



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



MINUTES SEPTEMBER 27, 2017

The Community Preservation Committee (CPC) held a regular meeting at 6:30pm in the private dining 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 Dick Bauer, Vice Chair Michael Fager, Elizabeth Duclos-Orsello, Arn Franzen, Ezra Glenn, James McCallum, Uma Murugan, and Jessica Palacios Yamakawa

Members Absent Michael Capuano

Staff Present Kristen Stelljes; Emily Hedeman, Economic Development; Jason Grossfield, Legal

Others Present Alyssa Kogan

MEMBERS

Dick Bauer, Chair
Michael Fager, Vice Chair
Michael A. Capuano
Elizabeth Duclos-Orsello
Arn Franzen
Ezra Glenn
James McCallum
Uma Murugan
Jessica Palacios Yamakawa

STAFF

Kristen Stelljes

Vice Chair Michael Fager chaired the meeting, which was called to order at 6:33pm.

Agenda item 1: Public comment period

No members of the public were present.

Agenda item 2: Presentation of Results from the Somerville CPA Evaluation

Ms. Kogan presented the results from the evaluation of Somerville's CPA program that she conducted this summer. Her key questions were:

- To what extent is the CPA operating as it was intended?
- To what extent does the program reflect Somerville's goals?

Ms. Kogan answered these questions through key informant interviews, an online community survey, a survey of Somerville non-profits, and document review.

She found the program is operating as intended and CPA project implementers find CPA funds to be a critical resource and appreciate the processes used. The choice to have the Affordable Housing Trust Fund serve as the housing arm of the CPC is working well. Trustees greatly appreciate having a reliable source of funding for housing projects.

She found that there are some discrepancies between how different CPC members and the CPA Manager see their roles. Another area for further discussion by the CPC is the role of CPC members in engaging in outreach.

Project implementers would like to see longer term commitments for CPA funding.

Respondents felt that CPA reflects Somerville's goals and appreciates the public nature of the CPA. They want to ensure that community projects continue to be supported even if they may have a smaller reach than City managed projects. The majority of CPA funded projects are located in environmental justice neighborhoods. However, it has been difficult to attract diverse applicants for funding and for CPC general public members.

Her recommendations include:

- Conduct a City-wide needs assessment
- Approach outreach in a more structured way
- Clearly delineate roles between CPC members and the CPA Manager
- Establish a learning network for CPA implementers
- Create a process to request and receive long-term funding
- Engage a team to conduct future CPA evaluations

Ms. Murugan said she would be interested in following up with the findings from the evaluation once Ms. Stelljes returns in February.

Agenda item 3: Approve minutes from July 26 and August 16 meetings

Upon a motion by Ms. Murugan, seconded by Mr. McCallum, the CPC voted 5-0, with Ms. Duclos-Orsello and Mr. Glenn abstaining, to approve the minutes from the July 26th meeting.

Upon a motion by Mr. Franzen, seconded by Ms. Murugan, the CPC voted 4-0, with Ms. Duclos-Orsello, Mr. Glenn, and Ms. Palacios Yamakawa abstaining, to approve the minutes from the August 16th meeting with corrections.

Agenda item 4: Overview of Somerville's campaign contribution ordinance

Mr. Grossfield, Assistant City Solicitor, reviewed the new campaign contribution ordinance with the CPC members. The ordinance requires applicants for \$50,000 or more in CPA funding to disclose the campaign contributions of their leadership to local candidates. The total contributions that organization leaders and their family make to local candidates cannot be more than \$500 combined. If more is given, the members of the leadership can request a refund from the candidate. The ordinance is enforced by the City Ethics Commissioner and the Auditor. It is Ms. Stelljes' responsibility as the staff for the CPC to monitor the forms, but she is not required to verify the information.

Ms. Duclos-Orsello raised the concern that this requirement may make it more difficult for community organizations to apply because they are less likely to be aware of the ordinance and it does not apply to City staff. She asked Ms. Stelljes to monitor the implications on applicants.

Agenda item 5: Review of FY18 Eligibility Determination Forms

Prospect Hill Park Rehabilitation

Upon a motion by Ms. Murugan, seconded by Ms. Duclos-Orsello, the CPC voted 8-0 to determine the Prospect Hill Park application eligible for CPA funding.

Archives Compact Shelving

Upon a motion by Mr. Bauer, seconded by Mr. Franzen, the CPC voted 8-0 to determine the compact shelving application eligible for CPA funding.

Preservation and Access of Election Records

Upon a motion by Ms. Murugan, seconded by Ms. Palacios Yamakawa, the CPC voted 8-0 to determine the elections record application potentially eligible for CPA funding. The project will be fully eligible pending a favorable determination of historic significance by the Historic Preservation Commission.

Historic Document Mold Remediation

Upon a motion by Ms. Duclos-Orsello, seconded by Ms. Murugan, the CPC voted 8-0 to determine the mold remediation application eligible for CPA funding.

Honoring Somerville High School's History

Upon a motion by Ms. Murugan, seconded by Ms. Duclos-Orsello, the CPC voted 7-1, with Mr. Fager dissenting, to determine the Honoring Somerville High School's History application potentially eligible for CPA funding. The project will be fully eligible pending a favorable determination of historic significance by the Historic Preservation Commission.

ADA Compliance Improvements at Boston Center of the Self-Realization Fellowship

Upon a motion by Ms. Duclos-Orsello, seconded by Mr. Bauer, the CPC voted 7-1, with Mr. Fager dissenting, to determine the Self-Realization Fellowship application potentially eligible for CPA funding. The project will be fully eligible pending a favorable determination of historic significance by the Historic Preservation Commission and a favorable ruling by the Supreme Judicial Court on the use of CPA funds to restore historically significant religious buildings.

Mr. Fager raised a concern that funding this project would violate the anti-aid amendment. Ms. Stelljes said she spoke about this project with David Shapiro in the City Solicitor's office and he said that he believes there is sufficient public access to make the project eligible for CPA funding. Ms. Stelljes has spoken with the applicants and has asked them to consider expanding the public access they offer.

Mission Church of Our Lord Jesus Christ

Upon a motion by Ms. Duclos-Orsello, seconded by Mr. Glenn, the CPC voted 7-1 to determine the Mission Church application potentially eligible for CPA funding. The project will be fully eligible pending a favorable ruling by the Supreme Judicial Court on the use of CPA funds to restore historically significant religious buildings.

Grace Baptist Church Phase II

Upon a motion by Ms. Duclos-Orsello, seconded by Mr. Bauer, the CPC voted 7-0-1, with Mr. Glenn abstaining, to determine the Grace Baptist Church application eligible for CPA funding.

Adelbert Carpenter House Dormer Rehab/Restoration

Upon a motion by Ms. Duclos-Orsello, seconded by Ms. Palacios Yamakawa, the CPC voted 8-0 to determine the Carpenter House application eligible for CPA funding.

Somerville Armory Window Project

Upon a motion by Ms. Murugan, seconded by Mr. Franzen, the CPC voted 8-0 to determine the Armory Window application eligible for CPA funding.

Somerville Community Growing Center Rehabilitation and Restoration Implementation

Upon a motion by Ms. Murugan, seconded by Ms. Duclos-Orsello, the CPC voted 8-0 to determine the Growing Center application eligible for CPA funding.

Blessing of the Bay Park Revitalization Phase 2

Upon a motion by Mr. Franzen, seconded by Ms. Murugan, the CPC voted 7-0 with Mr. Fager abstaining to determine the Blessing of the Bay Park application eligible for CPA funding.

Dilboy Auxiliary Fields Redesign

Upon a motion by Ms. Duclos-Orsello, seconded by Ms. Murugan, the CPC voted 8-0 to determine the Dilboy Auxiliary application potentially eligible for CPA funding. The project will be fully eligible once it receives support from the property owner, the Department of Conservation and Recreation.

East Somerville Community School Schoolyard Enhancement Project

Upon a motion by Ms. Murugan, seconded by Mr. Franzen, the CPC voted 8-0 to determine the East Somerville Community School application eligible for CPA funding.

Schoolyard Design- Brown and West Somerville Neighborhood Schools

Upon a motion by Mr. Glenn, seconded by Ms. Murugan, the CPC voted 7-0, with Mr. Franzen abstaining, to determine the schoolyard design application eligible for CPA funding.

Community Path Landscape Design

Upon a motion by Mr. Bauer, seconded by Ms. Duclos-Orsello, the CPC voted 7-0, with Mr. Franzen abstaining, to determine the Community Path application eligible for CPA funding.

Agenda item 6: Reflections on CPA 5th Anniversary and CPA and the City Forum

Discussion postponed until the October meeting. Ms. Stelljes noted that both events came in under budget.

Agenda item 7: Consideration of preservation restriction for Prospect Hill Tower and Park

Ms. Stelljes shared that Historic New England has offered to hold the preservation restriction for Prospect Hill Tower and Park with the requirement that the CPC provide a one-time \$50,000 endowment fee. The CPC required a preservation restriction along with the funding for the Prospect Hill

Tower stabilization award, which must be held by a third party because it is City owned property. The Somerville Historic Preservation Commission cannot hold the restriction. Ms. Stelljes approached multiple other organizations to hold the restriction and the only organization that expressed interest was Historic New England. The CPC can agree to recommend funding the endowment and have Historic New England hold the restriction or rescind the requirement, which would require the approval of the Board of Aldermen.

Mr. Glenn asked if there was a local organization that could hold the restriction. Ms. Stelljes said she asked the preservation planners and they said that there are none with the capacity to hold the restriction.

Ms. Duclos-Orsello shared that she previously worked for Historic New England and that holding preservation restrictions is part of their business model. Historic New England is the gold standard for historic preservation in region. She thinks a legitimate argument could be made to pay the endowment fee for large projects funded by the CPC.

Ms. Murugan asked what the CPC would gain with moving forward with the endowment. Ms. Stelljes said that Historic New England would visit the property once a year to ensure the City is upholding the preservation restriction.

Mr. Glenn asked if Massachusetts Historic Commission could hold the restriction. Ms. Stelljes said that they only hold restriction for projects they fund.

Mr. Bauer said that he originally was in favor of maximum restrictions but has changed his opinion because of the difficulty and expense to put restrictions on City properties. He now feels that the CPC should not put optional restrictions on City properties in local historic districts, which are monitored by the Historic Preservation Commissions.

Ms. Duclos-Orsello said she would reach out to the Massachusetts Cultural Council to see if they would be able to fund the endowment fee.

Mr. Glenn asked if funding conditions could be placed on the properties that would serve the same purpose. Mr. Bauer said that there is a whole body of law concerning restrictions and doesn't think the funding conditions could serve the same purpose.

Upon a motion by Ms. Murugan, seconded by Mr. Glenn, the CPC voted 7-1 with Mr. Franzen dissenting to change their policy and to no longer require preservation restrictions on City owned properties going forward.

The CPC will take up the topic of the restriction for Prospect Hill Tower when Ms. Stelljes returns in February.

Agenda item 8: Review funding application: 5 Palmer acquisition

Ms. Hedeman from the City of Somerville Economic Development Division shared with the CPC that the family who owns the 5 Palmer Ave. property approached the City with an offer to purchase it, remembering that the City had offered to purchase the home when it was assembling lots for the new Capuano School. 5 Palmer Ave. is 0.04 acres and surrounded on three sides by the Capuano School

grounds. The family and the City mutually agreed upon a purchase price of \$500,000 based on a third party appraisal.

The City is requesting recreational land funds to purchase the property. The current plan is to relocate the home to the City's property at 0 Tufts St., next to the 163 Glen St. affordable housing project. The City is putting together a request for proposals requesting a developer to move the house from 5 Palmer to 0 Tufts for the purpose of contextualizing 0 Tufts with the neighborhood, which has many single family homes. The cost of moving the home would be covered by the developer.

Ms. Murugan asked why the City is not demolishing the home. Ms. Hedeman responded that was a possibility but at this time the City is exploring the option of having a developer move the home.

Ms. Duclos-Orsello asked if the City is planning for a non-profit developer to be awarded the 0 Tufts project, because it may be difficult for a non-profit developer to assemble the funds to move the house. She also asked if the family was okay with the home being demolished. Ms. Hedeman responded that the family is aware the home could be demolished and they had already done some demolition on the interior in hopes of converting the single family home into a two family.

[Mr. Bauer arrived at 7:30pm]

Mr. Fager asked what the plans were for the property at 5 Palmer after the house was moved. Ms. Hedeman said there is some interest in expanding the neighboring community garden onto the property. It could also be incorporated into the schoolyard.

Mr. Fager and Mr. Franzen asked about the quality of the soils at 5 Palmer. Ms. Hedeman said a brownfields assessment has been done on the property and the City will remediate the site as required based on the final use.

Mr. Glenn asked about the requirements of the conservation restriction to convert the property to open space because additional funds will be needed to develop the site as open space. Ms. Stelljes responded that the restriction will need to be held by a third party and the details of the conversion to open space would need to be negotiated with that party.

Ms. Duclos-Orsello asked what the assessed value of the land only, without the house, is for the property. Ms. Hedeman did not have that information.

Mr. Glenn and Ms. Murugan expressed concern that if the City was not able to move forward with the acquisition that another buyer would come forward with a cash offer that would be more attractive to the family. Mr. Glenn said that the CPC has been looking for an acquisition opportunity and they come along very rarely.

Ms. Murugan asked if the remediation required would discourage the City from moving forward. Mr. Franzen responded that it is so difficult to acquire property in Somerville that any opportunity to do so is valuable.

Mr. Glenn said he believed because CPA funds for the purchase of the property, which includes a home, the home must be kept as affordable housing to be a CPA eligible use of the structure. Alternatively, the proceeds that come from the sale of the house go to support affordable housing. At the same time, he does not want to put restrictions on the property that would prevent the best outcome from happening. Because CPA funds cannot be used for a non-CPA purpose, he thinks a restriction is not necessary. The

legislation already provides sufficient protections. Ms. Hedeman said there has not yet been a determination as to whether the house would become affordable housing or market rate housing. Mr. Fager asked if the CPC could put a funding restriction on the recommendation requiring the house be used as affordable housing. Ms. Stelljes responded that the CPC could do so. Mr. Fager requested Ms. Stelljes ask the Community Preservation Coalition for details about other acquisition projects that involved buildings that needed to be moved.

Mr. Fager proposed that there be a condition that the house be removed within a short period of time. Mr. Glenn said that it would be better for the house to be removed once the City is ready to implement the new use. Mr. Franzen said he did not think there was staff capacity to finalize the end use and design within a short period of time.

Upon a motion by Ms. Murugan, seconded by Mr. Glenn, the CPC voted to recommend \$500,000 for the acquisition of 5 Palmer Ave. to be used as recreational land.

Upon a motion by Mr. Glenn, seconded by Ms. Murugan, the CPC voted 8-0 for the following funding conditions to be refined by Ms. Stelljes upon advice from the City of Somerville Solicitor's Office to be placed upon their recommendation or funding the acquisition of 5 Palmer Ave.:

- A perpetual conservation restriction will be recorded on the property per the requirement of the CPA enabling legislation.
- If necessary in order to uphold the legal requirements of the CPA, if the house leaves the property, it must be used to increase the supply of affordable housing beyond what would otherwise be required or funds earned from the house will be contributed to the Somerville Affordable Housing Trust Fund.

Agenda item 9: Administrative items

Initial planning for CPC leadership transitions

Mr. Bauer's term as chair is ending on December 31. Mr. Fager expressed his interest in serving as chair starting in January. He will not be able to attend the October 25th meeting and said that if he was elected he would serve. At the same time, he does not want to inhibit anyone else from expressing interest. Ms. Murugan expressed interest in serving as vice-chair. Ms. Duclos-Orsello said she only has one year left in her second term and thinks it may be better to have someone who can serve longer. Mr. Glenn expressed interest in having both an ex-officio member and a general public member serve as chair and vice chair.

The CPC will vote on officers during the October meeting.

Update on CPA social media

Discussion postponed until February

CPC coverage October through February

Ms. Stelljes will be on leave October 6, 2016-February 9, 2017. Ms. Monea will be supporting the CPC while Ms. Stelljes is out. Ms. Stelljes will be in the office on November 30th for office hours for applicants and is planning to attend the January project presentation meetings.

Discuss dates for October and January meetings

The CPC agreed to keep their next meeting date as October 25 and to have the project presentations on January 16 and 24.

Agenda item 10: Other Business

Ms. Stelljes announced the CPA bike tour will take place on Sunday, October 8.

Next meeting: The next CPC meeting will be held at 6:30pm on October 25, 2017 at the Visiting Nurse Association.

Meeting Adjournment

Upon motion from Mr. Bauer, seconded by Ms. Duclos-Orsello, the Committee voted 8-0 to adjourn at 9:53.

Documents and Exhibits

1. Agenda
2. Evaluation presentation
3. July 26 meeting minutes
4. August 16 meeting minutes
5. Campaign contribution ordinance information sheet and disclosure form
6. FY18 Eligibility Determination Form Submissions
7. FY18 admin budget update
8. Graphic facilitation boards from CPA and the City Forum
9. Minutes from the August 30 events sub-committee meeting agenda
10. Request for funding for the acquisition of 5 Palmer Ave. and supporting letter from the owner's lawyer
11. Draft funding recommendation for 5 Palmer Ave.
12. Map showing location of 5 Palmer Ave.
13. Summary document explaining differences between local historic districts and historic preservation restrictions



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MEMBERS

Dick Bauer, Chair
Michael Fager, Vice Chair
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Elizabeth Duclos-Orsello
Arn Franzen
Ezra Glenn
James McCallum
Uma Murugan
Jessica Palacios Yamakawa

STAFF

Kristen Stelljes

AGENDA

DATE: Wednesday, September 27, 2017
TIME: 6:30pm
PLACE: Visiting Nurse Association, First Floor Dining Room
259 Lowell St.

1. Public comment period (10 minutes)
2. Presentation of results from the Somerville CPA evaluation (15 minutes)
3. Approve minutes from July 26 and August 16 meetings (5 minutes)
4. Overview of Somerville's campaign contribution ordinance (10 minutes)
5. Review of FY18 Eligibility Determination Forms (25 minutes)
6. Reflections on CPA 5th Anniversary and CPA and the City Forum (10 minutes)
 - a. Approval of minutes from final sub-committee meeting
7. Consideration of preservation restriction for Prospect Hill Tower and Park (15 minutes)
8. Review funding application: 5 Palmer acquisition (35 minutes)
9. Administrative items (15 minutes)
 - a. Initial planning for CPC leadership transitions
 - b. Update on CPA social media
 - c. CPC coverage October through February
 - d. Discuss dates for October and January meetings, planning to cancel November and December meetings
10. Other business
11. Next meeting: currently scheduled for Wednesday, October 25th at 6:30 p.m. (Visiting Nurse Association)

Somerville Community Preservation Act

EVALUATION

Alyssa Kogan
September 2017

Outline

- Key Questions
- Methods
- Primary Findings
- Recommendations



KEY QUESTIONS

- To what extent is the CPA operating as it was intended?
 - Organizational structure
 - Organizational processes
 - Efficiency
- To what extent does the program reflect Somerville's goals?
 - Awareness
 - Inclusion
 - Participation



METHODS



Limitations

- Summer scheduling
- Limited time
- Independent work
- Biased survey results

PRIMARY FINDINGS

To what extent is the CPA operating as intended?

- Maintains and preserves character of Somerville
- Fills gap in bottom-up planning
- Additional funding source
- Affordable housing to prevent displacement

Organizational Structure

- Inconsistencies in role interpretations and respective responsibilities
- Housing Trust Fund



Organizational Processes and Efficiency

Internal

- Future implications of process evolution
- CPC and outreach

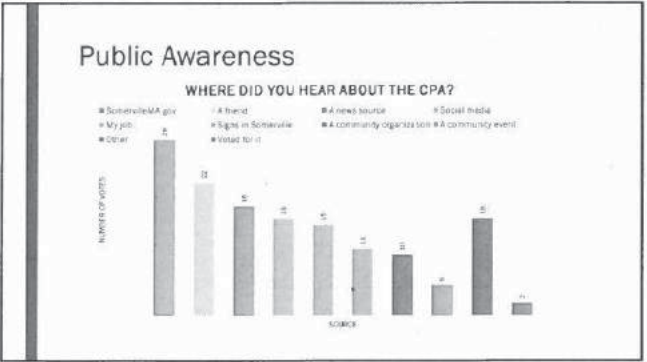
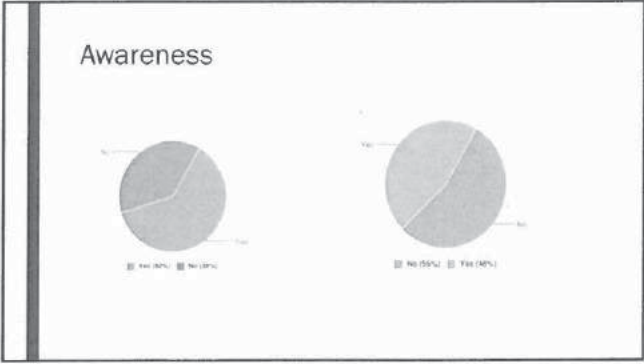
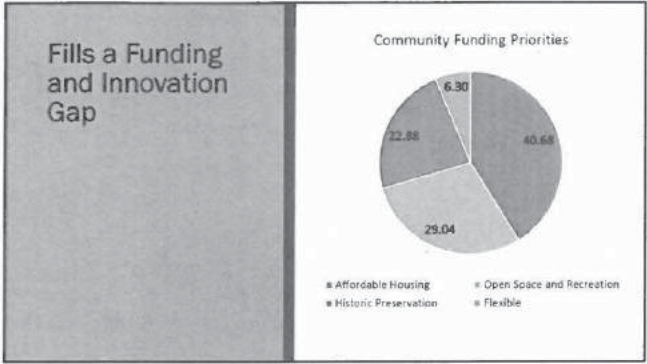
External

- Copious praises for organization and responsiveness
- "Frosting on the cake"
- Full-time CPA manager
- Future-funding?

To what extent does the program reflect Somerville's goals?



- Public nature of the CPA
- City projects versus community projects



Hypothetical CPA Projects	Right	Wrong
The City of Somerville to renovate a historic library	83.3%	16.7%
The City of Somerville to cover maintenance costs in a city park	58.3%	41.7%
A collaboration with the City and a community organization to rehabilitate homes for affordable housing	79.2%	20.8%
A nonprofit organization to rehabilitate a community garden	76.4%	23.6%
A private homeowner to build a swingset in their yard	95.8%	4.2%
A community organization to educate residents about the history of Somerville	62.5%	37.5%

Awareness

- Consequences of low awareness levels
- How to increase awareness?

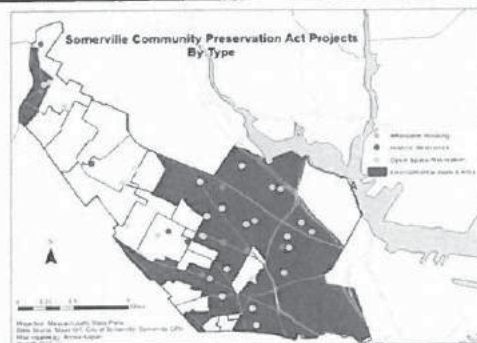
Inclusion

Who benefits?

- Projects appear to be equitably distributed
- Out 43 total projects
 - 31 located in *Environmental Justice (EJ)* areas of Somerville (72.1%)
 - 5/10 Historic Preservation projects (50%)
 - 14/21 Open Space projects (66.7%)
 - 12/12 Affordable Housing projects (100%)

Diversity of voices?

- Missing key populations?



Participation and Character of Somerville

- Participation only as a requirement
- CPA allows for "community-driven ideas to fit into City priorities and fill the bottom-up approach gap."
- CPA projects: keep people in place, increase access, improve quality of life

RECOMMENDATIONS

RECOMMENDATIONS

1. Needs Assessment

2. Outreach

3. Internal Communication

4. Capacity Building

5. Long Term Funding

6. Future Evaluations

1. Needs Assessment

Conduct a City-wide **needs assessment**, perhaps specifically looking at historic preservation, open space, and affordable housing separately. This could be a good project for a **UEP Field Projects Team**. The goal of conducting a needs assessment is so that City projects more **closely align** with community goals, thereby attempting to eliminate the disconnect between **City and community-driven** projects.

2. Outreach

CPC members are a **key strategy** to achieving better outreach. Recognizing that they are **volunteer positions**, it could be beneficial to approach outreach in a more **structured** way.

- Use **interns** as either 6 month or year positions. The first three months are dedicated to **general CPA administrative work** so they become well-versed with the program. Then, transition tasks into more **outreach-oriented**. Each CPC member should generate a list of **contacts** for the intern to engage with so that the outreach is still oriented around the CPC's networks.
- **Replace** some CPC duties with outreach so that the task does not further burden the CPC members. For example, each month, a different CPC member could be in charge of outreach in lieu of attending the CPC monthly meeting.

3. Internal Communication

In order for the CPA to function more efficiently and to **avoid gaps** and/or overlaps in responsibilities, I recommend that the CPC and CPA manager hold a **working session** to clearly delineate roles.

4. Capacity-Building

To improve **quality of applications** and **attract projects** that are truly representative of the community, below are methods to build capacity of potential applications and current project implementers:

- The **planning grants** that are already in the works are a good start for better capacity-building.
- Another viable plan is to establish a **learning network**, possibly for just the planning grantees so that they can collaborate and share ideas, but also for well-established project implementers.
- Organize a **mentor/mentee system** for interested applicants to be connected with either project implementers or CPC members with similar interests to foster better understanding and help connect applicants with necessary resources.

5. Long-Term Funding

While challenging from the administrative side, providing some option for long-term planning would be particularly useful for PIs.

- Create **separate** application tracks. This way, applicants that anticipate having **multiple phases** to their project can apply to a longer-term track. They will still need to fill out a sort of application each year but this plan will assist with **budgeting** for both the CPC and the PIs.

6. Future Evaluations

Conduct an **evaluation** within a team to foster rich **discussion** and creative solutions, possibly also using a **Tufts UEP Field Projects Team**.



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MINUTES JULY 26, 2017

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Members Present Chair Dick Bauer, Michael Capuano, Arn Franzen, James McCallum and Uma Murugan, and Jessica Palacios Yamakawa

Members Absent Vice Chair Michael Fager, Elizabeth Duclos-Orsello, and Ezra Glenn

Staff Present Kristen Stelljes

MEMBERS

Dick Bauer, Chair
Michael Fager, Vice Chair
Michael A. Capuano
Elizabeth Duclos-Orsello
Arn Franzen
Ezra Glenn
James McCallum
Uma Murugan
Jessica Palacios Yamakawa

STAFF

Kristen Stelljes

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 May 24 and June 28 meetings

Upon a motion by Mr. Franzen, seconded by Ms. Murugan, the Committee voted 5-0 to approve the minutes from May 24 as amended with Mr. Capuano abstaining.

Upon a motion by Ms. Murugan, seconded by Ms. Palacios Yamakawa, the Committee voted 5-0 to approve the minutes from June 28, with Mr. Capuano abstaining.

Agenda item 3: FY18 Administrative Budget and FY17 Administrative Actuals

The CPC reviewed the proposed FY18 administrative budget. As the individual items proposed are below the \$5,000 threshold for CPC approval, no vote was taken.

Ms. Stelljes presented the actuals from the FY17 administrative expenses. Of the total FY17 admin budget, \$1,597.18 remained unspent, which will roll over as project funds for FY18.

Agenda item 4: Preservation Restrictions

Ms. Stelljes asked the CPC if the members would like to review the draft preservation restrictions before they are approved. The CPC agreed they would like to see the preservation restrictions once they are executed and defer to the technical experts for their approval.

Mr. Bauer raised the issue about whether or not the preservation restrictions required by the CPC should include interior features. The understanding is that the restrictions would only include exterior features. He suggested the CPC think about this issue and discuss it at a future date.

Ms. Stelljes asked if the CPC would like a preservation restriction to be recorded on the Mystic Water Works building. The previous understanding was that the National Parks Service would hold the restriction but Somerville Housing Authority recently learned that there will not be a restriction recorded through the federal historic tax credit process. The CPC agreed that a preservation restriction held by the local Historic Preservation Commission should be executed under the funding condition in the FY15 CPA grant requiring a perpetual preservation restriction on the property.

Ms. Stelljes also asked the CPC what conditions for the public access agreement would be acceptable for the Mystic Water Works project as part of the preservation restriction. They agreed that it could include participation in historic walking tours and access that would be generally expected given the location of the site on Route 16.

Ms. Stelljes updated the CPC that the preservation staff requested that the preservation restriction the CPC required for funding the stabilization of the Prospect Hill Tower be extended to include the park grounds because the existing local historic district on the property includes both the tower and the park. Because this is a City owned property, the local Historic Preservation Commission, as a part of the City, cannot hold the restriction. Ms. Stelljes has had difficulty finding an institution to hold the restriction. There are two potential options. Historic New England is an option, but they typically hold restrictions on historic homes and would require an endowment of \$40,000. The Trustees of the Reservation are another option but they do not typically hold historic preservation restrictions. They would require an endowment of \$15,000-\$20,000. The endowment would need to be paid out of the CPA historic resources funds. If neither entity agrees to hold the restriction, there is an institution in DC that could hold it but it has had difficulty with the Internal Revenue Service and Ms. Stelljes has been advised not to go through them. As a result the CPC may need to reconsider the preservation restriction requirement, which would require approval by the Board of Aldermen. The outcome of this process may suggest the CPC reconsider their policy of requiring preservation restrictions on City owned properties because of the difficulty in finding a third party to hold the restriction.

Mr. Franzen requested Ms. Stelljes prepare a document that summarizes the policies and rules around local historic districts and preservation restrictions.

Agenda item 5: Community Preservation Plan Discussion and Approval

FY18 Funding Allocations

Mr. Bauer noted that community feedback suggests that the CPC should consider allocating a more even amount of funding across the three CPA categories.

Mr. Capuano responded that the CPC has provided more in flexible funding to open space and historic resources than the amounts the SomerStreets votes suggested should be given to each category. The

CPC has found having flexible funds has been very useful in responding to different demands for funding in each year.

Mr. Franzen said that housing remains a priority in Somerville and the allocation should be maintained along with flexible funding. He hypothesized that the CPC may not be hearing from community members who are in need of affordable housing and that the open space advocates are very vocal.

Ms. Palacios Yamakawa suggested that the allocation should be changed to reflect community feedback.

Mr. Bauer said he supported keeping the allocations the same because of the value of flexible funding and the great need for affordable housing resource. Because of the expense of these projects, the funding allocation should remain at 45%.

Ms. Murugan shared that she takes the community input to mean that Somerville residents value all three categories equally. She said that because housing is more expensive, even though we value the categories equally, making housing projects possible requires additional funding. The current funding allocations have allowed the CPC to fund all of the worthy applications they have received.

Long-Term Support for Projects

Mr. Bauer noted that the CPC to date has not had a policy about committing to funding over multiple years or prioritizing funding for projects that have received CPA funds in the past. If the CPC knows that it does not want to fund construction for a project, it possible that should be taken into account when the project is being considered for design funding.

Mr. Capuano noted that the state match has changed dramatically from year to year, which makes it difficult for the CPC to make a commitment for multi-year funding since the availability of future funding is not known.

Mr. Franzen said he believes each project should be considered on its merits from year to year and the CPC should not take away their flexibility to fund needed projects. At the same time, he plans to request funds over multiple years for City parks projects, so it's important that the CPC be clear with applicants.

Ms. Stelljes noted Ms. Duclos-Orsello suggested the CPC could develop a scoring rubric to use to evaluate projects in the last meeting and receipt of past funding could be one factor included in the criteria.

Ms. Murugan said the CPC should consider committing to reliable funding for organizations with which the CPC has already developed partnerships.

Ms. Palacios Yamakawa said that the CPC should state clearly that funding is not guaranteed for future phases.

Mr. Bauer summarized the opinion of the group as not supporting committing to long term funding for CPA projects.

Support to Somerville's Sanctuary City Status

Ms. Stelljes read the draft language under the priority for supporting community values, which is "Support to Somerville's diversity, including support to immigrants regardless of status."

Ms. Murugan and Mr. Franzen noted they like the draft language and they believe it's strong enough. Mr. Bauer said that he thinks it may not be strong enough but does not have a suggestion for language to make it stronger. He believes that the majority of implementation of this priority will take place within the Affordable Housing Trust Fund.

Municipal Housing Consideration

The Board of Aldermen passed a resolution asking the CPC to consider prioritizing funding for housing for municipal employees.

Mr. Capuano noted that no other communities beyond Norfolk and Nantucket offer housing for municipal employees through CPA and does not see a strong reason for Somerville to do so.

Mr. Franzen noted that there is no residency requirement for municipal employees in Somerville.

Ms. Murugan stated that the greatest need for housing in Somerville is in the less than 40% area median income and most municipal employees likely make more than this amount.

Mr. Bauer said that the approach of the CPC has been to prioritize support to housing and then give the Affordable Housing Trust Fund the flexibility to fund projects. He supports continuing to allow the Affordable Housing Trust Fund to make the determination about which projects to fund. The other CPC members agreed with this approach.

Upon a motion by Mr. Capuano, seconded by Mr. McCallum, the CPC voted 6-0 to maintain the existing funding allocations, include a priority to support immigrants, and not include a priority around funding municipal housing or providing support over multiple years in the FY18 Community Preservation Plan.

Ms. Stelljes will send out a CPA Newsletter tomorrow notifying the community of the CPC's decisions on the Community Preservation Plan.

Agenda item 6: FY17 Applicant and Implementer Survey Results

The CPC reviewed the FY17 applicant and implementer survey results, which each had approximately a 50% response rate. Mr. Capuano noted that the results were generally positive and the CPC is doing quite well. This suggests there is little that should be changed.

Ms. Stelljes said one of her take aways is that people may not be reading and retaining everything in the application packet so more could be done to highlight important sections and changes in the application packet from year to year.

Agenda item 7: FY18 Application Materials Review and Approval

Ms. Stelljes noted that she often receives questions about page limits for the narrative and asked the CPC if they would like to set a page limit. The CPC agreed to not set a page limit for the narrative section.

Mr. Bauer asked Ms. Stelljes to highlight the changes in this year's applications. She said they are:

- Applicants are now asked to budget for their own CPA dedication signs
- Applicants must now submit campaign contribution disclosures

- Applicants are requested to pay more attention to the measures of success section.

Ms. Stelljes is offering two workshops for people interested in learning more about the CPA application process.

Upon a motion by Mr. Capuano, seconded by Ms. Murugan, the CPC voted 6-0 to approve the FY18 application materials.

Agenda item 8: Fall Events

5th Anniversary Celebrations

Ms. Murugan shared there will be a walking tour of CPA sites culminating at a party on Saturday, September 9 starting at 1:00pm and ending at 4:30. The rain date will be September 10.

Ms. Murugan added a bike tour is being planned with the Somerville Bike Committee.

Mr. Capuano asked about the accessibility of the walking and biking tour. Ms. Stelljes said that people who need accommodations will contact the City via the contact information provided on the event flyers and the City will work with them to ensure they can participate. At the Tower, there are two iPhones to provide real time virtual tours for those who cannot climb the stairs.

CPA Cities Convening

Ms. Murugan said there will be a forum for CPA cities on Saturday, September 16. The events sub-committee sent a survey to CPA cities asking for communities to share their challenges in each of the three CPA funding areas. The forum will be centered around the CPA funding areas: affordable housing, historic resources, and open space/recreational land. There will be lunch discussions on CPA implementation and outreach. The goal of the event is to collect feedback and concerns from CPA cities and put them into a visual presentation that will be shared with the Coalition to stimulate greater participation. The forum will focus on the challenges that CPA cities face.

Mr. Bauer added that the CPC's advocacy for creating opportunities to talk about the issues CPA cities face has led to the Community Preservation Coalition committing to holding their first conference since 2012 in the spring and it will have a track for CPA cities.

Ms. Murugan said she would like each of the cities to bring a poster board showcasing projects.

Agenda item 9: Summer CPA Outreach

Ms. Stelljes recognized that the CPC recognizes the value of community outreach and has found that there are limits to how much she can do as one person. She asked the CPC if they would like to attend events with her or if they would like to commit to attend events that she is unable to attend.

Mr. Bauer suggested that the CPC members take on more of a role in CPA outreach and Ms. Murugan suggested that members commit to one event a month. Mr. Capuano recognized that he works most

weekends so it would be very difficult for him to commit to take on an event and Mr. Franzen agreed. Mr. Bauer asked Ms. Stelljes to develop an expanded sign up sheet and asked each CPC member to sign up for one event before the end of the year.

Ms. Murugan suggested the CPC have a Facebook page. Ms. Stelljes responded that she was discouraged from having a CPA page and would look into it again. She noted the importance of face to face outreach as well.

Mr. Franzen suggested there be a digital display at the CPA table for events. Ms. Stelljes said she would look into this.

Agenda item 10: Other Business

There was no other business to cover.

Next meeting: The next CPC meeting will be held at 6:30pm on August 16, 2017 at the Visiting Nurse Association.

Meeting Adjournment

Upon motion from Mr. Capuano, seconded by Ms. Murugan, the Committee voted 6-0 to adjourn at approximately 8:25.

Documents and Exhibits

1. Agenda
2. Minutes from May 24 and June 28, 2017 meetings
3. FY18 admin budget
4. FY17 admin budget actuals
5. FY18 Community Preservation Plan resident feedback
6. FY18 draft Community Preservation Plan
7. FY18 draft application packet
8. FY17 CPA applicant survey results
9. FY17 CPA project implementer survey results



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



MINUTES AUGUST 16, 2017

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 Dick Bauer, Vice Chair Michael Fager, Michael Capuano, Arn Franzen, James McCallum, and Uma Murugan
- Members Absent** Elizabeth Duclos-Orsello, Ezra Glenn, and Jessica Palacios Yamakawa
- Staff Present** Kristen Stelljes
- Others Present** *Somerville Affordable Housing Trust Fund representatives:* Heidi Burbidge, Mary Cassesso, Lisa Davidson, Michael Feloney, Donna Haynes, Danny LeBlanc, and Andrea Shapiro
- POAH representatives:* Cory Mian and Jon Springfield
- SCC representatives:* Scott Hayman

MEMBERS
Dick Bauer, Chair
Michael Fager, Vice Chair
Michael A. Capuano
Elizabeth Duclos-Orsello
Arn Franzen
Ezra Glenn
James McCallum
Uma Murugan
Jessica Palacios Yamakawa

STAFF
Kristen Stelljes

The chair opened the meeting at 6:35p.m.

Agenda item 1: Public comment period

No members of the public were present

Agenda item 2: Consideration of Somerville Affordable Housing Trust Fund request to bond for two community housing projects: 100 Homes and Clarendon Hills/North Street

Mr. Bauer reminded the group of his conflict of interest on the Clarendon Hills/North Street as an Access to Justice Fellow the Greater Boston Legal Services which represents the POAH/Mass Pike tenants association joint venture. This conflict has been submitted in writing and Mr. Bauer wanted to ensure that the CPC and Trust Fund members

Ms. Cassesso shared her experiences with the great need for affordable housing in Somerville. She said both of these projects provide a greater opportunity to provide new affordable housing units in Somerville than will likely arise for some time. She thanked the CPC members for their support of affordable housing and the Somerville Affordable Housing Trust Fund.

Ms. Mian shared that the site plan has been evolving for the Clarendon Hills/North Street project to respond to the City's concerns, such as breaking up one large building into multiple town house style

buildings and improving the intersection with Alewife Brook Parkway. They have secured \$10.8 million from the state.

Mr. Capuano asked what the relocation plan is for the project. Ms. Mian responded that POAH is working with the tenants on this issue and is negotiating a relocation agreement. POAH is paying for their relocation and is working with the school system to ensure that children can remain in the Somerville public schools. The state is contributing \$7.2 million for the relocation expenses. She added that all current tenants will have the option to return once the project is complete.

Mr. Bauer asked about the affordability limits. Ms. Mian responded that for the 216 public housing units, those households will pay 30% of their income and their income cannot be more than 50% of the area median income (AMI). For the other 60 workforce housing units, the rent is set at 105% of the area median income. Ms. Mian said that CPA funds will not be used for the workforce housing units because of the restriction that CPA funds cannot be used for units at more than 100% AMI. 276 units of the 533 total will be permanently affordable.

Mr. Feloney said the City's Housing Division hired a consultant to review the Clarendon Hills budget to confirm the budget is reasonable and they have tapped all possible funding sources. The consultant confirmed that both of these are the case. He said that the City of Somerville will need to provide at least \$6 million for the project, of which the Trust is currently considering requesting \$4 million in CPA funds.

Mr. Bauer said that because bonding is requested, his expectation is that the CPC would recommend one bond for the project rather than multiple smaller bonds because the impact on the CPA fund would be the same but it would be more work administratively to have two bonds. He said that the Trustees should consider how much they want to request in total and ask for that amount for each project in one request. He defers to the Trust's opinion on what is the best allocation for each project.

Ms. Murugan asked about the market rate units and their integration with the public housing units. Mr. Hayman said that the amenities on the site will be shared by all residents within the complex, which will foster interactions between the residents in market rate and public housing units. SCC will be providing programming and servicing for the housing complex.

Mr. Bauer asked for an update on the Trust's thinking about the total amount to request for the project. Ms. Cassesso said that the current thinking of the Trust is to ask for \$8 million total- \$4 million for each project- knowing that an additional request would be made for \$2 million for the Clarendon Hills project. Mr. Feloney added that non-CPA funds within the Trust would be used towards the additional \$2 million between the \$4 million being requested for bonding for Clarendon Hills and the \$6 million needed for the project. He said that the development team is currently working to finalize the budget for the project given the changes requested by the City. Mr. LeBlanc said that the Trust had considered requesting a \$10 million bond and suggested the Trust reconsider this recognizing Mr. Bauer's comments that the CPC would not likely bond again for affordable housing. Mr. LeBlanc noted that the

100 Homes need are more fungible which can change its pace based on funding available. However, if the Clarendon Hills project doesn't receive full funding it won't go forward.

Mr. Fager asked what future affordable housing projects are anticipated that may be impacted by funds being committed for debt service. Ms. Shapiro said that the Trust did not factor in any state matching CPA funds in their projections and anticipates they will be receiving other funds within the Trust that can be used to support other housing development opportunities in the early years when the debt service will be at the highest percentage of the Trust's estimated CPA allocation.

Mr. Capuano asked why bonding is needed for the 100 Homes project because of the additional funding from FRIT. Mr. Hayman responded that the FRIT funds are meant to create units as part of the affordable housing inclusionary requirement for that building. If additional funds do not go into 100 Homes, the FRIT funds will be net neutral in terms of affordable housing availability. Ms. Shapiro added that the two projects should be considered separately. They serve different populations and serve different parts of the City.

Mr. Capuano asked what the impact of the bonds would be on future applicants and where CPA funds go. Ms. Cassesso said the Trust has been hoping for greater numbers of applications. They have also been very conservative in their estimates so they anticipate having sufficient funds for future projects. Ms. Haynes said these opportunities are very unique and she wishes that more opportunities had come before like this before the housing situation had become so difficult in Somerville. As a banker, she thinks this is an appropriate risk to take. Ms. Burbidge said that 18% of the housing funds have gone to support housing programs such as rental assistance.

Mr. Fager asked POAH the timeline for the Clarendon Hills project. Ms. Mian responded that she would need to know the final funding decision by January.

Discussion of the Projects

Mr. Capuano agrees this is a unique opportunity, even though he is general reluctant to bond. He supported delegating the authority to manage the affordable housing CPA funds to the Trust because he trusts their professional opinion. He puts a lot of credit in the request of the Trust to bond for these projects because they would not make these requests if they did not understand what the impact would be on other projects. He believes the project needs to go forward and the CPC should recommend funding to the amount needed and rely on the advice of the Trust on how much funding should go to 100 Homes.

Mr. Fager said one way to look at this project is as a 30 year mortgage but does not like to think of burdening the residents of Somerville. This is something about which he needs to put in a lot of thought.

Ms. Murugan said this is a once in a lifetime opportunity. She knows POAH and said they have a great reputation. She said that she has concerns about using almost all of the CPA housing funding for one

project. However, it will be creating 60 net new units of affordable housing which may be sufficient benefit.

Mr. McCallum asked about the state match. Ms. Stelljes said that Community Preservation Coalition is working with supportive officials in the State House to fund the CPA state trust fund more sustainably but the outcome of those processes is not guarantees.

Mr. Bauer said he agrees with colleagues about the value of the projects proposed but is cautious about bonding. He wants to ensure that there are rainy day funds available to support projects like the Mystic Water Works.

Agenda item 3: Fall events update

Ms. Murugan updated the committee that the CPC is hosting the CPA and the City forum on September 16th and the 5th anniversary celebration on September 9th. The 5th anniversary celebration is a walking tour that culminates with a celebration at Prospect Hill Park. The forum will focus on the unique challenges that cities that have adopted CPA face. Approximately 35 people will attend from CPA cities from around the state.

Ms. Stelljes requested that CPC members volunteer for the 5th anniversary celebration on September 9th.

Mr. Bauer announced that the Community Preservation Coalition will be having a conference in 2018 with a cities track. Ms. Stelljes said that Mr. Bauer will represent Somerville on the content committee for that conference. There will be a graphic facilitator to document the conference outputs to be able to share at the Coalition's conference.

Next meeting: The next CPC meeting will be held at 6:30pm on September 27, 2017 at the Visiting Nurse Association.

Meeting Adjournment

Upon motion from Mr. Capuano, seconded by Ms. Murugan, the Committee voted 6-0 to adjourn at approximately 8:40.

Documents and Exhibits

1. Agenda
2. FY17 Housing Bond Estimated Debt Service
3. 100 Homes Initiative draft funding recommendation
4. 100 Homes Update memo
5. Clarendon Hill Apartments draft funding recommendation

SOMERVILLE CODE OF ORDINANCES - SEC 15-71 TO 15-76

CAMPAIGN CONTRIBUTION ORDINANCE INFORMATION

This page provides informational guidance on the requirements of the Somerville "Pay to Play and Campaign Contribution Ordinance". This is not intended as legal advice. Please always refer to the ordinance for all requirements and definitions.

MANDATORY DISCLOSURE FORM FOR APPLICANTS

APPLICANTS must complete a disclosure and certification form. You are an APPLICANT under this Ordinance if you are an individual, corporation, limited liability company, partnership, association, joint venture, or any other legal entity, who is applying for any of the following items from the City of Somerville, all departments of the city, as well as any authorities and quasi-public corporations that receive appropriations from the city, such as the Somerville Redevelopment Authority:

<u>ITEM TYPE</u>	<u>DESCRIPTION</u>	<u>HOW TO FILE FORM</u>
<i>CONTRACTS</i>	A signed written contract <u>in excess of \$25,000.00</u> for goods or services to which the city or a city-related agency is a party, except where the agreement is required by law to be awarded pursuant to a competitive bidding process under applicable law, or where the agreement constitutes a sole source procurement under Massachusetts General Laws Chapter 30B, Section 7.	File with the contracting entity, before the city may enter into any contract.
<i>ZONING RELIEF</i>	A special permit with site plan review or approval of a planned unit development, as defined in the Somerville Zoning Ordinance, with respect to new construction or renovation <u>in excess of 15,000 square feet</u> .	File with the board hearing the application at the time that an applicant seeks approval.
<i>REAL ESTATE</i>	Acquisition of real estate owned by, or disposition of real estate to, the city or a city-related agency.	File with city agency seeking to dispose / acquire property at the time that an applicant submits a bid or response to a RFP. If not a bid or proposal process, file prior to obtaining title.
<i>FINANCIAL ASSISTANCE</i>	<i>Financial assistance</i> means any grant, loan, tax incentive, bond financing proceeds used to purchase land or fund expenses for improvements made to land or real estate, or other form of assistance that is realized by or provided to a person in the amount of <u>\$50,000.00 or more</u> through the authority or approval of the city or a city-related agency, including, but not limited to, tax increment financing aid, district improvement financing aid, industrial development bonds, or community development block grant aid.	File with the city agency that would provide financial assistance at the time of application.

ELIGIBILITY RESTRICTIONS FOR APPLICANTS

No applicant shall be entitled to obtain the award of any of the items applied for "if such applicant, including those who would be attributed to the applicant under section 15-73 above or any subcontractor used on a contract, has made a total contribution of more than \$500.00 to any individual

candidate for elected office of the City of Somerville or incumbent in either the calendar year of the application or the calendar year preceding the application, provided, however, that the restriction of eligibility with regard to contributions made prior to the year preceding the application shall not apply to any contributions made in the calendar year preceding the adoption of this article and shall only go forward beginning with the year of adoption of the article. No contribution made prior to the effective date of this article shall be deemed to give rise to a violation or penalty under this article.”

No contract may be renewed, extended, or materially amended, unless the resulting renewal, extension, or amendment, would be allowable under the provisions of this article if it were an initial contract.

OBTAINING THE ITEM AND CERTIFICATION ON CONTRIBUTIONS

If you obtain the item applied for, the ordinance contains requirements on certain contributions. The ordinance requires the applicant to certify that the “applicant and anyone attributed to the applicant or any subcontractor used on the contract shall not make any contribution in any calendar year in an amount in excess of \$500.00 to any individual incumbent or to any individual candidate for elective office of the City of Somerville for the next four calendar years following the award of the item, or for the duration of the term of any contract, whichever is longer.” Elected office of the City of Somerville shall mean the mayor, board of aldermen, and school committee of the city.

ATTRIBUTION RULES

The ordinance specifies certain attribution rules in Section 15-73, which are also referenced in sections relating to mandatory disclosure, certification, and eligibility. Section 15-73 provides that where the Applicant is:

<i>An Individual</i>	Any contributions made by the individual, any spouse of the individual, and any children of the individual.
<i>Not an individual but a corporation, partnership or limited liability corporation</i>	Any contributions made by any of its chief executive officer, president, chief financial officer, treasurer, chief operating officer, chief procurement officer, directors, members, managers, principals, or persons performing similar functions, or shareholders in excess of ten percent, and their spouses and children.

CURING A CONTRIBUTION IN VIOLATION OF THE ORDINANCE

An applicant may cure a contribution which violates this ordinance as follows:

Within “30 days after the date on which an applicable office of campaign and political finance report is required to be filed which contains a contribution in violation of this article, the applicant requests a refund in writing from the candidate or incumbent who received the contribution,” AND Within “30 days of the request, the applicant receives a refund of a contribution from the incumbent or any candidate for elective office in the City of Somerville, or political committee for such incumbent or candidate.”

Notwithstanding the above, if there is a contribution in violation of this article, the candidate or incumbent shall refund the contribution within 30 days of receipt of a request for refund, provided that funds are otherwise available in the campaign account of the candidate or incumbent. This article shall be interpreted and applied consistent with all applicable federal and state laws and regulations.



CITY OF SOMERVILLE CAMPAIGN CONTRIBUTION ORDINANCE SEC. 15-72* MANDATORY DISCLOSURE AND CERTIFICATION FORM

INSTRUCTIONS: APPLICANTS, PLEASE COMPLETE THE ENTIRE FORM AND FILE WITH THE SAME CITY OFFICE OR AGENCY WITH WHOM YOU FILED OR WILL FILE BELOW APPLICATION.

PART I. APPLICATION FOR ITEM

Describe the item you have, or will apply for, relating to this disclosure:

ITEM:	
TYPE (X):	<input type="checkbox"/> Contract <input type="checkbox"/> Zoning Relief <input type="checkbox"/> Real Estate <input type="checkbox"/> Financial Assistance
CITY DEPT. OR AGENCY:	

PART II. APPLICANT INFORMATION

Provide the following information for the Applicant:

NAME:	
ADDRESS:	
TELEPHONE NO.:	
E-MAIL:	

On Schedule A, you must also provide the same information for the Applicant's principals, chief executive officer, president, chief financial officer, treasurer, chief operating officer, chief procurement officer, directors, or persons performing similar functions, or shareholders in excess of ten percent and managing agent to the extent applicable. **Please complete Schedule A. If not applicable, please check N/A on Schedule A.**

PART III. CAMPAIGN CONTRIBUTION DISCLOSURE

On Schedule B, Applicants must disclose all contributions made by the applicant during the 12 months prior to the application (identified in Part I), to any person who was a candidate for elective office of the City of Somerville (mayor, board of aldermen, and school committee). The attribution rules in Section 15-73 of the Somerville Code of Ordinances shall apply to the contributions that must be disclosed. **On Schedule B**, applicants must also disclose such contributions made by persons attributed to the applicant under the ordinance. If the applicant is an individual, any such contributions made by the individual, any spouse of the individual, and any children of the individual must be disclosed. If the applicant is not an individual but a corporation, partnership or limited liability corporation, then any contributions made by any of its chief executive officer, president, chief financial officer, treasurer, chief operating officer, chief procurement officer, directors, members, managers, principals, or persons performing similar functions, or shareholders in excess of ten percent, and their spouses and children, must be disclosed. **Please complete Schedule B. If disclosure is not required, please check N/A on Schedule B.** *Note: Contributions made before January 1, 2017 are not required to be disclosed.*

* Please see the Pay to Play and Campaign Contribution Ordinance for definitions and all requirements.

PART IV. SUBCONTRACTOR INFORMATION

Have you applied for a Contract and intend to use a subcontractor on this Contract? ☐Yes ☐No

If "Yes", complete Schedule C. If "No", proceed to Part V.

PART V. SIGNATURE, CERTIFICATION, AND ATTESTATION:

I, the undersigned applicant, hereby further certify as follows: If awarded the item that is applied for (as identified above) under subsections (a), (b), (c), or (d) in Section 15-72 of the Somerville Code of Ordinances, the Applicant, and anyone attributed to the Applicant, and if the application is for a contract any subcontractor used on the contract, will not make any contribution in any calendar year in an amount in excess of \$500.00 to any individual incumbent or to any individual candidate for elective office of the City of Somerville for the next four (4) calendar years following the award of the item, or for the duration of the term of the contract, whichever is longer.

Signed under the pains and penalties of perjury:

Signature of Affiant: _____ Title: _____

Printed Name of Affiant: _____ Date: _____

Subscribed and sworn before me this ____ day of _____, 2____.

(Witnessed or attested by)

(Seal)

My Commission expires:

THIS FORM SHALL BE OPEN TO PUBLIC INSPECTION

SCHEDULE A – APPLICANT INFORMATION

INSTRUCTIONS: FOR EACH OF APPLICANT’S PRINCIPALS, CHIEF EXECUTIVE OFFICER, PRESIDENT, CHIEF FINANCIAL OFFICER, TREASURER, CHIEF OPERATING OFFICER, CHIEF PROCUREMENT OFFICER, DIRECTORS, OR PERSONS PERFORMING SIMILAR FUNCTIONS, OR SHAREHOLDERS IN EXCESS OF TEN PERCENT AND MANAGING AGENT TO THE EXTENT APPLICABLE, COMPLETE THE FOLLOWING. ATTACH ADDITIONAL PAGES IF REQUIRED.

IF NOT APPLICABLE, CHECK HERE: ☐.

[illegible]

SCHEDULE B- CONTRIBUTION DISCLOSURE INFORMATION

INSTRUCTIONS: FOR EACH CONTRIBUTION, YOU MUST DISCLOSE THE FOLLOWING INFORMATION. ATTACH ADDITIONAL PAGES IF REQUIRED.

Note: Contributions made before January 1, 2017 are not required to be disclosed.

IF NOT APPLICABLE, CHECK HERE: ☐.

[illegible]

SCHEDULE C – SUBCONTRACTOR INFORMATION

INSTRUCTIONS: LIST THE NAME, BUSINESS ADDRESS, AND PHONE NUMBER OF EACH SUBCONTRACTOR AND THE AMOUNT OR PERCENTAGE TO BE PAID TO EACH SUBCONTRACTOR. ATTACH ADDITIONAL PAGES IF REQUIRED.

[illegible]

FY18 CPA EDF Submissions

Blended

1. Prospect Hill Park Rehabilitation, City of Somerville Parks and Open Space

Historic Resources

1. Archives Compact Shelving, City of Somerville Archives
2. Preservation and Access of Election Records, City of Somerville Archives
3. Historic Document Mold Remediation, Somerville Public Library
4. Honoring Somerville High School's History, City of Somerville Mayor's Office
5. ADA Compliance Improvements at Boston Center of the Self-Realization Fellowship, Self-Realization Fellowship
6. Mission Church of Our Lord Jesus Christ, Congregation
7. Grace Baptist Church Phase II, Somerville Hispanic Association for Community Development
8. Adelbert Carpenter House Dormer Rehab/Restoration, Michael Steigman
9. Somerville Armory Window Project, Center for Arts at the Armory

Open Space/Recreational Land

1. Somerville Community Growing Center Rehabilitation and Restoration Implementation, Friends of the Community Growing Center
2. Blessing of the Bay Park Revitalization Phase 2, Mystic River Watershed Association
3. Dilboy Auxiliary Fields Redesign, City of Somerville Parks and Recreation
4. East Somerville Community School Schoolyard Enhancement Project, City of Somerville Department of Public Works
5. Community Path Landscape Design- Tree canopy and invasive species, City of Somerville Parks and Open Space
6. Schoolyard Design- Brown and West Somerville Neighborhood Schools, City of Somerville Parks and Open Space



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
ELIGIBILITY DETERMINATION FORM

Submit an electronic copy (fillable PDF available at www.somervillema.gov/CPA) no later than **5:00pm Wednesday, September 20, 2017** to: Kristen Stelljes, kstelljes@somervillema.gov. [Download and save file before you begin typing to ensure work is saved.]

PROJECT NAME: Prospect Hill Park Rehabilitation

PROJECT LOCATION: Prospect Hill Park

APPLICANT(S) NAME / ORGANIZATION: City of Somerville, Parks & Open Space Division

CONTACT PERSON: Luisa Oliveira, Senior Planner for Landscape Design

MAILING ADDRESS: 93 Highland Ave

PHONE: 617-625-6600

EMAIL: LOliveira@somervillema.gov

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

City of Somerville X

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration		X	X	

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

X Yes No

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

Yes No

PROJECT SUMMARY:

Prospect Hill will be refurbished to address issues caused by 114 years of steady use. Working with the Historical Preservation Commission, and with the original 1902 design as a guide, the rehab will address multiple issues. Improvements will include newly-accessible pathways for people with disabilities; new trees, grass, and plantings; judicious pruning of old-growth trees to restore the Park's spectacular views; stormwater catchment and irrigation to reduce flooding and erosion; more effective fencing and railings; new site furnishings; drinking fountains; LED lighting; as well as interpretive signage that tell the important story of the site.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

To date, the City has applied for a PARC grant and released an RFQ for a landscape architectural firm to design the site. One community walk has been held and a series of public meetings is planned for the Fall of 2017 as soon as the designer has been chosen.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
ELIGIBILITY DETERMINATION FORM**

Submit an electronic copy (fillable PDF available at www.somervillema.gov/CPA) no later than **5:00pm Wednesday, September 20, 2017** to: Kristen Stelljes, kstelljes@somervillema.gov. [Download and save file before you begin typing to ensure work is saved.]

PROJECT NAME: City of Somerville - Compact Shelving

PROJECT LOCATION: City of Somerville Archives - 8 Bonair Avenue, Somerville, MA 02145

APPLICANT(S) NAME / ORGANIZATION: City of Somerville Archives

CONTACT PERSON: Nadia Dixon

MAILING ADDRESS: 8 Bonair Avenue, Somerville MA 02145

PHONE: 617-625-6600 ext. 5715

EMAIL: ndixon@somervillema.gov

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation			X	
Support				
Rehabilitation/ Restoration				

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

☐ ☐

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

☐ ☐

PROJECT SUMMARY:

As the archives has moved files from temporary records cartons to archival quality enclosures, the need for better storage solutions has become apparent. At this time the majority of records are kept on pallets. Moving to compact shelving would better maintain records and their housing, as well as increase the archives capacity for storing permanent records. In addition, improved storage will increase the archives efficiency in answering reference requests.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

This project will help to maintain the historic record of the City of Somerville, and increase accessibility to historic records.

Donnegan systems, the primary vendor of compact shelving systems for libraries and archives, has provided a quote for shelving and installation.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS
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PROJECT NAME: Preservation and Access of Election Records

PROJECT LOCATION: City of Somerville City Hall and City Hall Annex

APPLICANT(S) NAME / ORGANIZATION: Alex Marini Lessin & Nadia Dixon, City of Somerville

CONTACT PERSON: Alex Marini Lessin

MAILING ADDRESS: 93 Highland Ave, Somerville, MA 02143

PHONE: 617-625-6600 ext. 2109

EMAIL: alessin@somervillema.gov

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation			X	
Support				
Rehabilitation/ Restoration			X	

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

Yes X No

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

Yes X No

PROJECT SUMMARY:

The City of Somerville respectfully submits this eligibility determination form in order to preserve and protect our historical elections-related documents. The project scope will include the digital archiving of our City's election results prior to 1967, as well as mold remediation for voter ledgers (aka voter rolls) from the same time period. The mission of this project is to preserve and make accessible an irreplaceable piece of the City's history and public record.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The project addresses both the community's needs to preserve historic resources as well as the value of making this information more accessible to residents and scholars. It is also timely -- these documents are at risk of contamination.

The project applicant has received confirmation of viability from the Boston Public Library and the Internet Digital Archive, which is an entity that performs high-resolution scanning of documents of significance. Utilizing this organization will greatly save on cost. In addition, the result of these scans will be cataloged and made available on a platform -- already owned by the City -- called Preservica. Preservica "...helps government archivists and records managers to improve citizen services and ensure vital records remain accessible for decades." The service will ensure our digital files are preserved as technology changes.

Along with digital records, these documents must be physically preserved. The voter ledgers located in the City Hall Annex show evidence of mold; this project will include the restoration of the documents. Following restoration, the ledgers would either be placed in the newly expanded City archive or relocated to reduce exposure to mold.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
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PROJECT NAME: Historic Document Mold Remediation, Somerville Public Library

PROJECT LOCATION: Somerville Public Library 79 Highland Avenue, Somerville MA 02143

APPLICANT(S) NAME / ORGANIZATION: Somerville Public Library

CONTACT PERSON: Kevin O'Kelly

MAILING ADDRESS: 79 Highland Ave. Somerville, MA 02143

PHONE: 617 623 5000 x2964

EMAIL: kokelly@minlib.net

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation			X	
Support				
Rehabilitation/ Restoration			X	

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

x

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places? x Yes No

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant? Yes No

PROJECT SUMMARY:

Both the Local History Room and the Closed Stacks at the Somerville Public Library contain documents and books of historical significance, but environmental conditions in neither room are currently suitable for archival storage. During spring and summer the temperature in the Local History Room can be as much as fifteen degrees higher than in the main reading room. The high temperatures are not only uncomfortable for researchers, but also accelerate the deterioration rate of paper materials. Installation of a separate cooling unit for the Local History Room would alleviate this problem. The Closed Stacks has a history of mold outbreaks. The installation of an industrial dehumidifier has rendered the mold dormant, but the room and many of the materials in it (such as the complete hard copy set of the Somerville Journal) need cleaning to kill the mold spores. It has also been recommended the walls and shelving be cleaned with biocide.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

We have had HVAC companies visit the Local History Room to determine what cooling unit would be appropriate for the space. HubTesting has visited the library to take mold and air quality samples. Disaster recovery companies Polygon Associates and BMS CAT have both made site visits and provided scope of work estimates for room cleaning and conservation work on selected paper materials. The CPA committee has previously awarded funds to SPL for this work but further funding may be needed to enable any companies the city contracts with to pay prevailing wage.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
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PROJECT NAME: Honoring Somerville High School's History

PROJECT LOCATION: Somerville High School

APPLICANT(S) NAME / ORGANIZATION: City of Somerville/Mayor's Office

CONTACT PERSON: Skye Stewart

MAILING ADDRESS: 93 Highland Ave. Somerville, MA 02143

PHONE: 617-625-6600

EMAIL: sstewart@somervillema.gov

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

City of Somerville x

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation			X	
Support				
Rehabilitation/ Restoration			X	

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

Yes X No

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

Yes X No

PROJECT SUMMARY:

The City of Somerville and Somerville Public Schools seek to preserve the history of the former Somerville High School in the creation of the new high school while also honoring Somerville High School graduates and residents who have contributed to our city, nation, and world. Through this project, plaques, memorials, and trophies throughout the existing high school will be preserved, restored as necessary, and many will be reinstalled in the new high school as part of a 'wall of honor.' The new wall of honor will document Somerville's history and the contributions of Somerville High School alumni through the display of existing historic resources and the creation of interactive interpretive displays. CPA funds will be requested for the portions of the project that would be eligible for CPA historic resources funds, such as determination of the historic significance of and rehabilitation/restoration of existing historic resources and display design and re-installation of historically significant plaques, memorials and trophies.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The City of Somerville and Somerville Public Schools are in the process of establishing an steering committee that will contribute to the determination of which of the existing plaques, memorials, and trophies should be displayed in the wall of honor in the new high school as well as the design of the wall of honor. The steering committee will include City staff with historic preservation expertise as well representatives from the school and community.

This project will ensure our valuable historic resources within the existing high school will be preserved so that future generations of Somerville High School students and the community will be able to benefit from the continued ability to view these historic resources and reflect on Somerville's history.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE**

**FY18 FUNDING CYCLE
ELIGIBILITY DETERMINATION FORM**

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PROJECT NAME: ADA Compliance Improvements at Boston Center of SRF

PROJECT LOCATION: 66 Fellsway West, Somerville, MA 02144

APPLICANT(S) NAME / ORGANIZATION: Self Realization Fellowship

CONTACT PERSON: Sandra Gray

MAILING ADDRESS: 9 Lester Terrace, Somerville, MA 02144

PHONE: 603-494-9015

EMAIL: graysandra48@gmail.com

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

Self Realization Fellowship

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration			X	

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

☐ ☒

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

☐ ☒

PROJECT SUMMARY:

Secure the services of a preservation consultant (certified architect) with expertise in ADA and historic preservation to determine the scope of work to ensure ADA compliance, produce an actionable plan and execute the work necessary for compliance given MAAB requirements and historic preservation guidelines.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The original wing of the church at 66 Fellsway West with its stone foundation, was constructed in 1914. The beautiful main wing that faces the Foss Park has a cornerstone dated 1928. The property has served the city as a place of worship, peace and inspiration for faith based groups since that time. Unfortunately, by Spring of 2013, the previous owners could no longer afford to maintain it.

Self-Realization Fellowship Church, headquartered in Los Angeles, CA, a non-denominational yoga meditation organization, has had an active congregation in the Somerville/Boston area since its inception 1920. It purchased the property in Fall of 2013 and moved its congregation there. Since the time of purchase, the Boston Center has invested group funds to repair the building's slate roof and gutter, replace the boilers, and repair the exterior of the companion house on Wheatland Street.

Typical of many older buildings in this low lying area, the main floor is set high (about 3.43') above the Fellsway sidewalk. The floor of the original wing is even higher (about 4.96'). Previous owners installed a long cement ramp from Fellsway to the basement level. This ramp provides wheelchair accessibility to the lower level from the public way, though it is hard to keep open during snow season.

This proposal seeks financial assistance to define and complete work to provide necessary MAAB ADA code compliance while preserving the integrity of the building's historic significance. Self-Realization Fellowship has done some code research and created some design studies to this end. Envisioned as part of the possible improvements are a 3 stage wheelchair lift and a roof over the existing cement ramp.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
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PROJECT NAME: Mission Church of Our Lord Jesus Christ (building listed as First Unitarian Church in Historic Register)

PROJECT LOCATION: 130 Highland Avenue, Somerville, MA 02143

APPLICANT(S) NAME / ORGANIZATION: Mission Church of Our Lord Jesus Christ

CONTACT PERSON: Marshina Mitchell

MAILING ADDRESS: 130 Highland Avenue, Somerville, MA 02143

PHONE: 781-953-9724

EMAIL: shinam@gmail.com

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

X

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation			X	
Support				
Rehabilitation/ Restoration			X	

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

(you can check designation at mhc-macris.net)



If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?



PROJECT SUMMARY:

Roof repairs needed. Outside handicap ramp is desperately needed.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

Access - outside handicap ramp is desperately needed.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



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PROJECT NAME: Somerville Hispanic Church (formerly known as Grace Church)

PROJECT LOCATION: 59 Cross St. Somerville, MA 02145

APPLICANT(S) NAME / ORGANIZATION: Somerville Hispanic Association for Community Development

CONTACT PERSON: Sammy E. Jimenez

MAILING ADDRESS: 59 Cross St. Somerville, MA 02145

PHONE: 774-381-2675

EMAIL: sjimenez@sha4cd.org

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

Somerville Hispanic Association for Com. Dev. X

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation			X	
Support				
Rehabilitation/ Restoration			X	

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

☒ ☐

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

☐ ☐

PROJECT SUMMARY:

Somerville Hispanic Association for Community Development proposes to restore the Historic Grace Baptist Church to its original grandeur, and to make elegant and useful spaces where we can keep providing services and supporting our community. We are looking for funding for Phase II of this multi-phase project.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The Grace Baptist Church is a well known historic landmark in the East Somerville community. The various parts of the building are all used to provide a multitude of social services to the surrounding neighborhood, including a food pantry, a day care facility, a venue for community events, and a homeless shelter for at-risk families.

Construction documents are in preparation for the Phase I work, which covers slate roof repairs to the main roof, removal and replacement of the slate roof above the semi-circular front portion of the building, replacement of associated copper flashing and gutters at both locations, and the repointing and rebuilding of selected areas of adjoining brick masonry.

The Phase II work will consist of incidental roofing work that replaces the roofs and related flashing on two bulkheads, installation of copper flashing along the masonry sills of two large round windows, removal of asphalt roofing tar from selected brick masonry and flashing, and installation of lead flashing above permanent exterior vertical steel shoring at four locations.

Brick masonry work includes the removal and rebuilding of two flat arches above two window openings, the repointing of the cornice below the semi-circular roof, the disassembly and rebuilding of the kitchen chimney above the roof line, the partial rebuilding of the large main chimney near the north tower, and the the removal and re-grouting of the space between the permanent steel shoring at four locations.

All broken glass in all storm windows and all broken plain glass in the primary windows will be replaced. This work does not include any of the stained glass windows, which will be undertaken in a later phase.

Accessibility improvements will consist of demolition of the ramp along the south side of the building and construction of a code-compliant ramp and stairs to the entry doors that serve the first floor sanctuary and day care center, and the homeless shelter on the second floor. Another accessibility improvement will entail the rebuilding of the existing stairs and cheek walls at the north entry to the sanctuary, including a new roof, restored wood entry doors with accessible hardware, and accessible handrails.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS
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PROJECT NAME: Adelbert Carpenter House Dormer Rehab/Restoration

PROJECT LOCATION: 58 Central Street, Somerville, MA 02143

APPLICANT(S) NAME / ORGANIZATION: Michael Steigman

CONTACT PERSON: Michael Steigman

MAILING ADDRESS: 58 Central Street, Somerville, MA 02143

PHONE: 6174139532

EMAIL: michael@steigman.net

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

M. Steigman/G. Boland

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration			X	

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

☒ ☐

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

☐ ☐

PROJECT SUMMARY:

The focus of this project is to restore the most prominent and striking architectural feature of this historic house, the dormer, to its historically accurate condition. We have been counselled by several engineers that the dormer continues to settle leading to a 2-3 inch drop in the height of the dormer/bedroom and the porch. We have been advised multiple independent contractors to repair this structural issue as soon as feasible. The scope of work will include new footings under the columns to support and stabilize the dormer, restoration carpentry work around the soffit, and new base boxes to match the historical trim. In the context of this work, we intend to re-establish the original pattern of gutter drainage, which would highlight the base boxes and is consistent with the original design (as depicted in a photograph of the house, circa 1910) as well as replace the Juliet balcony above the dormer as seen in the photograph. Our goal is to restore both function and historic accuracy of the facade and street-facing portion of the house. We have the funds



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The house requires additional restoration work/painting and we have been in contact with multiple independent contractors over the past 2 + years. We have yet to gather estimates for the specifics of the project as described in the scope above.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS
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PROJECT NAME: Somerville Armory Window Project

PROJECT LOCATION: 191 Highland Avenue, Somerville, MA 02143

APPLICANT(S) NAME / ORGANIZATION: The Center for Arts at the Armory

CONTACT PERSON: Lea Ruscio

MAILING ADDRESS: 191 Highland Avenue, Somerville, MA 02143

PHONE: 617-718-2191

EMAIL: info@artsatthearmory.org

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

Highland Armory Realty Trust X

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration			X	

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

☒ ☐

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

☐ ☐

PROJECT SUMMARY:

This project will repair and upgrade the windows in the Armory's 395-person Performance Hall. There are 20 smaller (approx. 5.5' wide) half-moon windows around the room, and 2 larger (approx. 13.5' wide) half-moon windows higher up at each end of the room. The exterior wooden frames of the existing windows have been damaged (cracked) by weather and will be repaired or replaced as needed. New storm windows will then be installed on the outside of the building, matching the shape of the original windows.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The project achieves several goals:

- Repairing and rehabilitating the existing, damaged window frames
- Improving energy efficiency (through the addition of storm windows)
- Reducing sound transmission to the outside (through the addition of storm windows)

Soundproofing is one of the key motivations for the project, and will greatly increase the ability of the Armory to function as a community arts and cultural center. Soundproofing provides a direct community benefit to the immediate neighborhood. It is also a necessary step to "unlock" improvements that would benefit the Armory and the wider community, and which have already been approved in principle by the ZBA (increased hours, increased occupancy, etc). It is hoped that treating the larger two windows would also allow these to be opened back up; they are currently blocked in as part of an interim soundproofing attempt conducted in 2012. Repairing the frames and adding the storm windows should allow removal of the interim treatment, improving natural daylight in the space and allowing the public to better appreciate the original architecture of the space.

The project planning is based on a 2010 acoustic study funded by the Massachusetts Cultural Council, as well as contractor estimates obtained in 2014 and 2017. The acoustic study recommended an addition of storm windows as the most impactful and cost-effective way to improve soundproofing, in addition to the protective energy efficiency benefits. The sound study results informed a review and estimate process by the building's general contractor. He identified the window frame damage which should be addressed before any storm windows are applied. In March 2017 we received an updated quote from a contractor with experience working on historic properties.

The project efforts to date have focused on defining the scope, getting estimates, and fundraising. We have also had some informal discussions with City and State preservation staff, whose (also informal) responses indicate that storm windows are an acceptable project for a property like this.

Thus far we have raised \$10,000 for the project from benefit concerts, facility fees from other events, and individual donations. We have also received a \$28,000 grant from the Massachusetts Cultural Council. We estimate that another \$52,000 will be needed to complete the soundproofing project.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
ELIGIBILITY DETERMINATION FORM**

Submit an electronic copy (fillable PDF available at www.somervillema.gov/CPA) no later than **5:00pm Wednesday, September 20, 2017** to: Kristen Stelljes, kstelljes@somervillema.gov. [Download and save file before you begin typing to ensure work is saved.]

PROJECT NAME: Somerville Community Growing Center Rehabilitation & Restoration Implementation

PROJECT LOCATION: 22 Vinal Avenue, Somerville, MA

APPLICANT(S) NAME / ORGANIZATION: Friends of the Community Growing Center

CONTACT PERSON: Lisa Brukilacchio

MAILING ADDRESS: FCGC, PO Box 76, Somerville, MA 02143

PHONE: 781-953-4826

EMAIL: lisa@thegrowingcenter.org

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):
City of Somerville ☒

Is the owner the applicant? Yes ☐ No ☐

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration	X	X		

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

☐ ☐

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

☐ ☐

PROJECT SUMMARY:

The Implementation of the Rehabilitation & Restoration of the Somerville Community Growing Center will begin to bring to life the design process and pilot interventions that have been supported by two previous CPA investments that actively engaged the community, with support from the nonprofit Terra Cura. This project will utilize the drawings and bid documents being developed through CPA FY17 funding to enable FCGC to engage contractors, in accordance with city regulations and with the assistance of a FCGC Project Manager. The prime focus will be on hardscaping and infrastructure (utilities, storage, etc) that is beyond the scope and expertise of volunteers and will support the site in meeting building codes and ADA requirements to ensure safe access for all residents to this recreational open space.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

This project is intended to help address the sustainability of a relatively small municipally owned open space as a multifunctional Somerville community recreational resource; balancing social, cultural and ecological factors. The continuation of the Rehabilitation & Restoration of the Growing Center will allow this space to continue to creatively meet the needs of the community including urban agriculture and a broad range of recreational activities from yoga to film series and community celebrations. This is a site that is designed to meet both active and passive recreational purposes, welcoming residents from young to old.

The first CPA funding offered the opportunity to study and survey the site, to analyze the usage and use patterns as well as ecological functions. It also actively engaged community volunteers in soil remediation and gabion wall construction to pilot how to best address two of the identified key site needs.

The FY17 CPA project is getting underway, with a local architect firm working out their schedule to transform the design plans into bid documents suitable for the municipal procurement process needed to move to the implementation and construction phase. This phase is anticipated to be completed by Dec/Jan, with final documents available Jan/Feb, to inform the ultimate request related to this application if deemed eligible.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
ELIGIBILITY DETERMINATION FORM

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PROJECT NAME: Blessing of the Bay Park Revitalization Phase 2

PROJECT LOCATION: Blessing of the Bay Park, Mystic River

APPLICANT(S) NAME / ORGANIZATION: Mystic River Watershed Association & MA Dept of Conservation and Recreation

CONTACT PERSON: Amber Christoffersen

MAILING ADDRESS: 20 Academy Street, STE 306, Arlington, MA 02476

PHONE: 781-316-3438

EMAIL: amber.christoffersen@mysticriver.org

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

MA Dept of Conservation and Recreation ☒

Is the owner the applicant? Yes ☐ No ☐

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration		X		

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

☐ ☐

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

☐ ☐

PROJECT SUMMARY:

The Blessing of the Bay Park is 5-acre open space in Somerville and part of the Mystic River Reservation – a 10 mile, 329-acre linear park system. Community feedback has revealed that this park is underutilized due to a unwelcoming layout, lack of views and access to the river's edge, and lack of awareness of programming. Furthermore, this park is closest to low-income and environmental justice neighborhoods but it is cut off by overpasses, highways and difficult street crossings. Both the 2009 Mystic River Master Plan and Healey Mystic Plan suggest a comprehensive revitalization of this space.

Our proposal is to continue the design and planning process for the park that began in 2017. We will bring the project to 100% design, building off of the schematic design that will be completed by spring 2018.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The Mystic River Watershed Association and Groundwork Somerville have launched the participatory design of this park with lead funding from Somerville CPA as well as matching support from a local foundation.

Thus far, the focus has been on community outreach to learn needs and desires for the park. A project description with listing of activities and an online survey is available on our website, <https://mysticriver.org/blessingofthebay>. The project and outreach has been promoted at a number of local events including ArtBeat, RiverFest, CPA Birthday party, and Herring Run and Paddle, among others. Direct outreach with residents from Mystic Housing and in the Ten Hills neighborhood began in August and is ongoing. We have received more than 100 survey responses, and the first design workshop and park event is scheduled for Saturday, September 23rd at Blessing of the Park Boathouse.

The project team will hire a design consultant that will synthesize this data, continue the participatory design process and create a schematic design concept by spring 2018.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
ELIGIBILITY DETERMINATION FORM



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PROJECT NAME: Dilboy Auxillary Fields Redesign

PROJECT LOCATION: Dilboy Auxillary 110 Alewife Brook Parkway Somerville, MA 02144

APPLICANT(S) NAME / ORGANIZATION: City of Somerville, Parks Recreation Department

CONTACT PERSON: Jeff Winsor

MAILING ADDRESS: 19 Walnut St Somerville, MA 02143

PHONE: 857-270-8304

EMAIL: jwinsor@somervillema.gov

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

State of Massachusetts (DCR) ☒

Is the owner the applicant? Yes ☐ No ☐

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration		X		

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

Yes ☐ No ☒

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

Yes ☐ No ☒

PROJECT SUMMARY:

This application is to work on a redesign of the Dilboy Auxiliary fields space. Open space in Somerville can be difficult to come by, especially in large parcels. Redesigning the auxiliary space could help to meet one of our largest needs, which is a full size rectangle field for multi-sport use. This field could become a premium space for both casual users and organized sports within the city by re-grading, installing appropriate drainage and adding irrigation to the field.

With approval of funds this could become a multi-step renovation that could also include the adjacent basketball and tennis courts, along with the aging pool facility in the same location(if eligible). These funds are not intended to incorporate any redesign of the Dilboy Stadium space.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

This is addressing the community need of more open space for the City of Somerville and regional use. This project has the support of the Parks and Recreation Director, and has been discussed with the city's Turf consultants, Tom Irwin Advisors to determine what a potential renovation to the site could generate for recreation opportunities benefiting the region.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
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PROJECT NAME: East Somerville Community School Schoolyard Enhancement Project

PROJECT LOCATION: 50 Cross Street, Somerville, MA 02145

APPLICANT(S) NAME / ORGANIZATION: City of Somerville/DPW

CONTACT PERSON: Eric Weisman

MAILING ADDRESS: 93 Highland Ave, Somerville, MA 02143

PHONE: 617-625-6600 x2119

EMAIL: eweisman@somervillema.gov

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

City of Somerville ☒

Is the owner the applicant? Yes ☐ No ☐

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration		X		

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

Yes ☐ No ☒

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

Yes ☐ No ☒

PROJECT SUMMARY:

This project is to restore and rehabilitate the schoolyard of the East Somerville Community School. This project sets out to make the following improvements: install an irrigation system for all schoolyard plantings, stabilize eroding slope by installing a retaining wall or other interventions, re-establish vegetation and establish a maintenance plan to ensure the improvements last.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The East Somerville Community School's schoolyard is well loved and heavily used by both students and the neighboring community. Because of this, the East Somerville Community School Schoolyard Enhancement Project seeks to rehabilitate the school's grounds by creating a greener, safer place for students and the community to play. This K-8 school was rebuilt in 2013, and since that time, we now see the following issues that must be resolved to ensure a quality play space:

- The ESCS grounds do not have adequate irrigation for the plantings in the schoolyard. Although some of the more drought-tolerant plants have survived, many of the initial plantings have died, leaving a dusty, eroded environment.
- Due to heavy community and student use, one of the slopes in the play area is severely eroded, potentially undermining a neighborhood sidewalk. Additionally, many of the original plantings have been trampled.

In order to resolve these issues, a team of the City's Division of Buildings and Grounds and Parks and Open Space Division has assessed the ESCS's irrigation needs and made a plan for an irrigation request. Additionally representatives of the City's Capital Projects and Planning Department, along with a design firm, visited the site of the eroded slope to develop a proposal for resolving that issue. The City is currently waiting on the proposal. The City has already budgeted over \$100k for this project but we are hoping the CPA can provide additional support.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY18 FUNDING CYCLE
ELIGIBILITY DETERMINATION FORM

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PROJECT NAME: Community Path Landscape Design - Supplemental funding to address tree canopy health and strategize for removal of invasives.

PROJECT LOCATION: Somerville Community Path - Cambridge line to Lowell Street

APPLICANT(S) NAME / ORGANIZATION: City of Somerville Department of Parks and Open Space

CONTACT PERSON: Arn Franzen

MAILING ADDRESS: City Hall, 3rd floor, 93 Highland Avenue, Somerville, MA 02143

PHONE: Office: 617-625-6600 x2545

EMAIL: afranzen@somervillema.gov

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):
Mass DOT

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration		X		

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places?

Yes No

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant?

Yes No

PROJECT SUMMARY:

This request is for additional funding for landscape design of improvements to the community path.

At the request of the City and the Friends of the Community Path, the CPC previously agreed to provide \$75,000 in funding for landscape improvements of the Community Path including: 1) drainage improvements through surface interventions, such as bioswales and raingardens, and 2) installation(s) that reveal the history of the Path as a railroad bed.

However, after staff discussions regarding the scope of work to be included in the RFP, it was agreed that additional work and funding should be included to 1) develop a strategy for the removal of Japanese Knotweed and other invasives, and 2) to analyze the composition of the tree canopy, and make recommendations for to improve it's health and diversity.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The Somerville Community Path is loved for both the recreational opportunities it provides as Somerville's largest open space and for the unique experiences users can have as they travel the Path. It is also one of the few forested landscapes in the city where visitors have contact the natural world, and where there are opportunities for bird habitat and other natural flora and fauna.

Therefore, in conjunction with to the landscape improvements previously authorized, this additional funding will enable the landscape consultant to study and provide short and long term ecological restoration strategies which will improve the health of the path's tree canopy, understory and herbaceous layers, and which will help to prevent habitat loss.

More specifically the consultant will identify and review the species and health of all trees and make recommendations for selective removals, and new plantings. Removals are intended to include dead and unhealthy trees, as well as selective removals of invasives like Norway Maple, and Ailanthuss. New plantings will include species that are appropriate to the local environment.

In addition, invasive species like Japanese Knotweed will be mapped and a plan for their removal shall be incorporated in the scope of work.

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS

COMMUNITY PRESERVATION COMMITTEE

FY18 FUNDING CYCLE

ELIGIBILITY DETERMINATION FORM

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PROJECT NAME: Schoolyard Design - Brown and West Somerville Neighborhood Schools (WSNS)

PROJECT LOCATION: Brown School: 201 Willow Ave WSNS 177 Powder House Blvd.,

APPLICANT(S) NAME / ORGANIZATION: City of Somerville - Department of Parks and Open Space

CONTACT PERSON: Arn Franzen - Director of Parks and Open Space

MAILING ADDRESS: SPCD, 93 Highland Avenue, Somerville, MA 02142

PHONE: office: 617-625-6600 x2545

EMAIL: afranzen@somervillema.gov

Please indicate (X) all categories that apply to this project (at least one). For more detailed information on these categories, refer to the "Community Preservation Act Funding Allowable Uses" chart on the next page.

PROPERTY OWNERSHIP:

Legal Property Owner of Record (if applicable):

City of Somerville X

Is the owner the applicant? Yes No

If No, does the applicant have site control or written

consent of the property owner to submit an application? City of Somerville must be co-applicant on all projects on City property.

Yes (Attach documentation)

No (Project will be deemed ineligible for this applicant)

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration		X		

FOR HISTORIC RESOURCES PROJECTS:

Is the resource in a Local Historic District and/or listed on the State Register of Historic Places? Yes No

(you can check designation at mhc-macris.net)

If no, has the Somerville Historic Preservation Commission made a determination that the resource is significant? Yes No

PROJECT SUMMARY:

With CPA funding, the City, with the full cooperation of the School Department, will issue an RFP to procure and contract a qualified landscape architecture firm to develop new schoolyard designs both the West Somerville Community School and the Brown School. The end result shall be a set of construction plans for each schoolyard to be used for bidding and construction purposes. In addition to serving the educational and recreation needs of the schools, the new schoolyards will also serve as City Playgrounds during non-school daytime hours, evenings, weekends, and over the summer. The design processes for each school will be separate and will identify the particular needs of each student population. Designs will be developed through a series of community meetings in conjunction with staff from the Parks and Open Space Program and faculty from each school.

Neither of these schoolyards currently meet the recreation needs and standards of the City, the schools, the community, or the hundreds of children who use them daily. Each is devoid of recreation features included at most other schoolyards or playgrounds, and each is characterized by expanses of asphalt and a lack of shade. Current play options are limited to basketball and court games painted on the tarmac.



JOSEPH A. CURTATONE
MAYOR



PROJECT STATUS (What community need is this trying to address and what level of planning has already been undertaken to inform the proposed project?):

The West Somerville Neighborhood School PTA and School Improvement Council proposed applying for CPA funds to improve their schoolyard through the CPA pre-application process for community proposed projects on public land. The Parks and Open Space Division agreed to take on this project and met with representatives from the school to discuss their goals for the schoolyard. Parks and Open Space added the Brown School to this application in recognition of the desire of the Brown School community to improve their play space and the poor existing condition of the schoolyard.

The new schoolyard designs for each school will address the following needs and requirements for the schools, the community, and the City:

- 1) Provide a design that will meet the most current requirements for Certified Playground Safety Requirements and which will specify materials which meet the most stringent standards with regard to fall heights and safety surfaces.
- 2) Provide a design that minimizes City of Somerville maintenance requirements.
- 3) Analyze and improve ADA access for persons with disabilities.
- 4) Strengthen environmental accountability by exploring design options for green products, permeable surfacing, and sustainable building practices.
- 5) Incorporate elements of a natural outdoor environment to provide connections to nature, and promote the ideas of exploration and discovery.
- 6) Provide a range of play and educational opportunities that are fun, physically challenging, creatively stimulating and socially engaging.
- 7) Produce an imaginative and enduring design which will operate at a level that exceeds pure functional order, and which will serve as an example of Somerville's focus on sustainability, quality materials and excellence in recreation design.

Please follow the link below to a National Institute of Health article titled Just What the Doctor Ordered, Using Parks to Improve Children's Health: <http://ehp.niehs.nih.gov/123-a254/>

FOR CPC USE: Date Received _____ Date Reviewed _____ Date Applicant Notified _____

Eligible

Potentially Eligible

Not Eligible

More Information Needed

COMMENTS:

CPA FY18 Admin Budget

	Current
Total Available	\$99,224
Salary- Manager (80%)	\$66,906
Available for expenses	\$32,318

Expense	Budgeted	Encumbered	Invoiced	Remaining	Item
Advertising	\$350			\$350	
Printing	\$500			\$500	
					\$236- Cake for anniversary \$180- Root beer for anniversary \$238.75- Breakfast for forum \$531.40- Lunch for forum
Food Supplies	\$4,700	\$1,186		\$3,514	
Signs & Cones	\$1,000			\$1,000	
					\$600- Sterling Printing for frisbees \$400- Up Up and Away Balloons
Other Supplies	\$1,600		\$1,000	\$600	
Dues and Memberships	\$4,350		\$4,350	\$0	Coalition dues
In-state conference	\$100			\$100	
Planning grants	\$2,000			\$2,000	
					Opening ESCS for 5th Anniversary walking tour and CPA and the City conference
Custodial detail	\$420		\$420	\$0	
					\$200- Meagan O'Brien anniversary poster design \$2,100- Kelly Bird forum graphic facilitation \$300- BuzzRoar for Anniversary party activities \$350- Desperate Measures Street Band
Professional & Technical					
	\$14,498		\$2,950	\$11,548	
Total	\$29,518			\$29,518	

CPA 5th Anniversary

Expense	Amount	Actual	Remaining
Walking tour snacks	\$250		
Site balloons	\$100	\$400	-\$300
Posters	\$350	Design: \$200 Printing: \$50	\$100
Music	\$750	\$350	\$400
Food	\$500	Cake: \$236 Root beer: \$180	\$84
Swag	\$1,000	Frisbees: \$600	\$400
Activities	\$500	\$300	\$200
Contingency	\$550	Opening ESCS: \$140	\$410
Total	\$4,000	\$2,456	\$1,544

CPA Cities conference

Expense	Amount	Actual	Remaining
Breakfast	\$600	\$239	\$361
Lunch	\$1,000	\$531	\$469
Room rental	\$750	\$280	\$470
Supplies	\$300	\$184.63*	\$115
Graphic facilitation	\$2,100	\$2,100	\$0
Contingency	\$350		
Total	\$5,100	\$3,335	\$1,765

*Includes items for anniversary and SomerStreets candy

WELCOME to the CPA and the CITY FORUM

CPA SET UP for ONE CONDITION that NOW NEEDS to EXPAND

RAISE and STABILIZE the MATCH!

DO YOU KNOW HOW TO OPEN a PARACHUTE?

NO, DO YOU KNOW HOW TO FIX a WATER HEATER?

IT'S a MATTER of PERSPECTIVE...

HOW DO WE PRESERVE AFFORDABLE HOUSING and CREATE OPEN SPACE?

↑ PROPERTY VALUES

↑ QUALITY of LIFE

CAN GET STATE MATCHING for FUNDING IF THAT IS IN PLACE

CITIES JOINING CPAs by LEAPS & BOUNDS

WHAT MAKES CPA DIFFERENT in CITIES?

URBAN & RURAL NEEDS DIFFER

IN TOWNS... POWER IS DISTRIBUTED

HOW DO WE BUILD COMMUNITY to SUPPORT THESE NEEDS and LEARN from EACH OTHER?

PETITIONS

PRESSURE OVER TIME

LEGISLATURE to REQUEST SOLUTION

STATE LAW for MATCHING to LOCAL INITIATIVES

TOWNS STARTED: to PROTECT a HOUSING & OPEN SPACE

a TOWN SYSTEM of CONNECTED COMMITTEES

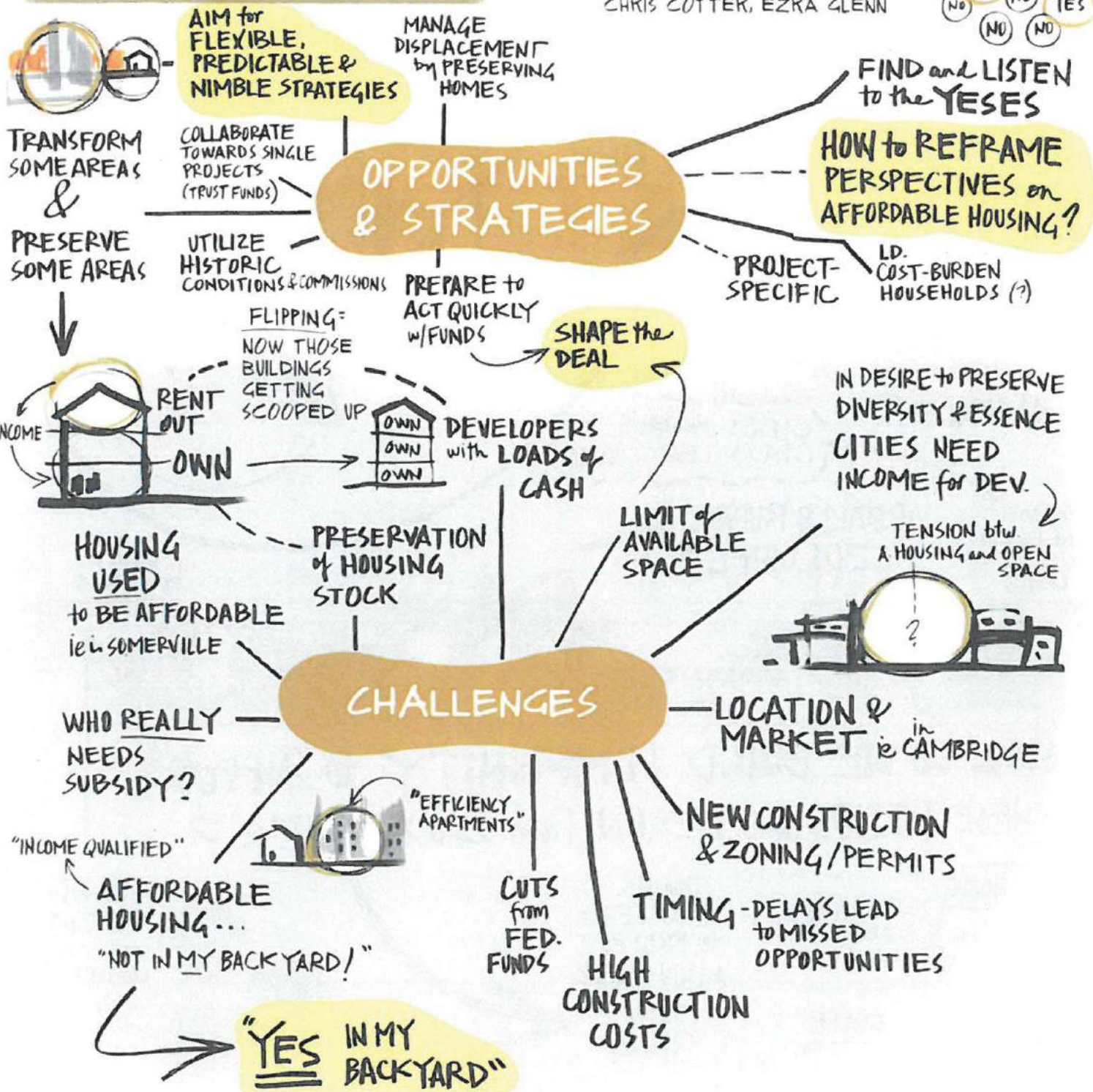
with STAFF





AFFORDABLE HOUSING

CHRIS COTTER, EZRA GLENN

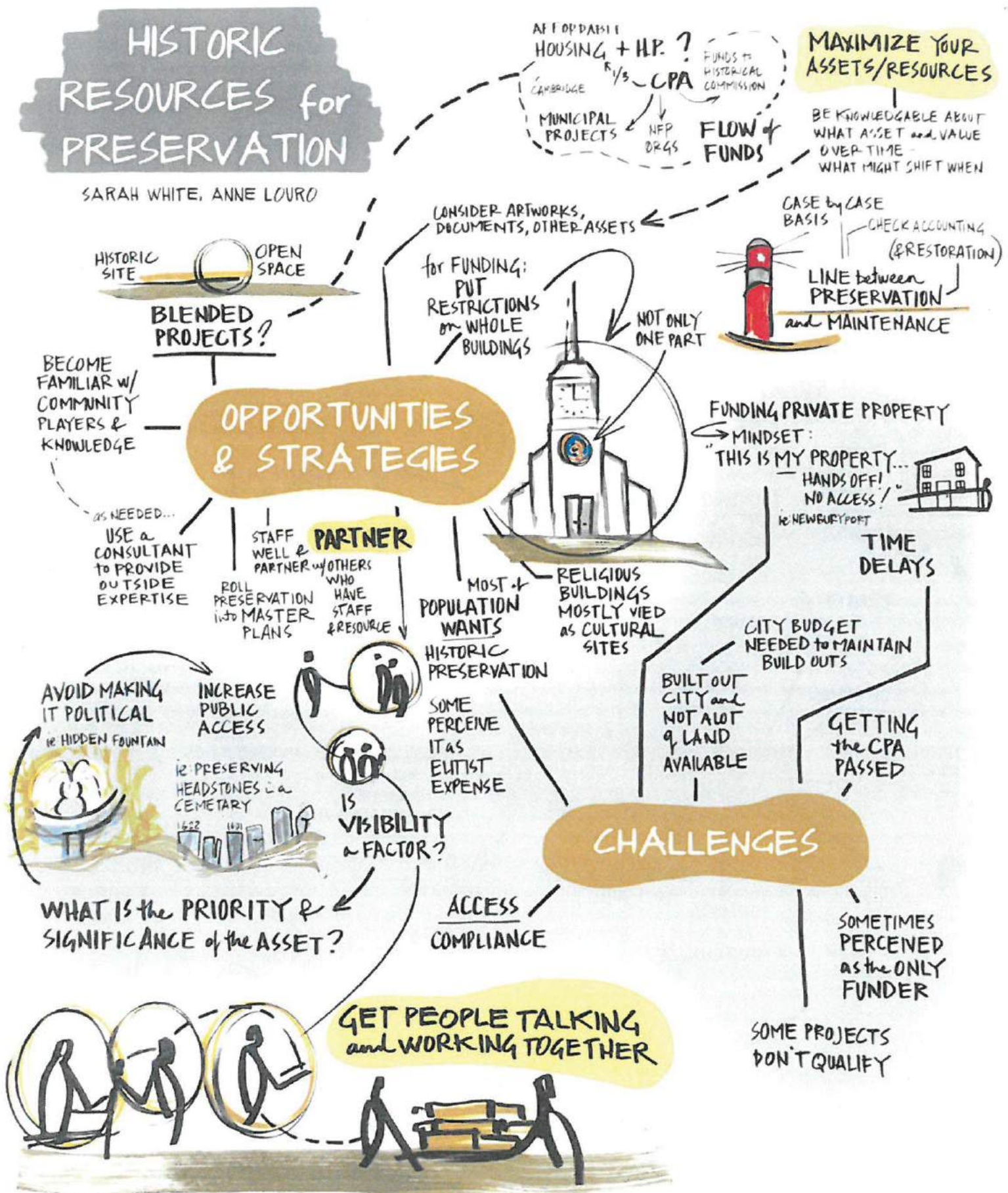


SARAH LA VALLEY, TOM SHARP, DIANA YOUNG



HISTORIC RESOURCES for PRESERVATION

SARAH WHITE, ANNE LOURO



IN SUMMARY...

COMMUNITY IS REALLY RUNNING THIS PROCESS...

MAYOR JOSEPH CURTATONE:

"OUR WORK TOGETHER IS INSTRUMENTAL IN TELLING THE STORY..."

EXPANDS WHAT YOU CAN DO

INCREASES AWARENESS & → FUNDING and ENGAGEMENT

HISTORIC PRESERVATION

LAND ART DOCUMENTS

EXPAND...DON'T LIMIT...the "ASSETS"

INTERESTING PROJECTS

- FIT PROJECTS to a BOX
- MEETINGS in COMMUNITY
- GET WORD OUT: MEDIA
- ID. KEY STAKEHOLDERS & PROJECTS

PLANNING for STRATEGIC FUNDS

- CPC
- POLITICAL LEADERS
- COMMUNITY NEEDS

HOUSING

MANAGE COMMUNITY CHANGE

KNOW WHAT YOU'VE GOT

USE a VARIETY of TOOLS & PROGRAMS

KNOW YOUR MARKET

COMMUNITY ENGAGEMENT

- GO to ALL NEIGHBORHOODS
- ONE-to-ONE
- MEDIA

OPEN SPACE

CROSS-COMMUNITY OUTREACH
WEAVE DEPARTMENTS

DCR as a PARTNER
LEARN to WORK WITH THEM

LEARN to PACKAGE FUNDING SOURCES

WORKING with ELECTED OFFICIALS

- INCREASE PUBLIC SUPPORT
- OUTREACH

LIMITED STAFF

- WELL-DEFINED STRUCTURE
- WEBSITES, NEWSLETTERS
- PUBLIC INPUT
- BRIDGE GOALS & IMPLEMENTATION



CPA and the City Forum

September 16, 2017 | Hosted by the City of Somerville | Image by Kelvy Bird



JOSEPH A. CURTATONE
MAYOR

**CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
CPA ANNIVERSARY & CPA CITIES CONFERENCE
SUB-COMMITTEE**



MINUTES
AUGUST 30, 2017

MEMBERS
Uma Murugan, Chair
Dick Bauer
Jessica Palacios Yamakawa

STAFF
Kristen Stelljes

The Community Preservation Committee's (CPC) sub-committee to organize the CPA Anniversary celebrations and the CPA Cities conference held a regular meeting at 5:30pm in the conference room at the Central Library, 79 Highland Ave, Somerville, MA 02143. An audio recording of the meeting is available upon request.

Members Present Dick Bauer, Uma Murugan, and Jessica Palacios Yamakawa

Members Absent None

Staff Present Kristen Stelljes

Ms. Murugan opened the meeting at 5:35pm.

Agenda item 1: Approve minutes from July 26 and August 16 meetings

Upon the motion by Mr. Bauer, seconded by Ms. Murugan, the sub-committee voted 3-0 to approve the minutes from the July 26 and August 16 meetings.

Agenda item 2: CPA & Cities conference

- The sub-committee finalized the agenda for the CPA in the City Forum. Mr. Bauer emphasized the need for the sessions to focus on the unique opportunities and challenges that cities face in implementing CPA in their communities.
- The sub-committee reviewed the budget and confirmed that the event is likely to come in under budget. The costs for the breakfast and lunch are still being finalized.
- The sub-committee agreed to acquire breakfast from Lyndell's and lunch boxes from Dave's Fresh Pasta.
- The sub-committee reviewed the logistics note for the event and to be shared with participants and provided edits to Ms. Stelljes

Agenda item 3: CPA 5th Anniversary Events

- Ms. Stelljes notified the sub-committee that the walking tour would begin with the groundbreaking for the 163 Glen St. project.
- The sub-committee reviewed the logistics for the event and agreed that Mr. Bauer and Ms. Palacios Yamakawa would lead the walking tour and Ms. Murugan would work with Ms. Stelljes to set up for the celebration at Prospect Hill Park.
- The sub-committee reviewed the budget and confirmed the event would be well under budget.

- The sub-committee reviewed the logistics notes for the walking tour and celebration and provided edits to Ms. Stelljes

Agenda item 4: Volunteer engagement

The sub-committee members agreed to each bring at least one person to the celebration serve as volunteers to help serve refreshments and hand out stickers and frisbees. Ms. Murugan and Ms. Stelljes would share duties at the CPA table.

Agenda item 5: Set date for next meeting

The sub-committee agreed an additional meeting before the events was not necessary.

Meeting Adjournment

Upon motion from Mr. Bauer, seconded by Ms. Murugan, the Committee voted 3-0 to adjourn at 6:42pm.

Documents and Exhibits

1. Agenda
2. Minutes from July 26 and August 16 meetings
3. Forum RSVP list (available by request)
4. Events planning matrix
5. Events budgets
6. CPA 5th Anniversary Volunteers
7. Draft forum agenda
8. Logistics Note to CPA and the City Forum Participants
9. Notes for CPA and the City Forum Speakers and Facilitators
10. Notes for CPA 5th Anniversary Walking Tour (available by request)
11. Notes for CPA 5th Anniversary at Prospect Hill Park (available by request)



CITY OF SOMERVILLE, MASSACHUSETTS
MAYOR'S OFFICE OF STRATEGIC PLANNING & COMMUNITY DEVELOPMENT
JOSEPH A. CURTATONE
MAYOR

MICHAEL F. GLAVIN
EXECUTIVE DIRECTOR

MEMORANDUM

TO: Dick Bauer, Chair of the Community Preservation Committee
Community Preservation Committee Members

FROM: Michael Glavin, Director of OSPCD

CC: Thomas Galligani, Director of Economic Development, OSPCD
Eileen McGettigan, Special Counsel, OSPCD
Emily Hedeman, Urban Revitalization Specialist

DATE: September 21, 2017

SUBJECT: \$500,000 CPA Request: 5 Palmer Ave Acquisition

The family of Blanche Holland approached the City earlier this spring with the intention of offering the City the opportunity to purchase the property at 5 Palmer Avenue, Somerville, MA. The surrounding parcels had been acquired by the City of Somerville as part of the development of the Capuano Early Childhood Center in the late 1990's. While Ms. Holland's property was within the acquisition limits at the time of the initial acquisition, it was determined that Ms. Holland would retain ownership of her parcel and stay in her home. With Ms. Holland's passing in late 2013, the family is now interested in selling the property to the City.

The plans for the site include relocating the home to an alternate site; City staff will be investigating opportunities to reposition the structure off-site. With the relocation of the home, the land will be incorporated into the existing Capuano Early Childhood Center recreation area to create a larger, higher quality, and more dynamic recreation space. SomerVision has a goal of 125 new acres of publicly accessible open space. The City has an opportunity to add to the open space within Somerville with the purchase of 5 Palmer Avenue.

With Community Preservation Act funding, the City would be able to complete the acquisition of 5 Palmer Avenue. The creation of the recreation space would be supported by a separate process, which will require a private developer to relocate the existing single family home.

The City acknowledges that a perpetual conservation restriction will be placed on the property as a condition to the acceptance of CPA funds. The permanent preservation of 5 Palmer Avenue as open space in Somerville is a priority. The family of Ms. Holland is supportive of the City's plans to create recreation space with the land.

A third-party appraisal for the property has been completed, and the City and the owners have agreed on a purchase price of \$500,000.00. We are in the process of negotiating a purchase and sale agreement. We are seeking emergency CPA funding due to the interest of the seller to close the sale as soon as possible. The traditional CPA funding application would delay the sale until next year, placing a burden on the family of Ms. Holland to continue ownership and maintenance of the vacant property.

KEZER & KEZER
COUNSELLORS AT LAW
350 Main Street
Malden, Massachusetts 02148

Charles F. Kezer
C. Henry Kezer

Telephone (781) 324-1231
Tele-Fax (781) 397-0531

September 19, 2017

Emily E. Hedeman
Urban Revitalization Specialist
Office of Strategic Planning and Community Development
City of Somerville
93 Highland Avenue
Somerville, MA 02143

RE: 5 Palmer Avenue, Somerville

Dear Ms Hedeman:

On behalf of the Holland family, I wish to convey their support for the pending application to use Community Preservation Funds to acquire their late mother's former residence at 5 Palmer Avenue to add to the City's open space.

I understand that application for CPA funds is a multi-step process and will likely proceed according to the following schedule:

- September 21, 2017 File the application for proposal for funding with the Community Preservation Committee;
- September 27, 2017 Vote of the CPC to consider the proposed funding by the committee, and if approved, a recommendation to the Board of Aldermen;
- October 12, 2017 Filing with the Board of Aldermen and referral to subcommittee;
- October 26, 2017 Vote of the Board of Aldermen for use of Community Preservation funds and appropriation for purchase.

Upon approval of funding and appropriation, the Holland family will be prepared to enter into a purchase and sale agreement for acquisition of the property within the following 45 days, as stated in the mayor's letter of June 14, 2017, with the intention being to accelerate the necessary due diligence following the signing of the contract, to permit closing in advance of the expiration of this period.

On behalf of the Holland family, I wish to express our appreciation for the progress to date, and that we look forward to hearing of the progress made as matters proceed.

Yours truly,
C. Henry Kezer
C. Henry Kezer

H/h
cc (VIA EMAIL)
Eileen McGettigan, Esq.
Maureen Ferguson
Steve Holland
Scott Ferguson



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



COMMUNITY PRESERVATION COMMITTEE FY18 FUNDING RECOMMENDATION FOR *ACQUISITION OF 5 PALMER, CITY OF SOMERVILLE ECONOMIC DEVELOPMENT DIVISION*

PROJECT DESCRIPTION

The City of Somerville will acquire the property at 5 Palmer to become perpetually preserved open space. The property at 5 Palmer is surrounded on three sides by the Capuano Early Childhood Education Center, with the Community Garden at Glen Park along the eastern border. By acquiring the land at 5 Palmer Avenue, the City will be able to create a larger, contiguous, and higher quality open space within the boundaries of the Capuano School. This open space will be used by members of the school, as well as members of the surrounding neighborhood.

ELIGIBILITY

Open space/recreation land: CPA funds can be used for the acquisition of open space and recreational land.

RECOMMENDED FUNDING- PRELIMINARY DISCUSSION

Final

On September 27, 2017 by a vote of [x-x] the Community Preservation Committee recommended appropriating \$500,000 for this project, \$409,055 from the undesignated fund balance and \$90,945 from the open space reserve budget to the control of the City of Somerville Economic Development Division for the overall purposes summarized in this document.

OR

On September 27, 2017 by a vote of [x-x] the Community Preservation Committee recommended not funding this project from the Community Preservation Fund.

Project Budget

Expenses	Amount
Study	\$0
Acquisition	\$500,000
Soft costs	\$0
Construction	\$0
Total	\$500,000
Sources	
CPA open space/recreation land funds- requested	\$500,000
Other sources	\$0
Total	\$500,000

ALIGNMENT WITH FY18 COMMUNITY PRESERVATION PLAN

It is a priority of the CPC to support the acquisition of land in support of SomerVision's goal to create 125 new acres of Open Space in Somerville. The land at 5 Palmer is a total of 0.04 acres.

SPECIAL ISSUES CONSIDERED BY THE CPC

[Heading]

[Description issue that would be useful to document for the CPC or would be of interest to the Board of Alderman or community]

FUNDING CONDITIONS

1. A perpetual conservation restriction will be recorded on the property per the requirement of the CPA enabling legislation.

MEASURES OF SUCCESS

Project goals and measures of success listed in the application

The full proposal is available at: [link to project year's page on CPA website]

Google Maps 5 Palmer Ave



Imagery ©2017 Google, Map data ©2017 Google United States 50 ft



5 Palmer Ave
Somerville, MA 02145



Options for Preserving Historic Properties: Local Historic Districts and Preservation Restrictions

Local Historic Districts (LHDs)

A Local Historic District (LHD) is a locally-designated area within a municipality that consists of one or more building(s), structure(s), area(s), and/or landscape(s) that have been determined to be historically significant to that municipality and, thus, are worthy of regulatory protection from demolition and insensitive exterior alteration. In the Commonwealth of Massachusetts, LHDs are adopted by municipalities under the auspices of M.G.L. Chapter 40C, the enabling statute, and do not fall under zoning laws.

While M.G.L. Chapter 40C allows for LHDs to consist of one or more buildings or structures, Somerville is unique in having the largest number of single-structure LHDs in the Commonwealth. According to the Massachusetts Historical Commission (MHC), the typical amount of time that it takes to bring the LHD establishment process from concept to adoption is at least 18 months. In order to establish a Local Historic District, a study committee must be formed to determine the desired boundaries of the district and the justification therefore. The road to LHD creation is roughly paved as follows (in the case of Somerville, Preservation Planning Staff executes and/or manages the following):

1. Study Committee formed;
2. Architectural surveys performed for all proposed properties;
3. Extensive historic research conducted;
4. Architectural survey forms created;
5. Photographic documentation taken;
6. Extensive study report written justifying the proposed district;
7. Public meetings held;
8. State review of proposal (by the MHC);
9. At least one public hearing held;
10. Ordinance submitted to Aldermen;
11. (At this point, the Aldermanic process takes over as these officials see fit);
12. 2/3 vote of the Aldermen required for passage;
13. Map of district registered with the Registry of Deeds (at this point, the LHD is legally in effect);
14. Final report submitted to MHC.

Once established, a Local Historic District is governed by a Local Historic District Commission. In the case of Somerville, the Historic Preservation Commission (HPC) functions as this Commission. All exterior alterations to a building/structure/landscape/object, etc. that are visible from a public way, are subject to the review and approval of the HPC. All such alterations must be in keeping with the HPC's historic design guidelines. In the case of the Somerville HPC, the Secretary of the Interior's Standards inform their guidelines.

While a Local Historic District is not tied to the deeds of properties within the district, all properties within an LHD are registered with the South Middlesex County Registry of Deeds. In order to remove a property from an LHD, a property owner would have to first fill out an application justifying their reasons for removing their property from the district. Next, ALL of the steps (1 – 14) needed to create a Local Historic District that are listed above, will need to be performed again for the de-designation.

Preservation Restrictions (PRs)

In general, preservation restrictions are binding, legal agreements entered into by two or more parties with the purpose of protecting historic buildings/structures/landscapes/artifacts/objects in-part or in-whole. Protected items that fall under the preservation restriction may be exterior (within or not within public view) or they may be interior or any combination of the two.

Preservation restrictions may be enacted for 30 years under Chapter 184 of the M.G.L. and renewable thereafter or, they may be perpetual if they are reviewed and signed off on by the Massachusetts Historical Commission and then approved by the Board of Aldermen. (30-year renewable restrictions do not need to be reviewed and approved by the MHC).

Preservation restrictions can function in a few ways. Briefly:

- Non-profit entity holds PR on private property;
- Non-profit entity holds PR on City property;
- State entity holds PR on City property;
- State entity holds PR on private property;
- City entity holds PR on private property.

A common scenario is for a local municipality to hold a PR on exterior portions of a private property. This is often the case when CPA funds are used to restore/preserve portions of a private property. This scenario also occurs when local ordinances require historic preservation as a component of any zoning relief. The most common scenario of a non-profit entity holding a PR on private or civic property that I have seen is Historic New England (HNE, formerly the Society for the Preservation of New England Antiquities (SPNEA)).

In the situation described above regarding HNE, the private or municipal property owner in need of the PR must “donate” what is typically a non-insignificant, one-time monetary sum to HNE. The purpose of this payment is for HNE to use to regularly perform checks that the terms stipulated in the PR are consistently being upheld. These funds are also used to cover any legal costs that HNE incurs in order to enforce the conditions of the PR.

All preservation restrictions are recorded at the Registry of Deeds and are attached to the deed for the specific property(ies) covered by the PR. Perpetual PRs follow the property deed in perpetuity. Thus, the PR will remain in effect irrespective of who the future owners of the property are.