



CITY OF WATERTOWN

Community Preservation Committee

Mark Krackiewicz, Chair
Jason Cohen, Vice Chair
Jonathan Bockian
Bob DiRico
Dennis J. Duff
Allen Gallagher
Jamie O'Connell
Elodia Thomas
Matthew Walter

The Community Preservation Committee of the City of Watertown will hold a public meeting in accordance with Chapter 107 of the Acts of 2022 suspending provisions of the Open Meeting Law, G.

L. c. 30A, § 20. This meeting has only opportunities for remote participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be recorded by WCATV (Watertown Cable Access Television) and aired at a later date.
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/91525442843>
- C. The Public may join by phone: (877) 853-5257 or (888) 475-4499 (Toll Free); enter Webinar ID: 915 254 42843 #
- D. Public may comment prior to the meeting through email: lhandy@watertown-ma.gov

COMMUNITY PRESERVATION COMMITTEE MEETING THURSDAY, SEPTEMBER 15, 2022 AT 7:00 PM AGENDA

- 1. **Call to Order**
- 2. **Acceptance of 7-21-22 Minutes**
- 3. **Coordinator Update**
 - A. Irving Park Project Budget Increase
 - B. Update on Memoranda of Agreement
 - C. Comprehensive Plan Workshops
 - D. Faire on the Square Participation
- 4. **Committee Discussion**
 - A. Project Eligibility Forms
 - B. Housing Consultant Contract
- 5. **Adjournment**



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Draft Minutes: Thursday, July 21, 2022, held remotely via Zoom at 7PM.

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

Others Present: Lanae Handy, Community Preservation Coordinator; and Joyce Kelly, Historical Society of Watertown.

1. Call to Order

Mark Krackiewicz called the meeting to order at 7:01 PM.

2. Acceptance of 2022-6-16 Minutes

Mark asked if there were requested changes or corrections to the minutes. He requested the correction of a typographical error on page 2, 5th line from top, change "profits" to "projects".

Motion: Allen Gallagher moved to accept the 2022-6-16 minutes with the requested change and Jamie O'Connell seconded the motion.

Vote: Dennis J. Duff, Matthew Walter, Jason Cohen, Jamie O'Connell, Mark Krackiewicz, Elodia Thomas, and Jon Bockian voted in favor. Bob DiRico abstained, and Allen Gallagher voted present.

3. Coordinator Update

A. Application Workshop

Lanae presented that there were two interactive workshops planned where she would ask participants to share their project ideas and possibly workshop their ideas. She informed the committee Larry Field and Jenny Gilbert from Mt. Auburn had signed up to attend.

B. CPA Inquiries

- Veterans Association of the 1st Corps of Cadets - preservation and restoration of a monument.
- Mt Auburn Cemetery - partial funding to restore fencing around the Scots' Charitable Society Lot in the cemetery.
- Historical Society of Watertown - assessment to plan for the restoration and preservation of grave markers and other activities in the Old Burying Ground and Common Street Cemeteries.
- Dept. of Community Development and Planning - application for the historic landscape and arbor at the Commander's Mansion.

Though rumors of outdoor recreation projects were circulating, Lanae said she had not been contacted by any project proponents. As signaled at a previous meeting, she assumed Watertown Housing Authority would reapply.

Elodia added the Watertown cemeteries were placed on the National Historic Register and that she and Joyce were supposed to attend a workshop on preserving/restoring gravestones.

C. Farmer's Market and Faire on the Square

Lanae informed the committee that the earliest Farmers' Market date she could attend was in October. She plans to create three poster boards for Faire on the Square and the Farmers Market. One about CPA allowable spending purposes and one for each of the two approved projects. She asked the committee for a budget of \$200 for the posters and treats for the booth.

Motion: Dennis J. Duff moved to spend up to \$200 on Faire on the Square materials and supplies. Elodia Thomas seconded the motion.

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

4. Committee Discussion

A. Community Preservation Coalition Membership Dues

Watertown was bumped to the next Coalition dues level, from \$4,350 to \$7,900, because its annual surcharge revenue was over \$2.25 million.

Mark noted the state match increase has more than paid for the increase in the CPC's annual dues and he called for a motion to renew the CPC's Coalition membership.

Motion: Dennis J. Duff moved to pay the Community Preservation Coalition dues for FY2023, and Matthew Walter seconded the motion.

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

B. Housing Consultant Contract

Mark presented the scope of work being proposed with some optional items.

The committee agreed to engage Christine Gimbel Rogers services through a contract to reserve her time. Lanae will clarify language in scope of work around the options and work with the purchasing agent regarding procurement regulations. Christine estimated 6-10 hours per application, plus research and optional time to present to CPC, attend project presentations, and consult on issues during implementation. The contract would be well under \$10K. It is a small contract for a housing consultant that involves a lot of uncertainty.

The Committee agreed to review the contract produced by the purchasing agent.

Motion: Jon moved to engage Christine Rogers for housing project analysis services as set out in the proposed scope of services with the addition of responding to committee questions through the CPC Coordinator subject to procurement regulations with an appropriation to be determined later. Jamie seconded the motion.

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

Lanae mentioned that after the Project Eligibility Forms come in the committee will have more information about how much of the consultant's time may be required.

C. CPC Self-Assessment

The Committee discussed how they functioned during the previous year. Mark cited Jamie's comments about what went well over the last application cycle.

- The evaluation matrix was useful and was used as a rationale for project recommendations.
- Project presentations went relatively well, and committee members came to agreement.

Elodia thanked Joyce Kelly and Bob DiRico for guiding the first two projects.

Mark raised the issue of whether Project Eligibility was binary and how the committee should use the preliminary review to raise concerns and make recommendations. Jon and Elodia pointed out the second step should involve providing feedback to applicants to help them produce stronger applications.

Motion: Jason made a motion that the pre-application process is binary, projects that have been deemed eligible by the committee will be discussed at second meeting to address concerns, offer recommendations, and raise questions from the Committee. Bob DiRico seconded the motion.

Vote: Bob DiRico, Dennis J. Duff, Elodia Thomas, Mark Krackiewicz, Matthew Walter, Jason Cohen, and Allen Gallagher voted in favor. Jon Bockian abstained. Jamie O'Connell left the meeting before this vote was taken.

Jason stated the CPC could improve its public education to help generate applicants. Elodia emphasized marketing is a critical component of public education and it hasn't been happening.

Mark shared a document on marketing and maintaining community support with the committee members. He proposed sharing community objectives, focusing on accomplishments, and reporting on project progress through email alerts signage, and publicizing CPA program information in the Watertown News.

Other suggestions included:

- Posting on Facebook;
- Placing ads in the Watertown News;
- Involving the new outreach person when hired;
- Piggybacking on the comprehensive plan update community planning process;
- Engaging committees, intermediaries, and stakeholders to encourage them to put forth applications; and
- Doing creative and unique activities to reach a broader swath of residents.

Elodia also asked, what do committee members bring to the table and what are the aspirations of CPC members? She supports having more conversations about relevant issues in the city such as the cost of land and the cost of building affordable housing units.

D. Irving Park Design Update

Community members approved of the final design and were very happy with the elements presented and the bench style those in attendance selected. No further discussion was needed.

5. Adjournment

Motion: Jon Bockian moved to adjourn, and Elodia Thomas seconded the motion.

Vote: Elodia Thomas, Matthew Walter, Jason Cohen, Dennis J. Duff, Jon Bockian, Bob DiRico, Mark Krackiewicz, and Allen Gallagher voted in favor.

Adjournment: 9:06 PM

Irving Park - Cost Estimate

Consolidated Site Plan: 3.15.2022

						Quantity	Unit	Unit Cost	TOTAL	Notes	Quantity	Unit	Unit Cost	TOTAL	\$ Cost Difference
A GENERAL CONDITIONS															
1	Mobilization	1	ALLOW	\$0.00	\$0.00	Assumes Free Access to Site / Parking As Needed	1	ALLOW	\$80,536.88	\$80,536.88					
SUBTOTAL									\$0.00		\$80,536.88	\$80,536.88			
B Site Preparation															
1	Demolition	1	ALLOW	\$8,000.00	\$8,000.00	Assumes removal of existing curb	1	ALLOW	\$15,575.00	\$15,575.00	\$7,575.00				
2	Strip Existing Soils		ALLOW		\$0.00	Exluded, assumes soils remain.	1	ALLOW	\$5,000.00	\$5,000.00	\$5,000.00				
3	Prep for Flatwork	940	Sq. ft	\$7.00	\$6,580.00	Assumes a 12"-14" excavation and installation of a 6" aggregate base	1	LS	\$4,880.00	\$4,880.00	-\$1,700.00				
4	Utility Trenching	1	ALLOW	\$5,000.00	\$5,000.00	Allowance for electrical trenching	1	ALLOW	\$4,000.00	\$4,000.00	-\$1,000.00				
TREE PROTECTION							1	LS	\$2,075.00	\$2,075.00	\$2,075.00	Added Separate Scope Item			
SUBTOTAL									\$19,580.00		\$31,530.00	\$11,950.00	*** BID TOTAL SHOWS \$31,450 FOR THIS SECTION. IT APPEARS MATH WAS INCORRECT ON THE BID***		
C CONCRETE WORK															
1	CIP Concrete Walkway	485	SF	\$20.00	\$9,700.00	6" Concrete walkway with sawn control joints	790	SF	\$18.25	\$14,417.50	\$4,717.50	Increasead Square Footage of Concrete Walk for coodination construction phasing purposes.			
2	Slab for pavers	455	SF	\$12.00	\$5,460.00	4" concrete paver slab reinforced with WWM	430	SF	\$15.00	\$6,450.00	\$990.00	\$3/sf Higher			
3	CIP Light Bases	5	EA	\$350.00	\$1,750.00	Assumes a 8" x 30" concrete pier footing	0	EA	\$350.00	\$0.00	-\$1,750.00	Moved Scope			
Fence Footings							16	EA	\$300.00	\$4,800.00	\$4,800.00	Added Separate Scope Item			
SUBTOTAL									\$16,910.00		\$25,667.50	\$8,757.50			
D MASONRY WORK															
1	Unit Pavers	455	SF	\$35.00	\$15,925.00		430	SF	\$38.20	\$16,426.00	\$501.00	\$3.20 / sf Higher Than Estimate			
2	Granite Curb	627	LF	\$95.00	\$59,565.00	6" vertical granite curb with concrete haunch	625	LF	\$63.60	\$39,750.00	-\$19,815.00				
SUBTOTAL									\$75,490.00		\$56,176.00	-\$19,314.00			
D FURNISHINGS, FENCING															

1	Benches	6	EA	\$2,800.00	\$16,800.00	Assumes neoliviano backed metal benches	6	EA	\$2,567.00	\$15,402.00	-\$1,398.00	\$233 / each lower				
2	30" high ornamental garden fence	145	LF	\$250.00	\$36,250.00	Place holder allowance	77	LF	\$633.00	\$48,741.00	\$12,491.00					
SUBTOTAL				\$53,050.00					\$64,143.00	\$11,093.00						
E IRRIGATION (DESIGN / BUILD)																
1	Irrigation		ALLOW		\$0.00			ALLOW		\$15,000.00	\$15,000.00	ADDED SCOPE BACK TO PROJECT				
SUBTOTAL				\$0.00					\$15,000.00	\$15,000.00						
H PLANTING																
1	Shade Trees	4	EA	\$1,500.00	\$6,000.00	Assumes 3.5"-4" caliper tree	0	EA	\$0.00	\$0.00	-\$6,000.00	SHADE TREES MOVED TO SIDEWALK IMPROVEMENT SCOPE				
2	Flowering Trees	11	EA	\$1,100.00	\$12,100.00	Assumes 3.5"-4" caliper tree	11	EA	\$961.40	\$10,575.40	-\$1,524.60					
3	Shrubs and Perennials	1620	sq. ft.	\$15.00	\$24,300.00	Allowance based on 50/50 mix of shrubs and prennials. Assumes perennials 18" o.c and Shrubs 3' o.c	1	LS	\$22,316.22	\$22,316.22	-\$1,983.78					
4	Mulch 1620 sq. ft.	15	CY	\$90.00	\$1,350.00	Install 3" of mulch at the proposed planting zones	15	CY	\$65.00	\$975.00	-\$375.00					
5	Lawn	13800	SF	\$0.50	\$6,900.00	Allowance to patch and repair lawn.	13800	SF	\$1.00	\$13,800.00	\$6,900.00		\$0.50 Higher Unit Cost			
6	Loam	80	CY	\$60.00	\$4,800.00	Assumes the existing soils on site are usable to future use, caring 80 yds to amend existing soils.	0	CY	\$0.00	\$0.00	-\$4,800.00	Item Not included. Assumed included elsewhere				
SUBTOTAL				\$55,450.00					\$47,666.62	-\$7,783.38						
I ELECTRICAL																
1	Low Light Bollards	5	EA	\$1,500.00	\$7,500.00	Price based on bollards from Omnilite Illuminate	0	EA	\$0.00	\$0.00		Electrical Bid as Lump Sum including \$12000 allowance				
2	Incidental Electrial	1	LS	\$10,000.00	\$10,000.00	Meter Box w/ Concrete Pad, Sleeving, Connection to Service	0	LS	\$0.00	\$0.00						
SUBTOTAL				\$17,500.00					\$24,360.00	\$6,860.00						
ESTIMATED CONSTRUCTION SUBTOTAL											\$237,980.00					*** BID SHOWS \$345,000 FOR TOTAL PRICE ***
Construction Cost Contingency (10%)					\$23,798.00					\$34,508.00	\$10,710.00	** 10% OF CURRENT BID PRICE **				
ESTIMATED CONSTRUCTION TOTAL					\$261,778.00			\$379,588.00				\$117,810.00	BID PRICE +10% CONTINGENCY			

I PROFESSIONAL SERVICES												
1	Documentation and Construction Oversight	1	LS	\$24,917.00	\$24,917.00	MDLA	1	LS	\$24,917.00	\$24,917.00		
2	Arborist Services	1	LS	\$7,500.00	\$7,500.00	Tree evaluation, Pruning, Removal (if necessecary)	0	LS	\$0.00	\$0.00	-\$7,500.00	Work Completed And Paid For by DPW
SUBTOTAL				\$32,417.00					\$24,917.00		-\$7,500.00	
ESTIMATED PROJECT TOTAL				\$294,195.00	(with 10 % contingency)	\$404,505.00				\$110,310.00	BID PRICE + 10% CONTINGENCY + CONSULTANT FEES	

Exclusions:
does NOT include the city sidewalks, roadway curb, lawn strips and tree planting.

Irving Park - Cost Estimate

Consolidated Site Plan: 3.15.2022

		Quantity	Unit	Unit Cost	TOTAL	Notes	Quantity	Unit	Unit Cost	TOTAL	\$ Cost Difference	
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SUBTOTAL					\$0.00		\$80,536.88				\$80,536.88	
B Site Preparation												
1	Demolition	1	ALLOW	\$8,000.00	\$8,000.00	Assumes removal of existing curb	1	ALLOW	\$15,575.00	\$15,575.00	\$7,575.00	
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3	Prep for Flatwork	940	Sq. ft	\$7.00	\$6,580.00	Assumes a 12"-14" excavation and installation of a 6" aggregate base	1	LS	\$4,880.00	\$4,880.00	-\$1,700.00	
4	Utility Trenching	1	ALLOW	\$5,000.00	\$5,000.00	Allowance for electrical trenching	1	ALLOW	\$4,000.00	\$4,000.00	-\$1,000.00	
TREE PROTECTION							1	LS	\$2,075.00	\$2,075.00	\$2,075.00	Added Separate Scope Item
SUBTOTAL					\$19,580.00		\$31,530.00				\$11,950.00	*** BID TOTAL SHOWS \$31,450 FOR THIS SECTION. IT APPEARS MATH WAS INCORRECT ON THE BID***
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SUBTOTAL				\$32,417.00					\$24,917.00		-\$7,500.00				
ESTIMATED PROJECT TOTAL											\$294,195.00	(with 10 % contingency)	\$439,013.00	\$144,818.00	BID PRICE + 20% CONTINGENCY + CONSULTANT FEES

Exclusions:
does NOT include the city sidewalks, roadway curb, lawn strips and tree planting.

FY 2023 PROJECT ELIGIBILITY FORM SUMMARY

	Project Name	Location	Applicant	Category	Description	Est. Request	Total Budget	Eligible
1	Rehabilitation of the Old Burying Ground and Common St. Cemetery	OBG - Mt. Auburn & Arlington Sts. CommSt - Mt. Auburn & Common Streets	Historical Society of Watertown	Historic Preservation	The Old Burying Ground (1642) and Common St. (1754) the oldest cemeteries owned and maintained by the City of Watertown. Documentation of existing conditions of the grave stones, tombs, walls/fences and landscape then, develop a Master Rehabilitation/Preservation Plan designed to ensure the protection of the historic fabric and these cultural resources.	\$90,000	\$90,000	Yes
2	Climate Control /HVAC Upgrade for the Historic Edmund Fowle House	26-28 Marshall Street,	Historical Society of Watertown	Historic Preservation	Museum collections can easily be damaged. This project would install a 3-ton high efficiency climate control unit (heating and cooling system) to preserve fabrics, documents, and other artifacts.	\$30,000	\$30,000	Maybe
3	Commander's Mansion: Cultural Landscape Survey & Exterior Assessment	440 Talcott Avenue	Dept. of Community Planning & Development	Historic Preservation	This project would assess the Commander's Mansion exterior and grounds through a Cultural Landscape Survey and an assessment of the Mansion exterior by a Historic Architect and consultant team to develop a preservation treatment plan.	\$65,000	\$75,000	Yes
4	Gutter Replacement for the Historic Edmund Fowle House	26-28 Marshall Street,	Historical Society of Watertown	Historic Preservation	An estimated 70-90% of gutters, fascia, and molding attached to the Fowle House main structure are rotting. This project would replace existing wooden gutters with a matching fiberglass system that would avoid costly future repairs.	\$43,000	\$43,000	Maybe
5	103 Nichols Avenue	103 Nichols Avenue	Watertown Housing Authority	Community Housing	This project seeks to create a group home for five individuals with two ADA compliant first floor bedrooms. The WHA seeks funding for architectural and engineering expenses needed to produce design and construction documents.	\$175,000	\$225,000	Yes
6	Saltonstall Park	25 Whites Avenue	Department of Public Works	Outdoor Recreation	Saltonstall Park is an open space park adjacent to City Hall where various City events such as Faire on the Square, Summer Concert Series, and Farmers Market are held. This project would create accessible walkways, install a permanent covered performing space, and improve benches and lighting.	\$750,000	\$750,000	Yes
					Total Requested	\$1,153,000		

Project Eligibility Form

Complete this online form at watertown-ma.gov/CPC by the deadline posted on the CPC web page.
Please contact Lanae Handy, Community Preservation Coordinator at lhandy@watertown-ma.gov to address questions.

103 Nichols Avenue

▲ PROJECT NAME

103 Nichols Avenue, Watertown, MA 02472

▲ PROJECT LOCATION (PROVIDE EXACT ADDRESS)

Watertown Housing Authority

▲ APPLICANT(S) NAME / ORGANIZATION

☐ CITY DEPARTMENT ☐ CITY COMMISSION/COMMITTEE. ☐ NON-PROFIT ☐ PRIVATE GROUP OR INDIVIDUAL

Michael Lara

▲ CONTACT PERSON

▲ MAILING ADDRESS

+1 (617) 923-3950

▲ PHONE NUMBER

mlara@watertownha.org

▲ EMAIL ADDRESS

\$175000

\$225000

▲ ESTIMATED CPA FUND REQUEST

▲ TOTAL BUDGET ESTIMATE

Is the property owner the applicant? ☒ Yes ☐ No

Please provide deed registry information:

14735

556

▲ BOOK

▲ PAGE

▲ OR CERTIFICATE OF TITLE

South Middlesex Registry of Deeds book & page numbers of the most recent property deed, or the Certificate of Title number of registered property. For more information, see: [masslandrecords.com/MiddlesexSouth/\(X\(1\)S\(vk0m4545rnrwtav45ko0i1k45\)\)/Default.aspx?AspxAutoDetectCookieSupport=1](http://masslandrecords.com/MiddlesexSouth/(X(1)S(vk0m4545rnrwtav45ko0i1k45))/Default.aspx?AspxAutoDetectCookieSupport=1)

If applicant is not the property owner, does the applicant have site control or written consent of owner? Attach documentation verifying consent. *Note: If you do not have consent, your project will be deemed ineligible.*

Project Eligibility: Check at least one of the boxes below. See CPA Allowable Spending Purposes on page 7.

	Open Space	Outdoor Recreation	Community Housing	Historic Preservation
Acquire	☐	☐	☐	☐
Create	☐	☐	☐	☐
Preserve	☐	☐	☐	☐
Rehabilitate/Restore	If acquired or created with CPA Funds ☐	☐	If acquired or created with CPA Funds ☐	☐
Support			☐	

If an open space project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

If a community housing project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

For historic properties, is the resource: (Check all that apply and check designation at MHC-Macris.net.)

☐ deemed significant by the Watertown Historic Commission? ☐ in a local historic district?

☐ listed on the State Registry of Historic Places? ☐ listed on the National Historic Register?

Have you reviewed Watertown's Community Preservation Plan and Application Manual? ☐ Yes ☐ No

Have you attended a Watertown CPA application workshop? ☐ Yes ☐ No

Have you identified a project manager? If so, please provide the name, and company contact information as applicable.

Yes - Cambridge Housing A

▲ CONTACT NAME

▲ COMPANY

PROJECT SUMMARY

Please provide a brief description of the project, including how it meets CPA Allowable Spending Purposes.

The WHA owns land at 103 Nichols Ave. We applied for CPA funds last year and are re-applying with valuable feedback from the first application. The plan is to create a group home for five individuals, including two fully ADA compliant bedrooms on the first floor.

The WHA is seeking \$175,000.00 of local CPA funds to cover the architectural and engineering expenses necessary to create construction documents and a design. We expect this contract to cost \$225,000.00, but plan to cover any expenses over \$175,000.00 for designer services (including additional services).

PUBLIC BENEFIT

What community need and CPA goal(s) does this project address?

This project would meet the community housing goal of both the CPA and the Housing Production Plan of the City of Watertown. The adult men and women living in the home would be Department of Development Disabilities participants. They have distinct degrees of intellectual and developmental needs that require 24/7 staffing. In addition, those individuals supported on the first floor would have a combination of physical, medical and/or mobility impediments that require fully accessible environments in order to safely be part of their communities. The individuals are below 60-80% AMI using the US HUD Area Wide Median.

The WHA has partnered with the Department of Development Services and Beaverbrook STEP and is prepared to provide affordable housing for 40 years, if we are approved for financing.

STATUS

What level of planning has already been undertaken to inform the project?

Significant behind-the-scenes work has been taking place since early 2021. The WHA has utilized its limited funds to cover environmental review expenses, title research, feasibility sketches and renderings, and other soft costs. We also initiated the partnership that made this proposal possible.

Part of the WHA's mission is to construct affordable housing units for individuals and/or families with very-low income and extremely-low incomes. We plan on touring the 103 Nichols site, if approved for project eligibility this year, with local leaders and the CPC (if amenable). We will continue to engage the public and community for input to construct this new group home for Watertown's most vulnerable population.

Please attach any items that will aid in the review of eligibility such as photos, plans, or reports.

Is the project on City-owned property? ☐ Yes ☐ No

If yes, please attach the signed City of Watertown Co-Applicant Consent Form.

Project Eligibility Form

Complete this online form at watertown-ma.gov/CPC by the deadline posted on the CPC web page.
Please contact Lanae Handy, Community Preservation Coordinator at lhandy@watertown-ma.gov to address questions.

Gutter Replacement for the Historic Edmund Fowle House and Museum

▲ PROJECT NAME

26-28 Marshall Street, Watertown, MA 02472

▲ PROJECT LOCATION (PROVIDE EXACT ADDRESS)

Historical Society of Watertown

▲ APPLICANT(S) NAME / ORGANIZATION

☐ CITY DEPARTMENT ☐ CITY COMMISSION/COMMITTEE. ☐ NON-PROFIT ☐ PRIVATE GROUP OR INDIVIDUAL

Todd A. Rivers, Vice President of The Historical Society of Watertown

▲ CONTACT PERSON

▲ MAILING ADDRESS

+1 (161) 787-6218

▲ PHONE NUMBER

todd.rivers@gmail.com

▲ EMAIL ADDRESS

\$ 43000

\$ 42999

▲ ESTIMATED CPA FUND REQUEST

▲ TOTAL BUDGET ESTIMATE

Is the property owner the applicant? ☒ Yes ☐ No

Please provide deed registry information:

4506

467

▲ BOOK

▲ PAGE

▲ OR CERTIFICATE OF TITLE

South Middlesex Registry of Deeds book & page numbers of the most recent property deed, or the Certificate of Title number of registered property. For more information, see: [masslandrecords.com/MiddlesexSouth/\(X\(1\)S\(vk0m4545rnrwtav45ko0i1k45\)\)/Default.aspx?AspxAutoDetectCookieSupport=1](http://masslandrecords.com/MiddlesexSouth/(X(1)S(vk0m4545rnrwtav45ko0i1k45))/Default.aspx?AspxAutoDetectCookieSupport=1)

If applicant is not the property owner, does the applicant have site control or written consent of owner? Attach documentation verifying consent. *Note: If you do not have consent, your project will be deemed ineligible.*

Project Eligibility: Check at least one of the boxes below. See CPA Allowable Spending Purposes on page 7.

	Open Space	Outdoor Recreation	Community Housing	Historic Preservation
Acquire	☐	☐	☐	☐
Create	☐	☐	☐	☐
Preserve	☐	☐	☐	☐
Rehabilitate/Restore	If acquired or created with CPA Funds ☐	☐	If acquired or created with CPA Funds ☐	☐
Support			☐	

If an open space project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

If a community housing project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

For historic properties, is the resource: (Check all that apply and check designation at MHC-Macris.net.)

☐ deemed significant by the Watertown Historic Commission? ☐ in a local historic district?

☐ listed on the State Registry of Historic Places? ☐ listed on the National Historic Register?

Have you reviewed Watertown's Community Preservation Plan and Application Manual? ☐ Yes ☐ No

Have you attended a Watertown CPA application workshop? ☐ Yes ☐ No

Have you identified a project manager? If so, please provide the name, and company contact information as applicable.

▲ CONTACT NAME

▲ COMPANY

PROJECT SUMMARY

Please provide a brief description of the project, including how it meets CPA Allowable Spending Purposes.

About 70 and 90% of the current wooden gutters, fascia and molding attached to the Fowle House main structure and additions are rotting out due to degradation over time. The current gutter system is beyond repair and needs to be replaced. We attended a historic preservation seminar conducted by Historic New England that discussed replacement materials for historic properties, including Fiberglass as an alternative to wooden gutters. The Fowle House gutters are up high and not located where people could admire and examine them as they would decorative elements. We wish to replace the Fowle House gutters and fascia boards with long-lasting material that would look the same but would not require continual repairs and replacements as has occurred multiple times over the last decade. We have researched several manufacturers of fiberglass gutters and found that fiberglass gutters have been funded by CPA and used on other historic properties, such as the Durant- Kenrick house in Newton.

PUBLIC BENEFIT

What community need and CPA goal(s) does this project address?

The Historical Society of Watertown, established in 1888, is an all-volunteer non-profit organization with no paid staff or Board, that relies solely on membership dues and public donations for funds. We have a limited budget and do not have the resources available to carry out this project and still continue to meet our budget needs for preserving and sharing Watertown's history with the public. This project not only will ensure the integrity and longevity of structure of the house itself but will also continue to protect the multitude of local historic artifacts stored within its walls.

STATUS

What level of planning has already been undertaken to inform the project?

Contractors have viewed the existing gutter system and provided opinions, options and estimates for their replacement.

The Massachusetts Historical Commission has approved replacement of the gutters and the product to be used. Because we are in an historic district, we are on the September agenda, continued from August, to give a presentation to the Historic District Commission.

Please attach any items that will aid in the review of eligibility such as photos, plans, or reports.

Is the project on City-owned property? ☐ Yes ☐ No

If yes, please attach the signed City of Watertown Co-Applicant Consent Form.

FY 2023 HSW – Gutters Fowle House – full text

PROJECT SUMMARY

It is estimated that between 70 and 90% of the current wooden gutters, fascia and molding attached to the Fowle House main structure and additions are rotting out due to degradation over time. The current gutter system is beyond repair and needs to be replaced.

We attended a historic preservation seminar conducted by Historic New England that discussed replacement materials for historic properties, including Fiberglass as an alternative to wooden gutters. The Fowle House gutters are up high and not located where people could admire and examine them as they would decorative elements.

We wish to replace the Fowle House gutters and fascia boards with long-lasting material that would look the same but would not require continual repairs and replacements as has occurred multiple times over the last decade. We have researched several manufacturers of fiberglass gutters and found that fiberglass gutters have been funded by CPA and used on other historic properties, such as the Durant-Kenrick house in Newton.

Because of the Preservation Restriction on the Edmund Fowle House, we reached out to the Massachusetts Historical Commission which approved of the fiberglass gutters manufactured by FiberGutter in Halifax, Mass.

FiberGutter has the appearance of traditional wood gutters, but also has a larger capacity to channel rainwater from the increasingly frequent downpours due to climate change, yet requires almost zero maintenance (except cleaning), and carries a 50 Year Warranty.

FiberGutter is an exact representation of the current gutter system profile on the Fowle House and has been approved by multiple Historic District Commissions throughout the United States.

This project would entail removal of the existing wooden gutter system from the entire building; inspection of the area for any rot or other underlying damage; adding new fascia & molding where necessary; and installing the fiberglass gutter system which is not only an exact match to the current wooden gutter system but will also be painted to match current color scheme.

Replacement with fiberglass will avoid future costly repairs and damage to the Fowle House from rot and water intrusion that will inevitably happen with more time if the gutters remain in their current state.

This project is in accordance with CPA Allowable Spending Purposes because the property is listed on the State Register of Historic Places as well as The Nation Registry of Historic Places.

PUBLIC BENEFIT

The Historical Society of Watertown, established in 1888, is an all-volunteer non-profit organization with no paid staff or Board, that relies solely on membership dues and public donations for funds. We have a limited budget and do not have the resources available to carry out this project and still continue to meet our budget needs for preserving and sharing Watertown's history with the public.

This project not only will ensure the integrity and longevity of structure of the house itself but will also continue to protect the multitude of local historic artifacts stored within its walls.

The Edmund Fowle House was built in 1772, is the second oldest surviving house in Watertown, and served as the headquarters of the Massachusetts government's Executive branch from July, 1775 to September, 1776. The Treaty of Watertown, the first to be signed between the new United States and a foreign power (the Mi'kmaq and St. John's Indian Nations) was signed in its Council Chamber on the second floor on July 19, 1776. The house was also once owned by the architectural firm of John Hubbard Sturgis and Charles Brigham, the latter a Watertown resident and a founding member of the Historical Society, which now cares for the house.

Besides being an important part of our local and national history itself, the museum houses artifacts such as ledgers, paintings, clothing, furniture and other household items, maps, books, bound newspapers, diaries, relics from Watertown businesses and industries, land transfers and wills, and many other objects of interest, some dating back to the 1700s.

STATUS

Contractors have viewed the existing gutter system and provided opinions, options and estimates for their replacement.

The Massachusetts Historical Commission has approved replacement of the gutters and the product to be used. Because we are in an historic district, we are on the September agenda, continued from August, to give a presentation to the Historic District Commission.

Project Eligibility Form

Complete this online form at watertown-ma.gov/CPC by the deadline posted on the CPC web page.
Please contact Lanae Handy, Community Preservation Coordinator at lhandy@watertown-ma.gov to address questions.

Climate Control /HVAC Upgrade for the Historic Edmund Fowle House and Museum

▲ PROJECT NAME

26-28 Marshall Street, Watertown, MA 02472

▲ PROJECT LOCATION (PROVIDE EXACT ADDRESS)

Historical Society of Watertown

▲ APPLICANT(S) NAME / ORGANIZATION

☐ CITY DEPARTMENT ☐ CITY COMMISSION/COMMITTEE. ☐ NON-PROFIT ☐ PRIVATE GROUP OR INDIVIDUAL

Todd A. Rivers, Vice President of The Historical Society of Watertown

▲ CONTACT PERSON

▲ MAILING ADDRESS

+1 (617) 876-2186

▲ PHONE NUMBER

todd.rivers@gmail.com

▲ EMAIL ADDRESS

\$ 30000

\$ 30000

▲ ESTIMATED CPA FUND REQUEST

▲ TOTAL BUDGET ESTIMATE

Is the property owner the applicant? ☒ Yes ☐ No

Please provide deed registry information:

4506

467

▲ BOOK

▲ PAGE

▲ OR CERTIFICATE OF TITLE

South Middlesex Registry of Deeds book & page numbers of the most recent property deed, or the Certificate of Title number of registered property. For more information, see: [masslandrecords.com/MiddlesexSouth/\(X\(1\)S\(vk0m4545rnrwtav45ko0i1k45\)\)/Default.aspx?AspxAutoDetectCookieSupport=1](http://masslandrecords.com/MiddlesexSouth/(X(1)S(vk0m4545rnrwtav45ko0i1k45))/Default.aspx?AspxAutoDetectCookieSupport=1)

If applicant is not the property owner, does the applicant have site control or written consent of owner? Attach documentation verifying consent. *Note: If you do not have consent, your project will be deemed ineligible.*

Project Eligibility: Check at least one of the boxes below. See CPA Allowable Spending Purposes on page 7.

	Open Space	Outdoor Recreation	Community Housing	Historic Preservation
Acquire	☐	☐	☐	☐
Create	☐	☐	☐	☐
Preserve	☐	☐	☐	☐
Rehabilitate/Restore	If acquired or created with CPA Funds ☐	☐	If acquired or created with CPA Funds ☐	☐
Support			☐	

If an open space project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

If a community housing project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

For historic properties, is the resource: (Check all that apply and check designation at MHC-Macris.net.)

☐ deemed significant by the Watertown Historic Commission? ☐ in a local historic district?

☐ listed on the State Registry of Historic Places? ☐ listed on the National Historic Register?

Have you reviewed Watertown's Community Preservation Plan and Application Manual? ☐ Yes ☐ No

Have you attended a Watertown CPA application workshop? ☐ Yes ☐ No

Have you identified a project manager? If so, please provide the name, and company contact information as applicable.

▲ CONTACT NAME

▲ COMPANY

PROJECT SUMMARY

Please provide a brief description of the project, including how it meets CPA Allowable Spending Purposes.

Museums, such as the Edmund Fowle House, house some of the most important artifacts of our society's culture and history. If items in a museum's collection are damaged, part of our history is lost. Therefore, it is vital for a museum to preserve collection. Unfortunately, museum collections can easily be damaged by a variety of indoor air pollutants that can wear away at a canvas and fabrics, degrade rock and limestone, and dissolve fragile paper and wooden artifacts.

With the increase in global temperatures and large fluctuations in air quality and humidity the upgrade of climate control to our current system will help avoid costly repairs and damage not only to the artifacts contained within the Edmund Fowle House walls, but also to the structure as a whole.

This project would entail installing a 3-ton high efficiency climate control unit (heating and cooling system) and using the existing duct work which was installed with such an upgrade as this in mind.

This project is in accordance with CPA Allowable Spending Purposes because the property is listed on the State Register of Historic Places as well as The Nation Registry of Historic Places.

PUBLIC BENEFIT

What community need and CPA goal(s) does this project address?

The Historical Society of Watertown, established in 1888, is an all-volunteer non-profit organization with no paid staff or Board that relies solely on membership dues and public donations for funds. We have a limited budget and do not have the resources available to carry out this project and still continue to meet our budget needs for preserving and sharing Watertown's history with the public. This project will not only ensure the integrity and longevity of structure of the house itself but will also continue to protect the multitude of local historic artifacts stored within its walls.

The Edmund Fowle House built in 1772, is the second oldest surviving house in Watertown, and served as the headquarters of the Massachusetts Executive branch from July, 1775 to September, 1776. The Treaty of Watertown was signed in its Council Chamber on the second floor in 1776; the first to be signed between the new United States and a foreign power (the Mi'kmaq and St. John's Indian Nations). The house was once owned by the architectural firm of John Hubbard Sturgis and Charles Brigham, the latter a Watertown resident and a founding member of the Historical Society of Watertown which now cares for the house. Besides being an important local and national history, the museum houses important artifacts such as documents, art, clothing, furniture, and relics from Watertown businesses and industries, some dating back to the 1700s.

STATUS

What level of planning has already been undertaken to inform the project?

A contractor has viewed the existing system and provided opinions, options and estimates for installing the new system. Fortunately, the house's 2004-2008 restoration, included the installation of ducting that allows for the addition of a HVAC /climate control.

Please attach any items that will aid in the review of eligibility such as photos, plans, or reports.

Is the project on City-owned property? ☐ Yes ☐ No

If yes, please attach the signed City of Watertown Co-Applicant Consent Form.

Climate Control /HVAC Upgrade for the Historic Edmund Fowle House and Museum

Full Text

PROJECT SUMMARY

"Museums, such as the Edmund Fowle House, house some of the most important artifacts of our society's culture and history. If items in a museum's collection are damaged, part of our history is lost. Therefore, it is vital for a museum to preserve collection. Unfortunately, museum collections can easily be damaged by a variety of indoor air pollutants that can wear away at a canvas and fabrics, degrade rock and limestone, and dissolve fragile paper and wooden artifacts.

With the increase in global temperatures and large fluctuations in air quality and humidity the upgrade of climate control to our current system will help avoid costly repairs and damage not only to the artifacts contained within the Edmund Fowle House walls, but also to the structure as a whole.

This project would entail installing a 3-ton high efficiency climate control unit (heating and cooling system) and using the existing duct work which was installed with such an upgrade as this in mind.

This project is in accordance with CPA Allowable Spending Purposes because the property is listed on the State Register of Historic Places as well as The Nation Registry of Historic Places."

PUBLIC BENEFIT

"The Historical Society of Watertown, established in 1888, is an all-volunteer non-profit organization with no paid staff or Board that relies solely on membership dues and public donations for funds. We have a limited budget and do not have the resources available to carry out this project and still continue to meet our budget needs for preserving and sharing Watertown's history with the public.

This project will not only ensure the integrity and longevity of structure of the house itself but will also continue to protect the multitude of local historic artifacts stored within its walls.

The Edmund Fowle House built in 1772, is the second oldest surviving house in Watertown, and served as the headquarters of the Massachusetts government Executive branch from July, 1775 to September, 1776. The Treaty of Watertown was signed in its Council Chamber on the second floor on July 19, 1776; the first to be signed between the new United States and a foreign power (the Mi'kmaq and St. John's Indian Nations). The house was also once owned by the architectural firm of John Hubbard Sturgis and Charles Brigham, the latter a Watertown resident and a founding member of the Historical Society, which now cares for the house.

Besides being an important part of our local and national history itself, the museum houses artifacts such as ledgers, paintings, clothing, furniture and other household items, maps, books, bound newspapers, diaries, relics from Watertown businesses and industries, land transfers and wills, and many other objects of interest, some dating back to the 1700s."

STATUS

A contractor has viewed the existing system and provided opinions, options and estimates for installing the new system. Fortunately, the house's 2004-2008 restoration, included the installation of ducting that allows for the addition of a HVAC /climate control.

Project Eligibility Form

Complete this online form at watertown-ma.gov/CPC by the deadline posted on the CPC web page.
Please contact Lanae Handy, Community Preservation Coordinator at lhandy@watertown-ma.gov to address questions.

Saltonstall Park

▲ PROJECT NAME

25 Whites Avenue, Watertown, MA 02472

▲ PROJECT LOCATION (PROVIDE EXACT ADDRESS)

Dept. of Public Works

▲ APPLICANT(S) NAME / ORGANIZATION

☐

CITY DEPARTMENT

☐

CITY COMMISSION/COMMITTEE.

☐

NON-PROFIT

☐

PRIVATE GROUP OR INDIVIDUAL

Megan Langan

▲ CONTACT PERSON

▲ MAILING ADDRESS

+1 (617) 972-6420

▲ PHONE NUMBER

mlangan@watertown-ma.gov

▲ EMAIL ADDRESS

\$ 750000

\$ 750000

▲ ESTIMATED CPA FUND REQUEST

▲ TOTAL BUDGET ESTIMATE

Is the property owner the applicant?

☐ Yes

☐ No

Please provide deed registry information:

▲ BOOK

▲ PAGE

▲ OR CERTIFICATE OF TITLE

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If applicant is not the property owner, does the applicant have site control or written consent of owner? Attach documentation verifying consent. *Note: If you do not have consent, your project will be deemed ineligible.*

Project Eligibility: Check at least one of the boxes below. See CPA Allowable Spending Purposes on page 7.

	Open Space	Outdoor Recreation	Community Housing	Historic Preservation
Acquire	☐	☐	☐	☐
Create	☐	☐	☐	☐
Preserve	☐	☐	☐	☐
Rehabilitate/Restore	If acquired or created with CPA Funds ☐	☐	If acquired or created with CPA Funds ☐	☐
Support			☐	

If an open space project, was the property acquired or created with CPA funds? ☒ Yes ☐ No

If a community housing project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

For historic properties, is the resource: (Check all that apply and check designation at MHC-Macris.net.)

☐ deemed significant by the Watertown Historic Commission? ☐ in a local historic district?

☐ listed on the State Registry of Historic Places? ☐ listed on the National Historic Register?

Have you reviewed Watertown's Community Preservation Plan and Application Manual? ☐ Yes ☐ No

Have you attended a Watertown CPA application workshop? ☐ Yes ☐ No

Greg St. Louis, Watertown DPW

▲ CONTACT NAME

▲ COMPANY

PROJECT SUMMARY

Please provide a brief description of the project, including how it meets CPA Allowable Spending Purposes.

Saltonstall Park is an open space park adjacent to City Hall. It is a gathering location for various City events such as Faire on the Square, The Summer Concert Series, and the Farmers Market. Our goal for this project is to enhance the upper area of Saltonstall and beautify the park space. The project will accomplish this by planting the understory of the established canopy, improving pedestrian accessible walkways, installing a permanent covered performing space as well as improving the streetscape with benches and lighting. Earlier this year, the Department of Public Works (DPW) worked with the Veteran's Office to renovate the plaza around the flag poles to add the flag for the new 6th service branch of the armed forces. The DPW has also been in continuous discussions with the Planning Department to ensure that these renovations will allow the park to be further utilized by the Watertown community not only by enhancing the current events that take place in the park, but by enabling additional events to be scheduled in the future.

PUBLIC BENEFIT

What community need and CPA goal(s) does this project address?

The City of Watertown and its residents heavily utilize the Saltenstall Park area for passive recreation as well as for various City events. The project will enable the City to ensure that the park area is ADA accessible.

STATUS

What level of planning has already been undertaken to inform the project?

The DPW has held internal meetings with the Parks Supervisor and the Tree Warden. We have aided in hosting the Faire on the Square through the Veteran's and Planning Offices. The DPW has engaged with MDLA, a landscape architect, to develop conceptual designs within the existing park footprint to supplement and improve the vista within the passive recreation areas. The DPW has shared these designs with the Manager's Office & Planning Department to ensure that their needs for events are satisfied as well. The DPW is actively planning a community meeting to present the conceptual designs and garner feedback on the project within the next couple of months.

Please attach any items that will aid in the review of eligibility such as photos, plans, or reports.

Is the project on City-owned property? ☒ Yes ☐ No

If yes, please attach the signed City of Watertown Co-Applicant Consent Form.

Project Eligibility Form

Complete this online form at watertown-ma.gov/CPC by the deadline posted on the CPC web page.
Please contact Lanae Handy, Community Preservation Coordinator at lhandy@watertown-ma.gov to address questions.

Commander's Mansion: Cultural Landscape Survey and Exterior Assessment

▲ PROJECT NAME

Commander's Mansion 440 Talcott Ave, Watertown, MA 02472

▲ PROJECT LOCATION (PROVIDE EXACT ADDRESS)

Community Planning & Development

▲ APPLICANT(S) NAME / ORGANIZATION

☐ CITY DEPARTMENT ☐ CITY COMMISSION/COMMITTEE. ☐ NON-PROFIT ☐ PRIVATE GROUP OR INDIVIDUAL

Liz Helfer

▲ CONTACT PERSON

▲ MAILING ADDRESS

+1 (617) 972-6417

▲ PHONE NUMBER

ehelfer@watertown-ma.gov

▲ EMAIL ADDRESS

\$ 65000

\$ 75000

▲ ESTIMATED CPA FUND REQUEST

▲ TOTAL BUDGET ESTIMATE

Is the property owner the applicant? ☒ Yes ☐ No

Please provide deed registry information:

29050

040

▲ BOOK

▲ PAGE

▲ OR CERTIFICATE OF TITLE

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If applicant is not the property owner, does the applicant have site control or written consent of owner? Attach documentation verifying consent. *Note: If you do not have consent, your project will be deemed ineligible.*

Project Eligibility: Check at least one of the boxes below. See CPA Allowable Spending Purposes on page 7.

	Open Space	Outdoor Recreation	Community Housing	Historic Preservation
Acquire	☐	☐	☐	☐
Create	☐	☐	☐	☐
Preserve	☐	☐	☐	☐
Rehabilitate/Restore	If acquired or created with CPA Funds ☐	☐	If acquired or created with CPA Funds ☐	☐
Support			☐	

If an open space project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

If a community housing project, was the property acquired or created with CPA funds? ☐ Yes ☐ No

For historic properties, is the resource: (Check all that apply and check designation at MHC-Macris.net.)

☐ deemed significant by the Watertown Historic Commission? ☐ in a local historic district?

☐ listed on the State Registry of Historic Places? ☐ listed on the National Historic Register?

Have you reviewed Watertown's Community Preservation Plan and Application Manual? ☐ Yes ☐ No

Have you attended a Watertown CPA application workshop? ☐ Yes ☐ No

▲ CONTACT NAME

▲ COMPANY

PROJECT SUMMARY

Please provide a brief description of the project, including how it meets CPA Allowable Spending Purposes.

The Commander's Mansion was restored in the late 1990s during and after its acquisition by the City from the United States Army in 1998. The exterior has received periodic maintenance but as some items degrade – the slate roof, the decorative ironwork, the exterior paint, the brownstone details, the copper gutters (a portion replaced in 1996) – they are beyond the scope of usual repairs by the city and are in need of a complete assessment to maintain and restore the historic charm of the building and preserve the building for future use. An assessment of the Mansion exterior and grounds will be twofold: a Cultural Landscape Survey and an assessment of the Mansion exterior by an Historic Architect and consultant team that includes expertise in metal restoration and roof restoration. A Cultural Landscape Survey will document the site history, existing conditions, and provide analysis & evaluation that culminates in a preservation treatment plan. Recommendations from the Cultural Landscape Survey will guide future restoration of the grounds and associated landscape structures such as the gatehouse, grape arbors, wooded embankment adjacent to North Beacon Street, and wrought iron fence along North Beacon Street and Arsenal Park.

PUBLIC BENEFIT

What community need and CPA goal(s) does this project address?

This project blends two CPA focus areas: Historic Preservation Restoration and Passive Recreation. The exterior and grounds assessment addresses long-standing needs for this historic site. The Mansion itself will continue to need restoration as an aging historic gem. A maintenance plan is being developed by the city and will strongly benefit from a restoration plan of exterior components that have not been touched since the late 1990s. A preservation treatment plan will align the passive recreational use and needs of the historic site with the Grant of Environmental Restriction, placed on the site when deeded to the City, and the continued use of the site for events. This will allow continued public access to the grounds and use of the Mansion for private and public events.

As recommendations from the proposed Cultural Landscape Survey and Historical Architectural Assessment are implemented, there will be opportunities to readdress the grounds of the mansion through a historical and recreational lens. There may be evidence from the Olmsted Associate's planting plans that the wooded embankment be thinned, and the walking trail improved. The gatehouse, if restored, may become a marker for access to the grounds and to the adjacent Arsenal Park. The Mansion interior is in generally good repair and will be included in the maintenance plan, but not be included in the scope of this assessment.

STATUS

What level of planning has already been undertaken to inform the project?

There is ongoing inter-departmental agreement to address the needs of the Commander's Mansion and grounds among the Department of Community Development & Planning, the Department of Public Works, and the Department of Public Buildings. The Department of Community Development & Planning is in conversation with several companies specializing in Historic Landscape Surveys and Historic Architecture to determine an appropriate scope for the initial assessment and prepare quotes. Initial research has begun into the MACRIS database and Olmstead records held by the Olmstead estate and the Library of Congress, as well as into press clippings held by city departments.

Please attach any items that will aid in the review of eligibility such as photos, plans, or reports.

Is the project on City-owned property? ☐ Yes ☐ No

If yes, please attach the signed City of Watertown Co-Applicant Consent Form.

Commander's Mansion: Cultural Landscape Survey and Exterior Assessment – full text

PROJECT SUMMARY

The Commander's Mansion site, listed on the National Register of Historic Places, includes landscaped grounds that see frequent passive recreational use (picnics, pass through, etc.), as well as hosting community and private events. The Mansion itself was restored in the late 1990s during and after its acquisition by the City from the United States Army in 1998. The exterior has received periodic maintenance but as some items degrade – the slate roof, the decorative ironwork, the exterior paint, the brownstone details, the copper gutters (a portion replaced in 1996) – they are beyond the scope of usual repairs by the city and are in need of a complete assessment to maintain and restore the historic charm of the building and preserve the building for future use.

An assessment of the Mansion exterior and grounds will be twofold: a Cultural Landscape Survey and an assessment of the Mansion exterior by an Historic Architect and consultant team that includes expertise in metal restoration and roof restoration. A Cultural Landscape Survey will document the site history, existing conditions, and provide analysis & evaluation that culminates in a preservation treatment plan. Recommendations from the Cultural Landscape Survey will guide future restoration of the grounds and associated landscape structures such as the gatehouse, grape arbors, wooded embankment adjacent to North Beacon Street, and wrought iron fence along North Beacon Street and Arsenal Park. Changes to the grounds have been well documented until 1998, but need to be updated to the present day. All of which need to then be compiled into a comprehensive survey that anticipates the continued needs and uses of the grounds and mansion.

The full assessment addresses both Historic Restoration and Preservation. The recommendations developed by expert consultants will provide a roadmap for the city to preserve this gem of Italianate architecture and its grounds, while also providing guidance on how to restore elements that need immediate repair outside of the scope of day-to-day maintenance.

Because much of the research into the site will overlap between the Mansion and the grounds, the project will be overseen by the Department of Community Development & Planning to coordinate the efforts of the selected historic landscape consultants and the historic architectural consultant with their associated team(s).

PUBLIC BENEFIT

This project blends two CPA focus areas: Historic Preservation Restoration and Passive Recreation. The exterior and grounds assessment addresses long-standing needs for this historic site. The Mansion itself will continue to need restoration as an aging historic gem. A maintenance plan is being developed by the city and will strongly benefit from a restoration plan of exterior components that have not been touched since the late 1990s. A preservation treatment plan will align the passive recreational use and needs of the historic site with the Grant of Environmental Restriction, placed on the site when deeded to the City, and the continued use of the site for events. This will allow continued public access to the grounds and use of the Mansion for private and public events. As recommendations from the proposed Cultural Landscape Survey and Historical Architectural Assessment are implemented, there will be opportunities to readdress the grounds of the mansion through a historical and recreational lens. There may be evidence from the Olmsted Associate's planting plans that the wooded embankment be thinned, and the walking trail improved. The gatehouse, if restored, may become a marker for access to the grounds and to the adjacent Arsenal Park. The Mansion interior is in generally good repair and will be included in the maintenance plan, but not be included in the scope of this assessment.

STATUS

There is ongoing inter-departmental agreement to address the needs of the Commander's Mansion and grounds among the Department of Community Development & Planning, the Department of Public Works, and the Department of Public Buildings. The Department of Community Development & Planning is in conversation with several companies specializing in Historic Landscape Surveys and Historic Architecture to determine an appropriate scope for the initial assessment and prepare quotes. Initial research has begun into the MACRIS database and Olmstead records held by the Olmstead estate and the Library of Congress, as well as into press clippings held by city departments.

CITY OF WATERTOWN, MASSACHUSETTS

AGREEMENT

THIS AGREEMENT made this 1st day of December, 2022 by and between the CITY of WATERTOWN, a municipal corporation duly organized under the laws of Massachusetts and having a usual place of business at 149 Main Street, Watertown, Massachusetts, hereinafter referred to as the "CITY", and Christine Gimbel Rogers, a sole proprietor having a usual place of business at 18 Browne Street, Unit #3, Brookline, MA 02446, hereinafter referred to as the "CONTRACTOR".

WITNESSETH:

WHEREAS, the CITY invited the submission of proposals for the purchase and delivery of Consulting Services for Community Housing applications on behalf of the Community Preservation Committee, hereinafter "the Project"; and

WHEREAS, the CONTRACTOR submitted a Proposal to perform the work required to complete the Project; and

WHEREAS, the CITY has decided to award the contract therefor to the CONTRACTOR.

NOW, THEREFORE, the CITY and the CONTRACTOR agree as follows:

1. CONTRACT DOCUMENTS. The Contract Documents consist of this Agreement, the Invitation to Bid, Instructions to Bidders and the CONTRACTOR's Proposal (Attachment A). The Contract Documents constitute the entire Agreement between the parties concerning the work, and all are as fully a part of this Agreement as if attached hereto.
2. THE WORK. The Work consists of the Scope of Work (Attachment A), as more fully described in the Contract Documents as defined above.
3. TERM OF CONTRACT. This Agreement shall be in effect from 12/1/2022 and shall expire on 4/1/2023, unless terminated earlier pursuant to the terms hereof.
4. COMPENSATION.
 - A. The CITY shall pay the CONTRACTOR as full compensation for the performance of the work outlined in Section 2 above the contract sum of \$ 5,100.00.
 - B. The acceptance by the CONTRACTOR of final payment for items and/or services provided shall be deemed a release of the CITY from any and all claims and liabilities under this Agreement.

- C. Neither the CITY's review, approval or acceptance of, nor payment for any of the items and/or services provided shall be construed to operate as a waiver of any rights of the CITY under the Agreement or any cause of action arising out of the performance of the Agreement.
- D. The CITY shall cancel this Agreement if funds are not appropriated or otherwise made available to support continuation of performance in any fiscal year succeeding the current fiscal year as required by G.L. c. 30B, sec. 12(c)(3).
5. PAYMENT OF COMPENSATION. The CITY shall make payments within thirty (30) days after its receipt of Invoice.
6. LIABILITY OF THE CITY. The CITY's liability hereunder shall be to make all payments when they shall become due, and the CITY shall be under no further obligation or liability. Nothing in this Agreement shall be construed to render the CITY or any elected or appointed official or employee of the CITY, or their successors in office, personally liable for any obligation under this Agreement.
7. INDEPENDENT CONTRACTOR. The CONTRACTOR acknowledges and agrees that it is acting as an independent contractor for all work and services rendered pursuant to this Agreement, and shall not be considered an employee or agent of the CITY for any purpose.
8. INDEMNIFICATION. The CONTRACTOR shall indemnify, defend, and hold the CITY harmless from and against any and all claims, demands, liabilities, actions, causes of actions, costs and expenses, including attorney's fees, arising out of the CONTRACTOR's breach of this Agreement or the negligence or misconduct of the CONTRACTOR, or the CONTRACTOR's agents or employees.
9. INSURANCE.
- A. The CONTRACTOR shall obtain and maintain in full force and effect during the term of this Agreement the insurance coverage in companies licensed to do business in the Commonwealth of Massachusetts, and acceptable to the CITY, as set forth below:

General Liability

Bodily Injury Liability	\$1,000,000 per occurrence
Property Damage Liability	\$ 500,000 per occurrence
(or combined single limit)	\$1,000,000 per occurrence

Automobile Liability

Bodily Injury Liability	\$1,000,000 per occurrence
Property Damage Liability	\$ 500,000 per occurrence
(or combined single limit)	\$1,000,000 per occurrence

Workers' Compensation Insurance

Coverage for all employees in accordance with Massachusetts General Laws

Professional Liability Insurance

Minimum Coverage \$1,000,000 per occurrence

- B. All policies shall identify the CITY as an additional insured (except Workers' Compensation) and shall provide that the CITY shall receive written notification at least 30 days prior to the effective date of any amendment or cancellation. Certificates evidencing all such coverages shall be provided to the CITY upon the execution of this Agreement. Each such certificate shall specifically refer to this Agreement and shall state that such insurance is as required by this Agreement. Failure to provide or to continue in force such insurance shall be deemed a material breach of this Agreement and shall be grounds for immediate termination.
10. ASSIGNMENT. The CONTRACTOR shall not assign, sublet or otherwise transfer this Agreement, in whole or in part, without the prior written consent of the CITY, and shall not assign any of the moneys payable under this Agreement, except by and with the written consent of the CITY.
11. TERMINATION. A. Termination for Cause. If at any time during the term of this Agreement the CITY determines that the CONTRACTOR has breached the terms of this Agreement by negligently or incompetently performing the work, or any part thereof, or by failing to perform the work in a timely fashion, or by failing to perform the work to the satisfaction of the CITY, or by not complying with the direction of the CITY or its agents, or by otherwise failing to perform this Agreement in accordance with all of its terms and provisions, the CITY shall notify the CONTRACTOR in writing stating therein the nature of the alleged breach and directing the CONTRACTOR to cure such breach within ten (10) days. The CONTRACTOR specifically agrees that it shall indemnify and hold the CITY harmless from any loss, damage, cost, charge, expense or claim arising out of or resulting from such breach regardless of its knowledge or authorization of the actions resulting in the breach. If the CONTRACTOR fails to cure said breach within ten (10) days, the CITY may, at its election at any time after the expiration of said ten (10) days, terminate this Agreement by giving written notice thereof to the CONTRACTOR specifying the effective date of the termination. Upon receipt of said notice, the CONTRACTOR shall cease to incur additional expenses in connection with this Agreement. Upon the date specified in said notice, this Agreement shall terminate. Such termination shall not prejudice or waive any rights or action which the CITY may have against the CONTRACTOR up to the date of such termination, and the CONTRACTOR shall be liable to the CITY for any amount which it may be required to pay in excess of the compensation provided herein in order to complete the work specified herein in a timely manner. Upon such termination, the CONTRACTOR shall be entitled to compensation for all satisfactory work completed prior to the termination date, as determined by the CITY.

B. Termination for Convenience. The CITY may terminate this Agreement at any time for convenience by providing the CONTRACTOR written notice specifying therein the termination date which shall not be sooner than ten days from the issuance of said notice. Upon receipt of said notice, the CONTRACTOR shall cease to incur additional expenses in connection with this Agreement. Upon such termination, the CONTRACTOR shall be entitled to compensation for all satisfactory work completed prior to the termination date, as determined by the CITY, such payment not to exceed the fair value of the services provided hereunder.

12. INSPECTION AND REPORTS. The CITY shall have the right at any time to inspect the work of the CONTRACTOR, including the right to enter upon any property owned or occupied by CONTRACTOR, whether situated within or beyond the limits of the CITY. Whenever requested, CONTRACTOR shall immediately furnish to the CITY full and complete written reports of its operation under this Contract in such detail and with such information as the CITY may request.
13. ROYALTIES AND PATENTS. The CONTRACTOR shall pay all applicable royalties and license fees. In addition, the CONTRACTOR hereby represents that it is duly authorized to use any process or other intellectual property rights held by third parties in the performance of this Agreement, it shall defend all suits or claims for infringement of any patent or other intellectual property rights and shall indemnify and hold the CITY harmless from loss on account thereof.
14. SUCCESSOR AND ASSIGNS. This Agreement is binding upon the parties hereto, their successors, assigns and legal representatives. Neither the CITY nor the CONTRACTOR shall assign or transfer any interest in the Agreement without the written consent of the other.
15. COMPLIANCE WITH LAWS. The CONTRACTOR shall comply with all Federal, State and local laws, rules, regulations and orders applicable to the work provided pursuant to this Agreement, such provisions being incorporated herein by reference, and shall be responsible for obtaining all necessary licenses, permits, and approvals required for the performance of such work.
16. NOTICE. Any and all notices, or other communications required or permitted under this Agreement, shall be in writing and delivered by hand or mailed postage prepaid, return receipt requested, by registered or certified mail or by other reputable delivery service, to the parties at the addresses set forth on Page 1 or furnished from time to time in writing hereafter by one party to the other party. Any such notice or correspondence shall be deemed given when so delivered by hand, if so mailed, when deposited with the U.S. Postal Service or, if sent by private overnight or other delivery service, when deposited with such delivery service.
17. SEVERABILITY. If any term or condition of this Agreement or any application thereof shall to any extent be held invalid, illegal or unenforceable by the court of competent jurisdiction, the validity, legality, and enforceability of the remaining

terms and conditions of this Agreement shall not be deemed affected thereby unless one or both parties would be substantially or materially prejudiced.

18. GOVERNING LAW. This Agreement shall be governed by, construed and enforced in accordance with the laws of the Commonwealth of Massachusetts and the CONTRACTOR submits to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Agreement.

19. ENTIRE AGREEMENT. This Agreement, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the parties with respect to the matters described. This Agreement supersedes all prior agreements, negotiations and representations, either written or oral, and it shall not be modified or amended except by a written document executed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

I certify that an appropriation
is available in the amount of this
Contract.

CITY OF WATERTOWN, MA

By its: _____

City Auditor

Approved as to Form:

CONTRACTOR:

City Attorney

(Signature)

(Name and Title)

(Attachment A)

Scope of Work – Christine Gimbel Rogers Contract

1. Review community housing applications received by the Community Preservation Committee.	\$1,500
2. Identify questions for the applicants or further information the CPC should request from applicants.	900
3. Provide concise written analyses of applications related to: A. community housing development best practices • financial soundness and feasibility • conformance to regulations • affordable housing standards • norms of financial institutions B. potential project barriers or issues of concern.	600
4. Present analyses to the committee at their CPC meeting (optional).	450
5. Attend project presentations of housing applicants to ask follow-up questions (optional).	450
6. Consultation on project implementation and, as necessary identify corrective actions (optional).	1,200
TOTAL	\$5,100

Optional items are optional at the request of the CPC and dependent on the consultant's availability.