

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

**Minutes of Meeting
December 14, 2022**

LOCATION: Hybrid Meeting, Highland Room, Town Hall, 1471 Highland Avenue, Needham. Committee members and members of the public may attend in-person or remotely

PRESENT: Peter Pingitore (Chair), J. Barnes, Dave Herer, Robert Dermody, Jeanne McKnight

REMOTE: Laura Dorfman, Reg Foster, Rick Zimbone (Vice Chair)

ABSENT: Dina Hanigan

STAFF: Cecilia Simchak

P. Pingitore called the meeting to order at 7:00 p.m. and completed a roll call for Committee members and staff, the results of which are noted above. P. Pingitore reviewed meeting rules and disclosed that the meeting, which was conducted in-person and via Zoom, was also being recorded.

CHAIR'S UPDATES

Susan Welby accepted the appointment as the CPC representative to the Active Recreation Asset Working Group and has taken the steps necessary to proceed. She is committed to keeping the CPC informed regarding the group's activities and will seek input from the CPC with respect to recommendations the group might make to the Select Board. She will attend the next CPC meeting to discuss. It is possible that recommendations arising from the work of this group will inform sections of the amended CPA Plan.

CPC ORGANIZATIONAL MEETING

R. Dermody moved to appoint P. Pingitore as Chair of the Committee. J. Barnes seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **R. Foster** (aye); **J. Barnes** (aye); **R. Zimbone** (aye); **R. Dermody** (aye); **L. Dorfman** (aye); **P. Pingitore** (aye); **J. McKnight** (aye). Motion passes 8-0.

P. Pingitore moved to appoint R. Dermody as Vice Chair of the Committee. D. Herer seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **R. Foster** (aye); **J. Barnes** (aye); **R. Zimbone** (aye); **R. Dermody** (aye); **L. Dorfman** (aye); **P. Pingitore** (aye); **J. McKnight** (aye). Motion passes 8-0.

AMENDMENTS TO CPA PLAN

P. Pingitore will present the most recent draft of the CPA Plan at the next meeting. The Committee continues to await input from the Park and Recreation Commission and Conservation Commission. J. McKnight reported that the Housing Plan Working Group will take a final vote on the proposed housing plan on December 22, 2022 and refer it to the Select Board and Planning Board. P. Pingitore suggested that the Committee use that to prepare a working draft of the community housing section of the CPA Plan pending Select Board's approval of the Housing Plan. The Committee anticipates holding a public hearing regarding the Amended CPA Plan in March.

FY2024 INITIAL ELIGIBILITY PROJECT APPLICATIONS

The Committee received four applications. P Pingitore forwarded them to Town Counsel for input with respect to eligibility and awaits his response.

FY2024-01: NHA Linden Chambers Redevelopment (Financing & Construction Expenses)

The Needham Housing Authority (NHA) is requesting \$1,000,000.00 to complete the remaining predevelopment activities for the Linden Chambers Redevelopment project under Community Housing.

Predevelopment activities are described as preparation and administration of construction documentation and developing/securing financing for Phase 1 of construction. R. Foster reported that the NHA hired the architect and engineering firm, BH&A, and will hold a kick-off meeting early in the new year. He also shared that Town support for this project, as demonstrated by last year's CPC grant and this \$1M grant (if approved), could help the NHA secure the additional financing it needs from lenders such as DHCD and other state agencies.

R. Zimbone would like to defer the vote on eligibility until the NHA provides a detailed breakdown of the proposed use of the money requested to confirm that the proposed uses are eligible under the CPA.

J. McKnight made a motion to determine that FY2024-01 (Linden Chambers Redevelopment Financing & Construction Expenses) 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. Barnes** (aye); **R. Zimbone** (nay); **R. Dermody** (aye); **L. Dorfman** (aye); **P. Pingitore** (aye); **J. McKnight** (aye). Motion passes 7-1.

R. Zimbone moved to amend J. McKnight's motion to defer the vote on the question of eligibility until the CPC receives a more detailed itemization for the money to be spent and a determination of eligibility by Town Counsel. R. Dermody seconded the amendment. The roll call vote was as follows: **D. Herer** (nay); **R. Foster** (nay); **J. Barnes** (nay); **R. Zimbone** (aye); **R. Dermody** (aye); **L. Dorfman** (nay); **P. Pingitore** (aye); **J. McKnight** (nay). Motion fails 3-5.

The CPC liaisons will be L. Dorfman, R. Dermody, R. Zimbone.

FY2024-02: NHA Seabeds Cook Preservation (Pre-Development)

The Needham Housing Authority (NHA) is requesting \$240,308.00 for pre-development activities under Community Housing.

R. Foster shared that the NHA completed its property conditions survey and reviewed the report to determine which repairs might qualify for CPA funding. They will hire an A/E designer services firm to design the repairs that need to be completed. They will also be submitting repositioning applications to unlock additional federal funding resources. The instant application is for money to fund A/E design service expenses that are attributable to CPA eligible repairs.

Similar to the previous application, the Committee would like to see a detailed list of repairs that the NHA believes are eligible for CPA funding, and obtain an opinion from Town Counsel with respect to eligibility.

R. Dermody made a motion to determine that FY2024-02 (NHA Seabeds Cook Preservation - Pre-Development) is eligible for CPA funding under Community Housing. D. Herer seconded the motion. No roll call vote was taken because the amendment passed.

P. Pingitore moved to amend R. Dermody's motion to defer the vote on the question of eligibility until the CPC receives a more detailed description of the repairs that the NHA believes are eligible for CPA funding, and a determination of eligibility by Town Counsel. J. McKnight seconded the amendment. The roll call vote was as follows: **D. Herer** (aye); **R. Foster** (abstain); **J. Barnes** (aye); **R. Zimbone** (aye); **R. Dermody** (aye); **L. Dorfman** (aye); **P. Pingitore** (aye); **J. McKnight** (aye). Motion passes 7-0.

The CPC liaisons will be R. Zimbone, R. Dermody, D. Hanigan.

FY2024-03: DeFazio Playground Renovations - Design

The Park and Recreation Department is requesting \$35,000.00 for design and engineering activities in connection with a new "tot lot" playground under Recreation.

D. Herer made a motion to determine that FY2024-03 (DeFazio Playground Renovations – Design) is eligible for CPA funding under Recreation. L. Dorfman seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **R. Foster** (aye); **J. Barnes** (aye); **R. Zimbone** (aye); **R. Dermody** (aye); **L. Dorfman** (aye); **P. Pingitore** (aye); **J. McKnight** (aye). Motion passes 8-0.

The CPC liaisons will be J. McKnight, R. Foster.

FY2024-04: Claxton Field Improvements - Construction

The Park and Recreation Department is requesting \$1,000,000.00 for improvements to Claxton Field under Recreation.

The improvements include installation of new skinned infields, revised grading, upgraded lighting, new outfield fencing, backstops, dugouts, benches, spectator seating, and pathways.

Chris Gerstel, Chair of the Park and Recreation Commission, was in attendance and shared that an application for this project was submitted to the CPC last year, but it was withdrawn because the Park and Recreation Department received test bore sample results that raised concerns and they did not have all of the necessary information to move forward with the project at that time. They have since completed their due diligence and developed a plan to deal with the test bore results. Not all aspects of the project would be eligible for CPA funding so the Park and Recreation Department is not requesting funding for the total cost of the project, only those aspects which would be CPA eligible.

J. McKnight made a motion to determine that FY2024-04 (Claxton Field 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. Barnes** (aye); **R. Zimbone** (nay); **R. Dermody** (aye); **L. Dorfman** (aye); **P. Pingitore** (aye); **J. McKnight** (aye). Motion passes 7-1.

R. Zimbone moved to amend J. McKnight's motion to defer the vote on the question of eligibility until the CPC receives a more detailed breakdown of the total project cost itemizing what aspects are CPA eligible. R. Dermody seconded the amendment. The roll call vote was as follows: **D. Herer** (nay); **R. Foster** (nay); **J. Barnes** (aye); **R. Zimbone** (aye); **R. Dermody** (aye); **L. Dorfman** (nay); **P. Pingitore** (aye); **J. McKnight** (nay). Motion fails 4-4.

The CPC liaisons will be J. Barnes, D. Herer.

RECORDING SECRETARY UPDATES

Kristen Wright has stepped down from her role as Recording Secretary. C. Simchak is working with Town Manager to get someone in place to prepare meeting minutes.

CPC PROJECT FUNDING RECOGNITION

C. Simchak reported that she is working on a plaque for the Town Common Renovation Project. P. Pingitore suggested the language: "This project was supported by the citizens of Needham through the Community Preservation Fund."

FUTURE MEETINGS

The next CPC meeting will be held on January 11, 2023.

ISSUES NOT REASONABLY ANTICIPATED BY THE CHAIR WITHIN 48 HOURS

None.

ADJOURNMENT

R. Zimbone moved to adjourn the meeting at 9:31 p.m. R. Dermody seconded the motion. The roll call vote was as follows: **D. Herer** (aye); **R. Foster** (aye); **J. Barnes** (aye); **R. Zimbone** (aye); **R. Dermody** (aye); **L. Dorfman** (aye); **P. Pingitore** (aye); **J. McKnight** (aye). Motion passes 8-0.

Respectfully submitted,

Lauren Spinney
Administrative Coordinator