



Community Preservation Committee Meeting

Thursday, September 19, 2024 at 7:30 PM
Remote Participation Only

Agenda

Pursuant to Chapter 2 of the Acts of 2023, the meeting and public hearing will be conducted with remote opportunities for participation. Remote participation and access methods include:

ACCESS INFORMATION:

- A. This meeting will be held on September 19th at 7:30PM. Location: Remote Participation Only
- B. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/watch-now?site=3>
- C. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/91525442843>
- D. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 915 2544 2843
- E. The public may comment prior to meeting via email: lhandy@watertown-ma.gov
- F. Please Visit the Community Preservation Committee Website here: <https://www.watertown-ma.gov/352/Community-Preservation-Committee>

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- 1. Call to Order
 - 2. Presentation by Ray Dunetz
 - A. Old Burying Ground and Common St. Cemetery Preservation Plan
 - 3. Acceptance of Minutes
 - A. 2024-8-15-Draft-CPC-Minutes
 - 4. Chair Update
 - 5. Coordinator Update
 - 6. Committee Discussion - In-Person/Hybrid Meeting Update
 - 7. Adjourn

Mark Krackiewicz, Chair
Jason Cohen, Vice Chair
Jonathan Bockian

Bob DiRico
Dennis J. Duff
Allen Gallagher

Jamie O'Connell
Elodia Thomas
Matthew Walter



Old Burying Ground & Common Street Cemetery

PRESERVATION PLAN

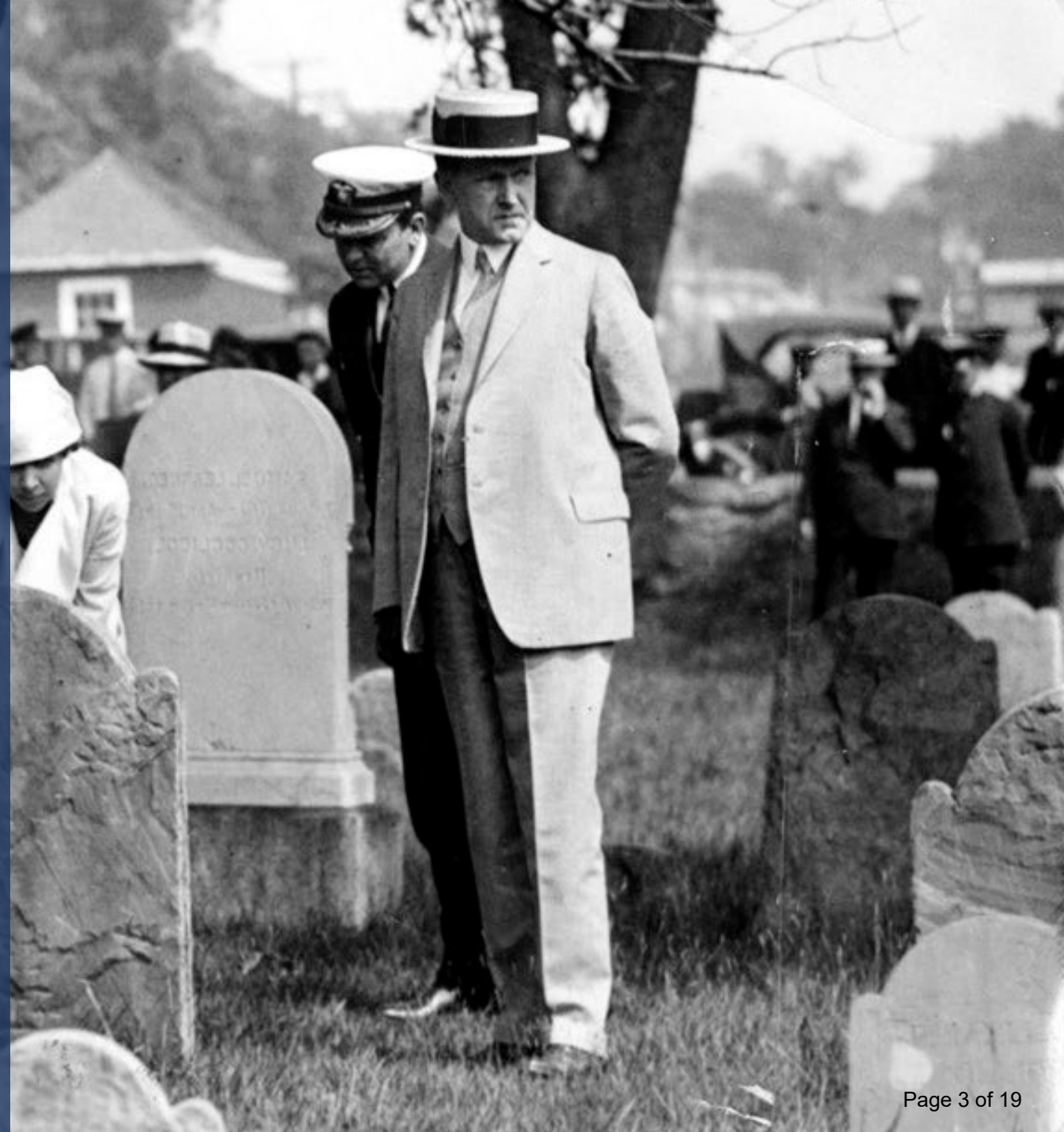
CITY OF WATERTOWN

September 19, 2024, 7:00 pm

RAY DUNETZ LANDSCAPE ARCHITECTURE, INC

Overview of Presentation

- Project Background
- Old Burying Ground
 - Site Analysis
 - Proposed Solutions
 - Cost Estimate
- Common Street Cemetery
 - Site Analysis
 - Proposed Solutions
 - Cost Estimate
- Next Steps



Project Background : Funding

- \$94,590 CPA FY23 Grant
 - Create a plan of action to ensure protection of Watertown's Old Burying Ground and Common Street Cemetery for future generations.
- Preservation Plan
 - Using documentary research, evaluation, inventory, conditions assessment survey and identification of threats to historic elements, the Master Plan is organized in four components:
 - Existing Conditions and Assessment
 - Recommendations for Preservation
 - Cost Estimate
 - Management Guidelines



Project Background : Project Team

- Watertown Community Preservation Committee
- City of Watertown
- City of Watertown Department of Public Works
- Watertown Historical Commission
- Historical Society of Watertown
- Consultant Team
 - Ray Dunetz Landscape Architecture
 - Building and Monument Conservation
 - Tree Specialists, Inc.



Project Background : Timeline

2023 -2024



A black and white photograph of a group of people walking through a cemetery. The group includes men in suits and hats, a woman in a long coat and hat, and a man in a military uniform. They are walking on a grassy path with tombstones visible in the background. The image is overlaid with a semi-transparent blue rectangle.

Old Burying Ground

OLD BURYING GROUND SITE ASSESSMENT PLAN



KEY

ACCESS & SECURITY

- 1 Arlington St entrance gate - fair

Circulation Routes & Materials

- 2 No formal circulation

STRUCTURAL ELEMENTS

- 3 Arlington St wall - fair condition
- 4 Mt Auburn St wall - fair to poor
- 5 Grove St wall - fair

FENCES

- 6 3'-6" ht. Steel picket fence - fair
- 7 6' ht. black vinyl coated chain link fence - good

SITE AMENITIES

- 8 Existing sign - good

GRADING

- 9 Berms directing water run off

VEGETATION & LANDSCAPE CHARACTER

- 10 Bare lawn
- 11 Stump

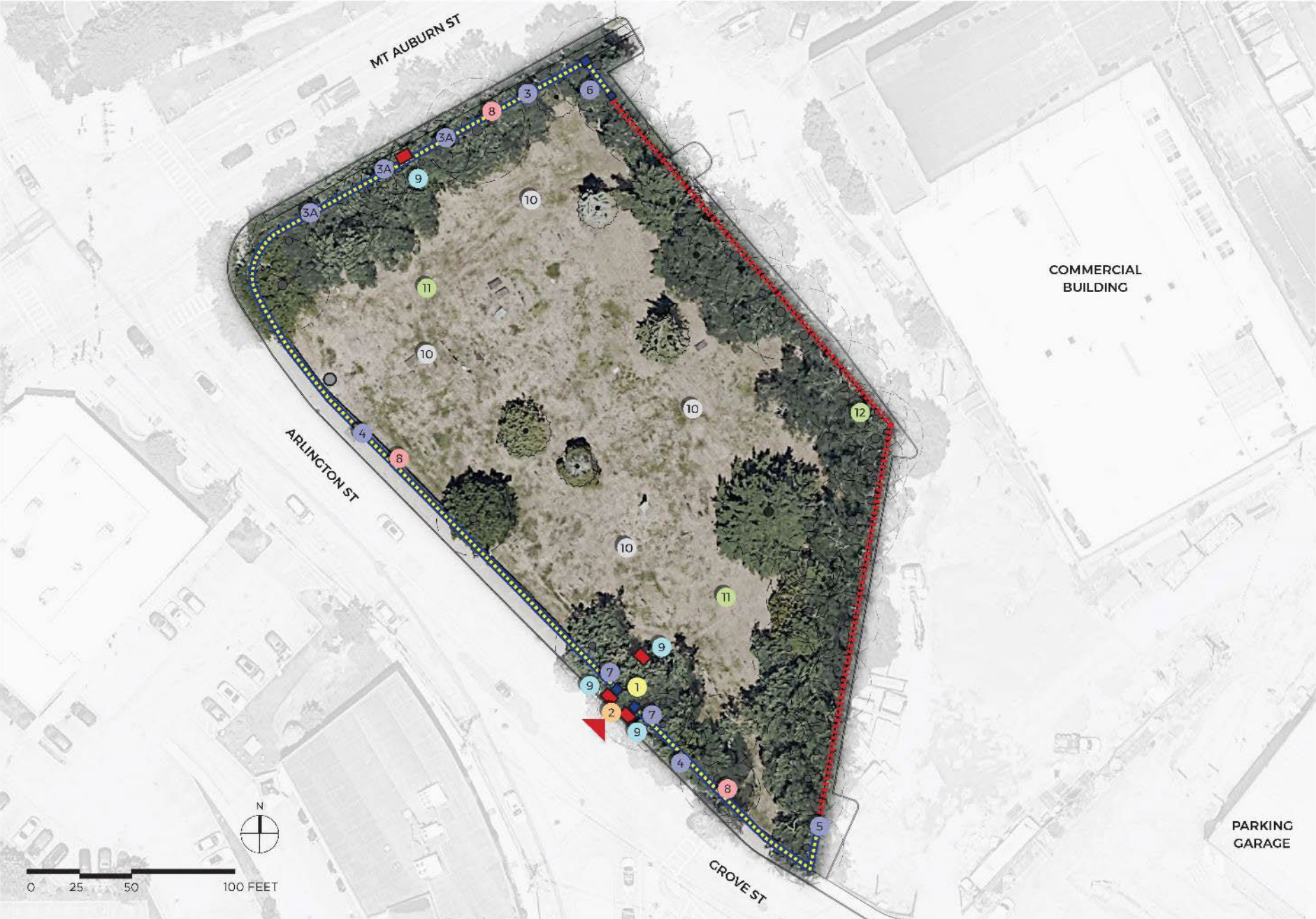
LEGEND

- ▲ Primary entrance
- 3'-6" ht. Stone wall
- Stone pier
- 3'-6" ht. Steel picket fence
- 6' ht. Chain link fence
- Existing Sign

* Assessment Plans for Trees and Stone

Markers are located in the appendix

OLD BURYING GROUND MASTER PRESERVATION PLAN



- KEY**
- ACCESS & SECURITY**
- 1 Repair and paint gate
- CIRCULATION ROUTES & MATERIALS**
- 2 New brick paving
- STRUCTURAL ELEMENTS**
- 3 Repoint, repair, and clean wall (3A)
Rebuild 12' of wall
 - 4 Repoint, repair, and clean wall
 - 5 Repoint and stabilize wall
 - 6 Repoint and clean wall
 - 7 Repair and rebuild bases
- FENCES**
- 8 Repair refinish and paint fence
- SITE AMENITIES**
- 9 Clean 4 signs
- BURIAL STONES**
- 10 Reset, clean and repair stones
- VEGETATION & LANDSCAPE CHARACTER**
- 11 Restore lawn
 - 12 Remove 10 trees, see appendix for locations

- LEGEND**
- Primary entrance
 - 3'-6" ht. Stone wall
 - Stone pier
 - 3'-6" ht. Steel picket fence
 - 6' ht. Chain link fence
 - Existing Sign

Cost Estimate : OBG

PRIORITIES AND COSTS - 2024

ESTIMATED COST

High

Repair and/or reset gravestones

Remove of dead or diseased trees, and fine grade

Prune trees

Cable tree for structural support

\$225,043

Medium

Repair, repoint ex. stone walls/ fill in gaps with stones to match

Remove biological staining from st. walls and brick piers

Stabilize stone wall where pushed by ex. tree

Repair bent pickets, replace missing pickets and finials

Prepare and paint ex. wrought iron picket fence

Remove and replace ex. conc. ftg. at CLF post

\$353,145

Low

Rebuild ex. brick piers with new granite bases

Remove, repair and reset ex. entrance gate leaves

Prepare and paint refinish gate leaves

Remove ex. cobbles and brick; replace with new brick paving

Aerate and reseed existing lawn

Fertilize and lime lawn

Amend soils as needed with compost

\$130,698

TOTAL

\$708,886



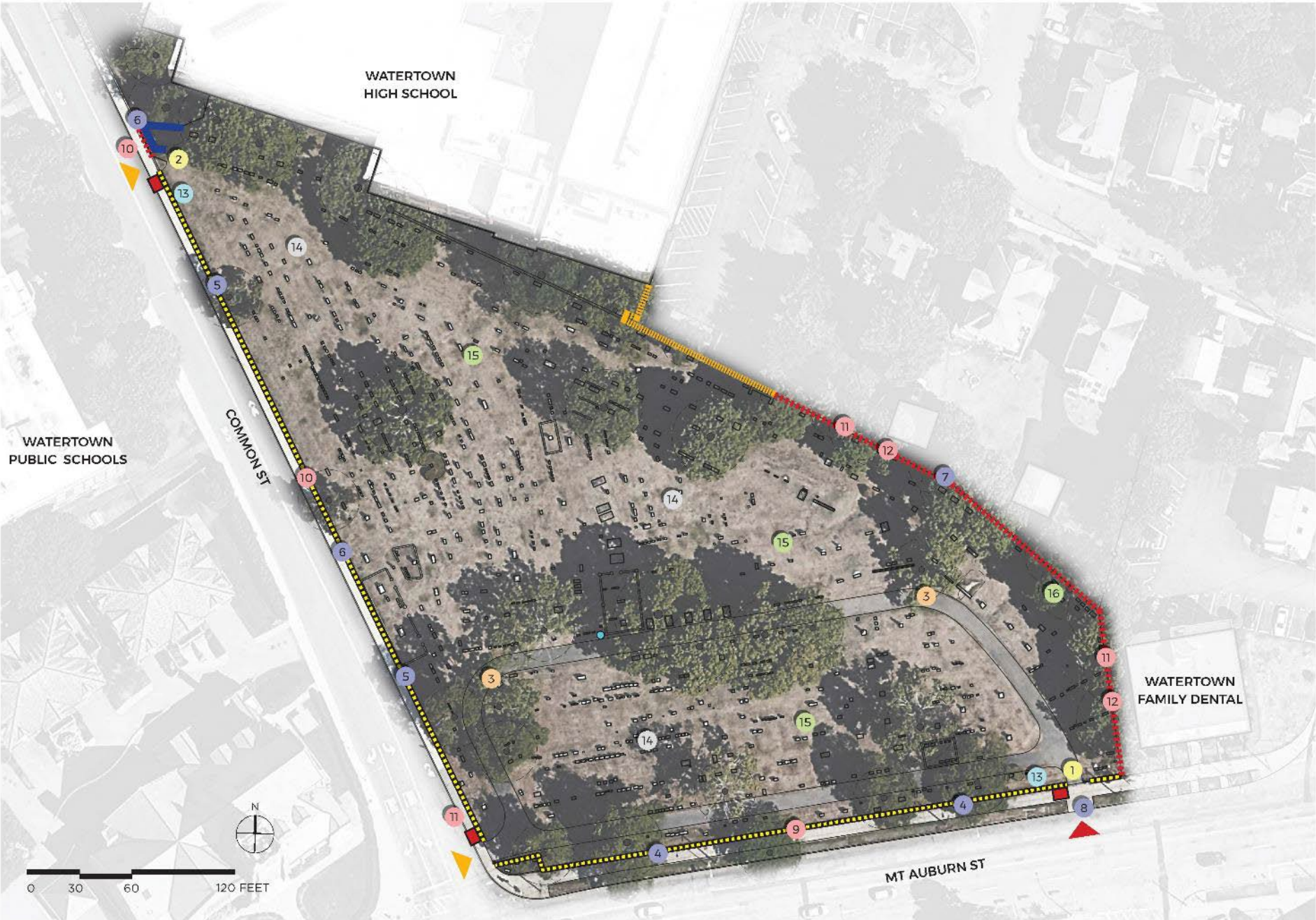
Common Street Cemetery

COMMON STREET CEMETERY SITE ASSESSMENT PLAN



- KEY**
- ACCESS & SECURITY**
- 1 Former Mt Auburn St. entrance
 - 2 Common St. south entrance
 - 3 Common St. north entrance gate in fair condition
- CIRCULATION ROUTES & MATERIALS**
- 4 Bituminous concrete loop road in fair condition
- STRUCTURAL ELEMENTS**
- 5 Common St. wall in fair condition
- FENCES**
- 6 Steel picket fence rusted, external support for some posts in poor condition
 - 7 4' ht. steel picket fence, bent pickets rusted in poor condition
 - 8 4' ht. chain link fence in good condition
 - 9 4' ht. chain link fence rusted in poor condition
 - 10 6' ht. chain link fence in fair condition
- SITE AMENITIES**
- 11 Existing sign
- VEGETATION & LANDSCAPE CHARACTER**
- 12 Bare lawn
 - 13 Trees growing into fence
- LEGEND**
- Primary entrance
 - Secondary entrance
 - Stone wall
 - Granite curb
 - 4' ht. Steel picket fence
 - 4' ht. Chain link fence
 - 6' ht. Chain link fence
 - Existing Sign
 - Water supply

COMMON STREET CEMETERY MASTER PRESERVATION PLAN



KEY

ACCESS & SECURITY

- 1 Entry
- 2 Repair and repaint gate

CIRCULATION ROUTES & MATERIALS

- 3 Repave road

STRUCTURAL ELEMENTS

- 4 Repair and clean curb
- 5 Repair, reset and clean curb
- 6 Repair and repoint wall
- 7 Repair wall
- 8 Clean piers

FENCES

- 9 Repair, refinish and paint fence
- 10 Repair, refinish, paint and add new section of fence
- 11 Remove rusted chain link fence
- 12 New chain link fence

SITE AMENITIES

- 13 Clean sign

BURIAL STONES

- 14 Reset, clean and repair stones

VEGETATION & LANDSCAPE CHARACTER

- 15 Restore lawn
- 16 Remove 14 trees, see appendix for locations

LEGEND

- Primary entrance
- Secondary entrance
- Stone wall
- Granite curb
- 4' ht. Steel picket fence
- 4' ht. Chain link fence
- 6' ht. Chain link fence
- Existing Sign
- Water supply

Cost Estimate : CSC

PRIORITIES AND COSTS - 2024	ESTIMATED COST
High	
Repair and/or reset gravestones as needed	
Removal of dead or diseased trees, and fine grade	\$249,087
Pruning trees	
Cable tree for structural support	
Medium	
Stabilize ex. wall with new stones as needed	
Remove biological staining from st. walls, curbing and piers	
Repair bent pickets, replace missing pickets and finials	\$195,611
Prepare and paint ex. wrought iron picket fence	
Remove and replace ex. conc. ftg. at CLF post	
Low	
Stabilize ex. wall with stones, as needed	
Repoint ex. stone wall at Common St.	
Replace/reset ex. curb sections as needed	
Remove soil from top of curb and fence	
Remove, repair and reset ex. entrance gate and posts	
Prepare and paint refinish ex. gate	
Remove ex. rusted CLF; replace with 6' vinyl CLF w/vinyl slats	\$397,272
Remove ex. 4' galv. CLF; replace with new wrought iron fence	
Replace CIP concrete cap as needed	
Remove ex. bit. conc. paving and replace with new	
Aerate and reseed existing lawn	
Fertilize lawn	
Amend soils	
TOTAL	\$841,970



Next Steps

- Secure Funding
- Employ Recommended Maintenance Upgrades
- Facilitate High Priority Repairs
- Facilitate Medium Priority Repairs
- Facilitate Low Priority Repairs



A black and white photograph of a group of people, including men in suits and hats and a woman in a long coat and hat, walking outdoors. The image is overlaid with a large, semi-transparent blue rectangle. Centered within this rectangle is the text "THANK YOU!" in a white, bold, sans-serif font.

THANK YOU!



CITY OF WATERTOWN

Community Preservation Committee

Mark Krackiewicz, Chair
Jon Bockian, Vice Chair
Bob DiRico
Dennis J. Duff
Allen Gallagher
Abigail Hammett
Jamie O'Connell
Elodia Thomas
Matthew Walter

Minutes of CPC Public Hearing and Meeting Thursday, August 15, 2024, at 7:00PM held remotely via Zoom.

Committee Members Present: Mark Krackiewicz, Chair; Jon Bockian, Vice Chair; Bob DiRico; Dennis J. Duff; Allen Gallagher; Abigail Hammett; Jamie O'Connell; Elodia Thomas; and Matt Walter.

Others Present: Lanae Handy, Community Preservation Coordinator; Michael Lara, Watertown Housing Authority (WHA); Jackie Sullivan (WHA); Mel Miller, Preservation of Affordable Housing (POAH); Cory Mian (POAH), Linda Scott; Joyce Kelly; and Jacky van Leeuwen.

1. Call to Order

Mark Krackiewicz opened the meeting and noted it was being held remotely per the Governor's order suspending certain provisions of Open Meeting Laws.

2. Acceptance of Minutes

A. 2024-6-27-CPC-Minutes

B. **Motion:** Jon Bockian moved to accept the 2024-6-27-CPC-Minutes and Abigail Hammett seconded the motion.

Vote: Dennis J. Duff, Elodia Thomas, Jon Bockian, Mark Krackiewicz, and Allen Gallagher voted in favor. Matt Walter, Abigail Hammett, Bob DiRico and Jamie O'Connell were absent from that meeting.

C. 2024-7-18-CPC-Minutes

Motion: Matt Walter moved to accept the 2024-7-18-CPC-Minutes with amendments and Jamie O'Connell seconded the motion.

Vote: Elodia Thomas, Dennis J. Duff, Abigail Hammett, Jon Bockian, Mark Krackiewicz, Bob DiRico, Jamie O'Connell, Matt Walter, and Allen Gallagher voted in favor.

3. Committee Discussion

A. Project Eligibility Form-Willow Park Redevelopment

Motion: Jon Bockian moved that the Willow Park project was eligible to apply for CPA funds. Elodia Thomas seconded the motion.

Vote: Jon Bockian, Jamie O’Connell, Abigail Hammett, Bob DiRico Elodia Thomas, Allen Gallagher, Matt Walter, Dennis J. Duff, and Mark Krackiewicz voted in favor.

The Committee discussed accepting the Willow Park CPA application out-of-cycle. Mark framed it as the question: “What would the Committee like to see in an application?”

Elodia would like to know the exact financing deadlines and whether the Housing Authority had reached out to state legislators to find out about new state funding for housing. She would also like answers to questions from community meetings and City Councilors, such as the cost of phasing versus a complete tear-down as well as relocation and school transportation costs.

Mark wanted clarification on who the applicants are—Watertown Housing Authority, Preservation of Affordable Housing, and/or Watertown Housing Development Corporation. He also would like more information on the status of land acquisition and how that might increase the budget.

Jon wondered if the applicant would use CPA funds for pre-development.

Dennis asked how the project will treat neighbors regarding parking.

Other items raised were:

Would getting substantially through the CPA application process be enough for the state to rank the POAH application more favorably?

Will use of surplus parking owned by private companies be investigated?

Bob reminded CPC members that the City Council would like to be informed throughout the process. Elodia suggested inviting the City Council to the project presentation. Mark will inform the City Council about the status of the CPA project application and invite them to any potential project presentation.

B. Housing Consultant Contract Scope of Work (Revised)

Elodia asked for the complete document to be sent to the CPC. Mark reviewed the last housing consultant contract and pointed out that it takes a long time to get contract executed through the procurement office. The CPC agreed to do a purchase order to get Christine started if she were amenable to that.

Motion: Dennis J. Duff moved to approve a purchase order for \$4,995 for Christine. Elodia Thomas seconded the motion.

Vote: Abigail Hammett, Allen Gallagher, Matt Walter, Elodia Thomas, Jamie O’Connell, Bob DiRico, Mark Krackiewicz, Jon Bockian, Dennis J. Duff voted in favor.

C. Community Preservation Coalition Membership Dues

Mark described the Coalition’s purpose and beneficial services obtained by members.

Motion: Jon Bockian moved to renew the Community Preservation Coalition membership dues for \$7,900.

Vote: Abigail Hammett, Allen Gallagher, Matt Walter, Elodia Thomas, Jamie O'Connell, Bob DiRico, Mark Krackiewicz, Jon Bockian, Dennis J. Duff voted in favor.

D. Update on In-Person Meetings

Dennis updated the committee on finding a date to meet in the Lower Hearing room. He is still working on this. The consensus was the CPC did not want to meet in the City Council Chamber. Lanae mentioned her conversation with WCA-TV where she learned they would make every effort to staff in-person CPC meetings in the Lower Hearing Room if that space works out.

4. Chair Update

Mark reported on a meeting between CPC and Housing Trust chairs and staff. The written report is attached to these minutes. He updated the committee on the Mt. Auburn project noting architects came up with four schemes. The project has not gone before the Historical Commission. There may be some interest in the sanctuary as a community space. The site would be best developed for 1-bedroom or elderly housing to lessen parking issues. Nothing can proceed until the state provides a 40B letter of eligibility.

5. Coordinator Update

Lanae gave project updates which are attached to these minutes. She will report on the financial information after the close out of the fiscal year and reconciliation by the Auditor. Elodia stated financial information reported in the Annual Report is incorrect and items on the financial statement from the Auditor are labeled improperly. She offered to meet with Lanae and the Auditor. Mark wanted to join that meeting.

Lanae asked if members would volunteer to host a CPC table at Faire on the Square. Several CPC members were unavailable. Given the same CPC members were able to volunteer, a few members questioned the effectiveness of tabling at Faire on the Square. They wondered if there was a better way to promote the CPA and CPC's activities. The Committee agreed not to host a table this year.

6. Adjournment

Motion: Dennis Duff moved to adjourn, and Allen Gallagher seconded the motion.

Vote: Bob DiRico, Mark Krackiewicz, Abigail Hammett, Jon Bockian, Elodia Thomas, Allen Gallagher, Dennis J. Duff, Jamie O'Connell, and Matt Walter voted in favor.

Adjournment: 8:53 PM

Attachments:

1. [Willow Park Redevelopment Project Eligibility Form](#)
2. [Housing Consultant Scope of Work \(revised\)](#)
3. [Chair Report from CPC/Housing Trust Chair and Staff Meeting](#)
4. [Coordinator's Report](#)