

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

**Minutes of Meeting  
January 6, 2021  
Zoom Meeting**

**PRESENT:** Peter Pingitore – Chairman, Artie Crocker – Vice Chairman, Joe Barnes, Chris Gerstel, Rick Zimbone, Robert Dermody, Laura Dorfman, Paul Alpert

**ABSENT:** Penny Kirk

**STAFF:** Carys Lustig, Staff Liaison, Kristen Wright, Recording Secretary

**GUESTS:** Edward Olsen, Deb Anderson, Mark, Stacey Mulroy

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 7:03 PM via a Zoom Meeting. Mr. Pingitore reviewed the rules of the meeting that was being conducted remotely and online inline with Governor Baker's order regarding Public Meetings. Mr. Pingitore covered meeting ground rules for the meeting.

**Chairman's Updates**

None presented.

**Proponent Presentations**

**FY22-04 – Town Common Historic Redesign and Beautification**

This request is for \$1,364,000 for construction services for the Town Common project under Open Space, Historic Preservation, and Recreation. *Liaisons: Mr. Dermody and Mr. Gerstel*

Mr. Pingitore welcomed Superintendent Edward Olsen to the meeting and welcomed his presentation. Mr. Olsen thank Mr. Pingitore and the members of the CPC, shared some opening remarks, and presented to the Committee.

Mr. Pingitore opened comments to the Committee members. Dr. Barnes stated that one of the highlights of this design is that a safe space for people to gather that has been identified as a need due to the pandemic. Dr. Barnes asked how accurate the estimate for this project is. Mr. Olsen answered that it is a firm number. Mr. Crocker discussed the number of possibilities that this design would bring to the common and shared his approval of the project. Ms. Dorfman asked if this presentation had any major changes between this version and the version shared with the Historic Commission in November. Mr. Olsen stated that the location of the tent was finalized. Mr. Gerstel asked about the timing of the project. Mr. Olsen sated that the last thing that the Town wants to do is hurt the downtown businesses. Mr. Olsen stated that if needed, we can secure the funds and delaying the project for a few months working through the calendar year of 2022. Mr. Zimbone asked if members of Public Safety were involved in the working group of this project as they would have thoughts on protecting the pedestrian walkways and the many pedestrians frequenting the common. Mr. Olsen stated that they were not, but he will reach out to them for their thoughts going forward. Mr. Zimbone asked if the cost breakdown of the request could be included, the different add-on elements, and that the amount of contingency included. Mr. Pingitore asked how the current activities that occur in the common will be situated in the new design of the common. Mr. Olsen stated that it has been considered and believes that this design will improve these events. Dr. Barnes asked about signage

throughout the common and protections that could include around the Circle of Peace. Mr. Olsen stated that signage had not been considered to this point but would be a nice addition and could add an educational aspect to the different tree types throughout the common. Mr. Olsen further added that some considerations will be made around the Circle of Peace to hopefully deter youth from hanging on the sculpture. Mr. Zimbone asked, as Dr. Barnes has in the past, that if funding is secured by the CPC funding perhaps a plaque could be displayed in the new common to pay tribute to the funding that was available to this project because of the CPC. Mr. Pingitore thanked Mr. Olsen for the presentation.

#### **FY22-06 – Resurface Synthetic Track at DeFazio**

This request is for \$166,000 for resurfacing of the Synthetic Track at DeFazio Field under Recreation.

*Liaisons: Mr. Alpert and Ms. Dorfman*

Mr. Pingitore welcomed Mr. Olsen to present on the Resurfacing of the Synthetic Track at DeFazio. Mr. Olsen shared opening remarks about how open space has been a community asset throughout the pandemic and how the use of open space has increase and presented the scope of the project.

Mr. Pingitore opened comments to the Committee members. Dr. Barnes thanked Mr. Olsen for the presentation and stated that the need is there. Mr. Crocker asked if anything has been, or should be done, to different areas of the track, like the starting block area, to protect the areas that are quite worn down. Mr. Olsen stated he is working with a vendor for some quick repairs to protect a few areas through the spring. Mr. Olsen stated that the timing of this major project would occur in the Fall of 2021 and would require the field located within the track, Conroy, to come offline while the work was being completed. Mr. Dermody asked how long until this type of project will need to be done again. Mr. Olsen stated that the full lifetime of the track is 20-25 year, and this capital project reseals the subgrade of the track with the synthetic rubber and will protect the subgrade for the remaining useful life of the track. Ms. Dorfman asked about the increase in the request. Mr. Olsen stated that the longer we wait, the more expensive the project will come and if we wait to long, the subgrade will deteriorate which will require a full replacement of the track. Mr. Pingitore asked that during the public hearing that a few photos are included to show the exact areas of the track are failing. Mr. Olsen shared some photos and further shared that if the track continues to deteriorate that the High School may have to forfeit this location as MIAA will not allow it to be used for safety concerns. Mr. Pingitore thanked Mr. Olsen for his presentation.

#### **FY22-07 – McLeod Field Renovation - Design**

This request is for \$45,000 for design work for the renovation of McLeod Field to address sinkholes issues field under Recreation. *Liaison: Mr. Crocker*

Mr. Pingitore welcomed Mr. Olsen to present on the McLeod Field Renovation Design project. Mr. Olsen thanked Mr. Pingitore and presented to the Committee.

Mr. Pingitore opened comments to the Committee members. Mr. Alpert asked about future funding for the project and future construction of the field. Mr. Olsen stated that there may be a place holder, but that number is not a fixed number and that number will not be determined until the design has been completed. Mr. Olsen stated that he will investigate getting some cost estimates for the different parts of construction. Dr. Barnes stated that the case has been made for the need of the project and agrees with Mr. Alpert that a ballpark of the construction costs. Mr. Crocker asked about the work that has been completed to this point to repair the field. Mr. Olsen revied various methods of repair that have been employed to keep the field active throughout the years. Mr. Dermody stated that this does not

represent a field project, but a drainage pipe project. Mr. Dermody asked about the area and length of the drainpipe and does this impact the wetlands. Mr. Olsen stated that it does add to the sandbar by the Reservoir. Ms. Dorfman stated that this seems to be symptom of a bigger problem. Mr. Olsen stated that pipe was damaged during the field of dreams and was not recognized until some time after. Mr. Gerstel stated that the field closures have impact not only the field use of McLeod but of the other fields in Needham to pick up the additional use from taking this field offline. Mr. Zimbone shared concerns about the scope of the project as this is a project to repair a drainage line which would not be under the purview of the CPC. Mr. Zimbone stated that if after the line was repaired that repairs to the field needed to be complete, that it would be CPC eligible and it would be a project of value. Mr. Pingitore stated he agrees with Mr. Zimbone and stated that it is under the determination of the CPC to determine if projects are eligible for the funding that is under the discretion of CPA legislation. Mr. Pingitore shared that one project that may share precedence is the draining mitigation of Memorial Park when the turf fields were added. The Committee further discussed the type of project and the urgent nature of the request. Mr. Zimbone further stated that funding for design may be a concern if the project turns out to be a construction project that does not fall to the CPC. Mr. Pingitore thanked Mr. Olsen for his presentation.

#### **FY22-08 – Trail Identification Professional Design Services**

This request is for \$6,000 for design funding to create standard trail identification for all trails in Needham under Open Space and Recreation. *Liaison: Mr. Pingitore*

Mr. Pingitore welcomed Ms. Anderson to present on the Trail Identification Professional Design project. Ms. Anderson shared the scope of the project with the Committee and discussed the vast number of trails throughout Needham that have been heavily used during the onset of the pandemic. Ms. Anderson stated that this project would create a cohesive identification along all trail throughout all Town trails and that the proposal from one of the Town's designers has been secured for this purpose. Ms. Anderson stated that the project is looking to also provide an opportunity to upgrade the availability of trail maps and add a mobile component. Ms. Anderson shared pictures of different markers that are currently throughout the trails.

Mr. Pingitore opened comments to the Committee members. Mr. Alpert stated that this application is for the design phase and asked if there were any estimates for the construction aspect of the project. Ms. Anderson stated that it is very dependent on how many kiosk and trail identification signs are required and shared broad estimates for each piece of the project, but until the design and recommendation of how much signage and how many kiosks need to be replaced or added to the trail systems through the design phase, the total cost cannot be determined. Dr. Barnes asked about the trail steward programs and the general maintenance of the trails and suggested employing DPW to ensure the maintenance is continuous. Ms. Anderson stated that many of the signs are very old and outdated and that the kiosks are built to not require much maintenance. Ms. Dorfman asked that examples from Tighe & Bond showing other maps that they have completed in the past. Mr. Gerstel stated that the construction of this project may be something of interests of the scout programs. Ms. Anderson stated that the Conservation Department has worked on a part of their website dedicate to available projects for scouts to help with. Mr. Zimbone suggested reaching out to business in the community in the same sense as an 'Adopt a Trail' program.

Mr. Pingitore thanked Ms. Anderson for her presentation.

#### **Determination of Eligibility**

**FY22-03 – Town Hall Clock Repairs**

This request is for \$83,000 for rehabilitation of the clock on the front of Town Hall under Historic Preservation. *Liaison: Mr. Gerstel*

Mr. Gerstel stated that he was working to gather more information from the proponent about this project but due to the holidays scheduling a time to discuss has been difficult.

**Mr. Gerstel moved to defer the vote on eligibility. The motion was seconded by Mr. Dermody.**

The roll call vote was as follows: **Alpert:** aye, **Barnes:** aye, **Crocker:** aye, **Dermody:** aye, **Dorfman:** aye, **Gerstel:** aye, **Zimbone:** aye, **Pingitore:** aye. Motion passes 8 – 0.

**Conversation about Bucket Contribution Levels**

Mr. Pingitore passed over this agenda item.

**Liaison Updates and Due Diligence Questions**

**FY22-01 – Emery Grover Renovation/Addition Project – Option #3 (Rotated)**

This request is for \$1,475,130 for design funding to design the renovation of the historic Emery Grover building under Historic Preservation. *Liaisons: Mr. Dermody and Dr. Barnes*

No updates. Mr. Pingitore stated Ms. Lustig will be setting up a chairs meeting. Dr. Barnes stated that outside of the presentations that have already been shared with the CPC is there anything else that the School Department should prepare. Mr. Pingitore stated that committee members should gather all questions about the project and submit them to Ms. Lustig by Monday so they can be distributed.

**FY22-02 – Preservation of Town of Needham Marriage Records**

This request is for \$25,000 for the preservation of the Town of Needham's Historic Marriage Records under Historic Preservation. *Liaison: Mr. Pingitore*

Mr. Pingitore stated that this project includes many older marriage records from 1919 and that the Historic Commission supports this project. Mr. Pingitore stated that the birth and death records from this time in history are being preserved by the state. Mr. Pingitore stated that the benefit to the Town continues as the current staff can upload the newer records directly into the system going forward to preserve them for years to come.

**FY22-05 – Fisher Street Trailhead - Construction**

This request is for \$15,000 for construction materials for the construction of the Fisher Street Trailhead under Recreation. *Liaison: Mr. Crocker*

No updates presented.

**FY22-09 – Walker Pond Improvements**

This request is for \$125,000 for the first phase of improvements to mitigate environmental issues at Walker Pond under Open Space and Recreation. *Liaisons: Ms. Dorfman and Mr. Zimbone*

Mr. Zimbone shared that they met with the working group and the Town Engineer Anthony DelGaizo will be presenting. Mr. Zimbone stated that the project is segmented into three categories and the Mr. DelGaizo has a good understanding of the overall projects. Mr. Zimbone stated that the first thing that will be done is that sewage mitigation will be installed, and that portion of the project was approved at

Special Town Meeting in October 2020. Mr. Zimbone stated that this project represents the next category will help mitigate the storm water runoff that are effecting the Walker Pond. Ms. Dorfman stated that this is like the McLeod project that needs to address the question about whether the mitigation of storm water is covered by CPC funding. Mr. Pingitore stated that the liaisons should ask the proponents to address that during their presentation.

#### **FY22-10 – Town Reservoir Sediment Removal**

This request is for \$262,000 for design funding to address the sediment at the bottom of the Reservoir under Open Space. *Liaisons: Mr. Alpert and Ms. Kirk*

Mr. Alpert shared that this project is like the Rosemary Lake project. Mr. Alpert reported that this project stems from the Reservoir being identified from the EPA as a category 5 waterbody, but the scope is significantly smaller than Rosemary Lake. Mr. Pingitore asked how this project will affect the trail around the Reservoir and how will the sediment be removed.

#### **Proponent Presentation Schedule**

The Committee discussed inviting the proponents to present.

**Wednesday, January 6:** Town Common Historic Redesign and Beatification (FY22-04), Resurface Synthetic Trak at DeFazio (FY22-06), McLeod Field Renovation (FY22-07), Trail Identification Professional Design Services (FY22-08).

**Wednesday, January 20:** Emery Grover Renovation/Addition Project – Option #3 (FY22-01), Preservation of Town of Needham Marriage Records (FY22-02), Fisher Street Trailhead, Needham Rail Trail (FY22-05)

**Wednesday, February 3:** Town Hall Clock Repairs (if determined eligible) (FY22-03), Walker Pond Improvements (FY22-09), Town Reservoir Sediment Removal (FY22-10)

#### **Vote: Approve Minutes December 9, 2020**

Mr. Alpert made a motion to approve the December 9, 2020 minutes and Mr. Zimbone seconded. The roll call vote was as follows: **Alpert:** aye, **Barnes:** abstain, **Crocker:** aye, **Dermody:** aye, **Dorfman:** aye, **Gerstel:** aye, **Zimbone:** aye, **Pingitore:** abstain. Motion passes 6 – 0 – 2.

#### **Adjournment**

Mr. Pingitore made a motion to adjourn the meeting at 8:35PM. Mr. Dermody seconded the motion. The roll call vote was as follows: **Alpert:** aye, **Barnes:** aye, **Dermody:** aye, **Dorfman:** aye, **Gerstel:** aye, **Zimbone:** aye, **Pingitore:** aye. Motion passes 7 – 0.

#### **Conversation about Bucket Contribution Levels**

Mr. Zimbone discussed with the Committee some information he had researched involving creating a reserve fund for community housing and expressed that this committee could vote to do the same thing. Mr. Zimbone stated this trust is where we contributed the funding for the Emergency Assistance Fund. Mr. Zimbone stated further that other funds could contribute to maintenance or a grant to help them fund the purchase of a house by assisting with their deposit. Mr. Pingitore thanked Mr. Zimbone for his research and would like to continue the discuss at a future meeting.

#### **Any other issues not reasonably anticipated by the Chair within 48 hours**

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None presented.

**Adjournment**

Mr. Gerstel made a motion to adjourn the meeting at 10:07PM. Mr. Alpert seconded the motion. The roll call vote was as follows: **Alpert:** aye, **Barnes:** aye, **Crocker:** aye, **Dermody:** aye, **Dorfman:** aye, **Gerstel:** aye, **Zimbone:** aye, **Pingitore:** aye. Motion passes 8 – 0.

Respectfully submitted,

Kristen Wright

Recording Secretary