

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

**Minutes of Meeting
November 8, 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, Dave Herer

REMOTE: Laura Dorfman – Co-Chair, Maureen Callahan

ABSENT: Jim Rosenbaum

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

The Committee received a total of three Initial Project Eligibility Applications.

FY2025-01: NHA LINDEN CHAMBERS REDEVELOPMENT (CONSTRUCTION)

This is a request for \$5,500,000 by the Needham Housing Authority (NHA) for redevelopment of public housing located at Linden Street and Chambers Street (Phases 1A & 1B) under Community Housing. The estimated total project cost for Phases 1A & 1B is \$79M. A previous application for construction funds was withdrawn by the NHA last year as the CPC felt it was premature.

The CPC contracted with Emily Achtenberg, an affordable housing and financial consultant, to assist in evaluating this application. E. Achtenberg is gathering and reviewing information relative to this project and will work with the CPC to prepare due diligence questions.

The NHA and its development consultant, Cambridge Housing Authority, will present to the Town Financed Community Housing Oversight Committee (T-CHOC) on November 29, 2023.

The Committee will send all three Initial Eligibility Project Applications to Town Counsel for an early review of eligibility.

J. Barnes made a motion to determine that FY2025-01 (Linden Chambers Redevelopment – Construction) is eligible for CPA funding under Community Housing. D. Herer seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **R. Foster** (aye); **J. McKnight** (aye); **J. Barnes** (aye); **L. Dorfman** (aye); **M. Callahan** (aye). Motion carries 6-0.

The CPC Project Liaisons will be L. Dorfman, D. Herer, and J. Rosenbaum.

FY2025-02: NHS TENNIS COURT IMPROVEMENTS (CONSTRUCTION)

This is a request for \$2,600,000 by the Needham Park and Recreation Department for improvements to the Needham High School (NHS) tennis courts under Recreation. The CPC previously approved \$50,000 for design funding which was granted at the May 2022 Town Meeting. The current application is for construction funding for eight tennis courts.

J. McKnight made a motion to determine that FY2025-02 (Needham High School Tennis Court Improvements – Construction) is eligible for CPA funding under Recreation. D. Herer seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **R. Foster** (aye); **J. McKnight** (aye); **J. Barnes** (aye); **L. Dorfman** (aye); **M. Callahan** (aye). Motion carries 6-0.

The CPC Project Liaisons will be R. Foster and M. Callahan

FY2025-03: DEFAZIO COMPLEX FENCING IMPROVEMENTS

This is a request for \$417,000 by the Needham Department of Public Works and the Needham Park and Recreation Department for replacement of fencing around the DeFazio Complex under Recreation.

R. Foster questioned if fencing is an eligible use of CPA funds and there was a discussion of same. J. Barnes shared that this project may qualify as restoration of a recreational resource. L. Dorfman suggested that if it is a capital improvement it should be eligible. The CPC will seek an opinion from Town Counsel.

D. Herer made a motion to determine that FY2025-03 (DeFazio Complex Fencing Improvements) is eligible for CPA funding under Recreation, contingent upon a favorable opinion from Town Counsel. L. Dorfman seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **R. Foster** (abstain); **J. McKnight** (aye); **J. Barnes** (aye); **L. Dorfman** (aye); **M. Callahan** (aye). Motion carries 5-0.

The CPC Project Liaisons will be J. McKnight and J. Barnes.

NOMINATION PAPERS FOR CPC T-CHOC REPRESENTATIVE

P. Pingitore was elected as the CPC Liaison to T-CHOC at the June 2023 CPC meeting. The Committee executed the formal nomination paperwork to be submitted to the Town Clerk.

CPC CODE OF CONDUCT

J. McKnight sought clarification regarding Sections 3.8, 4.1 and 5.1 with respect to the propriety of CPC members contacting Town Counsel directly. C. Simchak shared that members may seek the advice of counsel with respect to personal ethics concerns or potential conflicts. Town Staff will communicate with Town Counsel on questions regarding Committee matters (i.e. the Community Preservation Act, project eligibility, application specific questions).

R. Foster sought clarification of Section 2.2 limiting a Committee member's communication with more than one other member which is more restrictive than the Open Meeting Law which allows communication with other members so long as the total number is less than a quorum. Town staff will seek an opinion on this Section from Town Counsel.

R. Foster also questioned Section 2.3 which suggests that members should refrain from taking public stances on pending agenda items when preparing for hearings, and suggested that an exception be made for members' work on their respective boards and commissions.

The Committee will take additional time to review the proposed Code of Conduct and will submit suggested revisions to L. Spinney for discussion and a vote at the next meeting.

MEETING MINUTES

D. Herer made a motion to approve minutes of the following meetings (with corrections): 9/13/23, 10/11/23, 3/30/22, 4/13/22, 6/22/22, 8/31/22, J. McKnight seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **M. Callahan** (aye); **R. Foster** (aye); **J. McKnight** (aye); **J. Barnes** (aye); **L. Dorfman** (aye); Motion carries 6-0.

MEETING SCHEDULE

The next meeting will be December 13, 2023 at 7:00 p.m.

MATTERS NOT REASONABLY ANTICIPATED BY THE CHAIR 48 HOURS IN ADVANCE

R. Foster requested that copies of E. Achtenberg's resume, proposal, and scope of work be provided to members for the next meeting.

ADJOURNMENT

J. McKnight moved to adjourn the meeting at 8:32 p.m. The motion was 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); **M. Callahan** (aye). Motion carries 6-0

For more information, the meeting materials are available at:

<https://www.needhamma.gov/Archive.aspx?AMID=&Type=&ADID=12085>

Respectfully submitted,

Lauren Spinney
Administrative Coordinator