



## City of Somerville, Massachusetts

### *Condominium Review Board*

Jake Wilson, Mayor

**Monday, January 26, 2026**

6:00 pm.

*Interim Staff Liaison & Inclusionary Housing Specialist*  
Benjamin Wyner

**Board Members**  
Zachary Zasloff, Chair  
Kate Byrne, Vice-chair  
Alix Simeon  
Jennifer Tsolas

### **Meeting Minutes**

**January 26, 2026 – 6:00 PM**

### **Virtual Hearing**

Board Members present: Kate Byrne, Alix Simeon, Jennifer Tsolas

Staff present: Ben Wyner, Inclusionary Housing Specialist; Joe Theall, Housing Counsel; Lisa Davidson, Housing Director

Vice-chair Byrne convened the meeting at 6:00 PM. She read the following information aloud: Pursuant to Chapter 2 of the Acts of 2025, this meeting of the Condominium Review Board will be conducted via remote participation. We will post an audio recording, audio-video recording, transcript, or other comprehensive record of these proceedings as soon as possible after the meeting on the City of Somerville website and local cable access government channels.

### **1. MEETING CALL TO ORDER**

The meeting was called to order with a call for attendance made by Vice-chair Byrne.

Responses were as follows:

Chair Zasloff	Absent
Vice-chair Byrne	Present
Member Simeon	Present
Member Tsolas	Present

With three in attendance there was a quorum, and the meeting was called to order.

**2. ADMINISTRATIVE**

**I. UPDATED 2026 MEETING DATES AND DEADLINES**

Vice-chair Byrne opened the floor to the Board to discuss the schedule of proposed 2026 meeting dates and application deadlines; seeing none, the floor was closed.

On a motion duly made a roll call vote was called and it was voted 3-0:

Vice-chair Byrne-yes

Member Simeon- yes

Member Tsolas- yes

To approve the updated 2026 meeting dates and deadlines.

**II. SOMERVILLE RESIDENTIAL FIRE EMERGENCY RESPONSE**

Vice-chair Byrne asked Board staff to provide an update on this item. Board staff began by that in the previous Condominium Review Board meeting, the Board requested more information about the City’s emergency response when residents are displaced by a fire. Board staff noted that Housing Counsel may have some additional context to add. He then explained that staff had met with the Deputy Director of Somerville’s Office of Emergency Management, who is working on producing an overview of the City’s emergency fire response plan. As the overview was still in draft form Board staff clarified that staff were unable to share it in its current form that would be shared with Board members once finalized. Housing Counsel Joseph Theall then spoke to give some additional context, noting that there was a focus on specific properties when discussing the topic in December’s Board meeting, and that staff were trying to re-focus the discussion on the City’s protocol when notified of a house fire that may displace Somerville residents. Departments involved include the Fire Department, Office of Housing Stability, Office of Immigrant Affairs, and Inspectional Services. The Office of Emergency Management is working to compile and formalize these practices into one document. Attorney Theall noted that displaced individuals often attend Board meetings. While the Board’s jurisdiction is limited to conversion applications, members may consider referring such individuals to the Office of Housing Stability or other City agencies. Board staff can assist with referrals. He offered to speak individually with any member regarding the Condominium Conversion Ordinance and ideas to address fire-related displacement through the ordinance.

Vice-chair Byrne opened the floor to the Board; seeing none, the floor was closed.

**3. NEW BUSINESS**

**a. APPLICATIONS FOR FINAL/COURTESY PERMITS**

**WARD 7 PRECINCT 4**

**69 Electric Avenue**

Application of RJM Development, LLC, Richard J Monagle Manager, seeking a Final Conversion Permit for Unit #1, Unit #2 & Unit #3 at 69 Electric Avenue. Attorney John Masciarelli attended as representative on behalf of the applicant. Attorney Masciarelli detailed the property as having been family-owned and contained in a Trust prior to the applicant's purchase. He detailed the application materials that were provided and that a third unit was being added to the property.

Vice-chair Byrne opened the floor to the Board; Vice-chair Byrne noted appreciating how thorough the documentation provided of the Trust was. Board member Simeon and Board member Tsolas both confirmed they had no questions for the applicant. With no further questions or comments the floor was closed.

Vice-chair Byrne opened the floor to public comment; seeing none, the floor was closed.

On a motion duly made a roll call vote was called and it was voted 3-0:

Vice-chair Byrne-yes

Member Simeon- yes

Member Tsolas- yes

To grant a Final Conversion Permit for Unit #1, Unit #2 & Unit #3 at 69 Electric Avenue.

**b. PRELIMINARY CONDOMINIUM CONVERSION PERMITS**

**WARD 6 PRECINCT 4**

**2 Cottage Circle**

Application of Yung Chang Chen, seeking a Preliminary Conversion Permit for Unit #1 & Unit #2 at 2 Cottage Circle. Board staff noted that there did not appear to be anyone present to speak on behalf of the application. Vice-chair Byrne suggested waiting a few minutes to see if the applicant would join. After a brief wait, the Board decided to make a motion to vote on tabling the application.

On a motion duly made a roll call vote was called and it was voted 3-0:

Vice-chair Byrne-yes

Member Simeon- yes

Member Tsolas- yes

To table the application for a Preliminary Non-Rental Conversion Permit for Unit #1 & Unit #2 at 2 Cottage Circle until the February Board meeting.

**4. ADJOURN**

Vice-chair Byrne motioned to adjourn at 6:15 pm which Board member Tsolas seconded. The meeting was adjourned.