

Town of Needham, Massachusetts
Community Preservation Committee
Meeting Minutes
January 12, 2022
Zoom Meeting

PRESENT: Peter Pingitore – Chairman, Artie Crocker – Vice Chairman, Joe Barnes, Rick Zimbone, Robert Dermody, Laura Dorfman, Jeanne McKnight, Reg Foster, Chris Gerstel

STAFF: Cecilia Simchak, Kristen Wright

GUESTS: Anne-Marie Bajwa, Joe DeLarauze, Margaret Moran, Meredith Sterritt, Nathalie Janson, Angie Medeiros, Mark, Ross Donald, Janice Bennett

Mr. Pingitore completed a roll call for all members of the Committee and members of staff and the results of the roll call are noted above. Mr. Pingitore called the meeting to order at 7:00 PM via a Zoom Meeting. Mr. Pingitore reviewed the rules of the meeting that was being conducted remotely and online in line with Governor Baker's order regarding Public Meetings. Mr. Pingitore covered meeting ground rules for the meeting.

CPA Updates

Mr. Pingitore stated that he and Ms. McKnight presented to the Conservation Commission and the Historical Committee regarding the planned updates that this committee is looking to make to Needham's CPA plan. Mr. Pingitore stated that they also reviewed the feedback that the committee is hoping to receive from each Commission.

Applicant Presentations

Mr. Pingitore invited Mr. Foster to present Applications 1 – 4.

Mr. Foster thanked Mr. Pingitore and introduced other presenters for the projects outlined in the applications including Angie Medeiros, the Executive Director for Needham Housing Authority, Margaret Moran, the lead consultant from the Cambridge Housing Authority and Nathalie Janson, the project manager for the redevelopment projects. Mr. Foster presented to the Committee.

FY23-01 – Needham Housing Authority – Property Existing Conditions Reports; Property Survey

This request is for \$112,805 for property surveys including the renovation of 4 buildings at Seabeds Way and 6 buildings at Capt. Robert Cook Dr. and the redevelopment of the 60 High Rock Estates bungalows into 60 duplexes under Community Housing.

Mr. Zimbone discussed adding a contingency consideration for unforeseen cost. Ms. Moran stated that she and other consultants provided a strong pricing schedule and does not see the need for contingency. Ms. Dorfman asked about environmental considerations. Ms. Moran stated that environmental studies would be part of a later phase of the project. Mr. Pingitore asked the purpose of the report re existing conditions if the intent is to demolish the properties. Ms. Moran stated that it is required for the applications submitted to HUD for future funding. Mr. Zimbone requested that another deliverable include a timeline of this project. Mr. Barnes asked if the applications are numbered in the order of priority for the Needham Housing Authority. Mr. Foster stated that the applications are in priority order.

FY23-02 – Needham Housing Authority – Pre-Development Design Costs – Linden-Chambers Redevelopment

This request is for \$1,200,000 to prepare preliminary design required to obtain zoning relief and complete other due diligence for redeveloping the Linden-Chambers property under Community Housing.

Ms. McKnight asked how temporary relocation be handled during construction. Ms. Moran stated that options will be discussed to accommodate the level of work that is identified in the project. Ms. Dorfman asked if the cost of relocation was a part of the development request, and not part of the request before the Committee now. Ms. Moran stated that relocation costs would be a part of the development budget, not this request. Ms. Dorfman asked if LED, solar energy, or other alternate power sources would be considered. Ms. Moran stated that the state requires sustainable and resiliency components during the application process.

FY23-03 – Needham Housing Authority – Purchase of East Militia Heights Drive Property

This request is for \$1,500,000 to purchase of twelve three-bedroom bungalows situated on 3.5 acres of land under Community Housing.

Ms. McKnight asked if each house was on East Militia Heights or if the road shown in the plans was a driveway as it would concern developer rights. Mr. Foster stated that it is a driveway off of East Militia Heights. Ms. Dorfman asked about protections or deed restriction to restrict development. Mr. Foster stated that it would be dependent on the report that will be provided in February. Mr. Crocker asked about right of first refusal. Mr. Foster explained the bidding process.

FY23-04 – Needham Housing Authority – Funding for NHA Ass't Executive Director Position

This request is for \$97,500 to support two years of the cost for the new position during the MRI's pre-development period under Community Housing.

Ms. Moran stated that the redevelopment plan is specialized work, and it is difficult to find a good complement. Ms. Moran stated that Ms. Medeiros is an important member of the team that would be integral in working with the Housing Authority to understand these projects and communicate the needs of the tenants. The addition of the Assistant Executive Director would allow for Ms. Medeiros to perform those tasks while overseeing the Assistant Executive Director who would handle the day-to-day operations requirements. Mr. Zimbone asked why half of the cost should be funded by the Town. Mr. Pingitore stated that this is past practice. Mr. Zimbone stated that in the past the Town Finance Committee had expressed concern over the Town splitting the costs. Mr. Barnes asked if the Cambridge Housing Authority would be a resource for recruitment. Ms. Moran stated that it is not typical for them to help with recruitment as they are also trying to fill open positions.

Mr. Pingitore thanked Mr. Foster for the presentations.

Review of Due Diligence Questions & Further Discussion on Applications FY2023

No updates were discussed.

Schedule for Future Meetings

January 26 – Emery Grover

February 9 – Park and Recreation and DPW projects

The Committee discussed the upcoming meeting with the Select Board regarding the Foster property.

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Chairman's Updates

Mr. Pingitore stated as a follow up to the last meeting that with the additional funding \$160,000 would be distributed to the Town of Needham from the State.

Mr. Pingitore mentioned that Cheryl Gossman has been appointed to the Steering Committee for the Community Preservation Alliance.

Adjournment

Mr. Dermody made a motion to adjourn the meeting at 9:35PM. Mr. Gerstel seconded the motion. The roll call vote was as follows: **Barnes:** aye, **Crocker,** aye, **Dermody:** aye, **Dorfman:** aye, **Foster,** aye, **Gerstel,** aye, **McKnight:** aye, **Zimbone:** aye, **Pingitore:** aye. Motion passes 9-0.

Respectfully submitted,

Kristen Wright
Recording Secretary