CITY OF WATERTOWN
Community Preservation Committee

Minutes of CPC Meeting Thursday, December 15, 2022, at 7:00 PM, held remotely via Zoom.

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

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

1. **Call to Order**

   Mark Kraczkiewicz called the meeting to order at 7:01PM and noted the meeting was being held by Zoom as allowed by the extension of the Governor's order waiving certain provisions of Open Meeting Laws.

2. **Acceptance of 2022-11-17 CPC Minutes**

   Motion: Allen Gallagher moved to accept the 11-17-22 CPC minutes with the changes proposed by Mark. Jason Cohen seconded the motion.

   Vote: Jason Cohen, Jamie O'Connell, Mark Kraczkiewicz, Allen Gallagher, and Jon Bockian voted in favor. Matthew Walter and Bob DiRico abstained.

3. **Committee Discussion**

   A. **CPC Term Limits**

   This agenda item was discussed last. Mark asked Elodia Thomas to begin the discussion. Elodia said she had been contacted by people who were interested in joining committees and since the members of those bodies with expiring terms were remaining, the interested potential applicants didn't bother to apply.

   Matt spoke from the perspective of the Historical Commission where there was a concern about obtaining new representation and finding enough willing volunteers who were qualified. There was also an interest in retaining institutional knowledge.

   While Jamie agreed with Elodia on principle, she pointed out the Conservation Commission requires a professional skill set due to the many regulations involved. That commission requires members with the professional skills who are also able to develop the institutional knowledge over time.

Jaime remarked that if the discussion is taking place on the city level, the CPC should wait for action on the city's part. She said ideally, the chair should train others in the leadership of the CPC. However not everyone has the capacity and time to devote to the position of chair. Jaime thought a decision at this time was premature.

Jon stated he was not in favor limiting terms for committee members or chairs. He pointed out limiting the term of the chair was not something any other board or committee did. Jon asked Mark Sideris about this matter. Jon said, "Mark thought it was something that should be taken up by the city." Elodia cited different committees had different structures and may have other offices besides chair and vice chair. She asked how the committee could obtain fresh perspectives, develop seasoned members, and strengthen the body.

Mark stressed that 5 members of the CPC come from other boards and commissions. Jason added that he was willing to cede his seat as a designee from the Planning Board but there was no one to replace him. He emphasized there will not always be a member willing to represent statutory bodies on the CPC.

Elodia highlighted that as *the* problem and an important issue the city needed to address. Jon said that anyone could encourage the city manager to exercise his prerogative of appointing a new person to a committee.

According to Elodia, the leadership on the boards is stale and there are others with fresh ideas. She said long-serving chairs may stifle new ideas. As the CPC represents so many aspects of the Watertown community, Elodia views this as a very important conversation to continue going forward. She stressed term limits removed personality and was a positive way to engage new people.

Jamie brought up that some towns have associate members to bring in new people and give them confidence. She said the fostering of new ideas depended on the culture of the committee. Mark asked whether associate members were alternates who voted when other committee members were absent. Jamie said that to her knowledge they were non-voting members and were there to help with the high volume of work. They do everything the commissioners do except vote, providing a feeder of potential commissioners when there are vacancies.

Jason added the ZBA has two alternate positions of non-voting members who participate in discussions and do all the work of the other members similar to an apprenticeship.

Jon thinks it is an interesting discussion, but better taken up by the City Council and Manager.

Elodia suggested the CPC chair serve until the end of the fiscal year to see the entire application process through for continuity of effort. Jamie agreed with that suggestion. Mark asked if committees chairs should step down or if they remain on the committee, would they be a drag on the new chair. Elodia didn't think so and believed rotating chairs would strengthen the committee.

Bob asked if there was anything in the plan about the tenure of the chair. Elodia stated there was not.

Jason remarked the committee voted to establish a vice chair but did not specify it was mandatory. Elodia said she thought the idea of a vice chair was good and the aim was for the vice chair to succeed the chair. Jason made the point that he wouldn't be running for chair or vice chair.

Jon noted the ordinance gives the committee the option of establishing offices as they deem necessary. Elodia said that if no one wants to be vice chair then maybe there shouldn't be a vice chair. Jason proposed the CPC take this up during the election of a chair.

Bob liked the idea of moving to coordinate the term with the fiscal year. The practical effect would be that Mark would remain chair until the end of June. Given that, Mark suggested postponing the election. Jon said the committee should discuss this next month. Jamie recommended postponing the election until June or reelecting Mark until June. She raised that with this change, the committee member and chair terms would no longer coincide.

B. Revised 2023 CPC Calendar

Mark asked if there were any comments on the revised calendar as it reflected the changes requested by the committee. Bob supported the revised application schedule that moved the deadline up by more than a month, giving more time for applicants to prepare their project applications and more time for the committee to review applications.

C. City Hall Paintings Exhibit

Lanae presented an idea proposed by Will Trombley of placing an exhibit of tri-folding or bi-folding doors in front of where the city hall paintings once hung. The exhibit would describe the project and document the restoration process as well as being supplemented with social media posts. Lanae explained that Joyce had offered to contribute photos and other content and that Liz Helfer had also volunteered to assist with the project. Originally, she was going to request a budget of $1,000 to $1,200 based on the cost of the hollow core doors, paint, assembly, and printing. However, Lanae decided to request $2,000 for a marketing budget to include a subscription to a design platform, printing for earlier outreach at the farmer's market, and possibly printing for other events.

Elodia said the proposition required further discussion or more thought beyond creating a budget and wasn't sure the medium was the right one given the extra video monitors in city hall. She believed the CPC should be very thoughtful about what is presented to the community. Jason asked if Elodia thought a subcommittee should be created. She mentioned she had long proposed having a marketing subcommittee to work on these activities. Jamie asked if the exhibit would be updated. Lanae said it would document the restoration process with updated images and other information.

Jason favored the idea and said if the budget were more than needed it would go back to the fund and if too little, Lanae could return to the committee to increase the request. He trusted her to implement the project and would be happy to help come up with ideas and review content.

Motion: Allen moved to approve a marketing budget of $3,000 to the coordinator and Jason seconded the motion.

Vote: Jon Bockian, Allen Gallagher, Jamie O'Connell, Jason Cohen, Bob DiRico, Allen Gallagher, and Mark Kraczkiewicz voted in favor. Elodia Thomas voted present.

4. Adjournment

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

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

Adjournment: 7:59 PM