



Zoning & Planning Committee

Agenda

City of Newton

In City Council

Monday, January 14, 2019

7:00PM – Room 211/Room 205

Items Scheduled for Discussion:

Clerk's Note: *The Zoning & Planning and Finance Committees will meet jointly to discuss items #29-19, #220-18 and #28-19 in Room 211.*

Referred to Zoning & Planning and Finance Committees

- #29-19** **Funds to cover the cost of a vision plan for the Riverside MBTA property**
HER HONOR THE MAYOR requesting authorization for the acceptance and expenditure of funds provided by the Riverside MBTA property developer to cover the cost of independent consultant support for a vision plan for the Riverside MBTA property.
- #220-18** **Discussion relative to the Washington Street Corridor Action Plan**
DIRECTOR OF PLANNING requesting monthly progress discussions on the Washington Street Corridor action plan.
Chair's Note: *The Planning Director will provide an update on the finances of the Action Plan.*

Referred to Zoning & Planning and Finance Committees

- #28-19** **Appropriation of \$600,000 for rehabilitation of Allen House**
COMMUNITY PRESERVATION COMMITTEE recommending the appropriation of six hundred thousand dollars from the Community Preservation Fund to the Planning & Development Department for a grant to the Newton Cultural Alliance for the rehabilitation of the historic Allen House, 35 Webster Street, for use as a community arts and cultural center, to supplement the CPA funding previously appropriated for this project through Council orders #227-14(2) and #156-16.

The location of this meeting is accessible and reasonable accommodations will be provided to persons with disabilities who require assistance. If you need a reasonable accommodation, please contact the city of Newton's ADA Coordinator, Jini Fairley, at least two business days in advance of the meeting: jfairley@newtonma.gov or (617) 796-1253. The city's TTY/TDD direct line is: 617-796-1089. For the Telecommunications Relay Service (TRS), please dial 711.

Clerk's Note: *The Zoning & Planning Committee will take up the following items in Room 205 after the joint meeting with Finance Committee.*

- #630-18 Re-appointment of Anne Killilea to the Commission on Disability**
HER HONOR THE MAYOR re-appointing ANNE KILLILEA, 789 Watertown Street, West Newton, as a member of the COMMISSION ON DISABILITY for a term to expire December 31, 2021. (60 days 02/15/19)
- #220-18 Discussion relative to the Washington Street Corridor Action Plan**
DIRECTOR OF PLANNING requesting monthly progress discussions on the Washington Street Corridor action plan.
Chair's Note: *The Committee will be reviewing the Newtonville and Crafts Street portions of the Plan.*
- #408-18 Discussion and adoption of Economic Development Strategy Plan**
DIRECTOR OF PLANNING requesting discussion and adoption of the Economic Development Strategy Plan as an amendment to the 2007 Newton Comprehensive Plan.
- #518-18 Discussion and review relative to the draft Zoning Ordinance**
DIRECTOR OF PLANNING requesting review, discussion, and direction relative to the draft Zoning Ordinance.
Chair's Note: *The Committee will be reviewing the Village Districts section of the draft ordinance.*
- Referred to Zoning & Planning and Finance Committees**
- #576-18 Discussion of a visioning process for land surrounding Riverside MBTA station**
COUNCILORS KRINTZMAN, GENTILE, MARKIEWICZ, LAREDO AND AUCHINCLOSS requesting a discussion with the Director of Planning on conducting a vision process for the potential development of the land around the Riverside MBTA station.

Respectfully Submitted,

Susan S. Albright, Chair



Washington Street Vision Plan & Zoning Code - Progress Report 12/21/2018

Task	Description	Original Budget	Revised Budget	Total to Date	% Complete
Task 0.0	Project Management	\$ 31,855.00	\$ 35,855.00	\$ 32,978.50	91.98%
Task 1.0	Existing & Emerging Conditions Research	\$ 70,335.00	\$ 13,752.95	\$ 13,752.95	100.00%
Task 2.0	Community Connectors	\$ 2,920.00	\$ 3,176.80	\$ 3,176.80	100.00%
Task 3.0	Community Crowdsourcing	\$ 21,625.00	\$ 25,732.50	\$ 25,732.50	100.00%
Task 4.0	Multi-Day Planning Event (Charrette)	\$ 121,290.00	\$ 121,290.00	\$121,178.60	99.91%
Task 5.0	Plan Open House (Public Draft #1)	\$ 143,335.00	\$ 208,438.48	\$208,438.49	100.00%
Task 6.0	Forums	\$ 18,455.00	\$ 10,455.00	\$ 1,365.00	7.40%
Task 7.0	Revise Plan & Zoning Code (Public Draft #2)	\$ 38,190.00	\$ 29,304.27	\$ 22,091.25	57.85%
Task 8.0	Final Plan & Zoning Code (Public Draft #3)	\$ 20,255.00	\$ 20,255.00	\$ 0.00	0.00%
Team Cost		\$ 468,260.00	\$ 468,260.00	\$428,714.09	91.55%
Direct Cost		\$ 31,740.00	\$ 31,740.00	\$ 23,320.07	73.47%
TOTAL		\$ 500,000.00	\$ 500,000.00	\$452,034.16	90.41%

PRINCIPLE

791 TREMONT STREET
STUDIO W513
BOSTON, MA 02118

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Washington Street Vision Plan & Zoning Code - Progress Report 12/21/2018

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Ruthanne Fuller
Mayor

City of Newton, Massachusetts

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

#28-19

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Barney S. Heath
Director

Community Preservation Committee Funding Recommendation for Allen House Phase 3 Historic Rehabilitation - Supplemental Funding

date: 22 December 2018

from: Community Preservation Committee

to: The Honorable City Council

PROJECT GOALS & ELIGIBILITY

The Newton Cultural Alliance is requesting this supplemental funding in response to higher-than-anticipated costs and changes affecting some other funding sources for the rehabilitation of the historic Nathaniel Allen House (35 Webster Street, West Newton) for use as a community arts, performance, and education center.

This project's CPA eligibility was established for two previous CPA appropriations, totaling \$2.3 million (see www.newtonma.gov/gov/planning/cpa/projects/allen.asp). The Allen House is listed on the National Register of Historic Places and is a local Newton historic landmark. Its historically significant exterior and interior features are also protected by an updated, [permanent historic preservation restriction](#), recorded in April 2018.

RECOMMENDED FUNDING

On 11 December 2018 by a vote of 6-0 (members Beryl Gilfix, Richard Kronish and Robert Maloney absent), the Community Preservation Committee recommended appropriating \$600,000 from the Community Preservation Fund's fy19 budget reserve and fund balance for historic resources to the Planning & Development Department, for a grant to the Newton Cultural Alliance for the Allen House project, subject to the conditions outlined on the next page and based on the detailed budget attached to the proposal, as summarized here:

Uses of Funds	
Acquisition, closing costs	\$325,000
Phase I total	\$810,000
Phase II total	\$965,000
Phase III total (90% construction, 10% soft costs)	\$3,900,000
Overall Expenses (all phases), including:	\$1,500,000
Contingency (\$300,000)	
Finance expenses, interest (\$350,000)	
Developer fee, management, staff (\$850,000)	
Total Uses of Funds	\$7,500,000

Sources of Funds	
CPA - grants of 2014, 2016	\$2,300,000
Village Bank Debt (\$750k + \$300k)	\$1,050,000
Massachusetts Cultural Council (\$270k + \$300k)	\$570,000
NCA (donations before 2017)	\$550,000
Capital Campaign (new funds incl. \$200k in pledges rec'd)	\$920,000
Massachusetts Historic Tax Credits (net)	\$990,000
Federal Historic Tax Credits (net)	\$520,000
CPA - 2018 supplemental request	\$600,000
Total Sources of Funds	\$7,500,000

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

The CPC has received only positive community comments about this project. All CPC concerns focused on project finances.

In the project's 10-year operating budget, the CPC considered some cost projections optimistic. In the event of any eventual annual operating surplus, the committee also urged the Newton Cultural Alliance to increase its projected annual contributions to a replacement reserve. However, the CPC also agreed that this budget's revenue projections seemed appropriately conservative for a building that will be used primarily by nonprofit arts and educational organizations, and that the proposed geothermal system, though expensive to install, would help to minimize operating costs.

The development phase of the Allen House project is facing the same higher-than-anticipated construction costs as other current projects in greater Boston. For various reasons the project's federal historic tax credits will also contribute less toward project costs than originally anticipated. To address these issues, the Newton Cultural Alliance (NCA) has worked with its architect and contractor to find savings while ensuring that the project still meets the federal historic rehabilitation standards required by its funding sources, including CPA. NCA has also negotiated additional bank financing within the constraints of its intentionally conservative operating revenue projections and has set an ambitious new target for its capital campaign.

Additional possible cost reduction options would create additional challenges: The developer fee is important for accessing federal tax credits, and any deferred portion of that fee would have to be paid from cash flow, which is a risk. Some construction could be deferred while additional funding is sought, including installation of the elevator and the geothermal system. However, the CPC also understood NCA's conviction that visible progress on construction – especially for the new black box theater – is critical to the success of the capital campaign.

To maximize the non-CPA funding leveraged without increasing these risks, the CPC recommends earmarking this supplemental CPA funding for the installation of the geothermal system, once most other construction has been completed using a combination of previously appropriated CPA funds and non-CPA funds.

Finally, the CPC understands that accessing the federal historic tax credits requires NCA to form a for-profit partnership to hold the property for a period of time through a ground lease from NCA as the property's long-term nonprofit owner; and that the new partnership will be required to honor both the historic preservation restriction and key conditions in the [existing grant agreement governing the project's previously committed CPA funding](#), particularly about the site's uses.

ADDITIONAL RECOMMENDATIONS *(funding conditions)*

1. The CPC assumes all recommended funds will be appropriated within 3 months, and the project will be completed within 24 months, after the date of this recommendation. If either of these deadlines cannot be met, the Newton Cultural Alliance should submit to the CPC a written request to extend that deadline.
2. This supplemental CPA funding should be released through a grant agreement that is consistent with the existing agreement governing the CPA funds committed through [City Council order #126-16](#), and that limits the use of these supplemental CPA funds to the acquisition and installation of the geothermal system, once most other construction for the project's Phase 3 has been completed.
3. 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 2 above; on the Newton Cultural Alliance's long-term physical stewardship of Allen House; and on the provision of the other community benefits envisioned in the Alliance's 2014-2018 funding proposals to the CPC.

ATTACHMENTS

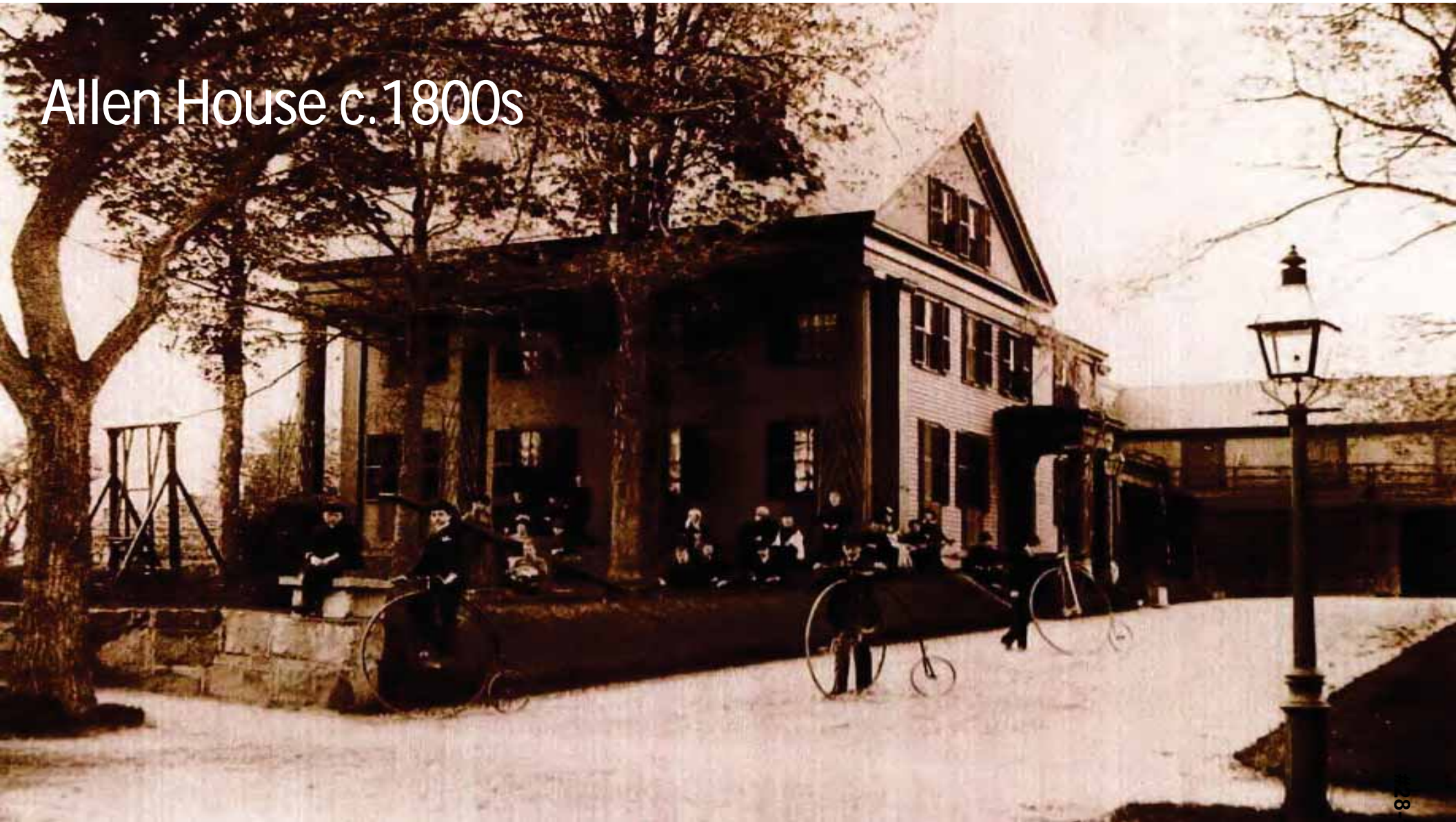
(delivered to the clerks of the Zoning & Planning Committee and Finance Committee)

- Proposal submitted to the CPC, also available from www.newtonma.gov/gov/planning/cpa/projects/allen.asp#Phase-3

Nathaniel Allen Centre for Arts & Culture

Adaptive Reuse Final Phase (Phase 3)
CPC Presentation, December 11, 2018

Allen House c.1800s



Allen House Exterior 2018



Allen House Barn, Pre-construction



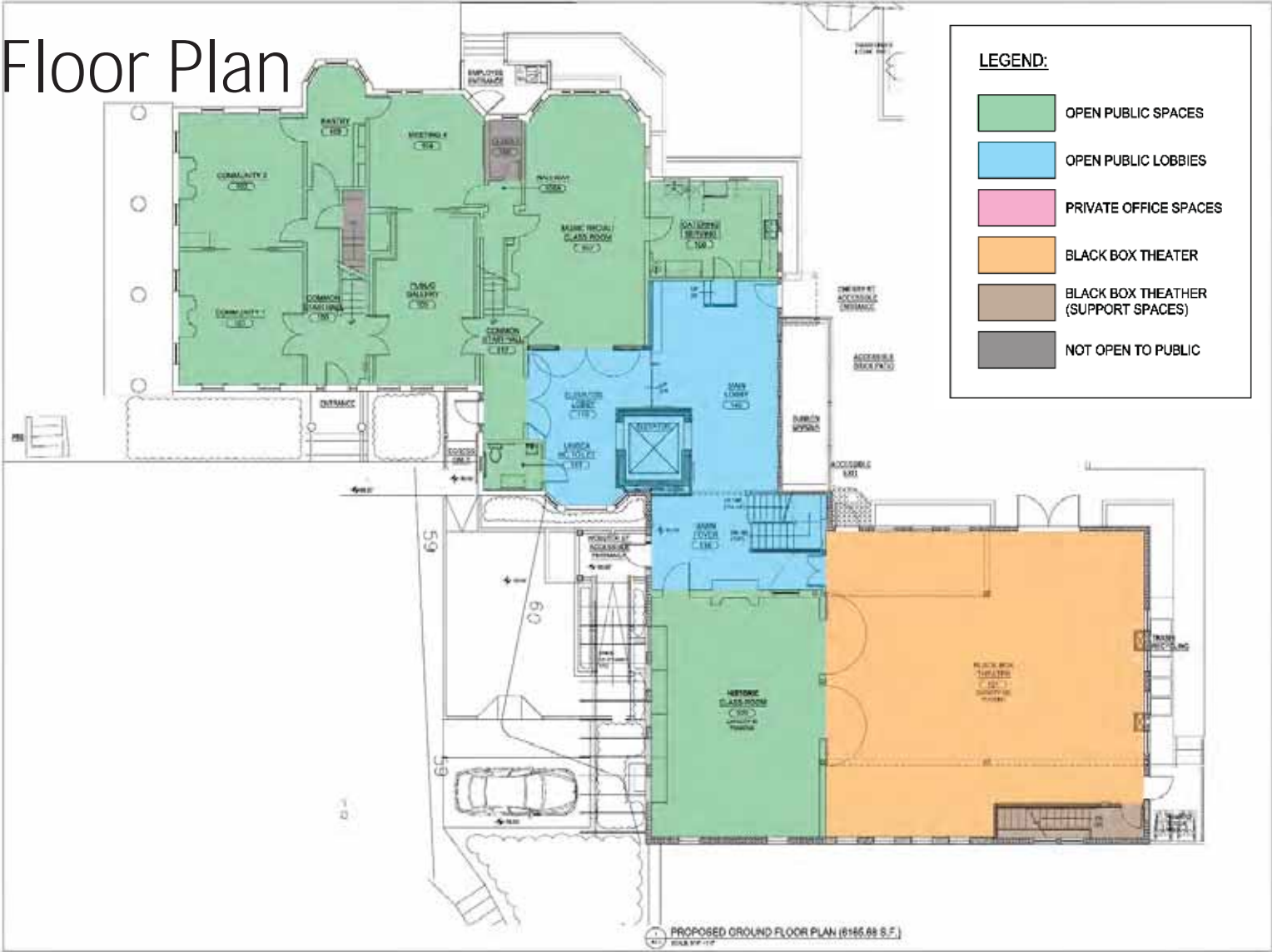
Site Plan



Basement Plan



Ground Floor Plan



Second Floor Plan



- LEGEND:**
- OPEN PUBLIC SPACES
 - OPEN PUBLIC LOBBIES
 - PRIVATE OFFICE SPACES
 - BLACK BOX THEATER
 - BLACK BOX THEATER (SUPPORT SPACES)
 - NOT OPEN TO PUBLIC



Phase Two-
Nathaniel Allen
House
30 Webster Street
Atlanta, GA 30303

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Project No.	000
File	ADDENDUM.dwg
Author	
Date Issued	05.11.11
Drawn By	PS
Checked By	CS

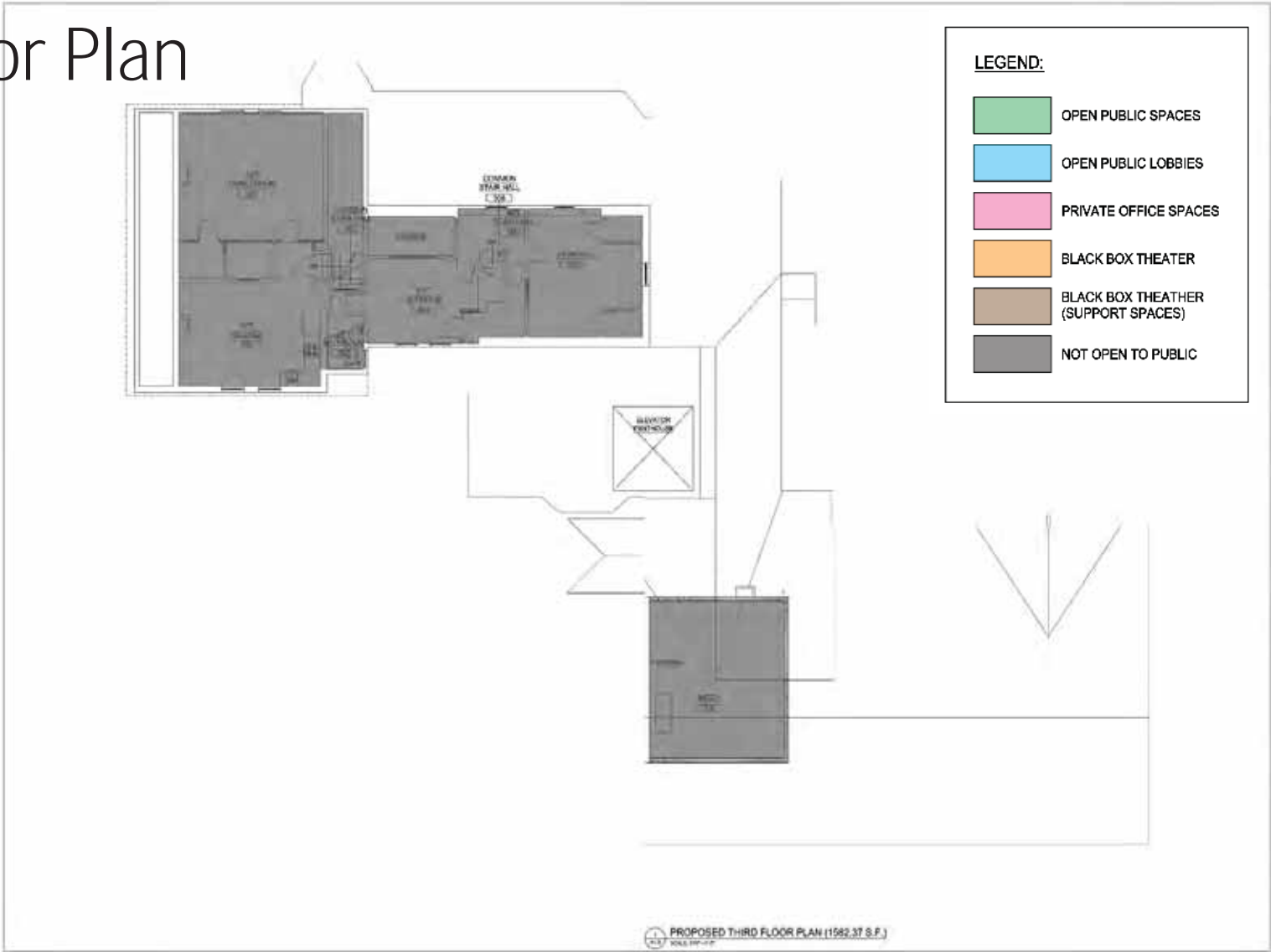


Sheet 112
PROPOSED SECOND
FLOOR PLAN

PROPOSED SECOND FLOOR PLAN (4800.35 S.F., EXCLUDING OPEN AREA)

A1.2

Third Floor Plan



Phase Two-Nathaniel Allen House
311 Holladay Street
Alabama, 35301-0001

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Project No.	1582.37
Date	10/10/2018
Drawn by	DLA
Checked by	DLA



PROPOSED THIRD FLOOR PLAN

A1.3

Project Timeline

Phase or Task	Season & Year
Reviews/approvals (City historical, zoning, site plan, MA access board) & working	12/2012 - 2014
PHASE I: bidding, construction for public access, safety improvements	
PHASE II:	
CPC & City Council process, contractor bidding, renovation to prepare for Jr.	Winter/Spring 2016
Junior League renovation/house décor and Show House	Spring 2016
Interior and Exterior Demolition (incl. structural bracing)	Late summer/Fall 201
First office tenants move in	August 2016
Exterior restoration on house - roofs, carpentry, windows, paint	2016 - 2017
PHASE III: Part I	Fall 2018
Structural excavation, utilities, exterior repairs and begin interiors	
Interior Repairs and elevator shaft	Winter 2019
Complete restoration on barn - exterior work - carpentry, gutters, paint	Spring 2019
PHASE III: Part 2	Summer 2019
Elevator installation, interior barn finishes and geo-thermal installation	
Exterior paving, Landscaping, grounds	Summer 2019
Final inspections and launch community programming	Fall 2019

Development Budget - Uses of Funds

Acquisition (11/12) purchase price + closing costs	\$325,000
Phase I: (12/13 - 4/14/16) design & construction, legal fees, utilities, maintenance	\$810,000
Phase II (4/15/16 - 6/17) Prepare Junior League and for office tenants, public use	
Hard costs	\$685,000
Soft costs	\$280,000
Phase III - (7/17 - 10/19)	
Hard costs - site, construction	\$3,500,000
Soft costs - architect, engineers, legal	\$400,000
Contingency	\$300,000
Soft cost - interest on construction loan	\$100,000
Overall project costs	\$250,000
Finance expense	
Developer fee, management, staff	\$850,000
TOTAL USES	\$7,500,000

Development Budget - Sources of Funds

Source	Status (requested, expected, confirmed)	
Acquisition & Phase I		
CPA funding	Received (appropriated October 2014)	\$300,000
Village Bank	Received - Line of credit	\$750,000
NCA Donations/foundation	Received before 2/1/2016	\$550,000
Phases II and III		
CPA funding	Granted Spring 2016	\$2,000,000
MA Historic Tax Credits	Net amount at .90/\$1 of \$950K Allocated – not yet used	\$855,000
Mass Cultural Council CFF Grant	Spring 2016	\$270,000
MA Historic Tax Credits	2018 & 2019, add'l applications - \$150K gross. .90/\$1 net	\$135,000
Federal Historic Tax Credits	Approved 20% QRE est at \$4.0M @ .65/\$1	\$520,000
Mass Cultural Council CFF	Application January 2019	\$300,000
Capital Campaign	May 2016 - December 2019: individual/bus. (\$200K pledged as of 10/1/18)	\$920,000
Phase III		
CPC supplemental request		\$600,000
Village Bank	Additional permanent debt	\$300,000
TOTAL SOURCES		\$7,500,000

Operations & Maintenance Budget

Uses of Funds projected for FY 20, first year of occupancy

Annual contracts (maintenance - snow, cleaning, insurance, etc.)	\$31,000
Repairs, maintenance	\$26,500
Utilities	\$16,000
Other: Mortgage, permits, property manager, reserve	\$95,500
TOTAL ANNUAL COST	\$169,000

Sources of Funds

Tenant office leases	\$42,000
House and barn event rentals	\$39,000
House and Barn class rentals	\$45,000
Weekend workshops/summer camps	\$10,000
NCA presents - a series of concerts, lectures, readings and theater offerings presented by NCA	\$15,000
Allen House Friends and other fees	\$22,400
TOTAL ANNUAL FUNDING	\$173,400



Black Box Theater Rendering



Uniting Culture & Community

November 19, 2018

Community Preservation Committee
c/o Alice Ingerson, Community Preservation Program Manager
Newton Planning and Development Department
City Hall, 1000 Commonwealth Avenue
Newton, MA 02459

Re: Nathaniel Allen Homestead, 35 Webster Street, West Newton

Dear Alice and Members of the Community Preservation Committee:

This letter is written as the Newton Cultural Alliance (NCA) presents to you our Proposal for additional funding for the Nathaniel Allen Homestead rehabilitation and reuse project at 35 Webster Street in West Newton, as we work to complete the development this property for community and educational arts and cultural use. The NCA is most grateful to the CPC for your consideration of this application for the final work on this property; a significant part of the historic fabric of the City of Newton, on an expedited schedule.

Our need to request additional funding for this project is driven by the fact that when we put this project out to bid in the summer of 2018 the prices came in 50% higher than estimated 6 months earlier by a contractor estimator. This sudden change, brought on we understand by the saturated state of the building market and the newly imposed government tariffs in 2018, dealt a serious blow to our efforts to complete this project in a timely manner. We deeply appreciate the CPC's willingness to consider giving us a hand.

In addition to the material presented in the application and support materials we want to bring to your attention the following:

1. Following our conversation on 11/13/18 the 10 year operating budget has been edited.
2. Tax credit amounts are now all estimated based on current price estimates from consultant tax credit attorney Dan Kolodner.
3. Dan Kolodner has written a one- page summary of the Federal Tax Credit process for this application.

We look forward to meeting you on December 11th. In the meantime if there are questions please do not hesitate to ask.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Adrienne Hartzell Knudsen".

Adrienne Hartzell Knudsen
Managing Director



Setti D. Warren
Mayor

Newton, Massachusetts Community Preservation Program FUNDING REQUEST

☐

PRE-PROPOSAL

☒

PROPOSAL

Form last updated 11 October 2018.

#28-19
(For staff use)
date rec'd:
rec'd 19
Nov 2018,
3:30 pm

For full instructions, see www.newtonma.gov/cpa or contact us:

Community Preservation Program Manager,
City of Newton Planning & Development Department, 1000 Commonwealth Ave., Newton, MA 02459
aingerson@newtonma.gov 617.796.1144

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

Project TITLE	Nathaniel Allen Homestead, Phase 3		
Project LOCATION	Full street address (with zip code), or other precise location. 35 Webster St. , West Newton, MA 02465		
Project CONTACTS	Name & title or organization	Email	Phone
Project Manager	Adrienne Hartzell Managing Director, Newton Cultural Alliance	adriennehk@newtonculture.org adriennehartzell@gmail.com	617-969-6442 (h) 857-636-0199 (c)
Other Contacts	Laurel Farnsworth Board Member, Newton Cultural Alliance	df.1876.laurel@gmail.com	617-429-7297 (h) 617-244-2209 (c)
Project FUNDING	A. CPA funds requested: \$600,000	B. Other funds to be used: 1) Federal & MA historic tax credits, 2) Private donations/ capital campaign 3) Village Bank permanent debt 4) MA Cultural Facilities grants 5) earlier related CPC grant	C. Total project cost (A+B): \$7,500,000
Project SUMMARY	Explain as concretely as possible how the project will use the requested CPA funds (use a cover letter rather than this space for general information about the sponsoring organization's accomplishments). You may provide more detail in attachments, but your PROJECT SUMMARY MUST FIT IN THE SPACE BELOW.		
<p>The Nathaniel Allen Homestead is on the National Register of Historic Places (1978) & is a City of Newton Landmark (1997). In the 1850's Allen was a noted abolitionist & progressive educator, working with Horace Mann & championing co-education, racial integration & physical education. Education was a family pursuit as Nathaniel was joined by his brothers, cousins, and his children. His daughters opened the Misses Allen School, a college preparatory school for girls in 1904 at the 35 Webster Street family home. It closed in 1943. When the building was marketed for condos in 2012, the Newton Cultural Alliance (NCA) was able to purchase it on short notice with a \$250,000 private gift as fulfillment of a mission goal for the NCA - to develop collaborative arts and cultural facilities for the Newton community. Initially NCA conceived of this project in 2 phases. In early 2017 we determined we should re-align & do the project in 3 phases, which are summarized as follows:</p> <p>Acquisition: Late November 2012</p> <p>Phase I: 2013 - 4/2016. Work to make the building publicly accessible including new accessible toilet room & temporary access ramp, plumbing repairs and preparation for the Junior League work in 2016.</p> <p>Phase II: 5/2016-6/2017. Exterior restoration work including new roofs throughout, extensive carpentry restorative work on house clapboards, gutters, downspouts, columns & painting of said restored exterior.</p> <p>Phase III: 7/2017- 10/2019. Final restoration of excavation, exterior repairs & paint, adaptive reuse of barn for theater, classroom, toilet rooms, green room, elevator & geothermal HVAC system.</p> <p>In 4/18 all drawings were complete, city bid process undertaken & Phase III building permit issued. The bids came in, in the current economy nearly 50% higher than 12/17 estimates & we learned our federal tax credit opportunity was only half what was expected. The end result is we now find ourselves \$1M short in funds to complete the project. We return to the CPC to request additional funds to help finish this project & bring online a 21st century adaptive reuse of one of Newton's historical gems for arts, culture, creativity & community.</p>			

Project TITLE	Nathaniel Allen Homestead, Phase 3			
USE of CPA FUNDS	HISTORIC RESOURCES	Preserve	✓	Restore/rehabilitate
COMMUNITY NEEDS	From each of at least 2 plans linked to the Guidelines & Forms page of www.newtonma.gov/cpa , provide a brief quote with plan title, year, and page number, showing how this project meets previously recognized community needs. You may also list other community benefits not mentioned in any plan.			
<p>The Allen House is listed in the Newton Comprehensive Plan 2007, Section 9 – “Planning for & with History,” pp. 9-1 to 9-18. It is #5 on the Historic Properties Map. In accordance with the goals of the Comprehensive Plan of doing more with history, (p. 9-6) our project will follow Newton’s growing historic trend “...seeing history everywhere. By rehabilitating and integrating historic resources into everyday life,” However, true to a “special place for reasons of the heart” (p. 9-7) the Allen Homestead’s distinct architecture and history define the character of the neighborhood. The Allen House is also listed in the Appendix of the Heritage Landscape Report (p.52, rev.2010) in the section titled Residential/Neighborhood. While many significant old trees remain, many are also in very poor condition. The Newton Tree warden has visited the property and in consultation with GROUND, the landscape designer with whom NCA is working, we will be working with the City to make a full preservation plan in accordance with good tree care practice. Our attorney, parking and engineering consultants have tried to balance the preservation of as much of the landscape as possible with the parking requirements of the zoning code for an educational and cultural facility. We have appeared before the Historical Commission and have had our project approved. It should be noted that the Draft Vision Plan for Hello Washington Street, presented 10/24/18 makes reference to the importance of arts and culture in the city - a key piece of which is developing facilities like the Allen House in support of community and creativity.</p>				
COMMUNITY CONTACTS	List at least 3 Newton residents or organizations willing and able to comment on the project and its manager’s qualifications. No more than 1 should be a supervisor, employee or current work colleague of the project manager or sponsor. Consult staff on the community contacts required for your specific proposal.			
Name & title or organization		Email	Phone	Mailing address
Karen Haywood, neighbor		ktapper41@hotmail.com	617-332-2888	69 Walker St., Newton 02460
Erin Splaine, Minister, First Unitarian Society in Newton		minister@fusn.org	617-527-3203	First Unitarian Society of Newton, 1326 Washington St., Newton 02465
Mr. Gorham Brigham		Fgb3@comcast.net	617-965-2482	401 Cherry St., Newton 02465
Project TIMELINE		Phase or Task		Season & Year
		Historic commission, zoning approvals, site plan review, MA access board, working drawings		12/2012 - 2014
		PHASE I: Contractor bidding, construction, completion Phase I - public access, safety		2014 - 2015
		PHASE II: CPC presentation, City Council process, contractor bidding		Winter/Spring 2016
		PHASE II: Contractor bidding, renovation to prepare for Jr. League		Winter/Spring 2016
		Junior League renovation/house décor and Show House		Spring 2016
		Interior and Exterior Demolition (incl. structural bracing)		Late summer/Fall 2016
		First office tenants move in		August 2016
		Exterior restoration on house - roofs, carpentry, windows, paint		2016 - 2017
		PHASE III: Part I Structural excavation, utilities, exterior repairs and begin interiors		Fall 2018
		Interior Repairs and elevator shaft		Winter 2019
		Complete restoration on barn - exterior work - carpentry, gutters, paint		Spring 2019
		PHASE III: Part 2 Elevator installation , interior barn finishes and geo-thermal installation		Summer 2019
		Exterior paving, Landscaping, grounds		Summer 2019
		Final inspections and launch community programming		Fall 2019

Project TITLE		Nathaniel Allen Homestead, Phase 3
SUMMARY CAPITAL/DEVELOPMENT BUDGET		
Uses of Funds		
Acquisition (11/12) purchase price + closing costs		\$325,000
Phase 1 and 1A: (12/13 - 4/14/16) design & construction, legal fees, utilities, maintenance		\$810,000
Phase 2 (4/15/16 - 6/17) Prepare Junior League and for office tenants, public use		
Hard costs		685,000
Soft costs		280,000
Phase 3 - (7/17 - 10/19)		
Hard costs - site, construction		3,500,000
Soft costs - architect, engineers, legal		400,000
Contingency		300,000
Soft cost - interest on construction loan		100,000
Overall project costs - Finance expense		250,000
Developer fee, management, staff		850,000
D. TOTAL USES (should equal C. on page 1 and E. below)		\$7,500,000
Sources of Funds	Status (requested, expected, confirmed)	
Acquisition & Phase 1/1A		
CPA funding	Received (appropriated October 2014)	\$300,000
Village Bank	Received - Line of credit	\$750,000
NCA Donations/foundation	Received before 2/1/2016	\$550,000
Phases 2 and 3		
CPA funding	Granted Spring 2016	\$2,000,000
MA Historic Tax Credits	Net amount at .90/\$1 of \$950K Allocated – not yet used	\$855,000
Mass Cultural Council CFF	Spring 2016	\$270,000
MA Historic Tax Credits	2018 & 2019, add'l applications - \$150K gross. .90/\$1 net	\$135,000
Federal Historic Tax Credits	Approved 20% QRE est at \$4.0M @ .65/\$1	\$520,000
Mass Cultural Council CFF	Application January 2019	\$300,000
Capital Campaign	May 2016 - December 2019: individual/bus. (\$200K pledged)	\$920,000
Phase 3		
CPC supplemental request		\$600,000
Village Bank	Additional permanent debt	\$300,000
E. TOTAL SOURCES (should equal C. on page 1 and D. above)		\$7,500,000
SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET (cannot use CPA funds)		
Uses of Funds projected for FY 20, first year of occupancy See detailed 10-year projection attached.		
Annual contracts (maintenance - snow, cleaning, insurance, etc.)		\$31,000
Repairs, maintenance		\$26,500
Utilities		\$16,000
Other: Mortgage, permits, property manager, reserve		\$95,500
F. TOTAL ANNUAL COST (should equal G. below)		\$169,000
Sources of Funds		
Tenant office leases		\$42,000
House and barn event rentals		\$39,000
House and Barn class rentals		\$45,000
Weekend workshops/summer camps		\$10,000
NCA presents - a series of concerts, lectures, readings and theater offerings presented by NCA		\$15,000
Allen House Friends and other fees		\$22,400
G. TOTAL ANNUAL FUNDING (should equal F.)		\$173,400

Project TITLE	Nathaniel Allen Homestead, Phase 3		Attachments for Full Proposal
↓ Check off submitted attachments here.			
REQUIRED	X	PHOTOS	
	X	MAP	
REQUIRED	X	HISTORIC SIGNIFICANCE	
REQUIRED	PROJECT FINANCES printed and as computer spreadsheets, with both uses & sources of funds		
	X	project development pro forma/capital budget: include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed)	
	X	project operating/maintenance budget, projected separately for each of the next 10 years (CPA funds may not be used for operations or maintenance)	
	X	non-CPA funding: commitment letters, letters of inquiry to other funders, fundraising plans, etc., including both cash and est. dollar value of in-kind contributions	
	X	Federal Historic tax credits: explanation of process and value	
REQUIRED	SPONSOR FINANCES & QUALIFICATIONS		
	X	Newton Cultural Alliance most recent annual operating budget (revenue & expenses) & financial statement (assets & liabilities)	
	X	Project team qualifications: relevant training & track record of managing similar projects, including prior phases of this project	
	X	professional design & cost estimates: include site plan, floor plans & elevations	
	X	materials & finishes; highlight “green” or sustainable features & materials	

See also additional attachments list provided by proposal sponsor, which overlaps but does not coincide with this one.

#28-19

See also preceding list attachments required by CPC,
which overlaps but does not coincide with this attachments list provided by proposal sponsor.

Newton Community Preservation Program Grant Proposal

Newton Cultural Alliance – Nathaniel Allen Homestead

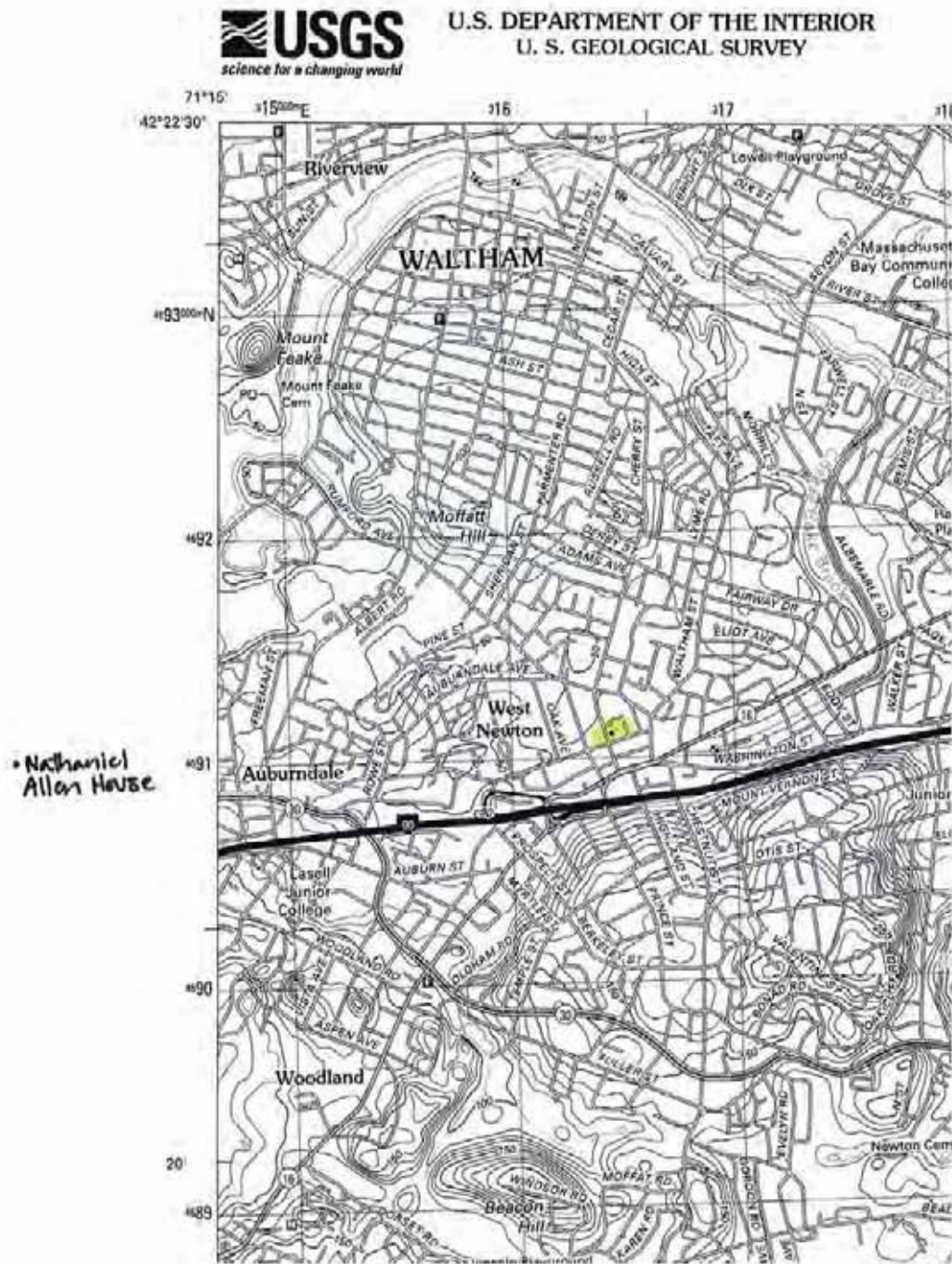
November 2018

ATTACHMENTS

1. Photos
2. Map of building location
3. Historic significance
4. Project Finances
 - a. Pro forma
 - b. Project operating/maintenance budget for 10 years, revised 11/15/2018
 - c. Non CPA funding
 - i. National Park Service letter approving 20% QRE reimbursement (applies only to portion of property not yet in service)
 - ii. Mass Historic - chart from most recent round of grants showing totals (additional application filed 8/18, more to follow beginning 1/19)
 - iii. Mass Cultural Council Cultural Facilities Fund notice of intent to apply, filed 11/15/18, final application due 1/11/19
 - iv. NCA Capital Campaign Strategy
5. Sponsor Finances & Qualifications
 - a. Organizational operating budget
 - b. Project team qualifications: Donald Lang, George Hu, Classic Construction, Adrienne Hartzell Knudsen, Laurel Farnsworth, Dan Kolodner
 - c. Federal Historic Tax Credit explanation
6. Design and Construction
 - a. Professional design documents, updated from 2016
 - b. Classic Construction Cost Estimate
 - c. Materials & Finishes

NOTE: On the Newton CPC website, this file includes a summary of changes made to plans since the plans submitted with 2016 CPA proposal, but larger-scale images of plans highlighting those changes and keyed to that summary are posted separately.

Nathaniel Allen House, Description of Rehabilitation



Nathaniel Allen House, Description of Rehabilitation



Nathaniel Allen House, Description of Rehabilitation



Nathaniel Allen House, Description of Rehabilitation



Nathaniel Allen House, Description of Rehabilitation



**Newton Community Preservation Program Grant Proposal
Newton Cultural Alliance – Nathaniel Allen Homestead
November 2018**

Architectural Description of Significant Historic Features

The Nathaniel Allen Homestead, located at 35 Webster Street, West Newton, Massachusetts was constructed ca. 1854 and served as the residence for pioneer educator Nathaniel Topliff Allen from 1854 until his death in 1903. The building also served as a boys' dormitory and supplemental classroom space for the students of the West Newton English and Classical School directed by Allen. After the death of Allen his daughters operated a girls' school on the property until 1943.

Historical appearance: The property has had few changes since the early 20th century, so the historical appearance is intact. The most prominent Main Block of the House is four bays wide and three deep with a gabled roof. The main façade facing Webster Street has a full length open colonnaded porch with the eave overhang and entablature supported by four tapered fluted monumental Ionic columns, including one capital recently reproduced according to the Secretary of the Interior's Standards. The two-story front wall, shielded by the open porch, has flush board siding and four bays, each with shutters, up and down. The first-story windows have triple hung sash with six-over-six-over-six lights and the second-story windows are six-over-six double hung, all set in simple slightly projecting wood frames. The gable ends of the Main Block of the House each have a full wide band of trim forming the boxed molded cornice and two windows in each peak. The uniting feature of the Main Block of the House is the wide entablature of molded cornice and three beaded boards and a trim piece making up the frieze. There are two tall interior chimneys centered on the front roof slope.

The East side of the Main Block of the House is marked by a side hall entrance that faces the driveway off Webster Street and has a shallow hipped roofed open porch supported by a fluted Ionic column on each outside corner and plain square pilasters. The entrance door and surround with a leaded fanlight and leaded half side lights and narrow reeded pilasters framing the side lights. The door is a six-paneled wide door. Attached to the West side is a two-story polygonal projecting bay that partially overlaps the join between the Main Block and Rear Ell. Most likely this is a late nineteenth century addition.

Extending from the rear of the house to the North is a two and one-half story Rear Ell and farther to the north a lower two-story North Side Ell. The sides of the Rear Ell have been built out with two-story East and West Side Ell flat roofed sections with exterior walls on the same plane as the Main Block side walls. On each slope of the ultimate gable roof of the Rear Ell is a wide shed roof dormer with two windows in each face. On the East side of the house at the rear, a two story gable roof North Side Ell extends East and West to connect with the barn. Filling in the Northeast corner between the expanded Rear Ell and the East Side Ell is a flat roofed late nineteenth century two-story addition with a two-story projecting angled bay on the East wall. The West Side Ell of the expanded Rear Ell has a recessed entrance which is on an angle within the recess and has an Italianate door with paired round-headed lights on one angle and a window of the other.

**Newton Community Preservation Program Grant Proposal
Newton Cultural Alliance – Nathaniel Allen Homestead
November 2018**

The South face of the barn presents its gable front facing Webster Street and aligns with the front of the house Rear Ell. A dilapidated pergola of the early twentieth century extends parallel to this façade. Windows are casement with six-by-six sash with three up and five down. In the gable peak is a triangular shaped, slightly raised matchstick fan. The Barn is six bays deep and displays an irregular fenestration pattern on the East side wall which is on a raised stone foundation. Most windows on the side of the Barn are six-over-six double hung sash. The northern most bay of the Barn is an early 20th century addition that was remodeled in the late 20th century with new windows and doors.

Significant Features

On the house

- 1840 Main House Porches including four monumental Ionic columns facing Webster Street on the South side, Main Entrance Porch with roof, cornice, columns, door and leaded glass sidelights along with Side Open Porch both on East side and Recessed Entrance Side Porch on West side.
- Roof, including slate roof, asphalt roofs, dormers, flat roofs, three chimneys, one chimney pot and one skylight.
- Two interior stairways, with newell posts, handrails, balusters and trim including adjacent stair boards, base boards and wainscot trim.
- Four first floor Parlors, Butler's Pantry with glass cabinet, Small and Large Dining Rooms on first floor of Main House.
- Oak flooring, tall built up painted mopboards, window trim, ceiling moldings and rosettes in the Main House. Stained wood baseboards, door and window trim, plate rail, fire place trim and millwork in Large Dining Room.
- Pocket doors, four panel doors, fluted door casings, plinth blocks and corner block trim, recessed window shutters, wainscot, five fireplace surrounds and mantels.
- Decorative painting of walls in first floor Parlor 4, decorative corbels above archway at second floor Sitting Room 1 in the Main House.
- Light fixtures: Colonial Revival chandelier in the Main Entrance Hall, electrified gas wall sconce fixtures and two early 20th century ceiling lights with hanging glass shades in the Large Dining Room.

**Newton Community Preservation Program Grant Proposal
Newton Cultural Alliance – Nathaniel Allen Homestead
November 2018**

On the barn

- Roof, including asphalt roofs, dormer and one chimney.
- Heavy timber roof trusses including iron rods in place of king posts above former Gymnasium and Science Classroom.
- One interior stairway, with newell posts, handrails, balusters and trim including adjacent stair boards, base boards and wainscot trim.
- First floor Classroom with fire place, beamed ceiling, stained wood wainscot, doors, windows, trim, benches and electrified gas wall sconce light fixtures.
- Second floor Science Classroom with painted wood doors, windows, trim, glass cabinets and millwork.
- Second floor bowling alley with painted hardwood alley, wood flooring and wood door, unfinished wood walls, ceiling and scoring chalkboard.

On the property

- Natural topography and grading with a one story level change down from West to East accomplished at the East end of the Barn.
- One large square granite post at the Webster driveway, connecting to a low dry laid stone retaining wall along the Webster Street public sidewalk and a similar full story retaining wall at the Southeast corner of the Barn
- Large west lawn and smaller East lawn with existing trees over 10" caliper and a wood board fence along portions of the Eastern and Northern property lines.

Three gravel driveways, from Webster and Cherry Streets and Columbus Place with a maximum of 40 parking spaces. No monolithic paving is allowed.

**Newton Community Preservation Program Grant Proposal
Newton Cultural Alliance – Nathaniel Allen Homestead
November 2018**

PRO FORMA

Uses of Funds			
	Acquisition and closing costs	325,000	325,000
Phase I	Hard costs	480,000	
	Soft costs - Architecture and Engineering	330,000	
	Total Phase I	810,000	810,000
Phase II	Hard costs	685,000	
	Soft costs - Architecture and Engineering	280,000	
	Total Phase II	965,000	965,000
Phase III			
	General and Existing Conditions	395,723	
	Masonry	99,363	
	Concrete	100,545	
	Metals	29,216	
	Carpentry & millwork	638,848	
	Envelope - roofing & insulation	99,259	
	Doors and Windows	130,683	
	Finishes - flooring, paint, plaster	290,214	
	Specialties - signage, toilets, etc	8,468	
	Equipment	50,007	
	Casework - shades, mats	7,487	
	Conveying equipment	212,084	
	Fire stopping & suppression	125,412	
	Plumbing	36,578	
	HVAC	712,084	
	Electrical - & fire alarm	161,847	
	Earthwork - site work	256,947	
	Exterior work - landscape	145,235	
	Total Hard Costs Phase III	3,500,000	
	Total Soft Costs Phase III	400,000	
	Total Phase III	3,900,000	3,900,000
	Overall Project Expenses		
	Contingency	300,000	
	Finance Expenses	250,000	
	Construction Interest	100,000	
	Developer Fee	600,000	
	Management and staff	250,000	
	Total overall project expenses	1,500,000	1,500,000
TOTAL Uses of Funds			7,500,000
Sources of Funds:			
	CPA - grants of 2014, 2016	2,300,000	
	Village Bank Debt (750 + 300)	1,050,000	
	MA Cultural Council (270+300)	570,000	
	NCA - donations before 2017	550,000	
	Captial Campaign - new funds incl. \$200k in pledges rec'd	920,000	
	MA Historic Tax Credits - net	990,000	
	Federal Historic Tax Credits - net	520,000	
	CPA - Additional request	600,000	
TOTAL Sources of Funds		7,500,000	7,500,000

On Newton CPA website, this construction cost estimate is repeated below,
in the section summarizing construction materials & changes to plans since 2016.

**Newton Community Preservation Program Grant Proposal
Newton Cultural Alliance – Nathaniel Allen Homestead
November 2018**

Cost Estimate - Phase III

Construction Expense

Phase III	General requirements	336,000
	Existing conditions	140,793
	Concrete	101,191
	Masonry	101,115
	Metals	28,806
	Wood, plastics, composites	527,563
	Thermal & moisture protection	118,531
	Openings	267,202
	Finishes	233,964
	Specialties	9,913
	Furnishings	3,932
	Fire suppression	101,115
	Plumbing	24,000
	HVAC	149,000
	Electrical	162,000
	Earthwork	201,571
	Exterior Improvements	80,628
	Sub total	2,587,324

Deferred Construction

Expense	Geothermal system - net	700,000
	Basement & 3rd floor finish	184,335
	Elevator installation - equipment	147,000
	Sub total	1,031,335

Soft Costs

Architectural & Engineering	400,000
Contingency	300,000
Construction Interest	100,000
Sub total	800,000

Phase III TOTAL 4,418,659

**Newton Cultural Alliance
Nathaniel Allen Homestead
10 year operating budget**

11/18/2018
Full Proposal Edited Budget

	Forecast FY20	Forecast FY21	Forecast FY22	Forecast FY23	Forecast FY24	Forecast FY25	Forecast FY26	Forecast FY27	Forecast FY28	Forecast FY29	Forecast FY30
Income											
Tenant Leases (2nd Floor)	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000	\$42,000
Tenant Lease (3rd Floor)	\$0	\$6,000	\$6,000	\$6,000	\$6,000	\$6,500	\$6,500	\$6,500	\$7,000	\$7,000	\$7,000
Weekday Class Rental (Barn & Hse)	\$45,000	\$47,000	\$50,000	\$55,000	\$60,000	\$61,000	\$61,000	\$62,000	\$62,000	\$63,000	\$63,000
Weekend workshops/summer camp	\$10,000	\$12,000	\$15,000	\$15,000	\$15,000	\$17,000	\$17,000	\$18,000	\$18,000	\$19,000	\$19,000
Event Rentals (Main House)	\$27,000	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000
Event Rentals (Barn)	\$12,000	\$15,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000
NCA presents	\$15,000	\$18,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Total Leases & Rentals	\$151,000	\$174,000	\$185,000	\$190,000	\$195,000	\$198,500	\$198,500	\$200,500	\$201,000	\$203,000	\$203,000
Other Fees (Event Extras)	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400
Allen House Friend Donations	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Total Income	\$173,400	\$196,400	\$207,400	\$212,400	\$217,400	\$220,900	\$220,900	\$222,900	\$223,400	\$225,400	\$225,400
Expenses											
Annual Contracts											
Cleaning - regular	\$12,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000	\$17,000
Cleaning Supplies	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Fire Alarm	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Security System	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Trash Removal	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Property Insurance	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000
Total Annual Contracts	\$31,000	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000	\$36,000
Repairs & Maintenance											
Electrical	\$1,000	\$1,000	\$1,020	\$1,040	\$1,061	\$1,082	\$1,104	\$1,126	\$1,149	\$1,172	\$1,195
Heating & Plumbing/HVAC	\$7,500	\$7,500	\$7,650	\$7,803	\$7,959	\$8,118	\$8,281	\$8,446	\$8,615	\$8,787	\$8,963
Computers / IT	\$1,000	\$1,000	\$1,020	\$1,040	\$1,061	\$1,082	\$1,104	\$1,126	\$1,149	\$1,172	\$1,195
Groundskeeping	\$15,000	\$15,000	\$15,300	\$15,606	\$15,918	\$16,236	\$16,561	\$16,892	\$17,230	\$17,575	\$17,926
Painting & Misc. Repairs	\$2,000	\$3,000	\$3,060	\$3,121	\$3,184	\$3,247	\$3,312	\$3,378	\$3,446	\$3,515	\$3,585
Total Repairs & Maintenance	\$26,500	\$27,500	\$28,050	\$28,611	\$29,183	\$29,767	\$30,362	\$30,969	\$31,589	\$32,221	\$32,865

**Newton Cultural Alliance
Nathaniel Allen Homestead
10 year operating budget**

11/18/2018
Full Proposal Edited Budget

Utilities											
Electrical	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Oil	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Water/Sewer	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Total Utilities	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
Other Expenses											
Permits & Licenses	\$500	\$500	\$500	\$700	\$700	\$1,000	\$1,000	\$1,200	\$1,200	\$1,200	\$1,200
Property Manager	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Mortgage Payment	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Reserve Fund	\$5,000	\$6,000	\$6,000	\$7,000	\$7,000	\$7,500	\$7,500	\$7,500	\$8,000	\$8,000	\$8,000
Total Other Expenses	\$95,500	\$96,500	\$96,500	\$97,700	\$97,700	\$98,500	\$98,500	\$98,700	\$99,200	\$99,200	\$99,200
Total Expenses	\$169,000	\$176,000	\$176,550	\$178,311	\$178,883	\$180,267	\$180,862	\$181,669	\$182,789	\$183,421	\$184,065
Total Net Income	\$4,400	\$20,400	\$30,850	\$34,089	\$38,517	\$40,633	\$40,038	\$41,231	\$40,611	\$41,979	\$41,335

Newton Community Preservation Program Grant Proposal

Newton Cultural Alliance – Nathaniel Allen Homestead

November 2018

ATTACHMENTS

PROJECT FINANCES

10 Year Operating Budget

NOTES

The 10 year operating budget for the full proposal for the Nathaniel Allen House has been edited since the Pre-Proposal conversation on 11/13/2018. These changes include the following:

1. Error in income: \$500 for 3rd floor tenant/care taker should have been monthly, not annual.
2. Some income has been reduced a bit as we look at a potentially leaner first year.
3. Note: income escalation over the years is in some cases a percentage and others lump sums. The latter reflects an increase in number of rentals. In some lines both were used, starting with an increase in number of rentals and followed by percentage as we project increased hourly cost for users.
4. Some annual contracts were increased.
5. Note: each year shows a projected surplus. Some of this has been re-directed to an increase in the annual reserve fund contribution. It is expected that shall we have an annual surplus these funds would be directed either to other necessary and unanticipated expense or to the reserve fund.



UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

HISTORIC PRESERVATION CERTIFICATION APPLICATION
PART 2 - DESCRIPTION OF REHABILITATION

RECEIVED #28-19
OMB Approved
No. 1024-0009
Form 10-165
Rev. 2014
JUN 26 2017

NPS Project Number

MASS. HIST. COMM
36943

Instructions: This page must bear the applicant's original signature and must be dated. The National Park Service certification decision is based on the descriptions in this application form. In the event of any discrepancy between the application form and other, supplementary material submitted with it (such as architectural plans, drawings and specifications), the application form takes precedence. A copy of this form will be provided to the Internal Revenue Service.

1. Property Name Allen House

Street 35 Webster Street

City Newton County Middlesex State MA Zip 02465-1856

Name of Historic District _____

☒ Listed individually in the National Register of Historic Places; date of listing 1/09/1978

☐ Located in a Registered Historic District; name of district _____

☐ Part 1 - Evaluation of Significance submitted? Date submitted _____ Date of certification _____

2. Project Data

Date of building 1844, 1852 Estimated rehabilitation costs (QRE) \$5,259,400

Number of buildings in project 1 Floor area before / after rehabilitation 13,382 / 13,382 sq ft

Start date (estimated) 12/01/2013 Use(s) before / after rehabilitation Res. / Com.

Completion date (estimated) 12/01/2018 Number of housing units before / after rehabilitation 0 / 0

Number of phases in project 3 Number of low-moderate income housing units before / after rehabilitation 0 / 0

3. Project Contact (if different from applicant)

Name Brian Lever Company Epsilon Associates, Inc.

Street 3 Clock Tower Place, Suite 250 City Maynard State MA

Zip 01754-2566 Telephone (978) 461-6261 Email Address blever@epsilonassociates.com

4. Applicant

I hereby attest that the information I have provided is, to the best of my knowledge, correct. I further attest that [check one or both boxes, as applicable] (1) ☒ I am the owner of the above-described property within the meaning of "owner" set forth in 38 CFR § 67.2 (2011), and/or (2) ☐ If I am not the fee simple owner of the above-described property, the fee simple owner is aware of the action I am taking relative to this application and has no objection, as noted in a written statement from the owner, a copy of which (i) either is attached to this application form and incorporated herein, or has been previously submitted, and (ii) meets the requirements of 38 CFR § 67.3(a)(1) (2011). For purposes of this attestation, the singular shall include the plural wherever appropriate. I understand that knowing and willful falsification of factual representations in this application may subject me to fines and imprisonment under 18 U.S.C. § 1001, which, under certain circumstances, provides for imprisonment of up to 8 years.

Name Laurel Farnsworth, President Signature Laurel Farnsworth Date June 14, 2017

Applicant Entity Newton Cultural Alliance SSN _____ or TIN 27-0590276

Street 1301 Centre Street City Newton State MA

Zip 02459-2448 Telephone (617) 332-4300 Email Address adriennehartzell@gmail.com

☐ Applicant, SSN, or TIN has changed since previously submitted application.

NPS Official Use Only

The National Park Service has reviewed the Historic Preservation Certification Application - Part 2 for the above-named property and has determined that:

☐ the rehabilitation described herein is consistent with the historic character of the property and, where applicable, with the district in which it is located and that the project meets the Secretary of the Interior's Standards for Rehabilitation. This letter is a preliminary determination only, since a formal certification of rehabilitation can be issued only to the owner of a "certified historic structure" after rehabilitation work is complete.

☒ the rehabilitation or proposed rehabilitation will meet the Secretary of the Interior's Standards for Rehabilitation if the attached conditions are met.

☐ the rehabilitation described herein is not consistent with the historic character of the property or the district in which it is located and that the project does not meet the Secretary of the Interior's Standards for Rehabilitation.

Date 10/5/2017 National Park Service Authorized Signature Jo Ellen Henning

☒ NPS conditions or comments attached

UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

CONDITIONS SHEET
Historic Preservation Certification Application

Property name: Allen House

Project Number: 36943

Property address: 35 Webster Street, Newton, MA

The rehabilitation of this property as described in the Historic Preservation Certification Application will meet the Secretary of the Interior's Standards for Rehabilitation provided that the following condition(s) is/are met:

1. **New Covered Portico** – The south entrance to the barn may have a new covered porch but **may not** incorporate the historic ionic columns from the west porch. These historic columns are much too formal for the entrance to the barn and create a false sense of historical development. The porch must have simple posts, either square or chamfered.
2. **Insulation** – The exterior walls may have insulation blown in from the exterior only if there is sheathing behind the siding and if individual clapboards are removed to access the wall cavity. If there is no sheathing beneath the siding, the insulation could hold moisture against the interior surface of the siding or insulation could force its way between the clapboards. Holes must not be bored into the finished clapboards to blow in the insulation.
3. **Exposed Joists** – The proposed exposed joists at the new elevator lobby in the rear connector and the catering kitchen must not be stained. They must be painted to match the ceiling above. This ceiling must be finished with plaster or gypsum board to provide a more finished appearance.

Photographs documenting that the conditions have been met must be submitted with the Request for Certification of Completed Work.

Any substantive change in the work as described in the application should be brought to the attention of the State Historic Preservation Office and the National Park Service in writing prior to execution to ensure that the proposed project continues to meet the Standards.

The National Park Service has determined that this project will meet the Secretary of the Interior Standards for Rehabilitation if the condition(s) listed in the box above are met.

10/5/2017
Date

Jo Ellen Hensley
National Park Service Signature

Telephone Number

Newton Community Preservation Program Grant Proposal**Newton Cultural Alliance – Nathaniel Allen Homestead****November 2018****Summary of the Federal Historic Tax Credit Program**

The Federal government has a tax incentive program for preservation of certified historic properties such as properties on the Federal Register like the Nathaniel Allen House. The program is administered by the National Park Service and the IRS. This program permits sponsors of historic rehabilitation projects to claim a federal tax credit in the amount of 20% of certain Qualified Rehabilitation Expenditures (QREs). QREs include all construction costs and certain eligible soft costs, but not acquisition costs or personal property/fixtures. The sponsors/members who own the project at placement in service of the rehabilitated project receive the tax credits. The tax credits can also be monetized by bringing in an outside entity to claim the tax credits as a new member of the ownership entity.

In the case of the Allen House, because roughly 40% of the property has been placed into service prior to admission of a federal tax credit investor, only roughly 60% of our total QRE (\$6,224,000) can be monetized with such a tax credit investor separate from the tax exempt sponsors. Please note that both the amount of the property placed into service and the amount of the QRE are good faith estimates. We plan on working with a tax credit accounting firm to determine the exact amounts of eligible federal tax credits, but we have received guidance to help roughly determine such estimates..

In addition to the challenge regarding partial placement of the building, the Federal tax credit program (unlike the MA Historic Tax Credit) requires that the owner of the project be a for-profit entity. With that said, many tax-exempt sponsors have been able to utilize both federal and MA HTCs for projects around the Commonwealth. The process for a non-profit to take advantage of the program is to either (i) transfer the ownership of the property to a new for-profit entity, often a wholly owned subsidiary, or (ii) ground lease the project to a new entity, managed by related entity to the non-profit sponsor. In both cases, a HTC investor member would also be admitted to the new entity in order to claim the federal HTC and to invest capital in the project. Typically these investors are large developers or banking institutions who can most benefit from the tax credits. As federal and MA Historic Tax Credits share a 5-year compliance period, at the end of such period typically the ownership of the Project returns to either the tax-exempt sponsor or an entity controlled by such sponsor. In the case of the Allen House, it is understood and will be documented appropriately that the use of the building remains non-profit educational and community arts and cultural use, managed by the NCA.

**MASSACHUSETTS HISTORICAL COMMISSION
HISTORIC REHABILITATION TAX CREDIT PROGRAM
ROUND 42 AWARDS
4.19.18**

*(Excerpt from downloaded original full table, which must be read on a computer to be legible.
Full table is available upon request.)*

Rd 42	City/Town	Project	Use**	Prior Rounds Applied	Qualified Rehab. \$	20% QRE	Total Project Cost	Proponent Name
492	Newton	Nathaniel Allen House, 35 Webster St	E	29, 30, 31, 37, 38, 40, 41	\$5,224,000.00	\$1,044,800.00	\$6,224,000.00	Laurel Farnsworth

Company	Total Prior Awards	Round 37 Awards	Round 38 Awards	Round 39 Awards	Round 40 Awards	Round 41 Awards	Total Awards	Remaining Credit to Award	Round 42 Awards
Newton Cultural Alliance	\$600,000.00	\$0.00	\$100,000.00		\$100,000.00	\$50,000.00	\$850,000.00	\$194,800.00	\$100,000.00

Newton Community Preservation Program Grant Proposal

Newton Cultural Alliance – Nathaniel Allen Homestead

November 2018

NON CPA FUNDING

Massachusetts Historical Commission Historic Rehabilitation Tax Credit Program

The NCA has been allocated \$950,000 in state historic tax credits. The last allocation was in Round 42d announced on 4/19/18 and was for \$100,000. This was our 9th application to this program as typically they make awards 3 times per year based on the state budget allocation.

On the reverse is an excerpt from the chart of announced allocations showing our grant. In the second row, third box from the end you will see the allocations prior to this round (\$850K). In the last box is the Round 42 allocation (\$100K), bringing the total to \$950K.

To be clear, the next to last box states “remaining credit to award” and is the amount, based on our stipulated at the time of the application (1/18) Qualified Rehabilitation Expense (QRE) of \$5,224,000. This is the amount upon which the 20% available tax credits is based. Since the time of that application in 1/18 our QRE has increased by roughly \$1M which means we are eligible for credits up to \$1.24M.

What makes the value of these credits uncertain is two things: 1) what they will sell for on the open market and 2) what the exact amount of the QRE will be once the project is finished. These credits are only available on a reimbursable basis on completion of the project. Not every expense is considered a qualified rehabilitation expense. As a result these are good faith estimates based on the contract budget prices from the contractor.



Mass Cultural Council - Cultural Facilities Fund - Capital 2019 #28-19
Newton Cultural Alliance, Inc.
Application #CFF-C-0114

Primary Contact: Ms. Adrienne Hartzell Knudsen
Phone: (617) 332-4300
Email: adriennehk@newtonculture.org

Document Generated: Thursday, November 15th 2010, 12:03 pm

Applicant Profile

Applicant Type	Organization
Legal Name	Newton Cultural Alliance, Inc.
Date of 501(c)3 incorporation	09/20/2010
Address1	PO Box 610225 Newton , Massachusetts 02461 UNITED STATES
Telephone	(617) 332-4300
Primary Contact	Ms. Adrienne Hartzell Knudsen Managing Director Phone: (617) 332-4300 Email: adriennehk@newtonculture.org
Applicant Status	Organization - Non-Profit
Applicant Institution	Arts Service Organization
Applicant Discipline	Multidisciplinary
Grantee Race	No single race/ethnic group listed above made up more than 25% of the population directly benefited
FEIN / TAX ID	27-0590276
DUNS Number	000000000
Web Address	http://www.newtonCulture.org



Mass Cultural Council - Cultural Facilities Fund - Capital 2019 #28-19
Newton Cultural Alliance, Inc.
Application #CFF-C-0114

Primary Contact: Ms. Adrienne Hartzell Knudsen
Phone: (617) 332-4300
Email: adriennehk@newtonculture.org

Document Generated: Thursday, November 15th 2018, 12:03 pm

Project Overview

Executive Director Name:
Adrienne Hartzell Knudsen

Title:
Managing Director

Email:
adriennehk@newtonculture.org

Telephone:
857-636-0199

How many years has this Executive Director (or equivalent) been serving?
5

Organization's web address:
newtonculture.org

Organization type:
501c3 Cultural Organization

Name of Subject Facility
Nathaniel Allen House

Street Address of Subject Facility
35 Webster Street

City of Subject Facility
West Newton

State of Subject Facility
MA

Zip of Subject Facility
02465

Date incorporated as a 501(c)3
9/20/2010

If you selected 'Municipality' above, please indicate the square footage of your facility:

And, if you selected 'Municipality' please also indicate the percentage of the building that is dedicated to arts and cultural purposes:

And, if you selected "Municipality", please indicate the age of your building:

Has your organization ever applied to the Cultural Facilities Fund?
Yes



Mass Cultural Council - Cultural Facilities Fund - Capital 2019 **#28-19**
Newton Cultural Alliance, Inc.
Application #CFF-C-0114

Primary Contact: Ms. Adrienne Hartzell Knudsen
Phone: (617) 332-4300
Email: adriennehk@newtonculture.org

Document Generated: Thursday, November 15th 2018, 12:03 pm

Has your organization previously received a Cultural Facilities Fund grant?

Yes

If 'yes', has your organization fully drawn down the grant funds?

Yes

Grant request:

\$600,000

Total project cost:

\$7,500,000

Project type:

Renovation/Repair

New Construction/Expansion

Fixed/Integrated Equipment

Indicate the approximate stage your project is in:

In construction/implementation

In a couple of sentences, provide a summary of your project. This language may be edited for use in contracts and to notify the Legislature.

This adaptive re-use project is nearing completion as an arts & cultural center & is in need of additional funding to complete the geo thermal HVAC system, elevator installation and basement buildout to support the new black box theater.

B. Execution: All portions of this campaign will be executed by the NCA's Staff, Capital Campaign Committee and Full Board.

Newton Community Preservation Program Grant Proposal

Newton Cultural Alliance – Nathaniel Allen Homestead

November 2018

**Nathaniel Allen Community Arts and Cultural Center
Capital Campaign**

Naming opportunities - Fall 2018

In the house

Recital Hall - \$150K
Gallery - \$100K
Nathaniel Allen Parlor - \$50K
Allen Ladies' parlor - \$50K
Alcove - \$25K
Library - \$50K
Elevator lobby - \$25K
Kitchen - \$25K
7 - 2nd floor offices - \$10K each

In the barn

Black box theater - \$250K
Historic classroom - \$150K
Art classroom - 2nd floor - \$75K
Green room - basement - \$25K
Entrance lobby - \$50K
Basement gathering space - \$25K

On the property

Rear/Cherry Street terrace - \$50K
Front/Webster Street - \$50K
Garden on Cherry Street side - \$100K

**Newton Community Preservatio Program Grant Proposal
Newton Cultural Alliance - Nathaniel Allen Homestead
November 2018**

Organization Budget 2018 - 2019

INCOME

Contributed Organization support		
Individuals	90,000	
Corporate	35,000	
Foundations	10,000	
Total contributed income	135,000	135,000
Earned Revenue		
AH rent - offices, meetings	40,000	
BSO program ads	5,000	
Membership dues	5,000	
Events	15,000	
Total earned revenue	65,000	65,000
Total income		200,000

EXPENSE

Salaraies and related expense	90,000	90,000
Other personnel expense		
legal, development, accounting	30,000	35,000
Non-personnel expense		
fees & permits	1,000	
supplies	4,000	
marketing	12,000	
internet/phone/electronics	3,000	
postage & mailing	2,000	
fundraising expenses	8,000	
Total non personnel	30,000	30,000
Occupancy expense		
maintenance	35,000	
utilities	7,000	
total occupancy expense	42,000	42,000
Misc expense	3,000	3,000
Total Expense		200,000

This budget is based on organization actual expense in previous fiscal year, together with estimates for expected expense in the current fiscal year.

Newton Cultural Alliance

Balance Sheet

#28-19

As of November 16, 2018

Nov 16, 18

ASSETS**Current Assets****Checking/Savings**

1007 · Petty Cash Drawer	300.00
1000 · Village Bank	
1006 · Capital Camp Village Bank #9607	11,788.00
1001 · Village Checking #7985	31,242.27
1003 · Village Savings #4571	40.60
1005 · separate NACC Checking#0781	49.36
1009 · AHCC Checking#0047	2,121.85

Total 1000 · Village Bank	45,242.08
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Total Checking/Savings	45,542.08
------------------------	-----------

Other Current Assets

1320 · Notes/loans receivables	199,890.00
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Total Other Current Assets	199,890.00
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Total Current Assets	245,432.08
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Fixed Assets

1610 · Land - operating	36,500.00
1620 · Buildings - operating	205,930.00
1640 · Furniture, fixtures, & equip	7,990.00
1660 · Construction in progress	2,222,942.16

Total Fixed Assets	2,473,362.16
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Other Assets

1800 · Other long-term assets	-105,578.57
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Total Other Assets	-105,578.57
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TOTAL ASSETS	2,613,215.67
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LIABILITIES & EQUITY**Liabilities****Current Liabilities****Accounts Payable**

2010 · Accounts payable	29,119.44
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Total Accounts Payable	29,119.44
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Other Current Liabilities

2100 · Payroll Liabilities	614.49
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2150 · Accrued expenses - other	13,167.50
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2310 · Deferred revenue	5,000.00
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2510 · Trustee & employee loan payable	
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2511 · Loan Payable- Laurel Farnsworth	110,000.00
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Total 2510 · Trustee & employee loan payable	110,000.00
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2550 · Line of credit payable	750,000.00
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Total Other Current Liabilities	878,781.99
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Total Current Liabilities	907,901.43
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Long Term Liabilities

2770 · Long-term liabilities - other	50,000.00
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Total Long Term Liabilities	50,000.00
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**Newton Cultural Alliance
Balance Sheet****#28-19****As of November 16, 2018**

	Nov 16, 18
Total Liabilities	957,901.43
Equity	
3010 - Unrestrict (retained earnings)	1,752,592.66
Net Income	-97,278.42
Total Equity	1,655,314.24
TOTAL LIABILITIES & EQUITY	2,613,215.67

Newton Community Preservation Program Grant Proposal

Newton Cultural Alliance – Nathaniel Allen Homestead

November 2018

Project Team Qualifications

Donald Lang, Architect, DLA Architects

Donald Lang AIA has been involved in the building industry for 40 years with a special concentration in historic renovation of urban properties. After graduating from architectural school in 1970, Donald Lang created a design/build company called Renovate, Inc. providing construction services to local architects and federally funded municipal housing rehabilitation programs in the greater Boston area.

By 1976, Renovate, Inc. employed forty men and partnered with Cambridge real estate developers on scattered site housing projects. As a developer, Donald participated in all aspects of project management including design, construction, financing and marketing of high end residential property. Most of the projects involved 19th century buildings in the Harvard Square and Mid Cambridge neighborhoods.

During the 1990s Donald became more involved in community service and served on the Chestnut Hill historic district commission, the city wide Newton Historical Commission (NHC) and the Massachusetts Architectural Access Board (MAAB). Donald went on to chair both the MAAB and the NHC until 2012. During his years of service, he gained a broad perspective on providing effective accessibility solutions in historic public buildings, working within politically sensitive environments and guiding public policy at the state and local levels. Donald currently chairs the Newton Upper Falls historic district commission where he has served since 2014.

In 2008 and 2018, DLA received Newton Preservation Awards for the restoration of an 1825 cape style residence in Newton Upper Falls and for the restoration of the 1840s Nathaniel Allen Homestead estate [located in West Newton](#). Donald Lang holds three US mechanical patents for portable equipment stands and has published articles of interest to the restaurant industry and educational technology.

Classic Construction, Michael Abraham and Bryan Gannon

Classic Construction and Development Corporation provides a variety of construction services for commercial construction projects - from new construction to complex, multi-phase building renovations. Our teamwork approach is to deliver quality projects on time and within budget. The senior team at Classic Construction has the experience of completing over \$200 million in commercial construction projects specializing in several categories of the building trades. The owners of Classic Construction, Michael Abraham and Bryan Gannon, have complementary skills and share the desire to build and complete their construction projects to the highest standards. They are an integral part of every project from building design and engineering to contract completion. The company has worked on a variety of historic adaptive reuse projects including in Newton where they have worked on historic rehabilitation at the Jackson Homestead and Phase II at the Nathaniel Allen House.

George Hu, Engineer, AWE

Air Water Energy Engineers, Inc., founded in 2007, is a sustainability-oriented engineering firm located in the metro Boston area of Massachusetts. AWE provides engineering services in mechanical, electrical, plumbing and fire protection systems (MEP/FP) for various types of building projects, and has significant expertise in engineering sustainable building systems for architecturally and environmentally challenging projects.

Founder George Hu has a proven track record of engineering high performance mechanical systems such as geothermal heating and cooling that produces significant energy and water savings for the building owners.

Dan Kolodner, attorney, Klein Hornig, specialist in Historic Tax Credits

Dan Kolodner, a Partner at Klein Hornig, focuses his practice on community development projects utilizing tax credit financing. He specializes in complex deal structuring, combining tax incentives – such as New Markets Tax Credits, Historic Tax Credits, Low-Income Housing Tax Credits, and Renewable Energy Tax Credits – with state tax credits and other financing sources in a variety of community development transactions. He regularly represents both for-profit and nonprofit developers, qualified active low-income community businesses (QALICBs), and community development entities (CDEs), as well as institutional tax credit investors. Dan regularly shares his expertise at conferences on both the national and local level, speaking on the topics of Historic Tax Credits, New Markets Tax Credits, and other Federal and state tax incentives.

NCA Team

Adrienne Hartzell Knudsen, NCA Managing Director. Arts manager, cellist and attorney, Adrienne's diverse background has served to help the NCA bring the organization's mission interest in developing collaborative facilities for community arts organizations and the local community to reality.

Laurel Farnsworth, President of NCA Board. Laurel has worked tirelessly for a quarter century as buildings manager for FUUSN (First Unitarian). Trained as a property manager, Laurel combines her passion for history and historic structures working to develop the Allen House.

Treff LaFleche, Architect, LDa Architecture and Interiors. As co-founder of Cambridge based LDa, Treff, a West Newton resident, has achieved local and national recognition for his expertise in the merging of historic and contemporary aspects of New England residential and institutional architecture.

Stuart Rothman. Real Estate Developer. A Needham resident with a passion for the arts, Stu Rothman, President of First Cambridge Realty Corp brings more than 25 years of experience and development insight to the NCA team

Newton Community Preservation Program Grant Proposal

Newton Cultural Alliance – Nathaniel Allen Homestead

November 2018

November 18, 2018

Nathaniel Allen House
35 Webster Street
West Newton MA 02465

Summary of 2018 Changes to 2016 Plans

Building Exterior

The wooden arbor in front of the barn facing Webster Street will be restored to its original design.

House Interior

Program 9 removed to create legal headroom in Main Lobby.

Barn Interior

Barn floor lowered to be level for full Black Box Theatre space.

Green room in basement supplements the Black Box Theatre with separate entrance.

Mechanical loft created above Program 14 now designed as Lighting Production room for Theatre.

On the Newton CPC website, larger-scale plans keyed to this summary and highlighting changes since 2016 are posted in a separate file.

**Newton Community Preservation Program Grant Proposal
Newton Cultural Alliance – Nathaniel Allen Homestead
February 2016
and
November 2018**

Materials and Finishes

Energy Conservation and Sustainability

The existing historic window and door units have been restored and tightened with some of the funds provided by the CPC in 2014 to improve their energy performance. One hundred per cent (100%) post-consumer recycled cellulose insulation will be blown into all of the exterior walls and poured over the attic ceilings. The existing oil fired heating system will be replaced with a new geothermal system (see introduction document with the plans) for energy efficient heating, ventilating and air conditioning. Complete new energy efficient lighting using both LED and CF technologies will be installed throughout the project.

Environmental Mitigation

There is no visual evidence and the property has historically never been used for any industrial purposes so there is no reason to suspect the presence of underground contamination. There is now one new heating oil tank in the basement and the four older ones have been removed. There is no indication of the presence of any underground storage tanks on the property.

There is no visible evidence of material likely to contain asbestos anywhere in the building. All floor tiles have been tested and found to be void of asbestos. The current heating system for the third floor is relatively recent. The existing heating equipment was installed long after asbestos was used to insulate steam pipes and boilers.

It is that there is lead paint to be found on the building. All state lead paint laws will be followed during the preparation and painting of the building exterior and interior. Comprehensive de-leading of the entire building interior which would require extensive removal of historic fabric including the windows is not contemplated. The barn interior areas is planned will be de-leaded since there is very little original woodwork remaining and the existing wood windows have failed and will be replaced.

**Newton Community Preservation Program Grant Proposal
Newton Cultural Alliance – Nathaniel Allen Homestead
November 2018**

Cost Estimate - Phase III

Construction Expense

Phase III	General requirements	336,000
	Existing conditions	140,793
	Concrete	101,191
	Masonry	101,115
	Metals	28,806
	Wood, plastics, composites	527,563
	Thermal & moisture protection	118,531
	Openings	267,202
	Finishes	233,964
	Specialties	9,913
	Furnishings	3,932
	Fire suppression	101,115
	Plumbing	24,000
	HVAC	149,000
	Electrical	162,000
	Earthwork	201,571
	Exterior Improvements	80,628
	Sub total	2,587,324

Deferred Construction

Expense	Geothermal system - net	700,000
	Basement & 3rd floor finish	184,335
	Elevator installation - equipment	147,000
	Sub total	1,031,335

Soft Costs

Architectural & Engineering	400,000
Contingency	300,000
Construction Interest	100,000
Sub total	800,000

Phase III TOTAL 4,418,659



Ruthanne Fuller
Mayor

City of Newton, Massachusetts
Office of the Mayor

#630-18

#630-18

Telephone
(617) 796-1100
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(617) 796-1089
Email
rfuller@newtonma.gov

November 30, 2018

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

To the Honorable City Councilors:

I am pleased to reappoint Anne Killilea of 789 Watertown Street, Newton as a member of the Commission on Disability. Her term of office shall expire on December 31, 2021 and her appointment is subject to your confirmation.

Thank you for your attention to this matter.

Warmly,

Ruthanne Fuller

Ruthanne Fuller
Mayor

DAVID A. OLSON, CNO
Newton, MA 02459

2018 DEC -7 AM 10:59

RECEIVED
Newton City Clerk

Anne Marie Killilea, MSN, RN, EdDc

789 Watertown Street
West Newton, MA, 02465-2107

Summary of Qualifications:

- Accurately assessing, planning, and implementing the educational plans for each student with disabilities in every facet of their education.
- Evaluating the processes of each plan to assure the outcome meets the goal of the student and the college.
- Working cooperatively by being interconnected with various professors, instructors and professional staff at the college.
- Setting achievable and comprehensive goals for the student and college by implementing accommodations and educational plans which will promote positive student learning outcomes.

Education:

- William H. Hall High School, West Hartford, Connecticut
1970 to 1973, recipient of the West Hartford Lions Club Nursing Scholarship. Graduated with high school degree.
- Saint Anselm College, Manchester, New Hampshire
1973 to 1977, Graduated with BSN degree.
- Regis College, Weston, Massachusetts
1992 to 1994, Member of the First graduating class of the Master's in Nursing program: Emphasis on Nursing Administration.
Thesis: "Needs Assessment of Pediatric Hospice Care in the Community Setting". Graduated with a Master's of Science degree in Nursing.
2002-2004: First class to graduate with a Post-Master's Certificate in Nursing education.
- Capella University, Minneapolis, Minnesota; On-line Education
2015 to present
Accepted in the Fall of 2015 to the Doctorate degree in Education with an emphasis on Leadership and Management.
Selected to the President's List for academic excellence in February and July of 2017.
Projected Capstone Project (2018): Improving the Lives of Late-Deafened People.

Professional Experience:

Professor in Nursing Education, Bunker Hill Community College, Charlestown, MA.

September 2005 to present.

- Teach instructional classes for the Evening Associate Degree Nursing students maternity and pediatrics.
- Developed Nursing Seminar course which provides the basic nursing understanding and support that becomes the connection between the AD-RN program and BS program.
- Provide counseling sessions for a diverse population of students in need.
- Past Course Coordinator for the Weekend Nursing 3rd Semester students.
- Provide resources to Office of Disability services.
- Worked as a "bridge" between the disability Department and Nursing to help students with disabilities to be successful in their Nursing education.
- Worked to create positive environment promoting optimal learning for all nursing students with and without disabilities.

Adjunct Professor in Nursing, MassBay Community College, Framingham, MA
July 2005 to 2010.

- Taught the didactic and clinical Maternity to the Part-time Evening Option AD nursing students.

Adjunct Professor in Nursing, Northeastern University, Boston, MA
July 2007 to December 2008.

- Taught clinical pediatrics to the "middler" year BS nursing students.

Associate Professor in Practical Nursing, MassBay Community College, Framingham, MA
January 2005 to August 2005.

- Taught instructional classes and clinical for the Day and Evening Practical Nursing students.

Adjunct Nursing Instructor, Regis College, Weston, MA
September 2003 to 2005

- Designed, implemented, and evaluated the Pediatric classroom course for the Summer Session II for the Generic Masters Nursing students.
- Taught the didactic portion of Health Assessment for the Generic Masters Nursing students.

Nursing Instructor, Lawrence Memorial / Regis College ASN Collaborative Program, Medford, MA
September 2003 to December 2004

- Taught Pediatric classes and clinical for the Evening Family Nursing Option, Associate Degree Nursing students.

School Nurse, **The Learning Center for Deaf Children**, Randolph, MA
September 2002 to 2003

- As a school nurse, provided pediatric nursing care to 45 severe Special Needs/ Disabled children who were born deaf or had hearing loss as a co-morbidity.

School Nurse, **Underwood Elementary School**, Newtonville, MA
August 2000 to 2002

- As a school nurse, directed the integral nursing care for over 250 children and more than 30 adults in the school.

Staff Nurse, **Caritas Saint Elizabeth's Medical Center**, Boston, MA
July 2000 to January 2003

- As a staff registered nurse, provided excellent Nursing care to extremely low-birth weight infants in the NICU.

Senior Staff Nurse, **Brigham and Women's Hospital**, Boston, MA
1981 to 2000

- As a staff registered nurse, triaged, admitted, and provided primary care to Neonatal Infants from 24 weeks gestation to 40+ weeks gestation.

Staff Nurse, **Boston Lying-In**, Boston, MA
1979 to 1981

- Collaboratively worked with staff nurses and ancillary assistants in the High Risk Labor and Delivery Unit.
- Successfully lead and managed a separate Obstetrical Unit.
- Taught new transport technicians the proper techniques to achieve the proficiency level of Scrub Technicians.

Staff Nurse, **Waltham Hospital**, Waltham, MA
1977 to 1979

- As a graduate to registered nurse, complied with the needs of the hospital and rotated through the psychiatric, pediatric, and maternity units.

Presentations:

- "Breaking the Silence: The school aged child with epilepsy"
Brown Elementary School, Natick, MA, 1995

- "Munchausen by Proxy: Issues for the pediatric student nurse"
MassBay Community College, MA, 1996
- "Nursing Ethics: Nurses on strike"
MassBay Community College, MA 1997
- "Children and Various Chemical Abuses"
College of the Lady of the Elms, Chicopee, MA, 1997
- "Understanding our Differences: Children with epilepsy and asthma"
Underwood Elementary School, Newtonville, MA, 1999
- "The Adult with Hearing Loss"
St. Bernard's Church, West Newton, MA, 2003
- "The Adult with a Cochlear Implant"
Newton South High School, Newton, MA, Fall 2004
- "The Nurse with a Cochlear Implant teaching Nursing"
Emerson College, Boston, MA, Winter 2005
- "The Nurse with a Cochlear Implant teaching Nursing, Implications for Other Professionals"
New England Medical Center, Boston, MA, June 2005
- "The Late-Deafened Nurse: Overcoming difficulties in the nursing profession"
Boston University, November 20, 2006; January 30, 2007, April 19, 2007
- "Deaf Awareness Day", Newton North High School, Newton, Mass.
February 7, 2008
- "Offering choices. Helping Deaf and Hard-of-Hearing Patients Decide."
Tuft's Medical Center, Boston, Mass., May 6, 2008
- "Improving communication with Deaf and HOH students"
Bunker Hill Community College, Charlestown, Mass. April 6, 2009
- "Addressing the needs of the severely deafened Adult"
Presented by the Cochlear Company, Newton/Boston Marriot Hotel. September 3, 2009.
- "Deaf Awareness Day", F.A. Day Middle School, Newton, Mass., October 22, 2009.

- “Hearing Loss and the Nursing Student” presented to the Allied Health Faculty of Bunker Hill Community College, Charlestown, Mass. on November 23, 2009.
- “Talk to my face, not to my feet: A guide for Nurses to provide culturally competent care to deaf and HOH patients”.
Presented to:
 1. Faculty and colleagues at Regis College, Weston, Mass., on April 24, 2010.
 2. Hospital personnel at Tufts Medical Center, Boston, Mass, on June 14, 2010.
- “Talk to my face, not to my feet!” A guide to teach deaf and HOH clients how to maneuver through the health care system.
HLAA (Hearing Loss Association of America) Convention in Washington, D.C., June 2011.
- “The Long Road Back: Recovering from Ototoxicity” presented to audiologists from around the world at the IHS (International Hearing Society) Convention & Expo
September 15-17, 2011
Seaport Hotel and Seaport World Trade Center
Boston, Massachusetts
- “Hearing Health Seminar: Becoming deaf is a new beginning!”
November 12, 2011
Portland, Maine
- “Talk to my face, not to my feet! Providing culturally competent care to our deaf and HOH patients.” Presented to entire hospital staff.
December 7, 2011
South Shore Hospital
South Weymouth, MA
- “Talk to my face, not to my feet! Providing culturally competent care to our deaf and HOH patients”
Presented to DNP nursing students at Regis College
February 18, 2012
- “Making lemonade out of lemons: Adjusting and coping with hearing loss”
ALDA/Boston/MA
Lexington, MA
February 25, 2012
- “Talk to my face not to my feet” teaching the deaf and HOH how to communicate to healthcare workers.

Manhattan, NY, April 17, 2012

- “Talk to my face not to my feet” teaching healthcare workers how to communicate to deaf and HOH patients.
Signature Health/Brockton Hospital
Brockton, MA
June 22, 2012
- “Leave no Deaf or HOH student behind! Adapting a Nursing program to accommodate a Deaf or HOH student.”
AHEAD/PEPNet Convention
New Orleans, Louisiana
July 11, 2012

Activities:

- Involved with the Regis/Emmanuel Honor Society for Nurses.
- Involved with the Massachusetts Commission of the Deaf and Hard of Hearing (MCDHH).
- Past Secretary of the Boston- “Association of Late Deafened Adults”, Boston-ALDA Chapter.
- Participant in the Minuteman Cochlear Implant Association.
- Beginner in American Sign Language.
- Past participant of the Boston Guild for the Hard of Hearing, now part of Northeastern University’s Speech and Audiology Studies.
- Involved in HLAA.
- Currently, write a column called “Ask a Nurse...” for the quarterly ALDA National Newsletter.

Community Service:

- Provide teaching modules to hospital staff that focus on the needs of the Late-Deafened patient.
- Speaking to groups of HOH and Hearing adults about the benefits of improving communication through innovative technology around the country.

References:

1. Ms. Kathryn Williams, Disability counselor, BHCC, klwillia@bhcc.mass.edu
2. Ms. Kathleen O’Neill, Single Stop Director at BHCC, kboneill@bhcc.mass.edu
3. Ms. Andrea Schwartz, Director of Disability Services at BHCC:
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