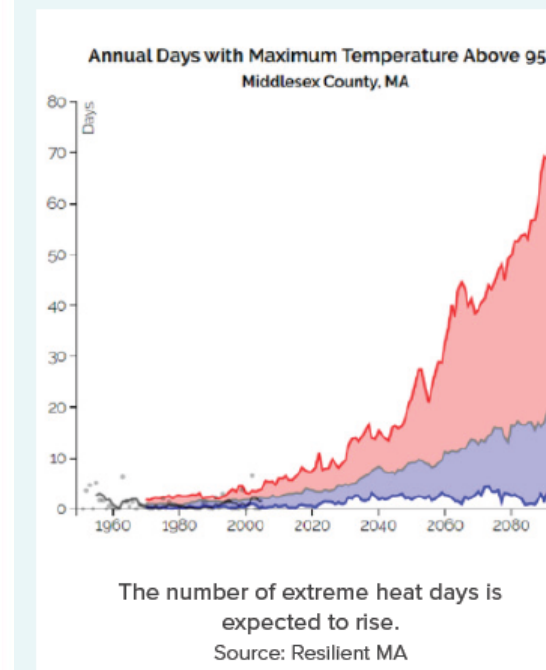
11.5 days above 90°F between 2010 and 2014 in Massachusetts, the highest number since 1950⁷

Projections

10 to 35 days more extreme heat days and **17 to 39 fewer cold days** (under 32°F) by 2050⁸

Impacts

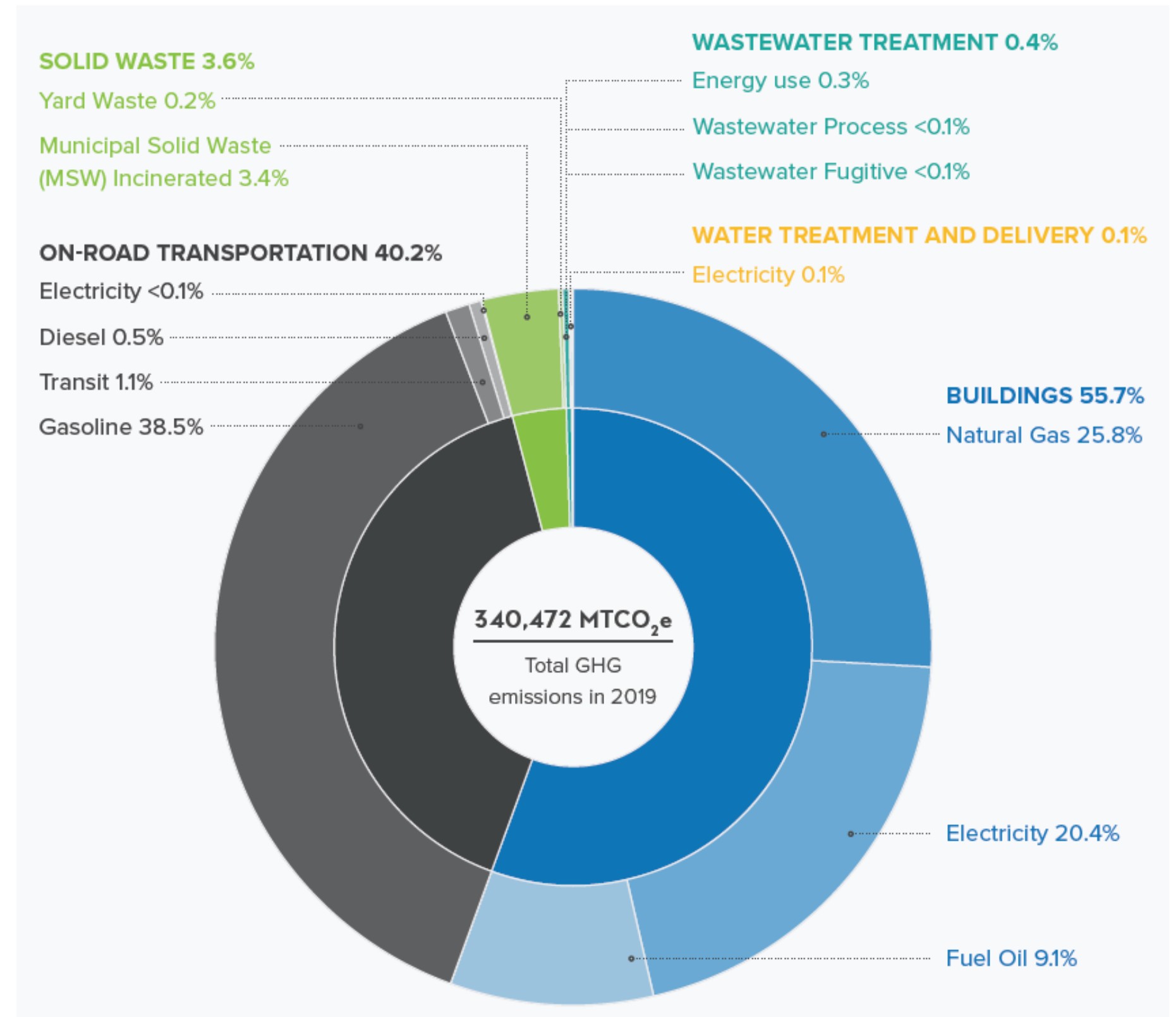
Access to cooling has been identified as a top concern related to extreme heat in Watertown, particularly for sensitive populations including seniors and outdoor workers.



The number of extreme heat days is expected to rise.
Source: Resilient MA

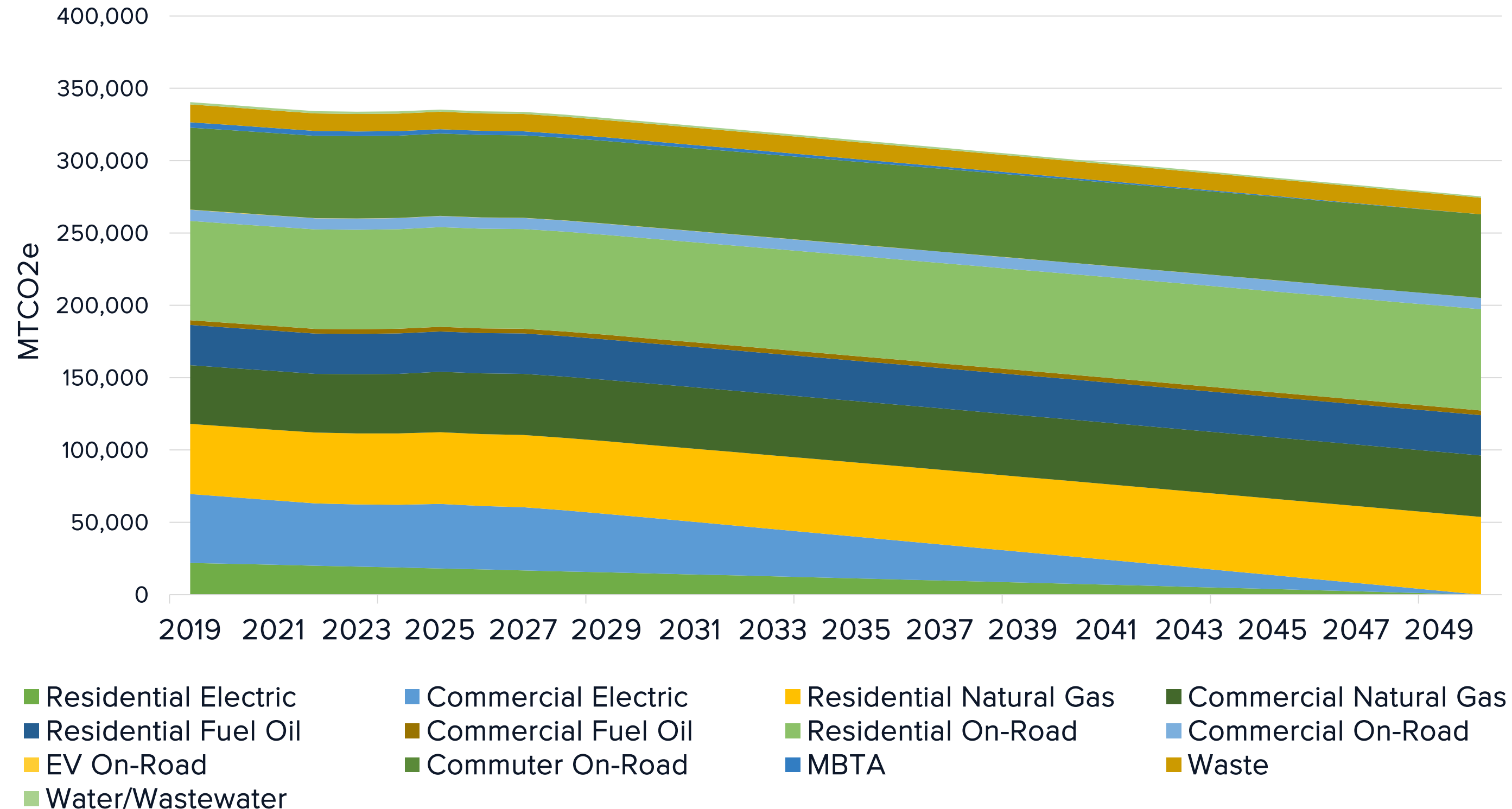
Watertown GHG Inventory

- Baseline Year is 2019
- Electricity reflects grid-average emissions factors
- Transport includes both residents and in-bound commuters





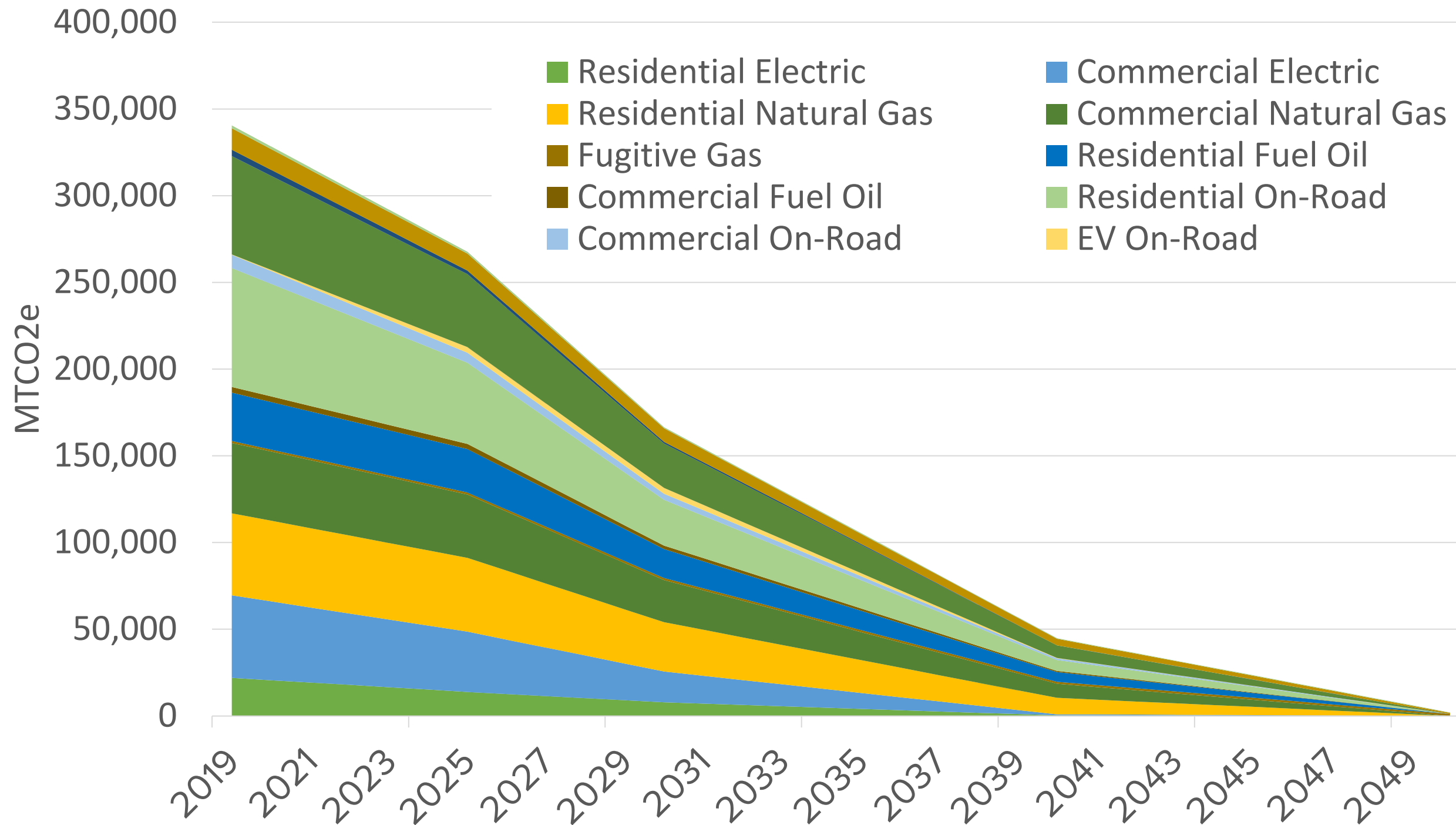
Business-As-Usual



- Moderate population increases (~130 people/ year)
- 200,000 sq. ft. commercial / year to 2027, then declining
- Grid electricity: 100% renewable by 2050



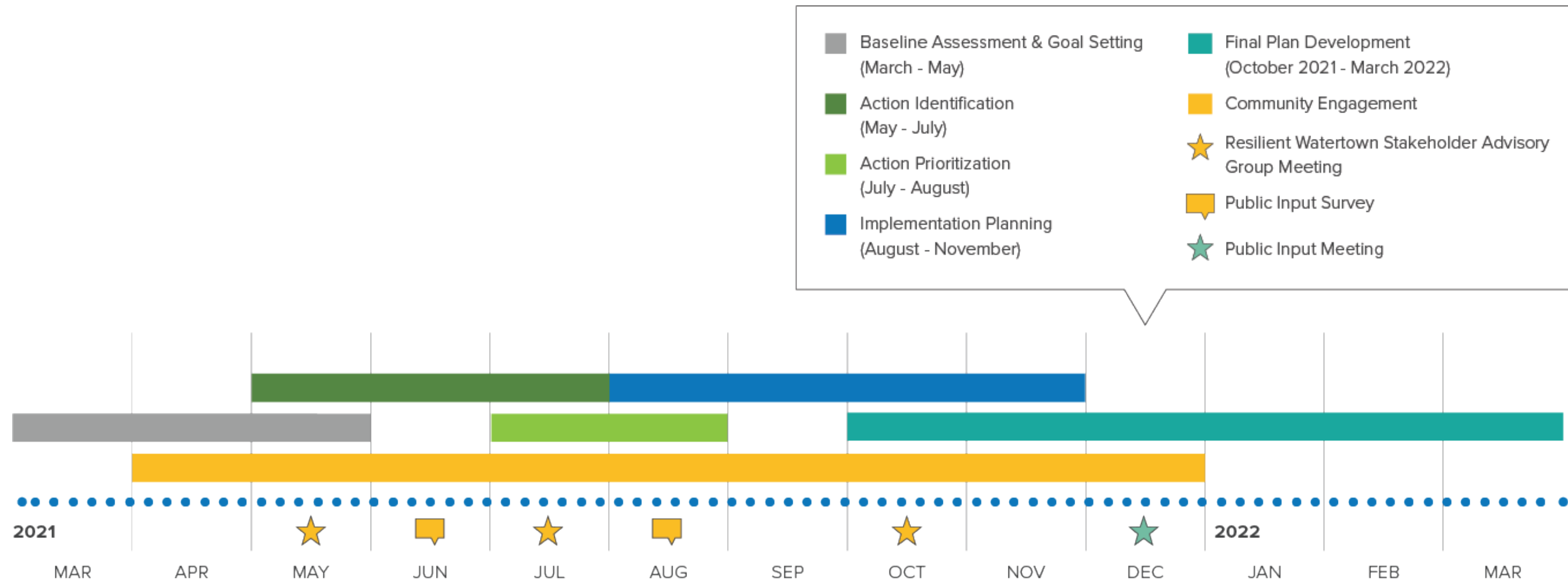
Remaining GHGs After Actions



- Watertown Electricity Choice continues at 35% more RE than required.
- Modeled reductions around what does it take to reach Net Zero by 2050.



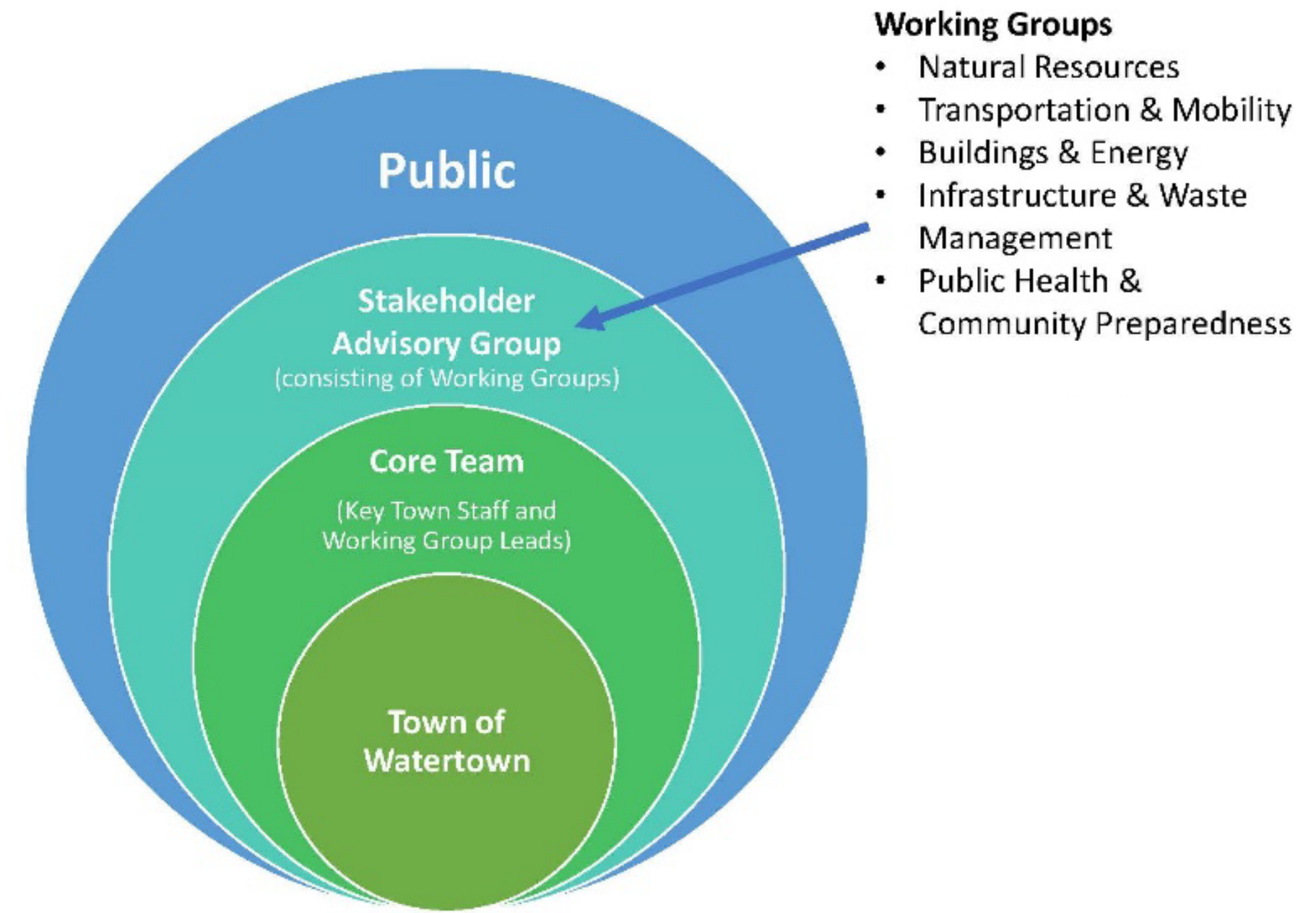
Planning Process & Timeline



NOW (summer 2022): Plan review, adoption, and transition to implementation

Community Engagement

- Resilient Watertown Stakeholder Advisory Group (RWSAG) was formed in May 2021
- +- 40 stakeholders representing advocacy organizations, community groups, key City departments, science experts, regional interest groups
- Role: to incorporate feedback from the entities they represent and develop goals, strategies and actions





Community Engagement

ACKNOWLEDGEMENTS

Resilient Watertown was developed through a collaborative effort between municipal staff and the community with support from our consultant team.

Municipal Staff (Core Team)

Steve Magoon	Assistant City Manager; Director, Community Development & Planning
Laurel Schwab	Senior Environmental Planner
Laura Weiner	Senior Transportation Planner
Ed Lewis	Energy / Project Manager; Interim Director, Department of Public Buildings
Greg St. Louis	Superintendent, Department of Public Works

Stakeholder Advisory Group

Buildings & Energy Working Group

Chair: Brian Hebeisen, WE3C

Members:

Dante Angelucci	Alexandria Real Estate Equities
Ed Lewis	Department of Public Buildings
Marcus de Castro	Boylston Properties
Michael Lara	Watertown Housing Authority
Pat Rathbone	Watertown Faces Climate Change
Rick Malmstrom	Alexandria Real Estate Equities
William C. (Bill) Clark	Resident and climate science expert

Transportation & Mobility Working Group

Chair: Laura Wiener, Senior Transportation Planner

Members:

Amy Plovnick	Bicycle & Pedestrian Committee
Andy Compagna	Bicycle & Pedestrian Committee
Bridger McGaw	athenahealth
Doug Orifice	Watertown Business Coalition
Eric Kemp-Benedict	Resident and climate science expert
Ernesta Krackiewicz	Watertown Faces Climate Change

Natural Resources Working Group

Chair: Ellen Menounos, WE3C

Members:

Bob DiRico	Department of Public Works
David Meshoulam	Teens for Trees
Dira Johanif	Charles River Watershed Association
Greg Mosman	Former Tree Warden
Janet Buck	Stormwater Advisory Committee/Planning Board
Leo Martin	Conservation Commission
Libby Shaw	Trees for Watertown
May Cort	Sunrise Watertown
Paul Kwiatkowski	Mt. Auburn Cemetery
Sarah Moylan	Arsenal Yards

Infrastructure & Waste Management Working Group

Chair: Vincent Coljee, Resident and climate science expert

Members:

Greg St. Louis	Superintendent, Department of Public Works
Julie Wormser	Mystic River Watershed Association
Tom Watkins	Department of Public Works

Public Health & Community Preparedness Working Group

Chair: Larry Ramdin, Department of Public Health

Members:

Anne-Marie Gagnon	Council on Aging
Dr. Kimberlee Henry	Director of Diversity, Equity & Inclusion, Watertown Public School
Jan Singer	Watertown Community Foundation
Kim Charlson	Perkins School for the Blind
Robert Quinn	Watertown Fire Department
Sabrina Lopez	Sunrise Watertown
Stephanie Venizelos	Department of Public Health

Consultant Team: Kim Lundgren Associates, Inc.



Community Engagement

- Survey 1: Priorities & Concerns
- Survey 2: Opportunities and Barriers
- Renter and Landlord Outreach
 - Surveys
 - Focus groups
 - [Resilient Housing Resource Center](#)
- Public Meeting
- Two public comment periods
- Tabling at local events

The infographic on the right side of the slide summarizes community engagement efforts. It features three icons: a group of people for '645 Survey Responses', a thumbs up for '931 Comments', and a group of people with speech bubbles for '3,800 Residents engaged'. To the right, a circular photo of a multi-story building is accompanied by the text '¡Queremos saber de usted para dar forma a nuestro **Plan de Clima y Energía!**'. Below this, a large arrow points to the text '¿Eres inquilino?' (Are you a tenant?). The Resilient Watertown logo is also present. Below the infographic is a photo of two women sitting at a table covered with a white cloth featuring the Resilient Watertown logo. The table has signs that say 'QUIZ YOUR CLIMATE KNOWLEDGE TO WIN A REUSABLE BAG!' and 'TAKE OUR SURVEY!'. A whiteboard in the background asks 'What does a more resilient watertown look like to you?' and lists 'more trees' and 'more parks!'. The website 'Resilient.watertown-ma.gov' is also visible on the whiteboard.

645 Survey Responses

931 Comments

3,800 Residents engaged

¡Queremos saber de usted para dar forma a nuestro **Plan de Clima y Energía!**

¿Eres inquilino?

RESILIENT WATERTOWN
TAKING ACTION TOGETHER FOR A BETTER FUTURE

What does a more resilient watertown look like to you?

more trees
more parks!

Resilient.watertown-ma.gov

QUIZ YOUR CLIMATE KNOWLEDGE TO WIN A REUSABLE BAG!

TAKE OUR SURVEY!

RESILIENT WATERTOWN
TAKING ACTION TOGETHER FOR A BETTER FUTURE

Community Engagement

- Received and incorporated over 150 public comments between June and November 2021
 - Comments and staff responses on public google drive
- Second public comment period in February 2022 after release of Draft Plan
 - All comments uploaded to public google drive

70%

Of Survey 1 respondents strongly support green infrastructure practices

“

Watertown has a lot of open space, trails, and parks compared to most places I've lived. It makes the town a great place to live.

“

Walkability is one of the reasons I live in Watertown.



“

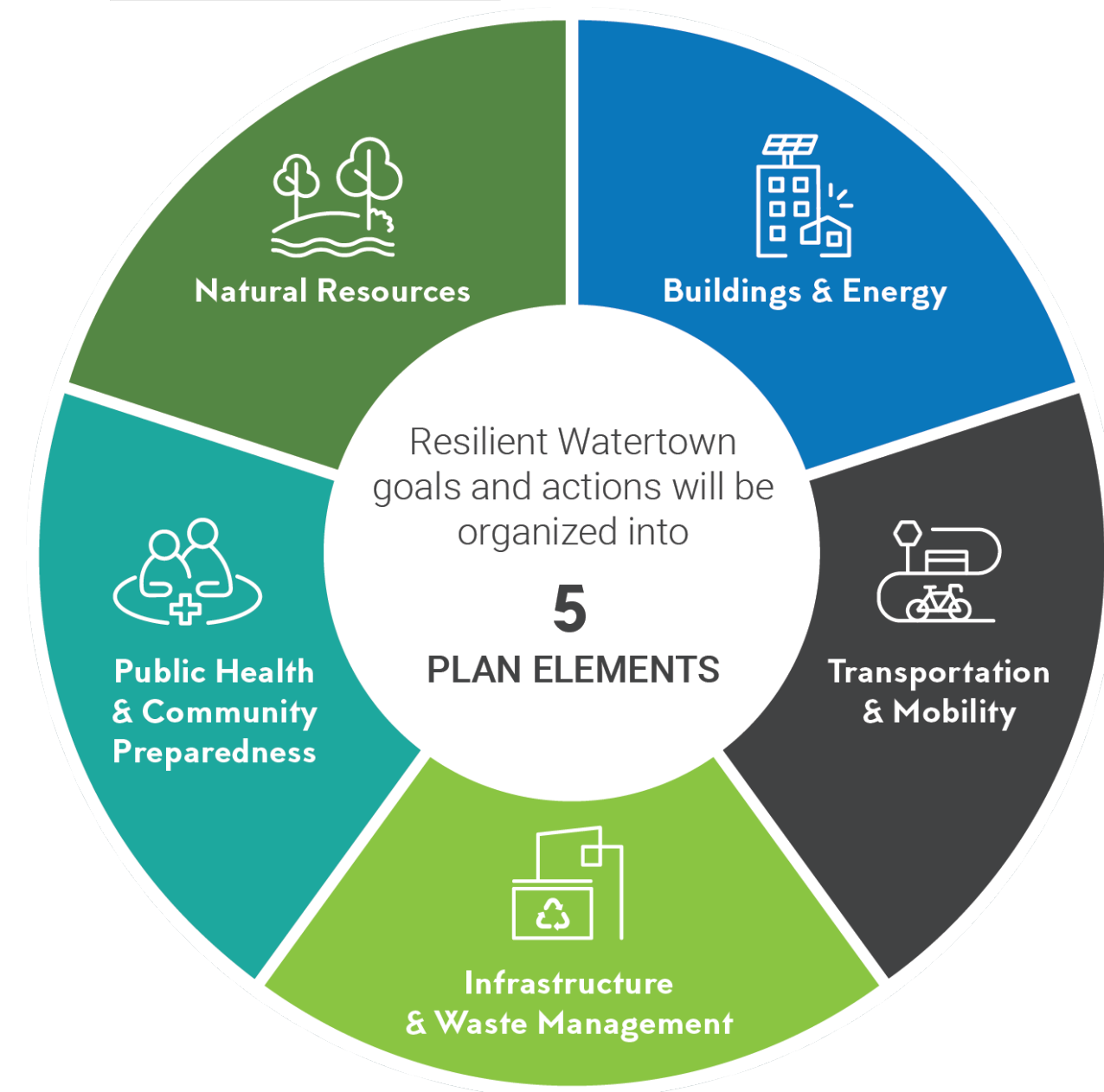
I opted up to 100% renewable energy on my electric bill as per the Watertown program. It costs a bit more, but worth it in the long run!



63%

Of Survey 1 respondents agree or strongly agree they have strong social ties in Watertown

Climate and Energy Plan Elements



- Each Plan Element follows the structure:
 - Goal: what we want to accomplish; broad statement
 - Strategy: How we will accomplish it as a general approach
 - Action: *Specific activity that will be undertaken*
 - Action
 - Etc.
- Each Plan Element has quantifiable Metrics for tracking our progress
- For every Action we identify a lead entity, cost magnitude, timeframe, and contribution to mitigation, resilience, or both (quantified when possible)



Cross-Cutting Strategies

1. Add capacity and resources to the Energy Manager's Office, the DPW Forestry Division, and DCDDP in order to successfully implement the plan
2. Create an overarching Resilient Watertown Outreach & Education Campaign with toolkits targeted to individuals about what they can do
3. Develop assistance mechanisms and resources for renters and landlords (re: energy efficiency, EV charging, etc.)
4. Collaborate regionally with other communities and entities
5. Explore establishing a Transportation Infrastructure Fund
6. Encourage and require sustainable, climate-resilient development patterns
(ongoing Comprehensive Plan update)

Implementation Blueprints

- A “how-to” guide for implementing **Actions** that need to be broken down further into specific steps
- Each step is assigned a timeframe and key partners
- Existing tools/resources and equity considerations also outlined



RESILIENT WATERTOWN
ACTION IMPLEMENTATION BLUEPRINT



ACTION PH2.2
Mitigate existing and prevent new urban heat islands in Watertown

DESCRIPTION OF ACTION

Reduce the impact of existing and future urban heat islands on Watertown neighborhoods by taking action to enhance green space, shading, water features, and reflective surfaces.

CHAMPION
DCDP

OVERALL TIMEFRAME
Medium (1-3 years)

PLANNING CONSIDERATIONS		
IMPLEMENTATION STEPS	TIMEFRAME	KEY PARTNERS
1 Map existing impervious surfaces, surface temperatures, and environmental justice communities to understand the geographic and demographic distribution of urban heat islands.	1 MONTH	• Tree Warden • DPW • DPH • GIS consultants
2 Identify approaches for heat mitigation for residential and commercial properties, considering options including, but not limited to, a “cool roofs” program, an artificial turf ban, and incentives for depaving private property.	3 MONTHS	• DPW • DPB • WE3C • Watertown Faces Climate Change • Large property owners
3 Develop educational materials on the dangers of the urban heat island effect and the benefits of green space and tree canopy.	2 MONTHS	• Education/outreach consultants
4 Conduct outreach to residents and businesses to understand the best approaches for heat mitigation. Use this step as an opportunity to continue education around heat impacts and strategies.	3 MONTHS	• Watertown Free Public Library • Watertown Public Schools • Businesses • WE3C • Watertown Housing Authority
5 Establish targets to mitigate a percentage of existing urban heat islands each year.	1 MONTH	• DPW
6 Make appropriate zoning or other regulatory amendments to minimize urban heat island effects in the built environment.	6 MONTHS	• Planning Board • City Council
7 Implement new programs and/or regulations as identified to be feasible and impactful approaches for Watertown.	ONGOING	• DPW • WE3C • DPH • Large property owners



RESILIENT WATERTOWN
ACTION IMPLEMENTATION BLUEPRINT



TOOLS & RESOURCES

Financial Tools

- [MassDevelopment: Community Health Center Grant Program](#)
- [MassDevelopment: Commonwealth Places](#)
- [MA DCR: Urban and Community Forestry Challenge Grant](#)
- [EPA New England: Healthy Communities Grant Program](#)

Technical Resources

- [Metropolitan Area Planning Council: Extreme Heat Resources](#)
- [Metropolitan Area Planning Council: Climate Vulnerability in Greater Boston](#)
- [US EPA: Keeping Your Cool](#)
- [City of Philadelphia: Beat the Heat Toolkit](#)

EQUITY CONSIDERATIONS

- ✓ Ensure that initiatives target neighborhoods and populations that are most vulnerable to extreme heat (e.g., communities of color, low-income communities, elderly population, individuals experiencing homelessness).
- ✓ Incorporate practices into public housing projects or any publicly funded projects.

OPPORTUNITIES TO OVERCOME POTENTIAL IMPLEMENTATION BARRIERS

- ✓ Promote the benefits of heat mitigation strategies, including green space, shading, water features, and reflective surfaces, to overcome the cost benefits of increasing pervious surfaces, like parking lots.
- ✓ Continue to seek feedback and conversations with property owners and residents on impacts of any new policies or zoning changes.
- ✓ Create a plan for monitoring progress, including review of heat maps and other heat-related indicators on a recurring basis.
- ✓ Conduct ongoing public outreach and education about urban heat islands and mitigation strategies.

RESILIENT WATERTOWN ACTION IMPLEMENTATION BLUEPRINT

RESILIENT WATERTOWN ACTION IMPLEMENTATION BLUEPRINT



Thank you!

**Watertown City Council
Committee on Human Services
Thursday, June 9, 2022**

Members Present: Councilor Tony Palomba, Chair; Councilor Caroline Bays, Vice Chair; and Councilor John Gannon, Secretary

The Committee on Human Services held a public meeting on June 9, 2022 to interview Dr. Dominic Amirtharaj to serve on the Board of Health for a term to expire on February 6, 2023.

1. Call to Order

Committee Chair Palomba called the meeting to order at 5:35pm and introduced the other committee members present: Caroline Bays, Vice Chair; and John Gannon, Secretary. Also present were Dr. Domenic Amirtharaj and Larry Ramdin, Director, Watertown Health Department.

Dr. Amirtharaj has been an internal medicine provider since his graduation from the University of Massachusetts Medical School in 2007, becoming certified in Internal Medicine by the American Board of Internal Medicine in 2010. He presently serves at Mount Auburn Hospital. He trained at the Boston University Medical Center, where he focused on an inner-city, medically-underserved population. He also practiced at South Shore Hospital. He has served many diverse populations, including young and elderly clients. When he moved to Watertown, he developed a desire to serve his community by serving on the Board of Health.

Councilor Gannon asked Dr. Amirtharaj about his background in handling patients with Substance Use Disorders, pointing out that the Committee on Human Services is exploring the expansion of the role of the Health Department to provide more services on substance use disorders, as well as increased mental health services for the community, resulting from the pandemic. Dr. Amirtharaj stated that he had such experience. For example, he serves on the Substance Abuse Disorders Committee at Mount Auburn Hospital. Also, while at South Shore Hospital, he stated that he treated many patients with Substance Abuse Disorders. He is working on setting up outpatient substance use disorder treatment at Mount Auburn Hospital, due to the overwhelming need for such services.

Councilor Palomba asked Dr. Amirtharaj what services he would like to see the Board of Health provide. Dr. Amirtharaj stated he would like to see the Board deal with substance abuse disorders, obesity, mental health, and bio-safety issues. He looks forward to working with other Board of Health members.

Action Item: Councilor Bays moved to appoint Dr. Amirtharaj to the Board of Health for a term to expire on February 6, 2023. The motion was seconded by Councilor Gannon. The nomination was approved by a vote of 3-0.

Councilor Bays moved to adjourn the meeting, seconded by Councilor Gannon. The vote to adjourn was approved 3-0.

Respectfully submitted,
John Gannon, Secretary

Watertown City Council
Administration Building, 149 Main Street
Watertown, MA 02472 (617) 972-6470

Rules and Ordinances Committee Report to Council

Minutes of Thursday, June 23, 2022 at 6:00 p.m.

Philip Pane Lower Hearing Room

Present: Councilors John Gannon, chair; John Airasian, vice chair; Lisa Feltner, secretary.

Also present: Council President Mark Sideris and Councilors Nicole Gardner, Vincent Piccirilli, Anthony Palomba, and Caroline Bays.

AGENDA: Discuss City Council Rules to be Adopted for the Term

Chair Gannon convened the meeting at 6PM with a reminder that rules are an important part of governing a body; they allow for robust debate and provide structure, and they must fit within our regulatory scheme, for example the City Charter and state regulations. Council follows Robert's Rules of Order for parliamentary procedure and as a guide that helps accomplish its work; President Sideris will request that all councilors receive an updated edition.

Councilor Palomba arrived at 6:04; he offered to forward a suggested Table of Contents and list of Definitions for the committee to review and consider adopting as a guide to understanding Council Rules. The committee proceeded to review all the current rules sequentially. It was also recognized that instructions should be added to the Council web page for how the public may access video-audio recordings of meetings.

Discussion continued to review rules and make edits for applicability, clarity, and how they have enabled or hindered council duties, remote participation and electronic records. Rules 1.4, 1.5, 7.9, and 7.10 were newly added. Changes were made to the descriptions for Committees on Human Services, and Economic Development and Planning, and the new standing Climate and Energy Committee was added. There were questions about whether to address the council clerk's role in more detail, how to include the new policy analyst position, whether to include a hiring process for positions that report to Council, as well as rules that could govern the inaugural annual address and councilors' annual public meetings per the recent Charter changes.

The Committee anticipates addressing proposed Table of Contents and Definitions and other suggestions or questions, as the review of Council Rules continues at their next meeting.

8:50 p.m. Feltner: Motion to Adjourn to Continue the meeting later, seconded by Airasian; 3-0 Approved.
Respectfully submitted, Lisa Feltner

Minutes of Wednesday, July 6, 2022 at 6:00 p.m.
Council Office Conference Room

Present: Councilors John Gannon, chair; John Airasian, vice chair; Lisa Feltner, secretary.

Also present: Council President Mark Sideris and Councilor Anthony Palomba.

AGENDA: Continue Discussion of City Council Rules to be Adopted for the Term

Chair Gannon called the meeting to order at 6:03 p.m. with Councilor Airasian connected via telephone; Councilor Palomba arrived at 6:11 p.m.

There was unanimous consensus to adopt a Table of Contents for the Council Rules, while recognizing that section headings in the draft would need review if we want to include them. The proposed Definitions will be

pared down by Council Palomba and considered for inclusion at a later date, since the current draft includes terms that are covered under the Charter or Robert's Rules, and some of them are legal terms of art so it would be best to include definitions that are either unique to Watertown or help provide more clarity for things such as proclamations, resolutions, public forum, public hearing, and request/s for information. The committee will ask the city attorney to review these as well.

Discussion continued about what rules we might recommend for how work gets assigned to the new Council Analyst, but since the hiring process is newly under way, it was decided to hold the topic for a future meeting, as this may also affect rules concerning the Council Clerk responsibilities. We also decided that ideas about how each Councilor might hold meetings or an annual public forum, per the recently adopted Charter changes, is more of a process question that should be discussed once the new Engagement Officer is hired and in conjunction with IT or other staff. There was consensus that the hiring of other Council staff, such as the Auditor, is also a process question which will be addressed by Council as needed vs. a rule to be included at this time.

At 7:40 Councilor Feltner made a **motion to recommend the Council adopt the proposed Council Rules as drafted**, along with a review by the City Attorney, Seconded by Councilor Airasian; Approved 3-0.

7:42 p.m. Motion to Adjourn by Feltner, Seconded by Airasian; Adjourned 3-0.

Respectfully submitted, Lisa Feltner

CITY OF WATERTOWN, MASSACHUSETTS
RULES OF THE CITY COUNCIL

As Approved by the City Council
[INSERT DATE 2022]

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Rule 1. ORGANIZATION

- 1.1** The City Council shall meet for the purpose of organization on the first secular day of January following the municipal election and the members shall severally, before the City Clerk, take their respective oaths of office to perform faithfully the duties of such office, provided that any member-elect who shall not be present at such organizational meeting shall take said oath at the first regular or special meeting of the City Council which such Councilor-elect shall attend.
- 1.2** The City Council shall, by majority vote of all members elected, elect a Vice President and such other officers as it shall from time-to-time deem appropriate.

- 1.3 Seating of the Council at the organizational meeting or at its first regular meeting thereafter, the order of seating of the members shall be determined by drawing of lots, provided however that the President of the Council shall occupy the center seat and the Vice President of the Council shall occupy the seat to the immediate right of the President. Members shall draw for such purpose in order of seniority of service, provided however, that in the event that two or more members shall have similar seniority in service, then the member who shall be senior in both service and age shall have precedence.
- 1.4 As soon as practical after the start of each new term, the Rules and Ordinances Committee shall review the Council Rules per referral of the City Council and strive to make recommendation/s to the full Council by March 15.
- 1.5 Each new City Council that is seated following the November municipal election shall, as soon as practical, place on the agenda of a Council meeting a referral to the Personnel and City Organization Committee to review Council compensation and make a recommendation to the full Council pursuant to Section 2-3(a) of the Charter.

Rule 2. MEETINGS OF THE COUNCIL

- 2.1 Regular meetings of the City Council shall be held in the Richard E. Mastrangelo Chamber of the Watertown Administration Building or, if agreed upon by a majority of the members any other suitable location within the City of Watertown, at 7:00 p.m. of the second and fourth Tuesday of each month, provided however, that the members may, by two-thirds vote, agree to hold any regular meeting on such other date as may be convenient.
- 2.2 The City Council shall be required to meet only once during the months of July, August and December, said meeting to be held on the second Tuesday of said months, and may meet a second time upon prior approval by vote of the members.
- 2.3 In the event any holiday or primary or general election shall fall on the regular meeting date, the City Council shall meet on the business day next following.
- 2.4 No board, commission or committee of the City shall meet concurrently with the time of any regular or special meeting of the City Council, provided however that this rule may be waived by the Council President, and provided further that a copy of any waiver granted under this rule shall be filed with the City Clerk.
- 2.5 No agenda item at a regular meeting of the City Council, except Executive Session and Public Forum, may be brought forward for consideration after 10:30 p.m. A regular meeting of the City Council shall adjourn after action is taken on the agenda item being considered at 10:30 p.m. An adjourned meeting of the Council shall not and may not be reconvened.
- 2.6 Special meetings of the City Council shall be held at the call of the Council President, or at the call of any three or more members, with such call to be by written notice to each member or by email; any such notice shall contain a listing of the specific matters to be acted upon. Except in the case of emergency, of which the Council President shall be sole judge of the time set for such meeting, a copy of any such notice shall be delivered not less than forty-eight hours in advance of the time set for such meeting, and a copy of any such notice to the members shall forthwith, be posted upon the City bulletin board and all other sites where meeting notices are regularly posted.

- 2.7** All special meetings of the City Council shall be held in the Richard E. Mastrangelo Chamber unless an emergency, of which the Council President shall be sole judge, shall require such meeting to be held elsewhere, in which case the nature of the emergency and the location of such special meeting shall be clearly stated in the notice required by these rules.
- 2.8** The City Manager or designee shall be expected to attend all regular and special meetings of the City Council, unless otherwise specified by the Council President.
- 2.9** Except as otherwise authorized or provided by General Law, all sessions of the City Council and every committee or subcommittee thereof shall be open to the public and the media.
- 2.10** At the discretion of the Council President, an executive session may be called. Executive sessions shall be convened as allowed under Massachusetts General Law. All matters discussed in an executive session shall remain confidential until a vote is taken by the Council to release the minutes of the meeting or report publicly said discussions.
- 2.11** The presence of five members shall constitute a quorum for the transaction of business. Except as provided by General Law, the City Charter or these rules, the affirmative approval of not fewer than five members shall be required to adopt any ordinance or appropriation order.
- 2.12** The minutes of regular and special meetings of the City Council shall consist of the proceedings of the Council's order of business, including motions and second, votes, and questions of order along with the decisions thereon; said minutes shall list those members of the Council or of the public speaking on a given issue and shall provide only in summary form the major points raised by speakers. The minutes shall also include:
- a) a copy of all items that were linked to the meeting agenda, including all items that were presented at the meeting;
 - b) a copy of all Committee reports presented during the meeting;
 - c) a copy of any statement presented by a member during a meeting which has been delivered in written form prior to the end of the meeting;
 - d) a copy of the tally sheets for each roll call vote of the Council indicating the vote of each member; and
 - e) a copy of any other written document submitted during the meeting by any person.
- 2.13** No subcommittee or committee of the City Council may schedule or hold any meeting before 5:00 p.m. during the week or at any time on weekend days. The only exception being when the City Council President has deemed the matter being discussed time sensitive and/or determines that the meeting time would not be a detriment to public discourse.

Rule 3. PRESIDING OFFICER

- 3.1** The President of the City Council, if present, shall preside at all meetings. In the absence of the President, the Vice President shall preside. In the absence of both the President and the Vice President, a temporary chair shall preside who shall be the senior member in length of service, provided however, that in the event that two or more members shall have similar seniority in service, then the member who shall be senior in both service and age shall have precedence and serve during the absence of both the President and the Vice President.

- 3.2** It is the duty of the presiding officer to preserve the decorum and order of a council meeting. He or she may speak to questions of order in preference to other members. He or she shall decide all questions of order, subject to an appeal of the entire City Council, which appeal shall be seconded; and no other business shall be in order until the question on the appeal from the ruling of the chair shall be decided by the members by a call of the roll, and the ruling of the chair shall stand unless a majority of members shall vote to the contrary. The chair shall be permitted to vote on any question of appeal.
- 3.3** The presiding officer shall declare all votes or other action of the members and, if the result shall be in doubt, may call for a roll call vote. Such declarations by the presiding officer shall stand unless reversed by a call of the roll.

Rule 4. VOTING

- 4.1** All final votes of the City Council on matters involving appropriations, expenditures, transfers of monies and/or bonding, shall be taken by a call of the roll and the result of such call of the roll shall be entered into the records. Additionally, the roll shall be called upon any other pending matter at the request of any member. In the calling of the roll, the order in which the names of the members are called shall be rotated following each such call of the roll.
- 4.2** When a question is put by the presiding officer, every member shall be entitled to vote yes, no, or present.
- 4.3** Prior to any vote, the Council Clerk shall record and may be asked to read aloud the exact language of the measure or motion to be voted on.
- 4.4** Members shall not participate in the consideration of, nor vote on, any question, nor serve on any committee in which his or her private interest shall be immediately concerned distinct from that of the City or the public.
- 4.5** Prior to the announcement of the result of a call of the roll by the presiding officer, any member may ask to have his or her name called again for the purpose of confirming his or her vote or being recorded differently.
- 4.6** Any use of Charter Privilege shall follow Charter Section 2-8(b) of the Watertown Home Rule Charter.
- 4.7** A member who invoked the Charter Privilege may present a motion to withdraw the Charter Privilege. The motion will be treated according to Rules of the Council. If the members vote in favor of the motion, the presiding officer shall place the original measure before the Council.

Rule 5. DEBATE

- 5.1** Every member, when about to speak, shall respectfully address the presiding officer and await recognition. Once recognized, such member shall avoid personalities and confine himself or herself to the question under debate.
- 5.2** No member shall speak more than twice to the same question without leave of the presiding officer, nor more than once until all other members desiring to do so shall have spoken. No member

shall have or hold the floor for more than ten consecutive minutes of debate, unless such time shall be extended by the affirmative vote of two-thirds of the members.

- 5.3** Once stated or read by the presiding officer, a matter shall be deemed to be in the possession of the City Council and shall be disposed of by vote or other appropriate action, provided however, that the mover may withdraw the motion or other matter at any time prior to amendment or other action by the members.

Rule 6. PRECEDENCE OF MOTIONS

- 6.1** During consideration of any matter properly before the members, the presiding officer shall receive no motion except those listed herein, which motions shall have precedence in the order listed:
- To adjourn
 - To recess
 - To lay on the table
 - To take from the table
 - To move the previous question
 - To limit or extend the limits of debate
 - To postpone to a date and/or time certain
 - To refer
 - To amend
 - To postpone indefinitely
- 6.2** Following a vote of the City Council, it shall be in order for any member who shall have voted with the prevailing side to move reconsideration thereof at the same meeting at which said vote was taken, or to file with the Council Clerk not later than noon on the next business day following such meeting, a written motion for reconsideration. Following receipt of such a written motion for reconsideration, the Council Clerk shall place said motion on the calendar for the next regular or special meeting of the City Council, and cause the same to be included in the call thereof, and the Council Clerk shall also notify each member in writing of the filing of any such written motion for reconsideration. If any matter shall have been decided by a tie vote, the prevailing side shall be considered to be that side in whose favor the question was decided. Not more than one motion for reconsideration shall be entertained for any one vote, and no vote upon any motion to adjourn, to lay upon the table, to take from the table or to move the previous question shall be subject to reconsideration.

Rule 7. CLERK OF THE COUNCIL

- 7.1** The Council Clerk shall attend and keep records for all regular and special meetings of the City Council, shall record the names of member present, and shall have the care and custody of all records, documents, maps, plans, papers and other records and materials pertaining to the business of the City Council.
- 7.2** Matters to be placed on the agenda for the City Council, including but not limited to reports and communications from the City Manager and other city officials, boards, departments and commissions, and any ordinance, order, resolution, proclamation or other matter of business to be presented to the members for action at a regular meeting of the City Council shall be submitted to the Council Clerk not later than 5:00 p.m. on the Thursday preceding the regular meeting at which such matter is to be considered by the City Council. With concurrence of the Council President, an item

may be added to the Council agenda up to noon Friday. Items for placement on the agenda of upcoming Council meetings shall, in the absence of the Council Clerk, be submitted to the office of the City Manager. Every effort shall be made to have all matters that are submitted for placement on the agenda accompanied by materials sufficient to inform Council members of the nature and purpose of the agenda item.

- 7.3** If the timing of an event does not allow a proclamation to be submitted in accordance with Rule 7.2, any member shall notify the Council President and the Council Clerk as soon as possible. Any proclamation issued in this manner shall be subject to ratification by the City Council at its next meeting, at which time the proclamation shall be recorded in the minutes of the meeting.
- 7.4** Items submitted by members shall be placed on the agenda, unless the Council President removes an item and informs the sponsoring member why such action was taken. In the instance that an item is removed from the agenda by the Council President, said item shall be placed on the agenda of the subsequent meeting, at the request of the sponsoring member.
- 7.5** The agenda for each regular meeting of the City Council, together with copies of matters to be considered shall be delivered by the Council Clerk to the members not later than 5:00 p.m. on the Friday preceding such regular meeting.
- 7.6** The Council Clerk is authorized and directed by these rules to order and publish notice of hearings on petitions presented which require such public hearing by the City Council. Such petition/s and supporting materials, including signatures shall be forwarded to Council members prior to the public hearing.
- 7.7** The Council Clerk shall prepare the draft minutes of each regular City Council meeting and shall provide a copy to each member no later than 5:00 p.m. on the Monday following the meeting, or by 5:00 p.m. on the third business day following a special meeting. If necessary, exceptions to this timetable may be made by the Council President.
1. The draft minutes shall include a copy of Council Clerk's summary of the meeting, including motions and seconds, votes, and major points raised by Council members and members of the public. The names of the public speakers will be included as possible.
 2. The Council Clerk shall note in the official minutes of all regular and special meetings of the City Council the names of all elected officials and invited guests as possible.
 3. Members shall provide the Council Clerk all agenda submissions in electronic form.
 4. Members may propose corrections of factual errors/or additional comments. Corrections of factual errors shall identify the specific information in the draft minutes that is in error and, if approved by the Council, shall result in a change in the body of the minutes. Additional comments shall elaborate upon remarks and comments made by the member at the Council meeting if approved by the Council, shall be appended to the final minutes. Additional comments shall be limited to one page. Corrections or additions shall be delivered to the Council Clerk no later than 5:00 p.m. of the Thursday preceding the next regular Council meeting. In the case of a special meeting, such submission deadline shall be at noon on the fifth business day following the day of delivery of the draft minutes. In voting on the acceptance of the minutes at the following City Council meeting,

the City Council shall take a single vote on the draft minutes including corrections and additions, unless any single member requests separate votes.

5. In the event that a member submits a written request for a correction or addition on the publication of the agenda prior to a regular City Council meeting, the minutes shall be automatically laid on the Table at the City Council meeting, and not taken up until the subsequent Council meeting so as to allow members the opportunity to consider fully such corrections or additions prior to the vote for the acceptance of the minutes.
 6. If a motion is made to table the draft minutes for the purpose of amending or modifying the minutes, and this motion is approved by the City Council, the councilor who made this motion shall provide to the Council Clerk such amendments/modifications in writing within 5 business days of the action to table the minutes. All amendments/modifications will be provided to the Council Clerk and included in materials forwarded to councilors for the next meeting of the City Council.
 7. Other than typing errors, any correction or addition to the draft minutes must be approved by a majority vote of the City Council.
 8. Upon acceptance of the draft minutes by a vote of the City Council, the Council Clerk shall revise the draft minutes to incorporate corrections and append additions accepted by the City Council, and shall file the final minutes with the City Clerk within one week of the City Council's vote of acceptance.
 9. Typing errors, whether in the draft or final minutes, should be reported to the Council Clerk who will be responsible for correcting the errors. The correction of typing errors in the draft or final minutes will not require a Council vote.
- 7.8 The Council Clerk shall distribute all Council-related documents electronically. Paper copies of any Council-related document can be provided upon request.
- 7.9 Pursuant to release of Executive Session minutes, every three months the Council President shall consult with the City Attorney to determine whether the purpose of keeping Executive Session meeting minutes and accompanying material withheld from the public is still met. Once it has been agreed that such records are no longer exempt from the Public Records Law, the City Council shall vote to release such minutes and other materials in the same manner as with meeting minutes of open meetings.
- 7.10 Requests for Information and questions raised by Council members and accompanying responses and answers will be posted to the Council web page within a 14-day period.

Rule 8. ORDER OF BUSINESS

- 8.1 The Order of Business for regular meetings of the City Council, which order shall not be departed from except by the affirmative vote of a majority of the members present, shall be as follows:

Call of the Roll

Pledge of Allegiance
Public Forum
Examination of records of previous meetings
President's Report
Presentations of petitions, proclamations, and similar papers and matters
Motions for reconsideration
Unfinished business from prior meetings
Public Hearings
Informational Presentations
Motions, Ordinances, Order, and Resolutions
Reports of Committees
New Business
Communications from the City Manager
Consideration of nomination for appointments
Requests for Information/Review of List of Pending Matters
Announcements
Public Forum
Recess or adjournment

- 8.2** The posted notice of the Agenda for the City Council shall state this order of business.
- 8.3** All matters and items of business appearing on the agenda of the City Council shall be taken up in the order in which they appear on said agenda, shall be subject to full and open debate, and shall be disposed of by vote or other action of the City Council prior to consideration of any other item of business.
- 8.4** To comply with the Open Meeting Law, no item shall be brought up for a discussion or vote under New Business, unless it was not reasonably anticipated more than 48 hours before the meeting and is of a time-sensitive nature such that it would be detrimental to wait until it could be placed as a motion on the agenda of the next Council meeting.
- 8.5** To comply with the Open Meeting Law, each Committee report on the agenda shall specify the action items, if any, that the City Council will be asked to vote on during the meeting.
- 8.6** No matter or item of business shall be referred to committee except for one or more of the following purposes:
- a) for study and report to a subsequent meeting;
 - b) for the purpose of drafting an ordinance, order, or resolution;
 - c) for the purpose of gathering information from persons with knowledge of or interest in matters of importance to the Council, or
 - d) for any other purpose by an affirmative vote of the members.
- 8.7** Action by the City Council regarding appointments by the City Manager or other persons, which appointments shall require confirmation by the City Council, shall be received and automatically referred to the appropriate committee for hearing, review, and recommendation. If within thirty days of the City Council meeting where the appointment was presented, the committee takes no action to schedule a meeting for interviews; or if subsequent meetings are required and the committee takes no

action to schedule subsequent meetings, then the Council Clerk shall automatically place a motion for a confirmation vote on the agenda of the next scheduled City Council meeting.

- 8.8** Each committee shall provide a report to the City Council on any meetings it held within thirty days. The report will subsequently be included on the next regularly-scheduled City Council meeting agenda in compliance with all applicable council rules.
- 8.9** A member who makes a request for information shall, no later than the next business day, provide a written summary of his/her request to the City Manager and a copy to the Council Clerk for inclusion in the minutes of the meeting when the request was made. A member who considers the response to his or her request for information to be inadequate or incomplete may repeat or supplement the request at one subsequent meeting. If, after the second request, the member feels that the response is inadequate or incomplete and wishes to request further information on the same or substantially the same matter, he or she must make a motion seeking a vote of the majority of the Council for his or her request.
- 8.10** No ordinance, order, resolution, or proclamation shall be received or acted upon unless submitted by a member of the City Council or the City Manager.
- 8.11** A petition or other matter which shall have been rejected by the members shall not be presented to the City Council for consideration in the same form or in a petition or other matter embodying substantially the same subject matter until the expiration of six months following said rejection, unless reintroduced shall have received prior approval in writing by not less than two-thirds of the entire City Council.

Rule 9. ENACTING STYLE

- 9.1** All laws enacted by the City Council shall be entitled ordinances and the enacting style shall be: "Be It Ordained by the Watertown City Council". All actions by which the City Council expresses its will shall be entitled orders and the enacting style shall be: "Be it Ordered by the Watertown City Council". In all actions by which the City Council expresses its opinions, principles, or purposes shall be entitled resolutions and the enacting style shall be: "Be it Resolved by the Watertown City Council". In all actions by which the City Council congratulates or thanks an individual(s) or organization(s), or marks a holiday, occasion, or event shall be entitled proclamations and the enacting style shall be: "Be it Proclaimed by the Watertown City Council".
- 9.2** All ordinances, orders, resolutions, and proclamations approved by the City Council, and other matters in the discretion of the Council, shall be signed by the Council President and the Council Clerk. Ordinances, orders, and resolutions shall also be signed after each meeting by an additional individual councilor (other than the Council President) on a rotating basis according to seniority. For proclamations, the additional councilor may be the sponsoring councilor. If no documents requiring signature are approved at a meeting, the councilor with signature responsibility at that meeting continues in that role until such time as a meeting requires his or her signature. If a councilor misses his or her turn in the rotation due to absence or other reason, the signature responsibility rotates to the next councilor.

Rule 10. ORDINANCES

- 10.1** Upon introduction, every proposed ordinance shall receive its first reading and shall then be referred for hearing and consideration to the Committee on Rules and Ordinances singly or jointly with such committee that shall be appropriate with such recommendation by a vote of the full Council.
- 10.2** Except in the instance of a special emergency involving the health and safety of the people or their property, no ordinance, loan order, borrowing or bond authorization shall be passed finally on the date of its first introduction. Any such emergency shall first be defined and declared in a preamble to the vote of the City Council, said preamble to be adopted upon a separate call of the roll and receive the affirmative votes of not less than two-thirds of all the members.
- 10.3** When a proposed ordinance is reported out of a committee, it is subject to debate and amendment by the City Council. The proposed ordinance shall be published in accordance with Section 2-8 (c) of the Watertown City Charter prior to a public hearing.
- 10.4** Every ordinance, or order involving a bond issue or other action pledging the credit of the City shall, before final action and passage by the City Council, be referred to the City Attorney or Bond Counsel, who shall forthwith examine same and advise the members regarding legality and notify the City Council of his/her findings in writing.

Rule 11. COMMITTEES

- 11.1** As soon as practicable following the organization of the City Council, the President shall appoint chairs, vice-chairs, secretaries, and members of the following standing committees:

Committee of the Whole: To consist of all members of the Council with the President as Chair, to deal with all matters referred to it by the Council.

Committee on Budget and Fiscal Oversight: To consist of three members of the Council, to consider matters pertaining to the City Budget and any other fiscal matters referred to it by the Council.

Committee on Climate and Energy: To consist of three members of the Council, to monitor and consider policy guidance on the implementation of the Watertown Climate and Energy Plan.

Committee on Economic Development and Planning: To consist of three members of the Council, to consider matters pertaining to planning, development, redevelopment, zoning and land use.

Committee on Education and School System Matters: To consist of three members of the Council, to consider matters involving the School Department and education generally.

Committee on Human Services: To consist of three members of the Council, to consider matters pertaining to the Council on Aging, Social Service programs, Veterans Services, Public Health, Affordable Housing, and Library.

Committee on Parks and Recreation: To consist of three members of the Council, to consider matters pertaining to Parks, Recreation, and the Skating Arena.

Committee on Personnel and City Organization: To consist of three members of the Council, to consider matters involving City personnel, including Civil Service and proposals for organization or reorganization of the City's departments and agencies.

Committee on Public Safety: To consist of three members of the Council, to consider matters pertaining to the Police, Fire, and Civil Defense departments of the City.

Committee on Public Works: To consist of three members of the Council, to consider matters pertaining to the Department of Public Works, and the Conservation Commission.

Committee on Rules and Ordinances: To consist of three members of the Council, to consider the advisability and merit of proposed new ordinances or amendments to current ordinances, including the form and legality thereof; and all related legal matters, together with the City Attorney.

Committee on State, Federal, and Regional Government: To consist of three members of the Council, to consider matters involving the Election Commission and City Clerk, and to serve as a liaison between the City and Federal Government and the Commonwealth of Massachusetts and its authorities, regional bodies, and political subdivisions.

11.2 City Council may from time to time establish other special or standing committees as it shall deem necessary or appropriate, which special or standing committees shall be appointed by the President as soon as practicable following the establishment thereof.

11.3 The terms of membership on committees shall be the same as the terms of the City Council.

11.4 Following the President's appointment of all committee members, the Council shall determine whether matters referred to committee but not acted upon by the prior Council shall be referred to a committee of the current Council. No matters referred to committee by a prior Council which have not been acted upon shall be taken up by a committee of the current Council unless referred by vote of the current Council. Referrals for matters that have been acted upon by a Council committee shall be considered ongoing.

11.5 Every committee to which a matter has been referred shall meet within a reasonable time to consider such matter. If the chair of the committee fails to call a meeting within 30 days of a referral, a majority of the committee may call a meeting. The Council may at any time vote to revoke a referral and take up a matter previously referred to committee or refer the matter to a different committee.

11.6 Each committee shall cause records to be kept of its proceedings.

11.7 It is the goal of the City Council to actively involve citizens in the work of city government through Council committees. All committees are encouraged to work with community and neighborhood groups and committees on issues that relate to these groups' mandates and interests.

11.8 If appropriate, City Council members shall make referral(s) to standing Committee(s) after first having communicated the essence of said referral(s) to the appropriate Department Head(s) or equivalent and received a response from said Department Head(s) or equivalent, regarding said referral. Referrals customarily made to Committee on an annual or otherwise regular basis, for

example as required by City Charter, or deemed an emergency or time sensitive by the Council President, are exempt from this provision.

Rule 12. COMMUNICATIONS TO THE COUNCIL

- 12.1** The Council Clerk shall provide each member with a copy of all communications addressed to the City Council as a body or to the President or Clerk on matters of interest to the entire City Council, which would not in the course of regular business of the City Council be referred thereto for appropriate action.

Rule 13. ADMISSION WITHIN THE RAIL

- 13.1** No person shall approach the Council table in the Richard E. Mastrangelo Chamber or enter the Council Office, except upon permission of the President or other presiding officer.
- 13.2** No member of the City Council shall take the podium without the permission of the Council President or other presiding officer.

Rule 14. RECORDING OF MEETINGS

- 14.1** Except as otherwise authorized by General Law, any member or member of the public shall be permitted to make an audio or video recording of any regular or special meeting of the City Council, provided however, that such member or member of the public, shall have given notice of his/her intent to make such a recording to the presiding officer prior to the start of any such meeting to be so recorded and that the presiding officer shall announce at the start of each meeting that it is being recorded.

Rule 15. PUBLIC PARTICIPATION

- 15.1** All members of the public are invited to speak at the first Public Forum at the beginning of a City Council meeting. A member of the public wishing to speak at the first Public Forum must place his or her name on a list that the Council Clerk will make available at the meeting location prior to the scheduled start of the meeting. The presiding officer shall recognize speakers at the first Public Forum in the order in which their names appear on the list. All members of the public are also invited to speak at the second Public Forum at the end of a City Council meeting.
- 15.2** At the first Public Forum, a member of the public shall state his or her name and address before making any remarks or asking any questions, shall limit his or her remarks or questions to matters of City business or to items that are on the posted agenda for the meeting but are not scheduled for a public hearing, and shall speak for no more than two minutes.
- 15.3** At the second Public Forum, a member of the public shall state his or her name and address before making any remarks or asking any questions and shall speak for no more than two minutes.
- 15.4** During any public forum, there shall be no direct reply to the speaker or comment from Council members. Should the topic be a policy matter, the City Council President shall provide a response, which shall also be provided to the full City Council and posted on the Council web page. Should the topic be an administrative matter, the City Manager shall provide a response, which shall also be provided to the full City Council and posted on the City website.

- 15.5** All members of the public are also invited to speak at any Public Hearing and, at the presiding officer's discretion, during or following the Council's discussion of the topic of the Public Hearing. The presiding officer shall recognize those wishing to speak in the order they raise their hand.
- 15.6** All members of the public recognized by the presiding officer to speak during a Public Hearing or during or following the Council's discussion of the topic of the Public Hearing shall state his or her name and address before making any remarks or asking any questions, shall limit his or her remarks or questions to matter of the Public Hearing, and shall speak for no more than two minutes. He or she may be recognized by the presiding officer to speak a second time on the topic of the Public Hearing for no more than two minutes but only after all other members of the public wishing to speak have spoken once.
- 15.7** Copies of Rule 15 shall be made available to the public at all meetings of the Council.

Rule 16. PARLIAMENTARY AUTHORITY

- 16.1** In all matters of parliamentary procedure not provided for in General Law, the City Charter, City by-laws, or ordinances, or these rules, the City Council shall be governed by "Robert's Rules of Order, Newly Revised".

Rule 17. AMENDMENT OR SUSPENSION OF THE RULES

- 17.1** In so far as these rules are not statutory in source or origin, the same may be amended, suspended or repealed at any meeting by two-thirds vote of all the members. In the event that action taken by the City Council shall be inconsistent with these rules, such action shall be deemed to have been taken in suspension thereof, provided however, that the members concur in such action.

Rule 18. DISPUTE RESOLUTION PROCESS

- 18.1** This dispute resolution process is intended to provide a framework to resolve disputes pertaining to work-related matters and the professional manner in which Councilors and employees of the City Council interact. Disputes may arise from a variety of issues. This process may be used to resolve disputes arising between Council employees as well as between Council employees and Councilors. This process is not intended for use in resolving disputes between Councilors. This process does not replace any rights that City Councilors or Council employees have under any applicable Federal or State Laws.

It is hoped that most disputes will be resolved fairly and amicably among the parties without having to utilize this formal process. It is further hoped that matters not resolved informally between the parties can be resolved working with the Council President.

The process consists of three steps as follows:

Step 1: Council President

To initiate the Dispute Resolution Process the employee(s) or Councilor(s) shall file a written complaint with the Council President outlining the matter under dispute. After receiving a complaint, the Council President must meet with both parties to the dispute within fifteen days (or by the date of the next regularly scheduled full City Council meeting, whichever is later) to attempt to resolve the

matter. After meeting with the parties, the Council President must make a decision on the matter within seven days. If either party disagrees with the Council President's decision, they may appeal the decision in writing within seven days. If the decision is not appealed within seven days, the decision is considered final.

Appeals involving the City Council employees, except the City Manager, must be made in writing to the Chair of the Personnel and City Organization Committee for an appeal hearing at Step 2. Appeals involving the City Manager must be made in writing to the Council President for an appeal hearing at Step 3.

The Dispute Resolution Process begins at Step 1 except in the following instances:

- (a) In the event that the Council President is a part to the dispute, the City Council employee(s), except the City Manager, must file their written complaint with the Chair of Personnel and City Organization Committee and proceed directly to Step 2.
- (b) In the case of a dispute between the Council President and the City Manager, the written complaint must be filed with the Vice President of the City Council for a hearing before the full City Council at Step 3.

Step 2: Personnel and City Organization Committee

Upon receipt of a complaint or appeal, the Chair of Personnel and City Organization Committee must schedule a hearing on the dispute within fifteen days (or by the date of the next regularly scheduled full City Council meeting, whichever is later). The hearing will be held in Executive Session unless the employee requests an open session in writing. After hearing the dispute, the Committee will meet in Executive Session to make their decision on the matter by simple majority. The Chair of Personnel and City Organization Committee must then issue the Committee's decision within seven days. If either party disagrees with the Personnel and City Organization Committee's decision, they may appeal the ruling in writing within seven days. If the decision is not appealed within seven days, the decision is considered final. Appeals must be filed in writing with the Council President (or Vice President if the Council President is a party to the dispute).

Step 3: Full City Council

Upon receipt of a complaint or appeal, the Council President (or Vice President if the Council President is a party to the dispute) must schedule a hearing on the dispute before the full City Council within fifteen days (or at the next regularly scheduled full City Council meeting, whichever is later). The hearing will be held in Executive Session unless the employee requests an open session in writing. After hearing the dispute, the Council will meet in Executive Session to make a decision on the dispute by simple majority. The Council President (or Vice President if the Council President is a party to the dispute) must then issue the City Council's decision on the matter within seven days. The decision of the full City Council shall be final.

Rule 19. SANCTIONS FOR VIOLATION OF RULES

- 19.1** The Council may, by a majority vote, approve a motion to sanction any member who, after being given a warning by the presiding officer, again violates the Rules of the Council or the City Charter. Sanctions that the Council may impose include a reprimand, censure, and loss of committee chair or membership. All proceedings and actions related to this motion shall be conducted in executive

session and shall comply with provisions of the Massachusetts Open Meeting Law, including but not limited to the provision that the subject member shall be given written notice at least forty-eight hours prior to consideration of any such action by the Council. If the Council chooses to consider such action in open session or the subject member exercises his or her right under the Open Meeting Law to require that the action be considered in open session, the subject member may speak on his or her own behalf and may have counsel or a representative present to advise him or her. However, the counsel or representative may not speak in the meeting.

DEFINITIONS -TBD-

Attachment 1. Proposed Demolition Delay Ordinance (amendment to replace the existing ordinance with the ordinance below):

§ 153.01 PURPOSE

This chapter is enacted for the purpose of preserving and protecting significant buildings within the City of Watertown (formerly known as the Town of Watertown and hereinafter "City") which are outside designated local Historic Districts and to encourage owners of the buildings to seek out persons who might be willing to purchase, preserve, rehabilitate, or restore the buildings rather than demolish them. To achieve these purposes, the Watertown Historical Commission (the "Commission") is empowered to make certain determinations related to the issuance of permits for demolition or substantial demolition of significant buildings. The issuance of demolition permits for significant buildings is regulated as provided in this chapter.

§ 153.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

APPLICANT-Any person or entity who files an application for a demolition permit. If the applicant is not the owner of the premises upon which the building is situated, the owner must indicate on or with the application his/her assent to the filing of the application.

APPLICATION-An application for the demolition of a building or for renovations or alterations that constitute a substantial demolition as defined herein.

BUILDING-Any combination of materials forming a shelter for persons, animals, or property.

BUILDING COMMISSIONER - The person occupying the office of Building Commissioner or otherwise authorized to issue demolition permits.

COMMISSION – The Watertown Historical Commission or its designee.

DEMOLITION-Any act of pulling down, destroying, removing, dismantling or razing a building, or commencing the work of total or substantial destruction with the intent of completing the same.

DEMOLITION PERMIT - The building permit issued by the Building Commissioner for a demolition or partial demolition of a building, excluding a building permit issued solely for the demolition of the interior

of a building.

PREFERABLY PRESERVED - Any significant building which the Commission determines, following a public hearing, is in the public interest to preserve rather than demolish. A preferably preserved building is subject to imposition of a demolition delay period as set forth in this ordinance.

SIGNIFICANT BUILDING – Any building or portion thereof not within an Historic District which is fifty years or more old and which has been determined by the Commission or its designee to be significant based on any of the following criteria:

- The Building is importantly associated with one or more historic persons or events, or with the broad architectural, cultural, political, economic or social history of the City or the Commonwealth; or
- The Building is historically or architecturally important (in terms of period, style, method of building construction or association with a recognized architect or builder) either by itself or in the context of a group of buildings.

SUBSTANTIAL DEMOLITION- Proposed renovation, alteration or other work on a building that is tantamount to demolition because it involves the pulling down, destruction or removal of a substantial portion of the exterior of a building or structure or the removal of architectural elements which define or contribute to the historic character.

§ 153.03 PERMIT APPLICATION

(A) No demolition permit for a building which is in whole or in part fifty years or more old shall be issued without following the provisions of this ordinance. If a building is of unknown age, it shall be assumed that the building is over 50 years old for the purposes of this ordinance. If the proposed work on a building which is in whole or in part fifty years or more old constitutes a substantial demolition, the building permit to renovate or alter the building shall be forwarded to the Commission as set forth in sub-division C below. Said applicant does not need to file a separate application for a demolition permit unless and until there is a written determination that the building is significant.

(B) An applicant proposing to demolish a building subject to this ordinance shall file with the Building Commissioner an application containing the following information:

- (1) The address of the building to be demolished.
- (2) The owner's name, address and telephone number.

- (3) A description of the building.
- (4) The reason for requesting a demolition permit, including information on the building's condition if this is a reason for demolition.
- (5) A brief description of the proposed reuse, reconstruction or replacement.
- (6) A photograph or photograph(s) of the building.

(C) The Building Commissioner shall within seven days forward a copy of the application to the Chair of the Commission (or Acting Chair, if applicable) and a second commission member designated by the Chair to conduct a preliminary review (the "Chair's designee"). The Chair and the Chair's designee shall, within fifteen days after receipt of the application, make a written determination if the building is not significant.

(D) Upon determination by the Chair and the Chair's designee that the building is not significant, the Commission shall so advise the Building Commissioner and applicant in writing. The Building Commissioner may then issue the demolition or building permit.

(F) The Commission shall hold a public hearing at its next regularly scheduled meeting on all applications reviewed for historic significance which did not receive a written determination that the building or buildings were not significant. Public notice of the time, place and purpose of the hearing shall be disseminated as follows:

- (1) on an internet website operated by the City of Watertown and on an internet website operated by a local newspaper at least 14 days before the hearing;
- (2) written notice posted in the Administration building and the Watertown Free Public Library at least 14 days before the hearing; and
- (3) written notice mailed to the applicant, to the owners of all property deemed by the Commission to be affected thereby as they appear on the most recent local tax list, and to the other persons as the Commission shall deem entitled to notice at least 7 days before the hearing.

(G) The Commission shall decide at the public hearing whether the building is significant and whether it should be preferably preserved. If the Commission determines that the demolition of the significant building would be detrimental to the historical architectural heritage or resources of the City, the building shall be considered a preferably preserved significant building. The determination of the Commission may be postponed if agreed in writing by the applicant. The Commission shall notify the Building Commissioner and applicant in writing if the Commission determines that the building is not preferably preserved. The

Building Commissioner may then issue the demolition permit.

(H) If the Commission determines that the building is preferably preserved, the Commission shall notify the Building Commissioner and applicant in writing. No demolition permit may then be issued during the time period set by the Commission, starting from the date of the determination, and lasting no more than twenty-four months.

(I) No permit for demolition of a building determined to be a preferably preserved building shall be granted until all plans for future use and development of the site have been filed with the Building Commissioner and have found to comply with all laws pertaining to the issuance of a building permit or if for a parking lot, a certificate of occupancy for that site. All approvals necessary for the issuance of such building permit or certificate of occupancy including without limitation any necessary zoning variances or special permits, must be granted and all appeals from the granting of such approvals must be concluded, prior to the issuance of a demolition permit under this section.

(J) The Building Commissioner may issue a demolition permit for a preferably-preserved significant building at any time after receipt of written communication from the Commission to the effect that either:

(1) The Commission is satisfied that there is no reasonable likelihood that either the owner or some other person or group is willing to purchase, preserve, rehabilitate or restore the building; or

(2) The Commission is satisfied that for at least 6 months the owner has made continuing bona fide and reasonable efforts to locate a purchaser to preserve, rehabilitate and restore the subject building, and that the efforts have been unsuccessful.

§ 153.04 ADMINISTRATION

The Commission may adopt such rules, regulations and guidance as are necessary to administer the terms of this ordinance. The Commission is authorized to adopt a schedule of reasonable fees to cover the costs associated with the administration of this ordinance. The Commission may pro-actively develop a list of significant buildings that will be subject to this ordinance. Buildings proposed for the significant building list shall be added following a public hearing.

§ 153.05 ENFORCEMENT

(A) The Commission and/or the Building Commissioner are each

specifically authorized to institute any and all actions and proceedings, in law or equity, as they may deem necessary and appropriate to obtain compliance with the requirements of this chapter or to prevent a threatened violation thereof.

(B) No building permit shall be issued with respect to any premises upon which a significant building has been voluntarily demolished in violation of this chapter for a period of 2 years after the date of the completion of the demolition unless the building permit is for the faithful recreation of the demolished building or unless otherwise agreed by the Commission. As used herein, **PREMISES** includes the parcel of land upon which the demolished significant building was located or any adjoining parcels of land under common ownership.

(C) Upon a determination by the Commission that a building is a preferably preserved significant building, the owner shall be responsible for properly securing the building, to the satisfaction of the Building Commissioner. Should the owner fail to secure the building, the loss of the building through fire or other cause shall be considered voluntary demolition for the purposes of division (B) of this section.

§ 153.06 EMERGENCY DEMOLITION.

Nothing in this chapter shall be construed to derogate the authority of the Inspector of Buildings (which term includes Building Commissioner) derived from Mass. Gen. Laws Ch. 143. However, before acting pursuant to this chapter, the Building Commissioner shall make every reasonable effort to inform the Chair of the Historical Commission of his or her intentions to cause demolition before he or she initiates the same.

§ 153.99 PENALTY

Anyone who demolishes a significant building without first obtaining and complying fully with the provisions of a demolition permit in accordance with this chapter will be subject to a fine of \$300 for each day that the violation continues, in addition to any fine that may be imposed for failure to comply with the State Building Code.

Attachment 2. Proposed Demolition Delay Regulations:



City of Watertown
149 Main Street
Watertown, MA 02472

DEMOLITION DELAY REGULATIONS

These regulations are developed pursuant to the Watertown Demolition Delay Ordinance, Chapter 153, Sections 1-5 and 99, to enable the Historical Commission to carry out the City's goal of preserving and protecting significant buildings within the City which are outside designated local Historic Districts and to encourage owners of the buildings to seek out persons who might be willing to purchase, preserve, rehabilitate or restore the buildings rather than demolish them. Further, the regulations are intended to provide clear guidance and requirements for applicants seeking to demolish buildings, or undertake renovation or alterations that constitute substantial demolition, of significant buildings.

The regulations shall take effect when the 2022 Demolition Delay Ordinance is enacted.

I. Procedural Requirements

- A. A copy of these regulations, and any additional written guidance on the operation of the Demolition Delay Ordinance, shall be available to all applicants for demolition permits or renovation/alteration permits, in a manner to be determined by the Department of Community Development and Planning.
- B. All applicants for renovation/alteration permits shall provide sufficient information in the application to allow municipal staff to determine the scope of the proposed work.
- C. If any application for renovation/alteration permit is determined to involve a scope of proposed work that constitutes substantial demolition, as defined in Section II of these regulations, and the building, or any part, is fifty years or more old, the application will be reviewed by the Chair of the Historical Commission and the Chair's designee as set forth in the ordinance. If the building is determined not to be of historical significance, the Building Department will proceed with its usual review of the application. Otherwise, the application will be referred to the full Historical Commission for a public hearing and further consideration under the Demolition Delay Ordinance.
- D. Any renovation/alteration application referred to the full Historical Commission shall supplement its initial application by providing the following information to the Commission as soon as possible:

1. A description of the building.
2. The reason for requesting a building permit, including information on the building's condition if this is a reason for removing parts of the building.
3. A brief description of the proposed reuse, reconstruction or replacement of parts of the building.
4. A photograph or photograph(s) of the building of the building parts that are proposed to be removed.

II. Substantial Demolition

- A. Substantial demolition is the proposed renovation, alteration or other work on a building that is tantamount to demolition because it involves the pulling down, destruction or removal of a substantial portion of the exterior of a building or structure or the removal of architectural elements which define or contribute to the historic character.
- B. Municipal staff will deem any of the following as substantial demolition:
 1. Removal of 50% or more of a roof (for example, raising the overall height of a roof, rebuilding the roof to a different pitch, or adding another story to a building).
 2. Removal of any part of a roof if the ridge line is changed.
 3. Removal of any exterior wall.