



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

CITY OF WATERTOWN Community Preservation Committee

Minutes of CPC Meeting Thursday, July 17, 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; Dennis J. Duff; Allen Gallagher; Abigail Hammett; and Jamie O'Connell.

Joined Remotely: Matt Walter

Others Joining Remotely: Lanae Handy, Community Preservation Coordinator; Joyce Kelly; Jacky van Leeuwen; Amy Plovnick; Josh Rosmarin; Jacob Smith; and Jamie Gordon.

1. Call to Order

Mark Krackiewicz called the meeting to order at 7:01 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. 2025-6-26-Draft-CPC-Minutes

Motion: Allen Gallagher moved to accept the 6-26-2025 minutes with the changes requested by Mark Krackiewicz. Jon Bockian seconded the motion.

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

3. CPA Financials

A. CPA Funds as of 2025-6-30

Mark pointed out that the only changes to the financial statement since the last report, at the May 15, 2025, meeting, were an increase in surcharges collected. Lanae Handy added there was an increase in interest income and expenses for personnel and project costs too.

The financial statement is attached to these minutes.

B. Community Preservation Coalition Membership Renewal

Motion: Dennis J. Duff moved to renew the Community Preservation Coalition membership of \$7,900. Jon Bockian seconded the motion.

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

The membership renewal invoice is attached to these minutes.

4. Coordinator Update

A. CPA Projects Financial Reports

Lanae provided a financial update of active CPA project expenditures. To date, the projects were on budget and the Saltonstall project was on track to return a substantial amount of the contingency budget to the open space/outdoor recreation reserve. The CPA project financial reports are attached to these minutes.

5. Committee Discussion:

A. Onboarding New Members and Leadership Transition Planning

Mark told committee members that there would be three new members joining the CPC with his, Jon Bockian's, and Elodia Thomas' departures. He announced that three people had been nominated by the city manager. Lanae will assemble a package of materials for new members that will include the Community Preservation Plan, Application Manual, and Department of Revenue Guidelines and Regulations.

Committee members proposed adding the following:

Roles of Chairs and Committee Members

Community Preservation Coalition CPA Bootcamp Videos

Mark also told the committee that he, Jon, and Lanae would be meeting with new members before they are sworn in for a briefing.

Abigail Hammett mentioned the CPC didn't have the opportunity to engage the public at the Annual Public Hearing due to the Zoom bombing. She suggested providing a CPA primer for the public and new members. Bob DiRico thought that was a good idea. Jamie O'Connell added it could be an opportunity to answer the questions submitted by the public at the Annual Public Hearing when new members

join.

Allen Gallagher pointed out many comments focused on housing and he emphasized that the CPC did not initiate projects. Jamie stated there was confusion around the word reserve and that it appeared the CPC was holding funds unnecessarily. Abigail brought up the question about equal allocation of 10% of revenue to each category reserve. She remarked that the public needed to know that if a housing project came to the CPC, funds from the budgeted reserve and fund balance could be accessed.

Matt Walter mentioned that Cambridge and Somerville allocated more to their housing reserves. Dennis J. Duff explained that those cities had to contribute more of other city resources to their historic and open space projects.

Committee members decided the CPC needed to choose an interim Chair to run the meetings and to designate that person tonight so the next meeting could be called to order.

Dennis J. Duff nominated Allen Gallagher as interim chair and Matt Walter seconded the nomination.

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

Motion: Dennis J. Duff moved to elect Allen Gallagher as interim chair and Abigail Hammett seconded the motion.

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

Lanae asked about creating the meeting agenda. Mark said it would be useful for members to suggest agenda items. Mark assumed the next meeting agenda items would be Project Eligibility Forms and the CPA Funding Application for the cemeteries project.

Lanae said she would confirm if the CPA Bootcamp video link was on the Community Preservation Coalition website and add the link to the new member packet.

B. Community Preservation Committee and Affordable Housing Trust Relationship

Mark said Cliff Cook of the Affordable Housing Trust (AHT) would like to see a common application process for housing so applicants would not need to apply to both bodies. Mark further pointed out there were many comments about providing the Affordable Housing Trust with funding annually. He noted it should be possible to estimate the amount required for an option on a property where 40 units could be built. The Trust could request CPA funds in that amount and the CPC could place conditions on those funds.

Mark added in the past the CPC and AHT held a joint meeting and that CPC members occasionally attended AHT meetings. Mark proposed institutionalizing those practices.

Jamie said it appeared difficult for the Trust to do projects and would not want bureaucracy to delay a project. Mark declared that only real estate transactions

were time-sensitive.

Lanae noted the AHT had not identified any properties and had not initiated any projects because it was difficult to do a project in densely developed Watertown.

Abigail thought the softening of the lab market could create more opportunity for affordable housing projects. Bob pointed out the city acted quickly on the Walker Pond and the Sterritt Lumber properties.

Jon and Jamie were open to making an annual award to AHT. Matt liked Mark's idea of awarding enough funding for an option on a property. Abigail added that if there were an opportunity to put an Affordable Housing Trust member on the CPC, she would have liked that.

Committee members believed nothing should be decided before the new committee members joined. Mark said he put the item on the agenda to float ideas as opposed to voting on final decisions. Jamie detailed the following three good suggestions came out of the discussion:

1. Develop a common application
2. Consider a one-time award to AHT for putting an option on a property with some conditions
3. Hold joint meetings between the CPC and AHT

Mark will write to Cliff about those three items.

Public comments:

Jacky van Leeuwen said the CPC should consider awarding the AHT annual allocation to help get non-profit developers involved and provide them with incentives.

Josh Rosmarin said the CPC and AHT should sign a grant agreement to provide accountability, metrics, and a clear vision of what is to be accomplished together with CPA funding.

Abigail asked about updating the CPA Plan because the housing and other sections were out of date. Mark pointed out there was no statutory requirement to develop a plan and any development of a new plan should include new members. He said members should review the plan and determine what had been accomplished and what still needed to be accomplished regarding category goals.

6. Re-vote of 6/26/25 Motions

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

Motion: Allen Gallagher moved to accept the 4-17-25 CPC minutes with the amendments and Jon seconded the motion.

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

B. Acceptance of 2025-5-15-Draft-CPC-Minutes

Motion: Abigail Hammett moved to accept the 5-15-25 CPC with the amendments and Jon Bockian seconded the motion.

Vote: Abigail Hammett, Mark Kraczkiewicz, Matthew Walter, Jon Bockian, Bob DiRico, Jamie O'Connell, Allen Gallagher voted in favor. Dennis J. Duff voted present.

C. Election of Temporary Officers

Item handled under 5.A. Leadership Transition Planning.

7. Adjourn

Motion: Dennis J. Duff moved to adjourn, and Jamie O'Connell seconded the motion.

Vote: The motion passed unanimously.

Adjournment: 7:33 PM

Attachments:

1. [CPA Funds Activity as of June 30, 2025](#)
2. [Community Preservation Coalition Membership Renewal Invoice](#)
3. [Active CPA Project Financial Reports](#)