

**COMMUNITY PRESERVATION COMMITTEE
TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting
September 13, 2023**

LOCATION: Hybrid Meeting, Charles River Room, PSAB, 500 Dedham Avenue, Needham
Committee members and members of the public may attend in-person or remotely

PRESENT: Joe Barnes – Co-Chair, Reg Foster, Jeanne McKnight, Jim Rosenbaum, Dave Herer,
Peter Pingitore

REMOTE: Laura Dorfman – Co-Chair, Emily Achtenberg

STAFF: Cecilia Simchak, Lauren Spinney

J. Barnes called the meeting to order at 7:02 p.m. and completed a roll call for members of the Committee and staff, the results of which are noted above. J. Barnes reviewed the rules of the hybrid meeting and disclosed that it was being video recorded.

COMMITTEE CHAIR UPDATES

J. Barnes recognized P. Pingitore as outgoing Chair and thanked him for his leadership and years of service.

METING MINUTES

D. Herer moved to approve minutes of the following meetings: 1/26/22, 2/23/22, 3/2/22, 3/9/22, 3/16/22, 6/23/23, 7/19/23. R. Foster seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **J. Rosenbaum** (aye); **R. Foster** (aye); **J. McKnight** (aye); **J. Barnes** (aye); **L. Dorfman** (aye); Motion carries 6-0.

HOUSING AND FINANCE CONSULTANT

J. Barnes welcomed Emily Achtenberg, an affordable housing finance consultant hired to advise the Committee with respect to anticipated Needham Housing Authority applications. Ms. Achtenberg greeted the Committee and briefly described her background and experience.

NEEDHAM HOUSING AUTHORITY APPLICATIONS

J. Barnes asked R. Foster to provide a brief update with respect to Needham Housing Authority (NHA) projects and anticipated requests. R. Foster introduced himself as the NHA representative on the CPC, as well as Chair of the NHA. There are two projects in process, the Linden Chambers redevelopment project and the Seabeds Way/Captain Robert Cook Drive preservation and modernization project.

The Linden Chambers development is comprised of 152 state-subsidized studio apartments for seniors and the disabled. All units need to be torn down and replaced. The NHA is planning to construct 152 new one-bedroom apartments and approximately 100 new units. It selected the architectural firm BH&A for the project and completed a general conceptual design which was

presented to the Planning Board at the end of June. The NHA is currently in the process of completing a schematic design that it intends to present to the Planning Board starting in October. At that time, the Planning Board will decide if it will sponsor the zoning changes and amendments at the Spring 2024 Town Meeting. If the zoning changes are approved at Town Meeting, the plan is to go into site plan review of the final design with the Planning Board, develop construction documents, and submit an application for tax credit funds in the Fall of 2024. The funding round will be tentatively completed in early Spring of 2025. If the NHA is able to secure funding, construction will begin around the end of 2025.

The Seabeds Way/Captain Robert Cook Drive project is comprised of 76 federally-subsidized units: 30 two/three/four bedroom family apartments, and 46 one bedroom senior apartments. The units are approximately forty years old and in need of major investment to bring them up to current standards.

The NHA has been working with the Cambridge Housing Authority as its development consultant over past two years. Repositioning applications will be submitted in the next few days to move to a new funding stream with the federal government which has the potential to increase the amount of money for Seabeds/Cook by \$900,000-\$1M per year.

E. Achtenberg asked if there is a connection between the two projects in terms of funding strategy. R. Foster said, yes. The NHA is doing a Section 18 blend repositioning for Seabeds/Cook which will free up 60 Faircloth units, and it is looking to use those as a cross-subsidy for Linden Chambers where funding is more scarce.

D. Herer asked when the next NHA application is expected. R. Foster said, Nov 1, 2023.

J. Barnes asked if questions regarding the NHA sources of funding will be answered to the committee's satisfaction by Nov 1. R. Foster said, yes.

J. McKnight asked about the status of the property surveys that were completed with CPA funds awarded during the last funding cycle. R. Foster shared that the NHA used the money for existing conditions surveys of the High Rock Homes bungalows; however, the High Rock Homes project is on hold while the NHA focuses on the Linden Chambers and Seabeds/Cook projects. It will revisit the High Rock project in about a year.

E. Achtenberg asked when the NHA expects to select a developer and also if the forthcoming requests are for predevelopment funds or funds committed at closing. R. Foster responded that it is the latter, and the NHA is currently in negotiations with the Cambridge Housing Authority with the hope of having a development agreement in place for both projects this Fall.

WITHDRAWAL OF FY2024-04(A) – CLAXTON FIELD RENOVATION

We received written notice from Stacey Mulroy that Park & Recreation is withdrawing this application.

J. McKnight moved to accept withdrawal of the Claxton Field Renovation project FY2024-04(a). D. Herer seconded the motion. The roll call vote was as follows: **J. Barnes** (aye); **L. Dorfman** (aye); **R. Foster** (aye); **D. Herer** (aye); **J. McKnight** (aye); **J. Rosenbaum** (aye). Motion carries 6-0.

NEW MEMBER UPDATE

J. Barnes and L. Dorfman will participate in interviews for a Select Board appointee. The CPC is still waiting for the Town Moderator to create an interview process for appointing the final two committee members. James Rosenbaum has joined the Committee as a Park and Recreation appointee.

FALL APPLICATION ROLLOUT

L. Spinney shared that the current application and process document have been uploaded to the CPC website and an announcement was published in the Town newsletter.

PUBLIC HEARING

The Committee will hold a public hearing on October 11th and invite members of the community to attend. The goal of the hearing is to inform the public about the eligible uses of CPA funds, the work of the Committee, and solicit feedback regarding the Town's needs and priorities. The required legal notice will be published in a local paper. The Committee will advertise the hearing on the CPC website, in the Town newsletter, and with flyers at the Harvest Fair.

D. Herer will work on an outline for the presentation. J. McKnight will present on open space. L. Dorfman will present on historic preservation. P. Pingitore will present on community housing. J. Rosenbaum will present on recreation.

2023-2024 COMMITTEE SCHEDULE

The Committee discussed and agreed upon a schedule for meetings through June 2024. The next CPC meeting will be the Public Hearing on October 11th.

REPORT ON PARK AND RECREATION SPENDING

C. Simchak presented a brief analysis of Park and Recreation projects since 2017 in terms of what percentage of funding came from the CPA versus the town budget. The analysis initially showed an approximate 60/40 split (CPA vs town). P. Pingitore pointed out that this analysis included the total 30-year debt expenditure for the Rosemary Pool project which skewed the results. Using year-to-date debt payments would be more accurate. After removing the Rosemary Pool project from the analysis (because it is an outlier due to its size), the breakdown flipped to 60/40 (town vs CPA).

UPDATING APPENDIX A OF CPA PLAN

The CPC will replace the current Appendix A with the more detailed spreadsheet prepared by Dave Davison outlining CPA funding activity from 2006-2023.

MATTERS NOT REASONABLY ANTICIPATED BY THE CHAIR 48 HOURS IN ADVANCE

None.

ADJOURNMENT

J. Barnes moved to adjourn meeting at 8:39 p.m. Seconded by D. Herer. The roll call vote was as follows: **J. Barnes** (aye); **L. Dorfman** (aye); **R. Foster** (aye); **D. Herer** (aye); **J. McKnight** (aye); **J. Rosenbaum** (aye). Moton carries 6-0

For more information, the meeting materials packet is available at:
<https://www.needhamma.gov/ArchiveCenter/ViewFile/Item/11977>

Respectfully submitted,

Lauren Spinney
Administrative Coordinator