



Community Preservation Committee Meeting

Thursday, June 26, 2025 at 7:00 PM
City Hall Lower Hearing Room

Agenda

Pursuant to Chapter 2 of the Acts of 2025, the meeting and public hearing will be conducted in a hybrid format with remote opportunities for participation. Remote participation and access methods include:

ACCESS INFORMATION:

- A. This meeting will be held on June 26, 2025 at 7PM. Location: City Hall, Lower Hearing Room
- B. The meeting will be recorded for later viewing 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 through 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. Introductions
 - 2. Hearing Presentation
 - A. 2025 Draft CPA Annual Report and Overview
 - B. Walker Pond and Saltonstall Park Update by Michelle Moon, Open Space Planner
 - 3. Open Public Comment
 - 4. Close Public Hearing
 - 5. Call to Order
 - 6. Acceptance of Minutes
 - A. 2025-4-17-Draft CPC Minutes
 - B. 2025-5-15-Draft CPC Minutes
 - 7. Coordinator Update - CPA Projects
 - 8. Election of Committee Chairs
 - 9. Adjourn

Mark Kraczkiewicz, Chair
Jonathan Bockian, Vice Chair
Bob DiRico

Dennis J. Duff
Allen Gallagher
Abigail Hammett

Jamie O'Connell
Elodia Thomas
Matthew Walter



Community Preservation Act Annual Report FY2025

Watertown-ma.gov/cpc

Introduction

The Watertown Community Preservation Committee (CPC) is pleased to report community preservation program activities during its fourth application cycle in 2024/2025. This report identifies new needs, priorities, and opportunities as part of the Annual Needs Study required by law (MGL Chapter 44B (§) 5(b)(1)). Additionally, it provides a financial statement of CPA funds as of May 5, 2025, describes projects approved for funding by the City Council in FY2025, and presents the FY 2025 application schedule. Each year, the CPC plans to report such changes and updates to its program, providing an important opportunity to educate and inform the public about the community preservation program.

Community Preservation Committee 2024/2025

The Community Preservation Committee (CPC) is composed of nine volunteer members who serve three-year terms. Committee members have the responsibility of administering Watertown's Community Preservation program. Their duties include the following:

- Study the needs, possibilities, and resources regarding community preservation
- Solicit input from city boards and commissions
- Hold at least one public hearing annually
- Evaluate applications for CPA funds and recommend projects to the City Council for CPA funding
- Submit an annual budget to the City Council
- Keep records regarding all CPC meetings, project applications, funding recommendations, and annual budgetary reports.

FY2025 CPC Members

Mark Krackiewicz, Chair - Resident Appointee	Dennis J. Duff, Resident Appointee	Jamie O'Connell, Conservation Commission Designee
Jonathan M. Bockian, Vice-Chair - Resident Appointee	Allen Gallagher, Housing Authority Designee	Elodia Thomas, Resident Appointee
Bob DiRico, Park Commissioners Designee	Abigail Hammett, Planning Board Designee	Matthew Walter, Historical Commission Designee

Lanae Handy, Community Preservation Coordinator – lhandy@watertown-ma.gov

Summary of CPA Activity

Out of the ten projects that were funded from fiscal year 2021 through 2025, six have been completed, three are in progress, and the start of one project is pending while other sources of funding are secured. The CPC is also evaluating an out-of-cycle project application.

The following table lists all 10 projects as well as the application under consideration.

CPA Projects at a Glance	Award Fiscal Year	Amount Awarded and/or Project Cost	Status
City Hall Geographical Paintings	2022	\$33,000	In Progress
	2025	\$14,503	
Irving Park Rehabilitation	2022	\$354,879	Completed
Edmund Fowle House Gutters	2023	\$47,179	Completed
Commander's Mansion Cultural Landscape Report and Building Exterior Assessment	2023	\$102,470	Completed
Old Burying Ground and Common Street Cemeteries Master Plans	2023	\$94,590	Completed
103 Nichols Avenue Group Home Predevelop	2023	\$175,000	Completed
Saltonstall Park Rehabilitation and Performance Pavilion	2024	\$2,013,745	In Progress
Walker Pond Conceptual Design and Ecological Studies	2024	\$145,000	In Progress
Browne House Structural Engineering	2024	\$7,250	Completed
Willow Park Redevelopment	2025	\$4,000,000	Funds encumbered; Pending while additional sources of funds are secured.
103 Nichols Avenue Group Home Phase II Construction	-	\$1,500,000	Application under consideration

Description of FY2025 Projects

Willow Park

Preservation of Affordable Housing (POAH) and the Watertown Housing Authority (WHA) requested \$4,000,000 to redevelop Willow Park by demolishing and reconstructing the 60 existing apartments and creating 78 new apartments. The project involves incorporating an additional 0.11-acre parcel into the development plan of the current 2.2-acre site. Spread across three buildings, the total 138 units will include 3 sensory-accessible and 7 mobility-accessible units. A mix of 100% affordable units ranging from deeply affordable public housing units to housing at 80% Area Median Income would be created. Current residents displaced during construction will have a right to return.

POAH is seeking a comprehensive permit through a “friendly” 40B filing. Contingent on receiving zoning and financing approvals, the proponents expect to close on financing in late 2026. The total project cost is currently estimated at \$107,517,792. A variety of sources are to be used to finance the project, principally Low-Income Housing Tax Credits, but supplemented by a mortgage from Mass Housing, a construction loan, and other state programs, including workforce housing and the Public Housing Innovations Demonstration Program. Importantly, only the mortgage finance will



Willow Park Rendering

require debt service payments after project completion, meaning that project rental income should be sufficient to cover operating and maintenance costs, plus debt service on the mortgage finance. Commitment of CPA funds to the Willow Park Redevelopment project is deemed essential to show to state funding agencies strong local commitment to the project.

City Hall Geographical Paintings

The Historical Society of Watertown requested an additional \$14,503 to complete the city hall paintings restoration project, funded in FY2022. \$13,503 of the request was for increased costs incurred by the conservator due to procurement backlogs delaying the project start date, more extensive cleaning required than expected, and an escalation in the cost of materials. Additionally, the CPC sought changes in the content on the project sign panels adding more cost.



Cleaning test swabs during restoration



103 Nichols Avenue Group Home – Phase II Construction Application

The Watertown Housing Authority (WHA) proposes to build a 5-bedroom group home operated by Beaverbrook Step for adults with developmental disabilities. WHA previously received an award of \$175,000 for predevelopment activities. The resulting plan features a fully accessible first floor with three bedrooms and two bathrooms. On the second floor there would be two bedrooms, one bathroom, as well as storage and staff office space. Incorporating environmental sustainability, the home would be all-electric, built with high energy efficiency materials and

it would also be solar ready.

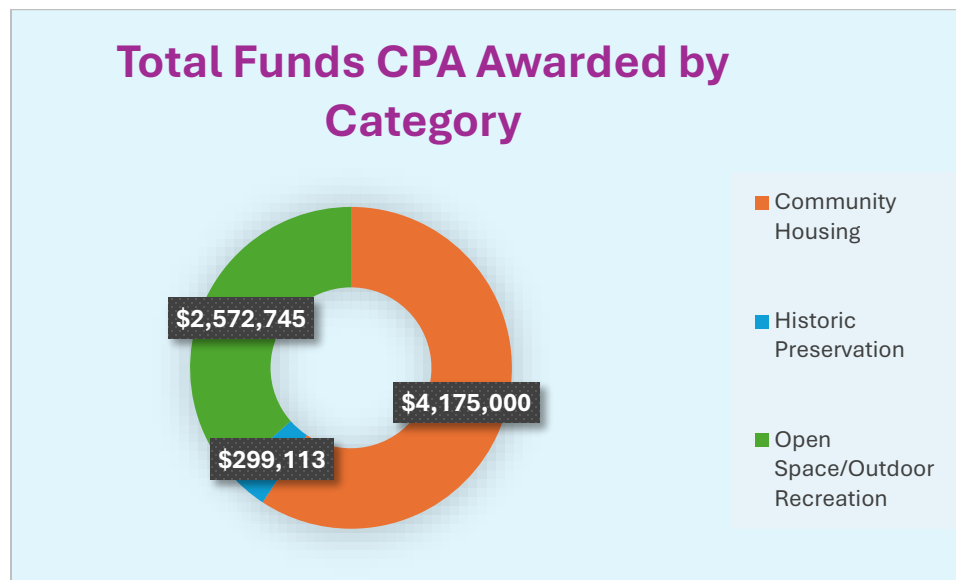
In addition to CPA funding, WHA is seeking state financing from the Facilities Consolidation Fund and the Massachusetts Affordable Home Act. WHA intends to apply for a mortgage that would be supported by rents approved by the Department of Developmental Disabilities.

CPA Funds

Over the last eight years, the city has raised nearly \$20 million in CPA surcharges, obtained more than \$4.6 million in state matching funds, and accrued more than \$584,500 in interest income. Each year a minimum of 10% of the CPA funds generated must be allocated to each of the three CPA category reserves. Watertown CPC, as allowed, elects to allocate 5% to an administrative budget and allocates the remaining 65% to the budgeted reserve. As of May 5, 2025, the community housing reserve balance is \$2,160,000, the reserve for historic preservation balance is \$2,035,887, and the reserve for open space/outdoor recreation balance \$365,000. The lower reserve amount reflects the appropriation of \$2,013,745 for Saltonstall Park and \$145,000 for Walker Pond CPA projects.

Unspent funds from the budgeted or undesignated reserve amount to \$2,372,500 and will drop to the Fund Balance at the end of the fiscal year. In FY2026, the City Auditor projects \$3,737,500 in CPA revenue. Based on that projection, \$373,500 will be added to each of the specific category reserves, \$2,429,375 will be added to the undesignated reserve, and \$182,875 will be allocated to the administrative budget.

Over the last three years, the City Council awarded a total of \$7,046,858 to CPA projects. The chart below shows the breakdown by CPA category.



CPA Fund Activity (per City Auditor as of May 5, 2025)

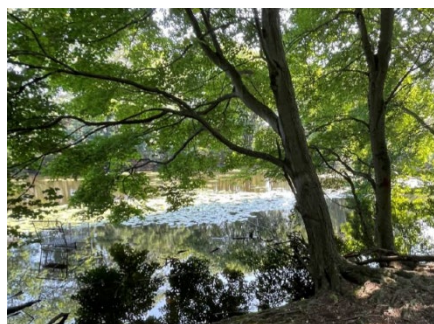
	2024	2025**	2026 Projection
Beginning Cash Balance			
Total Fund Balance	12,071,746	14,218,495	
Total Category Reserves	3,843,640	3,480,390	
Total Expenditures*	1,046,644	2,414,121	
Total CPA Funds	16,962,030	20,113,006	
Estimated Annual Revenue			
CPA Surcharge	2,915,000	3,107,000	3,250,000
State Match	1,085,000	543,000	487,500
Total Estimated Revenue	4,000,000	3,650,000	3,737,500
Actual Annual Revenue			
CPA Surcharge	2,995,757	3,073,680	
State Match	578,194	535,797	
Interest Income	9,373	488,571	
Total Actual Revenue	3,583,324	4,098,048	
Actual Annual Expenditures			
5% Administrative			
Personnel	46,064	41,247	
Purchased Services	9,702	11,665	
Supplies	127	48	
Administrative Subtotal	55,892	52,959	
CPA Projects	376,457	961,736	
Total Expenditures	432,349`	1,004,695	
Ending Cash Balance*	\$16,962,030	\$20,113,005	
*Ending Cash Balance = Total CPA Funds + Total Actual Revenue – Total Expenditures. Note:			
**In the current fiscal year the starting balance is: as of May 5, 2025			

CPA Category Reserves Activity (as of May 5, 2025)					
Category Reserves				YTD	
CPA Project Expenditures	2022	2023	2024	2025	2026 Projected
Open Space/Outdoor Recreation					
Prior Balance	894,879	905,805	1,156,000		
10% Allocation	305,121	370,000	400,000	365,000	373,750
Appropriation Not Used			59,121		
Total Appropriations	(294,195)	(119,805)	(1,615,121)		
Open Space/Outdoor Recreation Reserve Total	\$905,805	\$1,156,000	--	\$365,000	
Historic Preservation					
Prior Balance	894,879	1,167,000	1,292,640	1,685,390	
10% Allocation	305,121	370,000	400,000	365,000	373,750
Appropriation Not Used			123		
Total Appropriations	(33,000)	(244,360)	(7,250)	(14,503)	
Historic Preservation Reserve Total	\$1,167,000	\$1,292,640	\$1,685,390	\$2,035,887	
Community Housing					
Prior Balance	894,879	1,200,000			
10% Allocation	305,121	370,000	400,000	365,000	373,750
Appropriation Not Used					
Transfer from Fund Balance				4,000,000	
Total Appropriations		(175,000)		(4,000,000)	
Community Housing Reserve Total	\$1,200,000	\$1,395,000	\$1,795,000	\$2,160,000	
Budgeted Reserve (Closes to the Fund Balance annually)					
65% Allocation	1,983,287	2,405,000	2,600,000	2,372,500	2,429,375
Total Appropriations			(543,624)		
Budgeted Reserve Total	1,983,287	2,405,000	2,056,376	2,372,500	
FUND BALANCE					
FY Starting Balance	7,407,100	9,897,899	12,071,746	14,218,495	
Total Encumbrances		180,284			
Ending Balance	2,490,799	2,173,847	2,146,749	(1,060,505)	
TOTAL FUND BALANCE	9,897,899	12,252,030	14,218,495	13,157,990	

Looking Forward: Assessment of Resources and Needs

The sections below describe likely demands and opportunities in the near future that may benefit from CPA financing. Input from relevant Watertown boards and commissions has been included.

Open Space/Outdoor Recreation



Walker Pond: The Department of Community Development and Planning consulting team will complete CPA funded ecological studies, public participation, and conceptual plans for the future park by the fall of 2025. The City of Watertown then intends to apply for CPA funding for final design and construction for the plan option selected through a public participation process. Watertown's Capital Improvement Program estimates that the City will request

\$2.5 million for construction.

Implementing Open Space Plan:

In 2022 and 2023, the Department of Community Development and Planning oversaw the preparation of an updated Open Space Plan. It cites CPA funds as a possible source for financing several recommended actions, including:

- Acquisition of locations for pocket parks, small parks with seating, tot lots, community gardens with priorities for neighborhoods identified in the City's Equity Based Community Greening Program;
- Public/private partnerships to increase publicly accessible open spaces and recreational amenities;
- Development of conservation restriction easements, which could build public access and connections between open space and recreational resources;
- Increase of public access and expand protected open space around Walker Pond, including through further working with abutters and acquisition;
- Targeting of properties that increase public access to Sawins and Williams Ponds after remediation, either through property acquisition, easements, or other mechanisms; and
- Improvements and upgrades to City recreation areas and playgrounds, including ADA accessibility.

The city is currently undertaking many park and playground improvement projects, notably Arsenal and Saltonstall parks. As these upgrades are completed, it is expected that the newly enhanced planning staff will turn their attention to implementing additional recommendations

in the Open Space Plan and generate new requests for open space/outdoor recreation projects to be financed by CPA funds.

It should be noted that CPA funds cannot be used to supplant what would ordinarily be funded as part of routine maintenance by municipal governments. While replacement of ordinary playground equipment would be eligible for CPA financing, the Community Preservation Committee would prioritize applications for innovative, destination type playground projects and associated creative landscape improvements.

Whitney Hill

The Conservation Commission has initiated a request for proposals to prepare an urban wild management plan for Whitney Hill. The plan will help guide the Commission in managing current and future natural resources, trail improvements, and educational uses. The Commission and the City may request financing for eligible capital improvements recommended in the plan.

Affordable Housing

Should the proposed Nichols Avenue group home CPA application be approved, that together with the already approved \$4 million award for the redevelopment of Willow Park would make the affordable housing category the one to have received the largest allocation of CPA funding to date. The need for creating more affordable housing remains acute; the proportion of Watertown households that are cost burdened (defined as spending more than 30% of income on housing) has increased from 38.8% to 42.7% since 2018 [ACS 2023 Five Year Estimates]. While the recent adoption of inclusionary zoning adds affordable units, these are at the upper scale of income eligibility for affordable housing. The greatest need for affordable units still lies at or below 60% of Average Median Income (AMI).

2025 CPA Income Limits

Household Size	Moderate-Income (<100% AMI)	Low-Income (<80% AMI)
One Person	\$112,630	\$90,104
Two Person	\$128,720	\$102,176
Three Person	\$144,810	\$115,848
Four Person	\$160,900	\$128,720

At lower household income levels, spending a third or so on housing leaves, in dollar terms, very little for essentials – food, medical care, transport, education, utilities; hence the vital importance of assuring access to affordable housing at lower income levels. Prospects for increasing the supply of affordable housing remain limited, but some possibilities may arise.

Sterritt Lumber: In February 2025, the City of Watertown purchased this former two-acre lumber yard site. Its future use has not been determined, but the City intends to explore affordable and/or senior housing, senior citizen services, educational uses, and various municipal operations. If affordable housing is selected, CPA funds will surely be requested to finance design and construction.

Watertown Affordable Housing Trust (WAHT): The Trust has been diligent in inventorying possible Watertown sites for the construction of affordable housing, based on adequacy of plot sizes, zoning, and current use. Contact has been and continues to be made with owners of potential properties, and a network of not-for-profit housing developers is kept abreast of Watertown's interest in welcoming new affordable housing development. The City engaged consultants to assess the environmental suitability of possible sites as well as to develop conceptual architectural designs to assess project feasibility. Should this ongoing work result in an actual project proposal, application(s) for CPA funding will unquestionably be forthcoming.

Watertown Square: The planning for the future of Watertown Square resulted in the approval of higher density zoning as well as specific height and other zoning exemptions for constructing affordable housing. These may encourage developers to include more affordable housing in the area. In addition, the possibility of public-private partnerships for the development of affordable housing within the Watertown Square area is in the preliminary phases of exploration. Conceivably, CPA funds could be requested to co-finance some of the emerging possibilities.

Historic Preservation

Commander's Mansion Grounds: The cultural landscape report (September 2024) in 449 pages documents the changes in the landscape over time reflecting different owners and uses. Though not static, the report concludes, the "surviving historic landscape associated with the U.S. Army's Watertown Arsenal retains its location, size, context, and distinctive character zones with respective sense of place – and together these make it significant." [p. 307] Character defining zones of note that give the landscape a high degree of historic integrity are "the arrival to the front door, park -like setting in the south lawn, the open/field garden to the northwest, wooded lawn area north of the Mansion, steep wooded slope, some walks, paths, and plantings, etc." [p. 306] To maintain the site's historic and visual character, the report's recommendations include:

- Removal of the plantings from the top of historic stone retaining wall along Talcott Avenue and repairs to the wall
- Removal of dead and dying plants on top of the wooded slope and selective removal and pruning to provide views to the river
- Removal of modern plantings around mansion that have overgrown and screened views of mansion, and their replacement with period plantings

- Restoration of the historic gravel path at the top of the steep wooded slope as well as those from the circular driveway to the west edge of the property and the historic diagonal path
- Removal of the fence along North Beacon Street starting west of the South Gate
- Assessment of the South Gate granite posts and iron gates and repair or restoration as necessary
- Cutting back of vegetation and improvement of the gravel path along North Beacon Street.
- Removal of obtrusive features or materials that are inconsistent with the historic character of the site (e.g. brick barbecue pit, storage shed, vinyl fencing)

The City of Watertown in its Capital Improvement Program has set aside \$150,000 in funding from FY 2026 to FY 2030 for Commander's Mansion repairs. CPA funds could also be applied to carry out the recommendations made in the Cultural Landscape Report.

Commander's Mansion: In addition to the cultural landscape report, an exterior building assessment was financed with CPA funds. Problems with roofs (including roof leader pipes and downspouts, copper roof ridges and flashing), drainage and grading, masonry (brownstone cracking, spalling, delaminating), window glazing failure, and many other deteriorations were identified. The report makes immediate, near term, and long-term recommendations.



The City's Capital Improvement Program sets aside a total \$300,000 in FY 2029 and FY2030 for Commander's Mansion repairs.

Restorations such as the eventual need for a totally new slate roof and restoration of damaged brownstone to originally intended profiles would likely exceed that amount and would be eligible for CPA funding.

Old Burying Ground and Common Street

Cemetery: In 2023, CPA funds were approved to fund an assessment of the rehabilitation needs of these historic city properties. Watertown's Department of Community Development and Planning along with the Department of Public Works are expected to apply for CPA funds to carry out the major recommendations made in the Master Plans completed by Ray Dunetz Landscape Architecture.

Browne House: A CPA funded engineering assessment of possible solutions to a cracked transverse beam in the historic Browne House has been completed and a solution using an iron beam connected to the top of the compromised beam has been chosen. To complete the

project, CPA funding may be requested. Historic New England has been candid that the Browne House has further restoration needs, estimated to total some \$500,000. While endowment funds and other fundraising may help to finance some of the requirements, Historic New England may seek additional support from the CPC.

North Branch Library: The Watertown Historical Commission has considered this building to be of local historical significance and therefore eligible for CPA funding. The City has completed a structural assessment of the building and the City’s Capital Improvement Program suggests the City will seek \$1.1 million in CPA funds in FY 2028 for its restoration. How the building would be used has not been determined.

Application Process Schedule

(Please refer to Application Manual and tips: watertown-ma.gov/cpc)

1	June/July	CPA Application Clinic Hours	5	October Through February	CPC Application Review and Project Presentations
2	July 25, 2025	Project Eligibility Form Due	6	February/ April	CPC Deliberates and Votes on Funding Recommendation
3	August 27, 2025	Eligibility Notification	7	April/May	City Council Votes on CPC Funding Recommendation
4	October 16, 2025	CPA Funding Application Due	8	May/June	Grant Agreements Executed



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

CITY OF WATERTOWN Community Preservation Committee

Minutes of CPC Meeting Thursday, April 17, 2025, at 7PM held in hybrid format in the Lower Hearing Room of City Hall.

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

Joined Remotely: Matt Walter

Others Joining Remotely: Lanae Handy, Community Preservation Coordinator; Joseph Bednar, Cambridge Housing Authority; Margie Wayne; Joyce Kelly; Jamie Gordon; and Jacky van Leeuwen.

1. Call to Order

Mark Krackiewicz called the meeting to order at 7:02PM and noted it was being held in a hybrid format per the Governor's order, suspending certain provisions of Open Meeting Laws.

2. Acceptance of Minutes

A. 2025-3-20-Draft-CPC-Minutes

Motion: Allen Gallagher moved to accept the 2025-3-20 CPC Minutes as written and Dennis J. Duff seconded the motion.

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

3. Committee Discussion:

A. 103 Nichols Ave. Group Home Application - Phase II

The Committee discussion was launched based on the analysis of the 103 Nichols Avenue Group Home application by Christine Rogers, (the housing consultant hired by the CPC). Her analysis is attached to these minutes.

During the discussion of the 103 Nichols Application CPC Members decided to draft a list of questions to be answered by the applicant in writing.

Lanae commented on Christine Rogers' request for updated support letters. Lanae notified the Committee that she had advised the Watertown Housing Authority (WHA) to apply as soon as possible to give the CPC time to review their application rather than seek updated letters of support. Lanae reasoned it was unlikely entities who had provided support letters would withdraw their support.

Mark was concerned about several items, including the financing uncertainty related to non-CPA funding sources, particularly the status of \$500,000 in state funding (through the Session Law Act of 2024, Chapter 150, Massachusetts Affordable Homes Act) and \$950,000 from the state Facilities Consolidation Fund (FCF), administered by Community Economic Development Assistance Corporation (CEDAC). He emphasized the state bond bill funding was not an appropriation, but merely an authorization. Mark also noted the project manual lacked crucial details about the heat pump's heating and ventilation capacity and operational parameters. He further questioned whether the proposed rent subsidies increasing from \$450 to \$1,500 per month would be available and how affordability would be ensured. Mark also wanted clarity around the multiple contingences (for example, construction, bidding, and soft cost contingencies). Finally, Mark wanted an explanation from Fuss & O'Neill about differences in sampling methods and test results between previous and recent environmental studies.

Abigail Hammett questioned why overall costs had escalated so much and wanted to know if the architectural and engineering fees were fixed-fee as opposed to an hourly contract. She also noted the discrepancy between the request of \$1.5M (that does not include the \$175,000 in development funds) and the construction draw of \$1.378M. Abigail was concerned about the costs of construction administration and how the team would plan for the impacts of tariffs and market volatility, given the cost of \$550,000 per bed and \$800,000 per square foot. [Note: When the project costs increased from about \$309,000 per bed and \$460,000 per square foot] Abigail was also uncertain about who would manage the delivery of the project since there was no project manager line item.

Concerning design, Abigail would like to see better rated insulation than baseline and an increase in the patio size. She questioned whether the patio pavers were accessible and if the overhang at the entrance area was necessary.

Jamie O'Connell would like Fuss and O'Neill to appear at the presentation to provide details about the sampling methods and test results. She also asked if there is an issue with exposed soil.

Dennis J. Duff asked who would be responsible for cost overruns. And Elodia Thomas commented that the design didn't mesh with the neighborhood. She questioned why the costs had ballooned while the number of bedrooms decreased. Elodia also found the maintenance budget to be excessive for a new 5-bedroom home. She asked why a portion of the Willow Park project wasn't used given the amenities there.

Abigail noted that a small community of people living together as a family was a value of a group home setting. Jamie added that the projects were on two very different timelines.

Lanae pointed out the cost increases were troubling, given there was no acquisition fee, and the second kitchen was eliminated. She added, according to the construction draw, CPA would also be funding hard and soft costs for the first 6 months of the project, though the application requested what appeared to be hard construction costs. It was difficult to be sure because the budget lacked detail.

Bob asked if \$1.5M was approved for the project, what exactly that amount would be used for because the budget didn't specify the line items of the CPA request. He also pointed out the stormwater retention requirements could add to the cost.

B. Mark Krackiewicz's and Jon Bockian's Resignation

Mark stated that he and Jon met with the city manager and handed in their resignations. Mark felt it was time for new perspectives and energy on the CPC. He said the city manager thought he could find new candidates by June. Elodia was concerned with continuity through the fiscal year and application cycle.

Lanae stated she had spoken with JoAnna Hand in the city manager's office and JoAnna said the Residents Advisory Board had some candidates who could hopefully be onboarded by the beginning of the new application cycle.

C. Old Business Agenda Item Parameters

Bob notified the Committee that he found a stone and the engraver will probably have it done soon which was a good segway to item 3C on the agenda.

Lanae wanted to know how the old business agenda item would work and asked if she would be tracking old business or would CPC members send her agenda items. Lanae would like CPC members to assist with tracking the dropped or unresolved agenda items.

Elodia added the CPC may want to add a new business item so members could make suggestions for future meetings.

4. Coordinator Update

A. Draft 2025 Community Survey

Lanae circulated a draft community survey which was an update of a previous survey. CPC members decided that the survey was not the best way to inform the public about the CPA in Watertown and since the CPC doesn't initiate projects the survey may mislead and disappoint participants when their project ideas don't come to fruition.

Committee members discussed ways to get community members engaged, such as creating visuals like a video to foster imaginative thinking about possible CPA projects. Abigail suggested involving young people.

Jamie proposed creating a story map of CPA projects on ESRI. Lanae mentioned she didn't have a license to use the platform and would investigate if she could obtain access.

B. Public Service Announcement

Lanae announced that she would be recording a public service announcement about the CPA in Watertown and the upcoming public hearing.

5. Adjourn

Motion: Dennis J. Duff moved to adjourn, and Jon Bockian seconded the motion.

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

Adjournment: 8:31 PM

Attachments:

1. [103 Nichols Ave - Housing Consultant Analysis](#)
2. [Mark Krackiewicz and Jon Bockian Resignation Letter](#)
3. [Draft 2025 Community Survey](#)



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

CITY OF WATERTOWN Community Preservation Committee

Minutes of CPC Meeting Thursday, May 15, 2025, at 7 PM held in hybrid format in the Lower Hearing Room of City Hall.

Committee Members Present: Mark Krackiewicz, Chair; Jon Bockian, Vice Chair; Bob DiRico; Allen Gallagher; Abigail Hammett.

Committee Members Absent: Dennis Duff

Joined Remotely: Matt Walter; Jamie O'Connell; Elodia Thomas

Others Joining Remotely: Jacqueline Sullivan, Watertown Housing Authority Director; Jacky van Leeuwen

1. Call to Order

Mark Krackiewicz called the meeting to order at 7:00 PM and noted it was being held in a hybrid format per the Governor's order, suspending certain provisions of Open Meeting Laws.

2. Acceptance of Minutes

A. 2025-4-17-Draft-CPC-Minutes

Jon Bockian moved to accept the draft minutes but withdrew his motion after Elodia Thomas objected to the omission from the draft of housing development consultant Christine Rogers' report regarding 103 Nichols, CPA Application Preliminary Review. The draft minutes of that meeting will be taken up at a subsequent CPC meeting.

3. Committee Discussion:

A. 103 Nichols Ave. Group Home Application - Phase II

Mark Krackiewicz announced that the Watertown Housing Authority asked to postpone their presentation on 103 Nichols Ave. Jacky Sullivan, WHA director, said that the postponement is necessary due to an unforeseen problem raised by the WHA legal team that the presentation will be available in time for the CPC's June meeting. Accordingly, the discussion of that project was deferred to a future CPC meeting.

B. FY 2026 CPA Funds and Budget Allocation Vote

The committee then took up the FY 2026 CPC Budget Allocation. In response to a question by Abigail Hammett, there was a brief discussion about fluctuations in the state's match of CPA funds.

Motion: Jon Bockian moved to request that the City Council appropriate and transfer FY 2026 CPA funds which total \$3,737,500.00 to the following: 5% totaling \$186,875.00 for the administrative expenses of the Community Preservation Committee; 10% to the community housing reserve totaling \$373,750.00; 10% to the historical preservation reserve totaling, \$373,750.00; 10% to the open space/recreation reserve totaling, \$373,750.00; and 65% to the undesignated reserve totaling, \$2,429,375.00. Alan Gallagher seconded the motion.

Vote: The motion passed unanimously.

Motion: Jon moved to request that the following amounts be transferred: \$20,000 to the Purchased Services and \$150 to the Supplies accounts. Abigail seconded the motion. Jon read an itemization prepared by Lanae Handy (who was absent due to personal reasons) of anticipated uses of the requests (attached to these minutes), which were rounded up from the itemization. Abigail expressed displeasure that the city continues to be required to place legal notices in The Boston Globe when the online Watertown News has become a primary source of civic information.

Vote: The motion passed unanimously.

A "Summary of Watertown CPA Fund Activity (as of 05/05/2025)" had been distributed in advance of the meeting (copy attached to these minutes). Alan requested that the unusually large amount of reported year-to-date interest income under "Actual Annual CPA Revenue" should be reviewed, as probably in error. Mark agreed that the matter will be put on a future committee agenda.

4. Suggested Agenda Items for Future Meetings:

Matt Walter requested an update on the city cemetery projects. Bob Dirico reported that a meeting on the subject had been held by DPW Director Tom Brady, Michelle Moon (DCDP Senior Planner for Open Space), Lanae Handy and Bob. As Bob understands it, DCDP and DPW will be co-applicant for rehabilitation funding in the FY 26 funding round, and Ray Dunetz will be asked to manage the bid documents and the project operation.

Elodia asked that the June annual meeting include an update on all CPA projects.

Bob also noted that the CPA funding plaque has been installed in Irving Park. Abigail noted that a community block party was scheduled for the coming Sunday at Irving Park.

5. Adjourn

Motion: Jon moved to adjourn, and Matt seconded the motion.

Vote: The motion passed unanimously.

Adjournment: 7:33 PM

Attachments:

1. [FY 2026 CPA Budget Allocation and CPA Administrative Expenses - FY2025 and FY2026 Projection](#)
2. [CPA Funds Activity as of May 5, 2025](#)