

Town of Needham, Massachusetts
Community Preservation Committee
Meeting Minutes
January 11, 2023

Place: Hybrid Meeting, Select Board Chambers, 1471 Highland Avenue, Needham
The Board will attend in person or remotely. The public may attend in person or via Zoom.

Present: Chair, Peter Pingitore; Vice-Chair, Robert Dermody; Dave Herer, Reg Foster, Jeanne McKnight

Remote: Joe Barnes, Laura Dorfman, Dina Hannigan, Rick Zimbone

Absent: None

Staff: Cecilia Simchak

Call to Order

At 7:00 p.m., Chair Pingitore called the meeting to order, read the Open Meeting Law statement and disclosed the meeting is being video recorded.

Chair's Updates

Four liaisons were previously assigned to four funding applications, including two NHA applications. Given that R. Foster is both Chair of the Housing Authority and a CPC member who will be involved in discussions, Chair Pingitore recommended limiting the number of liaisons to three: R. Dermody, L. Dorfman, and R. Zimbone. There were no comments or objections.

Chair Pingitore will attend a meeting on 1/12/23 regarding Claxton Field and will report back to CPC.

FY2024-02: NHA Seabeds Cook Preservation Presentation – Eligibility for CPC Funding

Town Counsel, Chris Heep, advised the application comports with DHCD guidance and appears to be eligible. CPC should ensure no funds are used for anything other than preservation of housing.

As due diligence, members probed the Housing Authority's calculation for preservation of housing.

Given calculations provided by the Housing Authority's architectural firm, members agreed at least a portion of the application is eligible for CPA funding (highlighted in yellow in the excel spreadsheet in the meeting packet).

A team of engineers and architects assessed building conditions. Repairs are categorized by 3 prioritizations: 1) critical (1-3 years); 2) moderate (4-10 years), 3) long-range (10-20 years).

The Housing Authority expects to be able to fund all three priorities with non-Needham funding and start a construction project in 2024 with funds from the Federal government.

The request for CPC funding is for preservation components related to design, specification, and architectural elements for the preservation of the buildings.

The Housing Authority does not anticipate returning to the CPC to request additional funds.

The Housing Authority's architect and developer will present to CPC next week to answer questions.

MOTION: P. Pingitore moved that the application FY2024-02 NHA Seabeds Cook meets eligibility under Preservation of Community Housing.

SECONDED: J. Barnes

VOTE: J. Barnes, aye; R. Dermody, aye; L. Dorfman, aye; R. Foster, aye; D. Hannigan, aye; D. Herer, aye; J. McKnight, aye; P. Pingitore, aye; R. Zimbone, aye. Unanimously approved.

MOTION CARRIES: 9-0

FY2024 CPC Applications – Updates and Discussion

- FY2024 - 01: NHA Linden Chambers Redevelopment
 - R. Foster announced a team kick-off meeting took place consisting of architects, a designer, and engineers. Twenty persons attended: 1/3 of the group were DHCD oversight, 1/3 from Needham Housing Authority, and 1/3 from the team of design, architect, engineers and their subcontractors.
 - This was a top priority from the 2007 Housing Plan. The 2023 Housing Plan is about to be published. R. Foster commended J. McKnight for her diligent work on the housing plan.
 - CPC liaisons include: R. Dermody, L. Dorfman, R. Zimbone.
- FY2024 - 02: NHA Seabeds Cook Preservation
 - CPC liaisons include: R. Dermody, L. Dorfman, R. Zimbone.
- FY2024 - 03: DeFazio Playground
 - CPC liaisons include: J. McKnight, P. Pingitore.
 - They will soon schedule an on-site review.
- FY2024 - 04: Claxton Field
 - CPC liaisons include: J. Barnes, D. Herer.
 - Liaisons reached out to Stacey Mulroy and Ed Olsen inviting questions/concerns.
 - Counsel and CPC have communicated with Parks & Recreation regarding eligibility for funding.

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- Town Counsel has defined pathways (eligible and not eligible).
- The pathway analysis is for the materials used and the purpose of the pathway.

Follow Up on Due Diligence Questions

- Due Diligence questions from Parks & Recreation are due by 2/1/23.
- Members discussed criteria for due diligence questions.
- DeFazio and Claxton Field: Ask applicant to quantify benefit - increased use based on the improvement. D. Hannigan will gather information for the next CPC meeting.
- Members discussed the procedure for communication between liaisons.

Discuss Next Meeting

The Housing Authority will provide to C. Simchak written answers to CPC questions and the Housing Authority presentation in advance of the 1/25 CPC meeting for members to review.

Schedule of Applicant Presentations

- 1/25/23 - Parks & Recreation, Application FY2024-03, DeFazio Playground; possibly FY2024-04, Claxton Field
- 2/8/23 - NHA, Application FY2024-01, Linden Chambers Redevelopment
- 2/15/23 - NHA, Application FY2024-02, NHA Seabeds Cook Preservation

Updates to CPA Plan

- The Housing Plan Working Group voted to approve the Housing Plan on 12/22/22 and transmit to the Select Board and Planning Board for approval.
- The Housing Plan needs to be completed in January to meet the DHCD deadline to submit Needham's Action Plan for how to comply with the MBTA Communities Law.
- There are components of the Housing Plan which would influence the needs assessment and goals of Community Housing component of the amendments to the CPA Plan.
- J. McKnight and R. Foster agreed to be a working group on input for Community Housing.
- P. Pingitore will follow-up with Parks & Recreation and Conservation Commission to provide input to the amendments to the CPA Plan.

Matters not reasonably anticipated by the Chair 48 hours in advance - There were none.

MOTION: P. Pingitore moved to adjourn the meeting at 8:12 pm.

SECONDED: D. Herer

VOTE: J. Barnes, aye; R. Dermody, aye; L. Dorfman, aye; R. Foster, aye;
D. Hannigan, aye; D. Herer, aye; J. McKnight, aye; P. Pingitore, aye;
R. Zimbone, aye. Unanimously approved.

MOTION CARRIES: 9-0

Informational

The meeting materials packet is available at: <https://www.needhamma.gov/Archive.aspx>

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Respectfully submitted,

Dale Michaud
Recording Secretary