



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



MINUTES JUNE 26, 2019

The Community Preservation Committee (CPC) held a regular meeting at 7:00pm in the third floor conference room at Somerville City Hall. An audio recording of the meeting is available upon request.

Members Present Chair Michael Fager, Vice Chair Uma Murugan, Dick Bauer, Laura Beretsky, Jane Carbone, Luisa Oliveira, Eleanor Rances, Tatiana Shannon

Members Absent Amelia Aboff

Staff Present Kristen Stelljes

Others Present Kat Rutkin, Groundwork Somerville; Rich Raiche, Interim Capital Projects

MEMBERS
Michael Fager, Chair
Uma Murugan, Vice Chair
Amelia Aboff
Dick Bauer
Laura Beretsky
Jane Carbone
Luisa Oliveira
Eleanor Rances
Tatiana Shannon

STAFF
Kristen Stelljes

The chair opened the meeting at 7:03p.m.

Agenda item 1: Public comment period

No one present had public comments.

Agenda item 2: Approve minutes from May 22 meeting

Mr. Bauer suggested adding clarifying language about his comments on the Temple B'nai Brith preservation restriction, correcting a typo, and clarifying language regarding the votes around the funding for the elevator at the Somerville Museum.

Upon a motion by Ms. Murugan, seconded by Ms. Beretsky, the Committee voted 8-0 to approve the minutes with amendments.

Agenda item 3: Request to repurpose funds from FY15 City Hall design award

Mr. Raiche, interim Capital Project Director for the City of Somerville, presented the City's request to expand the scope of the \$200,000 project approved in FY15 to complete a design to rehabilitate City Hall to include the 1895 Building. The 1895 Building was part of the former high school and is being preserved as a separate building that is planned to be used for City offices once the new high school opens. The rehabilitation of both the 1895 Building and City Hall are being combined into one project to maximize coordination between projects in adjacent buildings and minimize disruption to City services.

The CPA funds will support the design of the full project, which will begin after the owner's project manager is hired, as required by Massachusetts General Law.

Mr. Bauer asked if there was a determination of historic significance for the 1895 Building. Ms. Stelljes referenced the memorandum of agreement between the City of Somerville and the Massachusetts Historic Commission that was shared with the Committee. The MOA documents the historic significance of the building and the Somerville Historic Preservation Commission is a concurring party on the document.

Ms. Oliveira asked if the \$200,000 is sufficient to complete the design of the project. Mr. Raiche said it would be sufficient to get the project through conceptual development. Ms. Beretsky then asked where the City may seek the additional funding. Mr. Raiche said that the City will be seeking funds from multiple sources, including potentially asking for additional CPA funds.

Upon a motion by Mr. Bauer, seconded by Ms. Oliveira, the Committee voted 8-0 to amend the scope of the FY15 City Hall award to include the 1895 Building with the addition of a requirement to post a temporary sign stating that CPA funds are supporting the design of the project.

Agenda item 4: South Street Farm public access

A public access agreement is a requirement of the CPA funding Groundwork received for improvements at South Street Farm. Ms. Rutkin shared that previously the farm had been open but Groundwork needed to begin locking the gate after an individual began using the property for storage. Groundwork will be adding a sign that states that the space is open to the public while also encouraging visitors to not interrupt staff and Green Team while they are working on the farm.

Ms. Shannon asked if the volunteer opportunities on the farm are regularly scheduled. Ms. Rutkin responded that there are community volunteer days advertised on Facebook and organizations also make arrangements in advance to come work on the farm.

Ms. Stelljes added that the CPC's legal counsel requested that the agreed upon public access be as specific as possible about when the space will be open to the public. Ms. Rutkin and the Committee agreed that Ms. Rutkin will consider options as part of the process of hiring a new Farm Manager and discuss it with the staff that supports the Green Team. She will then come back to the Committee with a proposal at a future meeting.

Agenda item 5: Presentation of FY19 administrative budget actuals

Ms. Stelljes presented how the FY19 administrative funds were spent. \$12,629 was spent out of a budget of \$30,048. The largest expense was \$3,375 for a consultant to prepare the preservation restrictions. Mr. Bauer asked if the \$3,375 was the cost for each preservation restriction. Ms. Stelljes responded that is the total amount the consultant was paid for all of the work in FY19, including revising pending restrictions and writing the two restrictions required as a result of FY19 awards.

Ms. Stelljes said that all unexpended admin funds get rolled into the undesignated fund balance in the next fiscal year to be used as project funds in the next fiscal year.

Agenda item 6: Results from FY19 implementer's survey

Ms. Stelljes shared the results from the FY19 implementer's survey. Eleven out of 17 possible respondents completed the survey.

A major take away from the survey is that there is more opportunity for cross promotion of the CPA's work overall and the projects and organizations that receive CPA funding. Ms. Stelljes will share the CPA flyers with awardees and ask them to share any brochures or information that can be included at the CPA table at summer events.

Ms. Murugan noted the importance of having the survey each year to learn more about the awardee's experience and their relationship with the CPA Manager. Ms. Shannon added that it is important for awardees to feel heard.

Agenda item 7: Defining 'emergency' for emergency requests

Ms. Murugan asked the Committee to consider how 'emergency' should be defined for projects requesting emergency CPA funds outside of the annual funding process so it can be communicated with potential applicants.

Ms. Oliveira noted that emergency applications do not have to go through the full public process that the projects requesting funds through the regular annual process are required to complete. She suggested that a definition be established and a cap on what could be requested through an emergency application.

Mr. Bauer noted that he thought the process of vetting emergency requests through the chair and vice chair has been working well. The Committee has received few emergency requests and they have been for projects worthy of funding. Ms. Murugan asked if he felt this way even for requests that would be funded before the annual funding round. Mr. Bauer said that he does.

The Committee was notified that the City Council was ready to review the CPA FY20 budget. Upon a motion by Mr. Bauer, seconded by Ms. Murugan, the Committee voted 8-0 to go into recess. The recess began at 8:28pm and ended at 8:40pm.

[Audio recording cuts out]

The Committee agreed that they would not make any changes to the emergency funding request process at this time.

Agenda item 8: ArtFarm funding across fiscal years

Ms. Stelljes informed that the Committee that in FY19 it had recommended \$174,776 be taken from the budgeted reserve to fund the ArtFarm project. Because the City Council will be considering their funding recommendation in FY20, the \$174,776 will be automatically returned to the undesignated fund balance at the end of the fiscal year. Ms. Stelljes said that Finance has advised that funds cannot be awarded from the undesignated fund balance so the Committee will need to move the funds from the undesignated fund balance into one of the funding categories from which funding can be awarded.

Upon a motion by Ms. Beretsky, seconded by Ms. Murugan, the Committee voted 8-0 to recommend \$174,776 be moved from the CPA undesignated fund balance to the budgeted reserve in order to fund the ArtFarm project as recommended by the Committee during the FY19 funding round.

Agenda item 9: Project Updates

Prospect Hill Park: Ms. Oliveira shared that the utilities and street lights are being installed and the new ADA pathways are being created.

Winter Hill Schoolyard: Ms. Oliveira shared that the permanent signs noting CPA funding are being installed.

Growing Center Ribbon Cutting: Mr. Fager shared that the ribbon cutting at the Community Growing Center was well attended and a very successful event.

Agenda item 10: ArtBeat table

Ms. Stelljes asked if any Committee members were available to help at the ArtBeat table on July 13. Ms. Oliveira said that she was no longer able to staff the table. Mr. Fager said that he would be able to staff the table.

Agenda item 11: Attending Disabilities Commission meeting

Ms. Stelljes shared that the staff to the Disabilities Commission suggested it would be valuable to have a member of the Committee to come to one of their meetings to share information about each other's work and how the work of each Committee could be mutually supportive. Ms. Beretsky said that she would be willing to attend a meeting of the Disabilities Commission.

Agenda item 12: Discuss options for including alternates on the Community Preservation Committee

This item was mistakenly held over from the previous meeting, where the discussion on the item was concluded.

Agenda item 13: Other business

No other business was discussed.

Next meeting: An additional meeting of the CPC will be held at 6:30pm on July 24, 2019.

Meeting Adjournment

Upon motion from Ms. Beretsky, seconded by Ms. Murugan, the Committee voted 8-0 to adjourn at 9:08pm.

Documents and Exhibits

1. Agenda
2. Minutes from May 22, 2019 meeting
3. Memo regarding request for change of scope of work for FY15 CPA City Hall rehabilitation award with accompanying Memorandum of Agreement between the City of Somerville and the Massachusetts Historical Commission for the Somerville High School project
4. Memo from Groundwork Somerville regarding South Street Farm Public Access Plan
5. FY19 CPA administrative budget actuals
6. FY19 funding recommendation for the ArtFarm project
7. Estimated FY20 CPA Project Funding spreadsheet
8. Responses to FY19 CPA project implementer survey



CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



JOSEPH A. CURTATONE
MAYOR

AGENDA

DATE: Wednesday, June 29, 2019
TIME: 7:00pm
PLACE: City Hall, Third Floor Community Room
259 Lowell St.

MEMBERS
Michael Fager, Chair
Uma Murugan, Vice Chair
Amelia Aboff
Dick Bauer
Laura Beretsky
Jane Carbone
Luisa Oliveira
Eleanor Rances
Tatiana Shannon

STAFF
Kristen Stelljes

1. Public comment period (10 minutes)
2. Approve minutes from May 22 meeting
3. Request to repurpose funds from FY15 City Hall design award
4. South Street Farm public access
5. Presentation of FY19 administrative budget actuals
6. Results from FY19 implementer's survey
7. Defining definition of 'emergency' for emergency requests
8. ArtFarm funding across fiscal years
9. Project Updates
10. ArtBeat table
11. Attending Disabilities Commission meeting
12. Discussion options for including alternates on the Community Preservation Committee
13. Other business
14. Next meeting: Wednesday, July 24 at 6:30pm. (Visiting Nurse Association)



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



MINUTES
MAY 22, 2019

MEMBERS

Michael Fager, Chair
Uma Murugan, Vice Chair
Dick Bauer
Laura Beretsky
Jane Carbone
Luisa Oliveira
Eleanor Rances
Tatiana Shannon

STAFF

Kristen Stelljes

The Community Preservation Committee (CPC) held a regular meeting at 6:30pm in the third floor community room at the Visiting Nurse Association, 259 Lowell Street, Somerville, MA 02144. An audio recording of the meeting is available upon request.

Members Present Chair Michael Fager, Vice Chair Uma Murugan, Dick Bauer, Laura Beretsky, Jane Carbone, and Tatiana Shannon

Members Absent Luisa Oliveira, Eleanor Rances

Staff Present Kristen Stelljes

Others Present Tim Dineen

The chair opened the meeting at 6:41p.m.

Agenda item 1: Public comment period

No members of the public were present.

Agenda item 2: Approve minutes from April 25 meeting

Mr. Fager noted that his title was incorrectly noted as "Ms." in one location.

Upon a motion by Ms. Murugan, seconded by Mr. Bauer, the committee voted 5-0 to approve the minutes from the April 25 meeting with correction.

Agenda item 3: Staffing changes

Rebecca Lyn Cooper had to step down from the Committee because she took a position in the City's planning office, requiring that she step down from the Planning Board. The Planning Board is in the process of naming her successor on the CPC.

Ms. Stelljes will become the SomerStat Director in mid-August and will be leading the recruitment process to find her replacement.

Agenda item 4: Project updates

Growing Center: The renovation ribbon cutting is scheduled for June 22 at 9:30am.

Community Path Repaving: The Community Path is closed for the final work on the portion west of Davis Square. CPA funds are paying for a portion of the repaving.

Milk Row Cemetery: The tour and talk by the conservator for the CPA funded tombstone project, Barbara Mangum, will be May 23 at 6pm.

Housing acquisition: With the FY19 awards, CPA funds are now going to support the creation of 91 units of new deed restricted affordable units. Ms. Stelljes is planning a celebration with the Housing Trust staff when the funding is awarded to the 100th unit of CPA supported housing.

Conservation restrictions: The Conservation Commission is reviewing the restriction for 5 Palmer on May 28. Legal counsel is reviewing the restriction for 35 Richardson. SCC has not yet submitted the paperwork for their grant agreement.

Historic preservation restrictions: The restrictions for Grace Baptist Church and the Somerville Museum have been submitted to the Massachusetts Historic Commission for review. Elizabeth Peabody House Association is reviewing their updated restriction that incorporates changes from the Massachusetts Historic Commission. The complete list of grantors is being finalized for the Mystic Water Works property because an LLC was created to manage the Water Works housing and may need to be incorporated as a grantor. Legal counsel is currently reviewing the draft restriction for Mission Church and is considering whether the City's charter would allow for another community to hold the restriction on Prospect Hill Park.

Ms. Stelljes noted that she shared with the Committee the redlined version of the changes Temple B'nai Brith proposed to the model preservation restriction and the memorandum of understanding proposed to cover the public access requirement. She added that the CPC's legal counsel noted that every opportunity was taken to weaken the restriction, the changes limit the applicability of the restriction to only specific parts of the building, it limits the HPC's discretion over changes made to the building, the repayment language is significantly weakened, and the public access is only guaranteed for five years.

Mr. Bauer disclosed that he is a member of Temple B'nai Brith. He shared that he is unhappy with the changes proposed to the restriction. He found them to be inappropriate and inconsistent with the shared understanding of the requirements at the time the funding was awarded. In particular he is troubled by the proposed access, which should be perpetual or at least as long as the elevator and sprinkler system is installed. He was concerned about what would happen at the ten year point as there was no language about what would occur if an agreement could not be reached on the renewal. He also shared that he understood that the congregation would provide public meeting space and while he understands the safety concerns, it seems like the access being proposed is insufficient given the CPA investment in the building. He also felt the repayment language was very weak. Mr. Fager agreed that he has concerns about the changes to the repayment language and the public access proposed. He said that he and Ms. Stelljes would meet with the CPC's legal counsel to discuss next steps.

Visit to Chelsea CPC meeting: Mr. Bauer and Ms. Murugan attended the Chelsea CPC meeting to share the Somerville experience with them. They both shared that they found the experience valuable and was impressed with the members of the committee. Ms. Murugan noted that the conversation made her appreciate the role that Heidi plays in managing the housing side of the CPA program, as her role is supported by CPA funds in other communities. She said it would be worth exploring what may be possible at a regional level by combining the CPA resources from multiple communities.

Agenda item 5: CPA legislation updates

Ms. Stelljes noted that the Senate included a \$30 increase to the registry fees in their budget, which is the same increase that was included in the House budget. If this increase passes, the funds would be available to match the FY20 revenue. For the match of FY19 revenue, an additional \$10 million in funding for the state trust fund if there is a budget surplus has been proposed.

Agenda item 6: Approve FY19 annual report

Ms. Murugan asked Ms. Stelljes how she thinks the level of detail in the reports could be maintained over time. Ms. Stelljes suggested that at some point the completed projects could be removed from the document and including the detail of where community projects are in their disbursement schedule as an appendix for the annual report.

Ms. Carbone arrived at 7:20.

Upon a motion by Mr. Bauer, seconded by Ms. Murugan, the Committee approved the FY19 annual report by a vote of 6-0.

Agenda item 7: Approve FY20 budget

Ms. Stelljes presented the proposed FY20 budget. An estimated \$2.22 will be available. This will be the first year that the City does not anticipate being able to make the optional additional appropriation. An estimated \$368,846 will be the first debt service payment for the 100 Homes bond.

Mr. Bauer noted that there is still a mention of the FY18 rollover funds which have since been spent on the Richardson project and should be removed. Ms. Shannon noted that the dollar amounts needed to be updated in the budget book document.

Upon a motion by Ms. Beretsky, seconded by Ms. Murugan, the Committee approved the FY20 CPA annual budget with amendments by a vote of 6-0.

Ms. Stelljes presented the proposed FY20 budget for the CPA administrative funds. Mr. Fager asked why only \$100 is budgeted for conferences. Ms. Stelljes noted that the CPA related conferences that have typically been paid for out of this line have been very inexpensive and \$100 has been sufficient in previous years.

Ms. Shannon noted a typo.

Upon a motion by Ms. Beretsky, seconded by Mr. Bauer, the Committee approved the FY20 CPA administrative budget with amendments by a vote of 6-0.

Agenda item 8: Somerville Museum emergency funding request

Ms. Shannon disclosed that she has worked for Ms. Mangum as an intern and will be an unpaid volunteer on the CPA funded collections preservation project.

Barbara Mangum, Trustee of the Somerville Museum, shared that the Museum is required to become ADA accessible because the cost of repair of their slate roof reached the funding threshold established by the Massachusetts Architectural Access Board (MAAB) for becoming fully accessible. The Museum worked with the MAAB and the Somerville Historic Preservation Commission to create a design for the required elevator that was acceptable to both bodies. Abutters sued the Somerville Museum and the City of Somerville Zoning Board of Appeals over the elevator and then appealed the initial decision in favor of the Museum. The legal proceedings have now concluded and the Museum is able to move forward with their elevator project. The Museum currently has approximately \$500,000 for the project but due to escalations in construction expenses, they currently need an additional \$1.2 million for the project to go forward based on the two bids they received from construction firms for the project. Ms. Mangum noted this amount includes some additional work to the building including waterproofing in the basement, renovating the bathrooms, and repairs to the kitchen. The Museum is hoping the CPC will recommend \$600,000 in funding.

Mr. Fager noted that the largest amount the Committee could allocate would be \$550,000 and this would mean that no other historic resources projects could be approved this year. He asked if the Museum was planning a capital campaign to raise funds. Ms. Mangum responded that the Museum is an all volunteer organization and it will be very difficult to raise the funds needed; however, they will undertake a capital campaign. She is hopeful that a trustee will make a large contribution to the project.

Ms. Murugan shared Mr. Fager's concern about allocating all of the FY20 historic preservation funds before the annual application process. She asked why the Museum needs emergency funding and cannot wait for the regular application cycle. Ms. Mangum responded that the trustees of the Museum were very hopeful that they could move the project forward this summer in part because they believed that they had sufficient funds to move forward. They were surprised by how high the bids were for the project at this time. The costs have doubled from the initial estimates in 2016. Not being ADA accessible prevents them from being able to host meetings and seek other grant funds.

Mr. Bauer said that this project will transform the Museum and so should be a priority and should be done fully at this time, rather than taking half measures, such as installing an elevator that does not reach all the floors. He said that anything in the proposal that is not related to the building and installation of the elevator project will need to be postponed.

Ms. Carbone suggested dividing the project into several phases that could be completed over multiple years. The Museum needs to determine how much they can realistically raise and then value engineer the project.

Mr. Bauer moved that the CPC recommend an award of \$444,000 for the elevator. Mr. Fager then proposed an amendment that \$300,000 be recommended from the historic resources reserve and \$111,000 be recommended from the budgeted reserve, which was seconded by Ms. Murugan. Ms. Carbone offered a friendly amendment to revise the numbers to \$250,000 from the historic reserve and \$50,000 from the budgeted reserve.

Upon a motion by Ms. Carbone, seconded by Ms. Beretsky, the Committee voted 5-1, with Mr. Fager voting against, to approve \$300,000 for the Somerville Museum elevator project, with \$250,000 from the historic resources reserve and \$50,000 from the budgeted reserve.

Upon a motion by Mr. Bauer, seconded by Ms. Murugan, the Committee voted 6-0 to place the following funding conditions on the award for the elevator project:

1. Execution, and recording, of an historic preservation restriction, which includes a public access agreement, that was required by the FY15 CPA grant.
2. Upon commencement of the Project and as appropriate, the Somerville Museum agrees to post a sign stating that the Project was funded through the City of Somerville's Community Preservation Act program.
3. CPA funds will only go towards costs directly related to the construction of the elevator.

Agenda item 9: Marka Powderhouse School Park emergency funding request

Sebastian Mariscal presented the request for funding for a public park at the Powderhouse School that is being built by Marka. The park will be owned by the City of Somerville. Marka is requesting additional funding because there is currently a budget shortfall for the park which comes from both escalating construction fees since the budget was first prepared and additional expenses that were added to respond to community requests for features within the park.

Mr. Fager asked Mr. Mariscal how he knows what the funding gap will be if construction hasn't begun. Mr. Mariscal responded that the bids from the construction firms have come in and the funding gap from the low bidder is \$122,000 higher than funding available for the CPA relevant items. Ms. Carbone asked if there was a contingency included in the budget. Mr. Mariscal responded that there is a 5% contingency. Should that not be needed to complete the project as planned it will be used to fund additional features.

Mr. Bauer asked if Marka did not receive the additional funding from the CPC what would happen. Mr. Mariscal said that the project would be value engineered and items would be removed from the project.

Ms. Murugan asked what the nature of the emergency is for the request. Mr. Mariscal responded that groundbreaking is scheduled to begin in July so if they waited for the regular application cycle the project would be mostly completed.

Ms. Beretsky said that the project has been underway for years and the project is well received by the community.

Ms. Beretsky moved that \$90,000 be recommended from the open space reserve and \$32,000 from the budgeted reserve. Ms. Murugan proposed an amendment to fund \$122,000 from the budgeted reserve. Mr. Fager offered an amendment to fund \$61,000 from the open space reserve and \$61,000 from the budgeted reserve.

Upon a motion by Mr. Fager, seconded by Ms. Shannon, the Committee voted 6-0, to approve \$122,000 for the Marka Powderhouse project, with \$61,000 from the open space/recreational land reserve and \$61,000 from the budgeted reserve.

Upon a motion by Mr. Bauer, seconded by Ms. Beretsky, the Committee voted 6-0, to place the following funding conditions on the award for the Powderhouse School park project:

1. Upon commencement of the Project and as appropriate, the Marka agrees to post a sign stating that the Project was funded through the City of Somerville's Community Preservation Act program.
2. Marka will complete the project as presented to the Community Preservation Committee on May 22, 2019 without any reduction to the scope.
3. CPA funds will only go towards CPA eligible aspects of the project.

Agenda item 10: ArtFarm bond

The Committee decided that they do not want to reconsider the approach to funding the ArtFarm project given the delay in consideration by the City Council.

Agenda item 11: CPA process evaluation

The Committee agreed to postpone the next process evaluation to a later year.

Agenda item 12: ArtBeat table

Ms. Stelljes asked if any other Committee members were available to staff the CPA table at ArtBeat on July 13. Committee members will check their calendars and let Ms. Stelljes know if they are available.

Agenda item 13: Discussion options for including alternates on the Community Preservation Committee

The Committee agreed that they do not want to take any action on exploring options for including alternates at this time.

Agenda item 14: Dog Park Feasibility Study Final Report discussion

The Committee agreed there was nothing further to discuss on the dog park feasibility study.

Agenda item 15: Other business

There was no further business.

Next meeting: The next meeting of the CPC will be held at 6:30pm on June 26, 2019.

Meeting Adjournment

Upon motion from Ms. Murugan, seconded by Ms. Beretsky, the Committee voted 6-0 to adjourn at approximately 9:30.

Documents and Exhibits

1. Agenda
2. Minutes from the April 25, 2019 meeting
3. Proposed preservation restriction and memorandum of understanding from Temple B'nai Brith
4. Draft FY19 CPA Annual Report and appendix
5. Draft FY2020 CPA Budget
6. Draft funding recommendation for the Somerville Museum emergency funding request
7. Draft funding recommendation for the Marka Powderhouse School Park project
8. Funding recommendation for the ArtFarm project
9. Emergency application materials from the Somerville Museum request
10. Emergency application materials from Marka request

CITY OF SOMERVILLE, MASSACHUSETTS

JOSEPH A. CURTATONE

MAYOR



MEMORANDUM

To: Somerville Community Preservation Committee

From: Richard E. Raiche, PE, PMP, Interim Director of Capital Projects

Date: 25 June 2019

RE: Request to repurpose previously granted CPA funding to engage owner's project manager services for City Hall and the 1895 Building

The City is requesting to repurpose the \$200,000 in CPA funding granted to the City's Capital Projects and Planning Department in FY15 "to engage a design team to restore exterior building elements, upgrade mechanical systems, and upgrade life safety and handicapped accessibility." The City is proposing to use the \$200,000 in CPA funding to instead fund the cost of engaging an owner's project manager (OPM) to support the renovation of City Hall and the 1895 Building, the latter of which will be left vacant at the conclusion of the Somerville High School (SHS) renovation.

The City recently completed the Departmental Relocation Strategy Initiative (also known as the Building Master Plan), which calls for consolidating City and School administrative departments in three key buildings – City Hall, 1895, and the Edgerly – all of which require significant improvements. Mayor Curtatone, through the Capital Projects and Planning Department, has submitted a request to the City Council for \$2 million to fund an OPM to guide and oversee the City's investments in these buildings, as well as necessary investments in other City-owned buildings. If the Community Preservation Committee (CPC) grants the City's request to repurpose the previously granted CPA funding toward the cost of an OPM, the CPA funding will only be used toward the cost of OPM services related to City Hall and 1895. Please see the attached memorandum of agreement between the City of Somerville and the Massachusetts Historical Commission stating the historical significance of the Somerville High School building, of which the 1895 is a part. The Somerville Historic Preservation Commission is a concurring party on this document.

Engaging an OPM is a critical first step in the process of renovating City Hall and the 1895 Building as these renovations will be expensive and logistically challenging given the many other projects currently or proposed to be underway on Central Hill, including the SHS renovation and the implementation of the Central Hill Campus Plan. The City appreciates the CPC's consideration of the request to repurpose previously granted funding to push forward this important effort.

Massachusetts School Building Authority

Deborah B. Goldberg
Chairman, State Treasurer

James A. MacDonald
Chief Executive Officer

John K. McCarthy
Executive Director / Deputy CEO

December 8, 2017

Via US mail (with enclosures) and email (with attachments) to:

The Honorable Joseph A. Curtatone, Mayor
City of Somerville
93 Highland Avenue
Somerville, MA 02143

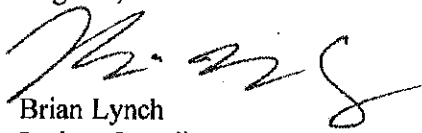
Re: City of Somerville, Somerville High School Memorandum of Agreement with the Massachusetts Historical Commission

Dear Mayor Curtatone:

Attached, please find the fully executed Memorandum of Agreement between the City of Somerville and the Massachusetts Historical Commission for the Somerville High School project in the City of Somerville (the "City").

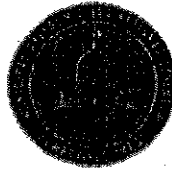
Feel free to contact me if you have any questions.

Regards,


Brian Lynch
Project Coordinator

Attachment: Memorandum of Agreement

Cc: Legislative Delegation
William A. White Jr., President, Somerville Board of Aldermen
Laura Pitone, Chair, Somerville School Committee
Mary Skipper, Superintendent, Somerville Public Schools
Christopher Carroll, Owner's Project Manager, PMA Consultants, LLC
Chad Crittenden, Owner's Project Manager, PMA Consultants, LLC
Alex Pitkin, Designer, Symmes Maini & McKee Associates, Inc.
Lorraine B. Finnegan, Designer, Symmes Maini & McKee Associates, Inc.
File: 10.2 Letters (Region 4)



MEMORANDUM OF AGREEMENT BETWEEN
THE CITY OF SOMERVILLE,
AND THE MASSACHUSETTS HISTORICAL COMMISSION
REGARDING THE 1895 AND 1920s PORTIONS OF THE
SOMERVILLE HIGH SCHOOL BUILDING LOCATED AT
81 HIGHLAND AVENUE, SOMERVILLE, MASSACHUSETTS

This Memorandum of Agreement ("MOA") is entered into this _____ day of _____, 2017, between the City of Somerville, as project proponent

and

the Massachusetts Historical Commission (MHC).

WHEREAS, the City of Somerville, acting through its Director of Capital Projects and Planning ("Somerville" or "Proponent"), acting on behalf of the City of Somerville, proposes to construct a new high school at 81 Highland Avenue, ("the Proposed Project") in Somerville, Massachusetts; and

WHEREAS, Somerville has been approved for a grant from the Massachusetts School Building Authority ("MSBA") for the reimbursement of a portion of eligible project costs incurred by Somerville in connection with the Proposed Project, as determined and approved by the MSBA; and

WHEREAS, the Proposed Project site currently contains the property historically known as the Somerville High School, a property that is included in the MHC's Inventory of History and Archaeological Assets of the Commonwealth (MHC# SMV.69); and

WHEREAS, the Massachusetts Historical Commission ("MHC") has determined that the Somerville High School meets criteria of eligibility (36 CFR 60) for listing in the National Register of Historic Places; and

WHEREAS, construction of a new high school will involve the partial demolition of the Somerville High School; and

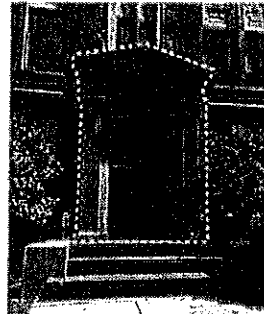
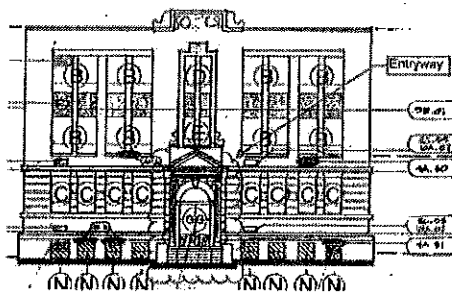
WHEREAS, Somerville Historic Preservation Commission ("SHPC") has been consulted and had been invited to concur with this Memorandum of Agreement; and

WHEREAS, the MHC has determined that there are no prudent and feasible alternatives to eliminate or minimize the adverse effect of the Proposed Project to the Somerville High School; and

NOW, THEREFORE, Somerville, MSBA, and MHC have consulted and agree that the Proposed Project shall be undertaken in accordance with the following stipulations in order to mitigate the adverse effect to historic resources.

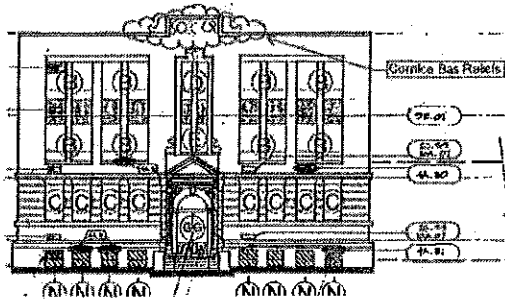
Stipulations

- A. Elements to be retained: The project will retain and stabilize the 1895/1914 building, in such a manner that any stabilization efforts are in keeping with accepted historic preservation practices and can be reversed in the future if necessary, if and when the City of Somerville undertakes a restoration project of this structure. Moreover, the 1929 Gymnasium (War Memorial) addition will be retained, stabilized and repaired;
- B. Photographic documentation (general): archival quality photographs shall be taken of the 1895/1914 structure and its 1920s-era additions. Photographs shall include all exterior elevations, general interior photos, and photos of the currently-obscured original 1895/1914 rear façade;
- C. Photographic documentation – (specific elements): archival quality close-up photographic documentation shall be taken of the exterior of the 1929 additions as follows: cornice bas relief, main entrances (including door hoods and surrounds), bas reliefs demarcating the second and third floors, and the decorative fenestration surrounding the center windows on the second and third stories;
- D. Salvage of Existing Cast Iron, Terra Cotta or Cast Stone Decorative Elements for Re-Use in New Construction: Selected decorative elements located on the 1929 wings and connectors are intended to be re-used as part of the new construction, or salvaged for reuse on other capital projects within the City. The intent is to salvage the elements for re-use. Due to unknown construction methods, the feasibility of removal of intact units for re-use is unknown. In the event that the existing construction is damaged beyond repair as part of the salvage process, reproductions of the historic elements using the same materials will be undertaken. The following decorative elements will be salvaged:
 - a. Entryways: At least one of the two exterior entryways of the 1929 addition; elements to be salvaged include the terra cotta or cast stone pediment, entablature, columns and arch.



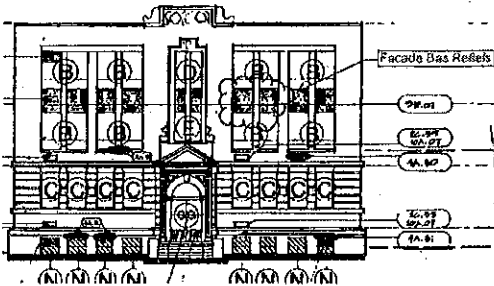
One of the two exterior entryways (A Wing and C Wing) of the 1929 addition

- b. Cornice bas relief: At least one of the two cornice bas reliefs; elements to be salvaged include the central date panel and flanking scrolls.



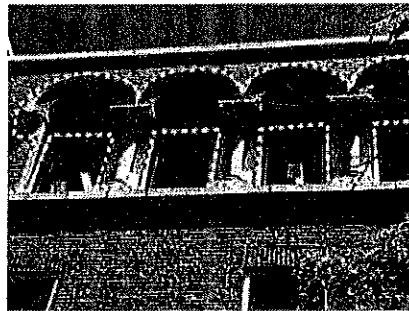
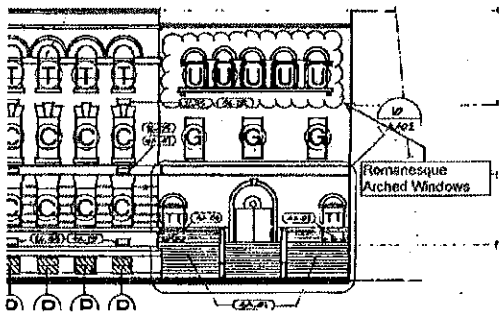
One of the two cornice bas reliefs (A Wing and C Wing)

- c. Facade bas relief: At least one, and ideally more, of the bas relief panels between the second and third floors of the front elevations of the 1929 addition, with due consideration given by Preservation Planning Staff and the Project Team to impacts of multiple-panel salvage on the project budget.



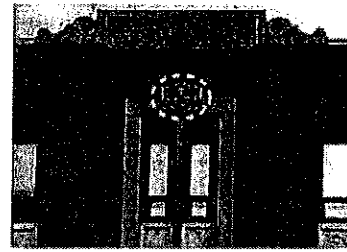
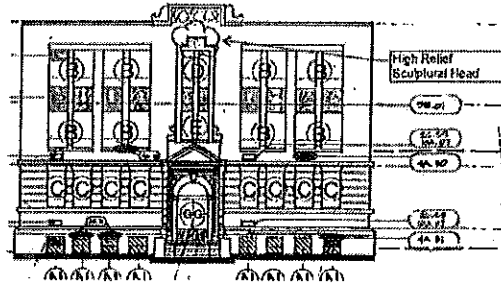
Bas relief panels between the second and third floors of the 1929 addition (A Wing and C Wing)

- d. Arched windows: At least one of the two Romanesque arched window ensembles located at the connectors between the 1929 additions and the 1895 building; elements to include all six (6) of the capitals and associated columns, bases and arches.



Romanesque arched windows between the 1929 wings and the 1895 building

- e. High Relief Sculptural Head: At least one of the sculptural heads located above the third floor windows of the 1929 addition.



One of the sculptural heads above the third floor window

- E. Retained elements: All bas reliefs, main entranceway (and associated decorative door hood and fenestration), decorative brickwork, Romanesque arches and accompanying capital-topped columns of the original 1895 structure shall be retained and restored as a part of the reuse of the 1895 building. These requirements apply to all facades;
- F. Interpretive panels: Interpretive panels shall be created, in coordination with staff Preservation Planners, telling the history of the development of the Central Hill civic campus with primary focus on the metamorphosis of Somerville High School. Such interpretive paneling shall be installed in the new high school structure in such (a) location(s) so as to be easily accessible by both students and the general public;
- G. Permanent Online Exhibit: Pursuant to MHC's request in its determination letter dated August 18, 2016, a permanent online interpretive website exhibit utilizing archival digital photographic recordation standards shall be created and will be hosted by the Somerville Public Library. The online exhibit will contain archival photographs of the Somerville High School and its setting along with the Central Library and the Somerville City Hall and will discuss the history of the high school, its relationship within the Somerville City Hall and the Central Library, and the high school's associations with the educational and developmental history of Somerville.
- H. Permanent Physical Exhibit: Pursuant to MHC's request in its determination letter dated August 18, 2016, a permanent physical exhibit discussing the history of Somerville High School, its relationship within the Somerville City Hall and the Central Library, and the high school's associations with the educational and development history of Somerville shall be developed and housed in a prominent interior public location of the Somerville High School. The physical exhibit should be designed to actively engage the viewers.
- I. Future Use of the Project Site: All of the work to be undertaken that is outlined in this Memorandum shall be executed with the consistent and direct input of the Preservation and Planning Staff/Planning Director throughout the project process. Should the City sell all or part of this property after the execution of this Memorandum, the terms of this Memorandum shall be included as part of any purchase and sale agreement to any future successors or assigns. The City shall produce proof to the parties that this Memorandum has been recorded at the Southern Middlesex Registry of Deeds prior to issuance of a building permit.
- J. Effect of Agreement: Execution of this Memorandum of Agreement by the signatories listed below and the implementation of its terms by the Proponent shall be full and sufficient evidence that the proponent has consulted with MHC and satisfied the requirement of MEPA (301 CMR 11.03(10) and M.G.L. Chapter 9, Section 26.
- K. Counterpart Execution: This Agreement may be executed in any number of counterparts, each of which will be deemed an original for all purposes.
- L. Signature Pages: The MSBA hereby signs this MOA solely for purposes of satisfying any obligations that may be imposed upon the MSBA under M.G.L. c.9, §§ 26-27C and 950 CMR

71.00 by reason of its approval of a grant for reimbursement of a portion of eligible project costs incurred by the City of Somerville in connection with the Proposed Project, as determined and approved by the MSBA.

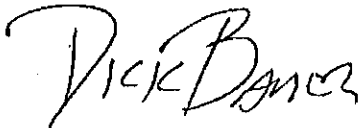
The MSBA shall not be responsible or liable for the performance or enforcement of the stipulations within this MOA.

It shall be the sole obligation of the Proponent to ensure that the stipulations of this MOA are carried out in coordination with the MHC and the SHPC shall provide proof of compliance with such measures to the MHC.

Execution of and acceptance of this MOA by the MSBA shall satisfy any obligation that may be imposed upon the MSBA under 950 CMR 71.07.

Dated : <u>11/30/17</u>	MASSACHUSETTS SCHOOL BUILDING AUTHORITY By: <u>[Signature]</u> John K. McCarthy, Executive Director
Dated : <u>11/22/17</u>	MASSACHUSETTS HISTORICAL COMMISSION By: <u>[Signature]</u> Brona Simon, Executive Director
Dated : <u>10/26/2017</u>	CITY OF SOMERVILLE By: <u>[Signature]</u> Joseph A. Curtatone, Mayor
Dated : <u>10.25.17</u>	SOMERVILLE CAPITAL PROJECTS AND PLANNING By: <u>[Signature]</u> Robert King, Director
Dated : <u>10.31.17</u>	SOMERVILLE PUBLIC SCHOOLS, as to Stipulation "F" By: <u>[Signature]</u> Mary Skipper, Director Superintendent

CONCURRING PARTY:

<p>Dated : <u>10/23/17</u></p>	<p>SOMERVILLE HISTORIC PRESERVATION COMMISSION</p> <p></p> <p>By: _____</p> <p>Dick Bauer, Chair</p>
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South Street Farm Public Access Plan

South Street Farm is generally open to the public for passive recreation use. Folks working nearby often each lunch at the table or walk through the farm. There are at least two large events open to the public with a suggested donation, Cider Day in the fall and the Maple Syrup Boildown in late winter. There are also Spring and Summer events in some years.

While the farm has been unlocked and open to the public since its creation, there is currently a lock on the gate after shopping carts full of trash appeared at the site during the winter. This lock is temporary until the situation is under control. We are currently hiring a new Food and Farms manager, and will be able to leave the farm unlocked most weekdays with someone able to directly oversee the site.

In order to inform the public that the farm is open, signage will be hung stating that the farm is open to the public on certain days (TBD, pending the hiring of a new farm manager), and outlining the work hours the farm is not open to the public.

Expense	Budget	Encumbered	Invoiced	Remaining	Item
Advertising	\$ 200.00		\$ 162.00	\$ 38.00	\$162- Legal ads for CPP hearing
Printing	\$ 500.00		\$ 150.00	\$ 350.00	\$150- CPA banner
					\$39.97 candy for October SomerStreets
					\$99.25- Refreshments for December CPC meeting
					\$162- Pizza for CPP hearing
Food Supplies	\$ 500.00	\$ 116.50	\$ 301.22	\$ 82.28	\$116.50- Growing Center refreshments
Other Supplies	\$ 100.00		\$ -	\$ 100.00	
Signs & Cones	\$ 1,570.00	\$ 675.00	\$ 795.00	\$ 100.00	\$795- design signs
Dues and Memberships	\$ 4,350.00		\$ 4,350.00	\$ -	\$675- construction signs
In-state conference	\$ 100.00		\$0	\$ 100.00	Annual dues for Community Preservation Coalition
Feasibility studies (P&T)	\$ 2,000.00		\$ 2,000.00	\$ -	West Somerville Dog Park Feasibility Study
Professional & Technical	\$ 20,728.00	\$ 325.00	\$ 3,755.00	\$ 16,648.00	\$325- design for design signs
					\$55- banner design fee
					\$325- design for construction signs
					\$3,375- preservation restrictions (invoiced)
Total	\$ 30,048.00	\$ 1,116.50	\$ 11,513.22	\$ 17,418.28	

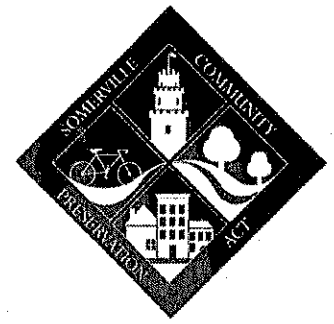
Total spent: \$ 12,629.72

Percentage: 42%



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



COMMUNITY PRESERVATION COMMITTEE FY19 FUNDING RECOMMENDATION FOR *ARTFARM, CITY OF SOMERVILLE PARKS AND OPEN SPACE DIVISION*

PROJECT DESCRIPTION

ArtFarm will convert a 2.1 acre site, which was formerly a waste transfer facility, into open space with a focus on recreation and urban agriculture. In addition to the open space component, an ArtBarn will be built that will provide rehearsal and performance space. CPA funds will pay for the landscape for phase 1 of the project. No CPA funds are being requested for the ArtBarn

ELIGIBILITY

Recreational Land: ArtFarm will provide a new opportunity for active and passive recreation as well as urban agriculture.

RECOMMENDED FUNDING

On December 11, 2018 by a vote of 6-0 the Community Preservation Committee recommended appropriating \$1,000,000 for this project: \$367,899 to come from the open space/recreational land reserve budget, \$174,776 from the budgeted reserve, \$457,325 to be bonded. Funds will be given to the control of the City of Somerville for the overall purposes summarized in this document.

Project Budget

Expenses	Amount
Study	\$0
Soft costs	\$0
Construction	\$1,666,000
Total	\$1,666,000
Sources	
CPA open space/recreational land funds- requested	\$1,000,000
PARC grant (future application)	\$400,000
Community Development Block Grant funds	\$266,000
Total	\$1,666,000

ALIGNMENT WITH FY19 COMMUNITY PRESERVATION PLAN

ArtFarm will provide 2.1 acres of new open space for the City of Somerville as well as additional community gardening opportunities.

FUNDING CONDITIONS

1. CPA funds will be used only for CPA eligible expenses.
2. The City of Somerville will install a permanent sign noting CPA funding at the completion of the project and a temporary sign during construction.

MEASURES OF SUCCESS

The goal of the project is to create an active, year-round open space for use by the community, artists, urban growers, and the larger public.

The success of the project will be measured through:

- Increase in total open space acreage in Somerville
- Retaining outside financial support
- Number of new community garden plots
- Number of community growers involved in ArtFarm
- Number of mentor farmers and youth enrolled in World Crops initiative
- Number of events, performances, and festivals held
- Number of attendees at events

The full proposal is available at: <https://www.somervillema.gov/departments/community-preservation-act/2019-cpa-projects>

FY20 CPA Project Funding

	Proposed Allocation	Returned Funds	Debt Service	Total Available for FY20 Projects	Recommended Emergency Awards	Remaining Available for FY20 Projects
<i>Open Space and Recreation Reserve</i> (20% of estimated revenue)	444,158	1,225	0	445,383	61,000	384,383
<i>Historic Resources Reserve</i> (15% of estimated revenue)	333,118	8,415	0	341,533	250,000	91,533
<i>Community Housing Reserve</i> (50% of estimated revenue)	1,110,394	0	-312,153	798,241	0	798,241
<i>Budgeted Reserve</i> (10% of estimated revenue)	222,079	0	0	222,079	111,000	111,079
Total	2,109,749	9,640	-312,153	1,807,236	422,000	1,385,236

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QUESTIONS

RESPONSES 11

11 responses



Not accepting responses



Message for respondents

This form is no longer accepting responses

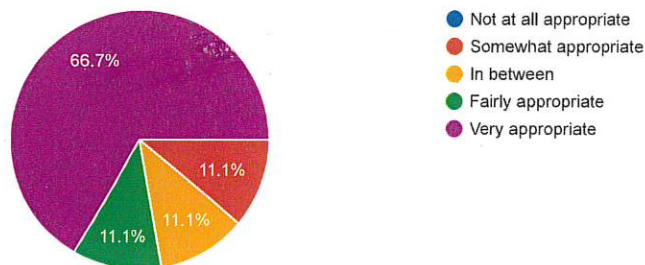
SUMMARY

INDIVIDUAL

Project implementation experience

In your experience, how appropriate were the funding conditions placed on your project by the CPC?

9 responses



Please share any feedback you have on the funding conditions.

2 responses

It can be burdensome to mention the CPA funding in every public announcement on the project, especially when it is a small portion of the rest of the funding on the project.

Have some concerns about equity of certain conditions in some cases, eg. expectations of visitor counts for a project on City property when it does not appear that similar City run projects have the same expectations for documenting usage. Both are improving City open and recreational space. If required for one, would seem to be appropriate to require for all.

← CPA Project Implementer Survey- FY19

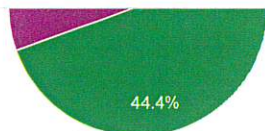
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QUESTIONS

RESPONSES

11



How can we improve the clarity of the reporting process?

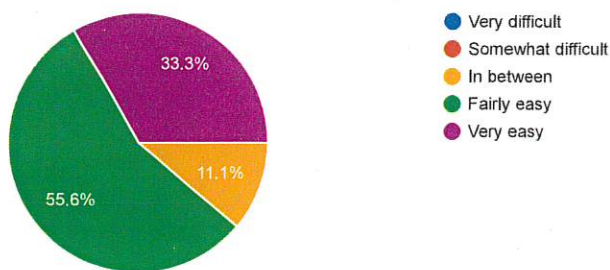
2 responses

Reporting process is NOT the issue, just the time to DO it!

Continue to provide staffing support to provide clarity, as the reporting process evolves in order to support smaller organization's participation.

In your experience, how easy/difficult was it to access funds for your project?

9 responses



How can we increase the ease of accessing funds?

2 responses

I had the benefit of being a City project so others in A&F were invaluable in accessing the \$!

Given that the funding comes through the City, there are a lot of necessary steps in the process (campaign disclosure, etc.) that we do not have when working with other sources of funding. However, Kristen is incredibly knowledgeable and helpful at every step of the process.

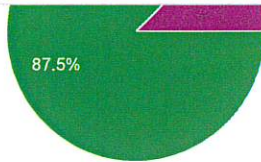
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QUESTIONS

RESPONSES 11



● Very helpful

Please explain your selection.

3 responses

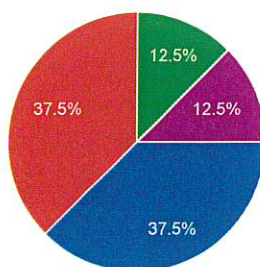
To be honest, I'm not certain if we've met the reporting requirements on the project this year.

Sadly I have not completed the full project quite yet as still some funds remaining, so I have not gone through the full reporting process, and can't comment adequately.

The opportunity to make a brief in person presentation to the CPC might offer more dynamic feedback. The CPA tour was a great example, albeit more informal. Continuing to develop a variety of options for dedicated time for final closure at the completion of projects—and celebration of the impact of the collective CPA funding—is to be encouraged.

How much time did you spend in total reporting on your project this year?

8 responses



- Less than 5 hours
- 5-10 hours
- 10-15 hours
- 15-20 hours
- More than 20 hours

Have you included recognition of CPA funding on your organization's website and/or in other relevant materials?

9 responses



- Yes
- No

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QUESTIONS

RESPONSES 11

Do you have any other feedback on how to improve CPA processes?

3 responses

These are all pretty standard practices for grants. The only thing I would say that we had trouble with was keeping track of all the fields in the excel document to fill out, a word document, or similar, might be easier.

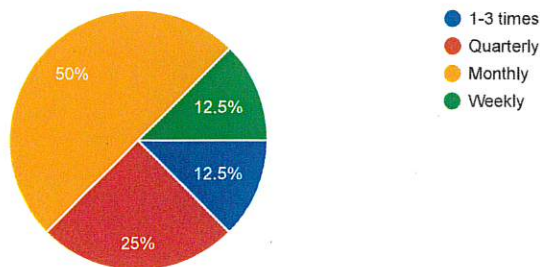
Make sure the new staff person is as talented, personable, understanding and helpful as Kristen has been! :)

1) Continue to provide exemplary staffing support, especially critical for non-City funded projects, who could not make the projects happen without such support, 2) Urge the CPC to exercise caution regarding equity of expectations for City and non-City projects, with greater understanding that the "non-City" projects are often on City owned property and being carried out by volunteers as their civic contribution to the overall fabric of the City. (To be honest, at times it felt like we were seen as interlopers trying to run off with City funds while the reality was we were just a dedicated group of volunteers working like crazy to try to sustain a City owned property, while raising the funds to improve a 25 year old city park space, being asked to essentially do work that is typically the job of paid City staff, all while continuing to do our day jobs and keep programming running at the site.)

CPA Manager

How frequently did you interact with the CPA Manager regarding your project in the last year?

8 responses



In what formats did you interact with the CPA Manager? (check all that apply)

9 responses



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QUESTIONS

RESPONSES

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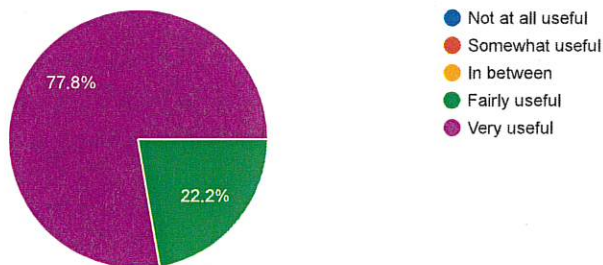
If "other," please describe.

0 responses

No responses yet for this question.

In your experience, how useful was the support of the CPA Manager?

9 responses



How can the CPA Manager increase the usefulness of support provided to project implementers?

3 responses

not clear at this point.

This position, and the people who have served in this role, have been key. Perhaps there can be a list of suggestions for non-City run projects of items to suggest be included in funding requests, ie. we recently learned that one non-profit grantee had been able to include funding to cover an accountant to help deal with the unintended impacts of the infusion of funds into a small non-profits budget which can drastically change IRS reporting requirements.

Can't think of any ways to improve-- she's great!

Community Preservation Committee (CPC)

How frequently did you interact with the CPC in the last year?

9 responses

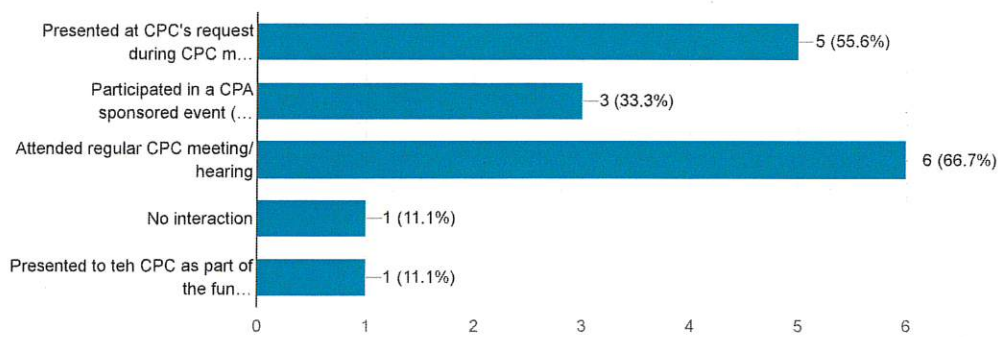
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QUESTIONS

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In what formats did you interact with the CPC? (check all that apply)

9 responses



If "other," please describe.

2 responses

No interaction

personal mtgs. to update her as needed.

Please share any additional feedback you have for the CPC.

1 response

see prior responses

Support to CPA project implementers

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QUESTIONS

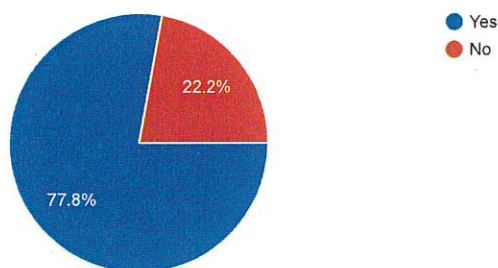
RESPONSES

11



Has your organization benefited from being part of the Somerville CPA program beyond receiving funds?

9 responses



If "yes," please describe.

5 responses

CPA has funded parks which continue to be a high priority for Somerville residents.

The CPA manager and CPC have been helpful in making sure we are connected to the staff at the city that we need to have relationships with (parks, con comm etc.)

Support for our organization, visibility; networking within Somerville

Kristen has been very helpful in explaining the CPA eligibility requirements and funding needs.

Presenting at the CPC ended up being a great opportunity to network with other community organizations and people. Being a CPA grant recipient is a helpful thing when seeking other funding sources or looking to make connections. Also the preservation planners have been helpful.

Are there additional ways your organization could be supported by the CPA program in the future?

2 responses

yes, funding for other historic properties and projects in Somerville

To be determined....

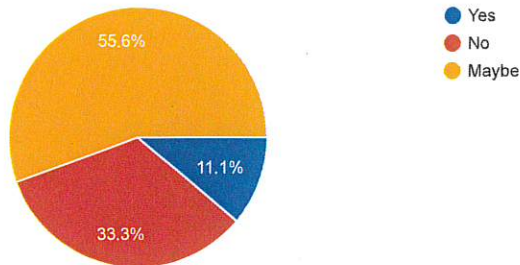
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QUESTIONS

RESPONSES 11



If you checked yes or maybe, what topics would you be interested in covering in this group?

1 response

how to support non-profit organizations successful participation

How can the CPC do more effective outreach about the program and funding opportunities?

3 responses

CPC is already doing a lot - perhaps something else would be to lobby to state re: their power to leverage these funds and helping to work with land owners (ie DCR).

Not sure that more ways are needed as \$ is already very competitive and not sufficient to cover all of the requests! However, it's good to continue to do outreach at various community events, and publicize the CPA program via the project mgrs. who know best how valuable the funds were to achieving their goals.

Have a brochure or flyer that grantees can share with our constituents

Untitled Section

Please share any additional feedback you have for Somerville's CPA Program.

0 responses

No responses yet for this question.

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QUESTIONS

RESPONSES 11

