



JOSEPH A. CURTATONE  
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS  
COMMUNITY PRESERVATION COMMITTEE  
MINUTES  
MARCH 30, 2016**

**MEMBERS**

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

**STAFF**

Kristen Stelljes

The Community Preservation Committee (CPC) held a regular meeting at 6:00pm 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, Ezra Glenn, James McCallum and Uma Murugan

**Members Absent** Elizabeth Duclos-Orsello and Courtney Koslow

**Staff Present** Emily Monea, Kristen Stelljes, Sarah White

**Others Present** None

The chair opened the meeting at 6:10p.m.

**Agenda item 1: Public comment period**

No members of the public were present.

**Agenda item 2: FY16 application review**

*Community Path*

Ms. Stelljes updated the group that the City of Somerville has been discussing with the Friends of the Community Path how to jointly manage the project, as the City needs to be a co-applicant since it holds the lease for the Path from the MBTA. The City already has a project planned to repave the Path and address drainage issues from Buena Vista or Thorndike almost to the Cambridge Line. The City is exploring the possibility of extending the proposed project to cover the full Path west of Davis Square. This means that the proposed work on the western part of the Path will be covered by the City, so will not need CPA funding. The City has proposed that the CPA funded work has two components. The first will be repaving the Path from Cedar to Grove St. The second will be a study to explore how best to address the draining issues on the Path through rain gardens and bioswales and how to responsibly include more community gardens. The study could cover more than just the Cedar to Grove St. portion.

Mr. Bauer added that he has spoken with the Friends of the Community Path, who told him that they are pleased the City is taking on the western portion of the Path, especially because this is a more

expensive piece of work than they had planned. The Friend's primary concern with the phased approach is that it will take longer and they are concerned there may not be funding for future work. Mr. Bauer shared that the project is a high priority for the community and the Committee, so he was not concerned there would not be sufficient funding in the future.

Mr. Fager asked if the interpretive display would not be included in the current Path. Ms. Stelljes replied that she thinks this should be considered as part of the study, which could cover a wider geographic scope than the repaving project.

Mr. Bauer asked if doing the repaving before the drainage would require any of the repaving to need to be redone. Ms. Stelljes shared that it was the opinion of the Engineer that it would not because the proposed drainage interventions are all above ground.

Mr. Fager asked if this would require the project to be submitted as two applications and what implications this will have for the budget. Ms. Stelljes responded that both components could be considered together because they are already included in the existing proposal and the cost depends on the approach used. The options are pulverizing, milling and repaving. He responded that the Path needs to be repaved sooner rather than later because the condition is so poor.

Mr. Capuano asked if the smaller geographic scope will change the budget. Ms. Stelljes responded that at this point it's unclear because the type of repaving hasn't been decided and there was concern the original project was under-budgeted.

Mr. Bauer suggested the Committee wait until the next meeting on April 27 to make a decision on the application. The City Engineer and representatives from the Friends of the Community Path will attend the meeting.

### *31 Union Square*

Sarah White, City of Somerville Preservation and Zoning Planner, joined the meeting for the discussion of the historic resources applications. Ms. White shared an update from a meeting with one of the property owners, the project team and city staff. She shared that she questions the historic differential that was provided to the Committee, as it seems to be high. The City told the project team that three bids would be required. It is unclear if the subcontractors that provided the estimates for the one bid included in the proposal have sufficient experience in historic preservation to be able to provide an accurate bid. The Planning Office would want to review the bids that are received and be involved in the implementation of the project.

Mr. Capuano asked what the cost was of the originally proposed storefront that the property owner had planned to pay for. Ms. White shared that the project team estimated this would cost \$125,000 and believes this number does not include structural repairs. Ms. Monea added that the project team has not yet done the full design because the property owner does not want to pay for a full design until she knows she will receive CPA funds for the historically appropriate design.

Mr. Fager asked if the property was owned equally among all of the siblings. Ms. White responded that she did not know but suspects it is owned equally.

The Committee deliberated whether or not it would be worthwhile to provide an incentive to the property owners for the historic restoration of the storefront given that the storefront is on a private, for profit property and the owners have not demonstrated their commitment to the historic preservation of the storefront and maintenance of the building.

Mr. Capuano moved to reject the project, which was seconded by Mr. Fager. The Committee vote was 2-5, so the motion did not carry. Mr. Capuano and Mr. Fager voted to reject the project; Mr. Bauer, Mr. Franzen, Mr. Glenn, Mr. McCallum and Ms. Murugan voted against rejecting the project.

Mr. Glenn then moved to postpone the vote on this project to the April meeting, which was seconded by Mr. Bauer. The Committee voted 7-0 to postpone the vote to April.

#### *West Branch Library*

Mr. Franzen noted the letter received from Bill Taylor, a Somerville resident and respected landscape architect, sharing his concerns about the proposed landscape design for the Library. He suggested in light of the information shared in this letter the Committee consider focusing its funding on the historical restoration aspects of the project.

The Committee discussed their initial preferences for support of the project. All of the members expressed their support for funding the historic preservation of the existing Library building supporting a debt service of \$150,000 to \$200,000 a year.

Mr. Glenn asked if it would be possible to move the Central Library closed stacks to the West Branch Library. Ms. Stelljes said she would ask the Library staff.

Ms. White added that the plans will need approval by the Massachusetts Historical Commission and the Zoning Board of Appeals for a variance for their rear setback, so the design may change. Mr. Bauer noted that plans also need to be approved by the Historic Preservation Commission.

Mr. Franzen asked what the debt service would be on \$2.5 million to cover the interior and exterior rehabilitation of the building. Ms. Monea said that would mean a debt service of \$185,000 a year.

Mr. Bauer asked about the plan for replacement windows. Ms. White and Ms. Stelljes responded they had asked for this information but did not have an answer yet.

Mr. Fager moved to bond for \$2.5 million for the historic rehabilitation of the interior and exterior of the building, which was seconded by Mr. Capuano. The Committee added two funding conditions to the funding recommendation: 1) requirement for signage; 2) the City must present the final plans to the CPC. Mr. Capuano seconded the motion as amended.

The Committee voted 7-0 to approve bonding for \$2.5 million for the West Branch Library.

The Committee decided to choose the source of funds for the debt service- either the historic resources reserve or the unrestricted fund balance- each year. Ms. Stelljes will get the advice of the City Treasurer on how to fund the debt service from the CPA fund. The preference of the Committee is to fund the debt service through the historic resources fund, counting towards the 10% state minimum.

#### *Central Library Mold Remediation*

The Central Library submitted a revised budget of \$130,000 but requested the Committee not vote on the project during March 30 meeting to allow the Library time to have further discussions with the Department of Public Works. Mr. Franzen suggested that a foundation consultant with expertise in this type of work will be able to provide more detailed information than DPW would be able to. The Committee agreed to make a recommendation on the project at the April meeting.

#### *Open Space Land Acquisition Fund*

The Committee agreed they were not ready to revisit the funding amount at this time.

#### **Agenda item 3: Approve minutes from 1/12, 1/27, 2/24, 3/1, and 3/23 meetings**

Upon a motion by Mr. Capuano, seconded by Mr. Fager, the Committee voted 7-0 to approve the January 12 minutes with corrections.

Upon a motion by Mr. Franzen, seconded by Mr. Fager, the Committee voted 6-0, with Mr. Glenn abstaining, to approve the January 27 minutes with corrections.

Upon a motion by Mr. Glenn, seconded by Mr. Franzen, the Committee voted 6-0, with Mr. Capuano abstaining, to approve the February 24 minutes with corrections.

Upon a motion by Mr. McCallum, seconded by Mr. Franzen, the Committee voted 6-0, with Mr. Glenn abstaining, to approve the March 1 minutes with corrections.

Upon a motion by Mr. Capuano, seconded by Mr. Fager, the Committee voted 6-0, with Mr. Glenn abstaining, to approve the March 23 minutes with corrections.

#### **Agenda item 4: Other business**

The Committee recognized Ms. Monea for her contributions to the CPA program in Somerville and the Community Preservation Committee.

**Next meeting: The next CPC meeting will be held at 7:00pm on April 27, 2016.**

#### **Meeting Adjournment**



Upon motion from Mr. Capuano, seconded by Mr. Fager, the Committee voted 6-0 to adjourn at approximately 8:00.

**Documents and Exhibits**

1. FY16 CPA Funding Applications- March 23 meeting update
2. Non-bonded FY16 Funding Reserve Allocations by Project
3. FY16 CPA Funding Applications- Public Comment Analysis
4. Draft funding recommendation for 31-33 ½ Union Square rehabilitation
5. Draft funding recommendation for West Branch Library Renovation
6. Memo on West Branch Library budget construction package estimates
7. West Branch Library Estimated Debt Service
8. Draft funding recommendation for Community Path project
9. Draft funding recommendation for Open Space Land Acquisition Fund
10. Draft funding recommendation for Historic Document Mold Remediation, Somerville Public Library
11. Minutes from 1/12, 1/27, 2/24, 3/1, 3/23 meetings



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# Somerville CPA



## CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE AGENDA

**DATE:** Wednesday, March 30, 2016  
**TIME:** 6:00pm  
**PLACE:** Visiting Nurse Association, Third Floor Community Room  
259 Lowell St.

### MEMBERS

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

### STAFF

Kristen Stelljes

1. Public comment period (10 minutes)
2. FY16 application review
  - a. 31 Union Square
  - b. West Branch Library
  - c. Central Library Mold Remediation
  - d. Improvements to the Somerville Community Path
  - e. Open Space & Recreational Land Acquisition Fund
3. Approve minutes from 1/12, 1/27, 2/24, 3/1 and 3/23 meetings
4. Other business
5. Next meeting: Wednesday, April 27<sup>th</sup> at 7 p.m. (Visiting Nurse Association)

FY16 CPA Funding Applications- March 23 meeting update						
	Project name	Applicant	Request	% CPA	3/23 mtg action	Notes
Open Space & Recreational Land	Allen Street Mixed Use Renovation	Stephanie Hirsch & City of Somerville	\$20,000	100%	Recommending full funding	
	Hoyt Sullivan Playground	City of Somerville (Parks & Open Space)	\$400,000	37%	Recommending full funding	
	Open Space & Recreational Land Acquisition Fund	City of Somerville (Parks & Open Space)	\$300,000	<100%	Recommending full funding	CPC will revisit request at end of process to potentially recommend additional funding for the fund
	Remnant, Right-of-Way, and Unclaimed Space Inventory	Stephanie Hirsch & City of Somerville	\$30,000	100%	Not recommended at this time	CPC encourages the City of Somerville and Stephanie Hirsch to reapply for CPA admin funds with a refined scope based on outcome from Groundwork/Tufts projects
	South Street Farm	Groundwork Somerville	\$60,160	62%	Recommending full funding	
	Total Open Space & Recreational Land Requests		\$810,160			
Blended Historic Resources & Open Space/ Rec Land	Preservation, Rehabilitation, Restoration, and Improvements to the Somerville Community Path	Friends of the Community Path	\$301,000	95%	Tabled	Meetings ongoing between City staff and Friends of the Community Path; City project underway to repave and address drainage from Cambridge line to Buena Vista/Thorndike
	West Branch Library Renovation	City of Somerville (Capital Projects)	\$5,394,328	53%	Tabled	
	Total Blended Requests		\$5,695,328			
Historic Resources	31 Union Square	Maru Realty Trust	\$598,065	<100%	Tabled	Meeting scheduled with project team and hopefully owners on phone for March 29
	Historic Document Mold Remediation at Somerville Central Library	City of Somerville (Somerville Public Library)	\$36,368.00	100%	Tabled	Resubmitted budget is for \$36,368 but will likely increase to include bonding and prevailing wages. City will resubmit budget.
	LHD Property Owner Preservation Fund	City of Somerville (Planning & Zoning Division)	\$150,000	100%	Recommending full funding	
	Milk Row Cemetery - Civil War Monument & Grave Markers Restoration	City of Somerville (Planning & Zoning Division)	\$26,808	100%	Recommending full funding	
	Somerville Museum Access for All	Somerville Historical Society	\$423,480	63%	Recommending full funding	Community Preservation Coalition confirmed the costs for upgrading the security system are allowable
	Total Historic Resources Requests		\$1,234,721			
	Total Requests		\$7,740,209			

# **Non-bonded FY16 Funding Reserve Allocations by Project**

Updated 3/23/16

	Open space/Recreation	Historic Preservation	Undesignated	Total
<b>Total Available</b>	<b>\$1,036,105</b>	<b>\$329,973</b>	<b>\$1,118,198</b>	<b>\$2,484,276</b>
Allen Street Mixed Use	\$20,000			\$20,000
Hoyt Sullivan Playground	\$400,000			\$400,000
Open Space & Recreational Land Acquisition Fund	\$300,000			\$300,000
South Street Farm	\$60,160			\$60,160
Improvements to the Somerville Community Path	\$255,945		\$45,055	\$301,000
Somerville Museum		\$329,973	\$93,507	\$423,480
31 Union Square			\$598,065	\$598,065
Historic Document Mold Remediation at Somerville Central Library			\$36,368	\$36,368
LHD Property Owner Preservation Fund			\$150,000	\$150,000
Milk Row Cemetery			\$26,808	\$26,808
<b>Remaining Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$168,395</b>	



# FY16 CPA Funding Applications- Public Comment Analysis

24 individuals spoke for projects at the community meetings (12- historic; 12- open space)  
48 individuals submitted written comments

	Project name	HPC supportive	# supportive-meeting	# supportive-written	Requests
Open Space & Recreational Land	Allen Street Mixed Use Renovation	NA		2	
	Hoyt Sullivan Playground	NA	2	2	Maintain grassy area
	Open Space & Recreational Land Acquisition Fund	NA	1	2	Maintain green space as green space-2
	Remnant, Right-of-Way, and Unclaimed Space Inventory	NA	2	3	
	South Street Farm	NA	0	3	
Blended Historic Resources & Open Space/ Rec Land	Preservation, Rehabilitation, Restoration, and Improvements to the Somerville Community Path	Generally in favor-want more info on preservation practices/display	5	40	2-Don't further harm soil 29-More gardens 1- More art
	West Branch Library Renovation	Unable to recommend at this time	4	2	
Historic Resources	31 Union Square	Unable to recommend at this time	0	2	
	Historic Document Mold Remediation at Somerville Central Library	Yes	2	1	
	LHD Property Owner Preservation Fund	Yes	2	6	
	Milk Row Cemetery - Civil War Monument & Grave Markers Restoration	Yes	2	1	
	Somerville Museum Access for All	Final project plans needed	7	2	



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## CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



### COMMUNITY PRESERVATION COMMITTEE FY16 FUNDING RECOMMENDATION FOR *31-33 ½ UNION SQUARE, MARU REALTY TRUST*

#### PROJECT DESCRIPTION

This project will provide resources for the restoration of the historic storefront and making the entries ADA compliant.

#### ELIGIBILITY

This project will preserve, rehabilitate and restore a historic resource. The Somerville Historic Preservation Commission determined the building is a significant historic resource.

#### RECOMMENDED FUNDING

On [March 23, 2016] by a vote of [x-x] the Community Preservation Committee recommended appropriating [\$598,065] for this project from the undesignated budget reserve to the control of Maru Realty Trust for the overall purposes summarized in this document.

OR

On [March 23, 2016] 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	\$20,000
Soft costs	\$51,000
Construction	\$527,065
<b>Total</b>	<b>\$598,065</b>
Sources	
CPA historic resources funds- <b>requested</b>	\$598,065
Owner's Funding	Not secured
<b>Total</b>	<b>\$598,065</b>



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### **ALIGNMENT WITH FY16 COMMUNITY PRESERVATION PLAN**

The Community Preservation Plan prioritizes historic resources projects that address crucial, longstanding needs in Somerville's historic landmarks and properties, especially those at risk. The proposed project also seeks to improve accessibility for all members of the community.

### **FUNDING CONDITIONS**

1. The Grantee agrees to execute and record a perpetual preservation restriction on its [storefront or property] at the Grantee Address stated above. The City will apply to the Massachusetts Historical Commission for approval of said restriction, and the Grantee agrees to comply with all City requests for documentation, information, and necessary approvals.
2. The Grantee agrees to complete the proposed project following the US Secretary of the Interior's Standards for Rehabilitation, as required by the Community Preservation Act, and to secure contractors who have demonstrated experience successfully completing projects to these standards.
3. The Grantee will provide a minimum of two quotes for the proposed work that include a calculation of the historic premium for the work (ie how much more it will cost for the work to be done to historic preservation standards above what it would cost to do the work without historic consideration).

*The full proposal is available at: <http://www.somervillema.gov/cpa/projects/2016>*





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## CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



### COMMUNITY PRESERVATION COMMITTEE FY16 FUNDING RECOMMENDATION FOR *WEST BRANCH LIBRARY RENOVATION, CITY OF SOMERVILLE*

#### PROJECT DESCRIPTION

This project would provide resources for the City of Somerville to restore and preserve the existing library interior and exterior, make the grounds around the library accessible for recreational uses and ensure ADA compliance. The proposed design was developed and the final option selected based on community input.

#### ELIGIBILITY

*Blended- open space/recreational land and historic resources:* The West Branch Library is listed on the National and State Register of Historical Places. The proposed project seeks to preserve, rehabilitate and restore the Library. The Library commits to complying with the standards of the Historic Preservation Commission and the US Secretary of the Interior's Standards for Rehabilitation. The Library also plans to construct a community meeting room addition that is not eligible for CPA funding and was excluded from the funding request in the application. The project also seeks to create useable passive recreation space on the Library grounds, so will also create, preserve, rehabilitate and restore open space/recreational land.

#### RECOMMENDED FUNDING- PRELIMINARY DISCUSSION

On [March 23, 2016] by a vote of [x-x] the Community Preservation Committee recommended bonding for [\$5,394,328] for this project from the [open space and recreation land or historic resources or undesignated] reserve budget to the control of the City of Somerville for the overall purposes summarized in this document.

OR

On [March 23, 2016] by a vote of [x-x] the Community Preservation Committee recommended not funding this project from the Community Preservation Fund.



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## Somerville CPA



### Project Budget

Expenses	Amount
Soft costs	\$1,900,665
Construction	\$8,282,270
<b>Total</b>	<b>\$10,182,935</b>
<b>Sources</b>	
CPA historic resources funds- requested	\$5,394,328
City of Somerville	\$4,788,607
<b>Total</b>	<b>\$10,182,935</b>

### ALIGNMENT WITH FY16 COMMUNITY PRESERVATION PLAN

The Community Preservation Plan prioritizes projects that address two or more of the CPA focus areas- this project will preserve and restore both historic resources (the West Branch Library) and open space/recreational land (the green space around the Library). By making the space around the Library more accessible for recreational use, the proposed project could also creatively and coherently combine multiple uses that meet community need. The Plan prioritizes historic resources projects that address crucial, longstanding needs in Somerville's historic landmarks and properties, especially those at risk. The proposed project also seeks to improve accessibility for all members of the community.

### FUNDING CONDITIONS

1. The City of Somerville must receive all necessary approvals for this project, including from the Massachusetts Architectural Access Board, the Massachusetts Historical Commission, the Historic Preservation Committee, and the Zoning Board of Appeals.
2. CPC funds will be released to the City of Somerville for this project when the City of Somerville can document they have secured sufficient funds for the project to go forward.
3. The City of Somerville must share the final plans for the West Branch Library with the CPC before funds will be disbursed.

*The full proposal is available at: <http://www.somervillema.gov/cpa/projects/2016>*





CITY OF SOMERVILLE, MASSACHUSETTS  
CAPITAL PROJECTS AND PLANNING DEPARTMENT  
JOSEPH A. CURTATONE  
MAYOR

ROBERT T. KING, PE, LEED AP

DIRECTOR OF CAPITAL PROJECTS & PLANNING

Date: 3/18/16  
To: Kristen Stelljes, CPA Coordinator  
From: Steve Vitello, Project Manager  
Rob King, Director CPPD  
Re: West Branch Library - Follow-Up Information for CPC

Hello Kristen –

We have attached some budget construction package estimates for various CPA eligible portions of the West Branch Library renovation. We obtained the information from the estimated construction costs found on page 15 of our CPA application. A copy is included for your reference. We hope these are helpful to the committee as they consider potential levels of leveraged funding for the project. Please contact us should you require any additional information and we look forward to next week's CPC meeting.

## WEST BRANCH LIBRARY

### Construction Package Budget Estimates (excludes addition)

- **Mechanical Systems** – (Includes HVAC, Electric, Fire Protection, Plumbing) - **\$1.5 million**
- **Building Exterior** – (Masonry, Windows, Roof) - **\$1 million**
- **Building Interior** – (Rough and Finish Carpentry, Painting, Lower Level Floor, Elevator and Interior Accessibility) - **\$1.5 million**
- **Landscape** – (Plantings, Lawn, Decorative Pavers, Site Grading and Stormwater Management and Accessible Connections) - **\$1 million**



Capital Projects and Planning Department  
1 Franey Road • Somerville, Massachusetts 02145  
(617) 625-6600, Ext. 5123  
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Item	Site Work	Renovation	GPA Request Sub-Total	New Addition	
Sitework Preparations	32,300		32,300		32,300
Site Excavation	27,835		27,835		27,835
Site Utilities	96,400		96,400		96,400
Site Lighting and electrical	30,000		30,000		30,000
Site Paving, Concrete and Curbing	234,491		234,491		234,491
Landscaping	62,254		62,254		62,254
HAZMAT Abatement Allowance					
Selective Demo		45,000	45,000	0	45,000
Building Excavation		69,800	69,800	0	69,800
Concrete		118,730	118,730	71,925	190,655
Masonry		36,500	36,500	68,450	104,950
Structural Steel		136,352	136,352	57,060	193,412
Miscellaneous Metal		<i>in Misc. Metals</i>	<i>in Misc. Metals</i>	136,085	136,085
Rough Carpentry		84,720	84,720	8,680	93,400
Finish Carpentry		148,534	148,534	24,165	172,699
Insulation		224,790	224,790	18,425	243,215
Air and Moisture Barrier		18,720	18,720	37,633	56,353
Zinc Siding		30,000	30,000	18,215	48,215
Zinc Roofing		0	0	180,440	180,440
Caulking and Sealants		260,940	260,940	155,600	416,540
Doors, Frames, and Hardware		3,000	3,000	4,235	7,235
Windows and Glass		102,650	102,650	25,925	128,575
Drywall		384,350	384,350	218,100	602,450
Acoustical Ceiling		161,927	161,927	105,995	267,922
Flooring and Tile		0	0	27,000	27,000
Painting		85,294	85,294	20,920	106,214
Specialties/ Accessories		127,955	127,955	12,035	139,990
Appliances		15,802	15,802	60,376	76,178
Elevator		<i>by Owner</i>	<i>by Owner</i>	<i>by Owner</i>	0
Fire Protection		155,700	155,700	<i>in Renovation</i>	155,700
Plumbing		89,050	89,050	22,180	111,230
HVAC		102,000	102,000	67,020	169,020
Electrical		482,800	482,800	150,760	633,560
		396,738	396,738	114,070	510,808
<b>Subtotal</b>	<b>483,280</b>	<b>3,281,352</b>	<b>3,764,632</b>	<b>1,605,293</b>	<b>5,369,924</b>
Misc. General Requirements (2%)					
General Conditions	19,331	131,254	150,585	64,212	214,797
CM Fee (4%)	67,698	459,650	527,348	224,869	752,216
Winter Weather Protection/ Temp. Heat	20,104	136,504	156,608	66,780	223,389
	n/a	25,000	25,000	50,000	75,000
<b>Subtotal</b>	<b>590,413</b>	<b>4,033,760</b>	<b>4,624,173</b>	<b>2,011,153</b>	<b>6,635,326</b>
Performance and Payment Bond (1%)	5,904	40,338	46,242	20,112	66,353
<b>Subtotal</b>	<b>596,317</b>	<b>4,074,097</b>	<b>4,670,414</b>	<b>2,031,265</b>	<b>6,701,679</b>
Estimating Contingency (10%)	59,632	407,410	467,042	203,126	670,168
<b>Subtotal</b>	<b>655,948</b>	<b>4,481,507</b>	<b>5,137,455</b>	<b>2,234,391</b>	<b>7,371,847</b>
	32,797	224,075	256,872	111,720	368,592
<b>Construction Totals</b>	<b>\$688,746</b>	<b>\$4,705,582</b>	<b>\$5,394,328</b>	<b>\$2,346,111</b>	<b>\$7,740,439</b>



Item		
Hard Costs		
Construction Cost		7,740,439
Hazmat Abatement		<i>in Const.</i>
Construction Contingency (7%)		541,831
	Subtotal	8,282,270
Soft Costs		
Site Utilities		<i>in Const.</i>
Utility Backcharges		20,000
Property Acquisitions		n/a
Permits & Fees		tbd
Conservation/ Site Review		tbd
Tel/Data/Security		50,000
Computer/Technology Equipment		50,000
FF&E		265,000
AV Equipment, Steel Shelving/ End Panels, Furnishings, Signage		
	Subtotal	385,000
Base A&E Fees		
Architectural Design & Eng. Fees, Architectural Reimbursable, Interior Design (FF&E) Services		
Specialty Consultants Fees		
Geotechnical Consultant, Surveyor, Landscape Architect, Civil Engineering, Structural Eng. of Record,		
AV Consultant, Property Assessment Fee, Acoustical Consultant, Lighting Consultant, ADA Review,		
HAZMAT Engineering/ Testing, Commissioning (HVAC), Building Envelope Consultant		
	Subtotal	885,000
Project Management		
Project Management & Expenses		300,000
Project Misc.		
Material Testing, Legal Bonding, Moving/ Storage, Printing (Bid Docs.)		131,000
Other Support (Submittal Exchange), Misc. Fees & Expenses, Insurance (Builders Risk)		
	Subtotal	431,000
Project Total Before Contingency		
		9,983,270
Project Contingency (2%)		
		199,665
Project Total		
		\$10,182,935

	WBL Estimated Debt Service	Projected CPA Revenue				WBL Estimated Debt Service as % of Projected CPA Revenue				WBL Estimated Debt Service as % of Projected CPA Revenue Less 15% for Historic Preservation			
		Surcharge Only	Surcharge + State Match	Surcharge + State Match + Max. City Approp.		Surcharge Only	Surcharge + State Match	Surcharge + State Match + Max. City Approp.		Surcharge Only	Surcharge + State Match	Surcharge + State Match + Max. City Approp.	
FY2016	0	1,495,563	1,969,093	3,527,185		0.0%	0.0%	0.0%		-15.0%	-15.0%	-15.0%	
FY2017	13,486	1,602,547	1,871,748	3,825,587		0.8%	0.7%	0.4%		-14.2%	-14.3%	-14.6%	
FY2018	13,486	1,737,409	2,025,867	4,179,741		0.8%	0.7%	0.3%		-14.2%	-14.3%	-14.7%	
FY2019	400,551	1,882,358	2,195,091	4,479,742		21.3%	18.2%	8.9%		6.3%	3.2%	-6.1%	
FY2020	400,551	2,065,093	2,403,917	4,850,917		19.4%	16.7%	8.3%		4.4%	1.7%	-6.7%	
FY2021	400,551	2,204,005	2,575,721	5,217,559		18.2%	15.6%	7.7%		3.2%	0.6%	-7.3%	
FY2022	400,551	2,332,283	2,729,004	5,530,501		17.2%	14.7%	7.2%		2.2%	-0.3%	-7.8%	
FY2023	400,551	2,463,053	2,882,864	5,837,693		16.3%	13.9%	6.9%		1.3%	-1.1%	-8.1%	
FY2024	400,551	2,600,371	3,043,721	6,216,284		15.4%	13.2%	6.4%		0.4%	-1.8%	-8.6%	
FY2025	400,551	2,768,547	3,236,614	6,666,631		14.5%	12.4%	6.0%		-0.5%	-2.6%	-9.0%	
FY2026	400,551	2,796,232	3,294,571	6,797,608		14.3%	12.2%	5.9%		-0.7%	-2.8%	-9.1%	
FY2027	400,551	2,824,195	3,327,516	6,865,584		14.2%	12.0%	5.8%		-0.8%	-3.0%	-9.2%	
FY2028	400,551	2,852,436	3,360,792	6,934,240		14.0%	11.9%	5.8%		-1.0%	-3.1%	-9.2%	
FY2029	400,551	2,880,961	3,394,399	7,003,582		13.9%	11.8%	5.7%		-1.1%	-3.2%	-9.3%	
FY2030	400,551	2,909,770	3,428,343	7,073,618		13.8%	11.7%	5.7%		-1.2%	-3.3%	-9.3%	
FY2031	400,551	2,938,868	3,462,627	7,144,354		13.6%	11.6%	5.6%		-1.4%	-3.4%	-9.4%	
FY2032	400,551	2,968,257	3,497,253	7,215,798		13.5%	11.5%	5.6%		-1.5%	-3.5%	-9.4%	
FY2033	400,551	2,997,939	3,532,226	7,287,956		13.4%	11.3%	5.5%		-1.6%	-3.7%	-9.5%	
FY2034	400,551	3,027,919	3,567,548	7,360,835		13.2%	11.2%	5.4%		-1.8%	-3.8%	-9.6%	
FY2035	400,551	3,058,198	3,603,223	7,434,444		13.1%	11.1%	5.4%		-1.9%	-3.9%	-9.6%	
FY2036	400,551	3,088,780	3,639,256	7,508,788		13.0%	11.0%	5.3%		-2.0%	-4.0%	-9.7%	
Total	7,236,894	53,494,784	63,041,394	128,958,648		13.5%	11.5%	5.6%		12.5%	-3.5%	-9.4%	

Assumptions: 1) state match rate without City match = 18%; 2) state match rate with maximum City match = 19.2%



**West Branch Library Estimated Debt Service**

2/23/16

Short-term rate	0.25%
Long-term rate	3.25%
Bond amount	\$5,394,328

	Year #	Debt Service	Principal	Interest	Principal Balance
FY2017	1	\$13,486		\$13,486	\$5,394,328
FY2018	2	\$13,486		\$13,486	\$5,394,328
FY2019	3	\$400,551	\$225,236	\$175,316	\$5,169,092
FY2020	4	\$400,551	\$232,556	\$167,996	\$4,936,537
FY2021	5	\$400,551	\$240,114	\$160,437	\$4,696,423
FY2022	6	\$400,551	\$247,917	\$152,634	\$4,448,505
FY2023	7	\$400,551	\$255,975	\$144,576	\$4,192,531
FY2024	8	\$400,551	\$264,294	\$136,257	\$3,928,237
FY2025	9	\$400,551	\$272,884	\$127,668	\$3,655,353
FY2026	10	\$400,551	\$281,752	\$118,799	\$3,373,601
FY2027	11	\$400,551	\$290,909	\$109,642	\$3,082,692
FY2028	12	\$400,551	\$300,364	\$100,187	\$2,782,328
FY2029	13	\$400,551	\$310,126	\$90,426	\$2,472,202
FY2030	14	\$400,551	\$320,205	\$80,347	\$2,151,998
FY2031	15	\$400,551	\$330,611	\$69,940	\$1,821,386
FY2032	16	\$400,551	\$341,356	\$59,195	\$1,480,030
FY2033	17	\$400,551	\$352,450	\$48,101	\$1,127,580
FY2034	18	\$400,551	\$363,905	\$36,646	\$763,675
FY2035	19	\$400,551	\$375,732	\$24,819	\$387,943
FY2036	20	\$400,551	\$387,943	\$12,608	\$0
	TOTAL	\$7,236,894	\$5,394,328	\$1,842,566	

Year 1 payment due 12 months after debt issued --> debt issued in June 2016 will have Year 1 payment due June 2017.





JOSEPH A. CURTATONE  
MAYOR

Somerville CPA



## CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE

### **COMMUNITY PRESERVATION COMMITTEE FY16 FUNDING RECOMMENDATION FOR PRESERVATION, REHABILITATION, RESTORATION AND IMPROVEMENTS TO THE SOMERVILLE COMMUNITY PATH, CITY OF SOMERVILLE & FRIENDS OF THE COMMUNITY PATH**

#### **PROJECT DESCRIPTION**

This project will provide resources for the Friends of the Community Path to improve two sections of the Community Path: from the Somerville/Cambridge City line to Buena Vista Rd. and from Grove St. parking lot to Cedar St. This work would include repaving the two sections, improving drainage on the Path, creating jogging side paths, and adding six to eight garden plots.

#### **ELIGIBILITY**

The proposed project will preserve, rehabilitate and restore open space and recreational land. It also seeks to preserve historic railroad artifacts by creating an interpretive display on the path. The Somerville Historic Preservation Committee determined that the railroad artifacts are historically significant.

#### **RECOMMENDED FUNDING**

On [March 23, 2016] by a vote of x-x the Community Preservation Committee recommended appropriating [\$301,000] for this project, \$225,945 from the open space and recreation land reserve budget and \$75,055 from the undesignated reserve budget to the control of the City of Somerville Office of Strategic Planning and Community Development for the overall purposes summarized in this document.

OR

On [March 23, 2016] by a vote of x-x the Community Preservation Committee recommended not funding this project from the Community Preservation Fund.



JOSEPH A. CURTATONE  
MAYOR

## Somerville CPA



### Project Budget

Expenses	Amount
Study	\$20,000
Soft costs	\$51,000
Construction	\$247,000
<b>Total</b>	<b>\$318,000</b>
Sources	
CPA open space/recreation land and historic resources funds- <b>requested</b>	\$301,000
Friends of the Community Path	\$17,000
<b>Total</b>	<b>\$318,000</b>

### ALIGNMENT WITH FY16 COMMUNITY PRESERVATION PLAN

In alignment with the Community Preservation Plan, the proposed project will rehabilitate and restore existing recreational land and creatively and coherently combine multiple uses that meet community need. If additional community garden plots are added, it will also expand urban agriculture opportunities.

### FUNDING CONDITIONS

None

*The full proposal is available at: <http://www.somervillema.gov/cpa/projects/2016>*



JOSEPH A. CURTATONE  
MAYOR

## CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



### COMMUNITY PRESERVATION COMMITTEE FY16 FUNDING RECOMMENDATION FOR *OPEN SPACE LAND ACQUISITION FUND, CITY OF SOMERVILLE*

#### PROJECT DESCRIPTION

This project will provide resources for the City of Somerville to create a dedicated Open Space Land Acquisition Fund that provides the flexibility to secure new public open space. The CPA contribution will serve as seed funding and will be supplemented with additional non-CPA funding. The fund strategy and any standard operating procedures will be revisited and reviewed at regular intervals, not to exceed five years, to ensure compatibility with community values and the Community Preservation Plan.

#### ELIGIBILITY

*Open space/recreation land:* This project will both acquire and create open space/recreation land.

#### RECOMMENDED FUNDING- PRELIMINARY DISCUSSION

On March 23, 2016 by a vote of [x-x] the Community Preservation Committee recommended appropriating [\$300,000] for this project from the open space and recreation land reserve budget to the control of the City of Somerville Office of Strategic Planning and Community Development for the overall purposes summarized in this document.

#### Project Budget

Expenses	Amount
Acquisition	\$300,000
<b>Total</b>	<b>\$300,000</b>
<b>Sources</b>	
CPA open space/recreation land funds- requested	\$300,000
<b>Total</b>	<b>\$300,000</b>





JOSEPH A. CURTATONE  
MAYOR



### **ALIGNMENT WITH FY16 COMMUNITY PRESERVATION PLAN**

The Community Preservation Plan supports SomerVision's goal of adding 125 new acres of publicly accessible open space and recreation land to the City's current stock. The proposed project will provide the City of Somerville more flexible funding to help achieve this goal. This project is also in alignment with the Community Preservation Plan's commitment to use CPA funding strategically by funding projects that take advantage of exceptional, time-sensitive opportunities and leverage other funds or in-kind contributions, assuming the City is successful in raising additional funds for the acquisition fund.

### **FUNDING CONDITIONS**

1. The Transportation and Infrastructure Division of the Office of Strategic Planning and Community Development will work with the Committee to develop the terms of the fund; no CPA funds will be released for the Open Space Land Acquisition Fund until the Community Preservation Committee approves said terms.

*The full proposal is available at: <http://www.somervillema.gov/cpa/projects/2016>*



JOSEPH A. CURTATONE  
MAYOR

## CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE



### COMMUNITY PRESERVATION COMMITTEE FY16 FUNDING RECOMMENDATION FOR *HISTORIC DOCUMENT MOLD REMEDIATION, SOMERVILLE PUBLIC LIBRARY*

#### PROJECT DESCRIPTION

This project will provide resources for the Somerville Public Library to contract professional conservators to clean books and other materials on the history of the library and Somerville and prevent future mold outbreaks in the closed stacks of the Somerville Public Library. The Local History Librarian will be responsible for monitoring conditions in the closed stacks to prevent future mold outbreaks. The Department of Public Works will make adjustments and repairs to the dehumidifier or climate control systems.

#### ELIGIBILITY

This project will preserve historic resources. The Historic Preservation Commission determined the library's resources to be historically significant.

#### RECOMMENDED FUNDING

On March 23, 2016 by a vote of x-x the Community Preservation Committee recommended appropriating [\$36,368] for this project from the undesignated reserve budget to the control of the Somerville Public Library for the overall purposes summarized in this document.

OR

On March 23, 2016 by a vote of x-x the Community Preservation Committee recommended not funding this project from the Community Preservation Fund.

#### Project Budget

Expenses	Amount
Soft costs	\$20,367.80
Construction	\$130,000
<b>Total</b>	<b>\$150,367.80</b>
<b>Sources</b>	
CPA historic resources funds- <b>requested</b>	\$150,367.80
<b>Total</b>	<b>\$150,367.80</b>



JOSEPH A. CURTATONE  
MAYOR



### **ALIGNMENT WITH FY16 COMMUNITY PRESERVATION PLAN**

The Community Preservation Plan prioritizes historic resources projects that address crucial, longstanding needs in Somerville's historic landmarks and properties, especially those at risk. Several items in the closed stacks are already beyond restoration. This work will prevent additional materials from being lost.

### **FUNDING CONDITIONS**

*The full proposal is available at: <http://www.somervillema.gov/cpa/projects/2016>*





JOSEPH A. CURTATONE  
MAYOR

**CITY OF SOMERVILLE, MASSACHUSETTS**  
**COMMUNITY PRESERVATION COMMITTEE**  
**FY16 FUNDING CYCLE**  
**BUDGET SUMMARY**

Somerville CPA



PROJECT NAME: Historic Document Mold Remediation at Somerville Public Library

APPLICANT: Somerville Public Library

SUMMARY OF PROJECT COSTS						
<i>Please include a complete itemized budget of all project expenses, including the proposed funding source for each expense, in your submission.</i>						
PROPOSED SOURCE		EXPENSES				TOTAL
		STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	
1	Somerville CPA	\$ 0	\$ 20,367.80	\$ 0	\$ 130,000	\$150,367.80
2						
3						
4						
5						
6						
<b>TOTAL PROJECT COSTS</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$150,367.80</b>

\*Soft costs include design, professional services, permitting fees, closing costs, legal, etc.  
\*\* Construction includes new construction, preservation, rehabilitation, and/or restoration work

EXPLANATION OF FUNDING SOURCES		
<i>Please explain the status of each funding source (i.e., submitting application on X date, applied on X date, received award notification on X date, funds on hand, etc.). For sources where funding has been awarded or funds are on hand, please include documentation from the funding source (e.g., commitment letter, bank statement) in application packet.</i>		
	SOURCE	SECURED? (YES/NO)
2	Somerville CPA	No
3		
4		
5		
6		



Itemized Budget of All Project Costs for Historic  
Document Mold Remediation at Somerville Public Library

**Polygon Labor\***

Labor Rate Category	Hours	Rate	Ext \$
Document Processing Laborer, per Hour - Regular Rate	120	\$35.00	\$4,200.00
Document Specialist, per Hour - Regular Rate	16	\$130.00	\$2,080.00
Handling & Packaging Laborer, per Hour - Regular Rate	32	\$35.00	\$1,120.00
Project Manager, per Hour - Regular Rate	10	\$80.00	\$800.00
<b>Total</b>			<b>\$8200.00</b>

\*Time & 1/2 will be charged after 8 hours and on Saturdays and double time will be charged on Sundays and National Holidays.

**Vendors**

Description	Units	Unit Price	Ext Price
Incineration Services	1	\$1028.50	\$1028.50
Boxes - Oversized for Bound Newspapers	364	\$5.45	\$1983.80
<b>Total</b>			<b>\$3012.30</b>

**Document Services**

Service Description	Qty	Units	Price/Cube	Ext \$
Cleaning Class I, per CF	25	1	\$65.88	\$1647.00
Cleaning Class I, per CF	25	1	\$65.88	\$1647.00
Company Owned/Rented Truck or Trailer, per Mi	350	1	\$1.85	\$647.50
Gamma Irradiation Additional, per CF	375	1	\$12.00	\$4500.00
Pack-Out Boxes, Each	25	1	\$3.15	\$78.75
Return Boxes 1.2 Cubic Feet, Each	25	1	\$5.41	\$135.25
Supplies Budget	10	1	\$50.00	\$500.00
<b>Total</b>				<b>\$9155.50</b>

**Estimate Totals**

Labor	\$8,200.00
Vendors	\$3,012.30
Document Services	\$9,155.50
<b>Total Cost Estimate</b> (Plus any applicable sales tax)	<b>\$20,367.80</b>

Estimate from Harris Environmental for HVAC installation & related work.

\$130,000

**Total Cost Estimate**

\$150,367.80



JOSEPH A. CURTATONE  
MAYOR

Somerville CPA



## CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE

MINUTES  
JANUARY 12, 2016

### MEMBERS

Dick Bauer, Chair  
Michael Fager, Vice Chair  
Michael A. Capuano  
Elizabeth Duclos-Orsello  
Arn Franzen  
Ezra Glenn  
Courtney Koslow  
Uma Murugan

### STAFF

Emily Monea

The Community Preservation Committee (CPC) held a community hearing 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.

<b>Members Present</b>	Chair Dick Bauer, Vice Chair Michael Fager, Michael Capuano, Elizabeth Duclos-Orsello, Arn Franzen, Ezra Glenn and Courtney Koslow
<b>Members Absent</b>	Uma Murugan
<b>Staff Present</b>	Emily Monea
<b>Others Present</b>	17 members of the public, including FY16 applicants

Ms. Monea opened the hearing with an overview presentation on the Community Preservation Act, the Somerville Community Preservation Committee and the FY15 and FY16 budgets and application processes.

The following FY16 historic resources applicants presented five minute presentations on their proposals followed by questions from the CPC members:

- TJ DiFeo, 31 Union Square
- Kevin O'Kelly, Historic Document Mold Remediation at Somerville Central Library
- Sarah White, Historic Property Owner Restoration Fund
- Brandon Wilson, Milk Row Cemetery
- Barbara Mangum, Somerville Museum Access for All
- Stephen Vitello & Ben Youtz, West Branch Library Renovation

All presentations are available online at: <http://www.somervillema.gov/cpa/projects/2016>

### CPC Member Questions and Discussion

#### **31 Union Square**

Ms. Duclos-Orsello asked about the funding for the project. Mr. DiFeo said he believes that other funding will be available for the project and that some soft costs were not included in the CPA



application. She asked Ms. Monea to verify the amount requested for the project because two different numbers are included in the application.

Mr. Capuano shared that he has seen this presentation on the Planning Board and the proposed design for the CPC is a new design to respond to community concern about the original design, which was very modern. He also asked which aspects of the storefront are historical and which are not. Mr. DiFeo said that they have not been able to find any historic photos of the storefront. The oldest record of the storefront is 30 years ago. Mr. Capuano then asked if this made the project eligible for CPA historic resources funds. Mr. DiFeo shared that he has received feedback that it's a historic storefront and location and their goal is to do what they can to improve the quality. Ms. Monea confirmed with Mr. Bauer that the Historic Preservation Commission has determined that the storefront is of historical significance. Mr. Bauer said that it has been but clarified that they declared the building to be historically significant, but did not focus specifically on the storefront.

Mr. Franzen asked if there are any structural issues and if they are being addressed as part of the project. Mr. DiFeo responded that there are, which requires the addition of reinforcing. The columns are fairly sound but they need to be repaired. The biggest concern is the horizontal band, which is currently only being supported by the plate glass.

Mr. Glenn asked about the statement that the project would make ADA improvements but it would not be fully ADA compliant. Mr. DiFeo said that they would work with local representatives and the Architectural Access Board to bring the building into as a high of compliance as they can. Because of the current distance between the door and the curb, a ramp is not possible, so changes would need to be made to the granite stoop. Mr. Glenn asked if the design firm had approached the storefront improvement program. Mr. DiFeo responded he didn't think so.

Ms. Koslow noted that the narrative portion of the application is missing which makes it hard to assess the application.

Mr. Capuano asked if US2, as a tenant, had been approached for funding. Mr. DiFeo responded that he was not aware if the owners have had this conversation with their tenant and what the tenant's long term plans are.

#### ***Historic Document Mold Remediation at Somerville Central Library***

Ms. Koslow shared her concern about the sustainability of the proposed work so the Library doesn't have to do this work in the future and asked what the Library's plans are. Mr. O'Kelly shared they are seeking grant funds from other sources to install an HVAC system for the closed stacks. They are also talking with the contractors about other options for controlling the mold.

Mr. Glenn asked if the Library has considered other alternatives for storing the materials. Mr. O'Kelly responded that to be accessible, it would be best if they were stored on site and there is no other space available in the building for these materials.

#### ***Historic Property Owner Restoration Fund***

Mr. Fager asked if the fund will be for homeowners only. Ms. White responded that it could be for any local historical district, so municipal buildings or commercial buildings could apply, but the primary purpose is to fund private homeowners. The majority of LHDs are private homeowners. Mr. Fager asked



what would happen with unspent funds. Ms. White responded that they would request that the funds be rolled over into the next year. The CPC and the Board of Alderman would need to approve it.

Mr. Capuano stated that the purpose of the CPA funds is public benefit and that the CPC has required public access for historic resources. He asked what public value and access there would be with the funds. Ms. White responded that the funds would only be eligible for the exterior visible from a public way.

Ms. Duclos-Orsello asked about the eligibility requirements for applying to the fund. Ms. White responded that only designated local historic district properties are eligible, not those that have only been surveyed. Ms. Duclos-Orsello raised the concern that the money is going to private homeowners that will improve their home values that are centralized in higher income areas of the City. She asked how the City has thought about this also because the homeowner would need to be reimbursed, so the fund would privilege those homeowners who have the funds available for this. Ms. White responded that they have been considering these issues, including what the inclusion criteria would be. She said they determined it would be most manageable to start with LHD properties and then may expand to properties over 50 years of age or those designated as historic. The idea is that over time the program would be expanded to cover the majority of Somerville properties.

Mr. Fager asked if the fund would report back to the CPC. Ms. White expects that projects will be rated on their success every quarter. This report would be given to the CPC. Mr. Fager then asked if grantees would be required to state that the work is funded by the CPC. Ms. White responded that she thinks it would be worthwhile. There will be a requirement for a plaque to be put on the house and it would be determined if there would be a note on the plaque that the project was funded by the CPC or on a sign in the front of the house during construction.

Mr. Glenn said that the CPC and the City would need to work together to make sure the fund works well. He asked Ms. White to share the guidelines from other cities that have similar programs. Ms. White said that she would as well as the checklist for the HPC for rating the project and that she is working on materials for the process.

Mr. Fager asked how much would be too little funding if the CPC did not fund the full amount. Ms. White said that under \$50,000 would be too little funding.

Ms. Koslow asked if \$5-10,000 would cover the costs of the projects proposed. Ms. White said it will depend on the project, but believes even a small grant will be useful to homeowners and the preservation of historic resources in the City.

### ***Milk Row Cemetery***

Ms. Duclos-Orsello asked what additional work is envisioned in the Cemetery's master plan. Ms. Wilson responded that additional signage, opening the cemetery more and continuing to maintain the Civil War monument. Ms. Duclos-Orsello asked if there were operating funds. Ms. Wilson said that there is not a dedicated source of funding but DPW maintains the grounds.

Ms. Koslow asked what is involved in restoring the grave markers. Ms. Wilson each has unique needs-some need to be cleaned, some are cracked.

Mr. Glenn asked if there were funds set aside for its maintenance when the cemetery was started. Ms. Wilson responded that the cemetery was originally a private cemetery for the Tufts family but an endowment was not left. They turned the cemetery over to the City in the 1890's but it was not



maintained. Mr. Glenn asked if the two aspects could be contracted together. Ms. Wilson said it would not be possible because different specialties are needed.

### ***Somerville Museum Access for All***

Mr. Franzen asked if the proposed plans have been approved by the Historic Commission. Ms. Mangum responded they have been reviewed by a sub-set that has given the go-ahead to present the design to the Historical Preservation Commission, but it has not yet been approved. The last time they went before the Commission they were not approved, so these plans are revised, but they could change. Mr. Franzen asked about the need for the Palladian window and if the restriction is still relevant today. Ms. Mangum said that if they do not have enough money, they do not have to install the window. So, it's a very specific restriction that says when you do the elevator, then you should put the window on the rear of the building.

Ms. Duclos-Orsello asked what the Museum would prioritize if they did not receive the full request. Ms. Mangum said the piece that could most easily not be done is the Palladian window. There may be some savings to install the window while they are already working on the façade. Ms. Duclos-Orsello then asked if the funds already raised by the Museum were earmarked for specific parts of the capital plan. Ms. Mangum said that all of the funds are designated for ADA compliance.

Mr. Glenn asked if the Museum wants the funding for the Palladian window and Ms. Mangum responded that the Museum would like to install the window. Mr. Glenn asked if the previously unspent funds needed an additional approval process and Ms. Monea responded that the Board of Alderman had already improved the conversion of the funds for the new project.

Mr. Fager asked how much the request would be reduced if it didn't include the window. Ms. Mangum responded that it would be \$44,625. Mr. Fager then asked how much the elevator will cost and she said the cost of the elevator is \$419,000.

Ms. Monea asked what the funding gap for the elevator would be since other funds were available. Ms. Mangum responded that she would have to look at the budget again to be able to answer.

### ***West Branch Library Renovation***

Mr. Franzen asked if the construction would happen in one season or if it would be over multiple years, and therefore making it possible to fund the project over multiple years. Mr. Vitello said the plan is for the construction to be done in one continuous sequence with construction starting next fall and would continue for one year after but the funds do not have to be available all at the same time. Mr. Youtz added that the construction is planned to take 14 months so the Library will reopen two years from now.

Ms. Duclos-Orsello asked what funds have already been secured. Mr. Vitello responded that funds have been secured for design through the construction administration fees for the project manager but not yet for construction. He said they would go to the Board of Alderman to bond for the remaining funds. Ms. Duclos-Orsello then asked if the project would be possible without the addition. Mr. Vitello responded that the funds for the addition are not included in the CPC application. He added that if funds are not secured from the City the project would need to be redesigned. Rob King, the Director of Capital Projects, added that the Mayor has been clear that the design should be based on community need. The addition responds to a need for community space in the neighborhood surrounding the Library.



Mr. Capuano asked for numbers on the current use of the Library and if it serves only the Davis Square area or if it serves the larger community. Mr. Glenn Ferdman, Director of Libraries for the City of Somerville, responded that in FY15: 67,000 items were circulated; 76,000 people visited the Library; 6,000 questions were asked by residents; more than 1,300 children and their parents and guardians attended a program; and close to 8,600 visitors used a computer for close to 4,300 hours.

Mr. Fager asked if the CPC money would be used to leverage the Board of Alderman funds. Mr. Vitello responded that the CPC funds would allow the City to leverage funds that would not be otherwise available. The Board of Alderman will be asked to fund the remainder of the balance. He predicts the Board will be supportive of making funds available for the project. Approximately \$1,000,000 of City funds have been committed to the project to date.

Ms. Koslow stated that the Board of Alderman will need to approve both requests for bonding from the CPA and from Capital Projects for the Library project. She then asked who the project would be serving and asked if the 76,000 visitors is unique visitors or number of visits. Ms. Karen Kramer, West Branch Library Manager, said that 76,000 is a door count as the Library doesn't have a way of counting which people come in multiple times. She said 76,000 represents almost everyone in Somerville coming to the small West Branch Library.

Mr. Bauer asked if there was data on the number of library card holders and Ms. Kramer said she would have to get back to the Committee. Mr. Glenn said the argument for the CPC to support this project is that the Library is a key historic resource. Mr. Vitello said it also meets the criteria for passive recreation. Mr. Glenn asked about the soft costs, as they seem high. Mr. Vitello responded that this is a result of the furniture and amenities being added and the relocation costs unique to this project. Mr. King said that 25-30% is almost always carried in soft costs. Mr. Glenn said the CPC could make the CPC funding contingent on the Board of Alderman approving the remaining portion.

Mr. Bauer asked if all of the request for the Library project to the CPC includes all of the CPA eligible costs. Mr. Vitello responded that all of the CPA eligible costs from the project are included in the request, including ADA compliance. Mr. Bauer asked if there are other sources of funds that could cover CPA eligible aspects of the project. Mr. Vitello responded they are looking at CPA and City funding for the project. Renovations for libraries in the future will request funding from the Massachusetts Board of Library Commissions construction grants, but the deadline for the letter of intent for this year has already passed.

Mr. Franzen asked if the City has put major funding into the libraries in the last 12 years. Mr. King responded that a plan had been designed for the Central Library but funding was not allocated for construction. Ms. Kramer added that some renovation done in 2004, but there have been no projects of this scale. A feasibility study for ADA accessibility was done. The City has maintained the building at a level that it felt was possible.

Mr. Glenn asked what the strategy for the City is to ask for CPA funding for capital projects in the future. Mr. King responded that there is a capital improvements plan for the next ten years which is updated every year. The Board of Alderman is voting to approve the plan later in January.

## **Public Comments**

### ***General Comments***

**Abby Freedman, Vice-President of the Somerville Historic Preservation Commission**, urged all historic resources applicants to make arrangements to present before the Historic Preservation Commission, which provides funding recommendations for projects they support.

### ***31 Union Square***

**Abby Freedman** recognized that there are questions about how historic the storefront is and said that the Commission staff should be able to answer them before the CPC makes its funding recommendation.

**Jeff Myers** asked if the building is designated and if they would consider designating it as a condition of receiving CPA funds. **Mr. DiFeo** responded that the building has been found to be historically significant but he cannot answer the question about designating the building, as he is not the owner of the building. **Ms. White** clarified that it has been found to be historically significant but the property has not yet been designated a local historic district. **Ms. Freedman** added that survey work has been done on the property and it has been added to a list of recommended properties for a Union Square historic district. **Mr. Glenn** added that the CPC has not typically required historic designation, but it has required preservation restrictions so that whatever the CPC funds is preserved.

### ***Historic Document Mold Remediation at Somerville Central Library***

**A community member** appreciated the focus on preserving the collections of the City rather than just the structures. Preserving objects is an important aspect of preservation that should be considered by the CPC. He asked if there was a plan to be able to respond to HVAC system failures more quickly in the future.

**Barbara Mangum** expressed her support for the project and asked if possible, additional funds be granted from the CPC for the Library to purchase a back-up humidifier.

### ***Historic Property Owner Restoration Fund***

**Brandon Wilson** expressed her support for the project and shared that this fund has been an idea for a long time. The fund will respond to a need to provide homeowners with an incentive to be designated, because it is often seen as a burden. Resources previously have been available to survey areas in Community Development Block Grant areas so this would help residents in those areas improve their homes.

**Abby Freedman** shared that in Somerville neighborhoods are being threatened by new development that is out of scale with existing homes. The Preservation Commission only has control over whether a building is demolished if it is designated as a local historic district. Designation preserves the human scale character of neighborhoods. She hopes this fund will help to preserve this character in Somerville beyond the historic benefits.

### ***Milk Row Cemetery***



**Larry Willworth** shared that he became involved in the cemetery five to six years ago. He spoke of the programs the cemetery runs and the great need for restoration of the grave makers. He said they are starting to make the cemetery more open to the public. He strongly supports any efforts in the cemetery.

**Dyan Blewett** is a gardener at the cemetery. When she is working there people stop and want to know more about the cemetery. She feels it is a great resource and hopes the CPC will continue to support it.

#### ***Somerville Museum Access for All***

**Larry Willworth** shared his commitment to the history of the City of Somerville, starting with his involvement in the First Flag event. He spoke of the value of the Somerville Museum for the City and the importance of ADA access.

**Tamara Friedler** expressed her support for the Somerville Museum. She is a volunteer there and has seen the need for the elevator not just for the older residents and visitors but also for those who are immobile for a limited time.

**Dyan Blewett, Somerville Museum Treasurer**, thanked the CPC for the support it has given the Museum. She spoke of the success of its recent events. She hopes the CPC will continue to support the Museum.

**Jeff Myers** is a volunteer at the Museum and thanked the CPC for the funds dedicated last year. He shared the Museums hope to become ADA accessible and the elevator project is what the Museum needs to do so.

**Brandon Wilson** shared that the Somerville Historical Preservation Commission and Historic Somerville previously had events at the Museum but are no longer able to because it is not ADA accessible. Now they have to rent space in other buildings that is expensive and doesn't work well. She said that the building is an important resource for the City as an events space.

**Gene Brune** started his involvement with the Museum in the 1980's when he was mayor. They worked to raise funds and do work to improve the Museum. He feels that 30 years later the Museum is still not where it should be. It is a shame that the building is not accessible and the Bullfinch staircase needs improvements for people to be able to walk on it. The Museum needs the help of the CPC so that people can use the Museum who have not yet been able to.

**Abby Freedman** complemented the volunteers and volunteer staff at the Museum for their success in raising funds for the Museum. They are good example for any applicant applying for CPA funds.

#### ***West Branch Library Renovation***

**Brandon Wilson** shared it is a worthy project and a worthy building. She urged the CPC to dedicate funds to the historic features of the Library. CPA funding could be valuable as a match for a possible Massachusetts Historical Society grant.

**Gene Brune** was the Ward 6 Alderman where the Library is located. In the 1980's there were not resources to make the necessary improvements in the City, but they were able to at least make it safe. The Library is a precious resource and any improvements would be much appreciated by the community.

**Jeff Myers** thinks that bonding should be explored because bonding through the CPA would limit the CPC's grantmaking ability in the future. Limiting the flexibility of the CPA funds in the future may be riskier than approving a larger bond through the general accounting of the City.

Ms. Monea reminded attendees that the public comment period on the FY16 proposals is open through 5:00pm on March 17.

#### **Meeting Adjournment**

Upon a motion from ?, seconded by ?, the Committee voted 5-0 to adjourn at approximately 8:50. [vote not on recording]



JOSEPH A. CURTATONE  
MAYOR

Somerville CPA



**CITY OF SOMERVILLE, MASSACHUSETTS**  
**COMMUNITY PRESERVATION COMMITTEE**  
MINUTES  
JANUARY 27, 2016

**MEMBERS**

Dick Bauer, Chair  
Michael Fager, Vice Chair  
Michael A. Capuano  
Elizabeth Duclos-Orsello  
Arn Franzen  
Ezra Glenn  
Courtney Koslow  
Uma Murugan

**STAFF**

Emily Monea

The Community Preservation Committee (CPC) held a community hearing 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, Ezra Glenn, and Uma Murugan

**Members Absent** Elizabeth Duclos-Orsello and Courtney Koslow

**Staff Present** Emily Monea

**Others Present** 16 members of the public, including FY16 applicants

Ms. Monea opened the hearing with an overview presentation on the Community Preservation Act, the Somerville Community Preservation Committee and the FY15 and FY16 budgets and application processes.

The following FY16 open space/recreational land applicants presented five minute presentations on their proposals followed by questions from the CPC members:

- Stephanie Hirsch, Allen Street Mixed Use Renovation
- Arn Franzen, Hoyt Sullivan Playground
- Brad Rawson, Open Space & Recreational Land Acquisition Fund
- Alan Moore, Preservation, Rehabilitation, Restoration and Improvements to the Somerville Community Path
- Stephanie Hirsch, Remnant, Right-of-Way, and Unclaimed Space Inventory
- Chris Mancini, South Street Farm

All presentations are available online at: <http://www.somervillema.gov/cpa/projects/2016>

**CPC Member Questions and Discussion**

***Allen Street Mixed Use***

Mr. Fager asked about the requirement for recreational space for a Head Start to be licensed. Mr. Gibbs from CAAS responded that there is a minimum square foot per child and the space has to be fully fenced



in. The center can use a park or encourage gross motor skills in the classroom. When construction started on the Allen Street Head Start Center, the open space area was planned to be a playground. The community wanted to see the space used for their benefit so the plan was changed and the space was turned into a community garden.

Mr. Capuano asked clarification about which parts of the property will be included. Mr. Franzen responded that the plan is to integrate the garden space into the front of the property. Mr. Capuano then asked for an estimate of how much funding would be required to implement the plan. Mr. Franzen said that he would be hesitant to mention a number without more information, but estimated a range of \$250,000 to \$450,000.

Ms. Murugan asked how many children could fit within the available space. Mr. Gibbs stated he believed that the space could fit one classroom.

Mr. Fager asked if there is sufficient space for a playground on this parcel. Mr. Franzen said he believes there is sufficient room for the need. Mr. Gibbs stated that the Head Start could bring materials to encourage play so does not require play structures. But, the current concrete floor is not conducive to children's play.

#### ***Hoyt Sullivan Playground***

Mr. Franzen announced that the City of Somerville received a PARC grant for the Hoyt Sullivan Playground, which allows them to reduce their funding request from \$600,000 to \$400,000.

Mr. Capuano asked about the safety of the train observation deck because people could throw things onto the tracks. Mr. Franzen said that the landscape architect will consider this.

Mr. Fager asked if the RFP for the park has already been put out and about fencing in the park. Mr. Franzen said it had and they have received applications from five firms. Regarding the fence, Mr. Franzen suggested having lower, open fences to put the focus in the park. Mr. Rawson from the City of Somerville said the City would talk with the MBTA and other stakeholders to get their input into the interface between the park and the trains.

#### ***Open Space & Recreational Land Acquisition Fund***

Mr. Fager asked if the City's request is a single request, or if the City will be seeking additional funds in the future. Mr. Rawson responded that a conversation about the frequency with which the City would ask for additional funding would be useful and the City is hoping to have reliable funding for the fund. Mr. Capuano pointed out that the CPC can consider applications out of cycle. Having an existing fund could be beneficial, but he expressed a concern about the community process, for example concerns about properties being acquired by eminent domain. Mr. Glenn asked how the City would prioritize between the different requests from the City given that the CPC has limited funding. Mr. Rawson responded that the City has fewer options for land acquisition.

#### ***Preservation, Rehabilitation, Restoration and Improvements to the Somerville Community Path***

Mr. Fager asked about the possibility of improved stormwater management for the Path because of limited availability of stormwater permits for the City. Mr. Moore responded that he was not aware that an increase in Somerville would not be possible. He said that options such as rain gardens would be used

if stormwater could not be directed to storm drains. Mr. Rawson added that the City is working on several capital projects that will increase stormwater retention capacity.

Mr. Fager commented that he thinks that community gardens on the Path would be problematic because of the quality of the soils along the Path. Mr. Moore responded that there are funds in the budget to create useable gardens.

Mr. Glenn asked about the feasibility of other sources of funding for this project. Mr. Rawson responded that two options came to mind- the City General Fund and the Water and Sewerage Enterprise Funds.

Mr. Rawson responded that the City was interested in discussing how to best address the drainage issues on the Path.

### ***Remnant, Right-of-Way, and Unclaimed Space***

Ms. Hirsch announced that the plan for the pilot at the Corbett-McKenna Park is being withdrawn from the application because that space is currently under archeological study. Prospect Hill was the site of the Revolutionary War battle.

Mr. Glenn shared that when he was working for the passage of CPA in Somerville, he imagined projects such as converting the WaterWorks building to affordable housing and the work on the Community Path, but he hadn't thought about these smaller pieces, so he thought this was an interesting project.

### ***South Street Farm***

Mr. Fager asked about Groundwork Somerville's mission and ownership of the land where the farm is located. Mr. Mancini responded Groundwork is a 501c3 and that their mission is environmental improvement and social justice. He said that the owner of the property is the Somerville Redevelopment Authority and Groundwork is leasing the property from them. Groundwork is using the whole plot, with the exception of the triangle on the eastern side where debris is stored and they would like to do more phytoremediation in this area. Mr. Franzen shared that Groundwork has completely revitalized this space and it is now transformed.

Mr. Capuano asked about Groundwork's progress on their FY15 CPA project at the community schools and asked Mr. Mancini to come and give a presentation at a future CPC meeting. Mr. Mancini said that some of the school gardens have been completely transformed.

### **Public Comment**

#### ***Hoyt Sullivan Playground***

**Mark Niedergang, Ward 5 Alderman** expressed his appreciation for the applicants for their presentations. He shared his support for all of the projects and his hope that the CPC would support the West Branch Library project with seed funding. His opinion is that the City should bond for a project of this magnitude. He wanted to share his support for the Hoyt Sullivan playground project as an underutilized space that serves a low-income neighborhood without many physical amenities. The community values the park and would like to see it improved.

A **community member** expressed interest in maintaining the grassy area in the Hoyt Sullivan Park.



### ***Open Space & Recreational Land Acquisition Fund***

A **community member** noted there is no mention of green space in the proposal, only open space. She hopes there could be some added provisions to keep any existing green space as green space, especially in the spirit of preservation.

Another **community member** asked Mr. Rawson if this would be a new funding mechanism or if this fund already exists. Mr. Rawson responded that it will be a new funding mechanism.

### ***Preservation, Rehabilitation, Restoration and Improvements to the Somerville Community Path***

**Jen Haefeli, a member of the Somerville Garden Club** noted the work that the Club has put on the Path from Willow to Cedar, including planting trees. She shared that they know that the soil is toxic and they have tried to reclaim the soil through efforts such as planting bamboo in the area near the playground. She asked about the grading and rain gardens. She asked what could be done that would not further harm the soil as putting gravel or wood chips would, and preserve the grassy areas. Mr. Moore responded that directly adjacent to the paved path will be stone dust to formalize the running area that already exists. Adjacent to this in the sunny areas it would make sense to seed and replant, but he would need to speak with the landscape architects about what would be best. Topsoil could possibly be brought in as part of the regrading. She also asked if there was any way to collect rain in the rain gardens for use because the land gets parched. Mr. Moore responded this could be considered as part of the community engagement process.

**Ron Newman, member of the Somerville Bicycle Committee** shared that it is very noticeable how much the quality of the Path has declined and strongly urged the CPC to fund this proposal. He also urged the City to work with Jen and the Somerville Garden Club on this project.

**Bill Noll, Assistant Volunteer Coordinator at the Bikeway Community Garden** stated the value of the Path as an asset to the City. Thousands of people, of all walks of life, walk on the Path. He noted there is a feeling, correct or not, that the City is only investing in basic maintenance in the Path. He appreciated the Friends of the Community Path, the Garden Club and residents for the work they are doing on the Path. He also encouraged the CPC to fund the Path project and supported the expansion of community gardens.

A **community member** expressed his concern about the proposal to put a dog park on the Path near Cedar Street and the problems off-leash dogs cause on the Path. He is supportive of the idea of the Somerville Garden Club to turn the area proposed as a dog park into a New England meadow.

**Brandon Wilson, Executive Director of the Somerville Historic Preservation Commission** expressed her support for the Community Path project and the proposed interpretive display to give a sense of what the Path was before. Though it's a small part of the project, it's an integral one.

**Mark Niedergang, Ward 5 Alderman** shared that he hears about the community's concern about the pavement and drainage issues on the Path. He supports the proposals plans to mitigate these issues and



the improvements it will make such as rain gardens and bioswales which will hopefully be an example for the rest of the City. The project will provide for a broad range of Somerville residents.

***Remnant, Right-of-Way, and Unclaimed Space Inventory***

**Ron Noll** shared that he previously put together a Google Map that showed various cut-throughs that possibly inspired this project. He is very supportive of this project. There are little places here and there that a little path would enhance the City.

**Chris Mancini, Groundwork Somerville** shared that Groundwork proposed a field project for Tufts University students this year for a similar project and would like to work collaboratively to make headway on the project.

***General Comments***

**Jeffery Morrow** that the City could consider using Depave, a volunteer organization, to address concrete circle area in the Allen Street Open Space Area.

**A community member** asked whose responsibility it would be to analyze what the impacts of bonding will be and how it would be disseminated to the public. Mr. Bauer shared that the CPC staff would work on that analysis with the City Treasurer. The CPC will then vote in public meetings about which projects to fund and at what amount and terms, including issues of bonding. These recommendations are approved by the Alderman, also through a public process. Bonding requires a two-thirds vote of approval from the Alderman. He followed up asking about the City's bonding rating and noted that interest rates are low, suggesting this would be a good time to bond. Mr. Bauer responded that the City's bonding rating is very good at this time.

**Stephanie Hirsch** shared that she thought all the proposals were great and is especially supportive of the land acquisition fund. The flexibility of the funding mechanism will be very helpful.

**Meeting Adjournment**

Upon a motion from Mr. Bauer, seconded by Mr. Capuano, the Committee voted 5-0 to adjourn at approximately 8:15.



JOSEPH A. CURTATONE  
MAYOR

Somerville CPA



## CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE

### MINUTES

FEBRUARY 24, 2016

#### MEMBERS

Dick Bauer, Chair  
Michael Fager, Vice Chair  
Michael A. Capuano  
Elizabeth Duclos-Orsello  
Arn Franzen  
Ezra Glenn  
Courtney Koslow  
Uma Murugan

#### STAFF

Kristen Stelljes

The Community Preservation Committee (CPC) held a regular meeting at 7:00pm 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, Arn Franzen, Ezra Glenn, and Uma Murugan

**Members Absent** Michael Capuano, Elizabeth Duclos-Orsello and Courtney Koslow

**Staff Present** Emily Monea and Kristen Stelljes

**Others Present** 7 students from Tufts University

The chair opened the meeting at 7:30 once a quorum of Committee members was present.

#### Agenda item 1: Welcome, Kristen!

The Committee welcomed Kristen as the new Community Preservation Act Manager for the City of Somerville.

#### Agenda item 2: Public comment period (10 minutes)

There were no comments from the students who were present as part of a class requirement.

#### Agenda item 3: Administrative items

##### a: Process for considering FY16 applications.

The Committee agreed to hold its next meeting on Tuesday, March 1.

Mr. Bauer proposed the idea to use a standard form, using the example from the City of Newton as a template, to summarize applications, provide the funding recommendation and any funding conditions the Committee places on the applications for approval. The Committee agreed to adopt this practice going forward to ensure transparency with applicants and the community.

Mr. Fager suggested that in the future applicants be asked to submit an addendum to their application if there are significant changes.



**b: CPC annual report**

Mr. Bauer proposed that the CPC start the practice of submitting an annual report to the Board of Alderman. The goal would be to submit the first draft report, including details from the Affordable Housing Trust Fund, to the Board along with the FY16 funding recommendations from the Committee on March 23. The CPC members and staff agreed with this timeline.

**c: Historic Preservation Plan**

Ms. Monea reported that she expects the historic preservation plan to be done by the end of the summer.

**d: Board of Aldermen Finance Committee meeting, 2/22/16**

The Board of Alderman Finance Committee took up items the CPC recommended at the December meeting which included: 1) moving the money within the CPA reserve accounts to ensure the Committee is meeting the minimum thresholds in FY15 and FY16 for 15% of CPA funds being spent for open space/recreational land, 15% for historic preservation and 45% for affordable housing; 2) appropriating funds in the housing reserve to the affordable housing trust for FY16 so that 45% of CPA funds are spent on housing; and 3) appropriating additional funding for CPC admin and operations due to the fact that the state match was higher than budgeted. All items were approved and the full Board of Alderman will vote on the requests on February 25, 2016.

**e: FY16 Trust grant agreement**

The grant agreement with the Affordable Housing Trust Fund is renewed annually so once the Board of Aldermen approve the FY16 appropriation to the trust, a new grant agreement will need to be established. The Committee members will review the FY15 agreement and recommend any changes for FY16 at the March 1 meeting.

**f: SHA CPA member**

The Somerville Housing Authority has appointed James McCallum to the Community Preservation Committee. He is not available to attend CPC meetings until March 23.

**g. Use of admin funds for CPA training**

Ms. Monea added an additional agenda item to request approval from the CPC to spend \$35 of the CPC administrative budget for Ms. Stelljes to attend the Massachusetts Housing Partnership training on the use of CPA funds for affordable housing. Mr. Fager moved to approve the use of \$35 for the MHP training and then discuss at a future meeting guidelines for the CPA Manager on decision making around CPA administrative funds, which was seconded by Mr. Franzen. The motion was approved by a vote of 5-0.

**Agenda item 4: FY16 application review**

**a. Bonding for FY16 projects**

The Committee decided to discuss the issue of bonding after discussing the individual project applications. Because the Committee ended the meeting before it had the opportunity to discuss



bonding as well as the application for the West Branch Library project, these topics will be discussed during the March 1 meeting.

### ***Open Space and Recreational Land***

#### *Allen Street Mixed Use*

Mr. Fager raised concerns about the project, including the size of the site being sufficient for the proposed project and that the project would benefit the Head Start students rather than community members.

Mr. Franzen, the contact on the project, expressed his support for the project and stated that though the site is small, there is adequate space with a good design that would be beneficial to the Head Start students as well as the rest of the surrounding community. He recalled that the original plan for the space was for a playground and though it became a community garden, there is still interest in recreation space in the front of the gardens.

Mr. Glenn expressed his support for the applications that create more useable recreation space and noted that the neighborhood currently doesn't have access to open space but has a fair number of kids, including the Head Start. He also recalled that the original plan for the space was for it to be a playground for the Head Start kids and he would be glad to see it go back to a more active use.

Ms. Murugan expressed support for the project but noted that the application is only for the design and would like to see a commitment for the implementation of the design. She asked about the likelihood of the building happening and the cost. Mr. Franzen responded that it will depend on the design. He said it would be possible the City would come to the CPA next year for funds to implement the project and noted that it is located in a Community Development Block Grant area. Mr. Fager asked Mr. Franzen his estimate for what the implementation would cost. Mr. Franzen said that it is unknown but estimated that it could cost around \$225,000. He stated that most sources of grant funding for parks require the design first and Ms. Monea clarified that funding the design of recreational land but not building it is an allowable CPA expense.

Mr. Glenn stated that if funding is recommended for the project he would like to see healthy community engagement around the design to avoid the challenges faced in the original design process. Mr. Franzen agreed.

#### *Hyot Sullivan Playground*

Mr. Franzen, who is also the contact on this project, noted that though the project is expensive he feels it is a good opportunity to create valuable open space connected to the City's open space network and is located near the future Community Path, and so would be worth the investment. It is one of the larger parks in the city at roughly half an acre. The City received a PARC grant of \$400,000 which requires a \$245,000 match from the City so \$645,000 is currently available for the park. With CPA funding, the City

will be able to do more than the basic renovation to be a much more interesting park and expand the park, including a deck to see the trains go by. The park also has some of the best tree canopy in the City but several trees need attention.

Ms. Monea asked if the CPA funds would be used as the match for the PARC grant. Mr. Franzen responded that originally they didn't know if they would get the PARC grant, but now that the PARC grant has been received, more of the expense can be shifted to the PARC grant and CDBG funds, so the City was able to reduce the CPA funding from \$600,000 to \$400,000.

Mr. Fager asked if the big tree in the middle of the park would stay. Mr. Franzen said yes and it will be the focus of the park.

Mr. Glenn asked if CPA funds were not given if the project would be able to go forward. Mr. Franzen said yes, the project will go forward but different design choices will need to be made based on the amount of funding available.

#### *Open Space Acquisition Fund*

Mr. Franzen stated the City sees it as an opportunity to take advantage of properties as they become available and the CPA funds would be the seed funds. One question Mr. Franzen has is whether or not there should be a requirement that there always be a minimum amount of money available within the fund for use so that it could not be fully spent down.

Mr. Fager said the CPA process is too cumbersome to be able to move quickly enough to purchase real estate. Mr. Fager asked if a minimum was required would it then be available for the City to leverage.

Mr. Glenn expressed the concern that if there is a minimum, it means that you cannot spend that money. He is supportive of the idea because it supports a nimble process and thinks that \$300,000 is not nearly enough, so if there are additional CPA funds available in FY16 they could be added to the budget for the fund. He raised the concern of how to decommission property that is procured with the funds but in the end is not used for open space. Mr. Fager suggested that the terms of the fund could be written such that the funds would be returned to the CPC.

Ms. Monea said that Brad Rawson, the Director of Transportation and Infrastructure, said that his team would work with the CPC to determine the conditions of the trust fund.

Mr. Fager said that the fund could apply each year for additional CPA monies but they should be considered along with the other applications that year and would need to compete for funding.

Ms. Murugan said it is a very exciting idea but work is needed to operationalize the idea.

Mr. Bauer raised that the CPC does have a process for emergency applications that could be funded through existing CPA funds or bonded and asked if it would be better to set aside funds for the trust



fund or if it would be better to ask the City of apply for CPA funds when promising properties become available. Ms. Monea responded that the emergency application process would likely be too slow to acquire real estate because it would take one to two months for the full approval process.

Mr. Franzen stated that there would need to be criteria for selecting what properties to acquire. He also stated that \$300,000 would likely be enough to put an option on the property but not for the full purchase price, so it would have to be decided what would happen if the board of alderman does not approve the purchase of the property. Mr. Bauer stated his understanding is that the Board of Alderman would approve putting money into the fund but would not approve how money within the fund is spent.

Mr. Fager asked which department within the City would be responsible for the fund. Ms. Monea responded it would be the Transportation and Infrastructure Department, which is under the mayor.

Mr. Glenn said the CPC may want to consider asking the Conservation Commission to approve use of money within the fund to determine if a property is worthy open space. Mr. Franzen asked if a conservation easement would be an acceptable expenditure.

Ms. Monea asked if these details need to be worked out before the CPC vote or if the vote should be made contingent upon agreement on management of the fund. Mr. Glenn said the vote could come first and this idea was supported by Mr. Franzen.

#### *Remnant, Right of Way and Unclaimed Space Inventory*

Mr. Franzen said the idea for the project started with the Corbett McKenna playground, where a group of citizens saw a wild space that wasn't being fully used and led to the idea of inventorying similar spaces including 'paper streets' to explore how develop more public recreation space. Mr. Franzen said that the budget went down to \$30,000 from \$45,000 when the Corbett McKenna pilot was taken out of the application because of the archeological work being done in the park.

Ms. Murugan asked if it would be possible to have students volunteer to conduct this study. Mr. Franzen thinks a consultant is needed because it may require looking at deeds and other legal work.

Mr. Fager said his naturalist sense tells him that the best thing that the city can do is not develop these remnant properties because they provide non-impervious surfaces to soak up stormwater and prevent flooding. He also suggested that volunteers could do this work. He also questioned whether or not paper streets were under the mandate of the CPC. Ms. Monea responded that if the CPC decided to fund the study it would need to have a condition that anything that came out of the study would be designated open space or recreational land, otherwise it would not be eligible for CPC funding. It is possible this could be an eligible use of CPC admin funds.



Mr. Franzen said he thinks that this is a worthwhile project but the CPC should also think about the cost because this project could be done with a smaller budget. This could tie into the land acquisition fund to identify parcels and would help the City identify legal mechanisms to reclaim property.

Mr. Glenn said he likes the creativity of the project but does not think it should be the highest priority. It may be better to focus on some of the larger spaces.

#### *South Street Farm*

Mr. Franzen said that Groundwork Somerville has taken two vacant parcels and turned them into the successful South Street Farm. The produce grown there is sold through the Mobile Market at public housing and other sites around the City. They are doing phenomenal work and should be encouraged.

#### ***Blended projects***

##### *Preservation, Rehabilitation, Restoration and Improvements to the Somerville Community Path*

Mr. Fager said he remembers the railroad crossing sign and that it is not a proper railroad crossing sign and questioned whether it should be considered historic. Mr. Bauer responded that yes, the railroad artifacts have been considered historic. Mr. Glenn said a lot of the expense is the repaving portion of the application.

Ms. Monea stated that the City of Somerville is licensing the property from the MBTA, which requires that the City be a co-applicant. Brad Rawson, the Transportation and Infrastructure Director, has written a letter of support but has requested a meeting with the CPA staff and the City's legal counsel to discuss the complexities of the project. Ms. Monea will arrange this meeting and update the Committee on the outcome.

Mr. Glenn asked about eligibility and asked if the path would need to be permanently preserved if given CPA funds. Ms. Monea responded that the CPA is only required to put a preservation restriction on acquisition projects, but that the CPC has chosen to require a preservation restriction on historic resources.

Mr. Fager asked about the applications desire to deal with drainage on the path. Mr. Franzen responded that given the likelihood of arsenic in the soil because it was a railroad bed, the incentive is to address the drainage issues without digging which would require Department of Environmental Protection approvals and remediation. Mr. Fager asked if they had explored using rainwater swales and offered to connect the Friends of the Community Path with the Watershed Association.

#### ***Historic Resources***

##### *31 Union Square*

Mr. Fager and Ms. Murugan stated they were not enthusiastic about this project. Mr. Bauer asked about the appropriateness of putting money into a private property but feels that it is one of the most important historical resources in the Square. Mr. Glenn said one way to address this would be to pay the historic premium rather than for the entire project.

Ms. Murugan asked if the applicants were present. Ms. Monea responded that the design team was present as the owners live in Florida. Mr. Glenn asked about the City storefront improvement program, which is only available for CDBG areas. The CPA staff will find out if Union Square is a CDBG area. Mr. Bauer expressed a desire for more information about the current state of the storefront. Mr. Franzen questioned who will be benefiting as a developer because of the complexity of the ownership of the property. Mr. Glenn said that ideally the CPA funds should be used when it would make a project historic that otherwise wouldn't be or that wouldn't happen at all.

Ms. Monea wondered how much funding would be necessary for them to accept the preservation restriction. Mr. Fager suggested the owners be asked if they would accept the restriction. The CPA staff will inquire with the owners. Mr. Franzen suggested asking the City's Planning staff about their relationship with the property owners. The CPC members agreed to first have the CPA staff talk with the City Planning staff first before approaching the property owner. Mr. Glenn suggested that the property could potentially apply to the historic property preservation trust fund if they accept the preservation restriction.

Mr. Franzen also inquired the extent to which the design would be ADA compliant.

#### *Historic Document Mold Remediation*

Mr. Glenn and Ms. Murugan expressed support for the project. Mr. Fager and Mr. Franzen asked if the project would be sufficient to be a permanent solution to the mold problem. Ms. Monea said the CPA staff would ask for more details.

#### *Historic Property Preservation Fund*

Mr. Fager asked if there were enough houses in Somerville to support this kind of fund. Mr. Bauer said the issue is more that lots of people like to do work and get financial support for it so it will be difficult to decide where the funds could be used most strategically. He said that the fund could be a carrot to encourage people to have their properties designated as a local historic district, but it may also create some tensions as others are wondering why historic homes receive extra funding from the City. Mr. Glenn stated that the way to respond to this is to only fund the extra costs of making the work historically appropriate. His experience is that it is common that people are frustrated by being in a local historic district because it requires approvals for all of the changes they want to make and they are required to use more expensive options.



Mr. Bauer suggested a way to approach the proposal would be to approve it for one year and learn from how the process goes, so treat it as a pilot project. Ms. Monea asked how to ensure we get the most public benefit out of the projects so they really improve the streetscape and other City residents can enjoy the homes. Mr. Bauer suggested the fund be piloted to see if the ideas about how to do this are successful. Ms. Monea said that similar to the Open Space Acquisition Fund, the details of how the fund would be managed would need to be jointly determined with the CPC.

Mr. Fager asked by how much the City would accept as a reduction to the amount. Mr. Bauer responded that the CPC should not feel tied to the \$150,000 amount requested. The typical grant agreement would be \$10,000, which would mean grants to 15 projects. Mr. Glenn said he would be surprised if the City could manage one home a month and that homeowners would come forward rapidly. He could see the funded amount go to \$50,000 to \$100,000 and then be considered again by the CPC in future years.

#### *Milk Row Cemetery*

The CPC members expressed support for the project and noted they gave more funds than were asked for last year. Ms. Monea said they did get the MHC matching funds.

#### *Somerville Museum ADA Access*

Mr. Fager raised a concern about the math in budget and that the Somerville Museum was not able to express their highest priorities in the public meeting. Ms. Monea said she would ask how much funding is needed to ensure the elevator project is completed since they have told the CPC that they need the elevator in order to be ADA compliant, which is a requirement for grant funding. There is also a question about the necessity of the reinstallation of the Palladian window and if the MHC will approve the elevator design without the reinstallation of the window. Mr. Bauer also shared that the Museum has been before the Historic Preservation Committee several times because there are questions about the design. The design will affect the overall budget.

Mr. Glenn raised the concern that there is not greater ADA compliance in Somerville but also that the CPA is spending so much on ADA compliance with a fund that can be used to fund open space and historic preservation. Ms. Murugan said her question is what the value of the Somerville Museum is to the community because they are in danger of closing because they are not ADA compliant.

Mr. Franzen raised concerns that the estimated amount for the elevator installation is too low and expressed interest in talking with the architect about the design. Mr. Bauer shared that the design has to be approved by the HPC and the MHC.

**Agenda item 5: Next meeting: Tuesday, March 1<sup>st</sup> at 7pm (Visiting Nurses Association, 257 Lowell St. Somerville, MA 02144, Third floor conference room)**

#### **Meeting Adjournment**



Upon motion from Mr. Glenn, seconded by Mr. Fager, the Committee voted 5-0 to adjourn at approximately 9:40.

**Documents and Exhibits:**

1. Meeting agenda
2. Sample CPC funding recommendation from the City of Newton, MA
3. FY16 CPA Funding Applications summary
4. Presentation on FY16 CPA funding availability
5. West Branch Library Estimated Debt Service
6. FY15 Community Preservation Act Grant Agreement for Somerville Affordable Housing Trust Fund
7. List of CPC FY15 Funding Conditions



JOSEPH A. CURTATONE  
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS**  
**COMMUNITY PRESERVATION COMMITTEE**  
MINUTES  
MARCH 1, 2016

**MEMBERS**

Dick Bauer, Chair  
Michael Fager, Vice Chair  
Michael A. Capuano  
Elizabeth Duclos-Orsello  
Arn Franzen  
Ezra Glenn  
Courtney Koslow  
Uma Murugan

**STAFF**

Kristen Stelljes

The Community Preservation Committee (CPC) held a regular meeting at 7:00pm 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, and Uma Murugan

**Members Absent** Elizabeth Duclos-Orsello, Ezra Glenn, and Courtney Koslow

**Staff Present** Emily Monea and Kristen Stelljes

**Others Present** Mark Howland, Somerville Library Board of Trustees

The chair opened the meeting at 7:04.

**Agenda item 1: Public comment period**

Mr. Howland shared that he is interested in the Committee's discussion on the West Branch Library and if the Committee funds the application, how they will make the decision to fund it through regular CPA funds or bonding and how the Committee will consider balancing the large West Branch Library request with smaller requests.

**Agenda item 2: Administrative items**

**a. Report from Board of Alderman meeting, 2/25/16**

The Board of Alderman approved: 1) moving the money within the CPA reserve accounts to ensure the Committee is meeting the minimum thresholds in FY15 and FY16 for 15% of CPA funds being spent for open space/recreational land, 15% for historic preservation and 45% for affordable housing; 2) appropriating funds in the housing reserve to the affordable housing trust for FY16 so that 45% of CPA funds are spent on housing; and 3) appropriating additional funding for CPC admin and operations due to the fact that the state match was higher than budgeted.

**b. FY16 Trust grant agreement**

Mr. Capuano stated that he is comfortable with the grant agreement but asked about the status of the reports from the Affordable Housing Trust Fund which are expected every six months. Ms. Monea has



received verbal reports, but has not yet received a written report. Ms. Monea and Ms. Stelljes will meet with the Affordable Housing Trust the week of March 7 to discuss the need for written reports. The Committee agreed that Mr. Bauer, as the CPC chair, will sign the FY16 agreement on behalf of the CPC.

### **Agenda item 3: FY16 application review**

#### **a and b. Discussion on West Branch Library application and Bonding on FY16 projects**

Mr. Franzen attended the West Branch Library community meeting on February 29, which focused on design options for the arrival court and rear yard, and expressed that he thinks the design team will deliver a high quality project. Mr. Bauer also attended and expressed his appreciation for the community process the design team has conducted but also expressed his concern about the historical appropriateness of the arrival court design. He stated his interest in a budget that would be clearer as to what aspects of the Library project were being included in the CPA request. He also asked how dependent the City was on CPA funding for the project to go forward. Mr. Franzen agreed that this is not clear. Ms. Monea shared that she has spoken with the project manager several times so he understands that expenses related to the new addition are not an allowable CPA expense.

Mr. Fager expressed his concerns about the designs for the open space around the Library, which would take the green space around the Library and turn it into pavement. The addition of impervious surface will increase the amount of stormwater flowing to the river.

Mr. Capuano raised the question of whether funding the Library project is the most appropriate use of CPA funds because the City has its own ability to bond for the project, the City receives a large proportion of CPA funds, particularly for open space and the City had not prioritized maintaining the Library. Mr. Fager said he agreed with Mr. Capuano. Mr. Franzen said that as a Carnegie library, the West Branch has an important history and will add important community space. He thinks the decision should be taken seriously, but it is an important opportunity that the CPA should support. He feels the project addresses the CPA goals, but has concerns about tying up the CPA budget for a long period of time. He expressed an interest to get more information from the City about its priorities for capital projects. Mr. Capuano expressed his support for the Library project but wants the CPA to consider the application with the knowledge that the City will likely come to the CPC to ask for funds for other large upcoming capital projects, such as City Hall. Mr. Murugan expressed that she shares the other members' ambivalence about the project.

Mr. Bauer shared that the Massachusetts Historic Commission will need to approve the project and there will likely be questions about the historical appropriateness of the landscaping in the front and possibly the addition in the back.

Mr. Fager asked if the ADA access features were going to be all in the new building. Mr. Bauer said that the entrance to the elevator would be in the new building but the elevator would be in the old building. Mr. Fager suggested that the CPA could select which aspects of the project it would like to support. Ms. Monea suggested the Committee members reference the City's new capital improvements plan.

Mr. Bauer asked Mr. Howland to comment. Mr. Howland shared that there may be some things that the CPC may be more interested in funding than others such as the historic stenciling, the roof and the skylight, so the CPC can invest in things they care about. He also shared that the building has serious water infiltration issues, so if they are not addressed soon, there will be great rebuilding expenses in the future. The highest priority of the Library is to maintain the shell of the building. With greater resources, the Library will be able to expand services. Accessibility is the second priority.

Mr. Capuano asked what the CPC's ability to bond for future projects such as City Hall would be. Ms. Monea said that the CPC could commit all of its surcharge revenue to debt service, allowing it to take out bonds up to a total of \$22 million, but noted this would take up almost the entire CPC budget each year.

The Committee took an informal straw poll to get a sense of how much yearly debt service they wanted to carry for the West Branch Library project. The ranges expressed were from 100,000 to 250,000, which would mean a bond of \$1.45 to 3.4 million. The CPA staff will ask the capital projects staff to provide a more detailed budget and will ask them to attend the March 23 meeting so the CPC can make a decision based on what work could be accomplished at specific funding amounts.

The Committee agreed that if there is not enough time to give sufficient consideration to the West Branch Library decision at the meeting on the 23<sup>rd</sup>, they will consider holding another meeting on March 30 to make their decision. The decision on the Library can be submitted separately from the recommendations on the other FY16 applications but the Committee will aim to submit their recommendation before June. Ms. Monea suggested that funding conditions for the grant agreement include that the remainder of the project is funded, the project receives the necessary approvals, such as from the Massachusetts Historic Commission, Historic Preservation Commission, and for the zoning variance for the new addition and Capital Project share the final design with the Committee because it is possible that design changes will come as a result of the necessary approval processes.

**c and d. Responses from applicants to Committee questions from February 24 meeting and Discuss preliminary funding recommendations for FY16 projects**

***Open Space and Recreational Land***

Ms. Monea noted that \$1,036,105 is available in FY16 for Open Space, with \$810,160 in requests for Open Space funding not including the \$301,000 for the Community Path project which is a blended project. Mr. Capuano noted that if the West Branch Library Project is bonded, there is sufficient funding in the FY16 budget to fully fund the remaining projects.

***Hoyt Sullivan Playground***

All five committee members present expressed their support to fully fund the project at \$400,000. Mr. Fager stated that a condition for funding is that the City save the beech tree in the center of the park.

***Allen Street Mixed Use Renovation***



Four members supported funding the project; Mr. Fager does not. A funding condition will be that the City holds a community engagement process. Mr. Franzen asked what amount of space would be required by the Head Start for the playground.

#### *Open Space Acquisition Fund*

Ms. Murugan expressed interest in contributing unallocated FY16 monies to the acquisition fund and Mr. Franzen supported this. Mr. Capuano would like to ensure this fund is not used to acquire properties through eminent domain. He said he would be comfortable including the discussion about eminent domain in the broader discussions about the terms of the fund. Mr. Bauer requested the draft funding condition in the funding recommendation document be strengthened. Mr. Fager requested that part of the terms of the fund would require that land procured with monies from this fund be marked with a sign stating the funds came from the Community Preservation Act. All members of the committee supported funding the fund.

#### *Remnant, Right of Way and Unclaimed Space Inventory*

Ms. Monea flagged that the eligibility of this project needs to be confirmed. The CPA staff will confirm the eligibility of the project with the Community Preservation Coalition. A condition of funding would be that the Committee approve the scope of work. Three committee members were supportive of funding the project at \$30,000. Mr. Fager and Ms. Murugan are not supportive of funding the project.

#### *South Street Farm*

All Committee members were supportive of funding the project at \$60,160.12.

#### *Preservation, Rehabilitation and Improvements to the Community Path*

The CPA staff will meet with the City's legal counsel and the Transportation and Infrastructure staff to discuss the technical issues of the project. Mr. Franzen shared that he is not aware of a meeting between Friends of the Community Path and the City. Ms. Stelljes provided the answer to Mr. Fager's question from the previous meeting regarding the location of the interpretive display. The Friends of the Path will select a location that has sufficient right of way and that would benefit from additional activation. The Committee tabled their discussion on funding this project to the March 23 meeting.

#### **Historic Resources**

\$329,973 is available in FY16 for historic resources projects.

#### *Somerville Public Library Historic Mold Remediation*

The Library withdrew their application because they learned that the proposed solution would not be a permanent solution. Ms. Stelljes asked the Committee if they would be willing to consider a revised proposal. The Committee expressed support to allow the Library to resubmit their proposal with the addition of the installation of a new HVAC system or to continue with their existing proposal even if it is not a permanent solution. The CPA staff will discuss the options with the Library staff.

#### *Historic Property Preservation Fund*

Ms. Monea suggested that a condition for the grant be that the terms of the fund be approved by the CPC. Mr. Fager expressed his support for the project but noted the concern that those residents who do not live in a historic district will feel discriminated against because they cannot access these funds. Mr. Bauer answered that often residents in a historic district feel burdened by the requirement but acknowledge the concern. The committee clarified that the funds will only be able to be used for building exteriors visible in a right of way. All committee members expressed their support for funding the project at \$150,000.

#### *Milk Row Cemetery*

All members expressed their support for funding the project at \$26,808.

#### *Somerville Museum Capital Plan*

The Committee reviewed the budget for the elevator. The Museum had responded to the CPC's question about the elevator funding gap noting their funding gap is \$257,820. They requested the CPC also strongly consider supporting the security project which could be done for \$19,487. This makes their minimum request \$277,307. Ms. Stelljes stated a funding condition needs to be that the Museum secure the necessary approvals for the project. Mr. Bauer suggested funding the application at a higher level than the minimum because this would mean the Museum will have to spend all of their existing funds on the elevator project. Ms. Monea confirmed that all of their current funding is earmarked for the elevator project because their capital plan and the elevator in particular are their highest priorities. He also noted that all Museum staff are volunteers. The CPA staff will confirm with the Community Preservation Coalition that the security system improvements are an allowable expense. Ms. Monea confirmed that there are sufficient funds in the FY16 budget to fund the full amount of the Museum request. All committee members present expressed their support for funding the Museum project at \$423,480.

#### *31 Union Square*

Ms. Stelljes shared that she learned that Union Square is a Community Development Block Grant area, so the property could apply for storefront improvement funds. She also noted that the project has not yet been presented to the Somerville Historic Preservation Committee, which is strongly suggested. Ms. Stelljes and Ms. Monea suggest the applicant present at the HPC for their opinion about the compliance of the project with the US Secretary of the Interior's Standards for Historic Rehabilitation. The Committee tabled making a preliminary funding decision until more information is received from the property owners. Mr. Bauer expressed his ambivalence on the project because though it is a project submitted by a private owner who is asking for a large sum of money without contributing their own resources, this property possibly has the greatest character and historic value in Union Square. Mr. Capuano shared that the developer US2 came before the Planning Board requesting permission to rip out the entire storefront and replace it with something new. The community and Planning Board were against the proposal, so they withdrew it and are now coming to the CPC, requesting it pay for the whole storefront renovation. As a result, Mr. Capuano is not supportive of the project. Mr. Fager noted that this demonstrates that they have the funding available for the work. The Committee reviewed questions for Ms. Stelljes to share with the property manager to share with the property owner. Mr.



Franzen stated that this property is a valuable historic resource and it would be a shame to lose it, so the Committee should think about how to incentivize the property owners.

**e. Feedback on usefulness of funding recommendations document**

The Committee agreed that a grant period would not be included as a funding condition in the funding recommendation document.

**Agenda item 4: Any other business**

Ms. Stelljes asked if she should schedule the Groundwork presentation requested by the CPC for the April or May meeting. The Committee members agreed.

**Agenda item 5: Next meeting: Wednesday, March 23<sup>rd</sup> at 7pm (Visiting Nurses Association, 257 Lowell St. Somerville, MA 02144, Third floor conference room)**

**Meeting Adjournment**

Upon a motion from Michael Capuano, seconded by Michael Fager, the Committee voted 5-0 to adjourn at approximately 9:35.

**Documents and Exhibits:**

1. Meeting agenda
2. FY16 CPA Funding Applications summary
3. Presentation on FY16 CPA funding availability
4. West Branch Library Estimated Debt Service
5. FY15 Community Preservation Act Grant Agreement for Somerville Affordable Housing Trust Fund
6. List of CPC FY15 Funding Conditions
7. Slides from West Branch Library 2/29/16 community meeting
8. Applicant responses to CPC Questions
9. Questions on 31 Union Street CPA Application
10. Sample Funding Recommendation for the Open Space Land Acquisition Fund application



JOSEPH A. CURTATONE  
MAYOR



**CITY OF SOMERVILLE, MASSACHUSETTS**  
**COMMUNITY PRESERVATION COMMITTEE**  
**MINUTES**  
**MARCH 23, 2016**

**MEMBERS**

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

**STAFF**

Kristen Stelljes

The Community Preservation Committee (CPC) held a regular meeting at 7:00pm 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 Courtney Koslow

**Staff Present** Emily Monea, Kristen Stelljes

**Others Present** Glenn Ferdman, Somerville Public Library; Rob King & Stephen Vitello, Somerville Capital Projects; Chris Mancini, Groundwork Somerville

The chair opened the meeting at 7:05p.m and welcomed the Community Preservation Committee new member, James McCallum, representing the Somerville Housing Authority.

**Agenda item 1: West Branch Library**

Mr. Ferdman, Mr. King and Mr. Vitello discussed the West Branch Library project with the CPC members and the breakdown of the funding request (mechanical systems- \$1.5 million; building exterior- \$1 million; building interior- \$1.5 million; landscape- \$1 million).

Mr. Fager asked about the plans for the landscaping in the front of the building. Mr. King provided updated images of the proposed landscaping for the front of the building that shows more green space than was shown in the original image.

Mr. Capuano asked how the City would prioritize funding from the CPA. Mr. Vitello responded that the CPA should consider the best way to use CPA funding to support the project. Mr. Bauer asked if anything would be cut if the CPC didn't recommend funding the full amount and Mr. Capuano asked where additional funding could be secured to make up the difference. Mr. King responded that the City will be discussing funding with the Board of Alderman and will be seeking their approval for funding the balance. Mr. Franzen added that the CPC would be interested in thinking how to help the City leverage CPC funding to secure additional funding.



Mr. Bauer asked if there is any possible additional funding that CPC funding would be useful for leverage. Mr. Ferdman responded that the City had sought other funds, but there was not another source of funding that was a good fit for the project.

Mr. Franzen asked about the timeline for the project. Mr. Vitello said the plan is to secure funding in order to start construction in fall 2016. Construction is anticipated to take 12-14 months. Mr. Franzen asked if it would be possible to secure other funding if the City waited to start construction next year. Mr. Ferdman said that the Mass Board of Library Commissioners likes to be involved in the project from the beginning, so the West Branch Library process is already too far along. Ms. Monea added those funds are available only every four to five years.

Mr. Fager asked if there would be a net increase in stormwater run-off. Mr. King responded that the City is looking to manage as much stormwater in the site as possible. There will possibly be rainwater recapture systems involved, depending on the requirements of the landscaping.

Mr. Fager asked if it would be possible to secure the remaining funds for the project. Mr. King said because of the broad support for the project, he expects they will be able to secure the necessary funding.

Mr. Ferdman added that the accessibility piece will be a great value to the library and will expand their ability to do additional programming. Mr. Bauer asked for an estimate of what the ADA compliance will cost. Mr. Vitello said he was hesitant to give a number, but the work includes the elevator, the landscaping, making the lower level all one level, and the restrooms. Mr. King and Mr. Vitello estimated that \$725,000 would cover much of the necessary work on the corridor with the restrooms and elevator, but not the accessibility within the building. Mr. Franzen and Mr. King added in their experience handicapped bathrooms alone cost \$90-100,000.

Mr. Franzen asked about approvals from the Mass Historic Commission and the Architectural Access Board. Mr. King said that they do not need to go before the Access Board because they are not seeking a variance as everything will be compliant. Mr. Franzen asked about the needed for a zoning variance. Mr. King added that the City is meeting with the abutters the next week and hopes to get letters of support from them before submitting to the Zoning Board of Appeals. Mr. Bauer added approval is needed from the Historical Preservation Commission and suggested that the project be presented to the HPC. Mr. Vitello said DesignLab is making these arrangements and MHC has the project documents so they can start their review. Mr. King added they will also need site plan approval.

Ms. Monea asked if the library would be closed during construction. Mr. King said Mr. Ferdman is looking for an alternative site to provide library services while the library is closed.

Mr. Franzen asked about the community process. Mr. Vitello said that they have sufficient input to proceed with the design they have. He asked if anyone beyond the HPC were going to do an in-depth review of the plans. Mr. Vitello added that there are many levels of reviews for the plans.

**Agenda item 2: Public comment period**

Mr. Ferdman spoke of the value of the West Branch Library as a civic space and the new community space that will be part of the project. They anticipate it will be used during the day and at night by community groups and it will allow the Library to have larger programs.

Mr. Mancini added that Groundwork and its partners are always looking for meeting space, so he is very supportive of the project.

**Agenda item 3: Approve minutes**

The Committee decided to approve the minutes at their next meeting.

**Agenda item 4: Review written public comments received**

Mr. Bauer highlighted that several sets of the comments are available and there is also a summary chart.

**Agenda item 5: FY16 application review***Historic Document Mold Remediation, Somerville Public Library*

Mr. Bauer shared that the CPC had invited the Library to reapply including HVAC expenses. Mr. Ferdman said that they have requested quotes from four HVAC contractors. One inspected the site and provided a quote but it does not include a living wage, so it is being updated. Two other contractors may provide quotes. Mr. Ferdman expressed his appreciation for being invited to resubmit their proposal and the need for maintaining stable humidity in the building.

Mr. Capuano asked about the timing for submitting recommendations to the Board. Ms. Stelljes said the first funding recommendations will be submitted to the Board of Alderman on April 14. There would be time to submit additional recommendations following the April 27 meeting.

Mr. Franzen asked if the mold issue is a larger issue related to the building, then will installing the new HVAC system be sufficient, is a longer term plan for a more substantial renovation to the library and is there another option for storing the materials. Mr. Ferdman responded that there is no other place on-site to store the materials. Off-site storage would be possible, but there is an associated cost with that. Renovations for the Central Library are not expected before 2021 because of the construction of the high school. Mr. Franzen then asked if there would be another remediation option such as addressing the foundation issues. Mr. Ferdman said he was not certain that it would be feasible to do that level of work for one room in the Library when a substantial renovation is planned.

The Committee voted 5-0 with one abstention to hold a special meeting on March 30 at 6:00pm following a motion from Mr. Bauer seconded by Mr. Fager. The Committee will revisit the mold remediation when more information is available. Mr. Ferdman summarized the additional information the Library will provide:

- Revised quote for current quote
- Secure a second quote



- Discuss additional remediation options with the DPW
- Discuss project with Rob King

*Remnant, Right-of-Way, and Unclaimed Space Inventory, City of Somerville & Stephanie Hirsch*

Ms. Stelljes provided an update that Groundwork Somerville and students from the Tufts Urban and Environmental Policy and Planning are working on a project with an overlapping scope, so it may be valuable to postpone funding the proposed project so it can be informed by the student project. The CPC could use administrative funds to support this study. Mr. Frazen, a co-applicant, shared that the current scope for examining unclaimed spaces and exploring the ownership of the parcels, is not sufficiently specific. Mr. Mancini shared the scope of the project is inspired by the Community Preservation Act to identify parcels that could be used to create new open space. The Tufts project will be completed in May. He noted that as a limited scope student project, it will not be comprehensive, but could be repeated with a future UEP class. Mr. Franzen shared that the City of Somerville now has a GIS analyst who could do an analysis of possible parcels for development and there is some in-house knowledge of options, which could be shared with the Tufts students or the hired consultant. Some parcels' ownership will be more difficult to determine, which will require work to find who holds the deed. He proposed that the CPC see what comes out of the Tufts project and then further define the scope.

Mr. Fager asked if the students will produce a written report that could be provided to the City of Somerville. Mr. Mancini said yes. Mr. Franzen suggested he could speak with the students to suggest some parcels to explore in their study.

Mr. Bauer asked if this is work that Groundwork would be interested in. Mr. Mancini said there were other ways that the work could be done such as working with successive years of Tufts students. There is no cost for the students' time on the current project and his time is covered as part of his salary.

Upon a motion by Mr. Franzen, seconded by Mr. Fager, the Committee voted 6-0 to reconsider the proposal after the scope and timeline have been further defined.

*South Street Farm, Groundwork Somerville*

Mr. Bauer added a funding condition that Groundwork post a sign stating the work completed under the project is supported by the CPA.

Upon a motion by Mr. Capuano, seconded by Mr. Franzen, the Committee voted 6-0 to recommend the Board of Aldermen fully fund the South Street project at \$60,160 from the open space and recreation land reserve budget.

*Allen Street Mixed Use Renovation, City of Somerville & Stephanie Hirsch*

Mr. Capuano asked if the City would plan to come back to the CPC for construction funding next year and Mr. Bauer asked how much Mr. Franzen estimated the cost of the work would be. Mr. Franzen

estimated the cost of the construction would be \$250-350,000 and added the City would consider all of its funding options, so may not come back to the CPC for additional funding.

Ms. Monea suggested the Committee give Ms. Stelljes the authority to make adjustments to the funding source within the CPA reserves without needing to come back to the Committee for approval. Mr. Capuano said that this is conditional on Ms. Stelljes ensuring that the final request made to the Board of Aldermen is appropriate. She will keep the allocation spreadsheet updated to ensure the Committee is aware of how each of the projects are funded.

Mr. Franzen said that he looked at the plans to ensure that there would be enough space to accommodate Head Start in the playground. He estimates that 2,000 square feet is available and Head Start stated they would require 1,400 square feet, so he believes there is more than enough space to accommodate their needs.

Upon a motion by Mr. Bauer, seconded by Ms. Murugan, the Committee voted 5-0 with one abstention to recommend the Board of Aldermen fully fund the Allen Street project at \$20,000 from the open space and recreation land reserve budget.

#### *Hoyt Sullivan Playground, City of Somerville*

Mr. Bauer added that a funding condition will be posting a sign stating the project was supported by the CPA.

Mr. Franzen is working with the designers, the Winter Hill School to have charrettes with the students, the Somerville Early Education program to look at effective playspaces for early childhood education and will be reaching out to the Vernon Street Artists across the street.

Mr. Franzen noted that with projects there are temporary signs and dedication plaques. Ms. Stelljes said she will ensure it is clear CPA support is noted on both signs within the grant agreement.

Upon a motion by Mr. Fager, seconded by Mr. Capuano, the Committee voted 6-0 to recommend the Board of Aldermen fully fund the Allen Street project at \$400,000 from the open space and recreation land reserve budget.

#### *Open Space and Recreational Land Acquisition Fund, City of Somerville*

Mr. Franzen noted that determining the terms of the fund will need to be agreed upon between the CPC and the City. He suggested that the specifics of the terms be discussed at a later date as described in the funding conditions.

Upon a motion by Mr. Bauer, seconded by Mr. Fager, the Committee voted 6-0 to recommend the Board of Aldermen fully fund the Open Space and Recreational Land Acquisition Fund at \$300,000 from



the open space and recreational land reserve budget with the understanding that the Committee may revisit the application to add additional funding.

*Local Historic District Property Owner Preservation Fund, City of Somerville*

Mr. Bauer noted that language regarding the Historic Preservation Commission approving the terms of the fund in addition to the CPC.

Mr. Fager noted that the CPC had discussed possibly funding this application at a lower amount if there were not sufficient funds to support all of the projects. Ms. Stelljes noted that there is sufficient funding in the FY16 budget to fully support all of the projects.

Upon a motion by Mr. Franzen, seconded by Mr. Fager, the Committee voted 6-0 to recommend the Board of Aldermen fully fund the LHD property owner preservation fund at \$150,000 from the undesignated reserve budget.

*Milk Row Cemetery, City of Somerville*

Mr. Capuano asked if this was the last phase of the restoration work or if more would be needed. Mr. Bauer and Mr. Fager responded that it is the last phase. Mr. Bauer said that the last grant covered multiple phases at once and the proposed project would not require additional funding to complete the work.

Mr. Capuano noted the requirement for a sign be added to the funding conditions.

Upon a motion by Ms. Murugan, seconded by Mr. Capuano, the Committee voted 6-0 to recommend the Board of Aldermen fully fund the Milk Row Cemetery project at \$26,808 from the undesignated reserve budget.

*Somerville Museum Capital Improvements Phase 5, Somerville Museum*

Mr. Bauer noted that final plans are required and they have been before the HPC multiple times. The project also requires Mass Historic approval. Mr. Fager asked if the funding would then be conditional. Mr. Bauer responded it would because of the necessary approvals. Mr. Capuano added that all other necessary approvals be secured as part of the funding condition as well as a sign recognizing CPA funding. Mr. Fager asked if they would need to have the approvals before the Board of Aldermen voted. Mr. Capuano clarified that the Museum will not be able to receive the funds until they have all of the necessary approvals, but the Board of Aldermen can approve the recommendation of the CPC.

Upon a motion from Mr. Capuano, seconded by Mr. Franzen, the Committee voted 6-0 to recommend the Board of Aldermen fully fund the Somerville Museum project at \$423,480, with \$329,973 from the historic resources reserve budget and \$93,507 from the undesignated reserve budget.

*Preservation, Rehabilitation, Restoration and Improvements to the Somerville Community Path, City of Somerville and Friends of the Community Path*

Ms. Stelljes updated the Committee that the Friends of the Community Path and the City of Somerville are meeting to refine the scope of the project. The City is already planning a project to repave and address drainage issues on the Community Path west of Davis Square. As a result, the project proposed by the Friends of the Community Path can focus on the area between Davis Square and Cedar. Because of the ongoing discussions about the project, there is not a finalized budget ready for the Committee to vote on at this meeting.

Mr. Fager asked about the timeline for the project and how long the Community Path might be closed. Ms. Monea said the scope of the project needs to be refined and that will determine the length of time it will be closed.

Mr. Franzen shared that the scope of the project needs to be refined and it may not be legal for a community group to oversee a construction project on the Path. He believes the current budget to be an underestimate. He suggested that the budget be used for a study to look at raingardens and other improvements.

Mr. Fager said that the City has delayed this project for some time and it is greatly needed. Mr. Franzen said the responsibility of the CPC is to make sure the project is the best possible, so a more refined scope is needed. Mr. Fager asked if this should be transitioned to be a planning grant. Mr. Franzen agreed that would be a good possibility.

Mr. Bauer requested that the Friends of the Community Path come to the meeting on the 30<sup>th</sup>. Mr. Fager suggested that the City Engineer come as well.

#### *31-33 ½ Union Square, Maru Realty Trust*

Ms. Stelljes updated the Committee that a conversation is planned between City staff and the project team to discuss the project and the preservation restriction. She is also working with the project team to understand what the historic premium is for the proposed work.

Mr. Capuano said that the original proposal for a metal storefront was withdrawn from consideration by the Planning Board without prejudice. The project team will need to reapply for a permit to the Planning Board in order to go forward.

Mr. Bauer shared that the Historic Preservation Commission has not yet received sufficient information from the project team to recommend the project at this time. He suggested that the Committee not take action on the project until more information about the property owner's willingness to comply with the funding conditions set out by the CPC.

Mr. Bauer said that the property owner could apply to be decertified once it becomes part of the Union Square Historic District, but these are rarely granted. Otherwise, LHDs are perpetual. Ms. Monea added that it could be at least a year before the Union Square Historic District is approved by the Board of

Aldermen and Mass Historic Commission. Mr. Capuano said that the Planning Board will also need to approve the historic district.

**Agenda item 6: Other business**

No other business needed to be discussed.

**Next meeting: An additional meeting of the CPC will be held at 6:00pm on March 30, 2016.**

**Meeting Adjournment**

Upon motion from Mr. Capuano, seconded by Mr. McCallum, the Committee voted 6-0 to adjourn at approximately 9:20.

**Handouts:**

- Agenda
- Minutes from 1/12, 1/27, 2/24, 3/1
- Public comment summary
- Public comment analysis
- Summary of FY16 CPA applications- March 1 meeting update
- Non-bonded FY16 funding reserve allocations by project
- Draft FY16 project funding recommendations