



City of Watertown

Community Preservation Committee

Administration Building
149 Main Street
Watertown, Massachusetts 02472

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

COMMUNITY PRESERVATION COMMITTEE MEETING MONDAY, APRIL 10, 2023 AT 7:00 PM

AGENDA

Pursuant to Chapter 2 of the Acts of 2023, the meeting will be conducted with remote opportunities for participation. Remote participation and access methods include:

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. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID:
- D. Public may comment prior to the meeting via email: lhandy@watertown-ma.gov

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- 1. Call to Order
 - 2. Committee Discussion
 - A. Approval of CPA Funding Recommendation to City Council
 - 3. Adjournment



FY 2023 CPA FUNDING RECOMMENDATION

Submitted to the City Council
by the Community Preservation Committee

April 13, 2023

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Date: April 13, 2023

To: The Honorable City Council

At its March 30, 2023, meeting, the CPC voted to recommend to the City Council a total expenditure of \$419,117 in CPA funds for four (4) projects. The CPC determined that the recommended projects would meet the goals expressed in the Community Preservation Plan, provide a public benefit, address a need, are ready to commence, and demonstrate some ability to leverage non-CPA funds, among other factors.

If approved by the City Council, private organizations must enter into a Grant Agreement with the City while City Departments must comply with the terms of a Memorandum of Agreement with the CPC. All entities are required to submit regular progress and budget reports. Additional specific conditions are listed as applicable to each project.

CPA FY 2023 PROJECT FUNDING RECOMMENDATION		
HISTORIC PRESERVATION	FUNDING SOURCE	AWARD RECOMMENDATION
Rehabilitation and Preservation of the Old Burying Ground and Common Street Cemeteries	Historic Preservation Reserve	\$94,590
Commander's Mansion Cultural Landscape Report and Building Exterior Assessment	Historic Preservation Reserve	\$102,470
Edmund Fowle House Museum Gutter Replacement	Historic Preservation Reserve	\$47,300
COMMUNITY HOUSING		
103 Nichols Ave.	Community Housing Reserve	\$175,000
TOTAL FUNDING		\$419,117

FY 2023 PROJECT RECOMMENDATION BREAKDOWN				
CPA CATEGORY	NUMBER OF PROJECTS	TOTAL CATEGORY RESERVE AMOUNT	UNDESIGNATED RESERVE AMOUNT	CATEGORY RESERVE FUND BALANCE
Historic Preservation	3	\$244,117	\$0	\$1,537,000
Community Housing	1	\$175,000	\$0	\$1,570,000

The following project summaries describe the project proposals recommended for CPA funding in FY 2023. Full project applications are posted on the City of Watertown website for review at:
<https://www.watertown-ma.gov/731/CPA-Projects-and-Applications>

PROJECT TITLE:	Rehabilitation and Preservation of Old Burying Ground and Common Street Cemeteries
PROJECT LOCATION:	264 Arlington Street; 154 Mount Auburn Street
APPLICANT/ORGANIZATION:	Historical Society of Watertown (City of Watertown is co-applicant)
CPA CATEGORY:	Historic Preservation
CPC RECOMMENDED FUNDING AMOUNT:	\$94,590
CPC RECOMMENDED FUNDING SOURCE:	Historic Preservation Reserve

PROJECT DESCRIPTION

The Historical Society of Watertown and the Department of Community Development and Planning request \$94,590 to hire Ray Dunetz Landscape Architects to create masterplans for the Old Burying Ground (1642) and Common Street Cemeteries (1754). These two cemeteries owned and maintained by the municipality, are the oldest ones located in the city and border Watertown's major thoroughfare, Mount Auburn Street. Each cemetery holds the distinction of being listed on the National Register of Historic Places.

Due to several factors such as harsh New England weather conditions, climate change, and lack of maintenance or repair of the older gravestones, tombs, and crypts, these historic assets are in need of restoration and preservation. Initially, ground penetrating radar surveys would be performed at designated property boundaries. The masterplans for the two cemeteries would document existing conditions and prioritize rehabilitation of grave markers, tombs, stone walls, fencing, and the surrounding landscapes. Ultimately this project would result in a phased implementation plan prioritizing grave markers, crypts, and tombs that exhibit the most advanced decline. The plan would also address landscape features, including tree health. Additionally, it would outline how to maintain and protect these two historic resources in the long term.



The plan is to be prepared by Ray Dunetz, project team leader, who previously completed the master plan for the Old Burying Ground in Arlington. Other members of the team include Ivan Myjer, one-time conservation director of the Society for the Preservation of New England Antiquities and Barbara Keene Briggs, who performed the tree assessment for the Arlington Old Burying Ground as well as the heritage tree assessment for Olmsted Park, part of the Emerald Necklace.

RECOMMENDED FUNDING

On March 30, 2023, by a vote of 9-0, the Community Preservation Committee recommended the appropriation of \$94,590 from the Historic Preservation Reserve for the project: Rehabilitation and Preservation of Old Burying Ground and Common Street Cemeteries. The CPC recommends a grant to the Department of Planning and Community Development in accordance with the terms and conditions of a Municipal Department Memorandum of Agreement and the overall purposes summarized in this document.

Photos Credit- Joyce Kelly



ALIGNMENT WITH COMMUNITY PRESERVATION PLAN 2021-2025

The Rehabilitation and Preservation of Old Burying Ground and Common Street Cemeteries would align with the guiding principles and priorities as well as the historic preservation goals outlined in the Community Preservation Plan as follows:

- Project would be publicly visible and accessible
- Demonstrates support from municipal bodies—the Watertown Historical Commission, Watertown Historic District Commission, and individual community members
- Addresses a longstanding and urgent need as markers and tombs are rapidly deteriorating
- Demonstrates feasibility through high quality project management, historic preservation team expertise, a reasonable and informed budget, and a realistic timeline
- Addresses two CPA funding categories by preserving existing open space and planning for the rehabilitation and preservation of historic resources.
- Project would restore and preserve a city-owned historic resource

PROJECT OUTCOME



The city would obtain a detailed plan for how to preserve the grave markers of Watertown's earliest settlers in the 17th century, veterans of the Revolutionary and Civil Wars, as well as other noteworthy historic figures of Watertown. These plans would prioritize the phased rehabilitation of the cemeteries, providing cost estimates and a maintenance plan. When the plans are implemented, the properties would be preserved for the benefit of history enthusiasts, genealogists, people with an interest in funerary and folk art, and the larger public. In addition, as cemeteries were some of the first public open spaces enjoyed for passive recreation, these properties offer opportunities for walking, bird watching, and quiet contemplation in largely developed areas of the city.

STANDARD FUNDING CONDITIONS

- No disbursements of funds may occur until the project has received all necessary governmental and third-party approvals, the project budget has been approved by the CPC, and all other sources of funds have been committed, as necessary, to complete the project.
- Any CPA funds appropriated but not used for the stated purposes of this project must be returned to the Watertown Community Preservation Fund.
- Other conditions as deemed necessary and defined within the Municipal Memorandum of Agreement.

APPLICANT'S PROPOSED TIMELINE

Task	
Kick-off Meeting	July 2023
Assessment	July 2023 – January 2024
Recommendations	July 2023 – January 2024
Cost Estimate and Maintenance Plan	July 2023 – January 2024
Final Report	January – March 2024

PROJECT BUDGET

Item	Total
Kick-off Meeting, Site Walk Research	2,500
Assessment	22,250
Ground Penetrating Radar Assessment and Report	4,590
Landscape Reports (Landscape Architect, Stone Conservator, Arborist)	
Recommendations	51,550
Cost Estimates	4,000
Maintenance Plans	3,600
Final Reports	6,100
(Note: 15% Discounted total for doing both cemeteries) TOTAL	\$94,590
Historical Society of Watertown In-Kind Contribution	
Joyce Kelly – Project Management	1,225
Marilynne Roach - Consultation	70
	\$1,295

The full proposal is available at: [bbafa84e-5bc5-4859-ad40-17769c7fe7a9 \(civicplus.com\)](https://civicplus.com/bbafa84e-5bc5-4859-ad40-17769c7fe7a9)

PROJECT TITLE:	Commander's Mansion Cultural Landscape Report and Building Exterior Assessment
PROJECT LOCATION:	440 Talcott Avenue
APPLICANT/ORGANIZATION:	Department of Community Development and Planning
CPA CATEGORY:	Historic Preservation
CPC RECOMMENDED FUNDING AMOUNT:	\$102,470
CPC RECOMMENDED FUNDING SOURCE:	Historic Preservation Reserve

PROJECT DESCRIPTION

The Department of Community Development and Planning (DCDP) requests \$102,470 to produce a Cultural Landscape Report for the Commander's Mansion and conduct an assessment of the mansion's exterior. The mansion designed by Thomas L. French in the Greek Revival and Italianate styles was constructed in 1865. Surrounding the former army commander's dwelling are grounds designed by the Olmsted Brother's Landscape Architecture firm. This prominent site is on the National Register of Historic Places and the Massachusetts Historic Commission holds a historic preservation restriction on the property. Today the city-owned site is a notable wedding venue and hosts numerous public and private events.

For this project, the Planning Department proposes to hire historic architectural firm, Elmore Design Collaborative as its historic preservation specialist and project team leader. Members of the team have worked on prestigious projects at the Elms in Newport, Blithewold Mansion in Bristol, Rhode Island, and helping to assemble the Chinese House at the Peabody Essex Museum. The Cultural Landscape Report to be produced by the nationally recognized firm would document the site history, existing conditions, and provide an evaluation and recommendations for the property's landscape preservation treatment plan. In addition to the grounds, associated landscape structures such as the gatehouse, grape arbors, and wrought iron fencing would be included in the report. The report's recommendations would conform to the Secretary of Interior's historic preservation standards.

It has been two decades since exterior features of the mansion have been addressed. Consequently, many building components such as decorative ironwork and brownstone lintels are in need of attention to prevent further decay. These features would be assessed by John G. Waite Associates, specialists in such work. In addition, this project would evaluate improvements to the approaches and public access to the grounds along with the use of the Mansion for public and private events.



Commander's Mansion (aerial view) ca. 2020 Google Maps

RECOMMENDED FUNDING

On March 30, 2023, by a vote of 9-0, the Community Preservation Committee recommended the appropriation of \$102,470 from the Historic Preservation Reserve for the project: Commander's Mansion Cultural Landscape Report and Building Exterior Assessment. The CPC recommends a grant to the Department of Planning and Community Development in accordance with the terms and conditions of a Municipal Department Memorandum of Agreement and the overall purposes summarized in this document.

ALIGNMENT WITH COMMUNITY PRESERVATION PLAN 2021-2025

The Commander's Mansion Cultural Landscape Report and Building Exterior Assessment would align with the guiding principles and priorities as well as historic preservation goals outlined in the Community Preservation Plan as follows:

- Project would be publicly visible and accessible
- Demonstrates support from the Watertown Historical Commission
- Addresses a longstanding need to develop a preservation treatment plan
- Demonstrates feasibility through high quality project management, historic preservation team expertise, a reasonable and informed budget, and a realistic timeline
- Addresses two CPA funding categories by preserving existing open space and planning for the rehabilitation and preservation of historic resources.
- Project would develop a plan to restore and preserve a city-owned historic resource



Photos Credit: Liz Helfer



PROJECT OUTCOME

Watertown residents and visitors would benefit from the city obtaining a plan to guide the preservation and restoration of this historically significant property and from the emerging rehabilitation projects. Project proponents aim to increase the prominence of the site and over time balance careful restoration and preservation with the use of the grounds for passive recreation as well as public and private events.

SPECIFIC FUNDING CONDITION

- The report shall contain recommendations for pathway connections to adjacent and nearby open space consistent with maintaining the historic character and integrity of the cultural landscape.

STANDARD FUNDING CONDITIONS

- No disbursements of funds may occur until the project has received all necessary governmental and third-party approvals, the project budget has been approved by the CPC, and all other sources of funds have been committed, as necessary, to complete the project.
- Any CPA funds appropriated but not used for the stated purposes of this project must be returned to the Watertown Community Preservation Fund.
- Other conditions as deemed necessary and defined within the Municipal Memorandum of Agreement.

APPLICANT'S PROPOSED TIMELINE

Task	
Project Initiation Meeting	July 2023
Land Survey, Assessment of exterior and related interior building components	September 2023
Ongoing monthly meetings and additional meetings as needed	July 2023 – January 2024
Archival Research, Landscape Research, Assessment, and Documentation	September 2023 – December 2023
Development of Treatment Recommendations and Restoration Priorities	December 2023 – February 2024
Report Preparation	March – May 2024
Report and assessment documentation concluded and referred to DCDP and Mansion staff	June 2024

PROJECT BUDGET

Item	Total
Elmore Design Collaborative Fee for Cultural Landscape Report	47,500
Assessment	
Site Survey	12,970
Exterior Building Assessment (includes reimbursable expenses such as travel and printing) John G. Waite Associates, Architects	42,000
TOTAL	\$102,470
Department of Community Development and Planning Staff Time	\$8,600

The full proposal is available at: [1cbc37d3-2424-43f7-8d5d-2942733ae4a2 \(civicplus.com\)](https://civicplus.com/1cbc37d3-2424-43f7-8d5d-2942733ae4a2)

PROJECT TITLE:	Gutter Replacement for the Historic Edmund Fowle House and Museum
PROJECT LOCATION:	26-28 Marshall Street
APPLICANT/ORGANIZATION:	Historical Society of Watertown
CPA CATEGORY:	Historic Preservation
CPC RECOMMENDED FUNDING AMOUNT:	\$47,300
CPC RECOMMENDED FUNDING SOURCE:	Historic Preservation Reserve

PROJECT DESCRIPTION

The Historical Society of Watertown requests \$47,300 to replace the gutters and fascia boards of the Edmund Fowle House Museum with fiberglass material that is long-lasting. The longevity of the materials used for this project are an important consideration for the all-volunteer Historical Society of Watertown, which operates on a limited budget. The not-for-profit organization owns and manages the historically significant property listed on the Massachusetts State Register of Historic Places and the National Register of Historic Places. Additionally, the Fowle House is in the Mount Auburn Street Historic District. To help ensure the home is preserved and historic preservation work meets the Secretary of Interior's historic rehabilitation standards, the Massachusetts Historic Commission holds a historic preservation restriction on the property. This body must approve all rehabilitation work on the house museum.



Edmund Fowle House Museum

As part of the rehabilitation and preservation work proposed, the rotting existing wooden gutters would be removed from the entire building so that the area can be inspected by Gurnett Creek Builders, a division of Fiberglass Building Products/Fibergutter. Gurnett Creek would install new fascia boards and gutters. While the Massachusetts Historic Commission allows fiberglass replacement gutters that can be painted to match the current gutters and replicate the grain of wood, the Historic District Commission requires the fascia boards to be replaced with wood. In this case, cedar would be used. Fiberglass gutters are projected to have an average lifespan of 50 years.

Given their larger interior dimension compared to an equivalent wooden gutter, they would divert more rainwater. Each section of gutter would have a UV resistant protective coating, eliminating the need for repainting. Given these features, the structure would be protected with a low maintenance treatment and would continue to protect the local historic artifacts stored within for many decades.

RECOMMENDED FUNDING

On March 30, 2023, by a vote of 9-0, the Community Preservation Committee recommended the appropriation of \$47,300 from the Historic Preservation Reserve for the project: Gutter Replacement for the Historic Edmund Fowle House and Museum. The CPC recommends a grant to the Historical Society of Watertown in accordance with the terms and conditions of a CPA Grant Agreement and the overall purposes summarized in this document.

Photos Credit Todd Rivers



ALIGNMENT WITH COMMUNITY PRESERVATION PLAN 2021-2025

The replacement of the Edmund Fowle House Museum gutters would align with the guiding principles and priorities as well as historic preservation goals outlined in the Community Preservation Plan as follows:

- Project would be publicly visible and accessible
- Demonstrates support from municipal bodies—the Watertown Historical Commission, Watertown Historic District Commission, and individual community members
- Demonstrates feasibility through historic preservation contractor expertise, an informed budget, and a realistic timeline
- Supports the preservation of a privately-owned historic resource that demonstrates appropriate public benefit.



PROJECT OUTCOME

This project would rehabilitate damage to the museum house and prevent damage, preserving historic artifacts found in the museum's collection for many more decades and for the public to appreciate. The rehabilitation would have a long lifespan and be low maintenance.

STANDARD FUNDING CONDITIONS

- No disbursements of funds may occur until the project has received all necessary governmental and third-party approvals, the project budget has been approved by the CPC, and all other sources of funds have been committed, as necessary, to complete the project.
- Any CPA funds appropriated but not used for the stated purposes of this project must be returned to the Watertown Community Preservation Fund.
- Other conditions as deemed necessary and defined within the CPA Grant Agreement.

APPLICANT'S PROPOSED TIMELINE

Task	
Prepare job site and remove gutters.	July 2023 – day 1
Inspect work area and remove jobsite debris created.	July 2023 – day 2
Install new fascia and remove jobsite debris created.	July 2023 – day 3
Install fiberglass gutter system.	July 2023 – day 4 & 5
Reinstall existing downspouts and splash blocks. Remove all jobsite debris created.	July 2023 – day 5 & 6

PROJECT BUDGET

Item	Total
Labor	24,128
Materials	18,346
Supplies	283
Contingency	4,543
TOTAL	\$47,300
Historical Society of Watertown In-Kind Contribution	
Todd Rivers – Project Management	\$1,000

The full proposal is available at: [d3c84cca-740a-4dd1-9dc8-d097ee8a7b60 \(civicplus.com\)](https://civicplus.com/d3c84cca-740a-4dd1-9dc8-d097ee8a7b60)

PROJECT TITLE:	103 Nichols Ave. Group Home
PROJECT LOCATION:	103 Nichols Avenue
APPLICANT/ORGANIZATION:	Watertown Housing Authority
CPA CATEGORY:	Community Housing
CPC RECOMMENDED FUNDING AMOUNT:	\$175,000
CPC RECOMMENDED FUNDING SOURCE:	Community Housing Reserve

PROJECT DESCRIPTION

The Watertown Housing Authority (WHA) requests \$175,000 to complete predevelopment and some initial development work for a new fully affordable, five-bedroom group home for adults with special needs at 103 Nichols Avenue. The CPA award would fund engineering and architectural design, producing 100% complete construction documents. Beaverbrook STEP, headquartered in Watertown, would operate the home and it would have local preference subject to a progressive fair housing model.

This group home would be built on WHA-owned land and be affordable in perpetuity for low-income residents earning less than 60% Area Median Income. It would include a fully accessible first floor and seek to integrate universal design principles. As part of the project, WHA would seek funds for construction from the state Facilities Consolidation Fund (which finances up to 50% of the total costs for the fully accessible portion of the project) and a small bank loan or mortgage.

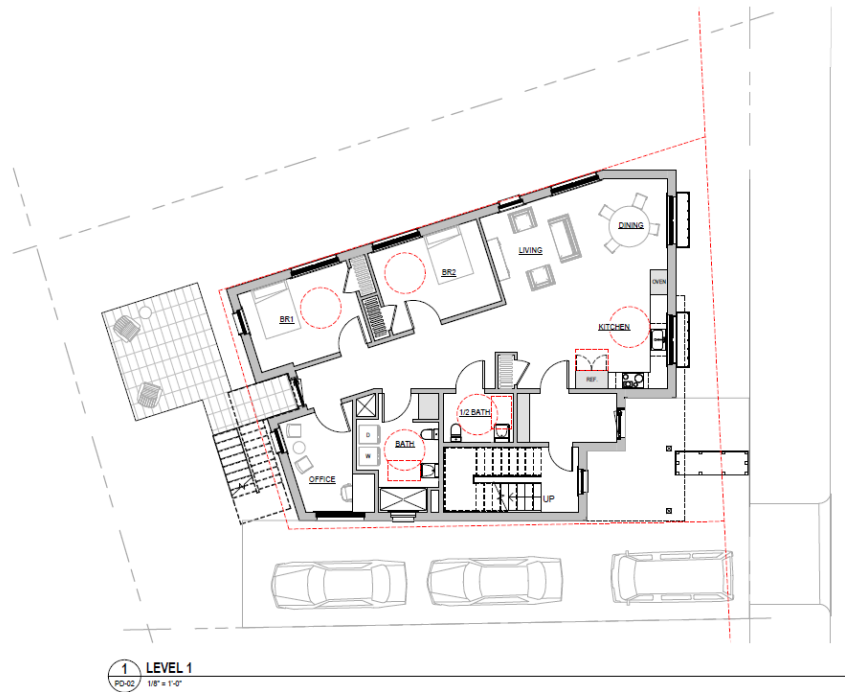
As a former gas station, the site underwent remediation in the 1980s and 1990s. At that time, underground petroleum storage tanks and 200 cubic yards of contaminated soil were removed. Meeting the Massachusetts Department of Environmental Protection (MassDEP) standards of the time, the MassDEP file was closed. Additional soil testing and soil vapor testing performed by project environmental consultant, Fuss and O'Neill found one kind of petroleum fraction exceeded thresholds while others were below. Fuss and O'Neill concluded standard construction practices, including the installation of a vapor barrier and passive ventilation system would adequately protect residents and abutters. Regarding zoning, this project is in a two-family zoned area and will house five unrelated individuals. Watertown's zoning officer has confirmed in writing this requisite would be waived as a reasonable accommodation for a group home established for unrelated individuals with disabilities.

RECOMMENDED FUNDING

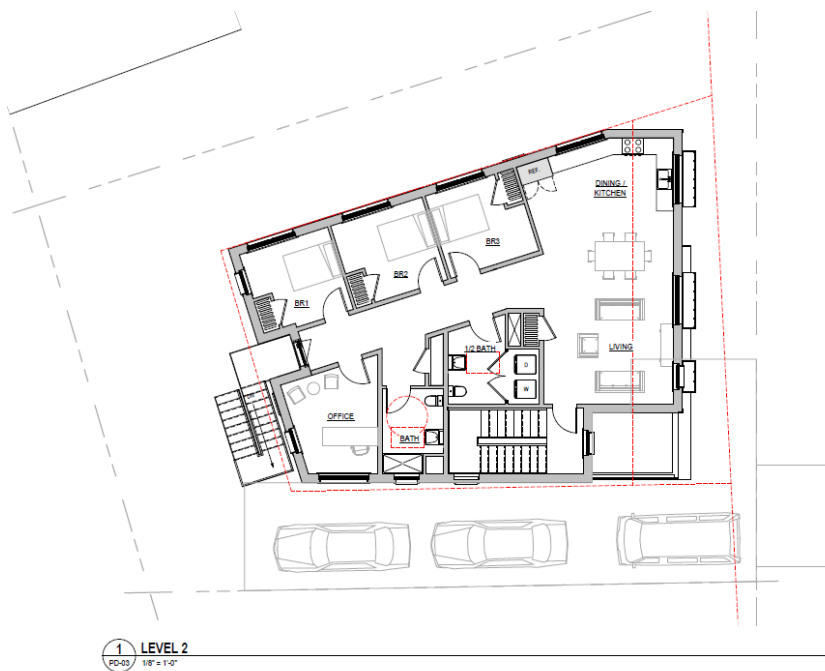
On March 30, 2023, by a vote of 6-3, the Community Preservation Committee recommended the appropriation of \$175,000 from the Community Housing Reserve for the project: 103 Nichols Avenue Group Home. The CPC recommends a grant to the Watertown Housing Authority in accordance with the terms and conditions of a CPA Grant Agreement and the overall purposes summarized in this document.

ALIGNMENT WITH COMMUNITY PRESERVATION PLAN 2021-2025

- Demonstrates support from Watertown Commission on Disability, Watertown Housing Trust, MA Department of Developmental Services, and Beaverbrook STEP
- Design produced would incorporate universal design principles and comply with ADA and MAAB accessibility regulations.
- Demonstrates feasibility through project team expertise, an informed budget, and a realistic timeline.
- Project would include local preference
- Supports creation of community housing through infill development



103 NICHOLS AVENUE
 PROPOSED FIRST FLOOR PLAN
 08.31.2022



103 NICHOLS AVENUE
 PROPOSED SECOND FLOOR PLAN
 08.31.2022

PROJECT OUTCOME

This project would support the predevelopment and initial development process for urgently needed housing for individuals with long-term developmental disabilities. It would contribute to meeting the need for affordable special-needs housing in the dense metro-Boston area. This phase would produce 100% Construction and Bidding Documents.

SPECIFIC FUNDING CONDITION

- The budget shall detail the uses of funds in the amount of \$20,000 in administrative soft costs provided by Beaverbrook STEP.

STANDARD FUNDING CONDITIONS

- No disbursements of funds may occur until the project has received all necessary governmental and third-party approvals, the project budget has been approved by the CPC, and all other sources of funds have been committed, as necessary, to complete the project.
- Any CPA funds appropriated but not used for the stated purposes of this project must be returned to the Watertown Community Preservation Fund.
- Other conditions as deemed necessary and defined within the CPA Grant Agreement.

Perspective



ZeroEnergy
DESIGN
103 NICHOLS AVENUE
RENDERING
08.11.2023

APPLICANT'S PROPOSED TIMELINE

Task	
Designer Selection Process	June 2023 – August 2023
Environmental Testing	June 2023 – July 2023
Schematic Design	September 2023 – November 2023
FCF Preliminary Application and Design Review	September 2023 – November 2023
PNF Application to MHC	October 2023 – December 2023
Community/Neighborhood Meeting	October 2023
Apply for CPA Funds for Development/Construction	October 2023 – January 2024

APPLICANT'S PROPOSED TIMELINE Continued

Task	
Submit Full FCF Application	December 2023 – February 2024
60% Construction Documents & Estimate	December 2023 – January 2024
Apply for Building Permit and Zoning Reasonable Accommodation Request	December 2023 – January 2024
Community/Neighborhood Meeting	December 2023
90% Construction Documents & Estimate	February 2024
FCF Firm Commitment Letter	February 2024 – April 2024
100% Construction Documents & Estimate	March 2024

PROJECT BUDGET

Source	Item	Use
Beaverbrook STEP		
\$50,000	Administrative Soft Costs	20,000
	Update Phase I ESA/Phase II ESA	15,000
	Additional Soil Testing	5,000
	Soil Vapor Testing	5,000
	3 rd Part Environmental Review	5,000
	TOTAL	\$50,000
CPA Request		
\$175,000	Geotechnical Analysis	7,500
	Civil Engineer	7,500
	Schematic Design 50%	45,000
	Schematic Design 100%	45,000
	Reimbursables, additional renderings, etc.	15,000
	60% Construction Documents	25,000
	90% Construction Documents	15,000
	100% Construction Documents and Bidding	15,000
TOTAL		\$175,000

The full proposal is available at: [d3c84cca-740a-4dd1-9dc8-d097ee8a7b60 \(civicplus.com\)](https://civicplus.com/d3c84cca-740a-4dd1-9dc8-d097ee8a7b60)