

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

**Minutes of Meeting
September 15, 2021
Zoom Meeting**

PRESENT: Peter Pingitore – Chair, Reginald Foster, Robert Dermody, Rick Zimbone, Jeanne McKnight, Christopher Gerstel, Joseph Barnes, Laura Dorfman (8:00pm)

ABSENT: Artie Crocker – Vice Chair

STAFF: Cecilia Simchak, Kristen Wright

GUEST: Dan Gutekanst, Joe, Hank Haff

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 7:07 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

Mr. Pingitore introduced and welcomed Reginald Foster who had been appointed to the Committee by the Housing Authority. Mr. Pingitore stated that he had brief conversations with each new member to bring them up to speed with some information the Committee has been discussing to this point.

Emery Grover Update/Presentation by NPS

Mr. Pingitore introduced Superintendent Dr. Dan Gutekanst to provide an update to the Committee. Dr. Gutekanst provided the history of the applications submitted to CPC the previous year regarding the Emery Grover project. Dr. Gutekanst shared the updated plan and timeline for the Emery Grover project. Dr. Gutekanst highlighted the changes to the plan, as well as the essential services that will still be housed within the revised Emery Grover project.

Mr. Pingitore thanked Dr. Gutekanst for the update.

Mr. Dermody asked about the IT workspaces indicated on the plan as the IT department wouldn't be located in Emery Grover. Dr. Gutekanst stated that there would be the IT Director and a small team would be housed in the Emery Grover, but the larger IT operations would remain at Broadmeadow and Hillside Elementary Schools.

Mr. Foster asked for the timeline for construction funding if the School Department was successful in receiving design funding at Town Meeting in October. Dr. Gutekanst stated that they would apply in the current FY23 CPC funding cycle for construction funding if the design funding is approved in Fall Town Meeting. Mr. Foster asked if the School Committee would be available to provide the analysis necessary to apply during this cycle.

Ms. McKnight asked about the off-site parking plan at the Steven Palmer site. Dr. Gutekanst stated that all parking would be located at the Emery Grover site.

Mr. Zimbone discussed the various funding methods of the CPC and shared that in previous historic projects, like the Town Hall, the CPC has been in a position to fund then entire project that was eligible under the act. Mr. Zimbone stated that with the projects that have been funded by the CPC to this point, projects may not be able to continue to do this with the competing interests of the Town. Dr. Gutekanst thanked Mr. Zimbone for the information and highlighted that the safety and health of the staff that work at Emery Grover is at the forefront of this project.

Ms. Simchak shared a message that was submitted by Permanent Public Building Committee Sr. Project Manager Hank Haff:

The architect has recommended that the existing parking in front of the (Emery Grover) building be removed, to restore the open park-like-space fronting on Highland Avenue. This was also a request by the Planning Board during prior presentations. If this parking is removed to achieve this preferred design, then there may need to be some limited amount of parking (less than 10 spaces) at the existing lot at the Steven Palmer building. This would utilize spaces that were previously assigned to the old Senior Center at Steven Palmer.

Dr. Barnes stated that when the original application that was in front of CPC during the last funding cycle the objective was to take a step back and look at the project again, which resulted in the proposal that will be on the floor at Town Meeting in October. Dr. Barnes asked if the School Committee has reached out to other community members to see if they have gauged their interest in the new project. Dr. Gutekanst stated that he had not reached out various committees to discuss the new design at this time.

Mr. Pingitore asked about the design options at the Hillside and if the Hillside was considered as a permanent option for School Administration. Dr. Gutekanst stated that he has been very clear that any work to be completed at the Hillside for the temporary operations be very minimal. Dr. Gutekanst shared that while the designers have been looking at the space to ensure the areas are safe, have appropriate HVAC work and any other minor changes, that they also update the estimates if they were to permanently move the School Administration operations to the Hillside permanently.

Mr. Foster shared that one of the key considerations is if the CPC funding to attract outside funding to the Town to support the project and asked if that would be a consideration with this project. Dr. Gutekanst stated that the administrative offices attract and apply for millions of dollars in different funding sources. Mr. Foster asked if there were historic grants that could be applied for with a commitment of CPC funding. Dr. Gutekanst stated that he would have to look into it.

Mr. Dermody asked for future presentations for back-up of the indicated 82% eligible for CPC funding.

Ms. Dorfman joined the meeting.

Revisions to the Needham CPC Plan Update

Mr. Pingitore updated the Committee on the revisions. Mr. Pingitore has reached out to the Select Board to discuss the revisions and garner their assistance. Mr. Pingitore stated that it was previously discussed to engage a consultant to help with the revisions and since then the scope has become more defined. The Committee further discussed the areas that need to be refreshed and more specifically determining the priorities of each stakeholder; the Conservation Commission, the Housing Authority, the Park and Recreation Commission, the Planning Board, the Historic Commission, and the Select Board. Ms. Dorfman asked to ensure that the application is also updated. Ms. Wright stated that the current application has been posted with small technical changes for this upcoming funding. Mr. Dermody asked if the plan would ultimately be ratified at Town Meeting and the answer received was that it would not. Mr. Dermody asked if there were any limitations to what could be asked of applicants.

Plan for Implementing NUARI Principles

Mr. Pingitore stated that the NUARI principles will be address when the plan is being updated.

First Baptist Church Update

Ms. Simchak provided the Committee with an update on the First Baptist Church project. The Committee discussed the funding agreement.

Approve Meeting Minutes

Mr. Zimbone made a motion to approve the March 31, 2021, minutes and Mr. Gerstel seconded. The roll call vote was as follows: **Barnes:** aye, **Dermody:** aye, **Dorfman:** aye, **Foster:** abstain, **Gerstel:** aye, **McKnight:** abstain, **Zimbone:** aye, **Pingitore:** aye. Motion passes 6-0-2.

Mr. Zimbone made a motion to approve the April 7, 2021 minutes and Mr. Gerstel seconded. The roll call vote was as follows: **Barnes:** aye, **Dermody:** aye, **Dorfman:** aye, **Foster:** abstain, **Gerstel:** aye, **McKnight:** abstain, **Zimbone:** aye, **Pingitore:** aye. Motion passes 6-0-2.

Mr. Zimbone made a motion to approve the April 21, 2021 minutes and Mr. Gerstel seconded. The roll call vote was as follows: **Barnes:** aye, **Dermody:** abstain, **Dorfman:** aye, **Foster:** abstain, **Gerstel:** aye, **McKnight:** abstain, **Zimbone:** aye, **Pingitore:** aye. Motion passes 5-0-3.

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

The Committee wished Laura a Happy Birthday!

Ms. McKnight stated that the Planning Board met and added the Community Preservation Committee to the list of Committees that would have a representative on the Affordable Housing Study Committee.

Mr. Pingitore made a motion to approve appoint Laura Dorfman to the Affordable Housing Study Committee and Mr. Gerstel seconded. The roll call vote was as follows: **Barnes:** aye, **Dermody:** aye, **Dorfman:** aye, **Foster:** aye, **Gerstel:** aye, **McKnight:** aye, **Zimbone:** aye, **Pingitore:** aye. Motion passes 8-0.

Adjournment

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

Respectfully submitted,

Kristen Wright
Recording Secretary