



Finance Committee Agenda

City of Newton **In City Council**

Monday, February 8, 2016

**7 PM
Room 204**

Cancelled

Items Scheduled for Discussion:

Chairman's Note: The Committee will review the June 30, 2015 Independent Financial Audit Report with Matt Hunt of Clifton, Larson, Allen, LLC, the City's independent auditor. Please bring the Management Letter, GAO and OMB A-133 Reports, and the Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2015 that you received in this week's packet.

Referred to Programs & Services and Finance Committees

#45-16

Request to authorize transfer of \$60,000 to the Parks and Recreation Department
HIS HONOR THE MAYOR requesting authorization to transfer the sum of sixty thousand dollars (\$60,000) from the Parks and Recreation Department Full-time Salaries Account to the Parks and Recreation Department Forestry/Tree Services Account for the purpose of funding contracted services in the Forestry Division of the Parks and Recreation Department. [01/25/16 @ 4:06 PM]
Programs & Services Approved 6-0 on 02/03/16

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEE

#47-16

Transfer \$783,846 from various accounts for Auburndale Sq Traffic Improvements
HIS HONOR THE MAYOR, requesting authorization to transfer the sum of seven hundred eight-three thousand eight hundred forty-six dollars to fully fund the Auburndale Square Traffic Improvements as follows:
From:
Riverside-Auburndale Improvements.....\$136,710
Repurposing Savings from Other Projects:
 Capital Project Fund Bond Balances Available
 for Appropriation\$327,752
 Unrestricted Capital Purposes\$27,061
 Bonded Capital Projects.....\$13,752
June 30, 2015 Free Cash\$278,571
To:
Auburndale Square Traffic Improvements\$783,846
[02-01-16 @ 11:53 AM]
Public Facil Approved Subject to Second Call 6-0-1 (Lappin abstaining) on 02/03/16

The location of this meeting is handicap accessible and reasonable accommodations will be provided to persons requiring assistance. If you need a special accommodation, *please contact Jini Fairley, at least two days in advance of the meeting: jfairley@newtonma.gov, or 617-796-1253. For Telecommunications Relay Service dial 711.*

The Committee will meet jointly with the Zoning & Planning Committee to discuss the below item:

Referred to Zoning & Planning and Finance Committees

- #44-16** **Request to authorize transfer of \$100,000 to the Inspectional Services Department**
HIS HONOR THE MAYOR requesting authorization to transfer the sum of one hundred thousand dollars (\$100,000) from Free Cash to the Inspectional Services Department Full-time Salaries Account and to increase staffing levels in Inspectional Services Account by two full-time positions. [[01/25/16 @ 4:06 PM]

Referred to Land Use and Finance Committees

- #356-15** **Request for CPA funding for two units of affordable housing at 10-12 Cambria Rd**
COMMUNITY PRESERVATION COMMITTEE recommending the appropriation of four hundred seventy-one thousand one hundred seventeen dollars (\$471,117) from the Community Preservation Fund to the Planning & Development Department for a grant to Citizens for Affordable Housing Development in Newton (CAN-DO), to create two units of permanently affordable rental housing at 10-12 Cambria Road, as described in the proposal submitted to the Community Preservation Committee in October 2015. [12/08/15 @ 12:08 PM]
Land Use Approved 6-0 on 02/02/16

- #39-16** **Reappointment of Elizabeth Dromey by Mayor as Chair of the Board of Assessors**
ELIZABETH DROMEY, 15 Horace Road, Belmont, re-appointed as Chair of the Board of Assessors for a term expiring on February 1, 2019. (30 days – 03/02/16) [01/25/16 @ 4:07 PM]

- #41-16** **Request to authorize transfer of \$25,000 to the Human Resources Department**
HIS HONOR THE MAYOR requesting authorization to transfer the sum of twenty-five thousand dollars (\$25,000) from Free Cash to the Human Resources Department Full-time Salaries Account to absorb additional costs associated with a significant increase in workload. [01/25/16 @ 4:06 PM]

- #42-16** **Request to authorize transfer of \$25,000 to the Financial Info Systems Department**
HIS HONOR THE MAYOR requesting authorization to transfer the sum of twenty-five thousand dollars (\$25,000) from Free Cash to the Financial Information Systems Department Full-time Salaries Account to absorb the costs of vacation and sick time buyouts for a retirement within the department. [01/25/16 @ 4:06 PM]

- #43-16** **Request to authorize transfer of \$25,000 to the Assessing Department**
HIS HONOR THE MAYOR requesting authorization to transfer the sum of twenty-five thousand dollars (\$25,000) from Free Cash to the Assessing Department Full-time Salaries Account to absorb the costs of vacation and sick time buyouts as a result of the retirement of a long-term employee and to temporarily increase staffing levels by one full-time position while that employee transitions to retirement. [01/25/16 @ 4:06 PM]

Items Not Scheduled for Discussion at this Meeting:

- #40-16 Request to accept MGL 149 Sec 148C related to earned sick time for employees**
COUNCILOR SANGIOLO requesting that City of Newton formally accept and/or take all necessary steps to accept Massachusetts General Law Chapter 149, Section 148C, in order to qualify full-time, part-time, seasonal, and temporary employees coverage under the earned sick time regulation, 940 CMR 33, as approved by the voters of Massachusetts in the 2014 Election as Ballot Question 4 – Earned Sick Time for Employees. [01/19/16 @ 2:35 PM]

Referred to Programs & Services, Public Facilities, and Finance Committees

- #357-15 Request for CPA funding for the Newton Highlands Playground**
COMMUNITY PRESERVATION COMMITTEE recommending the appropriation of two million five hundred thousand dollars (\$2,500,000) from the Community Preservation Fund's open space and general reserves or fund balance to the Parks & Recreation Department, for the rehabilitation of the Newton Highlands Playground at Winchester and Dedham Streets, as described in the proposal submitted to the Community Preservation Committee in November 2015. [12/15/15 @ 12:32 PM]

REFERRED TO FINANCE AND APPROPRIATE COMMITTEES

- #288-15 Submittal by the Mayor of the FY17 Capital Improvement Plan**
HIS HONOR THE MAYOR submitting the FY 2017-FY 2021 Capital Improvement Plan pursuant to section 5-3 of the Newton City Charter. [10/01/15 @ 1:53 PM]
- #287-15 Submittal by the Mayor of the 5-Year Financial Forecast**
HIS HONOR THE MAYOR submitting the FY 2017-FY 2021 5-Year Financial Forecast for Board of Aldermen review/acceptance. [10/01/15 @ 1:53 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #223-15 Discussion on the process of licensing the use of city buildings**
ALD. LAREDO requesting a discussion of the process of licensing the current and future use of city building, including: (a) how licensees may request the use of city buildings; (b) the process for determining which licensees will get the use of city buildings; (c) how the fees for the use of city buildings are set; and (d) how the current process compares to the process for permitting the use of school buildings. [08/13/15 @ 11:20 AM]
- #190-15 Discussion of a policy to record all meetings and post all meeting materials online**
ALD. SANGIOLO requesting a discussion with the Executive Department relative to creating a policy to require audio recordings of all meetings of boards and commissions and requiring them to be posted to the City's website, as well as posting of all documentation that is reviewed by boards and commissions and/or by their designated City staff member.

- #133-15 Authorization to negotiate leases for install of solar panels on city properties**
HIS HONOR THE MAYOR requesting authorization to enter into negotiations for the potential lease on city properties for purposes of third-party construction, ownership, and operation of on-site renewable solar energy generation from which the City will purchase electric output and/or net metering credits. [05/11/15 @ 5:00 PM]

ITEM SPLIT INTO PART A AND PART B

PART A – Ground mounted solar panels at Rumford Avenue landfill, solar panels mounted on new carport structures at 60 Elliot Street, all roof mounted solar panel locations with the exception of City Hall, which is removed from the list of sites for solar panels. – BOA APPROVED on 11/16/15

PART B – Solar panels mounted on new carport structures at Newton South High School and solar panels mounted on new carport structures at the Library. HELD on 11/09/15

REFERRED TO ZONING & PLANNING, LAND USE AND FINANCE COMMITTEES

- #104-15 Qualification of affordable units developed at Comm Ave, Pearl St, and Eddy St**
ALD. JOHNSON, LAREDO, AND GENTILE requesting a report from the Planning Department re how many of the affordable units developed at Commonwealth Avenue, Pearl Street, and Eddy Street qualify for inclusion on the State's Subsidized Housing Inventory List; if a property is not on the list, what can be done to make it eligible. [04/09/15 @ 12:00 PM]

- #84-15 Discussion with NCDF on repayment of deferred payments and accrued interest**
ALD. GENTILE requesting a discussion with the Newton Community Development Foundation (NCDF) regarding their plans for repayment of the deferred rental payments and accrued interest on their ground lease with the City for the former Warren Junior High School site. [03-03-15 @ 2:57 PM]

REFERRED TO PUBLIC FACILITIES AND FINANCE COMMITTEES

- #455-14 Ordinance amendment request to create a storm water rate fee structure**
HIS HONOR THE MAYOR recommending amendment to Chapter 29, Section 80 **Sewer/Storwater use charge.** to create a storm water rate fee structure based upon square footage of impervious surface area.

REFERRED TO LAND USE AND FINANCE COMMITTEES

- #49-14 Implementation of technology to monitor compliance with special permits**
LAND USE COMMITTEE requesting discussion with the Chief Financial Officer and the Chief Information Officer regarding the critical need to implement technology which enables the development, management and use of shared, searchable, mobile-accessed (both read and write) database which contains parcel-based information that can be accessed by all city departments (including Planning, Inspectional Services (ISD), Assessing, Engineering, Fire, Police, Health), the Board of Aldermen and the community. This technology must support the work of ISD and other

departments in both the office and the field to more effectively and efficiently monitor and enforce compliance with approved special permits and other related Board Orders. [02/10/14 @ 6:47 PM]

#248-12 Ordinance amendments to Article IV Purchases and Contracts
RECODIFICATION COMMITTEE recommending that **ARTICLE IV. PURCHASES AND CONTRACTS, Secs. 2-182 through 2-205**, be amended to make it consistent with state law.

Respectfully submitted;

Leonard J. Gentile, Chair



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#45-16

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(617) 796-1100

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(617) 796-1113

TDD/TTY
(617) 796-1089

E-mail
swarren@newtonma.gov

January 25, 2016

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the amount of \$60,000 from Acct # 01602011-511001 to Acct # 01602011-5243. The FY16 Budget included funding to expand staffing in the Forestry Division, however filling those positions has proven to be a challenge. Although the department expects to be fully staffed soon, we would like to utilize contracted services to accomplish some of the outcomes of the department.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

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2016 JAN 25 PM 4:06
Docket # 45-16
Newton, MA 02459

1000 Commonwealth Avenue Newton, Massachusetts 02459

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February 1, 2016

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

RECEIVED
Newton City Clerk
2016 FEB - 1 AM 11:53
DAVID A. OLSON, CHD
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Council docket for consideration a request to transfer the sum of \$783,846 from the following accounts and authorize the expenditure of the same amount for the Auburndale Square Signal Upgrades.

Riverside – Auburndale Improvements	\$136,710
Repurposing Savings from Other Projects:	
Capital Project Fund Bond Balances Avail for Appropriation	\$327,752
Unrestricted Capital Purposes	\$ 27,061
Bonded Capital Projects	\$ 13,752
June 30, 2015 Free Cash	\$278,571

Although the original estimate for the project had approximated \$1,200,000, during the course of the design of this project last summer, the decision was made to expand the project to include the coordination all signals, minor geometric changes to improve flow and reduce congestion at all approaches, address carriage road access, pedestrian/bike safety and ADA compliance at the following intersections:

Commonwealth Avenue @ Melrose Street
Commonwealth Avenue @ Lexington Street
Lexington Street @ Wolcott Street
Lexington Street @ Freeman Street @ Auburndale Avenue

At that time it was estimated that the project would approximate \$1,700,000.

The City issued an IFB last fall. Three qualified bidders responded with the low bid totaling \$2,047,137 when adjusted to include Alternate 1 (ornamental mast arms) and required Police Details. It was believed that rebidding the project in the winter would yield an increase in the number of bidders and better pricing.

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE

Bids were received on January 21, 2016, and the Department of Public Works has recommended awarding to the low bidder, for the sum of \$1,983,846. Although the City received six qualified bids, the pricing remained virtually the same as reductions from reusing an existing mast arm and signal cabinets and reduced pricing in asphalt saved \$41,000.

Thank you for your consideration of this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read "Setti D. Warren". The signature is fluid and cursive, with the first name "Setti" being more prominent.

Setti D. Warren
Mayor

FROM:

Riverside Traffic Mitigation - Auburndale Improvements

14K101A1-593034	136,710.59
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Capital Stabilization Fund

39A104-593034	13,751.81
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39B104-593034	27,061.35
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Surplus Capital Project Balances - Available for Appropriation

NSHS Athletic Field Improvements

31I401A-593034	72,189.69
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Mason Rice Sprinklers

31P4909-593034	13,268.38
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Carr Renovations

31P5916-593034	196,458.63
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Bigelow Staircase Replacement

31Q1921-593034	1,361.25
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FA Day Hot Water Heater

31Q1923-593034	25,000.00
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Fire Station #4 Windows

38A11508-593034	8,989.60
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Crafts St Garage Improvements

38E11510-593034	10,485.38
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Free Cash

01-3497	<u>278,569.32</u>
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Total	<u><u>783,846.00</u></u>
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TO:

Auburndale Square Traffic Improvements

34D001-586002	<u><u>783,846.00</u></u>
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 2/2/2013

City of Newton



DEPARTMENT OF PUBLIC WORKS

OFFICE OF THE COMMISSIONER

1000 Commonwealth Avenue
Newton Centre, MA 02459-1449

Setti D. Warren
Mayor

February 5, 2016

To: Maureen Lemieux, Chief Financial Officer
From: James McGonagle, Commissioner Public Works

Subject: Council Order #47-16, Auburndale Square Traffic Improvements
Answers to Councilor's Questions

Budget Summary of the Auburndale Square Traffic Improvements Project:

*Traffic Control Devices	\$910,251
*Other Incidental Work	\$254,250
Road Work	\$619,345
Police Details	\$200,000
 Total Bid	 \$1,983,846

*Traffic Control Devices includes: traffic and pedestrian signal equipment, mast arms, electronic controllers, pullboxes, electrical handholds and service connections (overhead and underground)

*Other Incidental Work includes: Concrete sidewalks and driveway aprons, ADA ramps and equipment, asphalt sidewalks and driveway aprons, mobilization, loam, seed and mulch

Undergrounding of Utilities:

The scope of the project did not include the relocation of all utilities underground. For a project of this size, our design engineer has stated they would typically expect costs to vary anywhere from \$1M - \$2M per mile depending on the complexity and number of conflicts. This Auburndale project is approximately 0.4 miles; costs to the City would also include the relocation of any water, sewer, and drain mains that would conflict with the proposed underground utilities. The actual costs would need to be estimated based on the design.

Original request for \$2,000,000:

See Board Order #129-15, dated 5/11/15. These are the additional traffic signal projects as they were estimated in May 2015.

	<u>Estimated</u>	<u>Projected Cost</u>
Auburndale Square Project	\$1,200,000	\$1,983,846
Watertown Street at Adams Street	\$150,000	\$179,000
California Street at Bridge Street	\$75,000	\$75,000
Nahanton Street at Winchester Street	\$250,000	\$154,000
Washington Street at Prospect/Auburn/Perkins	\$375,000	\$430,000

Standardizing light and pedestrian pole mast arm types from standard galvanized steel to a decorative design with powder coated finishes did increase the projected cost.

Funds requested in this council order:

Bid amount	\$1,983,846
Current funds available	\$1,200,000
Additional funds requested	\$783,846



SETTI D. WARREN
MAYOR

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January 25, 2016

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$100,000 from June 30, 2015 Certified Free Cash to Acct # 0122001-511001 Inspectional Services Full Time Salaries.

As you know, the City has been experiencing unprecedented requests for building, electrical and plumbing permits. To keep up with the demand, it is imperative that the staffing levels in ISD be increased, therefore, along with the request for additional funding, I request an increase of 2 FTE's for the department.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

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2016 JAN 25 PM 4:06
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www.newtonma.gov

James Freas,
Acting Director

Community Preservation Committee Funding Recommendation for 10-12 CAMBRIA ROAD (WEST NEWTON) AFFORDABLE HOUSING

date: 7 December 2015
from: Community Preservation Committee
to: The Honorable Board of Aldermen/City Council

PROJECT GOALS & ELIGIBILITY

CAN-DO (Citizens for Affordable Housing in Newton Development Organization) will use the recommended project grant to rehabilitate an existing two-family home as two units of permanently affordable rental housing, one for a homeless family currently living in a hotel or motel and whose household income is up to 50% of the area-wide median, and one for a family currently living in CAN-DO's transitional housing for survivors of domestic violence, whose household income is up to 80% of the area median. Each unit will have two bedrooms and one bathroom. The project's only significant remodeling is relocating an opening onto the rear stairwell, to create more usable space in the second-floor unit's kitchen.

The project is eligible for CPA funds as the creation of affordable housing.

RECOMMENDED FUNDING

On 19 November 2015, the Community Preservation Committee recommended appropriating \$471,117 for this project by a vote of 5-1 (member Rick Kronish opposed, members Michael Clarke, Don Fishman and Jonathan Yeo absent). The CPC recommends that funds be appropriated from the Community Preservation Fund's current reserve and fund balance for housing, and general fund balance, to the Planning & Development Department for a grant to CAN-DO, for any use included in this summary budget:

10-12 Cambria Road (Affordable Housing) Project Budget				
USES			SOURCES	
Acquisition (Mortgage Elimination)		\$ 610,000	City of Newton - CDBG/HOME	\$ 309,293
Construction (including 10% contingency)		\$ 148,528	Newton CPA Funding	\$ 471,117
Other Development Costs (Soft Costs)			Charlesbank Homes (grant)	\$ 50,000
Architect, Engineer, Survey		\$ 22,000	Federal Home Loan Bank (grant)	\$ 75,000
Permits, Legal, Appraisal, Taxes, Insurance		\$ 22,030	Total Uses	\$ 905,410
Loan Interest	8 months	\$ 20,112		
Soft Cost Contingency	10%	\$ 6,414		
Developer Overhead/Fee	8%	\$ 66,327		
Initial Funding of Replacement Reserve		\$ 10,000		
Total Uses		\$ 905,410		

website www.newtonma.gov/cpa

contact Alice E. Ingerson, Community Preservation Program Manager

email aingerson@newtonma.gov phone 617.796.1144

SPECIAL ISSUES CONSIDERED BY THE CPC

Project Funding Sources & Costs CPC member Rick Kronish voted against the project primarily because he regarded the amount of its request for locally-controlled subsidies as excessive. He faulted the project for failing to use local subsidies to leverage available state and federal funds. The 5 CPC members voting in favor appreciated that the project's \$390,205 total public subsidy per unit was much lower than the \$482,014 per-unit total public subsidy for CAN-DO's previous project, on Taft Avenue, in part because CAN-DO has proposed only the minimum necessary repairs and remodeling at Cambria Road.

Community Building & Community Support Kronish also expressed his concern that the development of only 2 or 3 affordable units at a time, dispersed across the city, made it difficult to provide supportive services efficiently and threatened to engender a sense of isolation among the units' residents. Other CPC members felt that living in a mixed-income neighborhood would help to integrate the project's residents into the broader Newton community.

Petitions, letters and comments submitted by all but one member of the public supported this proposal. This will be CAN-DO's third property on Cambria Road, with a cumulative total of 15 bedrooms. As noted by one person at the public hearing, the lack of any comments from residents of this fairly short street suggested that the earlier CAN-DO projects, developed in 2004 and 2006, have been seen as good neighbors.

Listing on the Subsidized Housing Inventory The state Dept. of Housing & Community Development has approved an affirmative marketing/tenant selection plan for listing CAN-DO's Taft Avenue project on the SHI. The new Cambria Road project should also be eligible for the SHI because it will use basically the same plan.

Alternative Strategies for Affordable Housing In the context of Newton's challenging real estate market, most CPC members applauded CAN-DO for continuing to develop permanently affordable units in existing 2- and 3-family homes, with a deliberately minimal impact on neighborhood streetscapes.

However, many CPC members also voted in favor of this project in part because the Committee has recently had limited alternatives for supporting affordable housing. Since 2011, all housing proposals to the CPC have come from CAN-DO, with only two exceptions: Myrtle Village (a 7-unit project first proposed in 2011) and the City's homebuyer assistance program. Most CPC members would welcome the opportunity to consider housing projects that leverage a higher proportion of their total public funding from non-local sources or that require smaller public subsidies per unit. The CPC recognized that the projects most likely to meet these criteria would be on a larger scale and designed to create many more than 2 or 3 affordable units at a time.

ADDITIONAL RECOMMENDATIONS *(funding conditions)*

1. The CPC assumes all recommended funds will be appropriated within 6 months, and the two affordable units will be occupied within 18 months, after the date of this recommendation. If either of these deadlines cannot be met, CAN-DO will submit a written request asking the CPC to extend that deadline.
2. Grant funds will be released on a reimbursement basis through a detailed grant agreement including but not limited to requirements for initial, continued and final release of funds, confirmation of non-CPA funding, permits, procurement, contracting, verification of construction work, and cost documentation.
3. CAN-DO will provide project status reports to CPC staff upon request and, as a prerequisite for release of the final 10% of grant funds, will present an in-person and written final report to the CPC summarizing project outcomes and comparing actual to budgeted expenditures.
4. Any CPA funds appropriated but not used for the purposes stated herein will be returned to the Newton Community Preservation Fund.

KEY OUTCOMES The Community Preservation Committee will evaluate this project based on how well it meets goals 1 and 3 above.

ATTACHMENTS (delivered to the clerks of the Land Use Committee and Finance Committee)

- Copy of the CPC's project webpage, with links to additional information:
www.newtonma.gov/gov/planning/cpa/projects/cambria.asp#10-12
- Slide presentation to the CPC on 19 November 2015
- Proposal & supporting materials, including memo from City of Newton Housing staff

#356-15



Community Preservation Program

Cambria Road Community Housing

total CPA funding:	\$351,025	11-13 Cambria Road
	\$200,000	18-20 Cambria Road
	\$551,025	total CP funds appropriated (community housing)
	\$471,117	10-12 Cambria Road - CPA funding requested

total projects: 3 (listed below in reverse chronological order)

contacts: Josephine McNeill, Executive Director
Citizens for Affordable Housing in Newton
Development Organization (CAN-DO)
1075 Washington St.
West Newton, MA 02465
email: jam_cando@msn.com
phone: 617.964.3527
website: <http://www.newtoncando.org/>

10 - 12 Cambria Road

location: 10-12 Cambria Road
West Newton, MA 02465

goals: Create 2 units of rental housing, each with 2 bedrooms, permanently affordable to households at up to 50% and 80% of area median income.

total funding	\$471,117	CPA
(anticipated requests):	\$309,293	City of Newton CDBG/HOME funds (federal)
	\$50,000	Charlesbank Homes (foundation grant)
	\$75,000	Federal Home Loan Bank (grant)
	\$905,410	total cost

Proposal Review & Appropriations

21 August 2015	pre-proposal , including timeline, scope of work and draft development and operating budgets maps & photos submitted with pre-proposal
7 August 2015	description of this property in Newton's Assessors Database
19-20 October 2015	full proposal: <ul style="list-style-type: none"> project summary, including: budgets (development & operating), timeline, deed, scope of work & cost estimates, design/sustainability project budgets (repeated from document above, with pre-proposal budgets for comparison) maps & photographs sponsor information, including: organization mission & portfolio, project team qualifications, Board of Directors, annual operating budget, most recent annual audit petition of support (phone numbers and email addresses omitted online to protect confidentiality): part 1 (19 October 2015), part 2 (17-20 November 2015) additional documents for full proposal:
6 August 2015	home inspection report <i>This long file may load slowly.</i>
20 August 2015	bank appraisal (submitted & posted 16 November 2015)
21 September 2015	Newton Housing Partnership letter to Planning & Development Board
15 October 2015	independent appraisal , commissioned by Newton CPC
16 November 2015	Housing staff memo to CPC (revised from October 2015 memo to Planning & Development Board)
September 2015 -	community letters about this proposal (rec'd through 17 November 2015)
19 November 2015	presentation to CPC public hearing
7 December 2015	CPC funding recommendation

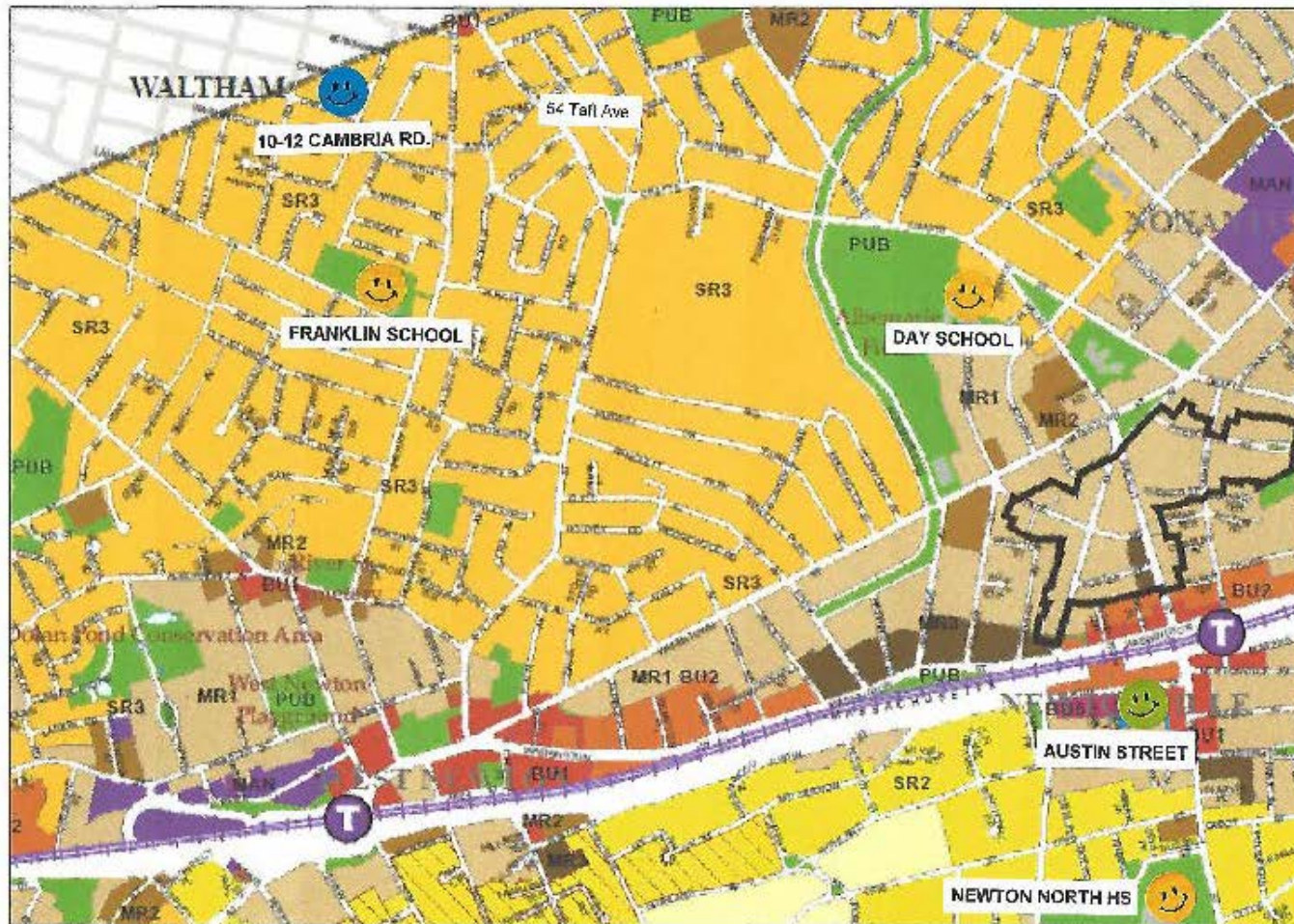
10-12 CAMBRIA ROAD CPA PROPOSAL #35A-15

Citizens for Affordable Housing Development in Newton Organization (CAN-DO)



Presented
19 November 2015

VICINITY MAP



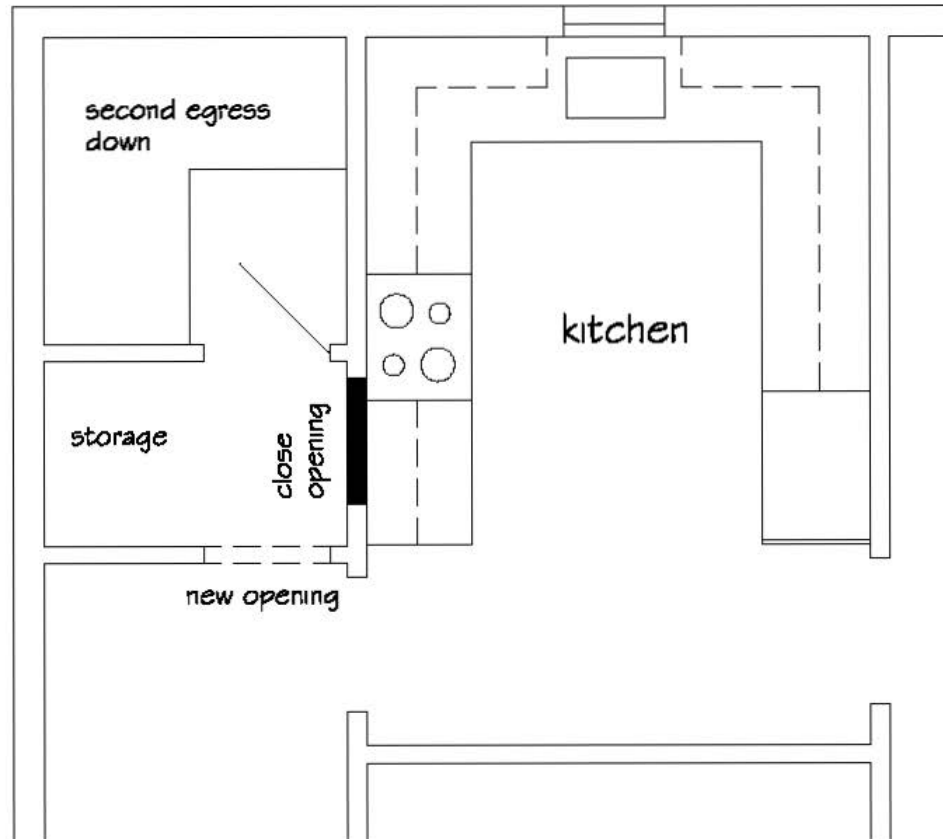
The property is located in West Newton, close to the Waltham border. The 554/556 MBTA bus route which runs between Waltham and Newton is within two blocks of the property. Within one block is a convenience store, and a laundromat. The elementary school is within walking distance, the middle school is approx. one mile away and the high school is within 1.5 miles, both accessible on the bus line.

PROJECT DESCRIPTION

Renovations to the existing two-family home:

- Replace Roof;
- Repartitioning of second floor kitchen with new cabinets and appliances;
- Addition of new heating system (currently both units on one system); insulation of attic, rim joists and exterior walls;
- Repoint masonry chimney to prevent failure;
- Repair siding, siding trim, seal penetrations and repair gutters and downspouts to prevent water infiltration;
- Porch repair of decking, structural supports, lattice to prevent failure; Remove basement ceilings and wall finishes to determine extent of mold, remediation if necessary and to provide proper access to electrical panes;
- Remove/encapsulate/cover basement asbestos flooring tile;
- Repair/replace basement rotted/termite damaged partitions and stair
- Replace termite damaged frame sills in basement;
- Replace/repair misc. plumbing including waste lines and valves;
- Repair electrical connections; and
- Lead paint testing and removal.

REDESIGNED SECOND FLOOR KITCHEN



Renovated Kitchen Plan
!2 Cambria Road, Newton, MA

DEVELOPMENT PROFORMA

USES / DEVELOPMENT BUDGET:		
SUBTOTAL - ACQUISITION COST		\$ 610,000
CONSTRUCTION COSTS:		
Direct Construction Costs		\$ 135,025
Construction Contingency	10%	\$ 13,503
Total Construction		\$ 148,528
TOTAL ACQUISITION AND CONSTRUCTION		\$ 758,528
SOFT COSTS		
Architect/Engineer		\$ 20,000
Survey		\$ 2,000
Building Permits		\$ 2,430
Legal		\$ 3,500
Title and Recording		\$ 2,500
Real Estate Taxes		\$ 5,500
Liability Insurance		\$ 4,000
Builder's Risk insurance		\$ 3,500
Appraisal		\$ 600
Loan Interest	8 months	\$ 20,112
Pre-development		
Relocation		
Subtotal		\$ 64,142
Soft Cost Contingency	10%	\$ 6,414
Subtotal: SOFT COSTS		\$ 70,556
Subtotal:Acquis.,Const., and Gen. Development		\$ 829,084
>Developer Overhead/Fee	8%	\$ 66,327
Fund Replacement Reserve		\$ 10,000
TOTAL DEVELOPMENT COSTS		\$ 905,410

FUNDING SOURCES:	
City of Newton - CDBG/HOME	\$ 309,293
CPA GRANT	\$ 471,117
Charlesbank Homes	\$ 50,000
FLHB	\$ 75,000
TOTAL SOURCES	\$ 905,410

10 YEAR OPERATING BUDGET

10-12 CAMBRIA ROAD 10 YEAR OPERATING BUDGET				2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Annual increase: income			0.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
	Annual increase: costs			0.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
INCOME:		MONTHLY	ANNUAL										
	2 BR (50%)	\$ 924.00	\$ 11,088	(+ \$1100/mo.minus Utilities = \$924 - Lo HOME									
	2 BR (80%)	\$ 1,466.00	\$ 17,592	(+ \$1623/mo. Utilities = \$1466 NHA rent									
			\$28,680										
	Vacancy rate - 10%		\$ 2,868										
ANNUAL INCOME			\$ 25,812	\$ 25,812	\$ 26,328	\$ 26,855	\$ 27,392	\$ 27,940	\$ 28,499	\$ 29,069	\$ 29,650	\$ 30,243	\$ 30,848
EXPENSES													
Administrative:													
	Mgment Fee @ 5% of income	\$ 1,291											
	Legal	\$ 300											
	Audit	\$ 500											
TOTAL ADMINISTRATIVE			\$ 2,091	\$ 2,091	\$ 2,153	\$ 2,218	\$ 2,284	\$ 2,353	\$ 2,424	\$ 2,496	\$ 2,571	\$ 2,648	\$ 2,728
Maintenance:													
	Extermination	\$ 500											
	Landscaping/Snow Removal	\$ 1,500											
	Decorating/Repairs	\$ 2,000											
TOTAL MAINTENANCE			\$ 4,000	\$ 4,000	\$ 4,120	\$ 4,244	\$ 4,371	\$ 4,502	\$ 4,637	\$ 4,776	\$ 4,919	\$ 5,067	\$ 5,219
Utilities:													
	Common area electric	\$ 250											
	Water/Sewer	\$ 2,000											
TOTAL UTILITIES			\$ 2,250	\$ 2,250	\$ 2,318	\$ 2,387	\$ 2,459	\$ 2,532	\$ 2,608	\$ 2,687	\$ 2,767	\$ 2,850	\$ 2,936
Other costs:													
	Insurance	\$ 2,500											
	Taxes	\$ 5,500											
	Operating Reserve	\$ 2,000											
	Supportive Services	\$ 5,000											
TOTAL OTHER COSTS			\$ 15,000	\$ 15,000	\$ 15,450	\$ 15,914	\$ 16,391	\$ 16,883	\$ 17,389	\$ 17,911	\$ 18,448	\$ 19,002	\$ 19,572
TOTAL OPERATING COSTS			\$ 23,341	\$ 23,341	\$ 24,041	\$ 24,762	\$ 25,505	\$ 26,270	\$ 27,058	\$ 27,870	\$ 28,706	\$ 29,567	\$ 30,454
NET CASH FLOW			\$ 2,471	\$ 2,471	\$ 2,287	\$ 2,093	\$ 1,887	\$ 1,670	\$ 1,440	\$ 1,199	\$ 944	\$ 676	\$ 394

POPULATION TO BE SERVED

- One 2 bedroom unit will be marketed to a family currently living in a hotel or motel at rent level below 50% of the area median income.
- One bedroom unit will be marketed to a family living in transitional housing in Newton with an income below 70% of the area median income.
- Supportive services to be provided.

PERMITTING NEEDED

- NONE, AS OF RIGHT

SUPPORT

- Newton Housing Partnership
- Planning and Development Board
- Board Aldermen: Ted Hess-Mahan, Barbara Glazer-Brousal, James Cote
- Petitions containing 100 plus signatures

City of Newton

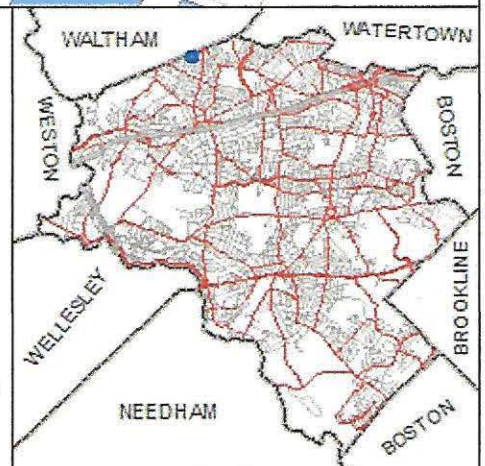


Property ID: 34045 0012
Address: 10 CAMBRIA RD
Owner: CLOSE ROBERT E



MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT

Because of different update schedules, current property assessments may not reflect recent changes to property boundaries. Check with the Assessors' Office to confirm boundaries uses at the time of assessment.





#356-15
10-12 Cambria Road
 exterior photos
 (* from realtor),
 August 2015
 from pre-proposal



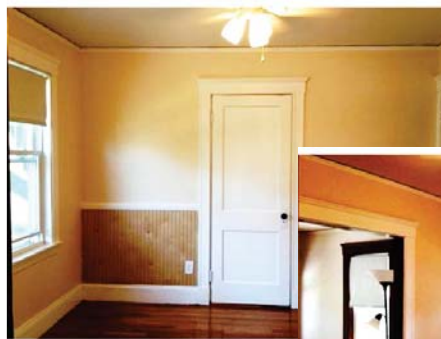
10-12 Cambria Road
 exterior photos
 (* from realtor),
 August 2015



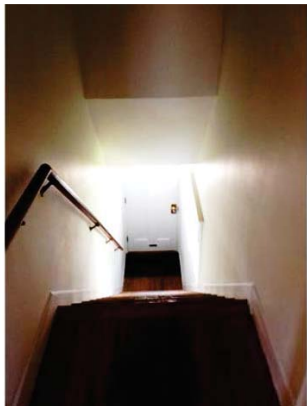
#356-15
10-12 Cambria Road
exterior photos
(* from realtor),
August 2015
from pre-proposal



10-12 Cambria Road
interior photos from realtor,
August 2015

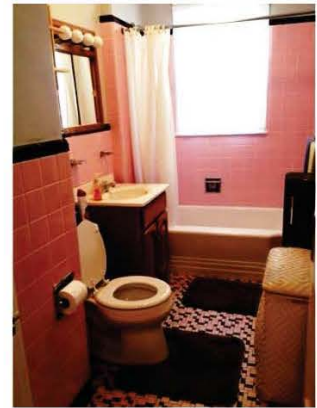


from pre-proposal
#356-15
10-12 Cambria Road
interior photos
from realtor,
August 2015



#356-15
10-12 Cambria Road
interior photos from realtor,
August 2015

from pre-proposal





Setti D. Warren
Mayor

Newton, Massachusetts
FUNDING REQUEST for
AFFORDABLE HOUSING DEVELOPMENT
FY15 or FY16

#356-15

(For staff use)
date rec'd:

Rec'd 19-20
October 2015

☐

PRE-PROPOSAL

☒

PROPOSAL

Project TITLE	10-12 Cambria Road Affordable Housing			
Project LOCATION	Full street address (with zip code), or other precise location. 10-12 Cambria Road, West Newton, MA 02465			
Project CONTACTS	Name & title of organization	Email	Phone	Mailing address
Manager/ Developer	Josephine McNeil, Executive Director, CAN-DO	Jam_cando@msn.com	617-964-3527	1075 Washington Street West Newton, MA 02465
Other Contacts	None provided.			
Project FUNDING	Newton CDBG/HOME/CPA funds requested: \$780,410	Total other funds to be used: \$125,000	Total project cost: \$905,410	
Project SUMMARY & NEEDS	Location (amenities within walking distance, access to transit); short summary of details on page 2 (rehabilitation or new construction; target population; type of housing; unit composition; special features); and brief citations (section & page) showing how the project meets needs identified in Newton's <i>Comprehensive Plan</i> , <i>Consolidated Plan</i> , or <i>Community Preservation Plan</i> (if relevant).			
<p>The property is located in West Newton, close to the Waltham border. The 554/556 MBTA bus route which runs between Waltham and Newton is within two blocks of the property. Within one block is a convenience store, and a laundromat. The elementary school is within walking distance, the middle school is approx. one mile away and the high school is within 1.5 miles, both accessible on the bus line.</p> <p>The existing two-family will be renovated:</p> <ul style="list-style-type: none"> – Replace Roof; repartitioning of second floor kitchen with new cabinets and appliances; – Addition of new heating system (currently both units on one system); insulation of attic; – Repoint masonry chimney to prevent failure; – Repair siding, siding trim, seal penetrations and repair gutters and downspouts to prevent water infiltration; – Porch repair of decking, structural supports, lattice to prevent failure; Remove basement ceilings and wall finishes to determine extent of mold, and to provide proper access to electrical panes; – Remove/encapsulate/cover basement asbestos flooring tile; – Repair/replace basement rotted/termite damaged partitions and stair – Replace termite damaged frame sills; – Replace/repair misc. plumbing including waste lines and valves; – Repair electrical connections; and – Lead paint testing and removal. <p>The population to be served by the housing are extremely low and low income homeless families. This is a population identified as the top priority on p. 113 of the FY16-20 Consolidated Plan. (SP-25)</p>				

Project TITLE	10-12 Cambria Road Affordable Housing					
SOURCES OF FUNDS <i>Check all that apply and identify if funds are committed or proposed.</i>						
X CDBG funds	\$189,690	<input type="checkbox"/> Other (identify sources)				
<input type="checkbox"/> HOME funds	\$119,603	Private Foundation		\$50,000		
X CPA funds	\$471,117	FHLBBoston of AHP		\$75,000		
<input type="checkbox"/> Private bank loan	\$			\$		
USES OF FUNDS <i>Check all that apply.</i>						
Acquisition	<input checked="" type="checkbox"/> Rehabilitation	<input checked="" type="checkbox"/> Mortgage buydown	<input type="checkbox"/> Site preparation/ remediation			
For CPA: <input checked="" type="checkbox"/> Creation						
TARGET POPULATION & SPECIAL FEATURES <i>Check all that apply.</i>						
<input checked="" type="checkbox"/> Individual/Family			<input checked="" type="checkbox"/> Homeless/At Risk of Homelessness			
<input type="checkbox"/> Special needs/disabilities (identify population & provider of support services, if any): No information entered.						
<input type="checkbox"/> Special features (historic preservation, sustainability, etc.): No information entered.						
TYPE OF HOUSING <i>Check all that apply.</i>						
<input checked="" type="checkbox"/> Rental			<input type="checkbox"/> Combination or other (identify): No information entered.			
<input checked="" type="checkbox"/> Individual/single family						
UNIT COMPOSITION <i>List the development's number of units in each category.</i>						
	Total	≤ 30% AMI	≤ 50% AMI	≤ 80% AMI	80-100% AMI	Market-rate
2 BR			1			
3 BR				1		
OUTREACH <i>Summarize efforts to date to communicate with abutters, neighborhood residents & ward aldermen.</i>						
<p>I have spoken to one ward alderman who has committed to communicating with his colleagues in Ward 3.</p> <p>This a an existing property and no changes will be made to the exterior; thus there is no obligation to notify neighbors.</p>						

City of Newton Funding Request for Housing Development

#356-15
FORM, page 3 of 3

Attachments struck out below are available on the CPC webpage for this project,

www.newtonma.gov/gov/planning/cpa/projects/cambria.asp#10-12

Project TITLE		10-12 Cambria Road Affordable Housing	
Required	Check if included	HOUSING PROPOSAL ATTACHMENTS CHECKLIST	
		Pre-proposals need only the attachments highlighted in yellow.	
always	X	PETITION of SUPPORT	(2-page petition provided; phone numbers and emails omitted online)
always	X	PHOTOS	of site conditions & surroundings (2-3 photos may be enough for pre-proposal)
	X	MAP	of site in relation to nearest major roads, schools, shopping, transit, etc.
	X	TIMELINE	including financing, permitting, construction & occupancy
SITE CONTROL & PROJECT FINANCES			
always	X	Deed	
	X	Developer commitment to pursue permanent affordability (statement on attachments list)	
	SEPARATE ONLINE	Appraisal by an independent, certified real estate appraiser (commissioned by CPC & posted separately on CPC website) – First 3 pages submitted to Board, full appraisal online	
	X	Development pro forma	
	X	Scope of construction work , supported by professional cost estimates	
	X	Non-Newton funding : summary on attachments list	
	X	Market analysis : including prevailing/trending rents or prices & target population – summary on attachments list	
as needed	ONLINE ONLY	Home inspection report by a licensed professional, for rehabilitation projects	
rental only	X	10-year operating budget (pre-proposals need only a short draft)	
	NONE	Rental subsidy, if any : sources, commitment letters or application/decision schedules	
DEVELOPER CAPACITY & QUALIFICATIONS			
always	X	Organization mission & current housing portfolio , including how this project fits both	
	X	Previous similar projects completed , with photographs	
	X	Resumes for development team , including affiliations with City boards or commissions	
	X	Most recent audited annual financial statement of parent company or organization	
		Statements on attachments list.	Fair housing training completed Any past fair housing complaints & their resolution
nonprofits	X	Most recent annual operating budget	
	X	Board of directors : including skills, experience, tenure & affiliations	
SITE REVIEW, ZONING & PERMITTING			
always	Statements on attachments list	Brief property history , covering at least the previous 30 years of ownership & use	
		Environmental mitigation plan , including lead paint, asbestos, underground tanks	
	Development is by right.	Confirmation of review by Development Review Team (DRT) and zoning relief / permits required – no review requested	
	NONE	Other approvals required : Newton Conservation or Historical Commission, Commission on Disability, Mass. Historical Commission, Mass. Architectural Access Board, etc.	
DESIGN & CONSTRUCTION			
always	X	Site & floor plans, elevations One partial sketch floor plan attached.	
	X	Materials & finishes ; highlight “green” or sustainable features or proposed certification	
RELOCATION, FAIR HOUSING & ACCESSIBILITY			
always	X	Affirmative marketing & resident selection	
	X	Reasonable accommodation/reasonable modification policy	

Attachments struck out below are available on the CPC webpage for this project,
www.newtonma.gov/gov/planning/cpa/projects/cambria.asp#10-12

10-12 CAMBRIA ROAD PROPOSAL ATTACHMENTS

- ~~1. LETTERS OR PETITIONS OF SUPPORT~~ ~~ATTACHMENT #1~~
2. PHOTOS ATTACHMENT #2
3. MAP ATTACHMENT #3
4. TIMELINE ATTACHMENT #4
5. SITE CONTROL & PROJECT FINANCES
 - ~~a. Deed~~ ~~ATTACHMENT #5~~
 - b. The developer is committed to permanent affordability as a condition of the city funding.
 - ~~c. Appraisal~~ ~~ATTACHMENT #6~~
 - d. Development Proforma ATTACHMENT #7
 - e. Scope of Work and Cost Estimates ATTACHMENT #8
 - f. Non-Newton Funding – Federal Home Loan Bank of Boston application submitted in September - response expected in December of 2015; Charlesbank Home submitted in October – response expected in February.
 - g. Market analysis – Massachusetts currently has approximately 1500 families living in hotels/motels many of whom are seeking 2-bedroom units.
 - ~~h. Home inspection report~~ ~~City housing staff is in possession of the report.~~
 - i. 10 year operating budget ATTACHMENT #9
 - j. There are no rental subsidies; the state is not presently offering subsidies.

6. DEVELOPER CAPACITY & QUALIFICATIONS

- ~~a. Organization mission & current housing portfolio~~ ~~ATTACHMENT #10~~
- b. CAN-DO has the used the model set forth in the proposed project for the acquisition and renovation of a 2 or 3 family dwelling to create housing affordable to low-income families for approximately 20 years. This model has produced 15 units of housing in Newton which will be affordable into perpetuity. Attached are photos of all our projects including: Falmouth Road; Jackson Road; 11-13 Cambria Road; 18-20 Cambria Road; 2148-50 Commonwealth Avenue; Eddy Street and Pearl Street.
- ~~c. Resumes for development team~~ ~~ATTACHMENT #11~~
- ~~d. Most recent audited annual financial statement was submitted via e-mail.~~
- e. Project manager, Josephine McNeil has completed fair housing training.
- f. Organization has not had any fair housing complaints filed against it.
- ~~g. 2015 annual operating budget~~ ~~ATTACHMENT #12~~
- ~~h. Board of Directors~~ ~~ATTACHMENT #13~~

7. SITE REVIEW, ZONING & PERMITTING

- a. History – This property was built as a 2 family structure in 1938. I found no evidence of a use other than residential in the building jacket.
- b. Environmental Mitigation Plan – Lead paint and asbestos are present and remediation is included in construction budget.
- c. I assume it was not required to be presented to DRT as project is by right and there is no change in the design of the exterior.
- d. There are no approvals needed.

8. DESIGN & CONSTRUCTION

- a. Scope of work does not include any change in plan with exception of second floor kitchen. *ATTACHMENT #14*
- b. Letter from Architect *ATTACHMENT #15*
- c. Not Applicable

9. AFFIRMATIVE FAIR HOUSING MARKETING PLAN

- a. Affirmative Marketing & resident selection plan *ATTACHMENT #16*
- ~~b. Reasonable accommodation /reasonable modification policy *ATTACHMENT #17*~~

Rec'd & corrected by CPC staff 24 August 2015,
corrected to accompany project full proposal 20 October 2015

10-12 CAMBRIA ROAD TIMELINE	
Offer	28-Jul-15
Housing Partnership (1st discussion)	12-Aug-15
Purchase & Sale	August-September 2015
Housing Partnership (2nd discussion)	9-Sep-15
CPC pre-proposal discussion	9-Sep-15
full proposal due to CPC	19-Oct-15
Closing	October 2015
P&D Board	October 2015
CPC public hearing & possible funding vote	19-Nov-15
Board of Aldermen committees / vote	November-December 2015
Grant agreements/ deed restriction	January 2016
Bidding	January-February 2016
Construction	February-March 2016
Marketing/Rent-Up	March 2015
Occupancy	April 2015

Received by CPC staff 20 October 2015

10-12 CAMBRIA ROAD DEVELOPMENT PRO FORMA

ORIGINAL

ITEM			
DEVELOPMENT BUDGET			
SUBTOTAL - ACQUISITION COST			\$ 610,000
CONSTRUCTION COSTS:			
Direct Construction Costs			\$ 135,025
Construction Contingency	10%		\$ 13,503
Total Construction			\$ 148,528
TOTAL ACQUISITION AND CONSTRUCTION			\$ 758,528
SOFT COSTS			
Architect/Engineer			\$ 20,000
Survey			\$ 2,000
Building Permits			\$ 2,430
Legal			\$ 3,500
Title and Recording			\$ 2,500
Real Estate Taxes			\$ 5,500
Liability Insurance			\$ 4,000
Builder's Risk insurance			\$ 3,500
Appraisal			\$ 600
Loan Interest	8 months		\$ 20,112
Pre-development			
Relocation			
Total			\$ 64,142
Soft Cost Contingency	10%		\$ 6,414
Subtotal: SOFT COSTS			\$ 70,556
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City of Newton - CDBG/HOME			\$ 309,293
CPA GRANT			\$ 471,117
Charlesbank Homes			\$ 50,000
FLHB			\$ 75,000
TOTAL SOURCES			\$ 905,410

inc. lead/asbestos remediation

Received by CPC staff 20 October 2015

10-12 CAMBRIA ROAD 10 YEAR OPERATING BUDGET				2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Annual increase: income			0.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
	Annual increase: costs			0.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
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	Vacancy rate - 10%		\$ 2,868										
ANNUAL INCOME			\$ 25,812	\$ 25,812	\$ 26,328	\$ 26,855	\$ 27,392	\$ 27,940	\$ 28,499	\$ 29,069	\$ 29,650	\$ 30,243	\$ 30,848
EXPENSES													
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	Legal	\$ 300											
	Audit	\$ 500											
	TOTAL ADMINISTRATIVE	\$ 2,091	\$ 2,091	\$ 2,091	\$ 2,153	\$ 2,218	\$ 2,284	\$ 2,353	\$ 2,424	\$ 2,496	\$ 2,571	\$ 2,648	\$ 2,728
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	Extermination	\$ 500											
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	TOTAL MAINTENANCE	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,120	\$ 4,244	\$ 4,371	\$ 4,502	\$ 4,637	\$ 4,776	\$ 4,919	\$ 5,067	\$ 5,219
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	Water/Sewer	\$ 2,000											
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	Insurance	\$ 2,500											
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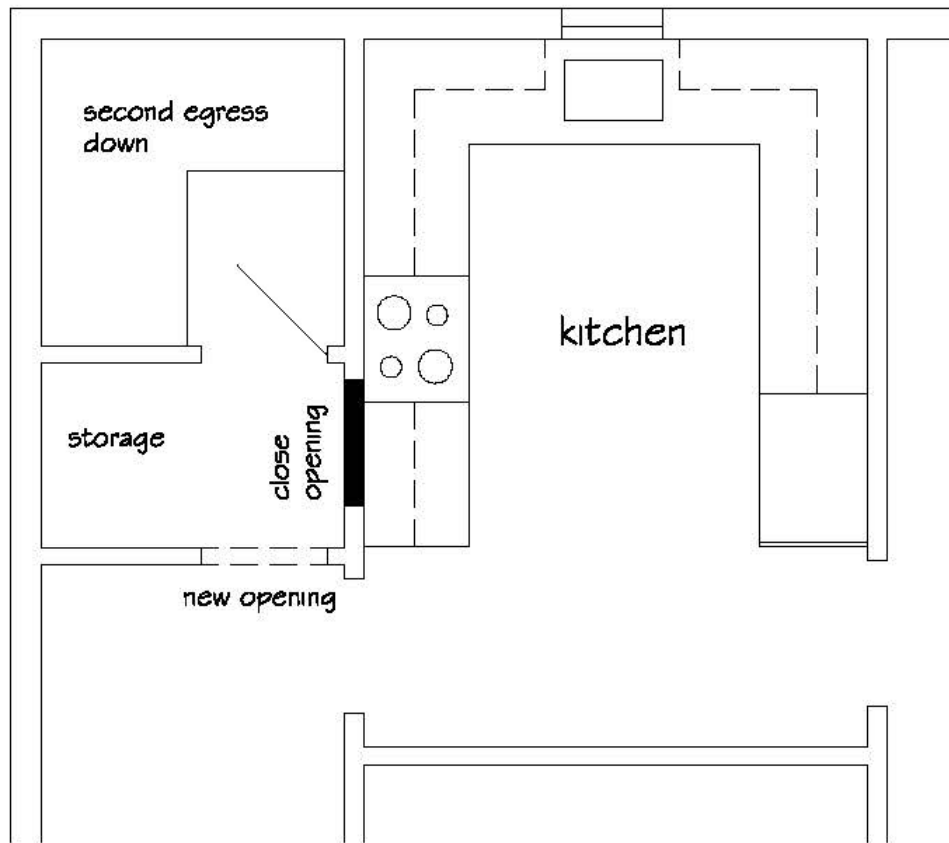
Rec'd by CPC staff for pre-proposal 21 August 2015,
reformatted as 1-page summary. For additional detail, see
full scope online, submitted with proposal in October 2015.

Terrence G. Heinlein AIA
1 Aberdeen Road
Weston, MA 02493

Proposed scope of work, and associated costs, for the partial renovation of 10-12 Cambria Road, Newton, MA		
PROPOSED SCOPE OF WORK		
BASEMENT		
Remove and dispose basement ceiling and wall finishes.	\$1,600	
Allow remediation of possible/likely wall mold.	\$12,500	
Remove/encapsulate/cover basement asbestos flooring and pipe cover.	\$5,300	
Remove and replace basement damaged partitions and stair.	\$1,400	
Replace termite damaged frame wall sills.	\$8,800	
Repair nonconforming electrical connections.	\$850	
Repair nonconforming plumbing, including waste and valves.	\$1,900	
Modification to existing heating system, including new boiler.	\$15,000	
TOTAL BASEMENT AREA SCOPE AND RELATED COSTS		\$47,350
FIRST FLOOR		
Repair of side access stairs, railing, and landing.	\$1,750	
Removal and refinishing of interior entry stair ceiling to increase height.	\$2,100	
Repair first floor main entry porch, including frame, deck, and skirt.	\$8,300	
TOTAL FIRST FLOOR AREA SCOPE AND RELATED COSTS.		\$12,150
SECOND FLOOR		
Demolition of existing second floor kitchen, and alcove.	\$850	
Reframing of existing second floor kitchen, and alcove.	\$900	
Second floor kitchen cabinetry.	\$7,400	
Second floor kitchen appliances.	\$3,100	
Second floor drywall.	\$1,700	
Second floor trim.	\$450	
Second floor doors, frames, hardware.	\$1,150	
Second floor painting.	\$2,300	
Second floor heating, ventilating, exhaust.	\$2,600	
Second floor plumbing.	\$1,350	
Second floor electrical (relocate panel)	\$5,200	
TOTAL SECOND FLOOR AREA SCOPE AND RELATED COSTS.		\$27,000
EXTERIOR ENVELOPE		
Repair, seal, and replace coil stock trim, and damaged siding components.	\$9,400	
Repair gutters and downspouts. Add splashblocks.	\$1,025	
Repoint masonry chimney.	\$2,200	
Replace roofing, underlayment and drip edges.	\$12,000	
TOTAL EXTERIOR ENVELOPE SCOPE AND RELATED COSTS		\$24,625
MISCELLANEOUS		
Lead paint testing and remediation.	\$14,500	
Insulation of rim joists, exterior walls, and attic (work by nonprofit energy company)	\$9,400	
TOTAL MISCELLANEOUS SCOPE AND RELATED COSTS.		\$23,900
TOTAL PROJECTED SCOPE COSTS		\$135,025
10% CONTINGENCY		\$13,503
TOTAL CONSTRUCTION SCOPE COSTS		\$148,528

PROPOSED PROJECT SCHEDULE:	weeks required
Construction Documents (post P & D board approval)	5
Construction Bidding.	3
Construction Contract Signing	2
Construction Phase	12
TOTAL	22

REDESIGNED SECOND FLOOR KITCHEN



Renovated Kitchen Plan
12 Cambria Road, Newton, MA

Terrence G. Heinlein AIA Architect

TGHARCHITECT.COM

HEINLEINTG@AOL.COM

September 14, 2015

Federal Home Loan Bank of Boston Affordable Housing Program
800 Boylston Street
Boston, Massachusetts

Re: Sustainable Development Building Practices for 10-12 Cambria Road, Newton, MA

To Whom It May Concern:

This letter is to summarize the sustainable development building practices included in the development of the renovations to the above referenced project for Citizens for Affordable Housing in Newton Development Organization Inc.

New open cell foam insulation by Icynene or equal, shall be added to first floor perimeter rim joists at the exterior wall, and fiberglass insulations and/or cellulose insulations shall be placed at the first floor and attic framing planes. The existing structure currently has little or no insulation at these locations.

All new bath plumbing fixtures shall be low demand fixtures with dual flush by Toto or equal, including 1.28 gpf water closets, 2.0 gpm showerheads and kitchen faucets by Symmons or equal, with 1.5 gpm bath faucets. The new boiler, by Burnham or equal, shall be specified with a minimum of 87 percent efficiency.

Energy Star appliances and lighting fixtures shall be provided at the new upper floor unit kitchen.

All residents shall be instructed as to the correct and efficient use, and maintenance, of the new boiler, plumbing fixtures, appliances and lighting fixtures, and shall be given manuals from suppliers as indicating proper use and maintenance.

The common lower level space shall have designated locations for the City of Newton provided recycling containers for residents' use.

If you have any additional questions regarding the sustainable development building practices to be specified for this project, please contact me.

Sincerely,


Terrence G. Heinlein AIA

Small Residential Income Property Appraisal Report

File No. 424278GK

The purpose of this summary appraisal report is to provide the lender/client with an accurate, and adequately supported, opinion of the market value of the subject property.

SUBJECT

Property Address	10 CAMBRIA ROAD	City	NEWTON	State	MA	Zip Code	02465-1117
Borrower	CITIZENS FOR AFFORDABLE HOUSING IN NEWTON		Owner of Public Record	ROBERT CLOSE		County	MIDDLESEX
Legal Description	BOOK: 31353, PAGE: 208, MIDDLESEX COUNTY REGISTRY OF DEEDS.						
Assessor's Parcel #	34-045-0012		Tax Year	2015		R.E. Taxes \$	4,782
Neighborhood Name	WEST NEWTON		Map Reference	15764		Census Tract	3746.00
Occupant	<input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input checked="" type="checkbox"/> Vacant		Special Assessments \$	NONE		<input type="checkbox"/> PUD	HOA \$ 0.00 <input type="checkbox"/> per year <input type="checkbox"/> per month
Property Rights Appraised	<input checked="" type="checkbox"/> Fee Simple <input type="checkbox"/> Leasehold <input type="checkbox"/> Other (describe)						
Assignment Type	<input type="checkbox"/> Purchase Transaction <input checked="" type="checkbox"/> Refinance Transaction <input type="checkbox"/> Other (describe)						
Lender/Client	CITY OF NEWTON		Address	1000 COMMONWEALTH AVENUE, NEWTON, MA 02459			
Is the subject property currently offered for sale or has it been offered for sale in the twelve months prior to the effective date of this appraisal?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No						
Report data source(s) used, offering price(s), and date(s).	PER MLS LISTING#71871628 SUBJECT WAS LISTED FOR SALE ON 07/10/2015 FOR \$649,000 AND WENT UNDER AGREEMENT FOR \$610,000 WITHIN 75 DAYS. SUBJECT WAS SOLD FOR \$610,000 ON 09/23/2015.						

CONTRACT

I <input type="checkbox"/> did <input type="checkbox"/> did not analyze the contract for sale for the subject purchase transaction. Explain the results of the analysis of the contract for sale or why the analysis was not performed.
Contract Price \$ Date of Contract Is the property seller the owner of public record? <input type="checkbox"/> Yes <input type="checkbox"/> No Data Source(s)
Is there any financial assistance (loan charges, sale concessions, gift or downpayment assistance, etc.) to be paid by any party on behalf of the borrower? <input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, report the total dollar amount and describe the items to be paid.

NEIGHBORHOOD

Note: Race and the racial composition of the neighborhood are not appraisal factors.												
Neighborhood Characteristics			2-4 Unit Housing Trends			2-4 Unit Housing		Present Land Use %				
Location	<input checked="" type="checkbox"/> Urban	<input type="checkbox"/> Suburban	<input type="checkbox"/> Rural	Property Values	<input type="checkbox"/> Increasing	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Declining	PRICE	AGE	One-Unit	60% %	
Built-Up	<input checked="" type="checkbox"/> Over 75%	<input type="checkbox"/> 25-75%	<input type="checkbox"/> Under 25%	Demand/Supply	<input type="checkbox"/> Shortage	<input checked="" type="checkbox"/> In Balance	<input type="checkbox"/> Over Supply	\$(000)	(yrs)	2-4 Unit	15% %	
Growth	<input type="checkbox"/> Rapid	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Slow	Marketing Time	<input checked="" type="checkbox"/> Under 3 mths	<input type="checkbox"/> 3-6 mths	<input type="checkbox"/> Over 6 mths	549 Low	50	Multi-Family	%	
Neighborhood Boundaries	SEE ATTACHED ADDENDUM.						2790 High	200	Commercial	5% %		
							850 Pred.	100	Other CONDOS	20% %		
Neighborhood Description	SEE ATTACHED ADDENDUM.											
Market Conditions (including support for the above conclusions) SEE ATTACHED ADDENDUM.												

SITE

Dimensions	100' x 50' x 100' x 50'		Area	5000 sf		Shape	RECTANGULAR		View	NEIGHBORHOOD	
Specific Zoning Classification	SR3		Zoning Description	7,000 SF MINIMUM LOT SIZE & 70' MINIMUM FRONTAGE							
Zoning Compliance	<input type="checkbox"/> Legal <input checked="" type="checkbox"/> Legal Nonconforming (Grandfathered Use) <input type="checkbox"/> No Zoning <input type="checkbox"/> Illegal (describe) SEE ATTACHED ADDENDUM.										
Is the highest and best use of the subject property as improved (or as proposed per plans and specifications) the present use?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe. THE HIGHEST AND BEST USE IS THE CURRENT USE.										
Utilities	Public	Other (describe)		Public	Other (describe)		Off-site Improvements—Type	Public	Private		
Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Street	ASPHALT	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gas	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Sanitary Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Alley	NONE	<input type="checkbox"/>	<input type="checkbox"/>
FEMA Special Flood Hazard Area	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		FEMA Flood Zone	X		FEMA Map #	25017C 0551E		FEMA Map Date	06/04/2010	
Are the utilities and off-site improvements typical for the market area?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, describe.										
Are there any adverse site conditions or external factors (easements, encroachments, environmental conditions, land uses, etc.)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe. SEE ATTACHED ADDENDUM.										

IMPROVEMENTS

GENERAL DESCRIPTION			FOUNDATION			EXTERIOR DESCRIPTION			materials/condition	INTERIOR		materials/condition		
Units	<input checked="" type="checkbox"/> Two <input type="checkbox"/> Three <input type="checkbox"/> Four		<input type="checkbox"/> Concrete Slab <input type="checkbox"/> Crawl Space			Foundation Walls	STONE/AVERAGE			Floors	HRDWD/AVG			
<input type="checkbox"/> Accessory Unit (describe below)			<input checked="" type="checkbox"/> Full Basement <input type="checkbox"/> Partial Basement			Exterior Walls	VINYL/GOOD			Walls	PLASTER/AVG			
# of Stories	2		# of bldgs.	1		Basement Area	858 sq. ft.			Roof Surface	ASPHALT /GOOD			
Type	<input checked="" type="checkbox"/> Det. <input type="checkbox"/> Att. <input type="checkbox"/> S-Det./End Unit		Basement Finish			PART/FINISHED %			Gutters & Downspouts	MTL & MTL/GOOD				
<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed <input type="checkbox"/> Under Const.			<input checked="" type="checkbox"/> Outside Entry/Exit <input type="checkbox"/> Sump Pump			Window Type	DBL. HUNG/GOOD			Bath Wainscot	CER./WOOD/AVG			
Design (Style)	2-FAMILY		Evidence of <input type="checkbox"/> Infestation			Storm Sash/Insulated	YES/YES/GOOD			Car Storage				
Year Built	1938		<input type="checkbox"/> Dampness <input type="checkbox"/> Settlement			Screens	YES/GOOD			<input type="checkbox"/> None				
Effective Age (Yrs)	12		Heating/Cooling			Amenities				<input checked="" type="checkbox"/> Driveway	# of Cars	4		
Attic	<input checked="" type="checkbox"/> None		<input type="checkbox"/> FWA	<input checked="" type="checkbox"/> HWBB	<input type="checkbox"/> Radiant	<input type="checkbox"/> Fireplace(s) #	0		<input type="checkbox"/> WoodStove(s) #	0				
<input type="checkbox"/> Drop Stair	<input type="checkbox"/> Stairs		<input type="checkbox"/> Other	Fuel		GAS		<input type="checkbox"/> Patio/Deck	0		<input type="checkbox"/> Fence	0		
<input type="checkbox"/> Floor	<input type="checkbox"/> Scuttle		<input type="checkbox"/> Central Air Conditioning			<input type="checkbox"/> Pool	0		<input checked="" type="checkbox"/> Porch	2		<input type="checkbox"/> Carport	# of Cars	
<input type="checkbox"/> Finished	<input type="checkbox"/> Heated		<input type="checkbox"/> Individual	<input checked="" type="checkbox"/> Other		NONE		<input type="checkbox"/> Other	0		<input type="checkbox"/> Att.	<input checked="" type="checkbox"/> Det.	<input type="checkbox"/> Built-in	
# of Appliances	Refrigerator	2	Range/Oven	2	Dishwasher	2	Disposal	2	Microwave	2	Washer/Dryer	1	Other (describe)	
Unit # 1 contains:	5 Rooms		2 Bedroom(s)		1 Bath(s)		870 Square feet of Gross Living Area							
Unit # 2 contains:	5 Rooms		2 Bedroom(s)		1 Bath(s)		858 Square feet of Gross Living Area							
Unit # 3 contains:	Rooms		Bedroom(s)		Bath(s)		Square feet of Gross Living Area							
Unit # 4 contains:	Rooms		Bedroom(s)		Bath(s)		Square feet of Gross Living Area							
Additional features (special energy efficient items, etc.). UNIT #1 HAS FINISHED ROOM IN THE BASEMENT WITH HALF BATHROOM. THERE IS ALSO ASBESTOS TILE IN THE BASEMENT. THERE IS ONLY ONE WATER HEATER AND HEATING SYSTEM FOR 2 UNITS.														
Describe the condition of the property (including needed repairs, deterioration, renovations, remodeling, etc.). SEE ATTACHED ADDENDUM.														

Small Residential Income Property Appraisal Report

File No. 424278GK

IMPROVEMENTS

Are there any physical deficiencies or adverse conditions that affect the livability, soundness, or structural integrity of the property?

☐ Yes

☒ No

If Yes, describe **THERE ARE NO PHYSICAL DEFICIENCIES NOR ADVERSE CONDITIONS THAT AFFECT THE LIVABILITY, SOUNDNESS, OR STRUCTURAL INTEGRITY OF THE PROPERTY.**

Does the property generally conform to the neighborhood (functional utility, style, condition, use, construction, etc.)?

☒ Yes

☐ No

If No, describe **THE PROPERTY GENERALLY CONFORMS TO THE NEIGHBORHOOD WITH REGARD TO FUNCTIONAL UTILITY, STYLE, CONDITION, USE AND CONSTRUCTION.**

Is the property subject to rent control?

☐ Yes

☒ No

If Yes, describe **N/A**

COMPARABLE RENTAL DATA

The following properties represent the most current, similar, and proximate comparable rental properties to the subject property. This analysis is intended to support the opinion of the market rent for the subject property.

FEATURE	SUBJECT	COMPARABLE RENTAL NO. 1			COMPARABLE RENTAL NO. 2			COMPARABLE RENTAL NO. 3		
10 CAMBRIA ROAD		9-11 NOBLE STREET			128-130 LINWOOD AVENUE			11 CLINTON STREET		
Address	NEWTON, MA 02465-1117	NEWTON			NEWTON			NEWTON		
Proximity to Subject		0.19 mile SW			1.24 miles SE			1.59 miles SE		
Current Monthly Rent	\$ 3,000			\$ 1,700			\$ 1,800			\$ 2,630
Rent/Gross Bldg. Area	\$ 1.74 sq. ft.			\$ 0.64 sq. ft.			\$ 0.65 sq. ft.			\$ 1.45 sq. ft.
Rent Control	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Data Source(s)	INSPECTION	MLS-PIN#71862942			MLS-PIN#71881047			MLS-PIN# 71800561		
Date of Lease(s)	VACANT	TAW			TAW			TAW		
Location	AVERAGE	AVERAGE			AVERAGE			AVERAGE		
Actual Age	77 YEARS	87 YEARS			105 YEARS			143 YEARS		
Condition	AVERAGE	AVERAGE			AVERAGE			AVERAGE		
Gross Building Area	1,728	2,664			2,784			1,808		
Unit Breakdown	Rm Count		Size		Monthly Rent	Rm Count		Size		Monthly Rent
	Tot	Br	Ba	Sq. Ft.		Tot	Br	Ba	Sq. Ft.	
Unit # 1	5	2	1	870	\$ VACANT	8	2	1	1392	\$ VACANT
Unit # 2	5	2	1	858	\$ 1,700	5	2	1	1392	\$ 1,800
Unit # 3					\$					\$
Unit # 4					\$					\$
Utilities Included	WATER & SEWER		WATER & SEWER			WATER & SEWER		WATER & SEWER		

Analysis of rental data and support for estimated market rents for the individual subject units reported below (including the adequacy of the comparables, rental concessions, etc.)

THE RENTAL COMPS REPRESENT THE CURRENT RENTAL MARKET IN NEWTON. RENTAL CONCESSIONS ARE NOT PREVALENT IN THIS MARKET. ALL RENTAL COMPS CITED REPRESENT MULTI FAMILY HOMES WITH 2 BEDROOM UNITS LIKE THE SUBJECT. ALL UNITS ARE SIMILAR WITH REGARD TO UTILITY, AMENITIES AND OVERALL APPEAL.DUE TO THE LACK OF SIMILAR PROPERTIES IN THE SUBJECT AREA APPRAISER EXCEEDED 1 MILE GUIDELINE.

SUBJECT RENT SCHEDULE

Rent Schedule: The appraiser must reconcile the applicable indicated monthly market rents to provide an opinion of the market rent for each unit in the subject property.

Leases			Actual Rents			Opinion Of Market Rent				
Unit #	Lease Date		Per Unit		Total Rents	Per Unit		Total Rents		
	Begin Date	End Date	Unfurnished	Furnished		Unfurnished	Furnished			
1	VACANT		\$ EST 1500		\$ EST 1500	\$ 1,500		\$ 1,500		
2	VACANT		EST 1500		EST 1500	1,500		1,500		
3										
4										
Comment on lease data			Total Actual Monthly Rent		\$ 3,000	Total Gross Monthly Rent		\$ 3,000		
ARE VACANT.			Other Monthly Income (itemize)		\$	Other Monthly Income (itemize)		\$		
			Total Actual Monthly Income		\$ 3,000	Total Estimated Monthly Income		\$ 3,000		
Utilities included in estimated rents			<input type="checkbox"/> Electric <input checked="" type="checkbox"/> Water <input checked="" type="checkbox"/> Sewer <input type="checkbox"/> Gas <input type="checkbox"/> Oil <input type="checkbox"/> Cable <input checked="" type="checkbox"/> Trash collection <input type="checkbox"/> Other (describe)							
Comments on actual or estimated rents and other monthly income (including personal property)			SEE ATTACHED ADDENDUM.							

PRIOR SALE HISTORY

I ☒ did ☐ did not research the sale or transfer history of the subject property and comparable sales. If not, explain

My research ☒ did ☐ did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.

Data source(s) **WARREN GROUP, ASSESSOR, DEED**

My research ☐ did ☒ did not reveal any prior sales or transfers of the comparable sales for the year prior to the date of sale of the comparable sale.

Data source(s) **WARREN GROUP, ASSESSOR**

Report the results of the research and analysis of the prior sale history of the subject property and comparable sales (report additional prior sales on page 4).

ITEM	SUBJECT	COMPARABLE SALE NO. 1	COMPARABLE SALE NO. 2	COMPARABLE SALE NO. 3
Date of Prior Sale/Transfer	09/23/2015			
Price of Prior Sale/Transfer	610,000			
Data Source(s)	WARREN GROUP	WARREN GROUP	WARREN GROUP	WARREN GROUP
Effective Date of Data Source(s)	10/014/2015	10/014/2015	10/014/2015	10/014/2015
Analysis of prior sale history for the subject property and comparable sales				
PER MLS LISTING#71871628 SUBJECT WAS LISTED FOR SALE ON 07/10/2015 FOR \$649,000 AND WENT UNDER AGREEMENT FOR \$610,000 WITHIN 75 DAYS. SUBJECT WAS SOLD FOR \$610,000 ON 09/23/2015. NO ADDITIONAL SALES NOR LISTINGS FOR THE THE SUBJECT PROPERTY WITHIN THE PAST 3 YEARS PER MLS/WARREN GROUP. NO ADDITIONAL SALES NOTED FOR THE COMPARABLES WITHIN THE PAST YEAR PER WARREN GROUP.				

Small Residential Income Property Appraisal Report

File No. 424278GK

SALES COMPARISON APPROACH

There are 1 comparable properties currently offered for sale in the subject neighborhood ranging in price from \$ 575,000 to \$ 799,000																	
There are 13 comparable sales in the subject neighborhood within the past twelve months ranging in sale price from \$ 599,000 to \$ 825,000																	
FEATURE			SUBJECT			COMPARABLE SALE NO. 1				COMPARABLE SALE NO. 2				COMPARABLE SALE NO. 3			
10 CAMBRIA ROAD						39 RUSTIC STREET				56 DERBY STREET				8-10 ADAMS TERRACE			
Address NEWTON, MA 02465-1117						NEWTON, MA 02458				NEWTON, MA 02465				NEWTON, MA 02458			
Proximity to Subject						1.59 miles NE				0.43 mile SE				1.43 miles SE			
Sale Price			\$					\$ 605,000				\$ 700,000				\$ 599,000	
Sale Price/Gross Bldg. Area			\$ 0.00 sq. ft			\$ 380.03 sq. ft				\$ 321.10 sq. ft				\$ 289.37 sq. ft			
Gross Monthly Rent			\$ 3,000			\$ EST. 3000				\$ EST. 3200				\$ EST. 2800			
Gross Rent Multiplier			N/A			201.67				218.75				213.93			
Price Per Unit			\$ N/A			\$ 302,500				\$ 350,000				\$ 299,500			
Price Per Room			\$ N/A			\$ 67,222				\$ 70,000				\$ 59,900			
Price Per Bedroom			\$			\$ 151,250				\$ 175,000				\$ 149,750			
Rent Control			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Data Source(s)			INSPECTION			MLS-PIN#71830947				MLS-PIN#71850299				MLS-PIN#71845390			
Verification Source(s)			ASSESSOR			ASSESSOR/EXT.INSPECT.				ASSESSOR/EXT.INSPECT.				ASSESSOR/EXT.INSPECT.			
VALUE ADJUSTMENTS			DESCRIPTION			DESCRIPTION		+(-) Adjustment		DESCRIPTION		+(-) Adjustment		DESCRIPTION		+(-) Adjustment	
Sale or Financing						NONE KNOWN				NONE KNOWN				NONE KNOWN			
Concessions						DOM-6				DOM-23				DOM-14			
Date of Sale/Time						07/14/15				08/11/15				07/29/15			
Location			AVERAGE			AVERAGE				AVERAGE				INFERIOR 5%		29,950	
Leasehold/Fee Simple			FEE SIMPLE			FEE SIMPLE				FEE SIMPLE				FEE SIMPLE			
Site			5000 sf			7617 sf		0		13503 sf		-68,000		3500 sf		0	
View			NBHD/GOOD			NBHD/GOOD				NBHD/GOOD				NBHD/GOOD			
Design (Style)			2-FAMILY			2-FAMILY				2-FAMILY				2-FAMILY			
Quality of Construction			AVERAGE			AVERAGE				AVERAGE				AVERAGE			
Actual Age			77 YEARS			120 YEARS		0		125 YEARS		0		135 YEARS		0	
Condition			AVERAGE			AVERAGE				AVERAGE				AVERAGE			
Gross Building Area			50 1,728			1592		6,800		2,180		-22,600		2070		-17,100	
Unit Breakdown			Total Bdrms. Baths			Total Bdrms. Baths						Total Bdrms. Baths					
Unit # 1			5 2 1			3 1 1			0			3 1 1			0 5 2 2 -6,000		
Unit # 2			5 2 1			6 3 1			0			7 3 1			0 5 2 2 -6,000		
Unit # 3																	
Unit # 4																	
Basement Description			FULL			FULL				FULL				FULL			
Basement Finished Rooms			P/FIN. W/H.BATH			UNFINISHED		9,000		UNFINISHED		9,000		UNFINISHED		9,000	
Functional Utility			AVERAGE			AVERAGE				AVERAGE				AVERAGE			
Heating/Cooling			CENTRAL/NONE			SPRT/NONE		0		SPRT/NONE		0		SPRT/NONE		0	
Energy Efficient Items			NONE			NONE				NONE				NONE			
Parking On/Off Site			2 OPEN			1 GARAGE/2 OPEN		-8,000		2 OPEN				2 OPEN			
Porch/Patio/Deck			PORCHES			PORCHES				PORCHES				PORCHES			
Net Adjustment (Total)						<input checked="" type="checkbox"/> + <input type="checkbox"/> -		\$ 7,800		<input type="checkbox"/> + <input checked="" type="checkbox"/> -		\$ 81,600		<input checked="" type="checkbox"/> + <input type="checkbox"/> -		\$ 9,850	
Adjusted Sale Price of Comparables						Net Adj. 1.3% %				Net Adj. -11.7% %				Net Adj. 1.6% %			
						Gross Adj. 3.9% %		\$ 612,800		Gross Adj. 14.2% %		\$ 618,400		Gross Adj. 11.4% %		\$ 608,850	
Adj. Price Per Unit (Adj. SP Comp / # of Comp Units)						\$ 306,400				\$ 309,200				\$ 304,425			
Adj. Price Per Room ((Adj. SP Comp / # of Comp Rooms)						\$ 68,089				\$ 61,840				\$ 60,885			
Adj. Price Per Bdrm. (Adj. SP Comp / # of Comp Bedrooms)						\$ 153,200				\$ 154,600				\$ 152,213			
Value Per Unit \$ 305,000 X						2 Units = \$ 610,000				Value Per GBA \$ 354.00 X			1,728 GBA = \$ 611,712				
Value Per Rm. \$ 60,500 X						10 Rooms = \$ 605,000				Value Per Bdrms. \$ 152,500 X			4 Bdrms. = \$ 610,000				
Summary of Sales Comparison Approach including reconciliation of the above indicators of value.										SEE ATTACHED ADDENDUM.							

INCOME

Total gross monthly rent \$ 3,000 X gross rent multiplier (GRM) 204.00 = \$ 612,000	Indicated value by the Income Approach
Comments on income approach including reconciliation of the GRM THE GRM IS BASED UPON TOTAL TENANT OCCUPANCY OF THE SUBJECT. THE INDICATED GRM IS WITHIN THE RANGE OF MARKET DATA.	

RECONCILIATION

Indicated Value by: Sales Comparison Analysis \$ 610,000	Income Approach \$ 612,000	Cost Approach (if developed) \$ 0
SEE ATTACHED ADDENDUM.		
Pages 4-31 of this appraisal are available on the CPC webpage for this project, www.newtonma.gov/gov/planning/cpa/projects/cambria.asp#10-12		
This appraisal is made <input checked="" type="checkbox"/> "as is," <input type="checkbox"/> subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed, <input type="checkbox"/> subject to the following repairs or alterations on the basis of a hypothetical condition that the repairs or alterations have been completed, or <input type="checkbox"/> subject to the following required inspection based on the extraordinary assumption that the condition or deficiency does not require alteration or repair: SEE ATTACHED ADDENDUM.		
Based on a complete visual inspection of the interior and exterior areas of the subject property, defined scope of work, statement of assumptions and limiting conditions, and appraiser's certification, my (our) opinion of the market value, as defined, of the real property that is the subject of this report is \$ 610,000 as of 10/14/2015 , which is the date of inspection and the effective date of this appraisal.		

**FAIR HOUSING AFFIRMATIVE MARKETING PLAN
FOR 10-12 Cambria Road, NEWTON, MA 02465**

10-12 Cambria Road is a 2- unit property located at West Newton. The property has two 2-bedroom units . Each unit contains 2 bedrooms, living room, dining room and full bath

The units will be marketed to the following organizations and individuals in the priority order listed:

- Group 1 – Preference to an individual who has successfully completed the two 2 transitional housing program in CAN-DO'S transitional housing programs at the Kayla Rosenberg House and The Louis Garfield House at the time the 3 bedroom unit is ready for occupancy.
- Group 2 – Families seeking a 2-bedroom unit who are housed in the motel/hotel program administered by MBHP on behalf of the Department of Housing and Community Development.
- Group 3 – Families seeking a 2 – bedroom unit who are housed in shelters administered by the MBHP on behalf of the Department of Housing and Community Development.

Outreach for units:

- Group One applicants will be selected by CAN-DO from among its potential group of 8 families on the Newton Housing Authority Domestic Violence Wait List.
- Group Two and Three applicants will receive marketing materials from MBHP case managers located at motels , hotels and shelters identified by MBHP. CAN-DO will send marketing materials to the case managers at the selected locations.
- A representative from CAN-DO will schedule an informational meeting at each of the locations. Informational packets will be available to attendees.

Interested applicants can request informational packets including an application by sending a written request by mail e-mail or in-person to CAN-DO, 1075 Washington Street, West Newton, MA 02465; via fax – 617-964-35963; via e-mail – jam_cando@msn.com.

Selection Process:

Upon receipt, applications will be assigned a number based upon the date received; earliest return will receive the lowest number. Qualified applicants will be placed in a lottery. The first 3 lottery winners will be processed. If the applicant has the ability to pay rent and receives a favorable reference from the former landlord, he/she will be offered the unit. If more than one applicant is qualified then the applicant with the lowest number will be offered the unit. If none of the applicants are qualified, the next three lottery applicants in the lottery will be notified and the same process will be followed until a qualified applicant is found.





Setti D. Warren
Mayor

City of Newton, Massachusetts
Department of Planning and Development
1000 Commonwealth Avenue Newton, Massachusetts 02459

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James Freas
Acting Director

MEMORANDUM

To: Community Preservation Committee

From: Elizabeth Valenta, Housing Programs Manager, Planning and Development Department
James Freas, Acting Director, Planning and Development Department

Cc: Josephine McNeil, Executive Director, CAN-DO, Inc.

Date: November 12, 2015 emailed to CPC staff 10:30 am, 16 November 2015

Re: 10-12 Cambria Road Affordable Housing Proposal

1. Overview

The Sponsor, Citizens for Affordable Housing in Newton Development Organization (CAN-DO, Inc.), is proposing to create two units of affordable rental housing through acquisition and rehabilitation of an existing two-family house located at 10-12 Cambria Road, Newton. The project would consist of two 2-BR units and will target families who are at-risk of homelessness. Supportive services will be provided to the households by CAN-DO. One unit will be affordable to households earning at or below 50% of Area Median Income (AMI) and the other unit will be affordable to households earning at or below 80% AMI. The project targets a priority population, extremely low and low income homeless families, as identified in the *FY16-20 Consolidated Plan*.



The projected total development cost is \$905,410. The Sponsor is seeking \$471,117 in Community Preservation Act (CPA) funding, \$309,293 in total federal Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funding and \$125,000 from other sources.

2. Project Description:

The property is an existing 1,716 sq. ft. two-family house built in 1938. It is located on a 5,000 sq. ft. lot in the SR3 zone. This is a two-story home with vinyl siding, concrete foundation and an asphalt shingled roof. The existing two units have ten (10) total rooms, four (4) bedrooms and two (2) bathrooms. The unit also has an enclosed 44 square foot porch, 98 square foot deck and 66 square foot porch area. The project consists of the following unit mix and characteristics:

Unit	Affordability Level	Proposed Rent	# of Bedrooms	# of Baths	Living type	Gross Living Area
1	<80% AMI	\$1,466	2	1	Two-family attached, two-story	858 square feet (est.)
2	<50% AMI	\$924	2	1	Two-family attached, two story	858 square feet (est.)

3. CDBG and HOME Requirements***3.A. Income Targeting and Rents***

As proposed, the project will meet CDBG income targeting criteria. Each unit will be rented to moderate-income households. Moderate-income households are defined as households earning at or below 80% of AMI.

The proposed rent structure assumes that tenants will pay for utilities. Under the City's Affordable Rent Policy, *"monthly rents charged to tenants cannot exceed 35 percent (if cost of rent only) of the monthly adjusted income of a household whose gross income is 70 percent of the Boston AMI."* If HOME funds are utilized for the project, at least one unit must charge no more than the Low HOME rent limit. The proposed rents for these units comply with this threshold, as shown below.

2 Bedroom Unit w/ 3 person Household size at or below 50% AMI

	Household Size	Max Gross Rent	(-) Utility Allowance	(=) Net Rent
Low HOME	3 person	\$1,108	\$194	\$924

In contrast, the median market rent for 2 and 3 bedroom units is \$2,200 and \$2,650, respectively.¹

3.B. Eligible Costs

The proposed use of CDBG and HOME funds would reimburse the project for acquisition, rehabilitation, deleading and soft costs. CPA funds would likely be used for acquisition, construction and soft costs.

3.C. Affordability Period

¹ As of September, 2014. <http://www.zillow.com/newton-ma/home-values/>

If funding for this project is approved, the City will impose an initial 30-year affordability period enforced by a declaration of affordable housing covenants running with the land. The City will submit an application to the Massachusetts Department of Housing and Community Development requesting that the project remain affordable in perpetuity.

3.D. Labor Requirements/ Procurement

The wage requirements of the Davis-Bacon Act do not apply to this project because it consists of less than eight total units. The Division will manage the competitive bid process in conjunction with the Purchasing Department in accordance with the City's Procurement Policy for Affordable Housing Projects.

3.E. Environmental Review

The City is required to conduct an environmental review prior to commitment of federal funds. As part of the assessment, if funding for this project is approved, staff will review evidence that the property is free of potentially hazardous materials and that the project will not have any adverse effect on the surrounding environment. The lead inspection report found the presence of lead, on some doors and windows. The costs for the lead abatement are estimated to be \$14,500.

4. Development Entity and Capacity

The Sponsor has demonstrated past experience in developing affordable rental housing using the acquisition-rehabilitation model, with 11 similarly developed units in its portfolio. Each of the completed units are occupied by low-or moderate-income tenants who represent numerous ethnic and racial backgrounds.

5. Design and Construction

5.A. Site Plans & Zoning / Permitting

The proposal will not require zoning relief.

5.B. Proposed Rehabilitation

The Division's Housing Rehabilitation/Construction Manager has reviewed the inspection report and the preliminary scope of work submitted by the project architect. The estimated cost of rehabilitation is approximately \$148,528, which includes necessary deleading. The rehabilitation scope includes:

- *Exterior Building Envelope Repairs:* Replace Roof; Repoint masonry chimney to prevent failure; Repair siding, siding trim, seal penetrations and repair gutters and downspouts to prevent water infiltration; Porch repair of decking, structural supports, lattice to prevent failure;
- *Interior Building Repairs/Rehab:* repartitioning of second floor kitchen with new cabinets and appliances;
- *Mechanical/Electrical System Repair/Replacement:* Addition of new heating system (currently both units on one system); insulation of attic; Replace/repair misc. plumbing including waste lines and valves; Repair electrical connections;

- *Basement Repair and Mold/Asbestos Remediation:* Remove basement ceilings and wall finishes to determine extent of mold, and to provide proper access to electrical panels; Remove/encapsulate/cover basement asbestos flooring tile; Repair/replace basement rotted/termite damaged partitions, stair and frame sills;
- *Lead paint testing and removal.*

The estimated rehabilitation cost is \$86/square foot. Recent projects with substantial rehabilitation have cost \$97/square foot, \$105/square foot and \$113/square foot, while projects with moderate rehabilitation have cost \$63/square foot and \$37/square foot.²

Staff believes that the scope of work consists of legitimate items that need attention or will avoid future issues.

6. Financials

The feasibility analysis is based on the Development Budget and an Operating Pro Forma and ten-year Operating Budget, both revised August 21, 2015. Particular items to note are identified below:

6.A. Proposed Financial Structure

The projected total development cost is \$905,410 (\$452,705 total cost per unit and \$390,205 public subsidy per unit). The proposed sources consist of 86% public subsidy (CDBG, HOME and CPA funds), 14% foundation grants (Charlesbank Homes and Federal Home Loan Bank). The purchase price of the property is \$610,000. An independent appraisal found the property value to be \$610,000, thus supporting the actual purchase price.

Overall, the project is financially feasible, but due to the limited amount of private debt the project can take on, a significant public subsidy is required. The principal reason for the amount of public subsidy is the current market conditions, as Newton's land cost continues to increase. The median sale price for a single-family dwelling in 2014 is \$948,250, which is up from \$890,000 in 2013.³ The median sale price of a two-family dwelling is \$795,000 in 2014, compared to \$665,000 in 2013.⁴ Sixty-Seven percent of the project cost is for acquisition. The cost is further compounded by the tradeoff of project scale and the project's affordability level. Spreading the cost over two units result in a higher per unit cost. A project with more units could potentially have a greater impact on the surrounding neighborhood, but could also substantially reduce the overall cost (if the project includes market rate units) and the cost per unit. The proposal is underwritten at rents affordable to households at 50% AMI and 80% AMI. However, the sponsor has indicated that the target population will be at lower income levels

² Total rehabilitation cost divided by gross building area. \$97/square foot – 54 Eddy Street \$105/square foot - 61 Pearl Street; \$113/square foot - existing group residence; \$63/square foot - 20-22 Falmouth Road; \$37/square foot - 2148-50 Commonwealth Avenue

³ The Warren Group <http://rers.thewarrengroup.com/sor/tssearch.asp>; calendar year 2013 and 2014 (year-to-date for 2014)

⁴ City of Newton Assessor's Department; calendar year 2013 and 2014 (year-to-date for 2014)

and likely have housing vouchers. For comparative purposes, the table below shows the total development costs, total public subsidy per unit and subsidy per bedroom of similar projects since 2005.

Project Address/ Sponsor/Year	Project Type and Scope	Affordable Units	Total Development Cost	Total Public Subsidy/Unit ⁵	Total Public Subsidy/Bed
10-12 Cambria Road, 2015	Rental – Acquisition/Rehab	2	\$905,410	\$390,205	\$195,103
54 Taft Avenue CAN-DO 2014	Rental – Acquisition, Rehab/Construction	2	\$1,134,029	\$482,014	\$192,806
54 Eddy St. CAN-DO 2012	Rental – Acquisition and Rehab	2	\$1,115,250	\$472,625	\$189,050
61 Pearl Street CAN-DO 2010	Rental – Acquisition and Rehab	3	\$1,370,000	\$381,667	\$190,833
2148-50 Commonwealth Ave. CAN-DO 2009	Rental – Acquisition and Rehab	2	\$950,000	\$337,500	\$135,000
11-13 Cambria Road CAN-DO 2006	Rental – Acquisition and Rehab	2	\$1,437,511	\$315,512	\$126,205
20-22 Falmouth Street CAN-DO 2005	Rental – Acquisition and Rehab	2	\$1,178,933	\$325,601	\$130,240
163 Jackson Road CAN-DO 2005	Rental – Acquisition and Rehab	2	\$1,178,048	\$325,158	\$130,063

6.B. Developer Fee

The developer fee and overhead are projected at \$66,327, or 8% of total development costs, excluding the replacement reserve fund. The proposed fee is within the standard recommended by the National Council of State Housing Agencies of 15%. It is also lower than the 10% distribution limit allowed under Chapter 40B.

6.C. Cash Flow

The proposal is viable from a cash flow perspective with sufficient income to cover expenses based on a projected \$2,471 Net Operating Income (e.g. income after expenses) once the property is fully leased. The proposal reflects a fully funded development with no mortgaged debt.

7. Architectural Accessibility

7.A. Design and Construction Applicability

⁵ Includes all HOME, CDBG and/or CPA public subsidy grants and loans

The City's Accessibility in Affordable Housing Guidelines encourages applicants to enhance the accessibility of their projects to the extent that it is financially feasible. The Sponsor has not proposed adding accessibility features.

8. Fair Housing and Equal Opportunity

CDBG or HOME does not require affirmative marketing for a project of this size. However, the Massachusetts State Department of Housing and Community Development Local Initiative Program will require the submittal of an affirmative marketing plan prepared in accordance with Section III of the Chapter 40B Guidelines, including a description of the lottery process that will be used for the project.

If approved, this proposal would, to the greatest extent possible, provide employment and training opportunities to lower-income area residents and businesses during construction, as required by Section 3 of the Housing and Urban Development Act of 1968.

9. Community Need

Affordable rental housing is in great demand. The Newton Housing Authority waiting list for family public housing is approximately seven years. According to the U.S. Census approximately 24 percent of Newton's population earning below 80% of AMI and many of these residents are housing cost burdened. This cost burdening is due in part to the change in the demographics of the City which has steadily transitioned from an economically diverse community to one of concentrated affluence. Between 2000 and 2013, the number of households earning below \$125,000 declined by almost 4,700 while households earning over \$200,000 increased by more than 4,200. Most of the limited new or re- construction is targeted to this demographic and often eliminates modest cost housing.

As stated in the City's *FY16-20 Consolidated Plan* and the *FY16 Annual Action Plan*, it is a priority objective to provide deeper development subsidies per unit in projects, so long as the developer provides at least one of the following: 1) units that are accessible to persons with disabilities, where not required by applicable law and there is a substantiated market demand; 2) units for low-income households (at or below 50% of AMI) that do not have rental assistance; 3) units that provide permanent supportive housing to homeless persons including veterans; and 4) units for persons with special needs with accompanying support services.

This proposal creates new affordable rental housing opportunities for one household earning up to 80% of AMI and one household earning up to 50% AMI without rental assistance, meeting the priority objective #2 identified above.

10. Recommendation

The division presented the project to the Planning and Development Board on October 5, 2015. At that time the Division presented concern regarding several issues including (1) incomplete proposal submission; (2) outstanding questions regarding tenant selection and supportive services; and (3) the question of meeting conditions imposed for the funding of the Taft Avenue project prior to funding a new project. These concerns have been responded to, the complete

proposal has been submitted, the tenant selection and supportive services will be added as a condition to funding and the Board agreed to review the CAN-DO's financial and organization status at the December meeting.

The division also recommended the project only be funded by HOME funds and that the CDBG funds are reserved to be allocated following the issuance of an RFP in the spring of 2016. However, the Planning and Development Board voted to fully fund the project the requested amount taking into consideration the merits of the project and the sequential order of the request and the issuance of the notice of the RFP.

Based on the Planning and Development Board's recommendations and allowances for conditions for commitment and organizational oversight by the Board, the division recommends the project be fully funded in the amount requested **\$309,293** with the following allocations:

HM16-06B	EN Project Funds	\$	98,496.90
HM16-06C	CHDO Set-Aside	\$	21,106.55
HM14-06(B)	EN Project Funds	\$	482.72
HM15-06(B)	EN Project Funds	\$	3,172.20
HM13-06(B)	EN Project Funds	\$	17,163.00
HM15-09(C)	CHDO Set-Aside Competitive Pool Relinquished Funds	\$	25,578.00
Total HOME Funding		\$	165,999.37
Total Recommended CDBG Funding		\$	143,293.63
Total HOME and CDBG Project Funding		\$	309,293.00

The amount listed in HM15-09 is CHDO Set-Aside funding that was originally allocated to a member of the WestMetro HOME Consortium. The exclusive use of that funding by the member has expired and per the Mutual Cooperation Agreement the funds are to be relinquished into a pool to be allocated through a RFP process. CAN-DO will submit a proposal for the HM15-09 funding for the 10-12 Cambria Road project. The RFP proposals are due December 18th and allocations will be made on January 14, 2016. In the event that the project is not awarded the additional \$25,578.00 in funds, the division will request the amount be made available from CDBG funding.

The division recommends that the following items be added to the conditional commitment to the project:

- CHDO Recertification Approval
- Commitment letter for non-Newton funding
- Additional narrative of supportive services for residents

- Adoption of the Taft Avenue Affirmative Fair Housing Marketing Plan as approved by DHCD.

Finally, the Division requests that CAN-DO take clear steps to meet conditions outlined in the approval of CDBG and HOME funds for Taft Avenue (Attachment B), specifically, the organizational requirements including the submission of financial audit, operating budget, etc. and the submission of organizational strategic plan. While these items are not specifically tied to the funding of Cambria Road, there is clear directive that it is imperative that these conditions are met in a timely manner.

While the project funding is recommended, it is worthwhile to note that the Division continues to seek projects that leverage city-controlled federal funds to develop a greater number of affordable housing units and introduce greater diversity of housing unit types into Newton's housing stock. Such larger projects are essential to ensuring opportunities for households across the full range of low and moderate incomes and meeting the needs of Newton's changing demographics, which are the outcomes driving the Mayor's goal of creating 800 new units of SHI eligible housing, by 2021. To this end, the City is currently engaged in a process to develop a City-wide Housing Strategy which will in part help to identify housing development goals and set criteria to promote diverse affordable housing development in the City of Newton. The criteria will be used to guide the evaluation of proposals for projects that seek an allocation of City controlled funding through the RFP that will be issued in the of Spring 2016.

David A. Olson

From: Michael Lepie <bikerm1@aol.com>
Sent: Monday, February 01, 2016 7:29 AM
To: David A. Olson
Cc: bikerm1@aol.com
Subject: Fwd: Can-Do's : Taft Ave, Cambrian Road, Cherry St, and SHI

Mr. Olson,
Please pass this on to all of the city Counselors .

Counselors,
Document A attached clearly shows that Can-Do's Veteran's house, Pearl Street and Eddy Street are not part of the city's SHI.
Your docket # 104-15
Isn't it about time to stop giving tax payer money to Can-Do ?

Sent from my iPad

Begin forwarded message:

From: Michael Lepie <bikerm1@aol.com>
Date: February 1, 2016 at 7:14:59 AM EST
To: swarren@newtonma.gov
Cc: dkahn@newtonma.gov, jfreas@newtonma.gov, aingerson@newtonma.gov,
mlemieux@newtonma.gov, agoldman@newtonma.gov, dzaleznik@newtonma.gov,
bikerm1@aol.com
Subject: Can-Do's : Taft Ave, Cambrian Road, Cherry St, and SHI

Mr. Mayor,

Some facts to open your eyes before you give Can-Do even more tax payer's funds

Re : Can-Do's Taft Ave, Cambrian Road, Cherry St, Subsidized Housing Inventory

1. Can-Do's last three projects Veterans House, any veterans living here? Pearl Street and Eddy Street a total of seven units of affordable housing, can not be used in the city's subsidized housing inventory (SHI)
The reason, Can-Do does not use a lottery system to find tenants, they only rent to friends and family.
Document A attached from planning dept.
Councilor Docket # 104-15

2. Can-Do's Taft Ave project, that was funded last year is sitting empty without any work being done. This is another 40b project . Councilor Docket # 55-15.
According to the financials given to the planning and development board on 12/7/15 it appears Can-Do received \$47,429 of their development fee CPA funds for a project sitting empty for almost a year. Every month Taft Ave is costing Can-Do carrying costs without any money coming in, only money going out .

Document B attached

I would be very surprised if Taft Ave's two units of housing will be able to be included in the city's SHI, because in Can-Do's paperwork they say the units are saved for a small special group of people, once again avoiding a lottery system to find tenants.

3. If you look at Can-Do's financials, with eyes open, you will see Can-Do is running a Ponzi scheme .

A new project with large development fees is needed to pay old bills.

Document B attached , if large developer fees and donations stop , Can-Do stops.

They need new funds, developer fees and donations to pay old bills, a Ponzi Scheme.

4. Can-Do is looking for increased funding on their Cambrian Rd.

Councilor Docket # 356-15.

5. Cherry Street, \$537,611 of CPA funds for Can-Do's developer fee !

Taking one of the oldest and most historical buildings in the city and making it into a four unit apartment building with five more pre fab buildings added to this site.

What credentials does Can-Do have to do this very large complicated development like this ?

Last time Can-Do tried a project this large they lost a million dollars of tax payer funds.

2.5 million dollars for this lot with an historic building on it seems very expensive.

No one except Can-Do would be allowed to change an historic building this way.

6. Developer fee to be paid to Can-Do with CPA funds for Taft Ave, Cambria Rd, and Cherry St is \$704,385, not a bad pay check.

Who's the winner the tax payers or Can-Do ?

Answer : Can-Do now they have the cash to keep their Ponzi Scheme going.

Summary :

How can the city give more money to Can-Do an organization with, not only a proven failed business plan, but a year old empty Taft Ave project ?

Can-Do can not finish one project Taft Ave and now they want two more projects funded with tax payer funds.

When will you stop the entitled Can-Do ?

Thank You,
Michael Lepie
Senior Citizen & Tax Payer

Sent from my iPad

Begin forwarded message:

From: Michael Lepie <bikerm1@aol.com>
Date: January 30, 2016 at 6:23:11 PM EST
To: bikerm1@aol.com
Subject: Can do

12/

CAN-DO Profit & Loss Budget vs. Actual January through September 2015			
Ordinary Income/Expense	Jan - Sep 2015	Budget	% of Budget
Income			
Total 4000 - Grants	16,578	13,400	139%
4100 - Contributions & Donations	8,051	4,500	180%
Total 4101 - Fundraising Revenues	109,290	110,000	99%
4150 - Rent	397,244	407,382	95%
4160 - Vacancies	-13,939	-18,655	75%
4200 - Interest Income	63	90	59%
4250 - Laundry Income	2,082	3,755	55%
4600 - Developer Fees	47,429	30,000	158%
4650 - Management Fee Income	21,753	23,925	91%
Total Income	580,571	574,397	101%
Expense			
Total 6010 - Insurance	33,867	31,131	109%
Total 6020 - Management Fees	19,953	22,128	90%
Total 6030 - Administrative Expenses	191,245	198,360	96%
Total 6040 - Supportive Services	769		
Total 6050 - Condo Fees	3,485	3,524	99%
Total 6060 - Landscaping / Snow	32,767	22,840	144%
Total 6070 - Facility Maintenance	39,108	39,300	100%
Total 6075 - Utilities	35,006	36,365	96%
Total 6080 - Property Taxes	41,491	60,610	68%
Total Expense	397,726	414,258	96%
Net Ordinary Income	182,845	160,142	114%
Other Income/Expense			
Other Expense			
Total 9010 - Interest Expense	91,388	83,430	110%
Total 9200 - Development Costs	15,252		
Total 9300 - Capital Costs	8,520	15,000	57%
Total Other Expense	115,160	98,430	118%
Net Other Income	-115,160	-98,430	118%
Net Income	68,685	61,712	108%

with 1521 Beacon St
App-into

12/15

Housing Projects Approved 2010-Present				
Address / Project Name	No. of Units	Units Eligible for SHI	Project Type	Permit Date
200-230 Boylston St***	100	15	SP	12/6/2010
152 Adams Street*	9	1	SP	2/19/2013
Riverside Station***	290	44	SP	10/7/2013
429 Cherry St	13	3	SP	12/2/2013
75 & 83 Court Street***	36	9	CP	10/2/2014
12 and 18-20 Curve Street***	7	7	CP	12/4/2014
Kessler Woods @ Lagrange Street**	88	13	SP	4/21/2015
54 Taft Avenue***	2	2	CP	9/29/2015
47 Goddard Street***	4	1	CP	10/22/2015
28 Austin Street***	68	68	SP	12/8/2015
135 Rowe Street****	135	135	CP	Under Review
TOTAL	752	298		
* Recently completed			SP= special permit	
** Under construction			CP= Comp. Permit	
*** Permit granted but not under construction				
**** Under review				

NB: 135 Wells Avenue is not included in this list as the request to waive the Deed Restriction to allow for housing was

Sent from my iPad



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

#29-16

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January 25, 2016

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

RECEIVED
JAN 25 2016
2016 JAN 25 PM 4:07

Ladies and Gentlemen:

I hereby reappoint Elizabeth Dromey of 15 Horace Road, Belmont as Chair of the Board of Assessors for a term expiring February 1, 2019.

Thank you for your attention to this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN
MAYOR

City of Newton, Massachusetts
Office of the Mayor

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E-mail
swarren@newtonma.gov

January 25, 2016

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$25,000 from June 30, 2015 Certified Free Cash to Acct # 0110901-511001 Human Resources Department Full Time Salaries.

The Human Resources Department has had an employee out on maternity leave and has also been experiencing a significant increase in workload as all of the recently negotiated collective bargaining agreements have required implementation. Human Resources is a small, critical department that does not have payroll flexibility to absorb additional costs. This funding is necessary so that the department will be able to fulfill its operational mission.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



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RECEIVED
NEWTON, MA
2016 JAN 25 PM 4:06



SETTI D. WARREN
MAYOR

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Office of the Mayor

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(617) 796-1089

E-mail
swarren@newtonma.gov

January 25, 2016

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$25,000 from June 30, 2015 Certified Free Cash to Acct # 0111801-511001 Financial Information Services Full Time Salaries.

As you may know, the Manager of F.I.S., Ann Cornaro has announced her retirement after 44 years of service to the City of Newton. F.I.S. is a small, critical department that does not have any payroll savings accumulated to absorb the costs of vacation and sick buyout. This funding is necessary so that the department will be able to fill Ann's position upon her retirement.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

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NEWTON CITY HALL
2016 JAN 25 PM 4:06

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



DEDICATED TO COMMUNITY EXCELLENCE



SETTI D. WARREN
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E-mail
swarren@newtonma.gov

January 25, 2016

Honorable Board of Aldermen
Newton City Hall
1000 Commonwealth Avenue
Newton, MA 02459

Ladies and Gentlemen:

I write to request that your Honorable Board docket for consideration a request to transfer the sum of \$25,000 from June 30, 2015 Certified Free Cash to Acct # 0110601-511001 Assessing Department Full Time Salaries.

The Assessing Department is losing a long term employee. The Assessing Department is a small, critical department that does not have payroll flexibility to absorb the costs of vacation and sick buyout. This funding is necessary so that the department will be able to fulfill its operational mission. In addition to the funding request, I ask that the Council authorize a temporary increase in FTE while this employee is transitioning to retirement.

Thank you for your consideration of this matter.

Very truly yours,

Setti D. Warren
Mayor

1000 Commonwealth Avenue Newton, Massachusetts 02459

www.newtonma.gov



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