

Watertown Town Council

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6470

Ad hoc Community Preservation Interview Committee

Thursday, January 9, 2019 at 7:00 p.m.
Town Council Conference Room, 2nd Floor
Report Date: Tuesday, January 22, 2019

Present: President Mark Sideris, chair; Councillors Susan Falkoff, Tony Palomba, Lisa Feltner.
Also present: Dennis Duff, Elodia Thomas, Jonathan Bockian, Councillor Caroline Bays, and Libby Shaw.

AGENDA: Interview At Large Community Preservation Committee (CPC) Appointees

Discussion with each of the candidates included questions such as: How does your background and life experience fit with the duties of the CPC? Why are you primarily interested in serving? How do you feel about the time commitment this volunteer committee may require? What are your ideas about how a committee best functions, especially in times of conflict or competing priorities? What might the CPC initially need to get up and running? What views can you bring that might not be easily heard through our current Town boards/commissions? How can the CPC engage the public to ensure a community driven process and generate excitement about projects?

All appointees expressed an interest in building a successful working CPC, commitment to transparency and public engagement, and a desire to serve more than one term. They all stated an eagerness to get started and a shared sense of responsibility. Everyone acknowledged it would take some time, training, and deliberate patience to get comfortable working together, as well as to create a strong foundation for guidelines and timeframe for the first project applications.

Chair Sideris convened the meeting at 7:03 to begin interview with resident Dennis Duff, who expressed his commitment to continuing advocacy efforts to make Watertown better for residents. His professional background and civic participation clearly demonstrate strengths in open space and historic preservation; he also is an active member in Trees for Watertown. [Falkoff arrived 7:10]. Dennis welcomes a wide variety of resident views and participants, as this usually result in the best results. He focuses on making the best possible decisions, whether or not his friends agree. Dennis is retired, enjoys researching issues, and he is interested in serving more than one term.

7:25 Elodia Thomas arrived, Interview with her began. Elodia feels a huge responsibility and opportunity to get this "right" and feels strongly about transparency. She is eager to use her sales and marketing skills to help with engagement; she has read that it often takes a solid year to get CPCs up and running. She is excited to serve and is particularly concerned about Open Space, but she will continue researching other categories as well; she feels least knowledgeable about historic preservation yet appreciates living in old residences. Elodia hopes all the skills and talents that other members will bring to the table will make a strong working committee, while fostering respectful conversations. She would welcome a kind of public roundtable to introduce CPC members to the community; she wants to hear public concerns and feels that Watertown suffers from low or uneven participation at meetings in general.

7:55 Interview with resident Jonathan Bockian. He feels honored to serve but also sees it as an enormous challenge in that the CPA ballot was passed, but the CPC has to prove itself. He stated that we need the CPC to be appreciated by the taxpayers of the town and there are a lot of moving points. He has experience in getting to an agreement v. beating someone into the dust. Jon doesn't really have a specific outlook, or a particular goal or weight to one of the three issues (historic preservation, open space, affordable housing). The first steps will be to get the CPC up and running, set up rules and procedures, and work to reach some consensus about how we will make decisions. Then we will see what's out there, hear from different groups or individuals about projects that might be out there. And along the way, educate ourselves and the public about what's allowed. Jon has started a checklist, thinking about the formal things CPC should do, as well as the committee workings. Like others, Jonathan loves Watertown and like many others he has chosen to live and stay here time and again.

Council President Mark Sideris echoed that it is good to not have any preconceived notions about the three areas, as the four at-large members will help balance the interests with the statutory requirements. He also agreed it is important to take the time to learn what peoples' interests are, and that it will likely take several months to figure out the CPC workings first. We will also need to be mindful of a full Town calendar and requirements of Open Meeting Law. He strongly advocates that we bring in expertise to help, including helping us get people to be thoughtful and listen.

Motion to appoint Dennis Duff to the CPC for a one-year term of Feb 1, 2019-Jan 31, 2020 was made by Palomba, seconded by Falkoff, approved 4-0.

Motion to appoint Elodia Thomas to the CPC for a two-year term of Feb 1, 2019-Jan 31, 2021 was made by Palomba, seconded by Falkoff, approved 4-0.

Motion to appoint Jonathan Bockian to the CPC for a three-year term of Feb 1, 2019-Jan 31, 2022 was made by Palomba, seconded by Falkoff, approved 4-0.

Mark Sideris noted that we anticipate the CPC to be able start meeting on or after February 1, 2019, after the appointment votes come to Town Council for final approval. The Town Clerk will swear in each member and we as a Town will set up a swearing in date.

Sideris anticipates an interview date of Tuesday, January 22, 2019 with CPC At-Large appointee Mark Krackiewicz and this Ad hoc committee, at approximately 6:30 p.m. before the regular Town Council meeting.

8:15 p.m. Motion to adjourn by Palomba, seconded by Feltner, approved 4-0.

Respectfully submitted, Councillor Lisa Feltner

Attached: Town Manager Driscoll Memo of Dec 7, 2018, with Administration's interview questions; CPC At-Large applicant materials.

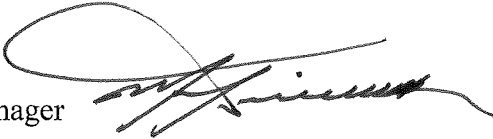


Michael J. Driscoll
Town Manager

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townmgr@watertown-ma.gov

To: Honorable Town Council

From: Michael J. Driscoll, Town Manager 

Date: December 7, 2018

RE: Community Preservation Committee Appointments

As you are aware and as indicated in the attached excerpt from the Fiscal Year 2019 Budget Message, the Community Preservation Act with a 2% surcharge was approved by the Watertown voters on November 8, 2016.

Further, on June 26, 2018 the Honorable Town Council adopted the attached Ordinance 2018-59 Establishing a Community Preservation Committee.

On September 14, 2018, the attached cover memorandum was sent to the Chairpersons of the Planning Board, Conservation Commission, Historical Commission and the Housing Authority respectfully requesting that a designated statutory member be forwarded by October 12, 2018. Four (4) designated statutory members were provided to the Honorable Town Council in the attached October 18, 2018 Miscellaneous Items.

On September 25, 2018, the attached Press Release seeking four (4) Watertown citizens interested in serving on the Community Preservation Committee was announced at that evening's Town Council Meeting. In accordance with the above mentioned Ordinance, the Press Release was widely advertised including in the local news media, on the Town's website and various social media sites as requested in the attached September 26th and October 5, 2018 emails.

Fourteen (14) citizens submitted a letter of interest accompanied by a resume. One candidate subsequently withdrew from consideration. Interviews were held with each of the thirteen (13) candidates and all were asked the same questions which are included in this correspondence.

Given all of the above and pursuant to the provisions of Town Council Ordinance 2018-59, An Ordinance Establishing a Community Preservation Committee, I am transmitting herewith a request for appointments to the Community Preservation Committee, which requires Council confirmation.

The appointments will be as follows:

Mark Krackiewicz	77 Riverside Street	1 year term - February 1, 2020
Dennis J. Duff	33 Spruce Street	1 year term - February 1, 2020
Elodia Thomas	67 Marion Road	2 year term - February 1, 2021
Jonathan M. Bockian	165 Irving Street	3 year term - February 1, 2022

Additionally, Section 36.02 (1) of Town Council Ordinance 2018-59 regarding statutory membership states in part that one member will be appointed by the Town Manager who shall be a resident or employee of the Town who acts in the capacity or performs like duties of a Board of Park Commissioners. Please be advised that I have appointed Dennis J. Sheehan, Department of Public Works Director of Administration and Finance as this statutory member.

The nine (9) members of the Community Preservation Committee would be as follows:

One Year Term

Jason D. Cohen	Planning Board Designee	February 1, 2020
Mark Krackiewicz*	77 Riverside Street	February 1, 2020
Dennis J. Duff*	33 Spruce Street	February 1, 2020

Two Year Term

Maria P. Rose	Conservation Commission Designee	February 1, 2021
Susan T. Steele	Historical Commission Designee	February 1, 2021
Elodia Thomas*	67 Marion Road	February 1, 2021

Three Year Term

Michael A. Lara	Housing Authority Designee	February 1, 2022
Dennis J. Sheehan	Board of Park Commissioners	February 1, 2022
Jonathan M. Bockian*	165 Irving Street	February 1, 2022

* Appointment requires Council confirmation

Thank you for your favorable consideration in this matter.

cc: Honorable School Committee
Honorable Library Board of Trustees
Jeffrey W. Brown, Chairperson, Planning Board
Leo Martin, Chairperson, Conservation Commission
Elisabeth Loukas, Chairperson, Historical Commission
Allen Gallagher, Chairperson, Watertown Housing Authority
Department Heads

Excerpt from Fiscal Year 2019 Budget Message
May 1, 2018
Page 5

Community Preservation Act (CPA)

The Community Preservation Act (Mass General Law Chapter 44B) was enacted by the state legislature in 2000. The law allows municipalities within Massachusetts to raise monies through a surcharge, of up to 3% of the real estate tax levy, on real property. The state, through its CPA Trust Fund, augments local CPA revenues annually. CPA funds may be used only to:

- Acquire, create and preserve open space
- Acquire, create, rehabilitate and preserve land for recreational use
- Acquire, rehabilitate and preserve historic resources, and
- Acquire, create, preserve and support community housing

The Community Preservation Act with a 2% surcharge was approved by Watertown voters on November 8, 2016.

The CPA also requires that the Town Council establish a Community Preservation Committee (CPC). The Honorable Town Council has referred the matter to the Committee of Rules and Ordinances for their review and recommendation to the full Town Council.

Once the Community Preservation Committee is established, the committee will begin a process which includes a development of a budget in order to determine what recommendations will be made to the Honorable Town Council regarding the utilization of the Fiscal Years 2018 & 2019 CPA funds.

Budgeting and accounting for the CPA funds will be done within a Special Revolving Fund and is not included in the Fiscal Year 2019 Submitted Budget.



ELECTED OFFICIALS:

Mark S. Sideris,
Council President

Vincent J. Piccirilli, Jr.,
Vice President &
District C Councilor

Caroline Bays
Councilor At Large

Anthony J. Donato,
Councilor At Large

Susan G. Falkoff,
Councilor At Large

Anthony Palomba,
Councilor At Large

Angeline B. Kounelis,
District A Councilor

Lisa J. Feltner,
District B Councilor

Kenneth M. Woodland,
District D Councilor

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ORDINANCE #59

O – 2018 – 59

AN ORDINANCE ESTABLISHING A COMMUNITY PRESERVATION COMMITTEE

WHEREAS, on November 8, 2016 the voters of the City known as the Town of Watertown voted by ballot to accept the provisions of G.L. c.44B, the Community Preservation Act; and

WHEREAS, the provision of G.L. c.44B §5 require that the Town, having accepted the statute, establish by ordinance a community preservation committee.

NOW THEREFOR BE IT ORDAINED by the Town Council of the City known as the Town of Watertown that Title III of the Watertown Code of Ordinances, Administration, is hereby amended by the insertion of a new Chapter 36 as follows:

Chapter 36: COMMUNITY PRESERVATION COMMITTEE

§36.01 Establishment

There is hereby established a Community Preservation Committee, consisting of nine (9) voting members pursuant to the provisions of G.L. c. 44B.

§36.02 Membership and Term

The composition of the Committee and the appointment authority for the Committee members shall be as follows:

- (1) Statutory Membership: There shall be five Statutory Members of the Committee designated as provided herein:
 - a. One member of the Planning Board as designated by the Board.
 - b. One member of the Conservation Commission as designated by the Commission.
 - c. One member of the Historical Commission as designated by the Commission.

- d. One member of the Housing Authority as designated by the Authority.
- e. One member appointed by the Town Manager who shall be a resident or employee of the Town who acts in the capacity or performs like duties of a Board of Park Commissioners.

Any vacancy in the Statutory Membership shall be filled for the remainder of the unexpired term in the same manner as the original designation.

Should any of the Statutory entities listed above no longer be in existence for whatever reason, the Town Manager shall appoint a member who acts in the capacity or performs like duties of such Statutory entity.

(2) Appointed Membership: There shall be four members appointed by the Town Manager and confirmed by the Town Council.

- a. The four appointed members shall be residents of the Town and shall not be employees or appointees under the authority of the Town Manager or elected officials of the Town, at the time of appointment or during the pendency of their terms. Acceptance of employment, appointment or election, or removal of residence from the Town, shall be deemed a vacating of office.
- b. The Town Manager should seek to appoint members who are not just advocates for open space and land for recreational use, historic resources, and community housing, but also who:
 - 1. have deep connections to different constituencies within Watertown to make the Town more responsive to the needs of its residents;
 - 2. can bring specific skills to the execution of tasks required by the Committee;
 - 3. can bring specific outlooks that may not normally be heard through the Town's routine procedures; and
 - 4. value new approaches and ideas to identifying projects outside the Town's routine budget priority process.
- c. Publication and outreach for these positions must be widely advertised using all available methods including, but not limited to, the current methods but also using social media as an additional tool.

Any vacancy in the Appointed Membership shall be filled for the remainder of the unexpired term in the same manner as the original appointment.

(3) Term: Statutory and Appointed Members shall serve for alternating three-year terms, or for such shorter periods as they remain eligible for designation or appointment. Initial terms shall be as follows: one year - Planning Board designee and two resident members; two years -

Conservation Commission and Historical Commission designees and one resident member; three years - Housing Authority designee, appointed Statutory Member, and one resident member.

- (4) Removal: Any member of the Committee may be removed by their respective designating or appointing authority for cause as determined by each such respective designating or appointing authority.
- (5) Annual Election of Chair and Other Officers: The Committee shall annually elect one of its members to serve as chairperson and may elect such other officers, adopt procedural rules and regulations, and establish such subcommittees as it deems appropriate; provided, however, that nothing herein shall prevent the Committee from reorganizing from time to time.

§36.03 Operations

- (1) The Committee shall not meet or conduct business without the presence of a quorum and shall keep a written record of its proceedings. A majority of the members of the Committee shall constitute a quorum.
- (2) Each fiscal year, the Committee shall recommend to the Town Manager an operational and administrative budget which cannot exceed five percent (5%) of the Community Preservation Fund estimated annual revenues. The Committee shall provide budget recommendation(s) as requested to the Town Manager.
- (3) Members of the Committee shall not be compensated by the Town in any way for their service on said Committee, with the exception being a Member who may also be a Town employee as set forth in §36.02(1)(e).
- (4) The Committee shall report to the Town Council twice during each fiscal year and at other times as may be requested.

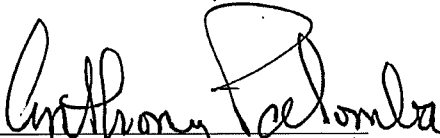
§36.04 Duties

- (1) The Community Preservation Committee shall have all powers and duties as set forth in G.L. c.44B, and in particular G.L. c.44B, §5, as may be amended.

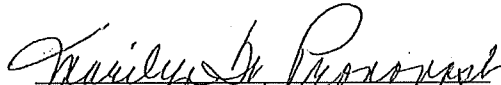
§36.05 Effective Date

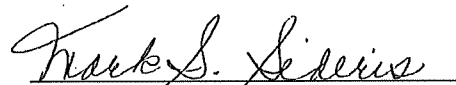
Following Town Council approval of this ordinance, each appointing authority shall have 60 days to make initial designations or appointments to the Community Preservation Committee. Should any appointing authority fail to make their appointment within that allotted time, the Town Manager shall make the appointment for the membership of such appointing authority.

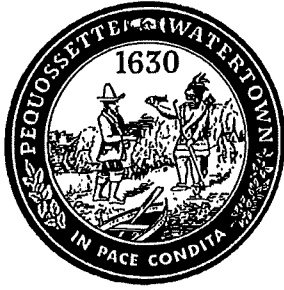
And be it Further Ordained that the position of Community Preservation Committee member shall be classified as a special municipal employee position for the purposes of G.L. c. 268A, the Conflict of Interest law.


Council Member

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above Order was adopted by a vote of 6 for, 3 against and 0 present on June 26, 2018.


Marilyn W. Pronovost, Council Clerk


Mark S. Sideris, Council President
S:/MWP

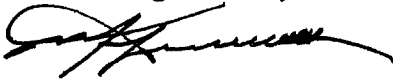


Michael J. Driscoll
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To: Jeffrey Brown, Chairperson, Planning Board
Leo Martin, Chairperson, Conservation Commission
Elisabeth Loukas, Chairperson, Historical Commission
Allen Gallagher, Chairperson, Watertown Housing Authority

From: Michael J. Driscoll, Town Manager 

Date: September 14, 2018

RE: Community Preservation Committee

The Honorable Town Council adopted the attached Ordinance 2018-59, An Ordinance Establishing a Community Preservation Committee, at their June 26, 2018 meeting. For background purposes, I have also enclosed a copy of G.L. c. 44B, §5.

As stated in part of Section 36.02 (1) of the attached Ordinance regarding Statutory Membership:

- a. One member of the Planning Board as designated by the Board.
- b. One member of the Conservation Commission as designated by the Commission.
- c. One member of the Historical Commission as designated by the Commission.
- d. One member of the Housing Authority as designated by the Authority.

Given all of the above, I respectfully request that you forward the designated statutory member to me by Friday, October 12, 2018.

Thank you for your cooperation in this matter.

cc: Honorable Town Council
Steven Magoon, Community Development & Planning Director/Assistant Town Manager
Brian Costello, Executive Director, Watertown Housing Authority
Department Heads

Candidate's Name

Community Preservation Committee

Date

1. Please provide a brief description of your background and experience.
2. Why are you a good candidate for the Community Preservation Committee (CPC)?
3. Why are you interested in serving on the Community Preservation Committee (CPC)?
4. How have you demonstrated a commitment to at least one of the three programmatic areas of the Community Preservation Act (open space and land for recreational use, historic resources, and community housing)?
5. Do you have deep connections to different constituencies within Watertown to make the Town more responsive to the needs of its residents?
6. What specific skills can you bring to the execution of tasks required by the Committee?
7. What specific outlooks can you bring that may not normally be heard through the Town's routine procedures?
8. What are your thoughts on new approaches and ideas to identifying projects outside the Town's routine budget priority process?

9. What are your initial thoughts on the best way to use the Town's **Open Space and Land for Recreational Use** portion of the Community Preservation Fund? *"Open space" includes land that protects a scenic vista, forested land, land that protects wells, aquifers and recharge areas, fields, as well as land used for recreational purposes, including playgrounds and athletic fields (but not stadiums, gymnasiums or similar structures), trails, non-commercial sports, parks, and community gardens.*

10. What are your initial thoughts on the best way to use the Town's **Historic Resources** portion of the Community Preservation Fund? *This portion may be used to acquire, restore and rehabilitate "historic structures and landscapes", defined as any building, structure, vessel or real property that the Watertown Historical Commission determines to be significant in the history, archeology, architecture or culture of the Town, or that is listed or eligible for listing on the state register of historic places.*

11. What are your initial thoughts on the best way to use the Town's **Community Housing** portion of the Community Preservation Fund? *This portion may be used for the creation, preservation and support of "community housing", defined as housing for both low and moderate income families (including seniors). Eligible activities could include: rental assistance; acquisition of land or buildings to create affordable housing; conversion of existing buildings for community housing; home modifications (including accessibility) to allow seniors to stay in their homes; and grants or loans to provide down payments, assist with closing costs, or subsidize interest rates for qualified buyers.*

12. Is there any item or matter that could come before the Committee that you would recuse yourself?

13. Do you have any questions?