



TOWN OF WAKEFIELD

Advisory Board of Public Works

TO: Wakefield Town Council

FROM: Christopher Tarr, Chair

COPIES: Joseph Conway, Director of Public Works

Ann Waitt, Business Manager

Advisory Board of Public Works

Stephen Maio, Town Administrator

SUBJECT: Advisory Board of Public Works – FY2024

Water/Sewer Rate Recommendation

DATE: June 16, 2023

On June 12, 2023 the Advisory Board of Public Works voted to formally recommend the following water and sewer service charges, water and sewer rates, sewer flat rate, manual read meter fee and septic disposal rate for fiscal year 2024.

Both the Department of Public Works and The Advisory Board of Public Works have continued their working relationship with the Abrahams Group, a partner who provides in an impartial, detailed financial review of the enterprises, cost projection analysis and rate scenario forecasting. This year the Board has focused on the flow-based component to the rate structure only, service charges are recommended to remain the same as Fiscal 2023. The Advisory Board of Public Works, again, has made it the boards priority that the following recommendation consider the smallest impact feasible for the end user while being able to meet both our Capital and Operational obligations, and our obligation to the community for reliable Water and Sewer Services.

Some factors taken into consideration were:

- Both water and sewer rates need to fund the operating budget
- Both the water and sewer reserves need to be sufficient to provide for consumption shortfalls, emergencies and future capital improvements
- Continue the emphasis on sustainable, more predictable financial future for water and sewer
- Maintain the 10% payment discount
- Evaluate last year's financial plan for upcoming capital needs and update accordingly
- Identify changes in the financials for the Water and Sewer Enterprises, if feasible adjust the plans accordingly.



TOWN OF WAKEFIELD

Advisory Board of Public Works

As you know, the MWRA sets the community assessments during the late spring and our Water and Sewer budgets are set at Annual Town Meeting. These two factors essentially make the budgets fixed numbers. Some additional information related to the Fy2024 Water and Sewer Rates:

- The MWRA Sewer Assessment represents 74% of the total Sewer budget
- The MWRA Water Assessment represents 46% of the total Water budget

Unchanged from previous years was the service charge for both Water and Sewer. The Board agrees with the initial methodology of a slow-paced increase to total cost recovery; however, the Board feels strongly that this should be paused again for FY2024. Using the American Water Works Association standard equivalent meter methodology as a baseline, the Advisory Board recommends the following (unchanged) service charges for FY2024.

METER SIZE	Water Charge Per Bill	Sewer Charge Per Bill
5/8	\$19.16	\$21.40
3/4	\$19.16	\$21.40
1	\$19.16	\$21.40
1.5	\$63.87	\$71.33
2	\$102.19	\$114.14
3	\$191.61	\$214.00
4	\$319.35	\$356.67

The Advisory Board reviewed multiple scenarios for FY24 water and sewer rates. The Advisory Board voted to continue the tiered rate structure and conduct the rate recommendation process using the tiered rate approach with the following additionally taken into consideration:

- Mass General Law Chapter 165, Section 2B- "MWRA communities shall have a base rate that shall be increased at an increasing block rate to fairly reflect the resource demand and consumption of high-volume users of water."
- The Towns withdrawal agreement with MWRA which states "the Town agrees to continue a user charge system and accounting system which meets the regulations requirements for conservation-based rates."
- Fund both water and sewer budgets while keeping the discount in tact and impacting the majority of residents to the smallest extent practical.



TOWN OF WAKEFIELD

Advisory Board of Public Works

The following is the recommended water rate per cubic foot for FY2024:

Tier	Start	End	Water	After 10 % Discount
1	1	1000	\$8.09	\$7.28
2	1001	2500	\$8.56	\$7.70
3	2501	6000	\$9.05	\$8.14
4	6000	+	\$9.97	\$8.97

The recommended sewer rate per cubic foot for FY2024:

Tier 1	Start	End	Sewer	After 10% Discount
1	1	1000	\$12.07	\$10.86
2	1001	2500	\$12.61	\$11.35
3	2501	6000	\$13.15	\$11.84
4	6000	+	\$14.24	\$12.81

The Advisory Board also reviewed the Towns Sewer Flat rate for customers on well water who do not have a meter installed. This rate is Based on the American Water Works Association standard average which is 12,000 cubic feet per year or 3,000 cubic feet per quarter. The rate recommended below is based on this AWWA average and is consistent with the recommended sewer rate.

The recommended sewer flat rate is:

Sewer Flat Rate	Per Bill	After 10% Discount
3,000 cubic feet	\$364.45	\$328.00

Finally, the Advisory Board reviewed the Septic Disposal Rate Formula and Manual Read Meter Fee. There is one contractual change to the Septic Disposal Rate Formula. The number of hours billed has increased from three to four hours minimum, per the Public Works Laborers contract. There is no change recommended to the Manual Read Fee for FY24.



TOWN OF WAKEFIELD

Advisory Board of Public Works

The Recommended Manual Read Meter Fee is:

\$50.00 per quarter. (No change)

The Recommended Septic Disposal Rate Formula is:

Facility Opening Fee \$110.00 (No change from FY20)

Disposal cost per 100 cubic Feet to be charged at the current sewer rate

Off hours disposal rate (additional) **4 hour minimum** at current W-4 scale X 1.5

On behalf of the Advisory Board I officially submit these recommendations for adoption by the Town Council for FY2024.

Sincerely,

Christopher Tarr

Chairman

Public Works Advisory Board

Town of Wakefield Water and Sewer Update

The Abrahams Group
June 2023

Six-Year Review - Water

The following changes were implemented recently:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Rates	9.5%	3.5%	1.5%	Tiers/Rates	3.5%	3.5%
Service Charge	None	None	\$18/Bill	By Mtr Size	No Change	No Change

Recent highlights:

- Surplus the last four completed fiscal years. FY 2023 should have estimated small surplus.
- Retained Earnings balance increased the last three years. Most recent certification is almost \$2 million or about 30% of fund expenditures.
- Having retained earnings available allows the Town to focus on capital expenses without incurring additional debt.

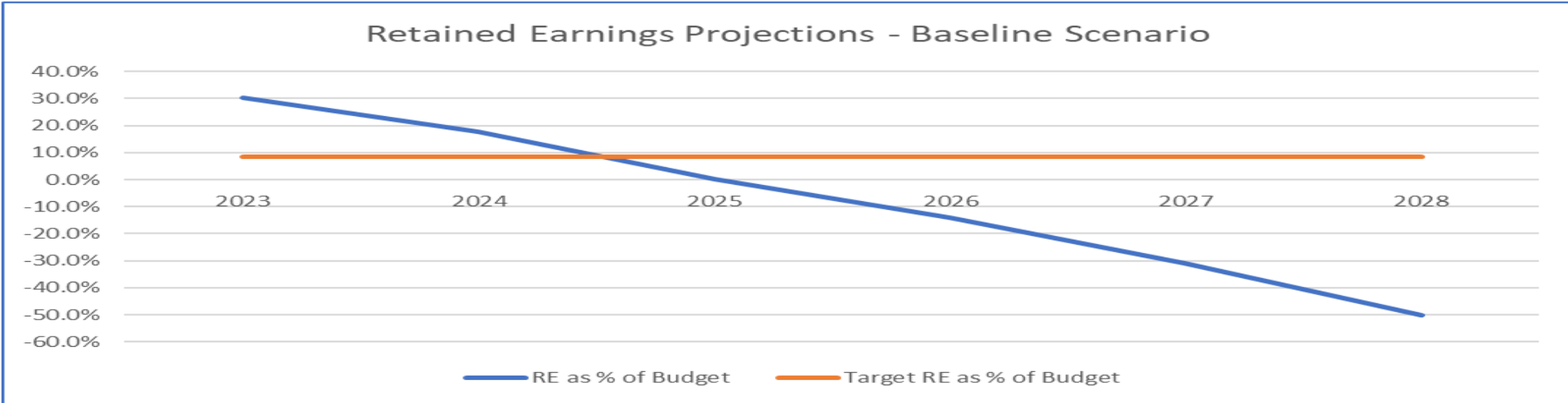
Projections FY 2024 to FY 2028 – Water

- FY 2024 budget up over \$1 million (or 16.5%) over FY 2023
 - Does not include capital funded via retained earnings
- MWRA Assessment
 - FY 2024 preliminary assessment up more than \$700,000 (or 27.5%) over FY 2023 assessment
 - The increase largely due to Town's shutting down of treatment plant for 7 months, making Town more reliant on the MWRA's water than usual. The resulting large increase is a one-year blip.
 - The assessment projects to be less in FY 2025 than in FY 2024.
- Total expenses (incl. capital) increase by average of 3.4% per year FY 2025 to FY 2028
- Future capital projects
 - Main Street mains project in FY 2024 for \$2.5 million; funding by borrowing of \$2 million and \$500k in retained earnings
 - Projected additional debt of \$730,000 over next five years
- Capital outlay and articles funded via retained earnings
 - \$667,000 in FY 2024
 - \$1.3 million in FY 2025 (includes \$500,000 for Main Street mains project)
 - \$900,000 in FY 2026 and additional \$100,000 per year after

Baseline – Water

- Baseline represents the “do nothing” scenario
- Contains all projected expenditures FY23 to FY28, no revenue changes

Baseline	2023	2024	2025	2026	2027	2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ 140,411	\$ (720,614)	\$ (1,381,861)	\$ (1,197,442)	\$ (1,515,987)	\$ (1,828,978)
Projected Retained Earnings	\$2,129,090	\$1,408,476	\$ 26,615	\$ (1,170,827)	\$ (2,686,814)	\$ (4,515,792)
RE as % of Budget	30.3%	17.8%	0.3%	-14.0%	-30.9%	-50.1%
Target RE as % of Budget	8.5%	8.5%	8.5%	8.5%	8.5%	8.5%



ABPW-Recommended Option – Water

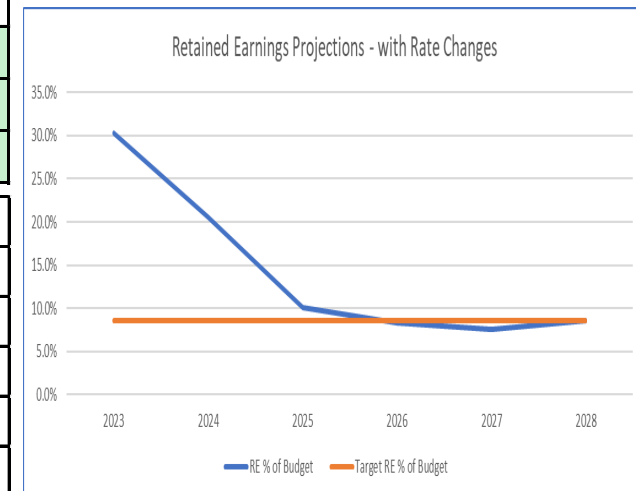
- FY24 increase the same as FY22's & FY23's; No change to service charges
- Target Retained Earnings balance of 8.5% of expenses

Rate Changes:	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
		3.50%	6.00%	6.00%	6.00%

Rate Impact	2023	2024	2025	2026	2027	2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ 140,411	\$ (499,030)	\$ (767,123)	\$ (165,961)	\$ (42,758)	\$ 112,503
Projected Retained Earnings	\$2,129,090	\$1,630,060	\$ 862,937	\$ 696,976	\$ 654,218	\$ 766,721
RE % of Budget	30.3%	20.6%	10.1%	8.3%	7.5%	8.5%

User Impact (per Bill) - Water Bills Only			New Bills				
User Type	Usage	Current Bill	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Low-End User (5/8" meter)	1,000	\$ 97.36	\$ 100.10	\$ 104.95	\$ 110.10	\$ 115.56	\$ 121.34
Avg. Res. User (5/8" meter)	2,000	\$ 180.06	\$ 185.69	\$ 195.68	\$ 206.28	\$ 217.50	\$ 229.40
High User (1" meter)	10,000	\$ 912.51	\$ 943.78	\$ 999.26	\$ 1,058.06	\$ 1,120.40	\$ 1,186.47
Very High User (2" meter)	30,000	\$ 2,921.54	\$ 3,020.22	\$ 3,195.30	\$ 3,380.89	\$ 3,577.61	\$ 3,786.14

Tiers	Start	End	Rate
1	1	1,000	\$8.09
2	1,001	2,500	\$8.56
3	2,501	6,000	\$9.05
4	6,001	+	\$9.97



Six-Year Review - Sewer

The following changes were implemented recently:

	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
Rate	2.0%	4.0%	-1.5%	Tiers/Rates	2.15%	2.15%
Service Charge	None	None	\$20/Bill	By Mtr Size	No Change	No Change

Recent highlights:

- Surplus in FY 2021 and FY 2022, after large deficits in FY 2019 and FY 2020. Large deficit of about \$400,000 estimated for FY 2023.
- Retained Earnings balance increased for two straight years, but decreased slightly with the most recent certification, which was about \$1.6 million or about 18% of fund expenditures.
- Having retained earnings available allows the Town to focus on capital expenses without incurring additional debt.

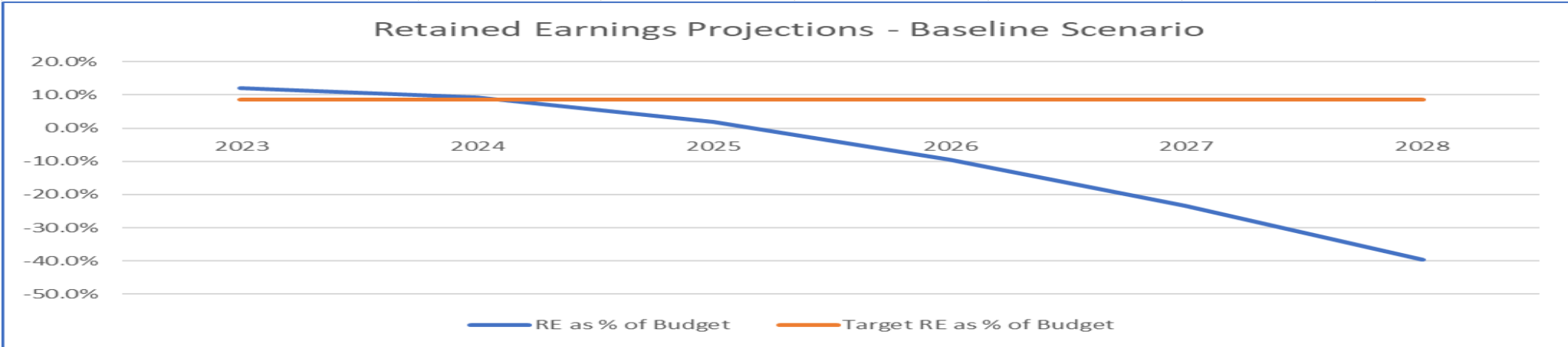
Projections FY 2024 to FY 2028 – Sewer

- FY 2024 budget up about \$200,000 (or 2.1%) over FY 2023
 - Does not include capital funded via retained earnings
- MWRA Assessment
 - FY 2024 preliminary assessment up \$78,000 (or 1.1%) over FY 2023 assessment
 - The Town saw consistent annual increases in 3.5% to 5.0% range from FY 2017 to FY 2020. Recent average increases have been around 2.0%.
 - Now carrying 3.0% annual estimated increases; Down from 4.0% annual increases in past studies
- Total expenses (incl. capital) increase by average of 4.0% per year FY 2025 to FY 2028
- Future capital projects
 - Additional 100% Loan MWRA financing for \$1,280,000 in FY24
 - Projected additional debt of \$400,000 over next five years
- Capital outlay and articles funded via retained earnings
 - \$477,000 in FY 2024
 - \$600,000 in FY 2025 and additional \$100,000 per year after

Baseline – Sewer

- Baseline represents the “do nothing” scenario
- Contains all projected expenditures FY23 to FY28, no revenue changes

Baseline	2023	2024	2025	2026	2027	2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ (426,733)	\$ (290,177)	\$ (719,424)	\$ (1,211,077)	\$ (1,591,028)	\$ (1,946,804)
Projected Retained Earnings	\$ 1,199,031	\$ 908,854	\$ 189,430	\$ (1,021,647)	\$ (2,612,675)	\$ (4,559,479)
RE as % of Budget	12.0%	9.3%	1.8%	-9.5%	-23.5%	-39.7%
Target RE as % of Budget	8.5%	8.5%	8.5%	8.5%	8.5%	8.5%



ABPW-Recommended Option – Sewer

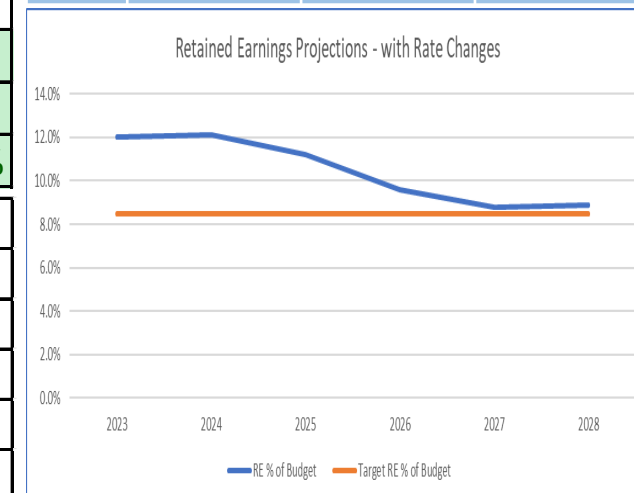
- FY24 increase slightly above FY22's & FY23's; No change to service charges
- Target Retained Earnings balance of 8.5% of expenses

Rate Changes:	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
		3.25%	4.50%	4.50%	4.50%

Rate Impact	2023	2024	2025	2026	2027	2028
	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED	PROJECTED
Surplus/Deficit	\$ (426,733)	\$ (10,750)	\$ (40,524)	\$ (114,727)	\$ (58,443)	\$ 41,646
Projected Retained Earnings	\$ 1,199,031	\$ 1,188,281	\$ 1,147,757	\$ 1,033,030	\$ 974,587	\$ 1,016,233
RE % of Budget	12.0%	12.1%	11.2%	9.6%	8.8%	8.9%

User Impact (per Bill) - Sewer Bills Only			New Bills				
User Type	Usage	Current Bill	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Low-End User (5/8" meter)	1,000	\$ 138.30	\$ 142.10	\$ 147.53	\$ 153.21	\$ 159.14	\$ 165.34
Avg. Res. User (5/8" meter)	2,000	\$ 260.40	\$ 268.17	\$ 279.27	\$ 290.88	\$ 303.00	\$ 315.68
High User (1" meter)	10,000	\$ 1,318.95	\$ 1,361.12	\$ 1,421.41	\$ 1,484.41	\$ 1,550.24	\$ 1,619.04
Very High User (2" meter)	30,000	\$ 4,169.69	\$ 4,301.49	\$ 4,489.92	\$ 4,686.83	\$ 4,892.60	\$ 5,107.63

Tiers	Start	End	Rate
1	1	1,000	\$12.07
2	1,001	2,500	\$12.61
3	2,501	6,000	\$13.15
4	6,001	+	\$14.24



ABPW-Recommended Option – FY24 Summary

- Water incr. the same as FY22/FY23; Sewer incr. slightly above FY22/FY23
- Target Retained Earnings balance of 8.5% of expenses
- No change to service charges
- Updated Rates (per 100 cubic ft):

Tiers	Start	End	Water			Sewer		
			Rate %	Rate \$	Disc. \$	Rate %	Rate \$	Disc. \$
1	1	1,000	3.50%	\$8.09	\$7.28	3.25%	\$12.07	\$10.86
2	1,001	2,500	3.50%	\$8.56	\$7.70	3.25%	\$12.61	\$11.35
3	2,501	6,000	3.50%	\$9.05	\$8.14	3.25%	\$13.15	\$11.84
4	6,001	+	3.50%	\$9.97	\$8.97	3.25%	\$14.24	\$12.81

Example Quarterly Bills		Current Bill				FY 2024 Bill				% Diff
Estimated Usage	Meter Size	Water	Sewer	Combined	w 10% Disc.	Water	Sewer	Combined	w 10% Disc.	
1,000 cubic feet	5/8"	\$ 97.36	\$ 138.30	\$ 235.66	\$ 212.10	\$ 100.10	\$ 142.10	\$ 242.20	\$ 217.98	2.8%
2,000 cubic feet	5/8"	\$ 180.06	\$ 260.40	\$ 440.46	\$ 396.42	\$ 185.69	\$ 268.17	\$ 453.86	\$ 408.47	3.0%
10,000 cubic feet	1"	\$ 912.51	\$1,318.95	\$2,231.46	\$ 2,008.32	\$ 943.78	\$1,361.12	\$2,304.90	\$ 2,074.41	3.3%
30,000 cubic feet	2"	\$2,921.54	\$4,169.69	\$7,091.23	\$ 6,382.11	\$3,020.22	\$4,301.49	\$7,321.71	\$ 6,589.54	3.3%
Sewer Flat Rate (3,000 cuft)	5/8"	\$ -	\$ 353.65	\$ 353.65	\$ 318.29	\$ -	\$ 364.45	\$ 364.45	\$ 328.00	3.1%

Thank you

Questions and Comments?

SHEET LIST TABLE		
SHEET NO.	DRAWING NO.	SHEET TITLE
1	C1.1	LOCATION PLAN
2	C2.1	TAX MAP
3	C3.1	EXISTING CONDITION PLAN
4	C4.1	SITE PLAN
5	C5.1	LAYOUT PLAN
6	C6.1	CONSTRUCTION DETAILS

ZONE: GENERAL RESIDENCE (GR)	
	REQUIRED/ALLOWED
MINIMUM LOT AREA	8,000 ft ²
MINIMUM LOT FRONTAGE	80 ft.
MINIMUM FRONT SETBACK	15 ft.
MINIMUM SIDE SETBACK	15 ft.
MINIMUM REAR SETBACK	20 ft.
MAXIMUM STORIES	3
MAXIMUM BUILDING COVERAGE	35%
MINIMUM OPEN AREA	30%
REGULARITY FACTOR	>0.65

CURRENT OWNER OF RECORD:
 32 NAHANT STREET, LLC
 9A MELVIN STREET, WAKEFIELD, MA 01880

LOCUS PARCEL #1
 32-32A NAHANT STREET
 ASSESSORS ID: 19-162-01A
 DEED BOOK 79892 PAGE 311

LOCUS PARCEL #2
 36 NAHANT STREET
 ASSESSORS ID: 19-163-003
 DEED BOOK 80784 PAGE 434

- PLAN REFERENCES:**
- 1894 COUNTY LAYOUT OF NAHANT STREET.
 - PLAN 167 OF 1981.
 - PLAN 81 OF 2020.
 - PLAN 278 OF 2015.

*DEED AND PLAN REFERENCES ARE AS RECORDED AT THE MIDDLESEX REGISTRY OF DEEDS, SOUTHERN DISTRICT UNLESS OTHERWISE NOTED.

FLOOD NOTE:
 THE SUBJECT PROPERTY IS LOCATED IN A ZONE X: AREA OF MINIMAL FLOOD HAZARD ABOVE THE 500-YEAR FLOOD LEVEL AS ILLUSTRATED ON THE FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 25017C0427E, WHICH HAS AN EFFECTIVE DATE OF JUNE 4, 2010.

- PLAN NOTES:**
- VERTICAL DATUM IS DERIVED BY GPS OBSERVATIONS AND REFERENCES THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88).
 - HORIZONTAL DATUM IS THE MASSACHUSETTS MAINLAND STATE PLANE COORDINATE SYSTEM.



LOCUS MAP
 SCALE: 1"=100'±

WILLIAMS & SPARAGES
 REGISTERED PROFESSIONAL ENGINEERS
 150 NORTH MAIN STREET
 SUITE 101
 MIDDLETON, MA 01949
 TEL: (978) 538-8200
 FAX: (978) 538-8200
 WWW.WSENGINEERS.COM

Owner / Applicant:
 32 Nahant Street, LLC
 9A Melvin Street
 Wakefield, MA 01880

Designed By: JST
 Drawn By: JST
 Reviewed By: CPS
 Project Manager: CPS
 Job File Number: WAKE-0081
 Drawing File Folder: WAK81

Drawing Issued for Review Only
 Drawing Issued for Permit
 Drawing Issued for Construction

SEAL

Christ P. Sparages
 (4/19/23)

LOCATION PLAN
 NAHANT STREET APARTMENTS
 #32-32A & 36 NAHANT STREET

SCALE: 1"=100'

APRIL 17, 2023

DRAWING: C1.1
 SHEET 1 OF 6



LOCUS MAP
SCALE: 1" = 100'



Owner/ Applicant:
32 Nahant Street, LLC
Reviewed By: CPS
Project Manager: CPS
Job File Number: WAKE-0081
Drawing File Folder: WAK81



TAX MAP / ASSESSORS MAP
NAHANT STREET APARTMENTS
#32-32A & 36 NAHANT STREET

Designed By: JST
Drawn By: JST
Reviewed By: CPS
Project Manager: CPS
Job File Number: WAKE-0081
Drawing File Folder: WAK81

Drawing Issued for Review Only
 Drawing Issued for Permit
 Drawing Issued for Construction

DRAWING: C2.1
SHEET 2 OF 6

APRIL 17, 2023

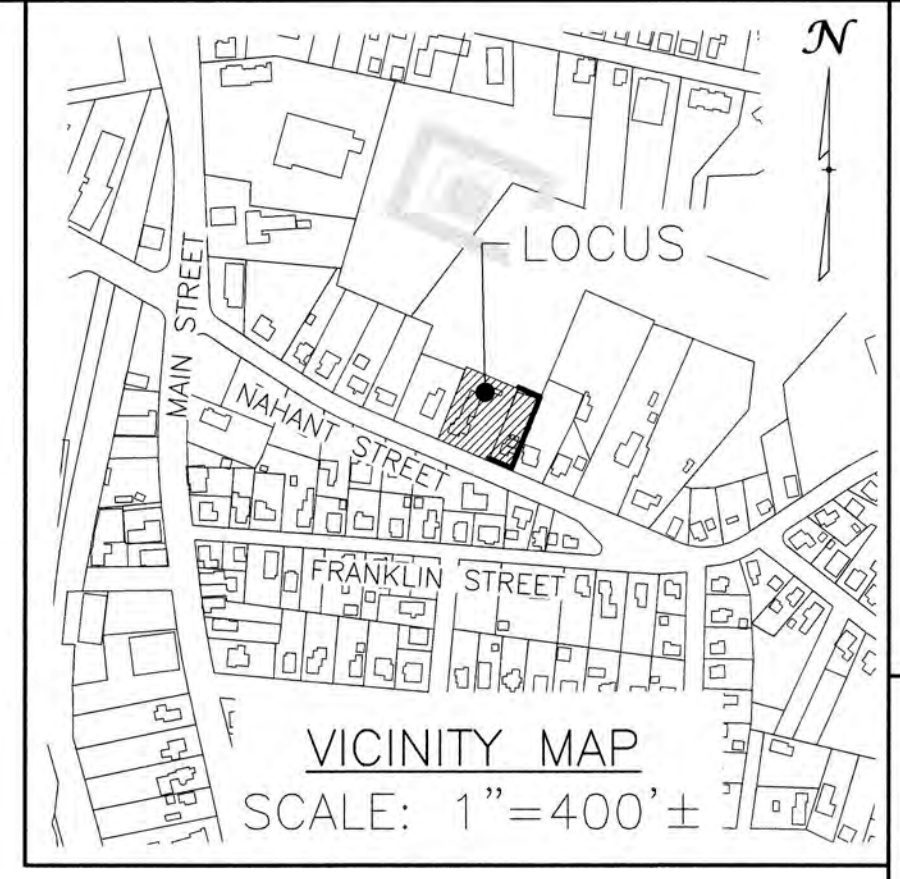
N:3006587.19
E: 772924.14

N/F
TOWN OF WAKEFIELD
19-177-1E
7692/441

N/F
KAREN BAILEY
#30 NAHANT STREET
19-161-002
53964/245

N/F
KYLA & JOSHUA MACKAY-SMITH
#40 NAHANT STREET
19-164-04A
77528/410

N:3006393.54
E: 772971.01



Owner/ Applicant:
32 Nahant Street, LLC
9A Melvin Street
Wakefield, MA 01880

Designed By: JST
Drawn By: JST
Reviewed By: CFS
Project Manager: CFS
Job File Number: WAKE-0081
Drawing File Folder: WAK81

Drawing Issued for Review Only
 Drawing Issued for Permit
 Drawing Issued for Construction



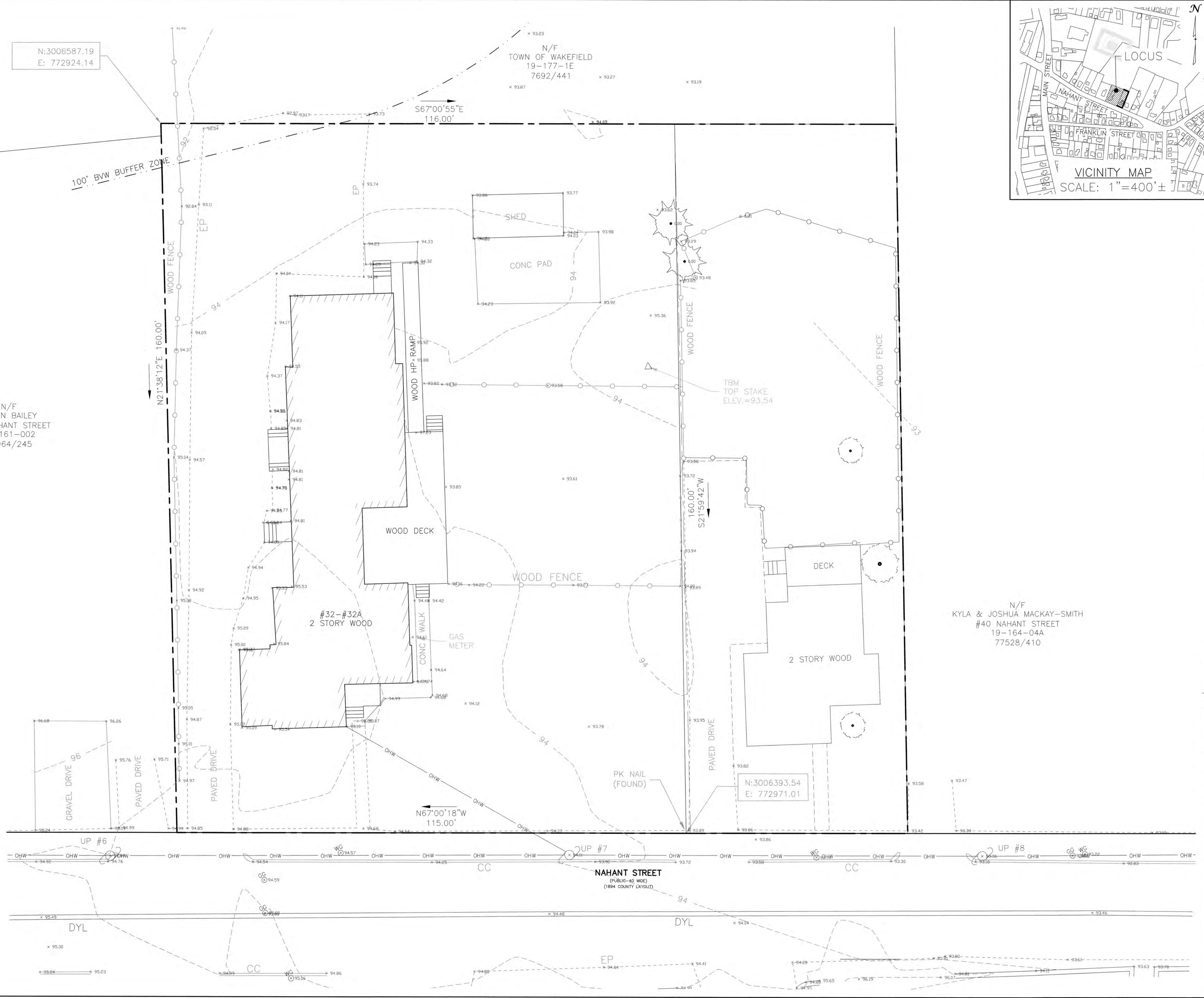
EXISTING CONDITIONS PLAN
NAHANT STREET APARTMENTS
#32-32A & 36 NAHANT STREET

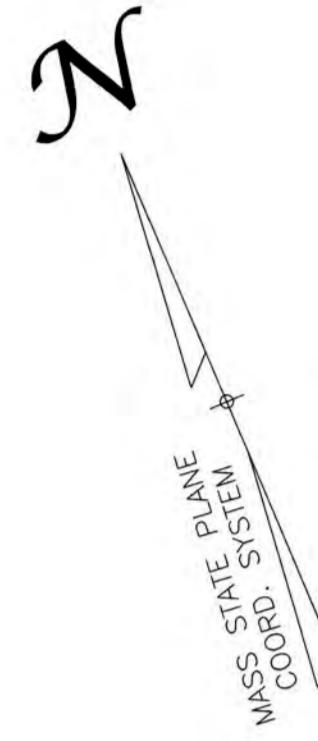
DRAWING: C3.1
SHEET 3 OF 6

SCALE: 1"=10'
APRIL 17, 2023

6	20'
5	10'
4	5'
3	2.5'
2	1.25'
1	0.625'

- LEGEND OF SYMBOLS**
- EXISTING CONTOUR ——— 194 ———
 - EXISTING SPOT ELEVATION ——— x 94.50 ———
 - EXISTING DRAIN ——— (line with cross-ticks) ———
 - EXISTING SEWER ——— (line with circles) ———
 - EXISTING CATCH BASIN ——— (square with cross-hatch) ———
 - EXISTING WATER ——— (line with circles) ———
 - EXISTING WATER GATE ——— (circle with 'W') ———
 - EXISTING UTILITY POLE ——— (circle with 'U') ———
 - EXISTING ELECTRIC METER ——— (circle with 'E') ———
 - EXISTING SEWER MANHOLE ——— (circle with 'S') ———
 - EXISTING POST & RAIL FENCE ——— (line with vertical dashes) ———
 - EXISTING CHAIN LINK FENCE ——— (line with diagonal dashes) ———
 - EXISTING OVERHEAD WIRES ——— (line with horizontal dashes) ———
 - EXISTING CURB ——— (thick solid line) ———
 - EXISTING EDGE OF PAVEMENT ——— (dashed line) ———





N/F
KAREN BAILEY
#30 NAHANT STREET
19-161-002
53964/245

100' BW BUFFER ZONE

PR DBCB
RIM=93.5

PR DMH
RIM=93.8

N/F
TOWN OF WAKEFIELD
19-177-1E
7692/441

SWMA
DETENTION/INFILTRATION SYSTEM

TW=95.3±
BW=94.0±

PR. RET WALL

DUMESTER/
RECYCLE

81.7' (SECOND FLOOR)

83.5' (FIRST FLOOR) ENTRANCE

PROPOSED 3 STORY-32 UNIT
MULTI-FAMILY DWELLING
T.F.96.0

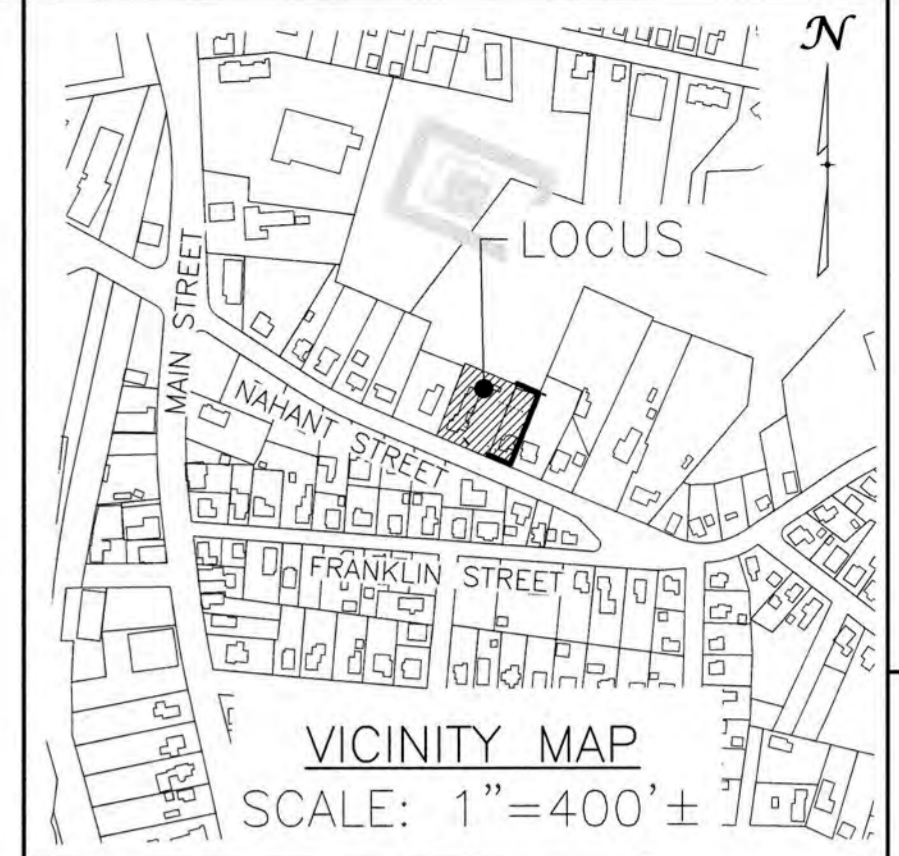
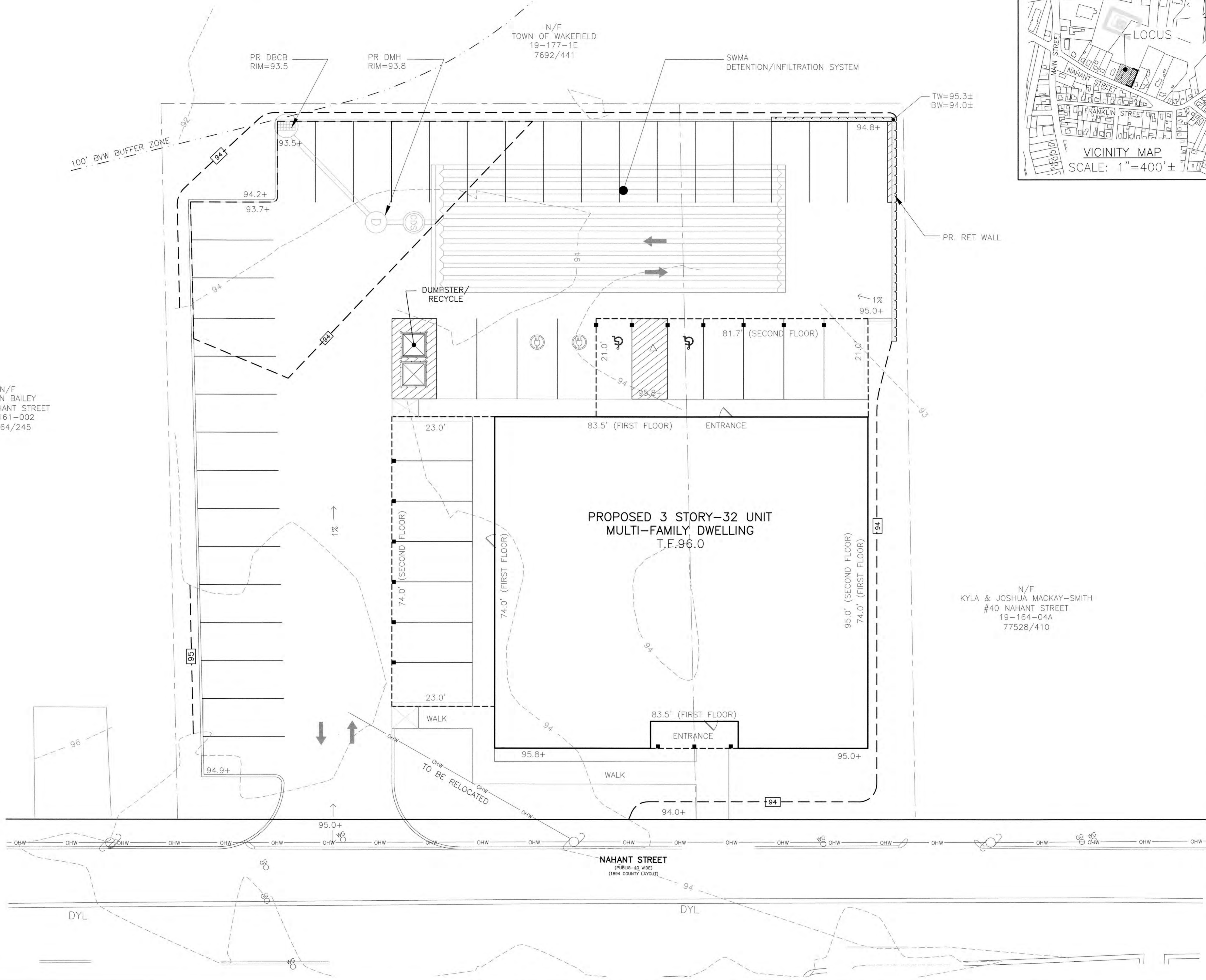
74.0' (FIRST FLOOR)

83.5' (FIRST FLOOR) ENTRANCE

N/F
KYLA & JOSHUA MACKAY-SMITH
#40 NAHANT STREET
19-164-04A
77528/410

LEGEND OF SYMBOLS

- EXISTING CONTOUR ——— 194 ———
- EXISTING SPOT ELEVATION ———
- EXISTING DRAIN ———
- EXISTING SEWER ———
- EXISTING CATCH BASIN ———
- EXISTING WATER ———
- EXISTING WATER GATE ———
- EXISTING UTILITY POLE ———
- EXISTING ELECTRIC METER ———
- EXISTING SEWER MANHOLE ———
- EXISTING POST & RAIL FENCE ———
- EXISTING CHAIN LINK FENCE ———
- EXISTING OVERHEAD WIRES ———
- EXISTING CURB ———
- EXISTING EDGE OF PAVEMENT ———



WILLIAMS & SPARAGES
ENGINEERS ARCHITECTS SURVEYORS
100 MAIN STREET
SUITE 101
MIDDLETON, MA 01948
TEL: 978.539.8200
FAX: 978.539.8200
WWW.WSENGINEERS.COM

Owner/ Applicant:
32 Nahant Street, LLC
9A Melvin Street
Wakefield, MA 01880

Designed By: JST
Drawn By: JST
Reviewed By: CPS
Project Manager: CPS
Job File Number: WAKE-0081
Drawing File Folder: WAK81

SEAL

Joshua Mackay-Smith
(4/19/23)


CIVIL ENGINEER
STATE OF MASSACHUSETTS
No. 40174

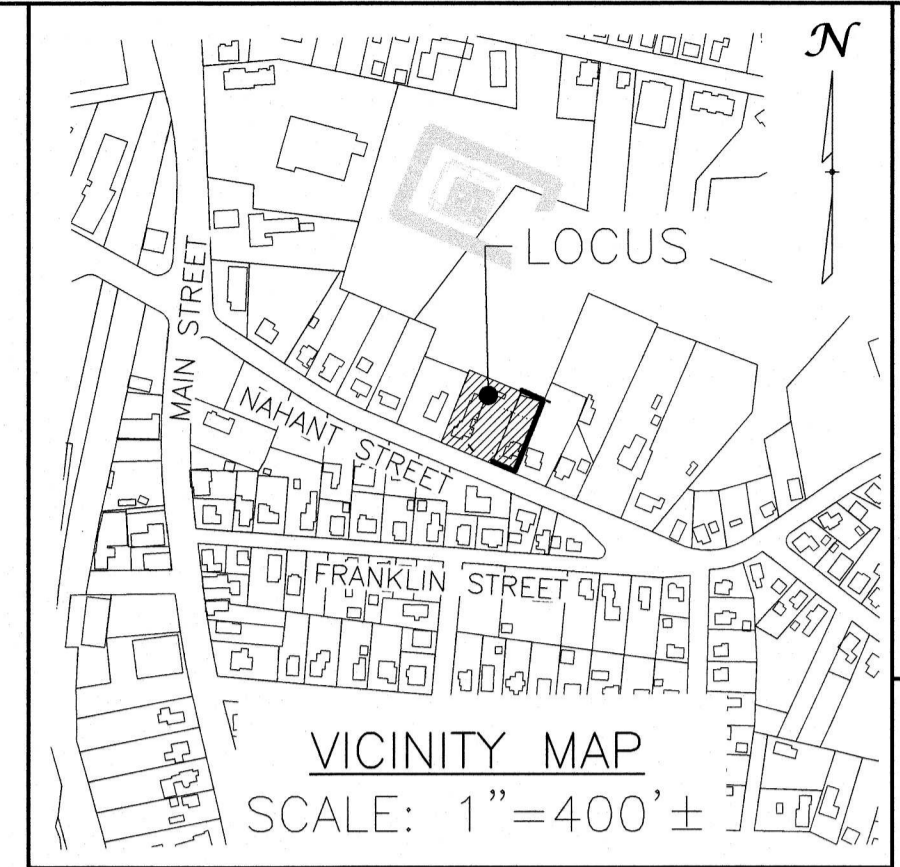
SITE PLAN
NAHANT STREET APARTMENTS
#32-32A & 36 NAHANT STREET

DRAWING: C4.1
SHEET 4 OF 6

SCALE: 1"=10'
APRIL 17, 2023

PARKING CALCULATIONS

CATEGORY	REQUIRED	PROVIDED
MULTI FAMILY DWELLING: 1.5 SPACES PER UNIT	(32*1.5)=48	48
ACCESSIBILITY: 26-50	2	2
ELECTRIC VEHICLE CHARGING STATION 		

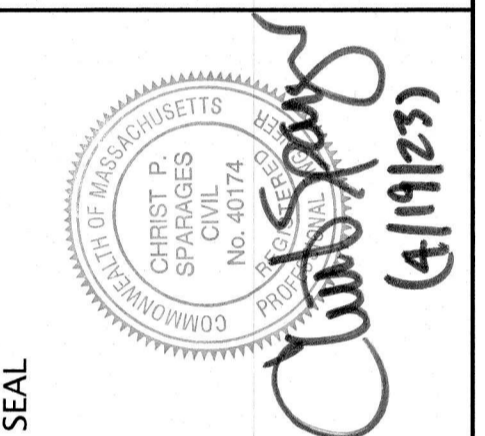


WILLIAMS & SPARAGIS
 ENGINEERS, ARCHITECTS, PLANNERS
 99 NORTH MAIN STREET
 MIDDLETON, MA 01948
 TEL: (978) 329-8200
 FAX: (978) 329-8206
 WWW.WSENGINEERS.COM

Owner/ Applicant:
 32 Nahant Street, LLC
 9A Melvin Street
 Wakefield, MA 01880

Designed By: JST
 Drawn By: JST
 Project Manager: CPS
 Job File Number: WAKE-0081
 Drawing File Folder: WAK81

Drawing Issued for Review Only
 Drawing Issued for Permit
 Drawing Issued for Construction

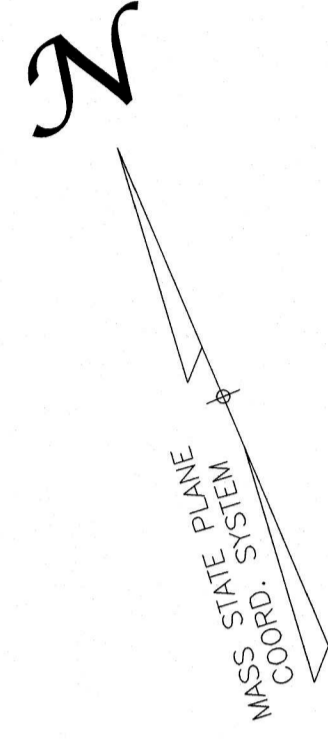


LAYOUT PLAN
NAHANT STREET APARTMENTS
 #32-32A & 36 NAHANT STREET

DRAWING: C5.1
 SHEET 5 OF 6

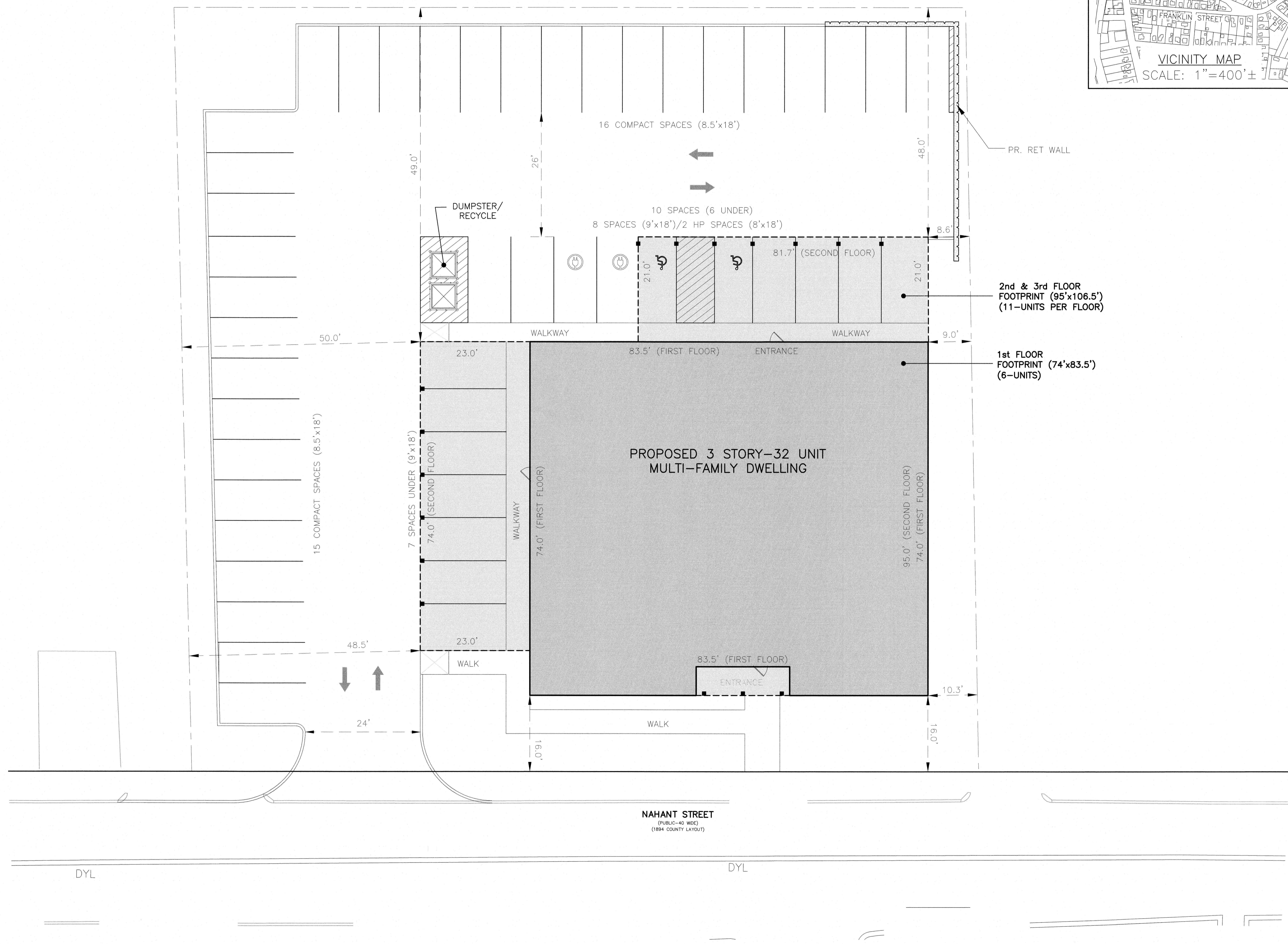
SCALE: 1"=10'
 APRIL 17, 2023

6	20'
5	10'
4	5'
3	0'
2	
1	



LEGEND OF SYMBOLS

EXISTING CONTOUR		194
EXISTING SPOT ELEVATION		
EXISTING DRAIN		
EXISTING SEWER		
EXISTING CATCH BASIN		
EXISTING WATER		
EXISTING WATER GATE		WG
EXISTING UTILITY POLE		
EXISTING ELECTRIC METER		OE
EXISTING SEWER MANHOLE		
EXISTING POST & RAIL FENCE		
EXISTING CHAIN LINK FENCE		
EXISTING OVERHEAD WIRES		
EXISTING CURB		
EXISTING EDGE OF PAVEMENT		





TOTAL UNIT COUNT

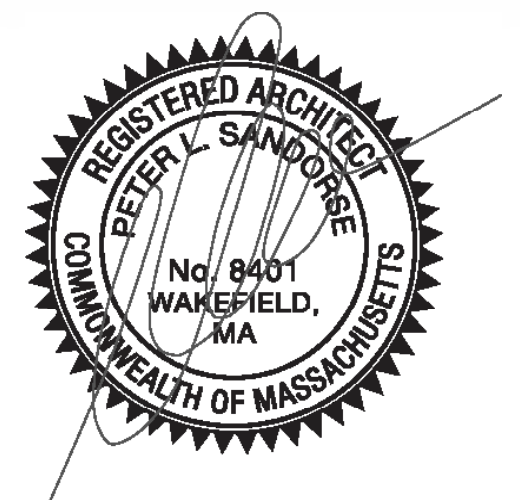
32 UNITS TOTAL

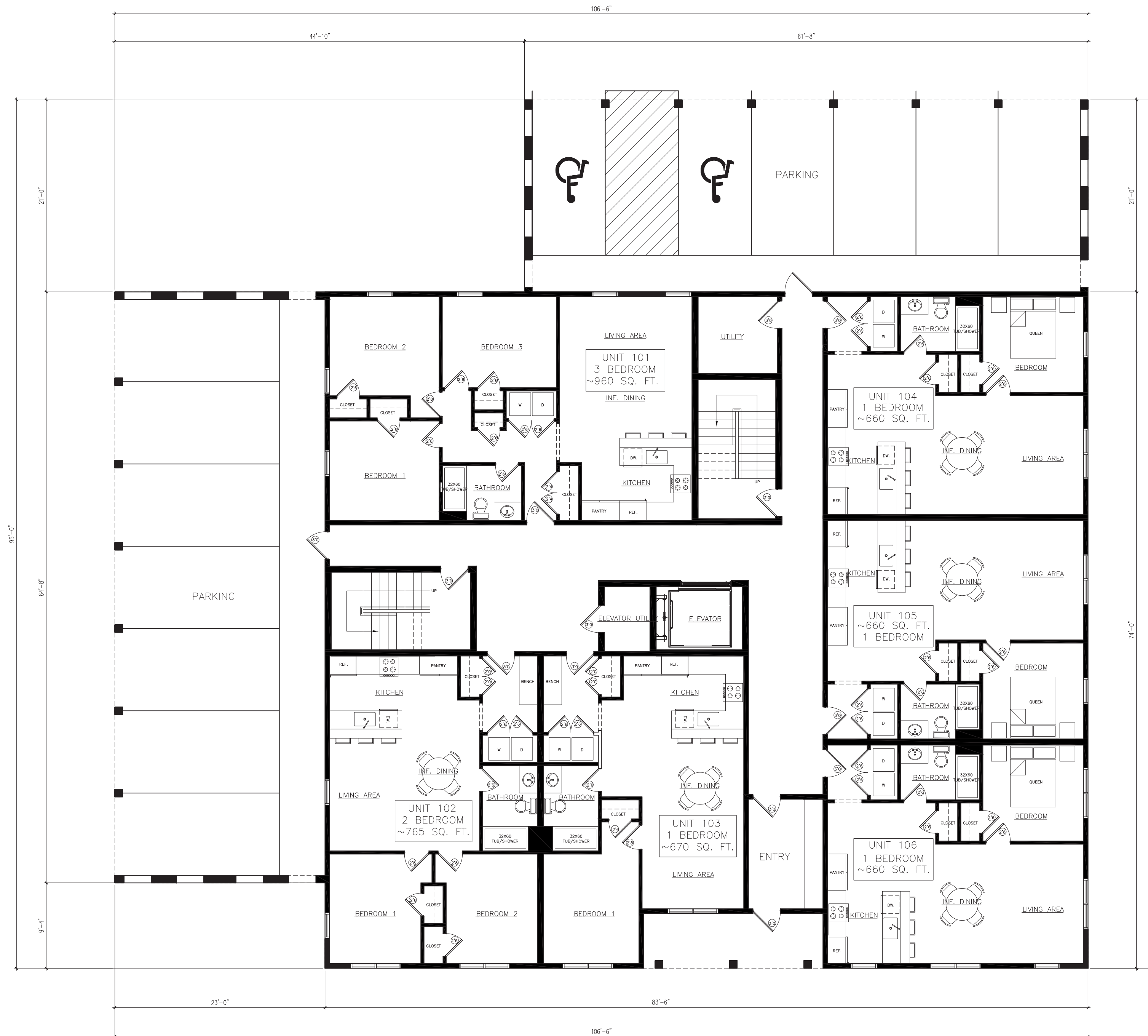
26 - 1 BED

2 - 2 BED

4 - 3 BED

PROPOSED STREET GRAPHIC





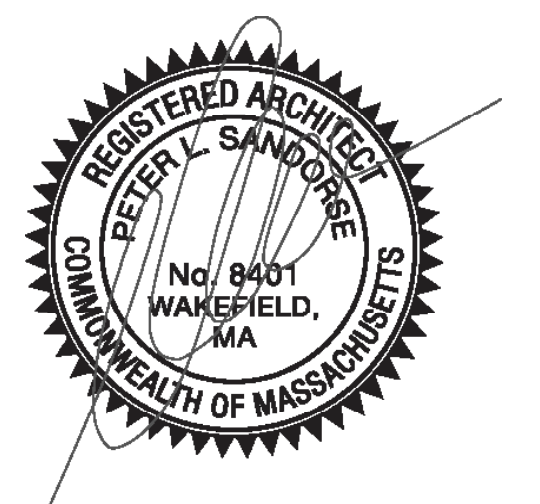
FIRST FLOOR UNIT COUNT

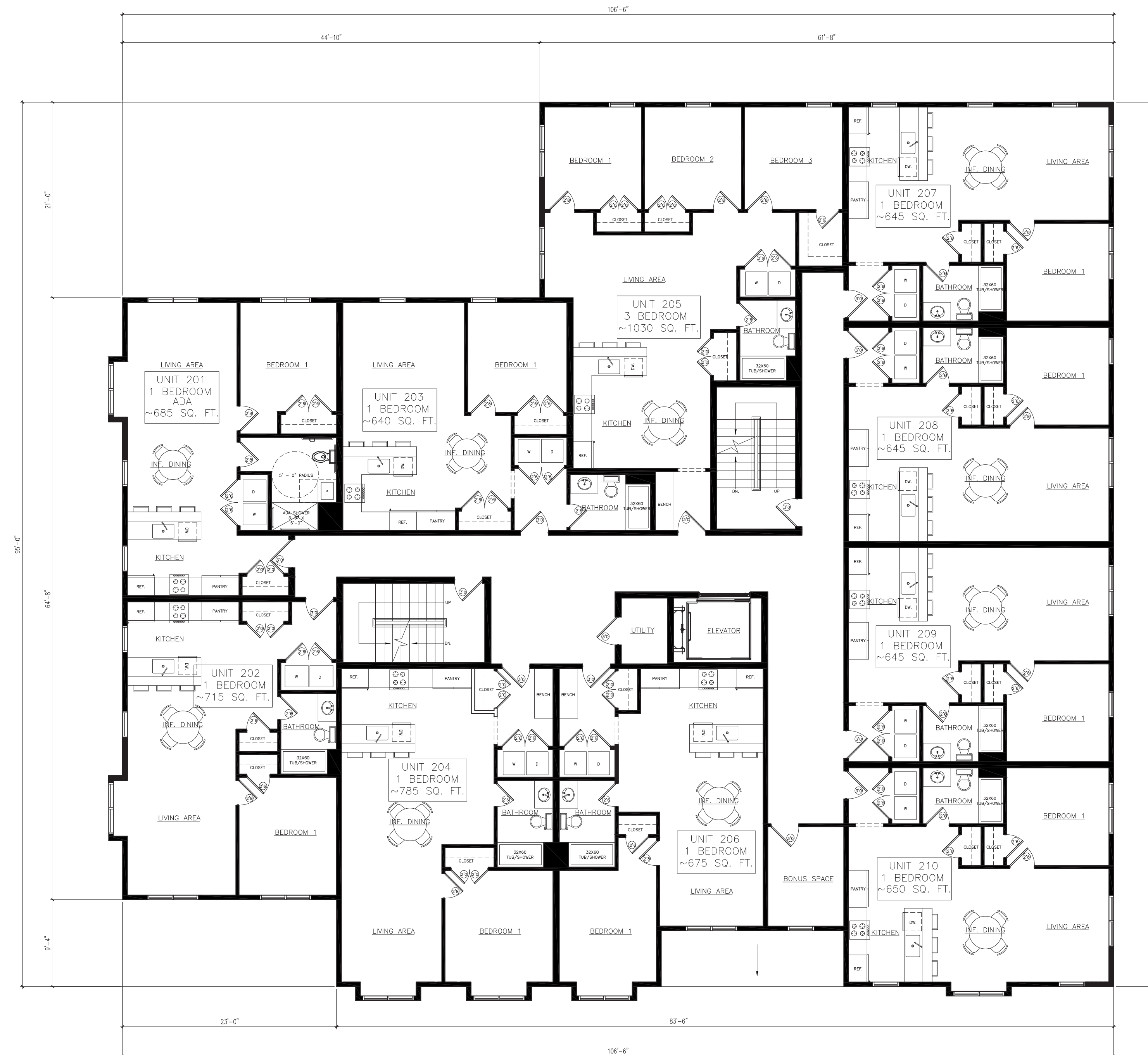
- UNIT 101: 3 BED 960 SQ. FT.
- UNIT 102: 2 BED 765 SQ. FT.
- UNIT 103: 1 BED 670 SQ. FT.
- UNIT 104: 1 BED 660 SQ. FT.
- UNIT 105: 1 BED 660 SQ. FT.
- UNIT 106: 1 BED 660 SQ. FT.

TOTAL - 6 UNITS
4 - (1 BED)
1 - (2 BED)
1 - (3 BED)

PROPOSED FIRST FLOOR PLAN

Scale: 1/8" = 1'-0"





SECOND FLOOR UNIT COUNT

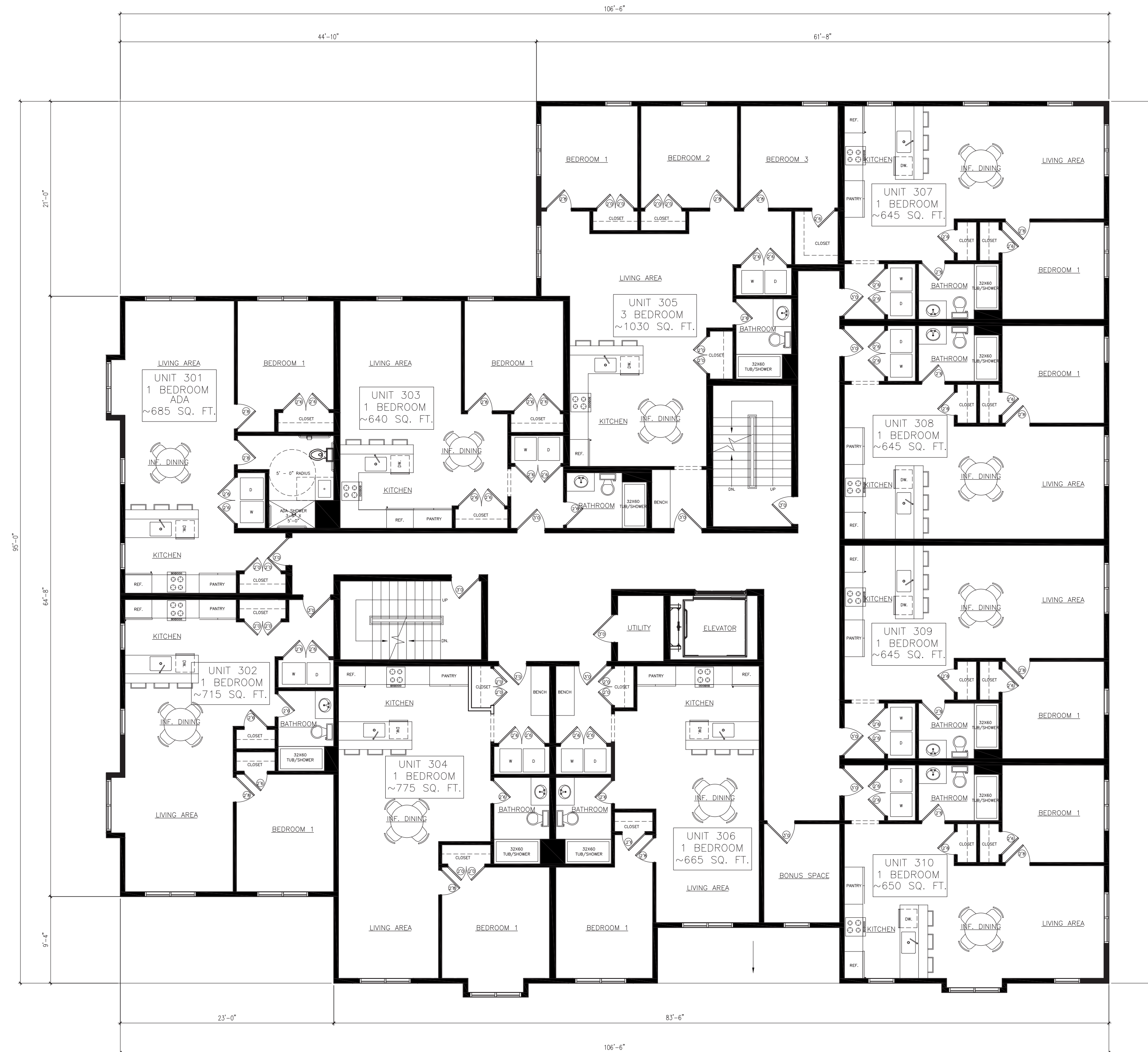
- UNIT 201: 1 BED (ADA) 685 SQ. FT.
- UNIT 202: 1 BED 715 SQ. FT.
- UNIT 203: 1 BED 640 SQ. FT.
- UNIT 204: 1 BED 785 SQ. FT.
- UNIT 205: 3 BED 1030 SQ. FT.
- UNIT 206: 1 BED 675 SQ. FT.
- UNIT 207: 1 BED 645 SQ. FT.
- UNIT 208: 1 BED 645 SQ. FT.
- UNIT 209: 1 BED 645 SQ. FT.
- UNIT 210: 1 BED 650 SQ. FT.

TOTAL - 10 UNITS
9 - 1 BED
1 - 3 BED

PROPOSED SECOND FLOOR PLAN

Scale: 1/8" = 1'-0"





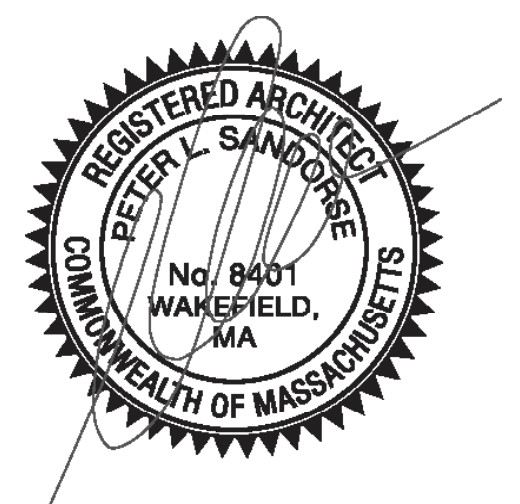
THIRD FLOOR UNIT COUNT

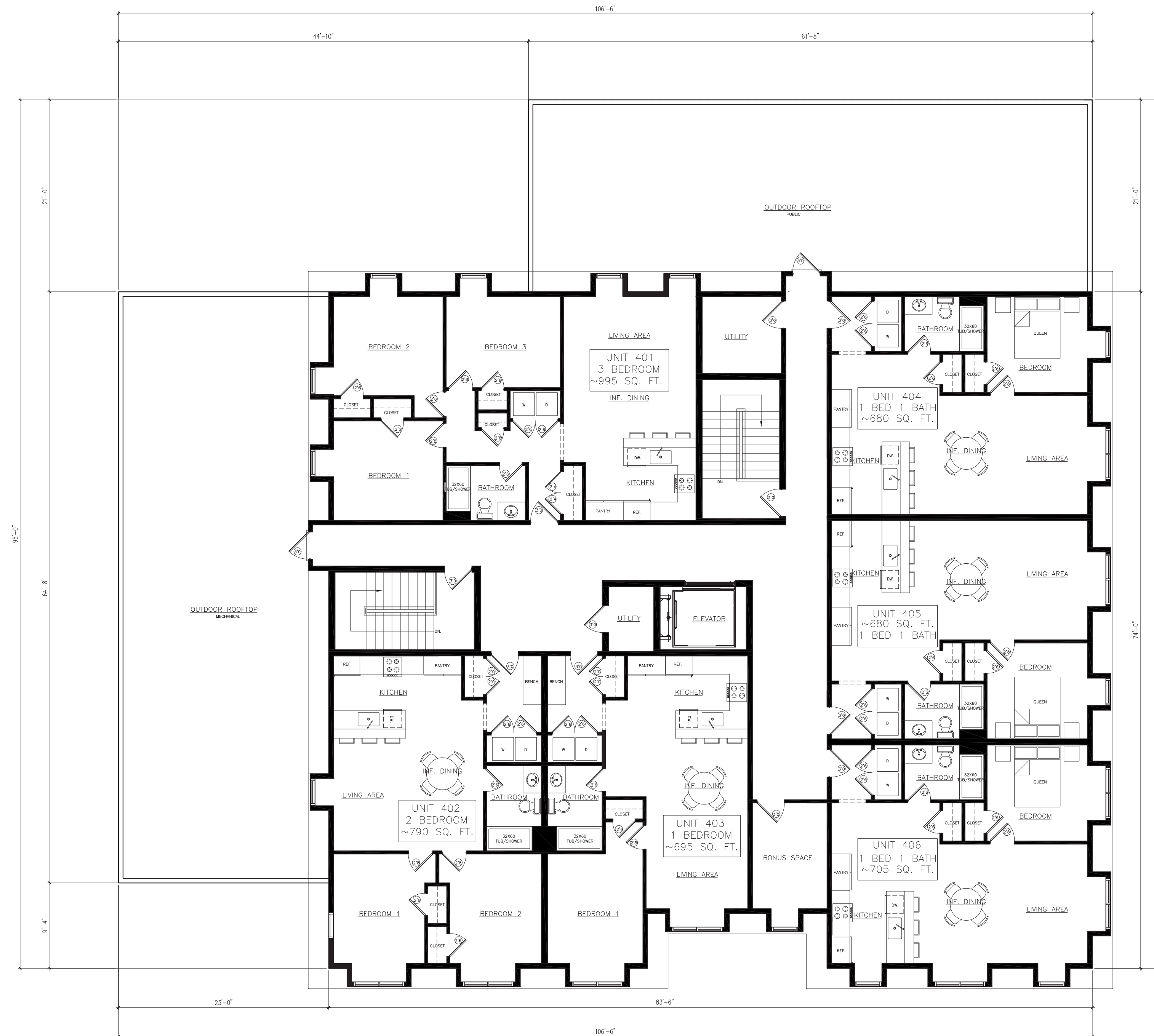
- UNIT 301: 1 BED (ADA) 685 SQ. FT.
- UNIT 302: 1 BED 715 SQ. FT.
- UNIT 303: 1 BED 640 SQ. FT.
- UNIT 304: 1 BED 775 SQ. FT.
- UNIT 305: 3 BED 1030 SQ. FT.
- UNIT 306: 1 BED 665 SQ. FT.
- UNIT 307: 1 BED 645 SQ. FT.
- UNIT 308: 1 BED 645 SQ. FT.
- UNIT 309: 1 BED 645 SQ. FT.
- UNIT 310: 1 BED 650 SQ. FT.

TOTAL - 10 UNITS
9 - 1 BED
1 - 3 BED

PROPOSED THIRD FLOOR PLAN

Scale: 1/8" = 1'-0"





FOURTH FLOOR UNIT COUNT

- UNIT 401: 3 BED 995 SQ. FT.
- UNIT 402: 2 BED 790 SQ. FT.
- UNIT 403: 1 BED 695 SQ. FT.
- UNIT 404: 1 BED 680 SQ. FT.
- UNIT 405: 1 BED 680 SQ. FT.
- UNIT 406: 1 BED 705 SQ. FT.

TOTAL - 6 UNITS
4- (1 BED)
1 - (2 BED)
1 - (3 BED)





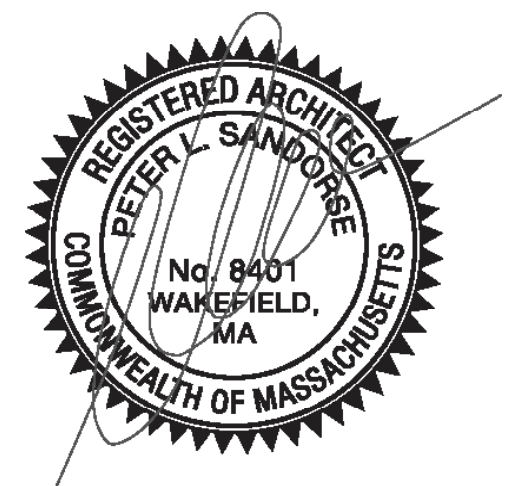
PROPOSED LEFT ELEVATION

Scale: 1/8" = 1'-0"



PROPOSED FRONT ELEVATION

Scale: 1/8" = 1'-0"





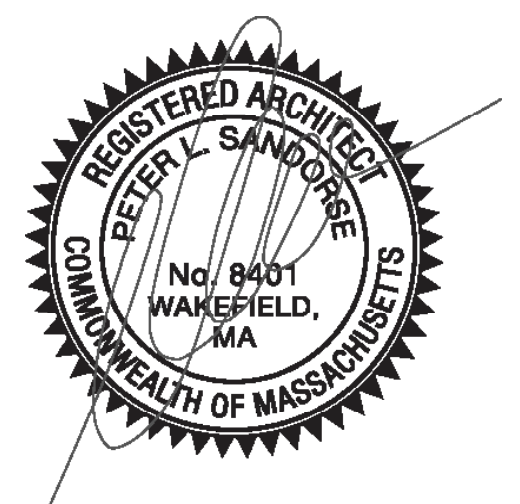
PROPOSED RIGHT ELEVATION

Scale: 1/8" = 1'-0"



PROPOSED REAR ELEVATION

Scale: 1/8" = 1'-0"





Comprehensive Permit Site Approval Application Rental

www.masshousing.com | www.masshousingrental.com



Comprehensive Permit Site Approval Application/Rental

Attached is the Massachusetts Housing Finance Agency (“MassHousing”) application form for Project Eligibility/Site Approval (“Site Approval”) under the state’s comprehensive permit statute (M.G.L. c. 40B, Sections 20-23 enacted as Chapter 774 of the Acts of 1969) known as “Chapter 40B”. Developers seeking a comprehensive permit to construct affordable housing under Chapter 40B and intending to use a MassHousing financing program or financing through the New England Fund (“NEF”) program must receive Site Approval from MassHousing. This approval (also referred to as “project eligibility approval”) is a required component of any comprehensive permit application to be submitted to the local Zoning Board of Appeals of the municipality in which the development is to be located .

As part of its review of your application, MassHousing will conduct an inspection of the site and will solicit comments from the relevant municipality. MassHousing will consider any relevant concerns that the municipality might have about the proposed project or the developer. The applicant is encouraged, therefore, to make contact with the municipality prior to submitting the Site Approval application in order to ensure that the applicant understands any concerns that the municipality may be likely to raise regarding the proposed development.

In order for a project to receive Site Approval, MassHousing must determine that (i) the applicant has sufficient legal control of the site, (ii) the applicant is a public agency, non-profit organization or limited dividend organization, and (iii) the applicant and the project are generally eligible under the requirements of the MassHousing program selected by the applicant, subject to final eligibility review and approval. Furthermore, MassHousing must determine that the site of the proposed project is generally appropriate for residential development (taking into consideration municipal actions previously taken to meet affordable housing needs) and that the conceptual project design is generally appropriate for the site. In order for MassHousing to be able to make these findings (required by 760 CMR 56.04 (4)), it is important that you answer all questions in the application and include all required attachments.

Please note that MassHousing requires that all applicants meet with a member of our Planning and Programs Department staff before submitting their application. Applications for any projects that have not been the subject of a required pre-application meeting will not be accepted or processed.

Upon completion of its analysis, MassHousing will either issue a Site Approval Letter that approves , conditionally approves or denies the application. If the application is approved, the applicant should apply to the Zoning Board of Appeals within two years from the date of the Site Approval Letter (unless MassHousing extends such term in writing).

Please note that Site Approval from MassHousing does not constitute a loan commitment by MassHousing or any other financing program. All potential MassHousing financing is subject to further review and underwriting by MassHousing’s Rental Lending Department.

Please be sure you have familiarized yourself with all of the applicable requirements set forth in the Chapter 40B regulations and guidelines, which can be found at

<https://www.mass.gov/doc/760-cmr-56-comprehensive-permit-low-or-moderate-income-housing/download>
www.mass.gov/hed/docs/dhcd/legal/comprehensivepermitguidelines.pdf.

Instructions for completing the Site Approval Application are included in the application form which is attached . The completed application form and all additional documentation should be sent, after your pre-application meeting has been held, to:

**Manager of Planning Programs
One Beacon Street, Boston, MA 02108**

We look forward to working with you on your proposed development. Please contact Jessica Malcolm at 617-854-1201 or jmalcolm@masshousing.com to discuss scheduling your pre-application meeting or if there is any assistance that we can provide in the meantime to make your application process a smooth and efficient one .

Our Commitment to You

MassHousing recognizes that applicants seek some measure of predictability regarding the timeframe for our processing of their applications. Our staff will endeavor to adhere to the following schedule for reviewing applications for site approval :

Within one week of receipt of your application (provided that you have attended a required pre-application meeting) a member of our staff will notify you of any of the items listed on the checklist at the end of the application form that were missing from your application package. Please note that our acknowledgement of receipt of an item does not indicate that any substantive review has yet taken place.

If your application package is missing any of the items indicated on the checklist by an asterisk, we will not be able to continue processing your application until such items are received.

If we have received the information which is crucial to the commencement of our review process, we will proceed to (i) give the municipality a period of thirty (30) days in which to submit comments relating to your proposal, (ii) schedule and conduct a site visit, and (iii) solicit bids for and commission and review an "as is" appraisal of your site.

If during our review of your application package we determine that additional information or clarification is needed, we will notify you as soon as possible. Depending on when we receive such additional information, this may affect the amount of time required for MassHousing to complete the site approval process.

Assuming that your application package was complete and that you respond in a timely manner to requests for additional information or clarification, we would expect to issue or deny your site approval within 90 days of our receipt of your application package.



Application for Chapter 40B Project Eligibility / Site Approval

for MassHousing-Financed and New England Fund ("NEF") Rental Projects

Section 1: GENERAL INFORMATION

Name of Proposed Project: 32 Nahant Street

Municipality: Wakefield

County: Middlesex

Address of Site: 32-32A & 36 Nahant Street

Cross Street:

Zip Code: 01880

Tax Parcel I.D. Number(s): 19-162-01A & 19-163-003

Name of Proposed Development Entity 32 Nahant Street, LLC

(typically a single purpose entity):

Entity Type: Limited Dividend Organization

** If the Proposed Development Entity is a Non-Profit, please contact MassHousing regarding additional documentation that must be submitted.*

Has this entity already been formed? Yes

State Formed: Massachusetts

Name of Applicant: 32 Nahant Street, LLC

(typically the Proposed Development Entity or its controlling entity or individual)

Applicant's Web Address:

Does the applicant have a related party relationship with any other member of the development team? Yes

If yes, please explain:

Scott Green is the Manager of the Applicant and Development Entity, 32 Nahant Street, LLC. Scott Green is also the Manager of construction company, P&S Utilities & Site LLC, that will will building the project.

Primary Contact Information:

Contact Name: Scott Green

Relationship to Applicant:

Company Name: 32 Nahant Street, LLC

Address: 9A Melvin Street

Municipality: Wakefield

State: Massachusetts

Zip: 01880

Phone:

Cell Phone: (781) 608-5555

Email: sg6085555@gmail.com

Secondary Contact Information:

Contact Name: Kristen Costa

Relationship to Applicant:

Company Name: L.A. Associates, Inc.

40B Consultant

Address: 11 Middlesex Ave.

Municipality: Wilmington

State: Massachusetts

Zip: 01887

Phone: 9787580197

Cell Phone: 978-758-0197

Email: kriscosta@laassoc.com

Additional Contact Information:

Contact Name: Paul Haverty

Relationship to Applicant:

Company Name: Blatman, Bobrowski, Haverty & Silverstein, I

Attorney

Address: 9 Damonmill Square, Suit 4A4

Municipality: Concord

State: Massachusetts

Zip: 01742

Phone: 978-371-2226

Cell Phone:

Email: paul@bbhslaw.net

Anticipated Construction Financing: NEF

Name of Lender (if not MassHousing financed): Northern Bank

Anticipated Permanent Financing: NEF

Other Lenders: Northern Bank

Please note: under the NEF Program, a minimum of 25% of the Permanent financing must be obtained from an NEF Lender and remain in place for 5 years

Age Restriction: None

Brief Project Description:

The applicant is proposing to construct a 4-story, 32 unit rental building, including 8 affordable units. The units will be a mix of 1-bedroom, 2-bedroom and 3-bedroom units totaling 30,156 square feet of living area. The site will provide 48 off-street parking spaces. Stormwater runoff will be managed on-site in a system under the parking lot. The property is located in a multi-family district within a quarter of a mile to schools, shopping and local retail and restaurants. There is a train station .20 mile from the site and a bus stop .10 mile from the site, which promotes transit-oriented living. Current abutting uses include single family and two family dwellings as well as a condominium development nearby.

Application for Chapter 40B Project Eligibility / Site Approval

for MassHousing-Financed and New England Fund (“NEF”) Rental Projects

Section 2: EXISTING CONDITIONS / SITE INFORMATION

In order to issue Site Approval, MassHousing must find (as required by 760 CMR 56.04 (4)) that the site is generally appropriate for residential development.

Buildable Area Calculations (Acres)

Total Site Area:	1.65
Wetland Area (per MA DEP):	0.00
Flood Hazard Area (per FEMA):	0.00
Endangered Species Habitat (per MESA):	0.00
Conservation / Article 97 Land:	0.00
Protected Agricultural Land (i.e. EO 193):	0.00
Other Non-Buildable:	0.00
Total Non-Buildable Area:	0.00
Total Buildable Area:	1.65

Current use of the site and prior use if known:

Residential two family structure at 32-32A Nahant Street and a single family home at 36 Nahant Street.

Is the site located entirely within one municipality? Yes

If not, in what other municipality is the site located?

How much land is in each municipality?

Additional Site Addresses:

Address 1	Address 2	Municipality	State	Zip Code	County	Tax Parcel
32-32A Nahant St.	36 Nahant St.	Wakefield	Massac	01880	Middlesex	19-162-01A & 19-1

Current zoning classification and principal permitted uses:

General Residence (GR)

Previous Development Efforts

Please list any previous applications pertaining to construction on or development of the site, including (i) type of application (comprehensive permit, subdivision, special permit, etc.); (ii) application filing date; (iii) date of denial, approval or withdrawal. Also indicate the current Applicant's role, if any, in the previous applications.

Note that, pursuant to 760 CMR 56.03 (1), a decision of a Zoning Board of Appeals to deny a Comprehensive Permit, or (if the Statutory Minima defined at 760 CMR 56.03 (3) (b or c) have been satisfied) grant a Comprehensive Permit with conditions, shall be upheld if a related application has previously been received, as set forth in 760 CMR 56.03 (7).

None.

To the best of your knowledge, has this site ever been rejected for project eligibility/site approval by another subsidizing agency or authority? No

If Rejected, Please Explain:

Existing Utilities and Infrastructure	Yes/No	Description
Wastewater- private wastewater treatment	No	
Wastewater - public sewer	Yes	Municipal sewer hookup available.
Storm Sewer	No	
Water-public water	Yes	Municipal water hookup available.
Water-private well	No	
Natural Gas	Yes	The project will connect to gas.
Electricity	Yes	There is power to the site.
Roadway Access to Site	Yes	The project has frontage on a public way.
Sidewalk Access to Site	Yes	Sidewalks exist along Nahant.
Other	No	

Describe Surrounding Land Uses:

Existing multi-family and single-family residential dwellings.

Surrounding Land Use/Amenities	Distance from Site	Available by Public Transportation?
Shopping Facilities	0.25	Yes
Schools	0.20	Yes
Government Offices	0.50	Yes
Multi-Family Housing	0.01	Yes
Public Safety Facilities	0.33	Yes

Office/Industrial Uses	0.25	Yes
Conservation Land	0.01	Yes
Recreational Facilities	0.20	Yes
Houses of Worship	0.25	Yes
Other	0.00	N/A

Public transportation near the Site, including type of transportaion and distance from site:

Train station .20 from the site.
 Bus stop .10 from the site.

Site Characteristics and Development Constraints

Are there any easements, rights of way or other restrictions of record affecting the development of the site ?	No
Is there any evidence of hazardous, flammable or explosive material on the site?	No
Is the site, or any portion thereof, located within a designated flood hazard area?	No
Does the site include areas designated by Natural Heritage as endangered species habitat?	No
Are there documented state-designated wetlands on the site?	No
Are there documented vernal pools on the site?	No
Is the site within a local or state Historic District or listed on the National Register or Historic Places?	No
Has the site or any building(s) on the site been designated as a local, state or national landmark?	No
Are there existing buildings and structures on site?	Yes
Does the site include documented archeological resources?	No
Does the site include any known significant areas of ledge or steep slopes?	No

Application for Chapter 40B Project Eligibility / Site Approval

for MassHousing-Financed and New England Fund (“NEF”) Rental Projects

Section 3: PROJECT INFORMATION

In order to issue Site Approval, MassHousing must find (as required by 760 CMR 56.04 (4)) that the proposed project appears generally eligible under the requirements of the housing subsidy program and that the conceptual project design is generally appropriate for the site.

Construction Type: New Construction

Total Dwelling Units:	32	Total Number of Affordable Units:	8
Number of Market Units:	24	Number of AMI 50% Affordable Units:	0
		Number of AMI 80% Affordable Units:	8

Unit Information:

Unit Type	Bedrooms	Baths	# Of Units	Unit Sq. Ft.	Rent	Utilities
Market	3 Bedroom	1 Bath	3	1,030	\$3,500	\$0
Affordable Unit - Below 80%	3 Bedroom	1 Bath	1	960	\$2,796	\$200
Market	1 Bedroom	1 Bath	19	700	\$2,500	\$0
Affordable Unit - Below 80%	1 Bedroom	1 Bath	7	640	\$2,238	\$126
Market	2 Bedroom	1 Bath	2	780	\$3,000	\$0

Utility Allowance Assumptions *(utilities to be paid by tenants):*

Tenants to pay electric, including heat, hot water and cooking. Owner to pay water and sewer.

Percentage of Units with 3 or More Bedrooms: 12.50

** Note that the January 17, 2014 Interagency Agreement Regarding Housing Opportunities for Families with Children requires that at least 10% of the units in the Project must have three (3) or more bedrooms. Evidence of compliance with this requirement must be provided at Final Approval.*

Handicapped Accessible Units - Total:	0	Market Rate:	0	Affordable:	0
Gross Density (units per acre):	19.3939	Net Density (units per buildableacre):			19.3939

Building Information:

Building Type	Building Style	Construction Type	Stories	Height	GFA	Number Bldg
Residential	Multi-family	Construction	4	45	30,156	1

Will all features and amenities available to market unit residents also be available to affordable unit residents?

Yes

If not, explain the differences:

Parking

Total Parking Spaces Provided: 40

Ratio of Parking Spaces to Housing Units: 1.25

Lot Coverage

Buildings: 37%

Parking and Paved Areas: 52%

Usable Open Space: 0%

Unusable Open Space: 11%

Lot Coverage: 89%

Does project fit definition of "Large Project" (as defined in 760 CMR 56.03 (6))?

No

Application for Chapter 40B Project Eligibility / Site Approval

for MassHousing-Financed and New England Fund (“NEF”) Rental Projects

Section 4: SITE CONTROL

Grantor/Seller: P&G Utilities and Site, LLC

Grantee/Buyer: 32 Nahant Street, LLC

Grantee/Buyer Type: Applicant

If Other, Explain:

Are the Parties Related? Yes Scott Green is the Managing Member of both LLC's.

For Deeds or Ground Leases:

Date(s) of Deed(s) or Ground Leases(s): 03/29/2022

Purchase Price: \$10

For Purchase and Sales Agreements or Option Agreements:

Date of Agreement:

Expiration Date:

Date of Extension *(if extension granted):*

New Expiration Date *(if extension granted):*

Purchase Price: \$0

Will any easements or rights of way over other properties be required in order to develop the site as proposed?: No

If Yes, Current Status of Easement: Owned by Development Entity

Date(s) of Easements(s):

For Easements:

Date of Agreement:

Purchase Price: \$0

For Easement Purchase and Sales Agreements or Easement Option Agreements:

Expiration Date:

Date of Extension *(if extension granted):*

New Expiration Date *(if extension granted):*

Purchase Price: \$0

Application for Chapter 40B Project Eligibility / Site Approval

for MassHousing-Financed and New England Fund (“NEF”) Rental Projects

Section 5: FINANCIAL INFORMATION

In order to issue Site Approval, MassHousing must find (as required by 760 CMR 56.04 (4)) that an initial pro forma has been reviewed and that the Proposed Project appears financially feasible and consistent with the Chapter 40B Guidelines, and that the Proposed Project is fundable under the applicable program.

Initial Capital Budget

Sources

Description	Source	Budgeted
Private Equity	Owner's Cash Equity	\$850,000
Private Equity	Tax Credit Equity	\$0
Private Equity	Developer Fee Contributed or Loaned	\$0
Private Equity	Developer Overhead Contributed or Loaned	\$0
Other Private Equity		\$0
Public/Soft Debt		\$0
Subordinate Debt		\$0
Permanent Debt	Northern Bank	\$7,170,000
Permanent Debt		\$0
Construction Debt	<i>for informational purposes only, not included in Sources T</i>	\$0
Additional Source		\$0
Additional Source		\$0
Total Sources		\$8,020,000

Pre-Permit Land Value

Item	Budgeted
As-Is Market Value*:	\$1,335,000
Reasonable Carrying Costs:	\$0
Total Pre-Permit Land Value:	\$1,335,000

* As-Is market value to be determined by a MassHousing commissioned appraisal

Uses (Costs)

Item	Budgeted
Acquisition Cost (Actual):	
Actual Acquisition Cost: Land	\$1,310,000
Actual Acquisition Cost: Buildings	\$0
Reasonable Carrying Costs	\$0
Subtotal - Acquisition Costs	\$1,310,000
Construction Costs-Building Structural Costs (Hard Costs):	
Building Structure Costs	\$4,704,000
Hard Cost Contingency	\$0
Subtotal - Building Structural Costs (Hard Costs)	\$4,704,000
Construction Costs-Site Work (Hard Costs):	
Earth Work	\$180,000
Utilities: On-Site	\$180,000
Utilities: Off-Site	\$100,000
Roads and Walks	\$100,000
Site Improvement	\$60,000
Lawns and Plantings	\$40,000
Geotechnical Condition	\$30,000
Environmental Remediation	\$0
Demolition	\$60,000
Unusual Site Conditions/Other Site Work	\$50,000
Subtotal - Site Work (Hard Costs)	\$800,000
Construction Costs-General Conditions, Builders Overhead and Profit (Hard Costs):	
General Conditions	\$50,000
Builder's Overhead	\$0
Builder's Profit	\$200,000
Subtotal - General Conditions, Builder's Overhead & Profit	\$250,000
General Development Costs (Soft Costs):	
Appraisal and Marketing Study <i>(not 40B "As Is" Appraisal)</i>	\$0
Marketing and Initial Rent Up <i>(include model units if any)</i>	\$0
Real Estate Taxes <i>(during construction)</i>	\$20,000
Utility Usage <i>(during construction)</i>	\$10,000
Insurance <i>(during construction)</i>	\$25,000
Security <i>(during construction)</i>	\$10,000
Inspecting Engineer <i>(during construction)</i>	\$15,000
Construction Loan Interest	\$230,000
Fees to Construction Lender: Northern Bank	\$60,000
Fees to Permanent Lender: Northern Bank	\$60,000
Fees to Other Lenders:	\$0

General Development Costs (Soft Costs) - continued

Item	Budgeted
Architecture / Engineering	\$150,000
Survey, Permits, etc.	\$30,000
Clerk of the Works	\$0
Construction Manager	\$100,000
Bond Premiums	\$30,000
Environmental Engineer	\$20,000
Legal	\$40,000
Title (including title insurance) and Recording	\$20,000
Accounting and Cost Certification (incl. 40B)	\$10,000
Relocation	\$0
40B Site Approval Processing Fee	\$10,000
40B Technical Assistance / Mediation Fee	\$8,000
40B Land Appraisal Cost (as-is value)	\$5,000
40B Final Approval Processing Fee	\$5,000
40B Subsidizing Agency Cost Certification Examination Fee	\$10,000
40B Monitoring Agent Fee	\$20,000
MIP	\$0
Credit Enhancement	\$0
Letter of Credit Fees	\$0
Tax Credit Allocation Fee	\$0
Other Financing Fees	\$0
Development Consultant	\$3,000
Other Consultant: L.A. Associates/Affordable Hsg	\$5,000
Other Consultant:	\$0
Syndication Costs	\$0
Soft Cost Contingency	\$60,000
Other Development Costs:	\$0
Subtotal - General Development Costs (Soft Costs)	\$956,000
Developer Fee and Overhead:	
Developer Fee	\$0
Developer Overhead	\$0
Subtotal Developer Fee and Overhead	\$0
Capitalized Reserves:	
Development Reserves	\$0
Initial Rent Up Reserves	\$0
Operating Reserves	\$0
Net Worth Account	\$0
Other Capitalized Reserves	\$0

Subtotal - Capitalized Reserves **\$0**

Summary of Subtotals

Item	Budgeted
Acquisition Costs (Actual):	\$1,310,000
Building Structural Costs (Hard Costs)	\$4,704,000
Site Work (Hard Costs)	\$800,000
General Conditions, Builder's Overhead & Profit (Hard Costs)	\$250,000
Developer Fee and Overhead	\$0
General Development Costs (Soft Costs)	\$956,000
Capitalized Reserves	\$0
Total Development Costs (TDC)	\$8,020,000

Summary

Total Sources	\$8,020,000
Total Uses (TDC)	\$8,020,000

Projected Developer Fee and Overhead*: \$128,000

Maximum Allowable Developer Fee and Overhead::** \$128,000

Projected Developer Fee and Overhead Equals 100.00% of Maximum Allowable Fee and Overhead

** Note in particular the provisions of Section IV.B.5.a of the Guidelines, which detail the tasks (i) for which a developer may or may not receive compensation beyond the Maximum Allowable Developer Fee and Overhead and (ii) the costs of which must, if the tasks were performed by third parties, be included within the Maximum Allowable Developer Fee and Overhead.*

*** Please consult the most recent DHCD Qualified Allocation Plan (QAP) to determine how to calculate the maximum allowable developer fee and overhead. If you have any questions regarding this calculation, please contact MassHousing.*

Initial Rental Operating Pro-Forma (for year one of operations)

Item	Notes	Amount
Permanent Debt Assumptions		
Loan Amount	Lende	\$7,170,000
Annual Rate		0.07%
Term		360 Months
Amortization		360 Months
Lender Required Debt Service Coverage Ratio		0.00
Gross Rental Income	8 units @ \$1,800/mo. and 24 units @ \$2,600/mo.	\$921,600
Other Income (utilities, parking)	Laundry room	\$0
Less Vacancy (Market Units): 5% (vacancy rate)		\$46,080
Less Vacancy (Affordable Units): 5% (vacancy rate)		\$0
Gross Effective Income		\$810,520
Less Operating Expenses		\$0
Net Operating Income		\$810,520
Less Permanent Loan Debt Service		\$692,426
Cash Flow		\$118,094
Debt Service Coverage		0.00

Describe Other Income:

Rental Operating Expense Assumption

Item	Notes	Amount
Assumed Maximum Operating Expenses	Calculated based on Net Operating Income, Debt Service and required Debt Service Coverage listed above.	\$0
Assumed Maximum Operating Expense/Unit*	Number of Units: 0	\$0

* MassHousing may request further detail regarding projected operating expenses if such expenses appear higher or lower than market comparables.

Application for Chapter 40B Project Eligibility / Site Approval

for MassHousing-Financed and New England Fund ("NEF") Rental Projects

Section 6: APPLICANT QUALIFICATIONS, ENTITY INFORMATION, AND CERTIFICATION

In order to issue Site Approval MassHousing must find (as required by 760 CRM 56.04 (4)) that the applicant is either a non-profit public agency or would be eligible to apply as a Limited Dividend Organization and meets the general eligibility standards of the program.

Development Team:

Company Name	Contact Name	Contact Role	Applicant	Dev Entity	Primary For Role
32 Nahant Street, LLC	Scott Green	Developer	Yes	Yes	Yes
L.A. Associates, Inc.	Kristen Costa	Consultant - Local Permit	No	No	Yes
Blatman, Bobrowski, Haver	Paul Haverly	Attorney	No	No	Yes
Williams & Sparages	Chris Sparages	Consultant - Architect and Engineer	No	No	Yes
Phoenix Architects	Andrew Jones	Consultant - Architect and Engineer	No	No	Yes
P&S Utilities & Site LLC	Scott Green	Consultant - Construction Manager	No	No	Yes
Northern Bank	Justin Thomas	Consultant - Financing Package	No	No	No

Entities Responsible for Development Tasks:

Development Task	Developer / Applicant	Contact Name / Company
Architecture and Engineering	No	Phoenix Architects, Andrew Jones
Construction Management	No	P&S Utilities & Site LLC, Scott Green
Finance Package	No	Northern Bank, Justin Thomas
Local Permitting	No	L.A. Associates, Inc., Kristen Costa

Affiliated Entities:

Company Name	Individual Name	Affiliation	Relation
--------------	-----------------	-------------	----------

Previous Applications:

Project Name:	Filing Date:
Municipality:	
Subsidizing Agency:	Decision:
Type:	Other Reference:

Certification and Acknowledgement

I hereby certify on behalf of the Applicant, under pains and penalties of perjury, that the information provided above for each of the Applicant Entities is, to the best of my knowledge, true and complete; and that each of the following questions has been answered correctly to the best of my knowledge and belief:

(Please attach a written explanation for all of the following questions that are answered with a "Yes". Explanations should be attached to this Section 6.)

Question	Answer
Is there pending litigation with respect to any of the Applicant Entities ?	No
Are there any outstanding liens or judgments against any properties owned by any of the Applicant Entities ?	No
Have any of the Applicant Entities failed to comply with provisions of Massachusetts law related to taxes , reporting of employees and contractors, or withholding of child support?	No
Have any of the Applicant Entities ever been the subject of a felony indictment or conviction ?	No
During the last 10 years, have any of the Applicant Entities ever been party to a lawsuit involving fraud , gross negligence, misrepresentation, dishonesty, breach of fiduciary responsibility or bankruptcy?	No
Have any of the Applicant Entities failed to carry out obligations in connection with a Comprehensive Permit issued pursuant to M.G.L. c. 40B and any regulations or guidelines promulgated thereunder (whether or not MassHousing is or was the Subsidizing Agency/Project Administrator) including, but not limited to, completion of a cost examination and return of any excess profits or distributions?	No
Have any of the Applicant Entities ever been charged with a violation of state or federal fair housing requirements ?	No
Are any of the Applicant Entities not current on all existing obligations to the Commonwealth of Massachusetts , and any agency, authority or instrument thereof?	No

I further certify that the information set forth in this application (including attachments) is true, accurate and complete as of the date hereof to the best of my/our knowledge, information and belief. I further understand that MassHousing is relying on this information in processing the request for Site Approval in connection with the above-referenced project; and

I hereby acknowledge our commitment and obligation to comply with requirements for cost examination and limitations on profits and distributions, all as found at 760 CMR 56.04(8) and will be more particularly set forth in a Regulatory Agreement by and between the Applicant and MassHousing.

I hereby acknowledge that will be required to provide financial surety by means of bond, cash escrow and a surety escrow agreement or letter of credit with the agreement that it may be called upon or used in the event that the Developer fails either to (i) complete and submit the examined Cost Certification as required by 760 CMR 56.04(8) and the Regulatory Agreement, or (ii) pay over to the Subsidizing Agency or the Municipality any funds in excess of the limitations on profits and distributions from capital sources as required by 760 CMR 56.04(8) and as set forth in the Regulatory Agreement.

Signature: _____

Name: Scott Green

Title: Manager

Date: 04/19/2023

Application for Chapter 40B Project Eligibility / Site Approval

for MassHousing-Financed and New England Fund (“NEF”) Rental Projects

Section 7: NOTIFICATION AND FEES

Notices

Event	Date
Date(s) of meetings, if any, with municipal officials prior to submission of application to MassHousing :	06/13/2022
Date of Pre-Application Meeting with MassHousing:	12/14/2021
Date copy of complete application sent to chief elected office of municipality :	05/01/2023
Date notice of application sent to DHCD:	05/01/2023

Fees

All fees that are payable to MassHousing should be sent via ACH/Wire Transfer. Please contact MassHousing for the ACH/Wire Transfer instructions.

Fees payable to the Massachusetts Housing Partnership should be sent directly to MHP with the [MHP Cover Letter](#)

Fee	Amount	Description
MassHousing Application Processing Fee:	\$7,803	<i>payable to MassHousing</i>
Chapter 40B Technical Assistance/Mediation Fee:	\$2,500	<i>(Limited Dividend Sponsor \$2,500, Non-Profit or Public Agency Sponsor \$1,000)</i>
Unit Fee:	\$1,600	<i>(\$50 per Unit)</i>
Total TA/Mediation and Unit Fee:	\$4,100	<i>(Payable to Massachusetts Housing Partnership)</i>

Land Appraisal Cost: You will be required to pay for an "as-is" market value appraisal of the Site to be commission by MassHousing. MassHousing will contact you once a quote has been received for the cost of the appraisal.

SUSTAINABLE DEVELOPMENT CRITERIA

MassHousing encourages housing development that is consistent with sustainable development designs and green building practices. Please provide information indicating that your development complies with either Method 1 or Method 2 of the Sustainable Development Principles

Method 1 - Redevelop First

If Rehabilitation:

Rehabilitation/Redevelopment/Improvements to Structure	No
Rehabilitation/Redevelopment/Improvements to Infrastructure	No

If New Construction:

- Contributes to revitalization of town center or neighborhood	No
- Walkable to:	
(a) transit	Yes
(b) downtown or village center	Yes
(c) school	Yes
(d) library	Yes
(e) retail, services, or employment center	Yes
- Located in municipally-approved growth center	No

Explanation (Required):

The site is located within walking distance to the city center, which includes public transportation, schools, shopping, etc.

TOWN OF WAKEFIELD
PUBLIC ASSET NAMING POLICY

INTRODUCTION

The Town Council shall be responsible for the naming of public assets under its dominion and control. In light of the provisions of G.L. c. 78 and 164, the Council recognizes that its jurisdiction excludes assets of the Lucius Beebe Memorial Library and the Wakefield Municipal Gas and Light Department. In consideration of the provisions of G.L. c. 71 and Charter § 8-4, the Council will consult with the Wakefield Public Schools concerning school assets. For this purpose, public assets shall mean buildings, parks, squares, parcels of land, or portions thereof owned by the Town (as modified in the preceding sentence). It is the goal of the Council to reserve the naming or renaming of public assets for circumstances that will best serve the interests of the Town and to ensure a worthy and enduring legacy for the Town's public assets. It is the policy of the Council that the naming or renaming of public assets shall be done sparingly and only for good cause shown. The Council intends to be cautious in its implementation of this Policy in order to avoid over-naming public assets.

PURPOSE

The Town Council believes that the naming of public assets is a matter of substantial or significant public interest and deserves careful consideration. The Council, therefore, creates this policy to establish a systematic, consistent and transparent approach for naming of public assets in the Town. This policy shall not apply to the naming or renaming of streets and ways in the Town, which is subject to procedures set forth in the General Bylaws and the Massachusetts General Laws.

GUIDELINES

As part of the naming process, it is the Council's goal to inform the public when a proposal is brought before the Council for its consideration. When considering the naming of any public asset, the Council may consider the following guidelines:

1. Priority should be given to names carrying geographic, historical or cultural significance to the Town as a whole or to the area in which the public asset is located.
2. The public asset may be named after an individual who, or organization that, has made significant financial or civic contributions to the Town or that has made a direct financial grant to the Town for the purpose of developing a particular public asset.
3. Suggestions for naming of any public asset or portion thereof may come to the Town Council from any town official or member of the public. In the instances when the proposed naming of a public asset would constitute posthumous recognition, the Town Council will not entertain any naming discussion until a year has passed from the date of death.

PROCESS

Any person or entity may propose in writing that a Town asset be named. Said proposal shall be submitted to the Town Administrator's Office. Proposals should include substantial documentation to support the rationale for selecting the name, and to the extent possible should reflect a broad level of community backing, including from any boards or committees that have any connection to the asset that is proposed to be named.

To ensure that the Town Council is fully aware of the public's interest in a naming or renaming proposal, a public hearing shall be held by the Council before deliberations and a vote can occur. Public notice of such hearing shall be posted on the Town's website at least fourteen (14) days prior to the hearing.

Prior to the hearing, the Council shall solicit input from relevant Town boards and committees, surrounding property owners, residents, affected parties, and groups or individuals that the Council believes may contribute meaningful input. The Town entity having care, custody, management, and control of the public asset shall be invited to attend the hearing and to participate in the deliberations of the Town Council.

CRITERIA

In deciding the appropriateness of any naming or renaming proposal, the Council shall consider:

- a) The significant public value of the public asset;
- b) The public interest to be served;
- c) Any historic events, people or places associated with the public asset;
- d) Any outstanding individual associated with the public asset;
- e) Any major gift associated with the public asset;
- f) Whether the naming proposal is for a time certain;
- g) Whether the Town has the legal power to rename the public asset, taking into account the terms of any trust, donation letter or other instrument that could limit that power; and
- h) Whether a naming agreement or other documentation is appropriate or necessary.

In addition, in deciding the appropriateness of any renaming proposal, the Council shall consider:

- a) Any existing agreement or documentation regarding the current name;
- b) The appropriateness of a new name, taking into consideration historical significance of the public asset or its current name; and
- c) Any costs associated with the renaming.

In making its decision to name or rename a public asset, the Town Council shall consider:

- a) Any other assets named, or currently being considered for naming, by the Council;
- b) Whether conditions or limitations should be placed on the maintenance or use of the public asset as a result of the naming or renaming;
- c) Compliance with state laws, town bylaws, regulations or policies; and
- d) Whether the naming should be restricted in duration.

A majority vote of the Council will apply.

This policy is meant to serve as a guide to those persons seeking to name or rename a public asset. Nothing herein shall be construed to limit the Council's authority to exercise its discretion based on the relevant facts and circumstances.

This policy may be amended or rescinded by the Council by majority vote.

Town of Wakefield		Warrant#	16-May-03	23-May-23	30-May-23	06-Jun-23	13-Jun-23
Dept #	Department		46	47	48	49	50
	Payroll W/H		368,590.36	NO WARRANT	317,322.63	NO WARRANT	7,910.88
122	Town Council		10,545.95		1,404,273.80		628.65
131	Finance						
135	Accounting		4,180.40		512.29		7,201.47
141	Assessors		513.70		1,741.25		15,109.00
145	Treasurer		755,971.78		765,449.02		877,684.27
146	Tax Collector		29,450.31		70,016.88		237,298.68
151	Legal		17,615.94		325.00		
155	Data Processing				11,701.98		8,845.27
161	Town Clerk						
164	Election/Registrar		970.90				
171	Conservation						
175	Planning Board						
176	Board of Appeals		1,538.00				1,520.00
193	General Insurance				2,320.00		
198	Professional Med		565.00		1,280.00		1,050.00
210	Police		21,370.87		10,507.03		57,380.42
220	Fire		25,772.80		6,941.69		2,916.26
293	Fire Alarm		3,035.00				
240	Building Insp		300.26		1,286.65		1,239.94
291	Emergency Mgmt		464.99				2,871.95
292	Animal Inspector						
297	Parking Clerk		274.00				
	School Petty Cash						
300	School		509,578.14		1,004,130.72		1,195,188.17
422	Public Works		1,348,335.64		675,291.69		1,302,042.69
424	Street Lighting						
460	Light Dept		2,689,264.43		1,065,302.26		78,109.49
510	Board of Health		4,481.06		5,616.71		1,616.19
541	Council on Aging		544.50		11,705.10		10,311.21
543	Veterans		5,889.39		205.38		7,910.25
610	Library		31,196.72		16,655.23		37,939.11
630	Recreation		5,196.73		8,613.00		15,522.00
XXX	Misc Depts		10,526.69		8,884.43		30.00
910/911	Retirement		44.74				
912	Workers Comp		24,317.00				
913	Unemployment				949.73		
914	Group Insurance		1,383,316.30		32,896.02		1,358,769.94
	Adjustments						
	Total		7,253,851.60	0.00	5,423,928.49	0.00	5,229,095.84
1			3,245,431.93		2,071,633.67		4,045,903.22
12			69,608.67		52,545.42		36,486.11
13			5,150.00				5,095.00
20			70,251.94		110,816.13		85,215.88
21			184,522.14		328,178.65		173,263.20
30					1,294,157.80		8,613.25
35							
60			698,976.76		6,277.74		112,413.32
61			281,445.49		313,265.33		622,217.36
62			2,689,264.43		1,065,302.26		78,109.49
63			1,352.74		105,941.14		1,204.40
82			1,285.00				
84					8,350.00		
85					1,035.00		100.00
89			6,562.50		66,425.35		60,474.61
			7,253,851.60	0.00	5,423,928.49	0.00	5,229,095.84
			0.00	0.00	0.00	0.00	0.00