

Community Preservation Committee (CPC) Public
Meeting and Hearing - February 9, 2016
City of Waltham, Massachusetts
CPC Office, 119 School Street, Waltham, MA 02451

Recorder: William W. Durkee Jr., CPA Program Manager,
Waltham Community Preservation Committee (CPC)

Note: This meeting was held in the City of Waltham, City Hall,
Council Chambers, 610 Main Street.

A. Call to Order at 7:00 PM

Called to order by Chair Diana Young. WCAC (Waltham Community
Access Channel) video recorded the Meeting.

B. Roll Call by Clerk Dan Melnechuk

Present: Chair Diana Young, Clerk Dan Melnechuk, Mr. Justin
Barrett , Mr. Bob LeBlanc, Mr. Kevin Dwyer, Mr. Jerry
Dufromont, Mr. Randy LeBlanc, Mr. Sean Wilson (7:08). Absent:
Mr. Thomas Creonte. Program Manager: William Durkee -present.
A Quorum of seven, later eight, was declared present.

C. Minutes - Clerk.

Minutes of the November 17, 2015 CPC Meeting. A Motion was made
to accept the Minutes. The Motion was seconded, and passed
unanimously with seven in favor and two absent ("Final", 3
pages, attached).

D. New Business - CPC Chair Young described the CPC process of
the new applications to be heard as a presentation by each
applicant for Acceptance by the CPC this evening, to be followed
by a Public Hearing at the next CPC Meeting.

1. Gore Place Society. Historic, West Wing \$200,000
Susan Robertson, Executive Director, Gore Place described the
proposed work to be done on the 1806 mansion (Application, 10
pages, attached), exclusively the West Wing. A mechanical lift
will be replaced by a landscape designed ramp to improve

handicap accessibility. If desired, the ramp could be removed in the future. A first floor bathroom will be added. Twentieth century stairs will be removed to accommodate these changes. Archaeology and landscape architecture were used to make the changes acceptable for historical preservation. The CPC requested architectural renderings, a list of City benefits, and a site view. The total project would cost \$800,000 with CPA funds of \$200,000. A Motion was made, seconded, and passed unanimously for Acceptance of the project.

2. Sacred Heart Church. Historic, Façade, \$86,400. Bernadette Scalese representing the Pastor, presented the Application, (6 pages, attached) and the bid for the work as offered by Folan Waterproofing & Construction (attached, 5 pages). Folan is recognized as qualified for restoration of churches and is acceptable to the Archdiocese. Folan is also a specialist in the specific brick and mortar work needed. The entire facade and staircase would be restored. The building is used as a food pantry serving 100 to 125 families. It is available to the entire region, accessible by MBTA bus, handicap accessible, and centrally located for the seniors and Housing Authority developments. There are no religious services in the building. Historically, the Boston Manufacturing Company bought the land for this church for its Italian workers. Other outreach programs were described. The Franciscan Hospital children who are unable to go home are provided with new clothing and holiday packages which were 172 for Easter 2015. The CPC requested confirmation of the historic qualification. In the past the church was opened during Waltham Historic months. CPC Member Wilson will speak with Jack Cox of the WHC who provided the history. A book written by Brother Damion was displayed which the Chair noted she was given a copy and would share it. A Motion was made, seconded, and passed unanimously for Acceptance of the project with the reminder that a letter from the WHC would be required. A site visit will also be requested.

3. Metro West CD - Community Housing, Jennifer Van Campen, Executive Director, Metro West Collaborative Development (Metro West CD). The request is for \$2,600,000 to assist in acquiring and renovating 26 units of affordable housing (AH). The grant from the CPC would allow the start of acquiring properties then holding and operating them until there are at least 26 units. The number of units in each building might vary from four to six. The number 26 would allow Metro West to go to the Massachusetts Department of Housing and Community Development (DHCD) to apply for additional State subsidies,

including the Federal Low Income Tax Credits (LITC). The LITC is the key to making the project possible. The total cost is about \$10,000,000. The projected costs are estimates. The aim is to make these properties viable assets in the neighborhoods for at least 30 years. The renovations could include new roofs, mechanical systems, kitchens, baths, paint or asbestos removal with the aim of not needing more investment for 20-30 years. Community benefits include the stabilization of existing housing, increasing the density of AH without new construction, and leveraging the funds needed. It also increases the current 7.2% affordable housing inventory by 26 units. She estimated Waltham would need 696 new units to be at 10%. Metro West is familiar with the funding organizations, and has a good record of performance as well. Metro West is in discussion with lenders for \$5,000,000 of credit for this project. Page 2 of the Application (attached, 16 pages) includes the list of lenders. Senior debt is a loan from a bank as recurring debt, paid monthly similar to a home mortgage. The other sources are public including the CPA, State and Federal. Per Ms. Van Campen, in other CPA communities the CPA funds have been paid at different stages from up front to the final Agreement, but in this case Metro West would like to have the funds once there is an eligible renter in a unit, which could happen at the beginning if an acquisition was qualified upon its purchase, or a vacant unit filled immediately. The estimate is that it will take 2-3 years to complete the acquisition of 26 units. A City commitment would assist Metro West in receiving funding from State sources and from private investors. As noted by the Chair, in other such programs, the State took the AH Restriction which is a simple, straight forward form. The CPC agreed that was a good idea for this proposal. This also means that the State would police the AH Restriction, not the City. A Motion was made, seconded, and passed unanimously for Acceptance of the project.

4. Music Hall - Historic, Exterior, roof \$350,573
Jim McElroy, Trustee, Music Hall Realty Trust, presented the Application (WCPA-1, 31 pages, with three letters in support, 3 pages, attached). Mr. McElroy distributed a rendition of the façade by Metro Sign & Awning (1 page, attached). Its history from 1880 to 1932 is remarkable as a New England cultural resource for musical, dramatic and philosophical events. The New York and Boston Philharmonics played there. Mark Twain, Henry Ward Beecher and Oliver Wendell Holmes spoke there. Theatre groups performed and in the 20's, vaudeville arrived with several notables such as Jimmy Durante and Abbott & Costello. It was used for movies in competition with the other Waltham

theaters until that portion was damaged by a fire in 1932. Sally Zimmerman, preservationist of the Lyman Estate and New England Antiquities assisted in preparing this Application and the rendition. Mr. McElroy's personal finances would not be sufficient to preserve the building and restore the façade. He believes the current building activities in the Central Square area will generate a lot of pedestrian traffic which will benefit from this project as well. Doyle Engineering has assisted in the drawings presented and along with Ms. Zimmerman will continue to oversee completion of this project. Mr. McElroy's previous experience in commercial development will allow him to act as the general contractor to keep the cost to a minimum. He picked the scope of sub-contractors from the original bids which were in the \$600,000 to 800,000 range. His personal oversight would save \$100,000's. Other problems within the building will be repaired by him as they have been for several years. Doyle Engineering and consultants have determined that the metal façade itself is intact. During his presentation to the Waltham Historical Commission (WHC) mid-2015 the consensus was that the marquis should be retained as integral to the façade. The rendition as presented to include the awning and gooseneck lamps will be renovated with the marquis. LED lighting will be set on the columns of the towers in the rendition and lit as often as possible. Cleary of Waltham, known for historical window restoration, will update the windows including interior storms. The Chair noted that the Executive Director of the Gore Place had offered assistance in seeking funds in addition to the CPA for preservation and restoration of the building. Almost all of the contractors would be local. A Motion was made, seconded, and passed unanimously for Acceptance of the project. A letter from the WHC is expected following its review of the final renderings as presented.

E. Old Business

1. Extension of funding for the purchase of Arrigo Farm. A Motion was made, seconded, and passed 8 - 0 on a roll call vote to extend the time to spend the project funds through the end of 2018 (attached). Soil samples were understood to be in test.

2. Update of the CPC Recommendation to the City Council of the Waltham Housing Authority Tenant Rental Assistance (TBRA or Voucher) Program. The Chair noted that September CPC Recommendation was voted by the Council December 28, vetoed by the Mayor January 6, and the Council over ruled the veto January

25. The Mayor was uncomfortable with the process to accept recipients. Following discussions with the Waltham Housing Authority (WHA), former Director Walter McGuire, Housing Division of Planning, and attorney for the DHCD, the WHA/City Agreement will be written for a review with the Mayor. If the details are not what the CPC has agreed with then the Chair would bring it back to the CPC for its acceptance.

3. Update on Appraisals - 1 Balm Avenue & 67 Crescent St.

3a. The Chair had not seen the Appraisal for 67 Crescent St.

3b. Although the 1 Balm Ave, Appraisal has been received, the CPC does not have an Application from either the Mayor or the Council yet. Both the Mayor and Council have received copies of the Appraisal.

4. Budget & Finance Updates (Chair). The Auditors Office does not remove funds from its monthly report which have been approved by the CPC as recommendations until the Council & Mayor approve them. Therefore the TBRA is still showing as unspent and a total of \$22,000,000 available. Assuming it is approved, the total will be about \$19,000,000 available.

4a. A spreadsheet showing projects Community Preservation Committee - as of 1/31/16" (attached, one page) was distributed by the Chair. Only two projects, the Demolition at Fernald with a remaining balance of \$241,074 and purchase of the Arrigo Farm \$3,306,250 have significant balances unspent or unencumbered. The demolition of the Fernald buildings will eventually come before the Conservation Commission as to wetlands protection.

4b. A spreadsheet showing projects Administrative Budget to Actuals

1/31/2016" (attached, one page) was distributed by the Chair. Of the \$170,000 Budgeted, the spending has been about \$38,000, leaving funds for Conservation Restrictions, Appraisals and Environmental Studies, Surveys and ordinary office expenses.

5. Conservation Restrictions (CR's) Vice-Chair, Kevin Dwyer.

Note: Chair Young and Clerk Melnechuk recused themselves and exited the Chambers.

Vice-Chair Dwyer indicated that the Waltham Land Trust (WLT) and

Waltham Law Department are continuing discussion of the language of the CR's which therefore precludes filing them at the Registry of Deeds. However, the proposal to pay \$34,500 to the WLT to hold two CR's (385 Trapelo Rd. and #84 AFT Arcadia Ave.) would be possible and would assist the WLT which has already paid for services to consultants to prepare the CR's and a stipend to hold the CR's. (Letter from Mr. Mark Rudnick representing the WLT noting the costs proposed by the WLT, 1 page, attached.)The costs were delineated for each CR. Baseline studies are complete. This would include reviews of the lands to prevent encroachment or misuse of the CR's, with funds to restore or prevent any such misuse by third parties. A question arose regarding how the City would be protected if the WLT ceases to exist during the period of "perpetuity". A Motion was made, seconded, and passed to pay the \$34,500 for holding and oversight of the two CR's, after the CR's are accepted, (one page, attached)with a request to the WLT asking what would happen if the WLT goes out of business. Stewardship was discussed and the costs at Lincoln to be requested. Note: Chair Young and Clerk Melnechuk returned to the Chambers and the Meeting resumed.

6. Status of Appropriated CPC Projects - Purchasing correction of the Bright School Vault Account \$3,483.64

The Program Manager explained that the Purchasing Agent had been advised by the Auditors Office that when the Bright School projects were closed, a vendor that had not been paid could not now be paid unless both the CPC and then the Council approved a new project. A Motion was made, seconded, and passed 8 - 0 on a voice vote of the CPC present to request that the CPC Recommendation be sent directly to the Council Committee of the Whole in order to expedite the overdue payment (one page, attached).

F. Announcements/Correspondence - Program Manager & Chair

1. Application Inquiries - Program Manager & Chair

1a. Paine Estate/Mayor/Waltham Building Department - Roof & Appurtenances.

1b. Salvation Army - Reported to be at the Corporate level for a decision. Ground was broken but the final rendition is yet to be decided.

G. For the Good of the Committee - Chair

1. Plan amendment to reduce the review steps.

The Chair sent a Revised Proposal Consideration Process (email, cover, one page, 2/3; Proposal 2 pages; relative to the CPC 2016 PLAN, Section 3 Application Submission Process & Section 4 Application Consideration Process; attached). Included in the meeting packet were hard copies of the existing sections of the CPC 2016 PLAN, ARTICLE III, APPLICATIONS FOR COMMUNITY PRESERVATION ACT FUNDS; Section 1 Application Forms, Section Submission Requirements, Section 3 Application Submission Acceptance Process, Section 4 Application Consideration Process, Section 5 Application Funding Process, ARTICLE IV PUBLIC HEARINGS, Section 1 Application Public Hearings, Section 2 Public Informational Hearings, Section 3 Public Input, and Section 4 Location, Quorum and Process (4 pages, attached). The Chair summarized that it would eliminate the existing first step of Acceptance and hold the Public hearing at the first Meeting of a new Application. It was surmised that the Chair & Program Manager would do the initial review for acceptance of a new project. The Chair confirmed the first review would be whether the project was legal under the CPA and therefore qualified. The qualification normally is done either before the project is first heard by the CPC or shortly after that. Other CPC Members argued that the presentations made by the Applicants were very informative to the Members who had not been part of the review. The Public will not have the perspectives which were brought forward during the CPC questions and removes the opportunity for research before a decision on proceeding occurs.

Applications are received by the CPC either digitally or as hard copies now which provides time to review them. The Chair added that it was intended to require two weeks versus the current one week to provide more time for review before the hearing. This would also allow the proposal to meet the existing time needed for the Public Notice and newspaper ads. It has been the practice to reduce the three meeting requirement to two. Such a change can be reversed if it doesn't work. Sometimes the public input brings a new perspective which requires review. It also gives the applicants the opportunity to resolve whatever the CPC asks for which may prevent a delay if the process is shortened. An alternative to have the first meeting be the Acceptance

meeting and the second the Public Hearing/Decision meeting was discussed. The small projects, although rare, under a certain dollar amount could be handled differently if the Public Hearing aspect can be managed. The Clerk made changes to the Chair's proposal for consideration. The friendly amendment was not accepted. A Motion was made to accept the Chair's proposal as written and avoid the acceptance meeting, with the review of the Program Manager and Chair, at the first Meeting/Public Hearing. The motion passed 5 - 3 on a roll call vote of the CPC (one page, attached). The Clerk's changes were sent by email in time for the meeting and the CPC will consider them at the next CPC meeting.

2. Set date of Annual Public Input Hearing.

The Chair proposed holding the Annual Public Input Meeting as the April 12 CPC Meeting. The Gore Place Carriage House is a possible location if transportation can be provided, perhaps using the City trolley.

3. Next Regularly Scheduled Meeting. The Meeting will be re-scheduled from March 8 to March 15 assuming a suitable room is available with notice to all parties by the Program Manager.

H. ADJOURN. A Motion to adjourn was made, seconded, and passed unanimously by voice vote of the CPC.