



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 Meeting Thursday, October 17, 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 (arrived at 7:06); Elodia Thomas; and Matt Walter.

Others Present: Lanae Handy, Community Preservation Coordinator; Linda Scott; Corey (?), and Liz (?).

1. Call to Order

Mark Krackiewicz called the meeting to order at 7:01 PM and noted it was being held remotely per the Governor's order suspending certain provisions of Open Meeting Laws.

2. Acceptance of Minutes

A. 2024-9-19-Draft CPC Minutes

Motion: Dennis J. Duff moved to accept the September 19, 2024, minutes as written and Elodia Thomas seconded the motion.

Vote: Matt Walter, Elodia Thomas, Mark Krackiewicz, Bob DiRico and Dennis J. Duff voted in favor.

3. Committee Discussion

A. Draft Document: CPC Roles and Responsibilities

Mark introduced the agenda item and asked Allen Gallagher and Jon Bockian to summarize it. Allen noted it was not a final document. Jon read the document and asked for comments.

The Committee and CP Coordinator made the following comments and suggestions:

- Change "oversee management of funded projects" to "monitor funded projects."
- Add a line about the specific role of statutory committee members; "To report or inform the CPC about projects and issues related to CPA projects."
- Add the standing agenda item, "statutory member updates."
- The statutory members report and do not represent the CPC; that is the chair's role.

- Change “liaison” to “represent the CPC in matters related to the Committee” in line “Liaison with City Council, city administration, relevant boards...”
- Add, “as appropriate” to committee member and chair roles about “evaluation of staff and consultants.”
- To the vice chair role, add, “help monitor participation during hybrid meetings.”
- Hold one or two hybrid meetings to see how it goes before assigning a role to the vice chair to monitor participation during hybrid meetings.
- Committee members carry equal vote and though chair represents the CPC, the chair does not make decisions or policy unilaterally.
- There was no discussion about developing the roles and responsibilities by the committee; there was simply an announcement of the appointment of Allen and Jon.
- The supervision of staff and consultants was not solely the role of the chair.
- Institute an onboarding process that includes committee documents; the process may be developed by a subcommittee.
- Develop succession planning process to ensure a smooth transition when new members come on board and chairs step down.
- Term limits for the chair and vice chair and something about a limit on absences for all members when serving on the committee.

Motion: Jon Bockian moved to adopt the statement of roles and responsibilities with the following revisions: replace “oversee management” with “monitor”; replace “liaison” with “represent the CPC in matters related to...” (list of bodies); add a bullet point under members for, “statutory members to report items of interest from the bodies they represent”; and to the end of line about evaluating staff and consultants, add “as appropriate” to both member’s and chair’s roles. Matt Walter seconded the motion.

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

Elodia Thomas moved to add “The Vice Chair will assist the Chair in monitoring hybrid participation in CPC meetings”. Dennis J. Duff seconded the motion.

Jamie O’Connell pointed out that in hybrid meetings members didn’t have access to monitor and scroll to see if hands are raised. Elodia suggested Jon bring a device to meetings and Lanae offered Jon could sit next to her monitor.

Jon moved to amend Elodia’s motion to add “if requested by the Chair”, and Jamie seconded the motion. Elodia accepted the amendment.

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

B. City Hall Paintings Reinstallation Event

Lanae informed the committee that the city hall paintings would be reinstalled on November 13th, and Joyce Kelly would like to have an unveiling and make some comments along with Marilynne Roach and David Russo. The Committee didn’t think it was necessary to veil the paintings prior to the event.

Members discussed the timing of the event and agreed to hold it in early January.

C. Hybrid Meetings

Mark pointed out the first hybrid meeting would be held in November. Lanae informed the committee she had followed up with WCA-TV to ensure they could support a hybrid meeting and learned IT was upgrading the equipment. She expected it would require some training. Dennis was concerned there may be technical difficulties with the new equipment.

4. Statutory Member Reports

Abigail/Planning Board

The Manly Way project was approved awhile ago, items included maintaining the easements and screening the dumpsters behind the building.

Dennis asked about entering from Waltham Street. Abigail requested the opportunity to refer to her notes and prepare for the next meeting.

Jamie/Conservation Commission

On the Manly Way project, the Conservation Commission issued an order of conditions for the project. There will be an easement for a 10ft pedestrian way. The project will reduce impervious cover. The project will move the truck turn-around easement on the Walker Pond property. There is a drainage easement and there will be some management infrastructure for the treatment of stormwater underground. The City Council must approve the Conservation Commission's order. There will also be some landscaping and tree planting. The dead trees to be cut down will have remaining snags for wildlife habitat.

Elodia asked about the utility easement. Jamie said there was a sewer, and the project involved replacing some of the line and putting a sleeve over another portion of the line.

Allen/Watertown Housing Authority (WHA)

WHA received: \$136,000 HOME/ARP award to hire a resident service manager for two years, received two veterans housing vouchers, and \$1.6 million to renovate senior housing at McSherry Gardens. The WHA also received a commitment of \$400,000 for predevelopment at Willow Park from the Watertown Affordable Housing Trust. 103 Nichols Ave is ongoing and is working with CEDAC. They are committed to requesting no more than \$1.5 million from the CPA Fund.

5. Coordinator's Update

Lanae reported on the status of CPA projects.

Administration - She requested a meeting on the financials with Megan Langan.

Willow Park - The CPC received an application from Preservation of Affordable Housing (POAH).

Commander's Mansion Cultural Landscape Report - Awaiting the Closeout Report and for Steve Magoon to determine who will manage project implementation.

Old Burying Ground and Common Street Cemeteries Restoration Plan - Reviewing Closeout Report and for Steve to assign a project manager to the implementation phase.

Walker Pond Ecological Studies and Conceptual Design - The new project schedule has community engagement occurring before the ecological studies are completed, which does

not comply with funding conditions. That will have to be addressed by the CPC at another meeting.

Saltonstall Park Redevelopment - Bob informed the CPC the project was delayed because they didn't have construction fencing and that it should begin on the 21st or 28th of October.

6. Adjournment

Motion: Dennis J. Duff moved to adjourn, and Elodia Thomas seconded the motion.

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

Adjournment: 9:05 PM