



# 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, FEBRUARY 14, 2023 AT 7:00 PM**

**RICHARD E. MASTRANGELO COUNCIL CHAMBER**

## AGENDA

### ACCESS INFORMATION:

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

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- 1. ROLL CALL
  - 2. PLEDGE OF ALLEGIANCE
  - 3. PUBLIC FORUM
  - 4. PRESIDENT'S REPORT
    - A. Request from the Watertown Contributory Retirement Board to Increase the Base of the Retiree Cost of Living Adjustment; and a Referral to the Committee on Budget and Fiscal Oversight for Review and Report to the Full City Council
    - B. Consideration of Extending the Fiscal Year 2024 Budget Submission date from April 11, 2023, to May 9, 2023
  - 5. PUBLIC HEARING AND VOTE
    - A. Public Hearing and Vote on a Proposed Order Authorizing the Sum of \$300,000 is appropriated to pay costs of Designing and Constructing a New Handicap Ramp at the John A. Ryan Skating Arena, including all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to MG. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.
  - 6. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS
    - A. First Reading on a Proposed Loan Order Authorizing the Sum of \$2,500,000 is appropriated to pay costs of Constructing, Reconstructing, Paving, Repairing or Otherwise Improving Streets and Sidewalks, Including Improving Underground

Ducts and Conduits and Paying All Other Costs Incidental and Related to such Street and Sidewalk Work; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

- B. First Reading on a Proposed Order Authorizing the Sum of \$1,500,000 is appropriated to pay costs of Replacing the Turf at Victory Field, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.
- C. First Reading and Referral to the Planning Board for a Public Hearing Regarding a Proposed Zoning Map Amendment Request 134 Templeton Parkway

7. REPORTS OF COMMITTEES

- A. Committee on Economic Development & Planning Report Regarding the Confirmation Interviews of Two Members of the Public Arts & Culture Committee and Report Regarding the Confirmation of Six Members Historic District Commission – January 23, 2023 – Lisa Feltner, Chair

ACTION ITEM

- 1. That the City Council Confirm Dawn Evans Scaltreto for reappointment to the Public Arts & Culture Committee for a 3-year term to expire November 15, 2025
- 2. That the City Council Confirm Carole Katz for reappointment to the Public Arts & Culture Committee for a 3-year term to expire November 15, 2025

ACTION ITEM

- 1. That the City Council Confirm Jae Hyoung Kim for appointment as the AIA member to the Historic District Commission for a 1-year term to expire November 15, 2023
- 2. That the City Council Confirm Elizabeth Hayes for reappointment as the Realtor member to the Historic District Commission for a 1-year term to expire November 15, 2023
- 3. That the City Council Confirm Robert Bloomberg for reappointment as the Historical Society member to the Historic District Commission for a 1-year term to expire November 15, 2023
- 4. That the City Council Confirm James Bensinger for reappointment as a residential property owner member to the Historic District Commission for a 2-year term to expire November 15, 2024.
- 5. That the City Council Confirm Harvey Steiner for reappointment as a residential property owner member to the Historic District Commission for a 3-year term to expire November 15, 2025.
- 6. That the City Council Confirm Linda Sternberg for reappointment as a residential property owner member to the Historic District Commission for a 3-year term to expire November 15, 2025

- B. Committee of the Budget and Fiscal Oversight Reports Regarding the ARPA Funds – January 17, 2023, and February 1, 2023 - Vincent J. Piccirilli, Chair

8. NEW BUSINESS

9. COMMUNICATIONS FROM THE CITY MANAGER



- A. Council Update on Budget and Bargaining
  - B. Budget Data from the City Manager
  - C. Update on Marijuana Establishments
  - D. Ordinance on the Timing and Process of Appointments to City/Town Boards, Commissions, and Committees – Ordinance #46 -2007 – Additional Time
  - E. Flag and Delta Lighting Policy
- 10. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS
  - 11. ANNOUNCEMENTS
  - 12. PUBLIC FORUM
  - 13. RECESS OR ADJOURNMENT



**Watertown Contributory Retirement Board**  
Administration Building  
149 MAIN STREET  
WATERTOWN, MA 02472  
TEL (617) 972-6456 - FAX (617) 923-3531  
[www.watertownretirement.com](http://www.watertownretirement.com)

THOMAS V. THIBAUT, JR., Chairman  
THOMAS J. TRACY, Ex-Officio

DOMENIC ARONE, Elected Member  
JOHN T. LOUGHRAN, Appointed Member  
KATHLEEN KIELY-BECCHETTI, Fifth Member

January 26, 2023

George Proakis, City Manager  
Watertown City Council  
Administration Building  
Watertown, MA 02472

RE: Chapter 269 of the Acts of 2022  
An Act Relative to Cost-Of-Living Adjustments for Retirees

Dear Mr. Proakis and Honorable Council Members:

On November 16th 2022, the Governor signed into law Chapter 269 of the Acts of 2022, a local option which allows municipal retirement systems to provide a one-time increase to the Cost of Living Adjustment (COLA) granted to retirees in FY 2023, from 3% to 5% of the COLA base.

The COLA base for retirees and beneficiaries of the Watertown Retirement System is \$14,000. As of the most recent valuation of the System, January 1, 2022, there were 358 retired members and beneficiaries of the System, with an average gross monthly retirement allowance of \$33,983.00, and an average age of 75.17 years.

If approved, this one-time increase of 2% to the COLA percentage for FY 2023 would result in an additional FY 2023 COLA of \$280 for retirees and beneficiaries whose pensions exceed \$14,000, from the previously granted \$420 to \$700. Retirees and beneficiaries receiving annual pensions of less than \$14,000 would receive proportionately less (e.g., at \$10,000/year, the FY 2023 COLA would increase \$200, from \$300 to \$500).

Acceptance of the law is conditioned upon approval by the municipal retirement board and, in the City of Watertown, upon recommendation of approval by the City Manager and approval by the City Council. Time is of the essence, as acceptance must take place prior to June 30, 2023.

At its meeting of January 19, 2023, the Watertown Retirement Board reviewed the cost and funding analysis provided by the System's actuary, which is attached hereto. After discussion, the Board unanimously voted to accept the one-time increase of the additional 2%, and to respectfully request approval by the City Council upon recommendation of the City Manager.

Thank you for your kind consideration and attention to this important matter.

Sincerely,

Thomas V. Thibaut, Jr., Chairman

enc: Chapter 269 of the Acts of 2022  
Actuarial Analysis

## Acts (2022)

### Chapter 269

#### AN ACT RELATIVE TO COST-OF-LIVING ADJUSTMENTS FOR RETIREES

*Whereas*, The deferred operation of this act would tend to defeat its purpose, which is to provide for increased cost-of-living adjustments for retirees, therefore it is hereby declared to be an emergency law, necessary for the immediate preservation of the public convenience.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

SECTION 1. (a) (1) Notwithstanding section 103 of chapter 32 of the General Laws or any other general or special law to the contrary, the retirement board of any system that has accepted said section 103 may elect to establish a cost-of-living adjustment increase of not less than 3 per cent and not greater than 5 per cent on the base amount provided for in said section 103 for fiscal year 2023.

(2) The sum of the dollar amount of the cost-of-living increase on the base amount, together with the amount of retirement allowance, pension or annuity to which the cost-of-living increase is applied,

shall become the fixed retirement allowance, pension or annuity for all future purposes, including the application of subsequent cost-of-living adjustments in future years.

(b) A retirement board may grant a cost-of-living increase of not less than 3 per cent and not greater than 5 per cent on the base amount for fiscal year 2023 at any time during the fiscal year.

(c) This section shall take effect for the members of a retirement system by a majority vote of the board of such system and upon local acceptance: (i) of the city council upon recommendation of the mayor in a city, (ii) of the city council upon recommendation of the city manager in a city having a Plan D or Plan E charter, (iii) of the chief executive officer, as defined in section 7 of chapter 4 of the General Laws, in a town, (iv) of the county commissioners in a county and (v) by vote of the governing board, commission or committee in a district or other political subdivision of the commonwealth. For any retirement system comprising more than 1 political subdivision of the commonwealth, this section shall be effective by a majority vote of the board of such system and upon the acceptance of two-thirds of cities and towns within the system by approval of: (i) the city council upon recommendation of the mayor in a city, (ii) the city council upon recommendation of the city manager in a city having a Plan D or Plan E charter, and (iii) the chief executive officer, as defined in section 7 of chapter 4 of the General Laws, in a town.

SECTION 2. This act shall take effect on July 1, 2022.

*Approved, November 16, 2022.*

# Report Summary:

## Highlights

|                                                     | 5% COLA one-time<br><u>January 1, 2022</u> | Current<br><u>January 1, 2022</u> | <u>Difference</u> |
|-----------------------------------------------------|--------------------------------------------|-----------------------------------|-------------------|
| <u>Contributions</u>                                |                                            |                                   |                   |
| Funding Schedule FY 2023                            | \$1,307,563                                | \$1,307,563                       |                   |
| Funding Schedule FY 2024                            | \$925,144                                  | \$925,144                         | \$0               |
| <u>Funded Ratio</u>                                 |                                            |                                   |                   |
| GAS No. 25                                          | 103.7%                                     | 104.1%                            |                   |
| <u>Participants</u>                                 |                                            |                                   |                   |
| Actives                                             | 525                                        | 525                               |                   |
| Retirees and Beneficiaries                          | 358                                        | 358                               |                   |
| Vested                                              | 0                                          | 0                                 |                   |
| Inactives                                           | 201                                        | 201                               |                   |
| Disabled                                            | <u>60</u>                                  | <u>60</u>                         |                   |
| Total                                               | 1,144                                      | 1,144                             |                   |
| <u>Payroll</u>                                      |                                            |                                   |                   |
| Payroll of Active Members                           | \$38,164,294                               | \$38,164,294                      |                   |
| Average Payroll                                     | 72,694                                     | 72,694                            |                   |
| <u>Normal Cost</u>                                  |                                            |                                   |                   |
| Employer                                            | 425,465                                    | 425,465                           | \$0               |
| Employee                                            | 3,473,433                                  | 3,473,433                         |                   |
| Administrative Expenses                             | <u>340,000</u>                             | <u>340,000</u>                    |                   |
| Total                                               | 4,238,898                                  | 4,238,898                         | \$0               |
| <u>Actuarial Accrued Liabilities</u>                |                                            |                                   |                   |
| Actives                                             | 104,883,912                                | 104,883,912                       | \$0               |
| Retirees, Beneficiaries, Disabilities and Inactives | <u>145,939,778</u>                         | <u>144,933,653</u>                | \$1,006,125       |
| Total                                               | 250,823,690                                | 249,817,565                       | \$1,006,125       |
| <u>Actuarial Value of Assets</u>                    |                                            |                                   |                   |
|                                                     | <u>260,164,732</u>                         | <u>260,164,732</u>                |                   |
| <u>Unfunded Actuarial Accrued Liabilities</u>       | (\$9,341,042)                              | (\$10,347,167)                    | \$1,006,125       |





George J. Proakis  
City Manager

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[citymgr@watertown-ma.gov](mailto:citymgr@watertown-ma.gov)

To: Honorable City Council

From: George J. Proakis, City Manager

Date: January 19, 2023

RE: Agenda Item - Proposed Loan Order

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Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works requesting action be taken to authorize the Treasurer to borrow a total of \$300,000 identified for the design, construction and construction administration of a new handicap ramp located at the John A. Ryan Skating Arena. The current handicap ramp needs significant repairs as it is pulling away from the building and has sunken in places, thereby not making the ramp ADA accessible.

I respectfully request the attached proposed Loan Order of \$300,000 be placed on the January 24, 2023 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: Gregory M. St. Louis, Superintendent of Public Works  
Thomas P. Watkins, Director of Administration and Finance, Department of Public Works  
Matthew I. Shuman, City Engineer  
Steven T. Magoon, Director of Community Development and Planning/Acting Deputy City Manager  
Thomas J. Tracy, City Auditor/Assistant City Manager for Finance  
Melissa A. Morrissey, City Treasurer/Collector  
Daniel F. Brothers, Skating Rink Manager  
Peter Centola, Recreation Director



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

January 19, 2023

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

RE: Draft Loan Order – Handicap Ramp

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of designing and constructing a new handicap ramp at the John A. Ryan Skating Arena:

ORDERED: That the sum of \$300,000 is appropriated to pay costs of designing and constructing a new handicap ramp at the John A. Ryan Skating Arena, including all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

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

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

Sincerely,

Jay Gonzalez



**CITY OF WATERTOWN**  
DEPARTMENT OF PUBLIC WORKS  
124 ORCHARD STREET

Gregory M. St. Louis, PE  
Superintendent

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

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, Superintendent of Public Works

DATE: January 19, 2023

RE: Department of Public Works - Loan Order Request: Handicap Ramp Repair at the John A. Ryan Skating Arena

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In accordance with the FY 2021 – 2025 Capital Improvement Program budget, the Department of Public Works respectfully requests that the necessary actions be taken to authorize the Treasurer to borrow a total of \$300,000 identified for the design, construction and construction administration of a new handicap ramp located at the John A. Ryan Skating Arena. This project is listed within Line 278 under Skating Arena of the FY21 CIP originally for \$225,000 and later amended to \$300,000 within Conceptual Recommendation #19 in the FY22 budget.

The current handicap ramp located at the Skating Arena is in need of significant repairs as it is pulling away from the building and has sunken in places, thereby not making the ramp ADA accessible. This is a major safety and accessibility matter and these funds will address these issues through the demolition of the existing ramp, as well as the design and construction of a new ramp.

Enclosed are pictures of the existing ramp, which highlight the need for these repairs.

We thank you in advance for your consideration.













George J. Proakis  
City Manager

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[citymgr@watertown-ma.gov](mailto:citymgr@watertown-ma.gov)

TO: Honorable City Council

FROM: George J. Proakis, City Manager 

DATE: February 14, 2023

RE: Agenda Item – Proposed Loan Order – REVISED

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As a follow up to the submitted request for the proposed loan order on tonight's City Council Agenda, item 6A Streets & Sidewalks Loan Order, attached please find the revised minutes from the November 1, 2022, Committee on Public Works report with recommendations on the 2023 Local Road Construction. The Honorable City Council adopted the recommendations at the December 13, 2022, Council Meeting.

Thank you for your consideration in this matter.

cc: Gregory M. St. Louis, Superintendent of Public Works  
Thomas P. Watkins, Director of Administration and Finance, Public Works  
Matthew Shuman, City Engineer  
Steven Magoon, Director of Community Development and Planning/Assistant City Manager  
Melissa Morrissey, City Treasurer/Collector

**Watertown City Council**  
**Committee on Public Works**  
**Councilor Piccirilli, Chair, Councilor Feltner, Vice Chair, Councilor Palomba, Secretary**  
**Committee Report of November 1, 2022 Meeting**

The Committee on Public Works met on Monday, November 1 in the City Council Chambers at 6:30 PM. It was a hybrid meeting so residents could attend the meeting on Zoom. Also, comments could be directed through email to [vpiccirilli@watertown-ma.gov](mailto:vpiccirilli@watertown-ma.gov).

The purpose of the meeting was to review and make recommendations on the **2023 Local Road Construction Program**.

Present at the meeting were the three members of the Committee, Councilors Piccirilli, Chair, Councilor Feltner, Vice Chair, Councilor Palomba, Secretary as well as Councilor Gardner and Councilor Bays. Also present were the following employees of the Department of Public Works (DPW), Greg St. Louis, Superintendent, Tom Watkins, Director of Administration and Finance, and Matt Shuman, City Engineer. Members from the Bicycle/Pedestrian Committee included Maria Saiz, Hanna Rokoff, and Andy Campagna. Resident Ed Marcus was also present.

Councilor Piccirilli began that meeting at 6:30 PM and introduced himself and the members of the Committee. He invited Mr. Shuman to give the 2023 Road Program slide presentation. This is available on the DPW website at <https://www.watertowndpw.org/977/Annual-Road-Program>. Additional information on the 2022 sidewalk and street repairs can be found at <https://portal.laserfiche.com/Portal/DocView.aspx?id=17429&repo=r-5ece5628> Given the length of the presentation, the Secretary chose to list the highlights and related discussions by the Committee.

1) The City borrows annually for the Road Program, including \$2 million for road reclamation and \$500,000 for sidewalk repairs. Also, starting in FY 21 the City borrows \$1.5 million annually for the long streets and connector program.

2) Boylston, Chester, and Locke Streets, the roads selected in the 2022 Local Road Construction Program, have been or will be completed by the end of the 2022 construction season (April 2022 through November 2022).

3) However the long streets and connector program for the reconstruction of Highland Avenue was delayed and is anticipated to begin in the spring of 2023. Funding for this project is from FY 21. The borrowing for FY 22 and FY 23 for the long streets and connector program has not happened at this time.

4) The anticipated future long streets and connector program include:

Morse Street- FY 22 borrowing – construction spring of 2023

Fifth and Watertown Streets – FY 23 borrowing- construction spring of 2024

Forest and Springfield Streets – FY 24 borrowing – construction spring of 2025

Riverside Street – FY 25 borrowing – construction spring of 2026

5) DPW's priority is to maintain the pavement on all Watertown streets and roads. To that end they employ pavement management techniques including deferred maintenance, crack sealing, mill and overlay, and reclamation. Reclamation is the most expensive and involves the complete excavation of the road, granite curbing, concrete sidewalks, driveway aprons, handicap ramps, and rehabilitation or additions of planting strips.

6) DPW also employs a Pavement Management Index or PCI which is a snap shot of the road conditions throughout the City. Our PCI has declined since 2016 dropping from a PCI of 65 to a PCI of 61 in 2021. The decline is attributed to the significant number of excavation permits. There were 1,700 permits issued between 2016 and 2021 for gas main installations and gas, water, and sewer main replacements. In part this is related to the many new developments being built, all of which access these services.

7) After considering a number of factors including whether upgraded utility services are or will be completed, what streets are in the greatest state of disrepair, the funding that is available, and other factors, DPW has selected the following streets for reclamation in the spring of 2023 – **Bates Road, Bates Road East, Essex Street, Nash Street, Francis Street and Bradshaw Street.**

8) Council Feltner raised the concern that the lack of curbing on streets can lead to the erosion of planting strips and hoped that every effort can be made to install curbing when streets that are not scheduled for reclamation are repaired. Councilor Piccirilli noted the City's ordinance addressing curbing does provide for DPW to install asphalt curbing as well as granite curbing.

9) DPW has funds for sidewalk repairs separate from the funds in the road programs. It also is in the process of developing a sidewalk index. Though it has not been completed, it is used to determine what sections of sidewalks are repaired during a construction season by contractors hired by the DPW.

The following four motions were made by Councilor Feltner, seconded by Councilor Palomba and approved by a 3 – 0 votes.

**The Committee recommends that the City Council approve that the Department of Public Works recommendation for the 2023 Road Program as presented using the FY 23 \$2.5 million loan order for Bates Road, Bates Road East, Essex Street, Francis Street, and Bradshaw Street.**

**The Committee recommends that the City Council approve that the Department of Public Works recommendation to remove Fifth Avenue from the FY 22 long streets and connector program (which includes Morse Street), and use the FY 23 \$1.5 million loan order for the long streets and connector program for the repair of Fifth Avenue and related work on Watertown Street.**

**The Committee recommends that the City Council approve that the Department of Public Works use of the FY 24 funding for the long streets and connector program for the repair of Forest and Springfield Streets, and to use the FY 25 funding for the long streets and connector program for the repair of Riverside Street.**



**The Committee recommends that the City Council ask the Administration to increase annual funding for the long streets and connector program in the CIP from \$1.5 million to \$2 million.**

Councilor Palomba made a motion to adjourn which was seconded by Councilor Feltner and passed by a 3-0 vote.

The minutes were prepared by Councilor Palomba



George J. Proakis  
City Manager

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[citymgr@watertown-ma.gov](mailto:citymgr@watertown-ma.gov)

TO: Honorable City Council

FROM: George J. Proakis, City Manager 

DATE: February 2, 2023

RE: Agenda Item – Proposed Loan Order

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On March 22, 2022 the Honorable City Council adopted 34 conceptual recommendations on the Fiscal Year 2023-2027 Capital Improvement Program.

Conceptual recommendation #25 reads in part as follows:

Refer to the Public Works Committee, for policy guidance, plans for the FY23 \$2,500,000 proposed loan order (FY23 CIP Lines 270 & 276) for local road construction projects in the summer of 2023.

On November 22, 2022, the Honorable City Council approved the list of streets to be included in the Fiscal Year 2023 Road Program (see attached excerpt from the November 22, 2022 City Council Minutes and Committee on Public Works Report).

As a follow up to the above, enclosed please find correspondence from Gregory M. St. Louis, Superintendent of Public Works requesting action be taken to authorize the Treasurer to borrow \$2,000,000 as outlined and approved in the Fiscal Year 2023- 2027 Capital Improvement Program for Highway Reconstruction (Bonds), as well as another \$500,000 for Sidewalk Reconstruction (Bonds), for the total of \$2,500,000.

Therefore, given all of the above, I respectfully request the attached Proposed Loan Order of \$2,500,000 be placed on the February 14, 2023 City Council Agenda as a first reading.

Thank you for your consideration in this matter.

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





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February 1, 2023

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

RE: Draft Loan Order – Street and Sidewalk Bonds

Dear George:

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

ORDERED: That the sum of \$2,500,000 is appropriated to pay costs of constructing, reconstructing, paving, repairing or otherwise improving streets and sidewalks, including improving underground ducts and conduits and paying all other costs incidental and related to such street and sidewalk work; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

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

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

Sincerely,

Jay Gonzalez

Committee on Public Works Report Regarding the 2023 Local Road Construction Program - Vincent J. Piccirilli, Chair

ACTION ITEMS:

1. That the City Council Approve the Department of Public Works Recommendation for the 2023 Road Program as presented using the FY2023 \$2,500,000 Loan Order for Bates Road, Bates Road East, Essex Street, Francis Street, and Bradshaw Street

**Watertown City Council**  
**Committee on Public Works**  
**Councilor Piccirilli, Chair, Councilor Feltner, Vice Chair, Councilor Palomba, Secretary**  
**Committee Report of November 1, 2022 Meeting**

The Committee on Public Works met on Monday, November 1 in the City Council Chambers at 6:30 PM. It was a hybrid meeting so residents could attend the meeting on Zoom. Also, comments could be directed through email to [vpiccirilli@watertown-ma.gov](mailto:vpiccirilli@watertown-ma.gov).

The purpose of the meeting was to review and make recommendations on the **2023 Local Road Construction Program**.

Present at the meeting were the three members of the Committee, Councilors Piccirilli, Chair, Councilor Feltner, Vice Chair, Councilor Palomba, Secretary as well as Councilor Gardner and Councilor Bays. Also present were the following employees of the Department of Public Works (DPW), Greg St. Louis, Superintendent, Tom Watkins, Director of Administration and Finance, and Matt Shuman, City Engineer. Members from the Bicycle/Pedestrian Committee included Maria Saiz, Hanna Rokoff, and Andy Campagna. Resident Ed Marcus was also present.

Councilor Piccirilli began that meeting at 6:30 PM and introduced himself and the members of the Committee. He invited Mr. Shuman to give the 2023 Road Program slide presentation. This is available on the DPW website at <http://www.watertowndpw.org/191/Annual-Road-Program>. Additional information on the 2022 sidewalk and street repairs can be found at <https://www.watertowndpw.org/DocumentCenter/View/1774/2022-Work-Completed-To-date?bidId=>. Given the length of the presentation, the Secretary has chosen to list the highlights and related discussions by the Committee.

1) The City borrows annually for the Road Program, including \$2 million for the road reconstruction and \$500,000 for sidewalk reconstruction. Also, starting in FY 21 the City borrows \$1.5 million for the long streets and connector program.

2) Boylston, Chester, and Locke Streets, the roads selected in the 2022 Local Road Construction Program, have been or will be completed by the end of the 2022 construction season (April 2022 through November 2022).

3) However the long street and connector program for the reconstruction of Highland Avenue was delayed and is anticipated to begin in the spring of 2023. Funding for this project is from FY 21. While the borrowing for FY 22 and FY 23 monies for the long streets and connector program has not happened at this time.

4) The anticipated future long streets and connector program include:

Morse Street- FY 22 borrowing – construction spring of 2023

Fifth and Watertown Streets – FY 23 borrowing- construction spring of 2024

Forest and Springfield Streets – FY 24 borrowing – construction spring of 2025

Riverside Street – FY 25 borrowing – construction spring of 2026



5) DPW's priority is to maintain pavement on all Watertown streets and roads. To that end they employ pavement management techniques including deferred maintenance, crack sealing, mill and overlay, and reclamation. Reclamation is the most expensive and involves the complete excavation of the road, granite curbing, concrete sidewalks, driveway aprons, handicap ramps, and rehabilitation or additions of planting strips.

6) DPW also employs a Pavement Management Index or PCI which is a snap shot of the road conditions throughout the City. Our PCI has declined since 2016 dropping from a PCI of 65 to a PCI of 61 in 2021. The decline is attributed to the significant number of excavation permits, 1,700, issued between 2016 and 2021 for gas main installations and gas, water, and sewer main replacements. In part this is related to the many new developments being built, all of which access these services.

7) After considering a number of factors including whether upgraded utility services are or will be completed, what streets are in the greatest stay of repair, the funding that is available, and other factors, DPW has selected the following streets for reclamation in the spring of 2023 – **Bates Road, Bates Road East, Essex Street, Nash Street, Francis Street and Bradshaw Street.**

8) It should be noted that during the presentation, Council Feltner twice raised the concern that when DPW does mill and overlay on roads and streets they do not repair or install curbing, even asphalt curbing, which results in deteriorating and unsafe planting stripes. Councilor Piccirilli noted the City's ordinance addressing curbing does provide for DPW to install asphalt curbing as well as granite curbing.

9) There was quite a bit of discussion regarding sidewalk repairs. Key points included:

a) DPW does have funds for sidewalk repairs separate from the funds in the road programs. It also is in the process of developing a sidewalk index. Though it has not been completed, it is used to determine what sections of sidewalks are repaired during a construction season by contractors hired by the DPW.

b) Contractors provide a one year guarantee on their work. Unfortunately if the sidewalk begins to spall, that is, begins to crumble, after a year, the City is required to repair the sidewalk.

c) DPW does temporary repairs where sidewalks have been lifted due to tree roots. When repairing these sections they use flexi-pave that expands. However these temporary repairs only marginally prevent tripping and do not allow access to individuals using wheelchairs or canes.

The following four motions were made by Councilor Feltner, seconded by Councilor Palomba and approved by a 3 – 0 votes.

**The Committee recommends that the City Council approve the Department of Public Works recommendation for the 2023 Road Program as presented using the FY 23 \$2.5 million load order for Bates Road, Bates Road East, Essex Street, Francis Street, and Bradshaw Street.**

The Committee recommends that the City Council approve the Department of Public Works recommendation to remove Fifth Avenue from the FY 22 long street and connector program (which includes Morse Street), and use the FY 23 \$1.5 million load order for the long street and connector program for the repair of Fifth Avenue and related work on Watertown Street.

The Committee recommends that the City Council approve the Department of Public Works use the FY 24 funding for the long street and connector program for the repair of Forest and Springfield Streets, and to use the FY 25 funding for the long street and connector program for the repair of Riverside Street.

The Committee recommends that the City Council ask the Administration to increase annual funding for the long street and connector program in the CIP from \$1.5 million to \$2 million.

Councilor Palomba made a motion to adjourn which was seconded by Councilor Feltner and passed by a 3-0 vote.

The minutes were written by Councilor Palomba



**CITY OF WATERTOWN**  
DEPARTMENT OF PUBLIC WORKS  
124 ORCHARD STREET

Gregory M. St. Louis, PE  
Superintendent

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

TO: Mr. George Proakis, City Manager  
FROM: Mr. Greg St. Louis, Superintendent, Department of Public Works  
DATE: January 31, 2023  
RE: Loan Order Request: Highway & Sidewalk Reconstruction

---

The Department of Public Works respectfully requests that the necessary actions be taken to authorize the Treasurer to borrow \$2,000,000.00 as outlined and approved in the Fiscal Year 2023 - 2027 Capital Improvement Program budget for Highway Reconstruction (Bonds), as well as another \$500,000.00 for Sidewalk Reconstruction (Bonds), for the total of \$2,500,000.00. This recommendation is in accordance with the City Council Committee on Public Works report that was reviewed and approved by the City Council on November 22, 2022.

The work will consist of the reconstruction of various streets and sidewalks which include Bates Road, Bates Road East, Essex Street, Nash Street, Francis Street and Bradshaw Street. These funds will be utilized for the design, engineering, construction and construction administration services associated with the full reconstruction efforts of the aforementioned roadways and sidewalk. Work will also include the installation of curbing, bicycle lanes, tree plantings and other appurtenant work, as appropriate.

This work is also in accordance with the 2023 Road Program presentation to the City Council Committee on Public Works provided on November 1, 2022. The 2023 Road Program presentation can be found on the DPW website:

<https://www.watertowndpw.org/977/Annual-Road-Program>

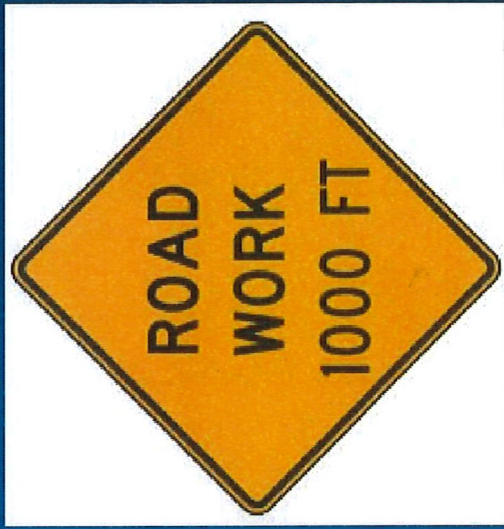
If borrowing is approved as outlined in the FY2023 Capital Improvement Plan, construction is anticipated to begin later this Spring.

We thank you in advance for your consideration.

CC: T. Tracy  
S. Magoon  
J. Gonzalez  
M. Shuman  
T. Glode  
E. Baptista  
T. Watkins



# 2023 Road Program

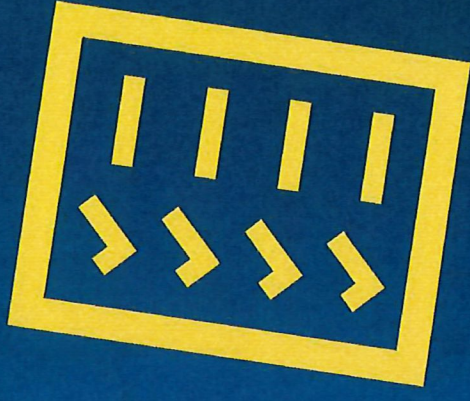


## Public Works Subcommittee Presentation November 1, 2022



# Agenda

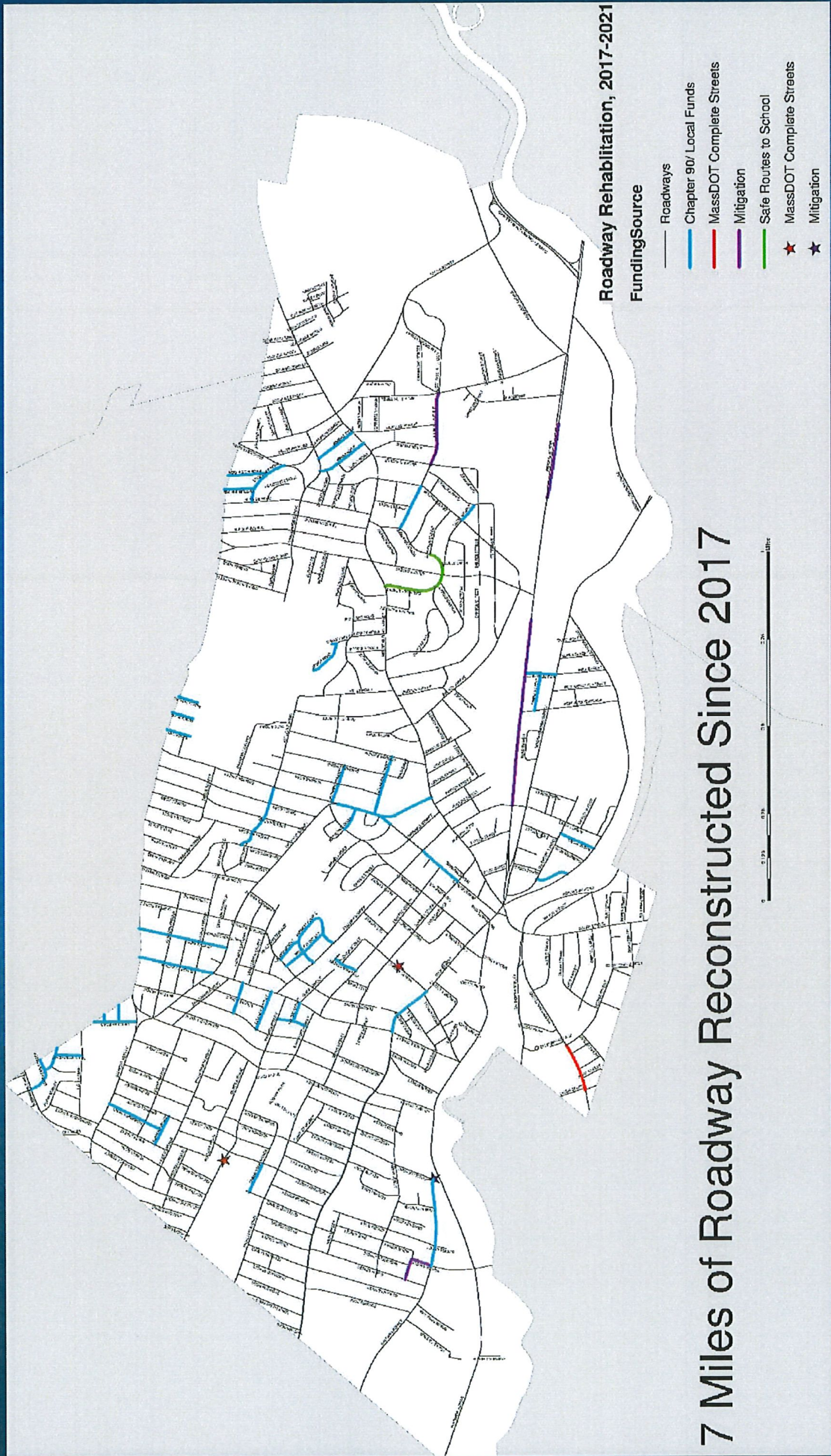
- Road Program Updates
- Pavement Management Update
- 2023 Road Reconstruction Program
- Long Streets & Connector Program
- Recommendations
- Questions





# Road Program Updates

## Road Reconstruction Progress





# Road Program Updates

## Funding History

- \$2.5 million road program began in FY'13 and has remained constant
  - Budgeted increases to begin in FY'24 through FY'27
- Starting in FY'21, an additional \$1.5 million per year for long streets and connector program
  - FY'21 money borrowed for Highland Ave. (increased to \$2 million)
  - FY'22 and FY'23 monies have not been borrowed yet

Excerpts from FY 2023- FY 2027 CIP

|                         | FY '23    | FY '24    | FY '25    | FY '26    | FY '27    |
|-------------------------|-----------|-----------|-----------|-----------|-----------|
| Highway Recon.          | \$2,000.0 | \$2,100.0 | \$2,200.0 | \$2,300.0 | \$2,400.0 |
| Sidewalk Recon.         | \$500.0   | \$525.00  | \$550.0   | \$575.0   | \$600.0   |
| Long Streets/Connectors | \$1,500.0 | \$1,575.0 | \$1,650.0 | \$1,725.0 | \$1,800.0 |



# Road Program Updates

## 2023 Construction Updates

- Boylston Street (Fairfield Street to Porter Street)
- Chester Street
- Locke Street
- Chapman Street—bid with Highland Ave.

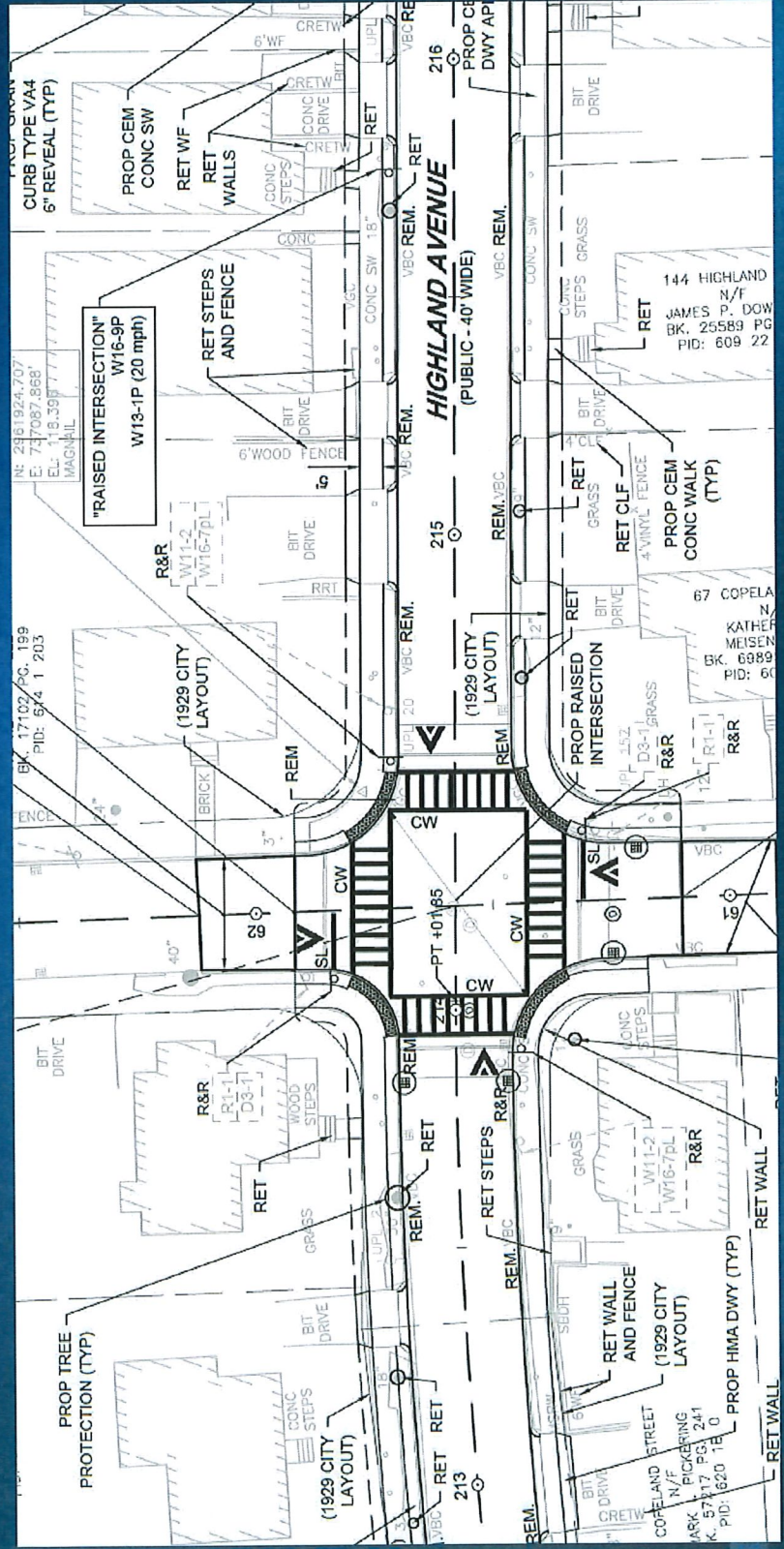




# Road Program Update

## Highland Ave. and Chapman St

- Joint project bid out in August 2022
- Contract awarded to Newport Construction
- Anticipate construction to begin in Spring





# Road Program Update

## Morse Street & Fifth Ave.

- Project recommended in 2021 for 2023 construction
- Morse Street concept plan being finalized
- Additional evaluation and funding required for Fifth Ave. and Watertown Street

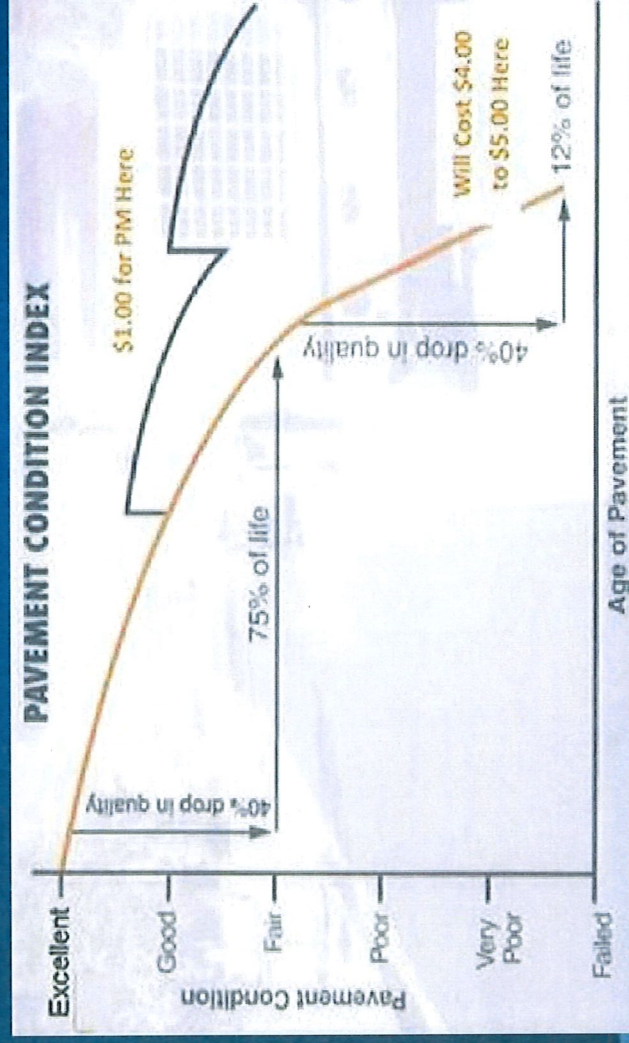




# Pavement Management Update

## Pavement Preservation Techniques

- Pavement deteriorates more quickly as it ages
- Use a variety of methods to prolong the useful life of road surfaces
- Cost-effective versus complete reconstruction





# Pavement Management Update

## Typical Management Techniques

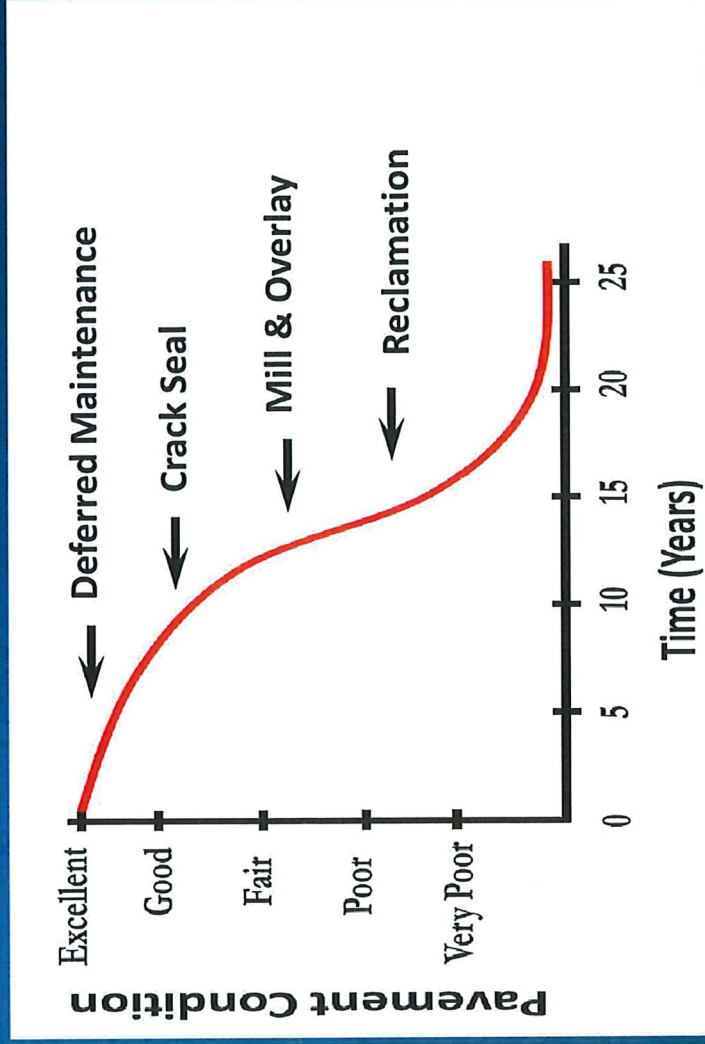
- Provide a variety of maintenance treatments to **prolong the useful life** of less deteriorated roadways

- Deferred Maintenance

\$ Crack Seal

\$\$ Mill & Overlay

\$\$\$\$ Reclamation





# Pavement Management Update

## Typical Management Techniques

### - Deferred Maintenance

- \$ Crack Seal
- \$\$\$ Mill & Overlay
- \$\$\$\$\$ Reclamation





# Pavement Management Update

## Typical Management Techniques

- Deferred Maintenance

\$ Crack Seal

\$\$\$ Mill & Overlay

\$\$\$\$\$ Reclamation





# Pavement Management Update

## Typical Management Techniques

- Deferred Maintenance
- \$ Crack Seal
- \$\$\$ Mill & Overlay
- \$\$\$\$\$ Reclamation





# Pavement Management Update

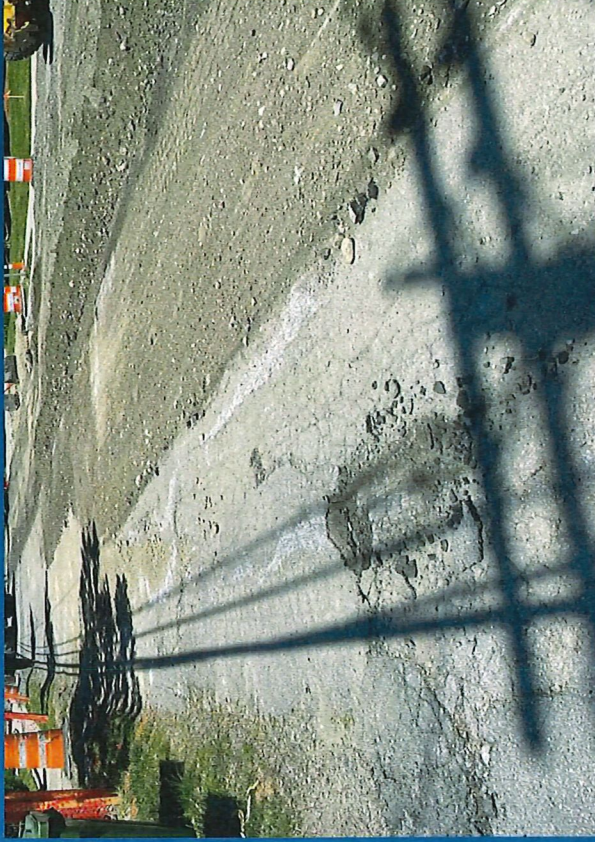
## Typical Management Techniques

- Deferred Maintenance

\$ Crack Seal

\$\$\$ Mill & Overlay

\$\$\$\$\$ Reclamation





# Pavement Management Update

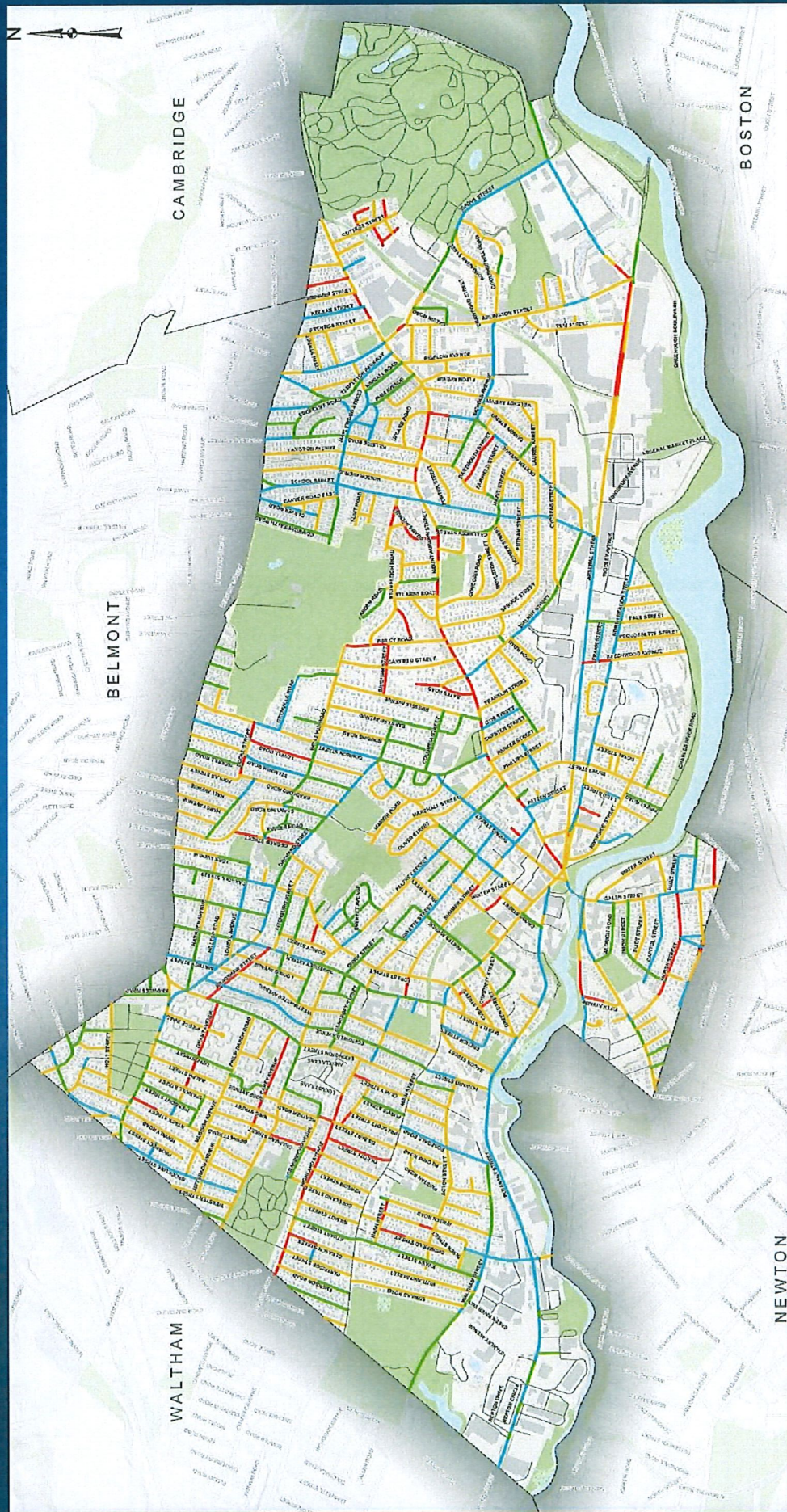
## Pavement Management Index (PCI)

- Snapshot of road conditions throughout City
- Street survey performed in 2021, evaluates many factors that contribute to road deterioration
- Develop a “Pavement Condition Index” (PCI) for all streets
  - Industry standard practice developed by Army Corps of Engineers, adopted by APWA
  - Numerical measure (0-100) of roadway condition based on observed surface distresses (cracking, patching, potholes, utility cuts, etc.)
- Planning level repair recommendations and cost estimates



# Pavement Management Update

## 2021 Pavement Condition Index Map



<https://www.watertownpdpme.org/DocumentCenter/View/1716/Pavement-Condition-Index-PCI?bidId=>



# Pavement Management Update

## Pavement Management Index (PCI)

|             | 2012   | 2016   | 2021    |
|-------------|--------|--------|---------|
| Average PCI | 59     | 65     | 61      |
| Backlog     | \$92 M | \$88 M | \$106 M |

- Between 2016 and 2021:
  - Almost 1,700 excavation permits issued
  - Over 750 municipal utility repairs
  - About 11.5 miles of gas main installed
  - Almost 3 miles of water main replaced
  - Almost 3/4 mile of sewer main replaced
  - Almost 1/3 mile of drain main replaced
- **VS.**
  - 5.6 miles of road reclaimed
  - 10 miles of road milled and overlaid



## Challenges Affecting PCI

- Increased road repair needs as utility improvements are completed
  - National Grid gas main replacements
  - Water and sewer main rehabilitation and replacements
  - City-wide lead service replacement program
- Private development
  - Utility extensions/upgrades
- Severe weather conditions can lead to higher than expected levels of deterioration on streets



# Pavement Management Update

## Challenges Affecting Cost

- Contractor availability and bidding environment
- Materials cost escalations
- Roadway reconstruction includes curbing, sidewalks, and drainage improvements

Full Road Reconstruction Costs

|                               | 2018  | 2020  | 2021  | 2022  |
|-------------------------------|-------|-------|-------|-------|
| Price per linear foot of road | \$360 | \$575 | \$910 | \$865 |



# Pavement Management Goals

## Pavement Reconstruction Techniques

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



# 2023 Road Reconstruction Program

## Developing a “Universe of Projects”

- City staff evaluate roadway conditions each year
  - Pavement Management Plan
  - Field reconnaissance
  - Status of utility work
  - Work order/maintenance requests
- Streets may be categorized for maintenance or reconstruction



# 2023 Road Reconstruction List

## Developing the List

- Streets considered for full reconstruction based on a variety of factors:
  - Only streets with upgraded utilities will be completely reconstructed
  - Priority to streets in greatest state of disrepair
  - Program must fit within funding constraints
    - FY'23 CIP is level funded at \$2.5 Million
  - Secondary considerations include traffic volumes, the pedestrian network and geographic equity



# 2023 Road Reconstruction

## Utility Coordination & Capital Planning

- Water main replacement program
  - Highland Ave. (Emerson Rd. to Partridge St.)
- Sewer and drain repairs and replacements
- Substandard water service replacements—110 locations
- National Grid gas main replacements



# 2023 Road Reconstruction List

## Proposed Streets

- Bates Road
- Bates Road East
- Essex Street
- Nash Street
- Francis Street
- Bradshaw Street





# 2023 Road Reconstruction List

## Bates Road & Bates Road East



**Bates Road &  
Bates Road East**

- Gas main replacement in 2016
- Water main replacements in 2013
- Sewer replacements in 2020
- Alligator cracking, trench patches

**1,220 feet long – 24 feet wide**



# 2023 Road Reconstruction List

## Essex Street



### Essex Street

- Gas main replacement in 2021
- Water and sewer main replacement in 2020
- Alligator cracking, trench repairs
- Asphalt sidewalks in poor condition
- Portions lack curb, no complete sidewalk

290 feet long – 24 feet wide



# 2023 Road Reconstruction List

## Nash Street



### Nash Street

- Gas main replaced in 2015 & 2021
- Water main replaced in 2020
- Gaps in sidewalk network, mixture of curb and berm with gaps

630 feet long – 24 – 35 feet wide



# 2023 Road Reconstruction List

## Francis Street



### Francis Street

- Gas main replacement in 2021
- Potholes, trenches
- Concrete sidewalks with asphalt berm

610 feet long – 24 feet wide



# 2023 Road Reconstruction List

## Francis Street

- Evaluated as part of Watertown Green Streets program
- Residents reported street flooding during high intensity rain events



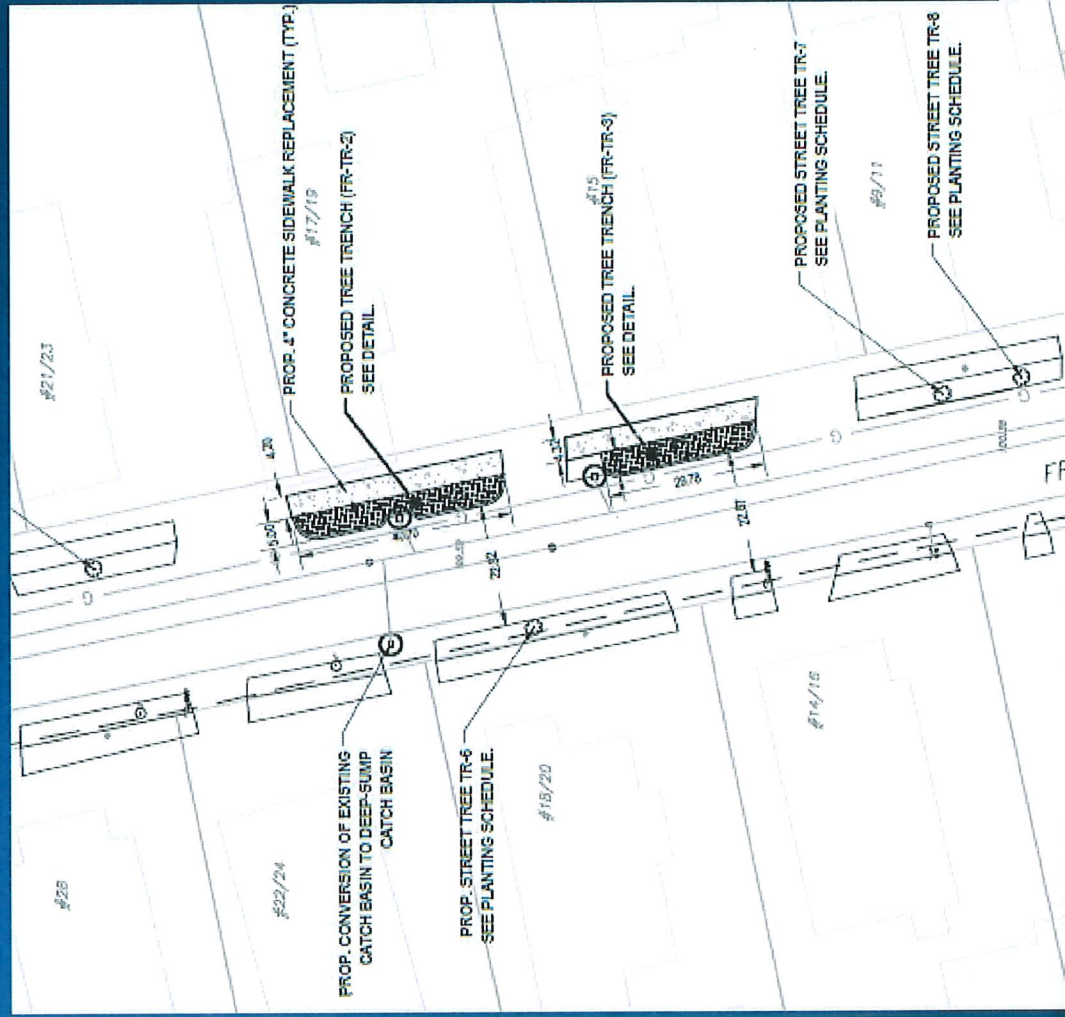
[Resilient Watertown \(watertown-ma.gov\)](http://watertown-ma.gov)



# 2023 Road Reconstruction List

## Francis Street

- City cleaned and inspected drains in street
- Consultant developed 75% design plans to install 4 stormwater tree trenches and 1 drywell
- 25 to 75% reduction in runoff rates anticipated
- Identified locations for 7 additional street trees





# 2023 Road Reconstruction List

## Bradshaw Street



### Bradshaw Street

- Gas main replacement in 2021
- Alligator cracking, cross trenching
- Concrete and asphalt sidewalks
- Sections with no curb, concrete curb, or granite curb

1,035 feet long – 23.5-24' feet wide



# 2023 Road Reconstruction List

## Next Steps

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



# Long Streets & Connector Program

## Description

- \$1.5 million supplemental funding longer streets & connectors
- Short list streets
  - Forest Street (Springfield Street to Path) & Springfield Street (Fitchburg St. to Forest St.)
  - Riverside Ave.
- Considerations
  - Future utility needs
  - Traffic volumes
  - Connection to existing bike and pedestrian facilities, and important destinations



# Long Streets & Connector Program

## Forest Street & Springfield Street



### Forest St. & Springfield St. Corridor

- Gas main replacement in 2015 and 2020
- Water main replacement in 2016
- Alligator cracking, cross trenching
- Concrete and asphalt sidewalks with some gaps
- Sections with no curb, concrete curb, or granite curb

2,400 feet long – 24' feet wide



# Long Streets & Connector Program

## Forest Street & Springfield Street

- Corridor included in City's *Complete Streets Prioritization Plan* (#20)

- Install granite curbing, install and/or replace sidewalks
- Provide ADA compliant accessible ramps at intersections
- Stripe crosswalks

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



# Long Streets & Connector Program

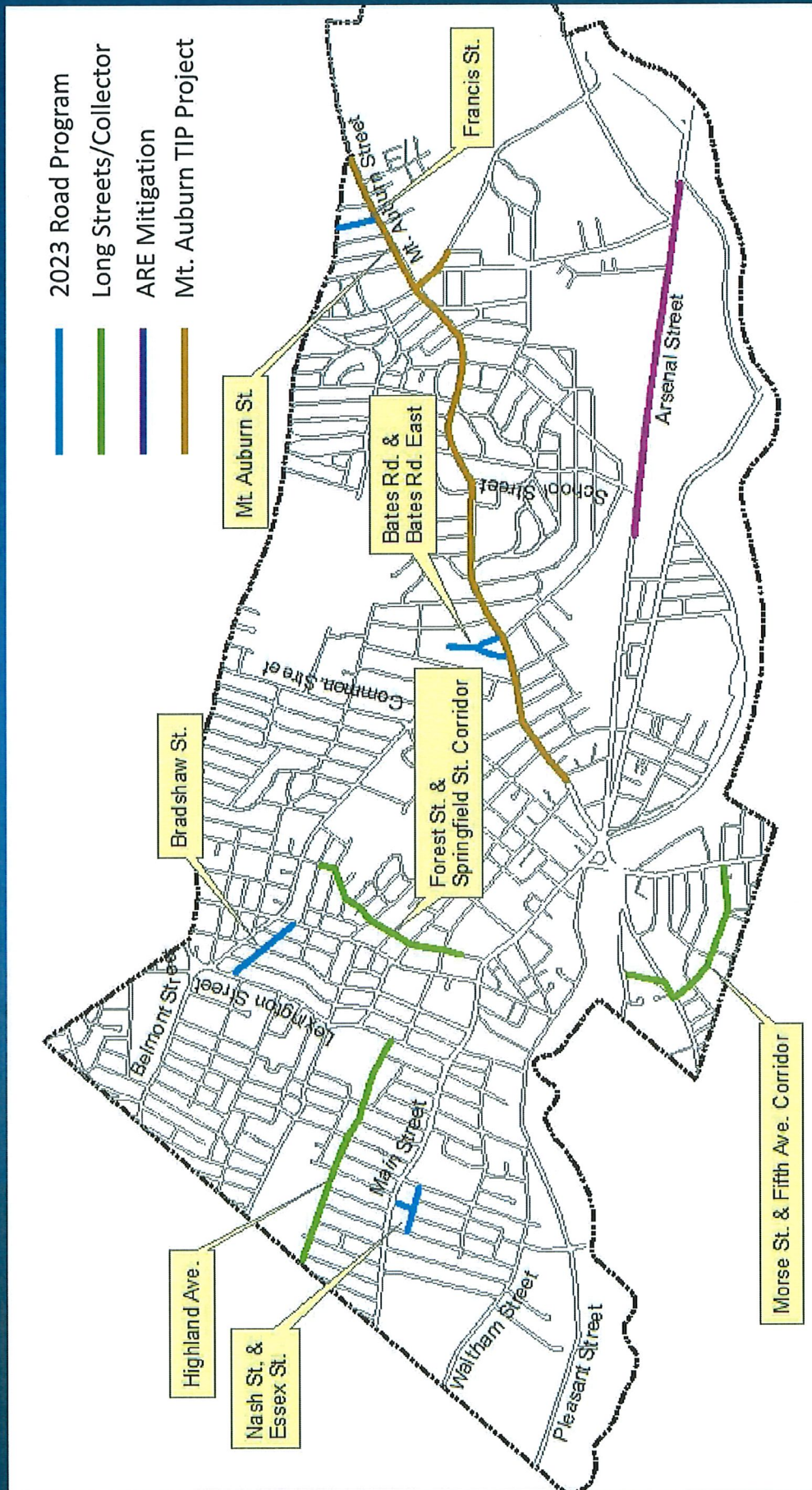
## Forest Street & Springfield Street

- Next steps
  - Design during 2023
  - Complete Streets review
  - Develop concept plans
  - Bid for 2024 construction season



# 2023 Road Reconstruction List

## Proposed Streets





# Recommendations

## Proposed Streets

- 2023 Road Program Streets
  - Bates Road
  - Bates Road East
  - Essex Street
  - Nash Street
  - Francis Street
  - Bradshaw Street
- Long Streets/Collector Program
  - Forest Street—Springfield Street to Linear Path & Springfield Street—Fitchburg Street to Forest Street



# Recommendations

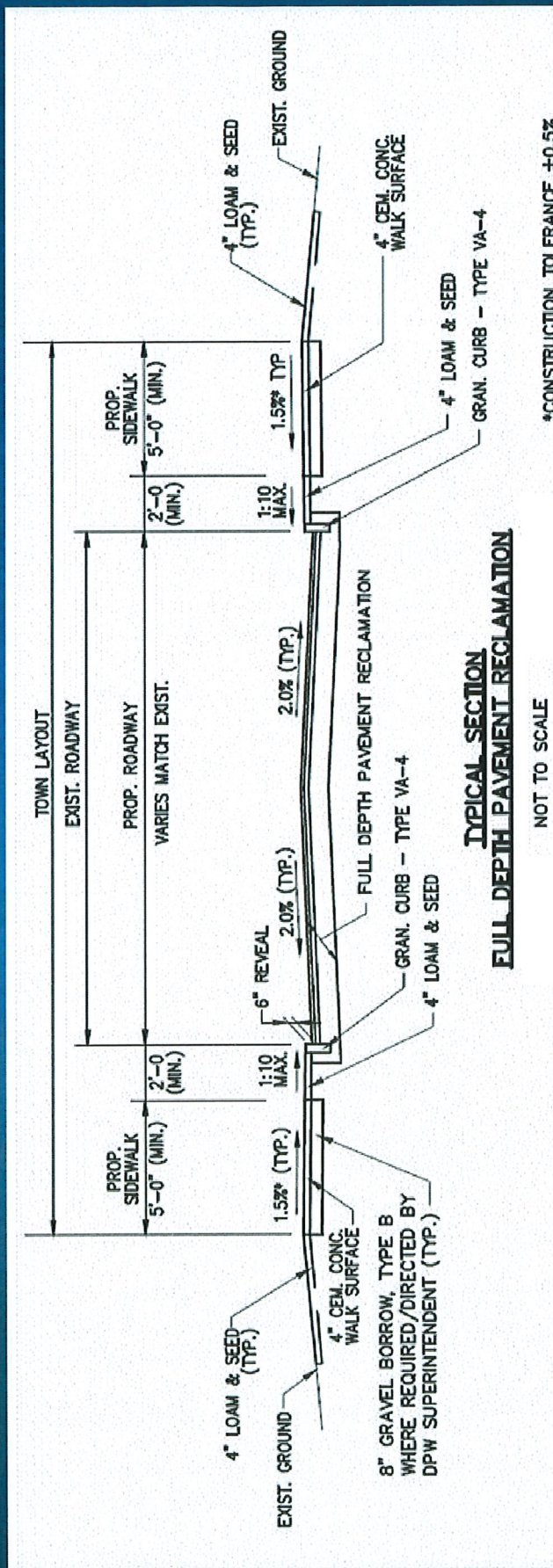
## For Further Consideration

- Fund Fifth Ave. and Watertown St. road reconstruction through FY'23 long streets/connectors program
- Accelerate planned increases in CIP funding
- Increase long streets/connectors allocation to \$2 million
- Accelerate mill and overlay program to prolong roadway life

Excerpts from FY 2023- FY 2027 CIP

|                         | FY '23    | FY '24    | FY '25    | FY '26    | FY '27    |
|-------------------------|-----------|-----------|-----------|-----------|-----------|
| Highway Recon.          | \$2,000.0 | \$2,100.0 | \$2,200.0 | \$2,300.0 | \$2,400.0 |
| Sidewalk Recon.         | \$500.0   | \$525.00  | \$550.0   | \$575.0   | \$600.0   |
| Long Streets/Connectors | \$1,500.0 | \$1,575.0 | \$1,650.0 | \$1,725.0 | \$1,800.0 |





Questions?

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





George J. Proakis  
City Manager

CITY OF  
WATERTOWN  
*Office of the City Manager*

Administration Building  
149 Main Street  
Watertown, MA 02472  
Phone: 617-972-6465  
[www.watertown-ma.gov](http://www.watertown-ma.gov)  
[citymgr@watertown-ma.gov](mailto:citymgr@watertown-ma.gov)

To: Honorable City Council

From: George J. Proakis, City Manager *GJP*

Date: February 8, 2023

RE: Agenda Item – Proposed Loan Order

---

Attached please find correspondence from Gregory M. St. Louis, Superintendent of Public Works requesting that the necessary actions be taken to authorize the Treasurer to borrow the \$1,500,000 as outlined and approved in the FY 2023-2027 Capital Improvement Program (CIP) budget for the Victory Field Turf Replacement project listed within Line 147 under Recreation & Parks of the CIP.

I respectfully request the attached proposed Loan Order of \$1,500,000 be placed on the February 14, 2023 City Council Agenda as a First Reading.

Thank you for your consideration in this matter.

cc: Gregory M. St. Louis, Superintendent of Public Works  
Thomas P. Watkins, Director of Administration and Finance, Department of Public Works  
Matthew I. Shuman, City Engineer  
Steven T. Magoon, Director, Community Development and Planning/Assistant City Manager  
Thomas J. Tracy, City Auditor/Assistant City Manager for Finance  
Melissa A. Morrissey, City Treasurer/Collector  
Peter Centola, Recreation Director





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

February 9, 2023

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

RE: Draft Loan Order – Victory Field Turf Replacement Bonds

Dear George:

As requested, I suggest the following form of loan order to approve the borrowing of funds to pay costs of replacing the turf at Victory Field:

ORDERED: That the sum of \$1,500,000 is appropriated to pay costs of replacing the turf at Victory Field, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the City Manager, is authorized to borrow said amount under and pursuant to M.G.L. c.44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor.

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

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

Sincerely,

Jay Gonzalez





**CITY OF WATERTOWN**  
DEPARTMENT OF PUBLIC WORKS  
124 ORCHARD STREET

Gregory M. St. Louis, PE  
Superintendent

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

TO: Mr. George Proakis, City Manager

FROM: Mr. Gregory St. Louis, Superintendent of Public Works

DATE: February 1, 2023

RE: Department of Public Works - Loan Order Request: Victory Field Turf Replacement

---

The Department of Public Works respectfully requests that the necessary actions be taken to authorize the Treasurer to borrow the \$1,500,000.00 as outlined and approved in the FY 2023-2027 Capital Improvement Program (CIP) budget for the Victory Field Turf Replacement project listed within Line 147 under Recreation & Parks of the CIP.

These funds will be utilized for the design, engineering, construction and construction administration services associated with the removal of the existing turf and installation of new turf, as well as any and all associated costs.

Recently, the Department of Public Works engaged the services of design consultant, Tighe & Bond, to assist with the necessary design and engineering of the turf replacement at Victory Field. The existing turf was installed in the Fall of 2011 and has thus been in service for over 12 years. As such, the useable life of the turf has reached its end. The fibers of the turf are worn, leaving the surface with less height to provide infill, resulting in a harder field and impact for the City's student-athletes.

The infill of the proposed new turf will be of organic material (currently there is a crumb rubber application) and a shock pad will be installed underneath to further reduce the impact to student-athletes and restoring the required GMAX ratings.

Thank you in advance for your consideration of this request.



FY 2023 - FY 2027 CIP General Fund

|     | B                                                        | C        | D       | E  | F       | G  | H       | I  | J      | K  | L       | M  |
|-----|----------------------------------------------------------|----------|---------|----|---------|----|---------|----|--------|----|---------|----|
|     |                                                          |          |         |    |         |    |         |    |        |    |         |    |
| 1   |                                                          | TOTALS   | FY '23  |    | FY '24  |    | FY '25  |    | FY '26 |    | FY '27  |    |
| 117 |                                                          |          |         |    |         |    |         |    |        |    |         |    |
| 118 | Property/Building                                        |          |         |    |         |    |         |    |        |    |         |    |
| 119 | Boiler Replacement (2)                                   | 200.0    | 200.0   | BR |         |    |         |    |        |    |         |    |
| 120 | Heavy Duty 4x4 Forklift (Lull)                           | 100.0    |         |    | 100.0   | BE |         |    |        |    |         |    |
| 121 | Rough Terrain Forklift                                   | 95.0     |         |    |         |    |         |    | 95.0   | BE |         |    |
| 122 | PROPERTY/BUILDING SUBTOTAL                               | 395.0    | 200.0   |    | 100.0   |    | -       |    | 95.0   |    | -       |    |
| 123 |                                                          |          |         |    |         |    |         |    |        |    |         |    |
| 124 | Parks & Forestry                                         |          |         |    |         |    |         |    |        |    |         |    |
| 125 | Gazebo at Saltonstall Park                               | 150.0    | 150.0   | BR |         |    |         |    |        |    |         |    |
| 126 | Swap Loader                                              | 200.0    | 200.0   | BE |         |    |         |    |        |    |         |    |
| 127 | Tree Chipper                                             | 75.0     |         |    | 75.0    | BE |         |    |        |    |         |    |
| 128 | Utility Truck                                            | 65.0     |         |    | 65.0    | BE |         |    |        |    |         |    |
| 129 | Farm Tractor                                             | 80.0     |         |    |         |    |         |    |        |    | 80.0    | BE |
| 130 | Backhoe                                                  | 140.0    |         |    |         |    |         |    |        |    | 140.0   | BE |
| 131 | 4x4 Landscape Dump Truck                                 | 160.0    |         |    |         |    |         |    |        |    | 160.0   | BE |
| 132 | PARKS & FORESTRY SUBTOTAL                                | 870.0    | 350.0   |    | 140.0   |    | -       |    | -      |    | 380.0   |    |
| 133 |                                                          |          |         |    |         |    |         |    |        |    |         |    |
| 134 | TOTAL DPW - TR                                           | 825.0    | 225.0   | TR | 150.0   | TR | 150.0   | TR | 150.0  | TR | 150.0   | TR |
| 135 | TOTAL DPW - BE                                           | 3,177.0  | 230.0   | BE | 870.0   | BE | 202.0   | BE | 465.0  | BE | 1,410.0 | BE |
| 136 | TOTAL DPW - BR                                           | 5,600.0  | 2,350.0 | BR | 1,250.0 | BR | 2,000.0 | BR | 0.0    | BR | 0.0     | BR |
| 137 | PUBLIC WORKS SUBTOTAL                                    | 9,602.0  | 2,805.0 |    | 2,270.0 |    | 2,352.0 |    | 615.0  |    | 1,560.0 |    |
| 138 |                                                          |          |         |    |         |    |         |    |        |    |         |    |
| 139 | RECREATION & PARKS                                       |          |         |    |         |    |         |    |        |    |         |    |
| 140 | Tot Lot/Court Resurfacing as needed                      | 550.0    |         |    |         |    |         |    |        |    |         |    |
| 141 | Victory Field (Phase III) Field House Addition           | 4,000.0  | 4,000.0 | BR |         |    | 100.0   | TR | 150.0  | TR | 150.0   | TR |
| 142 | Filippello Park (Grove) Batting Tunnel                   | 0.0      | 0.0     | TR |         |    |         |    |        |    |         |    |
| 143 | Resurface Basketball Courts/ Lowell & Saltonstall        | 50.0     | 50.0    | TR |         |    |         |    |        |    |         |    |
| 144 | Victory Field: Lacrosse Wall Ball                        | 50.0     | 50.0    | TR |         |    |         |    |        |    |         |    |
| 145 | Howe PK: Design, Plygrd Equip, and resurface             | 100.0    | 100.0   | TR |         |    |         |    |        |    |         |    |
| 146 | Howe PK: Install Plygrd Equip, and resurface             | 500.0    | 500.0   | BR |         |    |         |    |        |    |         |    |
| 147 | Victory Field Turf Replacement                           | 1,500.0  | 1,500.0 | BR |         |    |         |    |        |    |         |    |
| 148 | Bemis: Design, Plygrd Equip, new surf. & spray park      | 125.0    |         |    | 125.0   | TR |         |    |        |    |         |    |
| 149 | Bemis: Install Plygrd Equip, new surf. & spray park      | 800.0    |         |    | 800.0   | BR |         |    |        |    |         |    |
| 150 | Special Needs baseball/softball diamond                  | 600.0    |         |    | 600.0   | BR |         |    |        |    |         |    |
| 151 | Filippello (Grove) Design, plygrnd equip and resurface   | 100.0    |         |    |         |    | 100.0   | TR |        |    |         |    |
| 152 | Filippello (Grove) Install plygrnd equip and resurface   | 600.0    |         |    |         |    | 600.0   | BR |        |    |         |    |
| 153 | Lowell Design Playground Equip & resurface               | 100.0    |         |    |         |    |         |    | 100.0  | TR |         |    |
| 154 | Lowell Install Playground Equip. & resurface             | 600.0    |         |    |         |    |         |    | 600.0  | BR |         |    |
| 155 | Filippello (Arlington) Design, plygrnd equip & resurface | 100.0    |         |    |         |    |         |    |        |    | 100.0   | TR |
| 156 | Filippello (Arlington) Install plygrnd equip & resurface | 700.0    |         |    |         |    |         |    |        |    | 700.0   | BR |
| 157 | RECREATION & PARKS SUBTOTAL                              | 10,475.0 | 6,200.0 |    | 1,625.0 |    | 850.0   |    | 850.0  |    | 950.0   |    |



## **Victory Field Turf Replacement Questions and Answers**

### **What is the current status of Victory Field?**

Victory Field, Watertown's most well used recreation area and open space, is a 14.2 acre park and athletic complex that is situated in the center of Watertown. Victory field is home to Watertown high School varsity sports, activities and graduation ceremonies.

Victory Field has been a topic of conversation and community process in recent years, focused on necessary upgrades to the facilities. The most significant forthcoming upgrade, called Victory Phase II, is completing design, based upon an extensive community process a few years ago. This work will be completed in the spring and summer of 2024. Victory Phase II includes the replacement of the Victory track and the grass inside of the oval, amongst other upgrades. The oval grass will be replaced with new natural grass. Upon completion of the design documents for construction, the City will hold one more community meeting on Phase II, to review the status of the project, design details based on the original plan, and the schedule for construction. A planned Victory Phase III, with upgrades to the field house and press box is now scheduled for 2026. Design and community meetings on this phase will begin in 2024.

In addition to this larger park overhaul program, there has been an item on the City's capital plan for the replacement of the artificial turf field that is used by Watertown's football, field hockey, lacrosse, soccer and baseball teams. This is a scheduled maintenance upgrade, to replace the current artificial turf on the playing field. This maintenance project, limited to the existing artificial turf area, is scheduled for June of 2023.

The information below is focused on the turf field replacement project.

### **Why do we need to replace the artificial turf field in 2023?**

Victory Field was originally installed in the fall of 2011. The field consists of a 14" section and includes 10" of base stone, 2" of top stone and 2" of crumb rubber infill and a turf pile height (pile height is the length of each "Blade" of grass in the field) of 2 ½". The field is drained by perforated piping within the base stone which discharges to the municipal drainage system.

The field has been in service for twelve years and has provided the Town with years of service. The useable life of the synthetic turf surface has reached its end. The fibers of the synthetic turf are worn and are brittle and breaking. This leaves the surface with less height to provide infill, which in turn makes the field harder and increases the impact to athletes. GMAX Test scoring, a standardized test for impact attenuation (*aka* fall protection), has started to decline along with the wear of the synthetic turf, requiring additional maintenance and application of infill.



**What is being proposed?**

To address the aging field and take corrective measures to address fall protection, the proposed improvements to the field begin by removing the existing synthetic turf and infill.

The proposal is to install a new synthetic surface that will be a hybrid turf suitable for a multi-use field with an organic infill. We will also be installing a shock pad underneath the synthetic turf to reduce the potential impact to athletes and to restore required GMAX ratings. The infill and shock pad that we are specifying includes a top-of-the-line shock pad with a 25-year warrantee.

**What is this infill?**

The new infill is an organic/sand infill made from southern yellow pine. The new infill is an upgrade over the current crumb rubber, which is made of recycled tires. The infill is designed to improve traction, reduce artificial turf heat compared to the existing crumb rubber, and provide a lasting surface for the City that can accommodate the numerous competitive high level athletic sports per season. It also replaces an inorganic rubber substance that is often tracked away from the field, and often requires additional investment to continually replace the infill with additional rubber material. With a yellow pine infill, the regular replacement of infill will be sourced from a renewable organic source and will break down naturally when an athlete inadvertently takes some home on the bottom of their shoes.

**What will happen to the old field?**

The old synthetic turf will be rolled and delivered to a recycling facility. We have mandated as part of the specifications that full documentation of the turf removal, trucking and delivery to a recycling plant be provided by the contractor. Crumb rubber will similarly be brought to a facility for reuse as applicable.

**Will this really be more environmentally sustainable than the existing field?**

While there is no definitive opinion on the environmental risks and benefits of an artificial turf field, the City is making decisions to balance the use of the field as a high-intensity athletic facility with the need for sustainable and resilient solutions. Existing field elements will be recycled to the extent possible, and the new field will have organic infill that is renewable and reduces heat impacts.

**Will this really reduce heat compared to the existing field?**

Yes. Natural infills lower the surface temperature. Although we have not had to suspend play on our existing field due to heat, this new field will be cooler. We anticipate that the new infill will drop field temperatures by 20 degrees during summer heat waves, versus the current crumb rubber field infill.

**Are there other benefits to organic infill?**

With the new base pad, the field will be better designed to address impact injuries from a fall.



### **Why can't we replace this field with natural grass?**

The Victory Field turf is used for high school football, lacrosse, field hockey, soccer and baseball. In addition, the field is used by many other youth organizations and leagues. Even with the new BBN fields, there is still limited practice and play space in Watertown.

Even the most well-designed and well-maintained natural grass fields need time to rest and recover from use. Watertown has limited field space to operate very popular sports. For example, this year the football team (that typically will play in wet weather) played on the Victory Field turf on Friday September 30<sup>th</sup>. The next morning (10/1) teams are practicing on the field. Then, youth football uses the field on Sunday. The following day, the field hockey team played a home game on the same surface. In a circumstance like this, a rainstorm on Friday night could turn a grass field into mud, with weekend practices further damaging the field. But Monday, the field hockey game would be on a surface with muddy grass or cancelled all together. A turf field does not have this challenge.

Recently, community members have noted that some major league sports teams are advocating to play their sports on natural grass. But, these teams have multiple practice fields, allowing them to rest their primary grass field for game day. Watertown cannot do this. Teams need both practice and play time on this field on a daily basis.

### **Is the artificial turf area expanding? Are any trees being removed?**

No. This project simply replaces the existing turf in the same location as the current turf.

### **Will there be any other changes?**

City staff is currently reviewing the design to determine if there should be changes to the sewed-in permanent lines and logos on the field and/or the design of the pitching mound. Otherwise, the field will operate as it has in past years.

### **Is the city planning to install any more artificial turf fields?**

The grass inside the Victory oval will remain as grass. There is no other plan to build an artificial turf surface in Watertown at this time. Any new open space reconstruction projects will undergo a substantial community process. We are planning in the coming year to improve Irving Park, Moxley Court, Filippello Splash Pad and Upper Saltonstall Park. None of these projects introduces any new artificial turf. We will also be kicking off a process later in 2023 to design the newly purchased Walker Pond area. With extensive community input, there may be the opportunity for additional recreation use at this site. Any decision about field surfaces will be determined as a part of the community conversations about this new resource.

Currently, the only artificial turf project in front of the city is this maintenance proposal to replace and upgrade the existing turf at Victory Field.





## CITY OF WATERTOWN

Department of  
Community Development and  
Planning

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617 972 6417

Fax: 617 972 6484

[www.watertown-ma.gov](http://www.watertown-ma.gov)

To: George Proakis, City Manager  
From: Steve Magoon, Director of Community Development and Planning/Assistant City Manager  
CC: Mark Sideris, City Council President  
Date: February 9, 2023  
Re: **Proposed zoning amendment relating to 126-134 Templeton Parkway**

---

Eaglebrook Capitol LLC, with the consent of current owner First Belmont Street Shalom International Baptist Church, has requested that the zoning map be amended to apply the Religious/School Building Overlay District (R/SOD) to 126-134 Templeton Parkway.

The site is occupied by the church, built around 1900, and adjoining parking lot. The underlying zone is Two-Family. The R/SOD overlay district was designed to facilitate the re-use of religious and school buildings throughout the city by applying its use and dimensional regulations to eligible sites as needed.

Attached to this memo are a January 30, 2023 letter from counsel of Eaglebrook Capitol LLC requesting the zoning amendment, along with a zoning amendment map.

I would respectfully request that this request be placed on the February 14, 2023 City Council agenda for first reading and referral to the Planning Board for public hearing.



**BLATMAN, BOBROWSKI, HAVERTY & SILVERSTEIN, LLC**  
ATTORNEYS AT LAW

9 DAMONMILL SQUARE, SUITE 4A4  
CONCORD, MA 01742  
PHONE 978.371.2226  
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JONATHAN M. SILVERSTEIN  
JMS@bbhslaw.net

February 9, 2023

Hon. Mark Sideris, President and  
Members of the City Council  
Administration Building  
149 Main Street  
Watertown, MA 02472

Re: 126-134 Templeton Parkway– Parcel ID No. 1133 1A 0  
Request to Rezone to Religious/School Building Overlay District (R/SOD)

Dear Members of the City Council,

This office represents Eaglebrook Capital, LLC (Eaglebrook), the purchaser of the property located at 126-134 Templeton Parkway (Property). On behalf of Eaglebrook, and with the written assent of the current property owner First Belmont Street Shalom International Baptist Church, Eaglebrook respectfully requests that the City Council vote to approve a zoning map change to place the Property in the Religious/School Building Overlay District (R/SOD). The underlying zoning of the Property is T (Two Family). A Zoning Amendment Request Map is enclosed for your reference.

The Property, located on the corner of Belmont Street and Templeton Parkway, is comprised of approximately 0.714 acres; it is improved by a church structure built in or before 1900 and a parking lot with approximately 15 spaces, which is accessed from the Property's frontage on Templeton Parkway. The existing structure is three stories and contains approximately 9,318 feet in finished area.

Eaglebrook is under agreement to purchase the Property and has spent several months investigating potential uses and redevelopment. Redevelopment of the Property is complicated by its unusual triangular shape, the location and orientation of the existing building, and Eaglebrook's desire to preserve and incorporate the existing building in the redevelopment of the Property. Designating R/SOD Overlay to the Property affords the flexibility necessary to allow Eaglebrook to renovate and reuse the existing structure while developing a modest infill project on the Property.

Pursuant to Section 5.14(a), the stated purpose of the R/SOD is:

to guide and encourage the reuse and redevelopment of both religious and school buildings as defined in accordance with M.G.L. c. 40A, § 3, throughout the



community and further protecting the historic building structures and preserving architectural features and character along with its associated tracts of land in a manner that is beneficial to the City.

Placing the Property in the R/SOD will directly further this stated purpose by allowing beneficial reuse of the Property without requiring demolition of the existing church building. Although very preliminary at this stage, Eaglebrook's plan for the Property is to renovate and reuse the existing building for educational, daycare use or other non-profit use and to construct townhouse-style homes along the Property's Belmont Street frontage.

Thank you for your consideration of this request. Please do not hesitate to contact me if I can provide any further information to facilitate the Council's review of this matter.

Very truly yours,

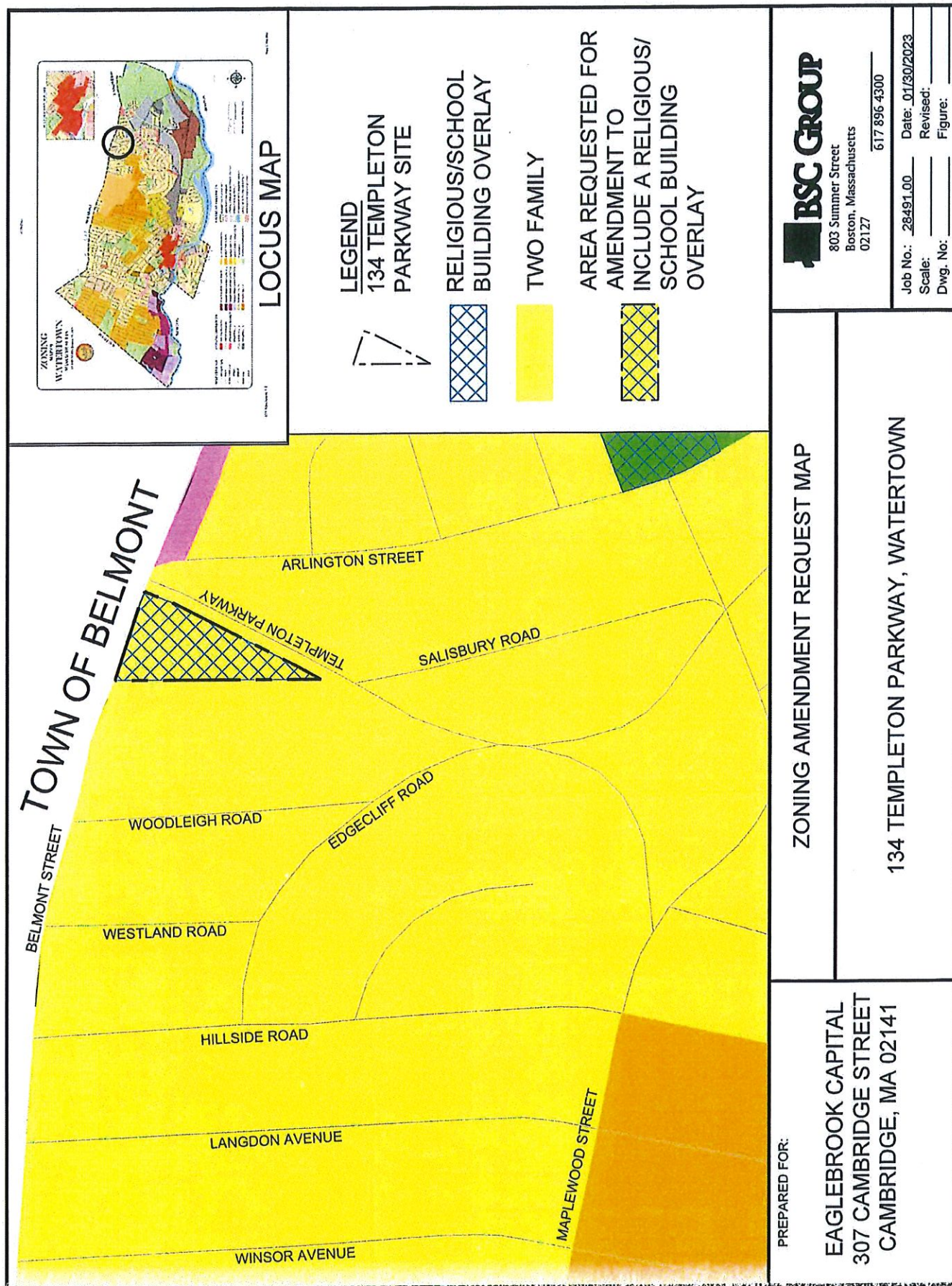
A handwritten signature in blue ink, appearing to read 'Jonathan M. Silverstein', with a long horizontal flourish extending to the right.

Jonathan M. Silverstein

cc: Clients

Enclosure









# Watertown City Council

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

## ELECTED OFFICIALS:

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District C Councilor

John M. Airasian,  
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Caroline Bays,  
Councilor At Large

John G. Gannon,  
Councilor At Large

Anthony Palomba,  
Councilor At Large

Nicole Gardner,  
District A Councilor

Lisa J. Feltner,  
District B Councilor

Emily Izzo,  
District D Councilor

## Report of the Committee on Economic Development & Planning Meeting Date: January 23, 2023

The Committee convened on Monday January 23, 2023 at 5:30 pm in the Richard E. Mastrangelo Council Chamber, as a hybrid meeting with remote participation for the public by Zoom. Present were Lisa Feltner, chair; John Gannon, vice chair; and Vincent Piccirilli, secretary. The purpose of the meeting was to conduct Public Arts & Culture Committee and Historic District Commission interviews.

Dawn Evans Scaltreto (by zoom) is seeking reappointment to the Public Arts & Culture Committee. She is a long-time Watertown artist, performer, and educator. She reports the new Committee is going very well, launching new projects and bringing together several community groups to collaborate. They are applying for grants, selecting pieces for the new sculpture walk, and working on a Cultural District in Watertown Square.

Carole Katz (by zoom) is seeking reappointment to the Public Arts & Culture Committee. She is the retired Marketing Officer at Watertown Savings Bank, former board member of the Arsenal Center for the Arts, and long-time community volunteer. She reports the new Committee has been very productive getting up to speed in its first year, working on a new Cultural District, Yard Art, Edible Watertown, and collaborative projects with other community groups. She wants the Committee to help perform more outreach, and celebrate the history and diversity of Watertown.

Harvey Steiner (by zoom) is seeking reappointment to the Historic District Commission. He is an artist who lives in the District and has served on the Commission since its creation in 2003, currently serving as Chair. Some of the recent challenges for the Commission has been figuring out appropriate ways to deal with solar panel and heat pump installations that do not visually detract from the buildings. He is still working on new signage and other streetscape elements identifying the District as part of the Mt. Auburn Street project, and the Committee suggested a Commission meeting with the DCDP and the DPW to see if this can be accommodated, as the project is at 75% design stage.

Linda Sternberg (by zoom) is seeking reappointment to the Historic District Commission. She is an attorney who lives in the District and has served on the Commission since its creation in 2003. While the Commission has been very successful working with property owners to provide suggestions on preserving the look of the district, she believed the guidelines in the ordinance need to be updated to reflect the new equipment to deal with climate change issues while still maintaining the visual character of the buildings. She also noted the publication requirement has become quite a problem with the loss of the local newspaper. The Committee suggested that the Commission work with the DCDP to update the ordinance and guidelines, as was recently done with the Historic Commission.

Jae Hyoun Kim is a Watertown resident and an architect and is seeking appointment to the Historic District Commission as the AIA (American Institute of Architects) appointee, recruited by the Boston Society of Architects. In his work, he is very interested in how the architectural design interacts with its social and cultural surroundings. He believes harmony of the old and new inspires creativity, and



that his background provides him with the judgement needed to preserve the feel of the District, while acknowledging the need for maintaining properties using modern materials.

Robert Bloomberg (by zoom) is seeking reappointment to the Historic District Commission as the Historical Society appointee. Trained as a historian, he has authored many articles, including a recent article on the Shick family and their dairy farm on Grove Street, and is working on an article about Jewish farmers of New England. He believes it is important to not only preserve historic buildings, but also the historic landscape surrounding them. He thinks the Mt. Auburn Street project will spur a lot of new projects for the Commission to review.

Elizabeth Hayes (by zoom) is seeking reappointment to the Historic District Commission as the Realtor appointee, nominated by the Greater Boston Realtor Board. She is a real estate broker and a former attorney. She works for clients in cities and towns such as Cambridge and Arlington who have Historic Districts, so she is very familiar with the process property owners have to go through, and takes a practical approach. Living on Mt. Auburn Street, she loves the look of the District and how it contributes to making Watertown a desirable place to live.

James Bensinger (by zoom) is seeking reappointment to the Historic District Commission. He is a retired Physics Professor who lives in the District. He feels that once property owners start discussions with the Commission, they take more pride in the District and welcome suggestions on how to improve their projects. The increasing availability of new composite materials that look as good as original wood products has been a positive trend. The issue of solar panels, which can be installed by right, has been a challenge, and more work is needed to make them fit in and look better.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm:  
Dawn Evans Scaltreto for reappointment to the Public Arts & Culture Committee for a 3-year term to expire November 15, 2025.  
Carole Katz for reappointment to the Public Arts & Culture Committee for a 3-year term to expire November 15, 2025.  
Voted 3-0.

➔ **Action Item:** Councilor Piccirilli made a motion, seconded by Councilor Gannon, to recommend that the City Council confirm:  
Jae Hyoun Kim for appointment as the AIA member to the Historic District Commission for a 1-year term to expire November 15, 2023.  
Elizabeth Hayes for reappointment as the Realtor member to the Historic District Commission for a 1-year term to expire November 15, 2023.  
Robert Bloomberg for reappointment as the Historical Society member to the Historic District Commission for a 1-year term to expire November 15, 2023.  
James Bensinger for reappointment as a residential property owner member to the Historic District Commission for a 2-year term to expire November 15, 2024.  
Harvey Steiner for reappointment as a residential property owner member to the Historic District Commission for a 3-year term to expire November 15, 2025.  
Linda Sternberg for reappointment as a residential property owner member to the Historic District Commission for a 3-year term to expire November 15, 2025.  
Voted 3-0.

The meeting adjourned at 7:33 pm.  
Report prepared by Vincent Piccirilli





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Councilor At Large

Anthony Palomba,  
Councilor At Large

Nicole Gardner,  
District A Councilor

Lisa J. Feltner,  
District B Councilor

Emily Izzo,  
District D Councilor

## Committee of the Budget and Fiscal Oversight Report of the Meeting of January 17, 2023

The Committee convened on Tuesday, January 17, 2023 at 5:00 pm in the Louis P. Andrews Upper Conference Room, Present were Vincent Piccirilli, Chair; Emily Izzo, Vice Chair and Nicole Gardner, Secretary. Staff present were City Manager George Proakis, Assistant City Manager/Director of Community Development and Planning Steven Magoon, Senior Housing Planner Laurence Field., and (retired) Auditor Thomas Tracy. Also present were Councilors Caroline Bays, John Gannon, and Anthony Palomba, and one resident.

Councilor Piccirilli called the meeting to order at 5:00 pm. The purposes of the meeting was to continue to prepare for the upcoming Community Forum on ARPA, and to ensure that Councilor Izzo has what she needs for the upcoming Watertown Forward City Chat on ARPA on January 22, 2023, at which she will represent the BFO Committee.

The first order of business was the Community Forum. Mr. Tracy reported that Clifton Larson Allen will not be able to participate in our Community Forum next week. He will continue working to schedule the session in late January or early February. (NOTE: in the interim, Mr. Tracy was able to schedule the meeting for February 1, 7-9pm.) The meeting will be hybrid, with CLA participating in person. He also reported that the City will hire CLA to be its auditors for ARPA spending, to ensure we meet all requirements of the legislation.

The Committee next worked on developing a one page overview of ARPA to share with the public. Manager Proakis shared a draft statement, outlining the categories of allowable spending, and showing the 8 categories that Boston used in determining its spending (to date). The Committee asked that he add the amount of our grant, and a section explaining the timing limits on both encumbrance and expenditure. Once this document is finalized it will be shared on the City's ARPA webpage and through other channels. (NOTE: in the interim the document has been revised and finalized, and is attached.)

The Committee and attendees next began discussing what information should be included in spending proposals, and whether the Committee should publicize how it would evaluate them. Various ideas were shared, and it was agreed that we should strive for a transparent process. The Committee also agreed that an additional meeting focusing on this topic is needed. We will try to schedule that meeting as early as possible after the Community Forum.

The meeting adjourned at 6:07 pm on a unanimous vote.  
Report prepared by Nicole Gardner

Attachment: Background on the American Rescue Plan Act (ARPA) Spending



## **Background on the American Rescue Plan Act (ARPA) Spending**

- ➔ Watertown is expected to receive \$10.5 million in ARPA funding.
- ➔ ARPA funds must be ENCUMBERED by the last day of 2024 and SPENT by the last day of 2026

### **ARPA funds must be spent on one of four categories:**

- Responding to the public health and impacts of the pandemic
- Providing premium pay to essential workers
- Providing government services to the extent of revenue loss
- Making investments in water, sewer and broadband infrastructure

### **Some more details on these categories, from the National League of Cities:**

Responding to the public health and negative economic impacts of the pandemic includes:

- Utilizing funding for programs or services in response to those impacted by the negative health and economic impacts of the pandemic, including the general public
- Providing funding that can be utilized by households, populations, or classes that experienced pandemic impacts, including disproportionately impacted communities
- Responding with funds for COVID-19 mitigation and prevention, medical expenses, behavioral healthcare, and preventing and responding to violence
- Providing additional assistance to households, small businesses, and nonprofits
- Granting assistance to impacted industries, including tourism, travel, and hospitality that faced inordinate impacts due to the pandemic

The allowance to provide premium pay to workers includes:

- Offering additional financial compensation to workers in in-person, key economic sectors who fall below a wage threshold or non-exempt from the Fair Labor Standards Act overtime provisions, or if worker applies with justification for premium pay, given their line of work

Funding to provide government services to the extent of revenue loss due to the pandemic includes:

- Permitting spending of a standard allowance of up to \$10 million, not to exceed a city's award amount, during the program, or calculating a municipality's specific revenue loss using a formula set forth by Treasury

The commitment to make investments in water, sewer, and broadband infrastructure includes:

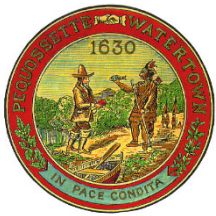
- Allowing funding for improving access to clean drinking water, supporting vital wastewater and stormwater infrastructure, and expanding affordable access to broadband
- Granting access to a broad range of water and sewer projects, including the EPA's Clean Water State Revolving Fund, EPA's Drinking Water State Revolving Fund, and certain additional projects, including a wide set of lead remediation, stormwater infrastructure, and aid for private wells and septic units
- Providing funds for high-speed broadband infrastructure in areas of need, including those without access to high speeds, affordable options, or where connections are unreliable

- ➔ Communities have developed their own priorities, based upon the categories.
- ➔ We will discuss this further at the City Council's Budget and Fiscal Oversight Committee meeting on February 1, 2023.

### **As one example, the City of Boston has divided ARPA money into these priority areas:**

- Core city services (incl. revenue replacement and water/sewer infrastructure)
- Economic opportunity and inclusion
- Climate and Mobility
- Equitable pandemic response
- Arts and culture
- Behavioral health
- Early childhood
- Housing





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Councilor At Large

Nicole Gardner,  
District A Councilor

Lisa J. Feltner,  
District B Councilor

Emily Izzo,  
District D Councilor

## Committee of the Budget and Fiscal Oversight Report of the Meeting of February 1, 2023

The Committee convened on Wednesday, February 1, 2023 at 7:00 pm in the Richard E. Mastrangelo Council Chamber. It was a hybrid meeting, with remote participation by Zoom, and was broadcast by WCATV. Present were Vincent Piccirilli, Chair; Emily Izzo, Vice Chair and Nicole Gardner, Secretary. Also present were Hannah York of Clifton/Allen/Larson, City Manager George Proakis, Councilors Caroline Bays and John Gannon in person, and Councilors Anthony Palomba, Lisa Feltner, and John Airasian on zoom. About 30 residents, City employees, and interested parties attended.

Councilor Piccirilli called the meeting to order at 7:01 pm. The purposes of the meeting was to provide a Community Forum on ARPA to the public, to help empower people and organizations to propose potential uses of the funds to the BFO Committee.

The meeting had three parts. First, Hannah York, an expert on the ARPA, gave a presentation. In it she covered the purpose of the Act, the rules governing its use, the reporting requirements, and the allowable uses. (Attachment A)

Next, City Manager Proakis gave a presentation showing how various municipalities across Massachusetts have used their funds. This included both neighboring cities and towns (none of whom are similar to Watertown in size of allocation), and towns that have received similar sized allocations. (Attachment B)

Councilor Piccirilli received one email for the meeting, from Marcy Murningham, requesting the Committee use the values and principles in the Charter Preamble for guidance. (Attachment C)

Finally, the meeting was opened up for questions and comments from Councilors and the public which fell into the following categories:

- Questions of clarification how ARPA works.
- Ideas for uses of the ARPA funds.
- The need for the Committee to publish an outline of the information it would like to receive (as much as possible) in proposals, recognizing that some may be only ideas and others may be fully fleshed out.
- The need for the Committee to publish how it will evaluate proposals -- what criteria will it look at.
- Once the information is published, the Committee will have a two month period for proposals to be submitted by the public.
- Appreciation for the open and public process that Watertown is using.

The meeting adjourned at 9:06 pm on a unanimous vote.

Report prepared by Nicole Gardner

Attachment A - Clifton/Allen/Larson presentation on ARPA

Attachment B – City Manager ARPA Overview Presentation

Attachment C - Marcy Murningham statement for the BFO Committee meeting on ARPA





# Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) Funded by ARPA

WEALTH ADVISORY | OUTSOURCING | AUDIT, TAX, AND CONSULTING

Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an SEC-registered investment advisor



# Meeting Agenda

- Introduction and Background
- Eligible Expenditures:
  - 1 - Public Health
  - 2 - Responding to Negative Economic Impacts
  - 3 - Services to Disproportionately Impacted Communities
  - 4 - Premium Pay
  - 5 - Water, Sewer & Broadband Infrastructure
  - 6 - Revenue Replacement
  - 7 - Administrative
- Capital expenditures
- Q&A







# ARPA Introduction and Background

WEALTH ADVISORY | OUTSOURCING  
AUDIT, TAX, AND CONSULTING

Investment advisory services are offered through CliftonLarsonAllen  
Wealth Advisors, LLC, an SEC-registered investment advisor



# Introduction

- On March 11, 2021, ARPA was signed into law and provided \$350 billion of funding to states, territories, tribal and local governments to respond to the COVID-19 public health emergency and its economic impacts.
- Interim Final Rule outlined revenue loss calculation and allowable costs under the various categories
  - [Interim Final Rule \(treasury.gov\)](#)
- Final Rule issued on January 6, 2022
  - Clarified prior guidance and enumerated additional allowable expenditures
  - [SLFRF-Final-Rule.pdf \(treasury.gov\)](#)





# Introduction - continued

- Treasury provided a summary of the major changes under the Final Rule
  - [Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule \(treasury.gov\)](#)
- Compliance and reporting guidance & user guide
  - [SLFRF-Compliance-and-Reporting-Guidance \(treasury.gov\)](#)
  - [Project and Expenditure Report User Guide - State and Local Fiscal Recovery Funds \(treasury.gov\)](#)





# Introduction - continued

- General ledger implications
  - Funds, accounts, projects, budgets and more!
- ACFR and audit considerations (SEFA)
  - CFDA #21.027
- Treasury reporting
  - Recap of requirements
  - 66 different subcategories with unique requirements
  - Central repository for reporting
  - Prepare early
- Budget sustainability
  - What message are you sending to your employees or constituents?
- What other federal or state sources are available?







# Public Health

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# Treasury Reporting Eligible Uses

| 1: Public Health |                                                                                                                         |
|------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1.1              | COVID-19 Vaccination ^                                                                                                  |
| 1.2              | COVID-19 Testing ^                                                                                                      |
| 1.3              | COVID-19 Contact Tracing                                                                                                |
| 1.4              | Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)*                      |
| 1.5              | Personal Protective Equipment                                                                                           |
| 1.6              | Medical Expenses (including Alternative Care Facilities)                                                                |
| 1.7              | Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency |
| 1.8              | Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)                     |
| 1.9              | Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19                           |
| 1.10             | Mental Health Services*                                                                                                 |
| 1.11             | Substance Use Services*                                                                                                 |
| 1.12             | Other Public Health Services                                                                                            |





# Public Health Final Rule Overview

- COVID-19 mitigation and prevention (“Cares-like”)
- Medical Expenses
- Behavioral health care, such as mental health treatment, substance use treatment, and other behavioral health services
- Preventing and responding to violence







# Responding to Negative Economic Impacts and Services to Disproportionately Impacted Communities

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# Treasury Reporting Eligible Uses

## 2: Negative Economic Impacts

|      |                                                                                                                    |
|------|--------------------------------------------------------------------------------------------------------------------|
| 2.1  | Household Assistance: Food Programs* ^                                                                             |
| 2.2  | Household Assistance: Rent, Mortgage, and Utility Aid* ^                                                           |
| 2.3  | Household Assistance: Cash Transfers* ^                                                                            |
| 2.4  | Household Assistance: Internet Access Programs* ^                                                                  |
| 2.5  | Household Assistance: Eviction Prevention* ^                                                                       |
| 2.6  | Unemployment Benefits or Cash Assistance to Unemployed Workers*                                                    |
| 2.7  | Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)* ^ |
| 2.8  | Contributions to UI Trust Funds                                                                                    |
| 2.9  | Small Business Economic Assistance (General)* ^                                                                    |
| 2.10 | Aid to Nonprofit Organizations*                                                                                    |
| 2.11 | Aid to Tourism, Travel, or Hospitality                                                                             |
| 2.12 | Aid to Other Impacted Industries                                                                                   |
| 2.13 | Other Economic Support* ^                                                                                          |
| 2.14 | Rehiring Public Sector Staff                                                                                       |





# Treasury Reporting Eligible Uses

| 3: Services to Disproportionately Impacted Communities |                                                                                                          |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| 3.1                                                    | Education Assistance: Early Learning* ^                                                                  |
| 3.2                                                    | Education Assistance: Aid to High-Poverty Districts ^                                                    |
| 3.3                                                    | Education Assistance: Academic Services* ^                                                               |
| 3.4                                                    | Education Assistance: Social, Emotional, and Mental Health Services* ^                                   |
| 3.5                                                    | Education Assistance: Other* ^                                                                           |
| 3.6                                                    | Healthy Childhood Environments: Child Care* ^                                                            |
| 3.7                                                    | Healthy Childhood Environments: Home Visiting* ^                                                         |
| 3.8                                                    | Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System* ^ |

## Coronavirus State and Local Fiscal Recovery Funds Compliance and Reporting Guidance

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U.S. DEPARTMENT OF THE TREASURY

|      |                                                                                   |
|------|-----------------------------------------------------------------------------------|
| 3.9  | Healthy Childhood Environments: Other* ^                                          |
| 3.10 | Housing Support: Affordable Housing* ^                                            |
| 3.11 | Housing Support: Services for Unhoused Persons* ^                                 |
| 3.12 | Housing Support: Other Housing Assistance* ^                                      |
| 3.13 | Social Determinants of Health: Other* ^                                           |
| 3.14 | Social Determinants of Health: Community Health Workers or Benefits Navigators* ^ |
| 3.15 | Social Determinants of Health: Lead Remediation ^                                 |
| 3.16 | Social Determinants of Health: Community Violence Interventions* ^                |



Create Opportunities 12





# Premium Pay for Essential Workers

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# Treasury Reporting Eligible Uses

## 4: Premium Pay

4.1 Public Sector Employees

4.2 Private Sector: Grants to Other Employers







# Water, Sewer and Broadband Infrastructure

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# Treasury Reporting Eligible Uses

## 5: Infrastructure<sup>24</sup>

|      |                                                               |
|------|---------------------------------------------------------------|
| 5.1  | Clean Water: Centralized Wastewater Treatment                 |
| 5.2  | Clean Water: Centralized Wastewater Collection and Conveyance |
| 5.3  | Clean Water: Decentralized Wastewater                         |
| 5.4  | Clean Water: Combined Sewer Overflows                         |
| 5.5  | Clean Water: Other Sewer Infrastructure                       |
| 5.6  | Clean Water: Stormwater                                       |
| 5.7  | Clean Water: Energy Conservation                              |
| 5.8  | Clean Water: Water Conservation                               |
| 5.9  | Clean Water: Nonpoint Source                                  |
| 5.10 | Drinking water: Treatment                                     |
| 5.11 | Drinking water: Transmission & Distribution                   |
| 5.12 | Drinking water: Transmission & Distribution: Lead Remediation |
| 5.13 | Drinking water: Source                                        |
| 5.14 | Drinking water: Storage                                       |
| 5.15 | Drinking water: Other water infrastructure                    |
| 5.16 | Broadband: "Last Mile" projects                               |
| 5.17 | Broadband: Other projects                                     |







# Public Sector Revenue Loss (Section 6.1)

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# Revenue Loss – Use of funds

- The Final Rule allows recipients to elect a standard allowance of \$10 million revenue loss instead of using the calculation.
  - Allowance covers entire period of performance
  - Allowance is not dependent on the “size” of the entitlement.
- The Interim Final Rule gave recipients broad latitude to use funds for the provision of government services to the extent of reduction in revenue.
- These expenditures do *not* have to qualify under one of the other ARPA categories, but do have the same time frame for when the costs must be obligated or expended
- More resource: <https://www.claconnect.com/events/2022/demystifying-revenue-loss-and-arpa-funds>





# Spending on Government Services

- ✓ Construction of schools and hospitals
- ✓ Road building and maintenance, and other infrastructure
- ✓ Health services
- ✓ General government administration, staff, and administrative facilities
- ✓ Environmental remediation
- ✓ Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

Government services generally include any service traditionally provided by a government, unless Treasury has stated otherwise.





# Restriction on Uses

## (A) statutory restrictions under the ARPA

- 1) offsetting a reduction in net tax revenue
- 2) deposits into pension funds

## (B) other restrictions on use

- 1) debt service and replenishing reserves
- 2) settlements and judgments
- 3) general restrictions.





# Restriction on Uses – Statutory Restrictions

May not “use the funds ... to either directly or indirectly offset a reduction in ... net tax revenue ... resulting from a change in law, regulation, or administrative interpretation during the covered period that reduces any tax ... or delays the imposition of any tax or tax increase.”

- Step by step processes for assessing potential “offset” of revenue

Prohibit all recipients, except Tribal governments, from using funds for deposit into any pension fund.

- Does not address OPEB





# Restriction on Uses - Other

## Debt service and replenishing financial reserves

- This is not considered a government service to constituents

## Settlements or judgments

- If a settlement or judgment requires a government to provide governmental services that be allowable, then those services are allowable under Revenue Loss rules

## Other

- Terms and Conditions
- Violations of Conflict of Interest (TC and OMB)
- Other Federal, State and Local rules and regulations







# Administrative

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# Treasury Reporting Eligible Uses

| 7: Administrative |                                                                  |
|-------------------|------------------------------------------------------------------|
| 7.1               | Administrative Expenses                                          |
| 7.2               | Evaluation and Data Analysis                                     |
| 7.3               | Transfers to Other Units of Government                           |
| 7.4               | Transfers to Non-entitlement Units (States and territories only) |







# Capital Expenditures

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# Overview

- Excluding water, sewer and broadband infrastructure, capital expenditures can be incurred under the following eligible use categories
  - Public health and negative economic impact – requires additional reporting
  - Revenue loss (government services) – does not require additional reporting





# Public Health and Negative Economic Impact

## Capital Expenditure Requirements

- Except for Tribal Governments, must comply with **capital expenditure requirements**, in addition to other standards for uses of funds
- Must be related and reasonably proportional to the pandemic impact identified and reasonably designed to benefit impacted population or class
- Final Rule identifies enumerated types of capital expenditures that respond to pandemic
- Recipients may also identify other responsive capital expenditures

| If a project has total capital expenditures of                   | and the use is enumerated by Treasury as eligible, then                                                           | and the use is beyond those enumerated by Treasury as eligible, then                               |
|------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| Less than \$1 million                                            | No Written Justification required                                                                                 | No Written Justification required                                                                  |
| Greater than or equal to \$1 million, but less than \$10 million | Written Justification required but recipients are not required to submit as part of regular reporting to Treasury | Written Justification required and recipients must submit as part of regular reporting to Treasury |
| \$10 million or more                                             | Written Justification required and recipients must submit as part of regular reporting to Treasury                |                                                                                                    |





# Written Justification



Description of harm or need to be addressed and why this was exacerbated or caused by the pandemic

May provide quantitative information



Explanation of why a capital expenditure is appropriate

Should include explanation why existing facilities, equipment, policy changes or additional funding to programs or services would be inadequate



Comparison of proposed capital project against ***at least*** 2 alternative capital expenditures and demonstrate why the proposed capital expenditure is superior





# Ineligible Use Presumptions

Construction of new correctional facilities as a response to increase in crime

Construction of new congregate facilities to decrease spread of COVID-19 in the facility

Construction of convention centers, stadiums, or other large capital projects intended for general economic development or to aid impacted industries







# Questions and Answers

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# Closing & Resources

- CLA Resources:
  - [Governments: Review This Checklist Before Spending COVID-19 Relief Funds : 2021 : Articles : Resources : CLA \(CliftonLarsonAllen\) \(claconnect.com\)](#)
  - [Demystifying Revenue Loss and ARPA Funds : 2022 : Events : CLA \(CliftonLarsonAllen\) \(claconnect.com\)](#)
  - [Managing Your ARPA Funds : 2021 : Events : CLA \(CliftonLarsonAllen\) \(claconnect.com\)](#)
  - [ARPA Basics for Governments and Potential Impact on Communities : 2021 : Events : CLA \(CliftonLarsonAllen\) \(claconnect.com\)](#)
  - [Overcoming Workforce Challenges : 2022 : Events : CLA \(CliftonLarsonAllen\) \(claconnect.com\)](#)
- ARPA Treasury:
  - [Coronavirus State and Local Fiscal Recovery Funds | U.S. Department of the Treasury](#)
  - [WEBINAR: State & Local Fiscal Recovery Funds: An Introduction to the Final Rule - YouTube](#)
- Revenue Loss Calculation classification:
  - [U.S. Bureau of the Census - Government Finance and Employment](#)
- ARPA FAQs:
  - <https://home.treasury.gov/system/files/136/SLFRPFAQ.pdf>
  - [American Rescue Plan Act: Coronavirus State & Local Fiscal Recovery Fund FAQs \(naco.org\)](#)



# Thank you for your participation!

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# American Rescue Plan Act (ARPA) Overview For The City of Watertown, MA

Presented to the Committee of the Budget and Fiscal Oversight

By: City Manager George J. Proakis

February 1, 2023

# American Rescue Plan Act Overview

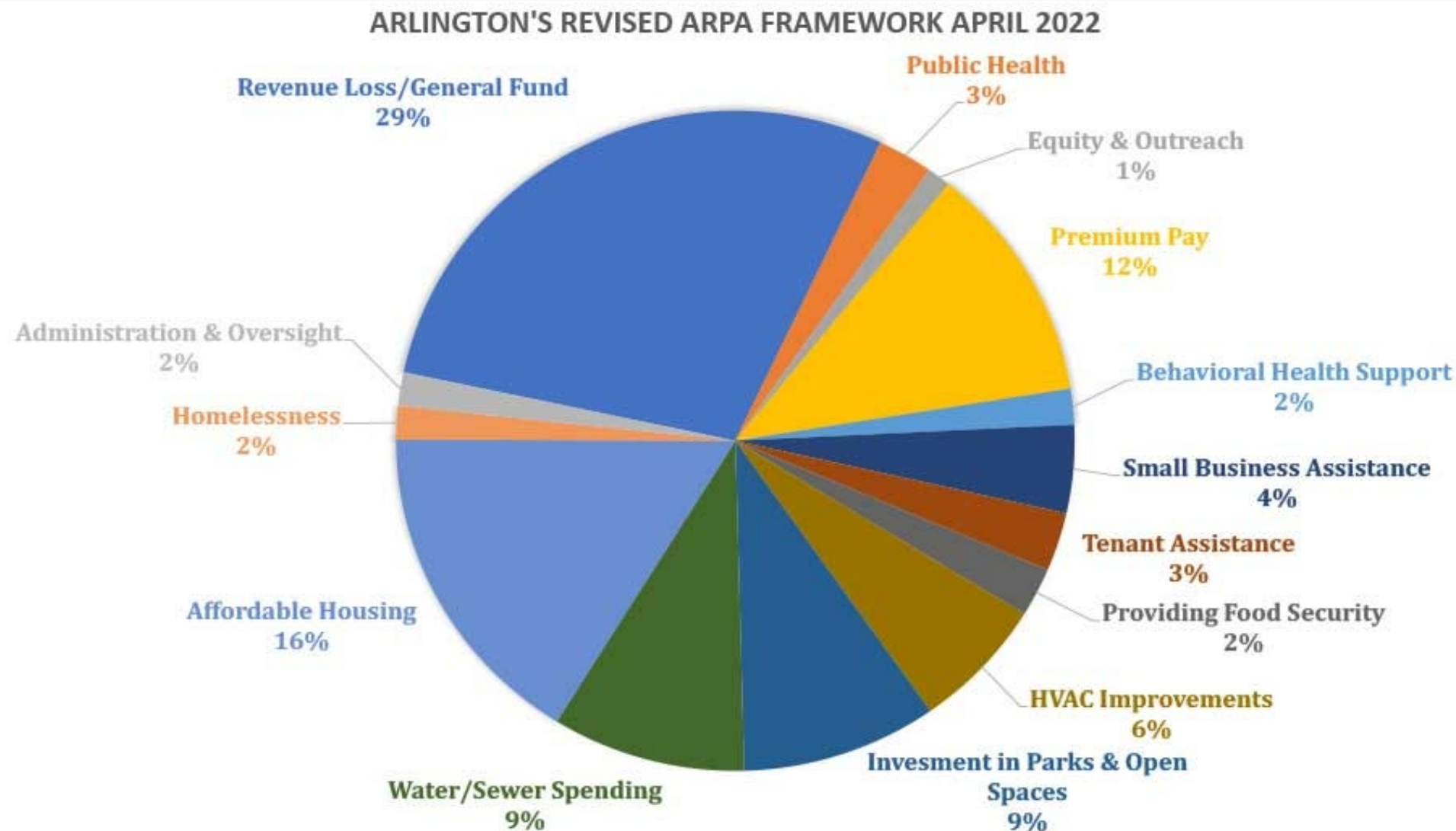
- Municipalities across the nation are the beneficiaries of a significant influx of federal funds via the American Rescue Plan Act (ARPA). ARPA is intended to address the negative health and economic impacts caused by the COVID-19 pandemic.
- Watertown is expected to receive \$10.5 million in ARPA funding that must be encumbered by the end of 2024 and spent by the end of the 2026 calendar year.
- As the City continues through the ARPA process, and the three-year period in which to spend this funding, it is important to understand that the ARPA Framework may continue to evolve as we learn more about eligible program areas and community needs.



# American Rescue Plan Act Funds

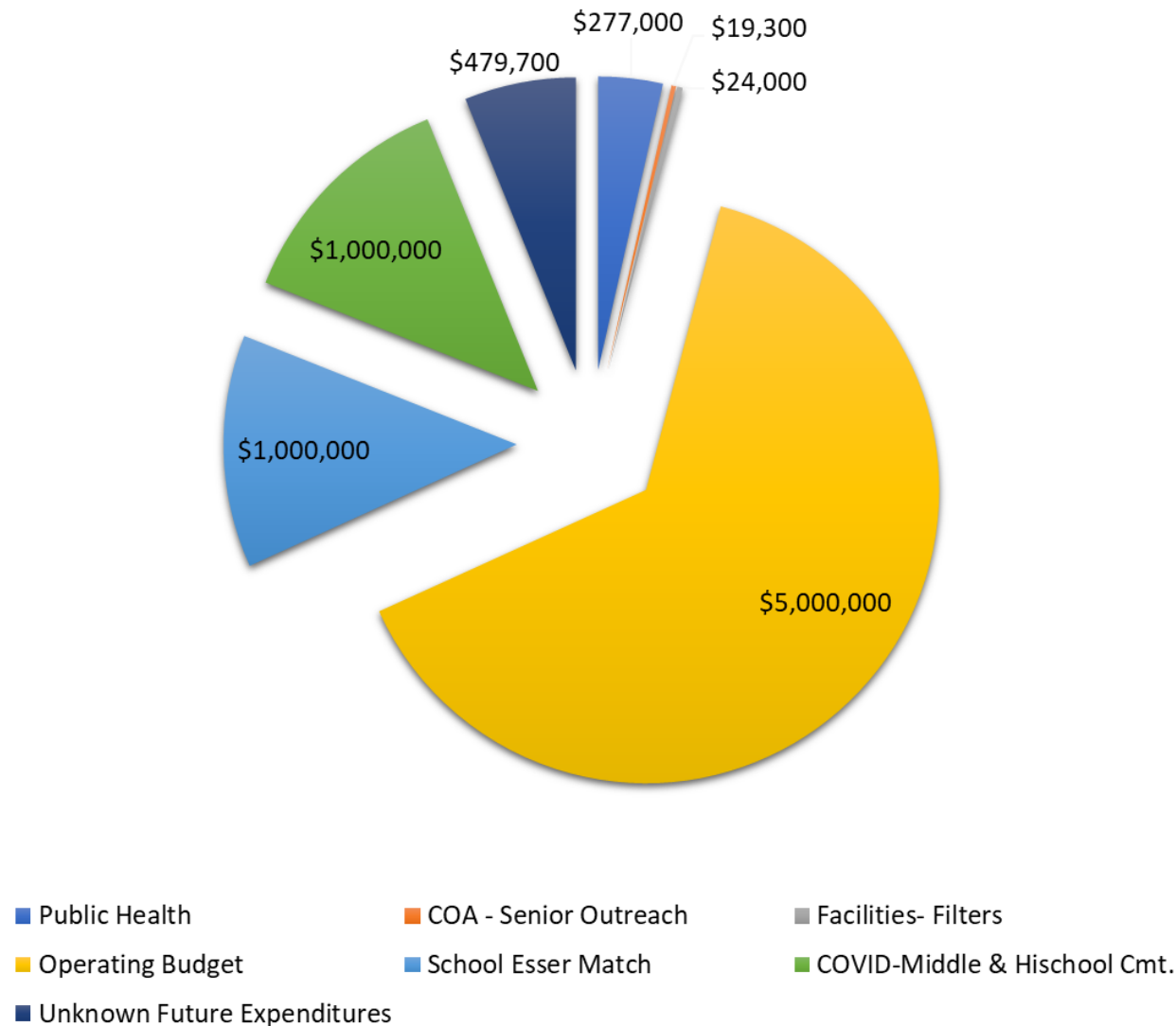
- Watertown: \$10,515,729
- Gosnold: \$7,399
- Communities Near Us:
  - Arlington: \$36,793,673
  - Belmont: \$7,641,526
  - Cambridge: \$87,893,020
  - Newton: \$65,291,040
  - Waltham: \$36,189,436
- Boston: \$569,007,913
- Communities with similar funding:
  - Andover: \$10,867,057
  - Chelmsford: \$10,355,385
  - Lexington: \$ 9,903,381
  - Natick: \$10,548,208

# Arlington's Revised ARPA Framework April 2022





# Belmont's Proposed ARPA Distribution of Funds



# Cambridge's ARPA Funded Projects as of 7/5/2022

Page 1 of 7

| Line# | Department/Applicant                  | City Council Priority Area              | Scope of Services                                                                                                                                                                                                                                            | Non-Profit Service Provider | Committed     |
|-------|---------------------------------------|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------|
| 1     | Communications Office                 | Broadband                               | CTC Technology & Energy - Broadband Consultants                                                                                                                                                                                                              |                             | 465,000.00    |
| 2     | Communications Office                 | Broadband                               | Provide the necessary infrastructure to support a pilot high-speed wired broadband service at three Cambridge Housing Authority sites: the Frank J. Manning elderly housing high-rise in Central Square and the Washington Elms and Newtowne Court apartment |                             | 1,100,000.00  |
| 3     | Information Technology                | Digital Equity                          | Public Internet Access (Outdoor Wi-Fi)                                                                                                                                                                                                                       |                             | 275,000.00    |
| 4     | Dept of Human Rights                  | Disproportionately Impacted Communities | Language access tools and resources for City Departments, including computer-assisted translation program and related translation costs, and expanded interpretation services such as language line and other real-time interpretation.                      |                             | 250,000.00    |
| 5     | Mayor's Office/ City Manager's Office | Disproportionately Impacted Communities | Cash Assistance Program                                                                                                                                                                                                                                      | Y                           | 22,000,000.00 |
| 6     | Dept of Human Services                | Food Insecurity                         | Food for Free - expansion of Just Eats Program to address food insecurity (2 years)                                                                                                                                                                          | Y                           | 400,000.00    |
| 7     | Dept of Human Services                | Food Insecurity                         | Food for Free - expansion of Backpack program to address food insecurity for low income students on weekends (2 years)                                                                                                                                       | Y                           | 500,000.00    |
| 8     | City Manager's Office                 | Homeless Housing / Shelters             | Transition Wellness Center - Spaulding Shelter Rent (3 years through Dec 2023)                                                                                                                                                                               |                             | 1,641,000.00  |
| 9     | City Manager's Office                 | Homeless Housing / Shelters             | BayCove Human Services Inc- Transition Wellness Center at Spaulding Hospital 3 years                                                                                                                                                                         | Y                           | 5,600,000.00  |
| 10    | Dept of Human Services                | Homeless Housing / Shelters             | First Church in Cambridge - Shelter (2 years) Meals, day, showers                                                                                                                                                                                            | Y                           | 250,000.00    |
| 11    | Dept of Human Services                | Homeless Housing / Shelters             | First Church in Cambridge - To fund a housing Navigator to support shelter residents in access housing (2 years) housing                                                                                                                                     | Y                           | 90,000.00     |
| 12    | Dept of Human Services                | Homeless Housing / Shelters             | BayCove Human Services Inc - to fund three housing navigators to support individuals who are homeless to access housing and to provide stabilization services (2 years)                                                                                      | Y                           | 600,000.00    |



# Cambridge's ARPA Funded Projects as of 7/5/2022

Page 2 of 7

| Line# | Department/Applicant                   | City Council Priority Area  | Scope of Services                                                                                                                                                                                                                               | Non-Profit Service Provider | Committed    |
|-------|----------------------------------------|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------|
| 13    | Dept of Human Services                 | Homeless Housing / Shelters | Housing Navigation & stabilization supports to rehouse individuals staying in shelters and unhoused in Cambridge                                                                                                                                | Y                           | 2,300,000.00 |
| 14    | Dept of Public Works                   | Homeless Housing / Shelters | DPW - Warming Center Repairs                                                                                                                                                                                                                    |                             | 32,000.00    |
| 15    | Dept of Public Works                   | Homeless Support Programs   | DPW- Rent Portable Public Toilets (funding through December 2024)                                                                                                                                                                               |                             | 168,000.00   |
| 16    | Dept of Public Works                   | Homeless Support Programs   | DPW - Clean/sanitize portable public toilets (funding through December 2024)                                                                                                                                                                    |                             | 949,000.00   |
| 17    | Dept of Human Services                 | Homeless Support Programs   | YMCA / Caritas- to provide site based case management at the Central House. Through FY23                                                                                                                                                        | Y                           | 133,000.00   |
| 18    | City Manager's Office                  | Homeless Support Programs   | COVID-19 Food/Supplies (Various Subrecipients) Nutritional meals for unhoused persons through October 2022                                                                                                                                      | Y                           | 1,176,387.00 |
| 19    | Dept of Human Services                 | Homeless Support Programs   | Medical street outreach services for unhoused persons. Funds a medical doctor accompanying street outreach workers 3 shifts/week through a partnership with the Cambridge Health Alliance and BayCove/Caspar First Step Street Outreach project | Y                           | 420,000.00   |
| 20    | Community Development                  | Housing Insecurity          | To provide support and case management for low-and moderate-income homeowners who are facing significant challenges to their housing, are at risk of being displaced, and/or need assistance to remain in their homes.                          | Y                           | 360,000.00   |
| 21    | Dept of Human Services/Housing Liaison | Housing Insecurity          | Rental Assistance Program (Multi-Service Center/Housing Liaison)                                                                                                                                                                                |                             | 500,000.00   |
| 22    | Information Technology                 | Infrastructure              | Security Operations Center cybersecurity monitoring                                                                                                                                                                                             |                             | 160,000.00   |
| 23    | CDD/Dept of Human Services             | Job Training                | Allocate resources to training providers/vendors to offer skills training and other supports to enable residents to move into career paths, with a focus on growth industries.                                                                  | Y                           | 1,750,000.00 |
| 24    | Dept of Human Services                 | Job Training                | Job Training Assistance - provide high quality STEAM internships for low income students (3 years)                                                                                                                                              | Y                           | 450,000.00   |
| 25    | Dept of Human Services                 | Mental Health               | Margaret Fuller House - Community Advancement Program - Expanded Mental Health and other services for young adults and families who have been negatively impacted from COVID.                                                                   | Y                           | 146,300.00   |

# Cambridge's ARPA Funded Projects as of 7/5/2022

Page 3 of 7

| Line# | Department/Applicant   | City Council Priority Area              | Scope of Services                                                                                                                                    | Non-Profit Service Provider | Committed    |
|-------|------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------|
| 26    | Dept of Human Services | Mental Health                           | Hoarding support services to provide support to residents to mitigate the chances of eviction. Three Year Estimate                                   | Y                           | 600,000.00   |
| 27    | Dept of Human Services | Non Profit Assistance                   | Provide scholarship support to allow low income children attend community after school programs (3 years)                                            | Y                           | 1,000,000.00 |
| 28    | Public Health Dept/DPW | Outreach Programs                       | Cambridge Community Corps - public outreach for COVID-19 testing, vaccinations, mitigation of community transmission (funding through December 2024) |                             | 675,000.00   |
| 29    | Magazine Beach         | Open Space                              | Open Space Magazine Beach                                                                                                                            |                             | 1,800,000.00 |
| 30    | Dept of Public Works   | Public Health                           | Air Purifier Filter Replacement (FY23)                                                                                                               |                             | 200,000.00   |
| 31    | Finance Office         | Reporting/Compliance/Admin              | KPMG - To consult on Funding reporting and compliance requirements                                                                                   |                             | 609,500.00   |
| 32    | Finance Dept.          | Reporting/Compliance/Admin              | Admin support Current-Dec 31, 2024 (3 years)                                                                                                         |                             | 445,300.00   |
| 33    | Community Development  | Disproportionately Impacted Communities | Uplifting Financial Health - programs for the unbanked and under banked                                                                              |                             | 150,000.00   |
| 34    | Community Development  | Small Business Support                  | Small Business Consulting Services                                                                                                                   |                             | 125,000.00   |
| 35    | Community Development  | Small Business Support                  | Grants for business associations events (i.e. October Fest/Inman Eats/Central Flea, etc.).                                                           | Y                           | 100,000.00   |
| 36    | Community Development  | Small Business Support                  | Pop up Program for vacant storefronts, targeting BIPOC entrepreneurs                                                                                 |                             | 700,000.00   |
| 37    | Community Development  | Small Business Support                  | Restaurant & Entertainment/Nightlife Relief Grants                                                                                                   |                             | 2,500,000.00 |
| 38    | Community Development  | Small Business Support                  | Cambridge Small Business Relief Grants in the amount of \$10K each. (Personal Services - salons, gyms, etc. and childcare)                           |                             | 1,075,000.00 |
| 39    | Community Development  | Small Business Support                  | Cambridge Small Business Relief Grants in the amount of up to \$5K each. (E-Commerce)                                                                |                             | 300,000.00   |



# Cambridge's ARPA Funded Projects as of 7/5/2022

Page 4 of 7

| Line# | Department/Applicant                | City Council Priority Area              | Scope of Services                                                                                                                                                                                                                                                      | Non-Profit Service Provider | Committed    |
|-------|-------------------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------|
| 40    | Community Development               | Small Business Support                  | COVID Relief grants (CDBG/CARES Act) and MDRF were all oversubscribed. Additional funds for businesses to support a variety of rent, employee pay, utilities, documented revenue loss, etc.                                                                            |                             | 1,125,000.00 |
| 41    | Community Development               | Small Business Support                  | Outdoor dining infrastructure support and grants because the cost is very high and the city should support infrastructure that not only supports businesses, but also DPW operations, ADA accessibility, TPT efforts, etc. Offering the grant will allow the City more |                             | 250,000.00   |
| 42    | Community Development               | Small Business Support                  | The hotel/tourism industry in the Greater Boston Area is not expected to recover for several years to prepandemic levels. Grants to provide daycare and/or training pay to employees, grants to support small tourism-based businesses and other grants to support     |                             | 425,000.00   |
| 43    | Dept of Public Works                | Sustainability                          | Energy Efficiency Projects - FY23 (DPW)                                                                                                                                                                                                                                |                             | 500,000.00   |
| 44    | City Manager's Office               | Testing Services/Public Health          | COVID-19 Testing/Test Kits - includes Fire Dept Support, Pro-Ambulance, CIC Health, Broad Institute Test Kits, St Johns Church rental                                                                                                                                  |                             | 9,856,250.00 |
| 45    | Neville Communities Inc             | Testing Services/Public Health          | Neville Communities, Inc.-The project is to provide funding for COVID-19 testing and PPE as the facility has had declining revenues due to loss of patients and decrease in new residence during the COVID pandemic stretching their resources thin.                   | Y                           | 126,100.00   |
| 46    | Dept of Public Works                | Testing Services/Public Health          | DPW - Biobot Analytics, Inc - to continue sewer testing program through FY23                                                                                                                                                                                           |                             | 477,535.00   |
| 47    | Finance                             | Translation                             | Language Connections - translation of COVID documents: Omicron Flyer, At-home test information, quick start guide for iHealth COVID Antigen test instructions                                                                                                          |                             | 7,015.00     |
| 48    | Water Dept                          | Water/Sewer Infrastructure              | Replace GAC (granular activated carbon) Filters for PFAS Removal                                                                                                                                                                                                       |                             | 1,700,000.00 |
| 49    | Cambridge Non Profit Coalition (64) | Non Profit Assistance                   | Cambridge Non-profit Recovery Fund Program                                                                                                                                                                                                                             | Y                           | 6,000,000.00 |
| 50    | Transit                             | Disproportionately Impacted Communities | To support recommendations from the Mayor's Task (e.g. Free bus fares/CRLS MBTA Pass Pilot Program)                                                                                                                                                                    |                             | 2,000,000.00 |
| 51    | Cambridge Housing Authority (15)    | Food Insecurity                         | Cambridge Housing Authority -Free meals program at CHA developments                                                                                                                                                                                                    |                             | 750,000.00   |
| 52    | Green Cambridge (18)                | Food Insecurity/Mental Health           | Green Cambridge - Urban Farm at CRLS                                                                                                                                                                                                                                   |                             | 75,000.00    |

# Cambridge's ARPA Funded Projects as of 7/5/2022

Page 5 of 7

| Line# | Department/Applicant                                  | City Council Priority Area              | Scope of Services                                                                                                                                             | Non-Profit Service Provider | Committed  |
|-------|-------------------------------------------------------|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------|
| 53    | Community Servings (25)                               | Food Insecurity                         | Community Servings - Provide Medically Tailored Meals customized to meet the individual health needs                                                          |                             | 75,000.00  |
| 54    | Daily Table (33)                                      | Food Insecurity                         | Daily Table - Affordable nutrition for the food insecure                                                                                                      |                             | 150,000.00 |
| 55    | The Outdoor Church (19)                               | Homeless Support Programs               | The Outdoor Church - Outdoor care for the unhoused                                                                                                            |                             | 10,000.00  |
| 56    | Cambridge/Somerville Healthcare for the Homeless (34) | Homeless Support Programs               | Cambridge/Somerville Health Care for the Homeless - Expand Healthcare services to homeless population                                                         |                             | 125,000.00 |
| 57    | On The Rise (47)                                      | Homeless Support Programs               | On the Rise - Safe Haven - Provides safety, community, and advocacy to woman and trans/non-binary individuals moving through and recovering from homelessness | Y                           | 125,000.00 |
| 58    | Project Right to Housing (55)                         | Homeless Support Programs               | Project Right to Housing Program to alleviate homelessness                                                                                                    |                             | 250,000.00 |
| 59    | CASPAR/Bay Cove (56)                                  | Homeless Support Programs               | Caspar/BayCove Unhoused support using a four point phased program/investments                                                                                 | Y                           | 77,000.00  |
| 60    | DeNovo Center for Justice and Healing (59)            | Homeless Support Programs               | DeNovo - Homeless Prevention Project-free legal to low-income individuals facing homelessness or displacement                                                 | Y                           | 300,000.00 |
| 61    | Breakthrough Greater Boston (11)                      | Job Training/Non-Profit Assistance      | Breakthrough Greater Boston - College Success Program                                                                                                         | Y                           | 200,000.00 |
| 62    | Cambridge Community Center (38)                       | Mental Health                           | Cambridge Community Center - Youth and Family Mental/Behavioral Health Programming                                                                            | Y                           | 500,000.00 |
| 63    | Green St Shelter (63)                                 | Mental Health/Homeless Support Programs | Green St Shelter/Solutions at Work - Expand Mental Health Services for homeless individuals                                                                   |                             | 200,000.00 |
| 64    | Reservoir Church (5)                                  | Non Profit Assistance                   | Reservoir Church - Soccer nights program for elementary age children to bring neighborhood together                                                           | Y                           | 10,000.00  |
| 65    | Transition House (46)                                 | Non Profit Assistance                   | Transition House - Providing services for domestic violence victims                                                                                           | Y                           | 750,000.00 |
| 66    | CIRC/DeNovo                                           | Non Profit Assistance                   | CIRC/DeNovo - Provide legal service resources for Cambridge's immigrant communities                                                                           | Y                           | 600,000.00 |



# Cambridge's ARPA Funded Projects as of 7/5/2022

Page 6 of 7

| Line# | Department/Applicant                | City Council Priority Area                   | Scope of Services                                                                                                              | Non-Profit Service Provider | Committed    |
|-------|-------------------------------------|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|-----------------------------|--------------|
| 67    | Cambridge NAACP (65)                | Non Profit Assistance                        | Cambridge NAACP - Excellence lab for K-8 Cambridge students                                                                    | Y                           | 300,000.00   |
| 68    | My Brother's Keeper                 | Non Profit Assistance                        | MBK - Empowerment program for high school aged youth                                                                           | Y                           | 375,000.00   |
| 69    | Boston Area Rape Crisis Center (42) | Non Profit Assistance                        | BARCC - Support services for sexual violence survivors                                                                         | Y                           | 450,000.00   |
| 70    | Create Cambridge Coalition (60)     | Non Profit Assistance/Arts                   | Create Cambridge Coalition - To invest in Arts, Culture, and Creative economy sector                                           | Y                           | 500,000.00   |
| 71    | Global Arts Live (62)               | Non Profit Assistance/Arts                   | Global Arts Live - Performing Arts Collaboration to support a series of events                                                 | Y                           | 300,000.00   |
| 72    | Friends of Jerry's Pond (8)         | Open Space/Non-Profit Assistance             | Jerry's Pond improvements for sustainable infrastructure                                                                       | Y                           | 600,000.00   |
| 73    | Alewife Neighbors (48)              | Open Space/Non-Profit Assistance             | Alewife Neighbors Inc - Environmental Consultant for Russell Field and Jerry's Pond areas                                      | Y                           | 20,000.00    |
| 74    | Cambridge Local First (9)           | Small Business Support                       | CLF - One on One technical assistance and implementation support for locally owned businesses                                  |                             | 60,000.00    |
| 75    | Popportunity (10)                   | Small Business Support/Non-profit Assistance | Popportunity - Expand opportunities for low cost pop-up stores                                                                 | Y                           | 150,000.00   |
| 76    | Sustainable Business Network (21)   | Small Business Support                       | Sustainable Business Network - Support for Local Business Fair                                                                 |                             | 30,000.00    |
| 77    | Sustainable Business Network (23)   | Small Business Support                       | Sustainable Business Network - Black/Brown Business equity support for new food businesses                                     |                             | 1,000,000.00 |
| 78    | Cambridge Local First (52/53)       | Small Business Support                       | CLF - Support to increase local procurement and investment in business accelerator spaces                                      |                             | 100,000.00   |
| 79    | Cambridge Local First (54)          | Small Business Support                       | CLF - Support development of programs to drive spending to Cambridge businesses. (e.g. Buy One-Get One Free gift card program) |                             | 25,000.00    |

# Cambridge's ARPA Funded Projects as of 7/5/2022

Page 7 of 7

| Line# | Department/Applicant        | City Council Priority Area              | Scope of Services                                                                                                  | Non-Profit Service Provider | Committed            |
|-------|-----------------------------|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------|-----------------------------|----------------------|
| 80    | Green Cambridge (58)        | Sustainability                          | Green Cambridge -To support Canopy (Tree) Crew Program involving teens and young adults                            |                             | 125,000.00           |
| 81    | Climate Crisis Response     | Sustainability                          | Climate Crisis Response based on Task Force response                                                               |                             | 2,500,000.00         |
| 82    | Starlight Square            | Public Health                           | To create a civic space modeled on Starlight Square initiative                                                     |                             | 500,000.00           |
| 83    | Just A Start (29/30/32)     | Disproportionately Impacted Communities | JAS - Economic Opportunities Programming                                                                           | Y                           | 100,000.00           |
| 84    | Homeowner's Rehab Inc, (43) | Non-Profit Assistance                   | HRI - Support to non-profit housing providers to ensure affordable housing providers can provide critical services | Y                           | 125,000.00           |
| 85    | Joyful Destinations (57)    | Arts                                    | Joyful Destinations - Citywide cultural arts special events                                                        |                             | 100,000.00           |
|       |                             |                                         | Unallocated                                                                                                        |                             | 2,100,000.00         |
|       |                             |                                         |                                                                                                                    |                             |                      |
|       |                             |                                         |                                                                                                                    |                             | <b>88,119,387.00</b> |



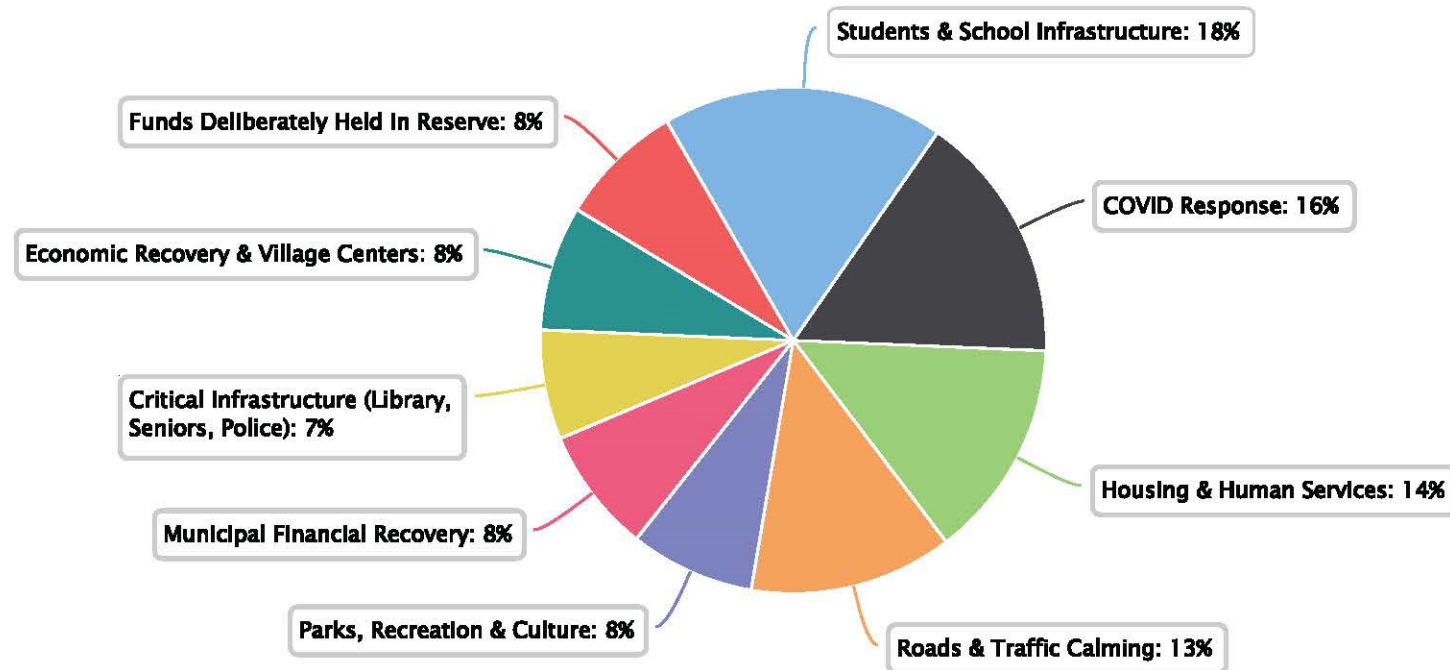
# Cambridge Highlights

- Cash Assistance: \$22 million
- Non-profit Relief Fund: \$6 million
- Transitional Wellness Center: \$5.6 million
- Restaurant and Nightlife fund: \$2.5 million
- Climate Crisis Response (based on task force): \$2.5 million

# Newton's ARPA Investments

(as of September 15, 2022)

CITY OF NEWTON'S ARPA INVESTMENTS





# Communities with Similar Funding

## Andover

Page 1 of 4

### ARPA Category: Capital Improvements/Infrastructure

| Project                                         | Total Budget |
|-------------------------------------------------|--------------|
| Conservation Land Management Policy Development | \$9,500      |
| Emergency Management Capacity and Initiatives   | \$75,000     |
| Ledge Road Landfill                             | \$2,250,000  |
| Old Town Hall Parking Lot Infrastructure        | \$300,000    |
| Park Property Phased Implementation             | \$950,000    |
| Town Building Improvements                      | \$1,510,000  |
| Water Main Transmission Lines                   | \$2,800,000  |
| Water Treatment Plant Security Enhancements     | \$100,000    |

**Total Capital Improvements/Infrastructure \$7,994,500**

# Communities with Similar Funding

## Andover

Page 2 of 4

### ARPA Category: Public Health and Pandemic Response

| Project                                        | Total Budget |
|------------------------------------------------|--------------|
| Behavioral Health Contracted Services/Staffing | \$400,000    |
| Board of Health Regulation & Policy Review     | \$22,500     |
| Expanded Elder Home Visits                     | \$64,385     |
| Pandemic Response                              | \$550,000    |
| Reserve/Contingency                            | \$700,000    |

**Public Health and Pandemic Response \$1,736,885**



# Communities with Similar Funding

## Andover

Page 3 of 4

### ARPA Category: Community Assistance and Partnerships

| Project                                          | Total Budget     |
|--------------------------------------------------|------------------|
| Expansion of Public Cable Access                 | \$20,000         |
| Rental and Home Buying Assistance                | \$200,000        |
| Small Business Assistance - Economic Development | \$300,000        |
| <b>Community Assistance and Partnerships</b>     | <b>\$520,000</b> |

# Communities with Similar Funding

## Andover

Page 4 of 4

### ARPA Category: Community Engagement & Administration

| Project                                                    | Total Budget |
|------------------------------------------------------------|--------------|
| Administration and Oversight                               | \$255,672    |
| General Allocation for CARES/FEMA Non-Reimbursed           | \$60,000     |
| Participatory/Community Driven Programs                    | \$300,000    |
| <b>Community Engagement &amp; Administration \$615,672</b> |              |

**Total: \$10,867,057**

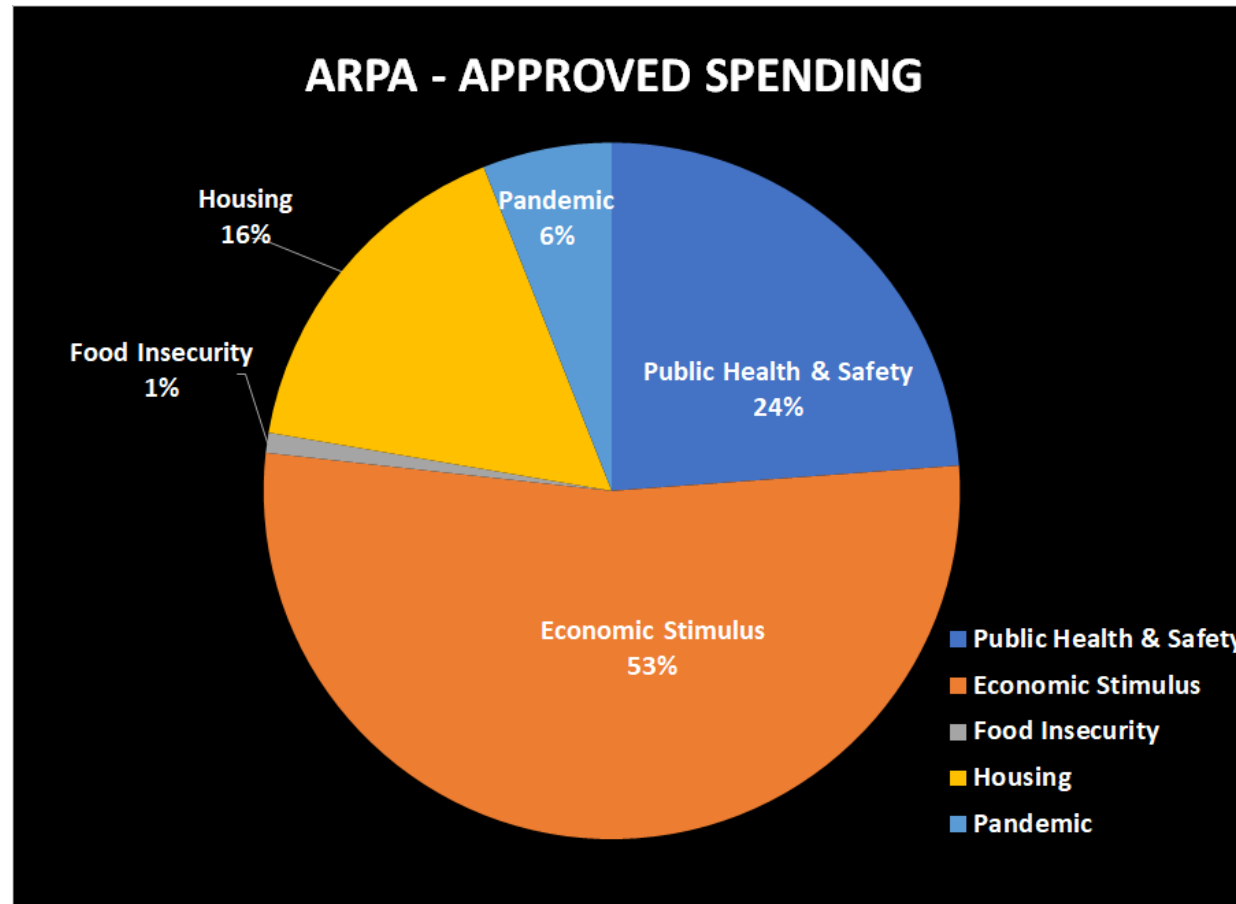


# Communities with Similar Funding Chelmsford

- More information forthcoming
- Projects approved and considered include substantial HVAC and indoor air quality improvements to buildings

# Communities with Similar Funding Lexington

As of December 5, 2022, the Select Board has approved for use \$5,418,229 of Lexington's \$9.9 million in ARPA funds. Additionally, \$1,100,000 of the Town's ARPA funds are set aside for Participatory Budgeting and food insecurity. The current balance of the Town's ARPA funds is \$3,385,152.





# Communities with Similar Funding Natick

| Item                                            | Estimate<br>12/2021 | Estimate            | Notes - July 2022                                                                   |
|-------------------------------------------------|---------------------|---------------------|-------------------------------------------------------------------------------------|
| <b>Communications/Website Upgrades</b>          | \$ 200,000          | \$ -                | \$200k funded through State ARPA earmark                                            |
| <b>Contact Tracing Contingency Funds</b>        | \$ 100,000          | \$ 50,000           | FEMA Reimbursement Available, reduced by \$50k                                      |
| <b>DEI Coordinator / Manager</b>                | \$ 300,000          | \$ 300,000          | No Change                                                                           |
| <b>Facilities upgrades to HVAC Systems</b>      | \$ 2,500,000        | \$ 325,250          | Adjusted - cover costs for Morse Library system                                     |
| <b>Golden Triangle Economic Recovery</b>        | \$ 300,000          | \$ -                | \$200k funded through State ARPA earmark, \$50k funded through State One-Stop grant |
| <b>Human/Family Resources - Study</b>           | \$ 150,000          | \$ -                | \$150k funded through State ARPA Earmark                                            |
| <b>Natick Housing Authority Upgrades</b>        | \$ 2,500,000        | \$ -                | Funding through State ARPA Earmark & other resources                                |
| <b>PPE for Schools/Public Safety/Town</b>       | \$ 100,000          | \$ -                | FEMA Reimbursement Available                                                        |
| <b>Public Safety - Advocate Clinician (NEW)</b> | \$ -                | \$ 50,000           | NEW - Adding second clinician to existing program in Police Dept.                   |
| <b>Town Revenue Recovery (NEW)</b>              | \$ -                | \$ 6,600,000        | NEW - based on updated guidance                                                     |
| <b>School Educational Response</b>              | \$ 2,500,000        | \$ 1,624,750        | Adjustment of funds based on updated expected needs                                 |
| <b>Water/Sewer PFAS Upgrades</b>                | \$ 2,000,000        | \$ 1,700,000        | Reduced to cover already funds already appropriated for ongoing projects            |
| <b>ARPA TOTAL</b>                               | <b>\$10,650,000</b> | <b>\$10,650,000</b> |                                                                                     |

# Strategies to Approach ARPA

- Wat programs were most impacted by COVID?
- How do expenditures meet city goals and budget priorities?
- How can we use funds to provide the most lasting impact?
- How can we make sure expenditures are sustainable?
- How do we avoid a funding "cliff" in 2026?
- How do we ensure that all funds are spent by 12/31/2026?



# ARPA Topics of Interest

- Infrastructure:
  - Water/Sewer
  - High School Cost Overruns
- Affordability:
  - Improvements to affordable housing
  - New affordable housing development
  - Housing assistance payments to individuals and families
- Climate Impacts
  - Planting of additional trees / rain gardens / etc.
  - Additional investments in climate infrastructure

# ARPA Topics of Interest

- Business Impacts:
  - Small business direct assistance
  - Small business marketing programs
- Municipal Workforce:
  - Payments to individual staff that worked through COVID-19
  - Ramp up staffing in key areas:
    - Grant writer
    - Small business assistance
    - Others
- Other:
  - General grants to community organization for COVID impacts, recovery, resiliency



# QUESTIONS



## Marcy Murningham

**To:** Members of the Budget and Fiscal Oversight Committee, Watertown City Council  
**From:** Marcy Murningham  
**Re:** A normative framework for ARPA funding  
**Date:** 1 February 2023

---

Good evening, BFOC members. I hope to be joining you in person tonight, but am helping my Irish friend prepare for a trip to Ukraine tomorrow, where he and others will be distributing power generators to kindergarteners in Lviv.

That said, here is the statement I've asked Councilor Piccirilli to distribute and enter into the committee record:

Good evening, Councilors.

My name is Marcy Murningham, and I've lived in Watertown at 134 Fayette Street for more than 21 years. I write to make an appeal.

As Watertown considers how best to both elicit and evaluate proposals for one-time ARPA funding, I respectfully ask that you consider incorporating the values and principles expressed in the voter-approved [Preamble to Watertown's revised Home Rule Charter](#). While I realize there are government stipulations regarding purpose, possibility, and program, I also know that there is room for a civic moral framework helping to help shape and enact the process. As one who participated heavily in the *Preamble's* construction, and as one who pays close attention to the evolution of constitutional law, I can say with absolute certainty that this conforms to emerging practice. It also establishes Watertown as a leader in municipal self-governance and accountability at a time when the structure of democracy is under attack.

There are many ways that this can be done, which can be determined at some future time. I offer my assistance in this task, as I am well familiar with how best to assure that agreed-to values in public life find their way into institutional governance and accountability. Put simply, it's a way of assuring the public that the truths held to be self evident, which lie at the heart of the Preamble, are enacted in contemporary governmental behavior. Both the "Ethic of Civic and Environmental Stewardship" and its set of Guiding Principles — Safety & Tranquility; Learning & Excellence; Equity & Diversity; Health & Well-Being; Creativity & Innovation; Accountability & Transparency — can find expression in the ARPA rubric, not to mention other places in city government where evidence-based performance indicators are used. The latter, of course, is another theme that runs throughout the revised Charter.

The idea is to root Watertown's decision making, be it via the City Council or City Hall, in the conditions that Watertown voters approved. The *Preamble* serves as the soil in which those roots exist and thrive, enabling the "trunk" and "branches" of self-governance to remain vibrant and healthy. Doing so is consistent with the ideals that lie at the heart of America's covenant, going back to 1776. As we approach the nation's 250<sup>th</sup> birthday in 2026, with Watertown's 400<sup>th</sup> birthday in 2030, I can think of no better way to celebrate. Thus does Watertown stand at the front of the line, showing how the process of its self-governance can be both pragmatic and prophetic.

Thank you for your consideration.





George J. Proakis  
City Manager

## CITY OF WATERTOWN

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[citymgr@watertown-ma.gov](mailto:citymgr@watertown-ma.gov)

To: Honorable City Council

From: George J. Proakis, City Manager 

Date: February 9, 2023

RE: An update on budget and bargaining

---

This memo provides an update on our budget and our work on collective bargaining. While I cannot share every detail of the bargaining process, I can share that all the City's six unions need contract renewals, and that we are underway in negotiating with most of those unions at this time. The School Committee's negotiating team is also working on a new agreement with the teachers.

I first want to be clear about the philosophy around compensation that I have established on the City side, which is focused on ensuring that we provide competitive wages for all our employees. This strategy requires fair and straightforward cost-of-living increases for all employees combined with market-based salary adjustments focused on the aspects of our compensation and classification system that are out of sync with our peer communities. To date, the school committee's bargaining team has been aligned with this philosophy.

Recently, we've seen bargaining units compare our proposed cost-of-living increases to contracts that have been settled in other communities where the average salaries, prior to signing a new agreement, were much lower than our current salaries in Watertown. For example, while the teachers in Melrose recently settled their contract with 10% across-the-board cost-of-living wage increases over three years, their average teacher salaries prior to settling were \$14,800 per year less than our current salaries in Watertown. A suggestion that we need to provide a similar cost-of-living wage increase is not based upon a fair comparison. We will continue to focus on total wage packages at each year in the contract term and will not accept simplistic comparisons of wage increase to communities that are not currently competitive with Watertown.

It is also important to note that many union staff receive both step increases and cost-of-living adjustments. For those unfamiliar with these two concepts, here's the basic information:

1. Compensation structures traditionally include step increases so that employees receive a set salary increase on a regular basis. Step increases are intended to increase employees' salaries to reflect additional experience, commitment to the organization, growing institutional knowledge, and, in some cases, merit-based performance evaluations. Step increases are granted even after the expiration date of a contract, so many of our union employees are still receiving step increases despite being past the end of the current contract term.
2. Cost-of-living adjustments, or COLAs, increase the values of all of the salaries associated with each step. COLAs are intended to go on top of those step increases and offset any effects of inflation, although, in most of the 2010-2020 period, when inflation was low, COLAs have generally exceeded increases in consumer prices.

Both are important but distinct components of a compensation system, and one shouldn't be used to address an issue with the other. Therefore, describing the value of a collective bargaining agreement based solely on the annual COLA increases ignores the financial benefit provided to employees through step increases. For example, a contract with three years of 2.25% step increases may be described as providing 6.75% over three years. But, for starters, the compounding growth of these increases reaches 6.9%. Furthermore, steps must be reviewed in addition to a COLA. For example, in our teacher's contract, an average teacher salary under this example is increased 15%, and a mid-career teacher with a master's degree who is advancing through steps will actually receive a total increase in salary that exceeds 18% over those three years.

Most importantly, I want to address the budgetary impacts of collective bargaining negotiations. I have become aware of a recent perception amongst some community members and union members that the City has more financial resources available to settle contracts than we do. In the case of the teacher contract, there is a theory that the City can easily provide more funds for the schools, which would allow the School Department to offer higher cost-of-living increases for the teachers. Specifically, there is a suggestion that we increase our commitment to the School Department beyond the 3.5% annual increase that we have pledged for coming years.

The reality is that an increase beyond 3.5% for schools would put significant pressure on our fiscal resources and exacerbate the pressures we already face. It is important to keep in mind that by FY26 our annual debt service and capital expense payments will increase by over \$18 million compared to FY23 as we begin to pay back the cost of the City's new schools. Meanwhile, our projected growth – which assumes a continuing strong economy – will increase revenues by \$25 million compared to FY24, meaning an estimated 74% of our revenue growth over the next three years must go towards paying for debt service and capital expenses. Approximately 2/3 of that growth in debt is paying for the new schools.

In the short term, the proposed FY24 budget needs to close a \$700,000 deficit prior to being presented to the Council. This projection is based on \$6 million in new growth, no additional



positions, a 3.5% increase to the school budget, a 2.5% increase to all other City department budgets, and fully funding the FY24 capital projects laid out in the FY24 to FY28 Capital Improvement Plan submitted to the Council in January. Similarly, the school department is seeking to close about a \$1 million FY24 shortfall, prior to settling contracts.

FY25 looks even more complex given increasing interest rates and the uncertainty around a possible recession. Any significant downturn in the construction of biotechnology lab buildings will greatly impact the ability to reach the \$4.5 million in new growth we are currently projecting for FY25 and FY26. And while we've seen slower growth in construction costs, we have not seen a reversal of the inflation in the construction industry. The high school project currently stands to go to bid with an estimate that is \$9 million over budget. Any further value engineering will significantly impact the student programming and/or the sustainable features of the building. We've taken some strategic moves to ensure that we can meet the \$9 million shortfall, but we will need to reassess future year budgets if bids come in even higher, or if interest rates rise to a level that makes our borrowing more expensive. (As I've previously noted, we are working along with communities in similar circumstances to secure more funds from MSBA, and we are also seeking additional grants where we can find them.)

Putting this all together, there is a distinct possibility that we face a perfect storm of growing costs and slowing of revenue growth in forthcoming years.

Some have proposed that we dip into one-time revenue sources like free cash and stabilization funds to negotiate more generous contracts with our collective bargaining units. In general, this is not a good idea. A fiscally prudent strategy requires us not to increase our annual expenses faster than we are increasing our annual income. And, given the uncertain budgetary circumstances we face in the next several fiscal years, it is more important than ever to maintain our reserves, per the City Council's guidelines, at 7% to 15% of annual operating budgets. Currently, the total of our general stabilization fund and our free cash account is about 11% of our annual operating budget. We've typically rolled \$2 million of free cash into the operating budget every year. The rest of that fund is reserved to make one-time investments or to be used as emergency funds. Funding annual salary increases meets neither of these standards.

Meanwhile, all six unions on the city side are seeking new contracts, and we are undertaking a comprehensive compensation study for almost all City positions. If we implement this study, provide additional funds to the School Department to support higher cost-of-living increases for teachers, and provide similar salary adjustments to the City unions, we may find ourselves left with only two options to pay the bills:

1. hope that new growth exceeds our expectations significantly (in the middle of a possible recession); or,
2. reduce services, and total staff size (which runs contrary to the Council's budget priorities).

I am following the Council's budget priorities and trying to work with a growth mentality – to invest in new programs, better infrastructure, green vehicles, walkable neighborhoods, small business programs, and new parks and playgrounds, just to name a few. For these efforts to be successful, we need a staff that can deliver these investments and to have fair and competitive wage and benefits packages for our employees. But I will not be able to deliver on these goals if we provide significant new adjustments to wages that put our total salaries in excess of surrounding competitive communities.

If you are asked by our residents why we don't just put more funds into schools or into other departments so that they can pay higher salaries, I hope you will share this information. Meanwhile, I assure you that both the City and School administrations will continue to negotiate in good faith with the collective bargaining units that represent our hard-working staff. We look forward to continuing fruitful discussions and eventual completion of these bargaining processes.

Thank you.



## **Five Key Points about Watertown's Fiscal Situation** **(from the City Manager's October 2022 Budget Presentation)**



### **1. City goals are focused on staff AND physical plant priorities.**

The city seeks to use new growth in tax revenue to:

- implement the City Council's budget priorities
- fill key roles in City staff to meet the Council and community's needs and expectations of our local government;
- invest in buildings and infrastructure projects, including the construction of new schools and the acquisition of adequate space for City offices; and,
- continue to provide cost-of-living and market adjustments to annual staff salaries to ensure competitive compensation for our workforce.

### **2. Schools receive a greater portion of the increase in the annual budget than other City departments:**

- The City has committed to increasing the operational budget for schools by 3.5% each fiscal year.
- Projected growth in all other City departments is set at 2.5% per year from FY23 to FY26.

### **3. The City is investing in important building priorities, mostly schools, but that investment does impact year-to-year budget growth:**

- The City is financing the three elementary schools and the forthcoming new high school without debt exclusions (votes which would require voters to increase taxes to pay debt).
- Due to these school financing investments, and other infrastructure investments (like sidewalk repair and street improvements):
  - Projected growth in debt service and capital project costs from FY23 to FY26 is increasing on average 20% per year, with total debt service going from \$25.6 million to \$44.2 million by FY26.
  - While revenue increases by \$25 million in FY26 compared to FY23, debt service and capital costs are projected to increase by \$18.6 million in the same time period, using 74% of the projected new revenue growth.

**4. The FY24 annual budget is close to being balanced, but current projections show limited funds to implement new priorities:**

At the October budget presentation, the preliminary FY24 budget anticipates revenue of \$186.8 million and expenses of \$186.9 million, leaving a small gap to be closed in the forthcoming fiscal year.

- Since that time, the draft capital plan has increased that FY24 operating deficit to approximately \$700k.
- The school department has a similar operating deficit for FY24.

A balanced budget for FY25 and FY26 depends upon \$4.5 million in revenue from new development in Watertown. Therefore any recession in the real estate market or escalating costs of new construction could impact the ability to balance the budget in these years.

**5. Use of one-time revenues follows best practices and are invested in one-time expenses for key investments and/or emergency needs.**

- For many years, the City Council set aside funds in an Open Space Acquisition Fund to buy more open space. In 2022, the Council emptied that fund to purchase Walker Pond. This one-time purchase was based on the Council's budget priorities and took many years of savings to accomplish.
- Watertown currently has \$18.5 million in "free cash" after making the purchase of the Parker School (now referred to as the Parker Annex Building).
- "Free cash" has always been an odd term to describe these funds. The funds are generated when money is not allocated or spent on a year-to-year basis or when actual revenue exceeds estimated revenue. Watertown uses \$2 million of these funds to pay for operating costs each year. The rest should be used for responding to emergencies, preserving financial flexibility, and maintaining favorable bond ratings. The City Council has indicated that the general stabilization fund plus free cash should equal 8% to 15% of the annual operating budget. Right now, we have a general stabilization fund of just under \$1.3 million, which serves as funds of last resort for an emergency. This fund plus our free cash totals \$19.8 million, which equates to just under 11% of this fiscal year's operating budget, or right in the middle of the Council's goal.
- Successful sound fiscal management requires that the growth in our annual expenses should not exceed the growth in our annual income. Therefore, we should not be using additional one-time revenue streams to pay ongoing costs.





## CITY OF WATERTOWN

*Department of*  
Community Development and  
Planning

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To: George Proakis, City Manager

From: Steve Magoon, Director of Community Development and Planning and Assistant City Manager

Date: February 9, 2023

RE: Marijuana Establishments

---

In 2018 Watertown adopted an amendment to our Zoning Ordinance in order to regulate the marijuana industry. At that time the City Council decided to follow the State guidance regarding the number of marijuana establishments we would allow. This was a derivative of the number of alcohol package stores, which are determined through total population. At the time, that allowed for 3 marijuana establishments.

With the 2020 census, Watertown's population increased such that we automatically were authorized to allow additional package stores, now 16 total, and 20% of that number for marijuana establishments, which equate to 3.2. The rule for marijuana establishments assumes that you round up. Therefore, if so desired, Watertown is able to add 1 additional marijuana establishment. The question is whether the City is interested in authorizing an additional Host Community Agreement for an additional marijuana establishment.

Therefore, I am writing to request further policy direction from the City Council on this matter.

Cc

Mark Reich, KP Law

Janet Murphy, City Clerk



George J. Proakis  
City Manager

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WATERTOWN  
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[citymgr@watertown-ma.gov](mailto:citymgr@watertown-ma.gov)

To: Honorable City Council

From: George J. Proakis, City Manager

*GJP*

Date: February 8, 2023

RE: An Ordinance on the Timing and Process of Appointments to City/Town Boards,  
Commissions, and Committees – Ordinance #46 -2007 (Ordinance)

---

As you know, the Residents' Advisory Committee (Committee) has begun the extensive process to assist with the recruitment, evaluation, scheduling interviews and selection of candidates for appointment/reappointment to multiple-member city boards and commissions.

To allow the Committee sufficient time and to be following the Ordinance, please be advised that additional time will be needed to fill board/commission vacancies scheduled to be filled in the winter/spring of 2023 noted in the Ordinance.

Thank you for your favorable consideration in this matter.

cc: Residents' Advisory Committee





# Town Council

TOWN OF WATERTOWN

ADMINISTRATION BUILDING • WATERTOWN, MA 02472-4410  
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ORDINANCE # 46

O-2007- 46

## AN ORDINANCE ON THE TIMING AND PROCESS OF APPOINTMENTS TO TOWN BOARDS, COMMISSIONS, AND COMMITTEES

WHEREAS, appointed boards, commissions, and committees (hereafter, "Town Boards") are an integral part of our system of local government; and

WHEREAS, under Massachusetts law, the Watertown Home Rule Charter, and Town Council ordinances and resolutions, the Town Manager has the power to appoint the members of Town Boards, subject in some cases to Town Council confirmation; and

WHEREAS, a timely, predictable appointment process will attract more candidates for positions on Town Boards and ensure that Town Boards have qualified, committed members to carry out their important functions;

BE IT ORDAINED BY THE Town Council of the City Known as the Town of Watertown, that Chapter II of the Watertown Ordinances is amended to add a new section 7, as follows:

### Section 7. Timing and Process of Appointments to Town Boards

#### A. Expiration of terms

1. The terms of appointments to Town Boards, Commissions, and Committees (hereafter, "Town Boards") expire as follows:

Residents' Advisory Committee: January 1  
Board of Health: 1<sup>st</sup> Monday in February  
Community Preservation Committee: February 1  
Zoning Board of Appeals: February 15  
Planning Board: February 15  
Conservation Commission: February 15  
Licensing Board: February 15  
Bicycle and Pedestrian Committee: February 15  
Election Commission: April 1  
Traffic Commission: May 15  
Board of Assessors: May 15  
Watertown Housing Authority: May 15  
Council on Aging: May 15  
Cultural Council: May 15  
Solid Waste & Recycling Advisory Committee: May 15  
Affordable Housing Trust: June 30  
Stormwater Advisory Committee: July 15  
Cable Access Corporation: September 15

Historical Commission: October 1  
Commission on Disability: November 1  
Environment and Energy Efficiency Committee: November 15  
Historic District Commission: November 15  
Public Arts & Culture Committee: November 15

2. All persons serving on a Town Board for a term of years at the time of enactment of this ordinance shall continue to serve on that Town Board until their terms would otherwise expire, and until their successors are qualified, unless otherwise terminated.

B. Timing of appointments

1. Appointments upon expiration of term
  - a. At least 90 days before the expiration of a Town Board member's term, the Town Manager will notify the member in writing of the expiration date of his/her term and determine whether the member wishes, at the Town Manager's discretion, to serve another term.
  - b. Within 7 business days of giving the notice required in paragraph B.1.a., the Town Manager will post the position. If the Town Manager has determined that the current member wishes to serve another term, the posting will include that information.
  - c. If the appointment requires confirmation by the Town Council, the Town Manager will transmit his/her appointment to the Town Council at least 30 days prior to the expiration of the term.
  - d. If the appointment does not require confirmation by the Town Council, the Town Manager will transmit to the Town Council notice of his/her appointment prior to the expiration of the term.
2. Appointments other than upon expiration of term
  - a. Vacancies on Town Boards occurring other than upon expiration of term, whether due to resignation, removal, or other cause, shall be filled by appointment by the Town Manager for the unexpired term.
  - b. Upon learning of a vacancy occurring other than upon expiration of term, the Town Manager may either (i) appoint a new member from among people who have previously applied and been interviewed for a position on a Town Board; or (ii) post the position.
  - c. Preferably within 60 days, but not more than 90 days, after learning of a vacancy, the Town Manager shall transmit to the Town Council his/her



appointment (if Town Council confirmation is required) or notice of his/her appointment (if Town Council confirmation is not required).

3. Failure to make timely appointments

- a. If, for any reason, the Town Manager is unable to make an appointment within the time periods provided in this Section, he/she will make a report to the Town Council explaining the reasons for the delay and indicating the date by which he/she expects to make the appointment.
- b. Members of Town Boards who are willing to continue to serve after the expiration of their terms will serve until they are reappointed and qualified or their successors are appointed and qualified.

C. Appointment process

1. Annual listing: Not later than January 15 of each year, the Town Clerk will prepare a list of all Town Board terms due to expire during that calendar year. The list will be transmitted to the Town Council and Town Manager, posted on the Town bulletin board and Town website, and published at least twice in the local newspaper.
2. Posting of positions: All positions on Town Boards posted in accordance with this ordinance shall be posted for not less than 14 days on the Town bulletin board and Town website and published at least twice in the local newspaper. The posting shall contain a description of the position and duties and a list of necessary and desirable qualifications, and shall indicate whether the person currently holding the position wishes to serve another term. No appointment shall be made until at least 21 days have elapsed following the initial posting.
3. Interviews: Except where the Town Manager appoints a prior applicant under para. B.2.(b), the Town Manager or his/her designee shall interview no less than three candidates for each position on a Town Board. If there are fewer than three applicants, the Town Manager or his/her designee shall interview all of the applicants.
4. Confirmation by the Town Council
  - a. For appointments requiring confirmation by the Town Council, the Town Council or a committee thereof must interview the appointee at a public meeting for which the posted agenda contains notice of the interview.
  - b. A vote by the Town Council on confirmation of an appointment must take place at a meeting for which the posted agenda contains notice of the vote.

- c. If the Town Council fails to take any action on an appointment within 30 days following the date notice of the appointment is filed by the Town Manager with the Town Council, such appointment shall be deemed to have been confirmed.

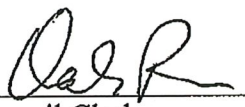


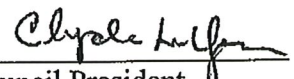
D. Effective date

This ordinance shall apply to all appointments upon expiration of term and other vacancies occurring after January 1, 2008.

  
\_\_\_\_\_  
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, after public hearing, by a vote of 9 for, 0 against and 0 present on October 23, 2007.

  
\_\_\_\_\_  
Council Clerk

  
\_\_\_\_\_  
Council President

**Flag and Delta Lighting Policy**  
**for the**  
**City of Watertown**  
February 2023

**PURPOSE:**

This policy regulates: (1) the exhibition of the flag of the United States of America, the Commonwealth of Massachusetts flag, the City of Watertown flag, and the National League of Families POW/MIA flag from all City of Watertown properties and assets, as those specific properties and flagpoles are defined below; (2) the display of street flags for parades and holidays; (3) the display of ceremonial flags; and (4) the display of City lighting at the delta in Watertown Square.

**POLICY:**

The following policy shall be followed with respect to the locations and days on which the United States of America, Commonwealth of Massachusetts, and City of Watertown flags should be displayed, as well as any approved ceremonial flags or street flags, or ceremonial City light displays at the delta in Watertown Square:

1. The City Manager of Watertown, with review and comment from the Superintendent of the Department of Public Works, shall be responsible for approving all flags erected on flagpoles owned or operated by the City of Watertown and its Departments (the “municipal flagpoles”), or on buildings owned or operated by the City of Watertown and its Departments (the “municipal buildings”). Specifically, the municipal flagpoles include the flagpoles at City Hall (Watertown Administration Building), Parker Annex Building, Watertown Public Library, the Police Station, all three Fire Stations, the Public Works Department and the John A. Ryan Arena, as well as streetlights owned and operated by the City, and signage, poles, fences, and other structures located at 552 Main Street Playground, Arsenal Park, Bemis Park, Casey Park, Filippello Park, How Park, Moxley Park, O’Connell Park, Farren Playground, Saltonstall Park, Sullivan Playground, Victory Field and Walker Pond, and on the sites of municipal buildings, as listed above, to which flags may be affixed. Municipal Buildings include City Hall (Watertown Administration Building), Parker Annex Building, Watertown Public Library, the Police Station, all three Fire Stations, the Public Works Department and the John A. Ryan Arena. In addition, the City Manager, with review and comment from the Superintendent of Public Works, shall be responsible for approving all public light displays at the Delta in Watertown Square. **The aforementioned municipal flagpoles, the municipal buildings, and Delta in Watertown Square shall not be considered public fora, but rather, serve only a vehicle for the City of Watertown’s governmental speech and expression of official policy sentiments of the City.**
2. The adoption and implementation of this policy is not intended to create or authorize a forum for free expression by the public, and any ceremonial or street parade flags or lighting displays at the delta in Watertown Square must first be approved by the City Manager as an expression of the City’s official sentiments and policies, subject to non-binding review and comment by the Superintendent of Public Works for a determination of compliance with relevant traffic and signage standards.



3. Flags exhibited from the municipal flagpoles and municipal buildings shall be displayed in conformance with applicable federal, state, and local laws, regulations, and policies, as stated in the Federal "Our Flag" publication of the Congress, House Document No. 96-144, and the Massachusetts statutes and regulations for flags, including without limitation G.L. c. 2, §§ 6-6A, G.L. c. 264, § 5, 950 CMR 34.00 et seq., and this policy.
4. The City Manager is responsible for ensuring the proper execution of this policy at all City properties and assets.

## **STANDARDS:**

### **A. Federal, State, and City Flags**

1. Outdoor flags will be flown at municipal flagpoles and municipal buildings in the following order of precedence: first, the United States flag; second, the Massachusetts State flag; third, the Watertown City flag; and fourth, ceremonial flags that have been approved by the City Manager, in accordance with Section B of these standards.
2. Weather permitting, flags should be displayed daily in front of or at a location near the Watertown Administration Building and all Fire and Police facilities during business hours.
3. Flags should not be displayed in inclement weather; provided, however, that an all-weather flag may be flown on a 24-hour basis if illuminated during the night.
4. The Watertown City flag may be flown wherever there are sufficient poles to do so in accordance with Standard 2 above. The City flag may be displayed on the same pole with, and underneath, the State flag, whenever the pole is of sufficient height. The Federal, State, and City flags shall not be flown on a single pole.
5. No other flag or pennant shall be placed or flown above, or, if on the same level, to the right of the United States Flag.
6. In accordance with 36 U.S.C. § 902, The National League of Families POW/MIA flag may be displayed below the United States Flag.
7. An indoor U.S. Flag, State flag, and City flag shall be displayed in the City Council Chambers. These flags may be displayed in other municipal buildings with approval of the City Manager.
8. On recognized Federal and/or State holidays, and on other special occasions as determined by the City Manager, the U.S. flag, State flag, and City flag should be flown from all locations available. Per the U.S. Flag Code, these holidays include: New Year's Day, January 1; Inauguration Day, January 20; Martin Luther King, Jr.'s birthday, the third Monday in January; Lincoln's Birthday, February 12; Washington's Birthday, third Monday in February; National Vietnam War Veterans Day, March 29, Easter Sunday (variable); Mother's Day, second Sunday in May; Armed Forces Day, third Saturday in May; Memorial Day (half-staff until noon), the last Monday in May; Flag Day, June 14; Father's Day, third Sunday in June; Independence Day, July 4;

National Korean War Veterans Armistice Day, July 27; Labor Day, first Monday in September; Constitution Day, September 17; Columbus Day / Indigenous People's Day, second Monday in October; Navy Day, October 27; Veterans Day, November 11; Thanksgiving Day, fourth Thursday in November; Christmas Day, December 25; and such other days as may be proclaimed by the President of the United States; the birthdays of States (for Massachusetts, February 6); and on State holidays (including Patriots' Day, third Monday in April).

9. If the President of the United States, Governor of the Commonwealth, or other authority of competent jurisdiction orders that the United States or Commonwealth flag be flown at half-staff, no other flag shall be flown higher.
10. Flags shall be constructed of an appropriate material and size per location and will generally be restricted to 3 foot by 5 foot, or, 4 foot by 6 foot

#### B. Parades/Holidays/Ceremonial Flags and Lighting Displays at the Delta at Watertown Square

1. The City's flagpoles or lighting displays at the Delta at Watertown Square are not intended to serve as a forum for free expression by the public and flags on the municipal flagpoles and lighting displays at the delta are subject to review and approval by the City Manager. In addition to the flags identified in Section A, above, ceremonial flags or ceremonial lighting displays at the delta at Watertown Square may only be displayed by the City as an expression of the City's official sentiments as outlined in this section.
2. Ceremonial flags will be restricted to the flagpoles located at the Library and City Hall, unless specific events are authorized and permitted, as appropriate.
3. Ceremonial flags must be flown and ceremonial lighting displays at the Delta may be placed only with a formal declaration or official action from the City Manager or, consistent with the Charter, after a proclamation or resolution is issued by the City Council, thereby indicating such approval as a formal policy statement of the City.
4. Ceremonial lighting at the Delta will only be displayed with the review and approval by the City Manager to reflect matters of City-wide significance and relevancy to Watertown, including the following:
  - a. Memorializing special or exemplary events or days, including certain times of celebration, recognition, or mourning.
  - b. Supporting local arts and cultural celebrations.
  - c. Recognizing unique or especially successful local activities, including without limitation, those for academics, athletics, or music.
  - d. Supporting public awareness campaigns that have the potential to enhance public health, safety, or wellness.
  - e. Recognizing other exceptional events, activities, and/or people.



5. Ceremonial flags are limited to:
  - a. Flags of Governments Recognized by the United States: Flags of the governments recognized by the United States may be displayed by the City Manager, provided that no other governmental flag may be displayed higher than the United States Flag.
  - b. Flags Displayed in Conjunction with City Official Ceremonial Items: Other flags may be displayed by the City Manager, in conjunction with official actions, ceremonial items, or proclamations of the City Council.
  - c. Flags of Professional Sports Teams: The City Manager may display the flag of a local professional sports team in commemoration of a significant achievement.
  - d. Pride Flag, being inclusive of all members of the community by symbolizing acceptance, understanding, and support.
6. If a particular flag is approved to be raised by the City Manager that is not owned by the City of Watertown, a donated flag or funding for such may be provided by an outside agency or non-governmental party, or at the City's expense and its discretion, provided that the flag complies with these standards and provided that the City shall not be liable for any damage whatsoever to a donated flag.
7. Ceremonial flags shall be constructed of an appropriate material and be of a size appropriate for the location, generally restricted to 3 foot by 5 foot, or, 4 foot by 6 foot. Flags of other countries, when approved for display by the City Manager, should be displayed in accordance with best practices of their jurisdictions, where approved.