



Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian
Councilor At Large

Caroline Bays
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

CITY COUNCIL MEETING

TUESDAY, APRIL 11, 2023, 7:00 P.M.

RICHARD E. MASTRANGELO COUNCIL CHAMBER

MINUTES

ACCESS INFORMATION:

- A. The meeting was televised through WCATV (Watertown Cable Access Television):
<http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public was permitted to join the virtual meeting online:
<https://watertown-ma.zoom.us/j/92991331344>
- C. Public was permitted to join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: (877) 853-5257 or (888) 475-4499 (TollFree) and enter Webinar ID: 929 9133 1344 #
- D. Public was able to comment through email: vpiccirilli@watertown-ma.gov

1. ROLL CALL

Council President Sideris called to order a regular meeting of the City Council at 7:00 PM in the Richard E. Mastrangelo Chamber, Administration Building. Those present were Councilors John M. Airasian, Caroline Bays, Lisa J. Feltner, John G. Gannon, Nicole Gardner, Emily Izzo, Anthony Palomba, Vice President Vincent J. Piccirilli, Jr., and Council President Mark S. Sideris. Also present were George J. Proakis, City Manager, and Mark Reich, City Attorney.

2. PUBLIC FORUM

James Mello - 100 Warren Street - Mentioned State legislators have extended hybrid/zoom meeting until 2025. He requested all meetings of the major boards be available via hybrid as are the City Council meetings. It is difficult to hear the business School Committee on the local channel and should be held in the Council Chamber especially as the school's budget is the largest portion of the city's budget.

There being no other speakers, Council President Sideris closed the Public Forum.

3. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS
A. City Council Meeting Minutes – March 28, 2023

Councilor Piccirilli moved to accept the minutes as written; Councilor Feltner seconded the motion. The motion was adopted unanimously on a voice vote.

4. PRESIDENT'S REPORT

Council President Sideris stated the School Committee had its first budget meeting, and that it would be voted on by the School Committee on Thursday. There was a \$1.3 million shortfall due to the 14% increase in charges for out of district placements. Superintendent of Schools Galdston was able to identify funds to help close the gaps to meet any potential shortfalls; she felt comfortable with the proposed budget. The vote should be unanimous because the proposed budget falls within the City Manager's advised parameters of a 3.5% increase.

Council President Sideris encouraged the community to visit Moxley Field as construction of the site moves closer and progresses to become the temporary home of the high school.

5. PUBLIC HEARINGS

A. Ordinance Adjusting the City Council Clerk Salary for FY 2023 to \$27.90 Per Hour.

Council President Sideris read the ordinance. Councilor Piccirilli moved to adopt the Ordinance adjusting the City Council Clerk salary for FY 2023 to \$27.90 per hour; Councilor Feltner seconded the motion.

Council President Sideris open the Public Hearing. There being no speakers, the Public Hearing was closed.

The motion was adopted unanimously on a roll call vote.

B. Public Hearing and Vote on a Petition from National Grid for a Grant of Location in Galen Street to Install and Maintain Approximately 550 Feet of 12-Inch, Plastic Main in Galen Street Extending from the Existing 24-Inch, Cast Iron Main in Galen Street to the Service Location at 66 Galen Street. The Recommendations and Conditions Set Out by the Department of Public Works Shall Be Required Upon Approval of This Application.

Mary Mulroney, representative for National Grid, provided an explanation for the requested change.

Council President Sideris opened the Public Hearing; there being no speakers the Public Hearing was closed. Councilor Piccirilli moved to provide a grant of location to National Grid to install and maintain in Galen Street approximately 550 feet of 12-inch, plastic main in Galen Street extending from the existing 24-inch, cast iron main in Galen Street to the service location at 66 Galen Street and that the recommendations and conditions set

out by the Department of Public Works shall be required upon approval; Councilor Feltner seconded the motion.

When asked about the method of trench repair given the scope of the project, Superintendent of Public Works St. Louis stated the vendor would be required to temporarily patch/repair the trench, allowing for 18 months for the ground to settle prior to a permanent patch; maintenance of the trench could go back for a three-year period for additional/multiple repairs as needed under Department of Public Utilities regulations.

The motion was adopted unanimously on a voice vote.

- C. Public Hearing and Vote on a Petition from National Grid for a Grant of Location in Arsenal Street to Install and Maintain Approximately 150 Linear Feet of 12" Plastic Low Pressure Gas Main. The Recommendations and Conditions Set Out by the Department of Public Works Shall Be Required Upon Approval of This Application.

Mary Mulroney, representative from National Grid, provided an explanation for the change.

Council President Sideris opened the public hearing; there being not speakers, the public hearing was closed. Councilor Piccirilli moved to provide a grant of location to National Grid to install and maintain in Arsenal Street approximately 150 linear feet of 12" Plastic Low Pressure Gas Main. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application; Councilor Gannon seconded the motion.

Mr. St. Louis clarified this work is additional work to the renovation of Arsenal Street. The cast iron mains will be replaced by plastic which will not deteriorate as the metal pipes do. Gideon Schreiber, Assistant Director of Planning, clarified the work was located at the Auto Zone parking lot area on Arsenal/Birch Way, not Birch Street.

The motion was adopted unanimously on a voice vote.

- 6. MOTIONS, ORDINANCES, ORDERS, AND RESOLUTIONS
 - A. First Reading on a Proposed Ordinance Amending City Council Salaries.

Council President Sideris stated this item is a first reading, and the Council would hold a public hearing and vote at their next meeting.

- B. Resolution Authorizing a Transfer of Funds in the Amount of \$23,000 from the Fiscal Year 2023 Council Reserve Account to the Fiscal Year 2023 Dues and Subscriptions Account.

City Manager Proakis stated the purpose of this request is to fund an annual subscription for software entitled DebtBook for the Treasurer's Office; there will be an annual renewal fee of \$5,000 that will be included in the Treasurer's annual budget. He further explained that with the existing debt and the additional planned debt, it has become increasingly difficult to maintain an excel spread sheet for borrowing and this software will allow better tracking and reporting of all Debt Service accounts as well as for GAS87 /GASB96.

Councilor Piccirilli moved to authorize a transfer of funds in the amount of \$23,000 from the Fiscal Year 2023 Council Reserve Account to the Fiscal Year 2023 Dues and Subscriptions Account; Councilor Gannon seconded the motion. The motion was adopted unanimously on a roll call vote.

- C. To Consider Watertown Zoning Ordinance Amendments for Requiring an Affordable Housing Linkage Fee. Amendments to Be Considered Add Language as Necessary, Including to Section 5.01, Notes Relating to the Table of Use Regulations, and to Section 5.07, Relating to Establishment of a Linkage Fee, for New Non-Residential Development of 30,000 Square Feet or Greater to Fund Affordable Housing in Watertown.

City Manager Proakis stated the ordinance for the proposed Linkage Fee is based on the diligent work of the Planning team. Steve Magoon, Assistant City Manager and Director of the Department of Development and Planning, and Larry Field, Senior Planner, provided further details.

The Administration's staff summarized the history of preparing the ordinance and some of the basic changes being suggested.

Definitions/Exemptions

1. New Development consists of new construction or an addition to a building where there is substantial rehabilitation/conversion to accommodate new non-residential uses
2. Non-Residential Use identifies specific uses and includes hotels and motels but excludes the residential portion of any mixed-use development.
3. Exemptions include any property owned by the City of Watertown or any religious use or use of a building exempt under Chapter 40A, Section 3, commonly known as the Dover Amendment.

Linkage Fess

1. The fees were recommended to range from \$9.44/sq. ft to \$11.12/sq. ft.
2. The City has selected the upper level which is projected to provide the City with \$28,920,000 over the next ten years
3. The upper fee was selected because housing prices/rents and the cost of creating affordable housing has risen since the study and the market for commercial developers has changed.
4. The suggested fee allows for changes and as the City gains experience with the use of linkage fees

5. The fee will be adjusted to the cost of living and attaches when the permit is granted, but payment is due when an occupancy certificate is granted for use of all or part of the building.
6. In a multi-phase or multi-building project, the fee is based on the size of the project and on occupancy permits
7. The nexus and the fee level will be re-evaluated every five years

Council President Sideris opened the Public Hearing:

Greg Reibman – Charles River Regional Chamber – Stated that due to current economic conditions which has discouraged development, he would like to see a delay in the implementation of the fee until July 2024, a phase in of the fee to be \$5.56/sq. ft. from July 2024 – July 2025, and a collection period of five years instead of the one-year standard.

Kathy Pelgram – Stated the same economic conditions that affect builders also affect working family purchasers. Working families have a right to find housing in an area they are comfortable with.

Cliff Cook – Chair, Affordable Housing Trust – He had a concern with the payment over time. If the payment is delayed for more than two years what mechanism is there to ensure collection of the fee. This creates a risk of losing track of payments. Also, if a property is offered in lieu of payment, it should be of the same monetary value as the linkage fee.

Elodia Thomas – 67 Marion Street – Believed the City should have implemented this program earlier but is happy to see it being done. Other communities have used the funds to provide job training to assist members of the community. If development slows down currently, it will come back due to Watertown's location.

Rita Colafella – 56 Cuba Street – Felt the linkage fee should be raised to \$15 - \$18/sq. ft. While the developer may have a lower profit margin, there is a lack of options for many seeking housing. Watertown is a viable community for developers and the increased linkage fee should be implemented.

Amy Plovnick – 29 Ashland Street – To be effective, the fee should be \$15/sq.ft. and it should be implemented immediately so that the community does not lose out on the funds as it has in the last few years of rapid development.

Jackie Vanleeuwen – 32 Whites Avenue – Felt a \$15/sq.ft. fee should be implemented. This would show Watertown and the State the City is committed to solving the housing problem. Studies show 43% of renters and 26% of owners in Watertown pay more than 30% of their income for housing; there are thousands waiting for housing. This is the responsible thing to do.

Sam Delardi – 17 Derby Road – Stated his endorsement for an immediate implementation of a \$15/sq. ft. linkage fee. This would allow the City to maintain its ability to provide housing due to the 30% - 35% increase in costs of providing housing.

Anne Civetta – 23 French Street – Supported the immediate implementation of a \$15 - \$18/sq. ft. Watertown has been a bargain for developers and now it is time for them to pay back the City.

Greg Reibman – He felt spreading the payment over time would be the best aid. Boston spreads payment over 7 years; the Chamber is requesting 5 years.

Kathy Pelgram – Asked what would happen to the money if the builder is not profitable or bankrupt in five years. The City would not see the money and the need for housing is immediate.

Councilor Piccirilli read a letter from the Watertown Business Community who recognized the need for the linkage fee but stated many small businesses in the community were faced with displacement by new development and higher rents at new sites. The group suggested a phase in of the linkage fees, a payment of the fees over years, and an incentive for those cultivating independent small businesses or Watertown-based business residents. (A copy of the letter is in the Addendum.)

Councilor Piccirilli also read a letter from Joan Gumbleton who felt the fee should \$15/sq. ft. Developers should be held to a higher standard as they are profiting from the project and are using the City's infrastructure. If there is a difficulty in leasing, the City should consider a moratorium on building to ensure housing sites for the future. Developers need to consider the City's needs first. (A copy of the letter is in the Addendum.)

Josh Matloff – 19 Stuart Street – Advocated for a \$15/sq. ft. fee to allow people who working in Watertown to live here; this would also decrease the traffic issues. The fee increase is reasonable and is less than other comparable communities.

Elodia Thomas – This is not an onerous program with the City being generous in allowing a two step payment.

There being no other speakers, Council President Sideris closed the Public Hearing.

Councilor Piccirilli moved to adopt the Watertown Zoning Ordinance amendments for requiring an Affordable Housing Linkage Fee with such amendments adding language as necessary, including to Section 5.01, notes relating to the Table of Use Regulations, and to Section 5.07, relating to

establishment of a linkage fee, for new non-residential development of 30,000 square feet or greater to fund affordable housing in Watertown; Councilor Gardner seconded the motion.

In the discussion that followed these items were considered:

- The rate was based on a detailed analysis and business costs are up; therefore, a reasonable balance needs to be created such as the one suggested
- The rate of \$11.12/sq. ft. was reasonable for a year ago; the suggested rate should reflect the cost-of-living factor as the rate was selected a year ago. If it were applied the rate would be \$12.66.
- While Boston allows for linkage fees over 7 years and other communities do have it, they find enforcement is difficult. The second payment will have the cost-of-living amount applied to it when due. Any amendments to this program may be made according to the current zoning amendment process.
- The payment period should be shorter because companies completing these large developments are national developers capable of paying such fees and are accustomed to such payments.
- The in-kind payment is a discretionary option for the City to accept or reject. Acceptance of the property would be negotiated with the developer and would be done in conjunction with the City Manager and the Affordable Housing Trust.
- Developers of life science projects are looking at the long term and believe they will be able to outlast any current downturn in the market. Life science projects continue to be built in Watertown and surrounding communities. The increase in the linkage rate is critical to the development of housing in the community. Part of the housing crisis is due to the developments.
- The funds could be used for other matters such as job training or education, but this would need to be tied to a separate Home Rule Petition

Councilor Palomba moved to raise the linkage fee to \$15/ sq. ft. There being no second, the motion failed. Councilor Palomba moved to raise the rate to \$12.50/sq. ft.; Councilor Gardner seconded the motion. The motion failed on a roll call vote of 4-5. Councilors Bays, Gannon, Gardner, and Palomba voted in the affirmative with Councilors Airasian, Feltner, Izzo, Piccirilli, and Council President Sideris voting in the negative. (Gannon)

The original motion made by Councilor Piccirilli was adopted unanimously on a roll vote.

- D. Referral to the Economic Development and Planning Committee the Draft Update of the Comprehensive Plan for Discussion and Recommendation to the Planning Board and City Council.

City Manager Proakis stated the Comprehensive Plan draft is out, public comments are being reviewed, and refinements are being made to move the plan forward. He mentioned it is a best practice to have the City Council endorse the plan as the city's plan. It will also be referred to the Planning Board.

Councilor Piccirilli moved to refer to the Committee on Economic Development and Planning the draft update of the Comprehensive Plan for their discussion and a recommendation to the Planning Board; Councilor Feltner seconded the motion. The motion was adopted unanimously on a voice vote.

7. REPORTS OF COMMITTEES

- A. Committee on Economic Development and Planning Report Regarding Updates to the Proposed DCDP Regulations for Enhanced Notification to Neighbors on Projects. - Lisa J. Feltner, Chair

Councilor Feltner read the report. Councilor Piccirilli moved to accept the report as written; Councilor Gannon seconded the motion. The motion was adopted unanimously on a voice vote.

8. NEW BUSINESS

There were no New Business items.

9. COMMUNICATIONS FROM THE CITY MANAGER

- A. Request for Confirmation of Reappointment to the Licensing Board

City Manager Proakis stated this was the first recommended position using the Citizens Advisory Board. He requested John Labadini be reappointed to the Licensing Board. This matter will be referred to the Committee on Personnel and City Organization.

City Manager Proakis stated he signed the Opioid settlement agreement with Walmart, Tiva, Allergen, CVS, and Walgreen's. As a result, the City will receive funds over the years to be used for drug treatment and drug prevention programs.

He also mentioned there will be a second developer's Community meeting for the project at Pleasant and Rosedale Streets.

City Manager Proakis signed a three-year electricity renewal contract for the price of \$.1374/kilowatt hour; this is a 5.7% increase from the previous contract price of \$.1299. He noted Eversource's winter rate was \$.2617. In addition, the electricity will be from 100% renewable sources. If one wants to receive only New England renewable sources, the rate will be \$.1509.

The City Clerk's office will be performing weddings after a long hiatus beginning May 1, 2023.

Anyone interested in obtaining a free composting bin, may obtain one as 1,000 more bins have become available paid for by Mass Department of Environment Protection.

Trees will be planted soon at designated spots throughout the City.

City Hall will be closed on April 17, 2023 to celebrate Patriots' Day.

10. REQUESTS FOR INFORMATION/ REVIEW OF LIST OF PENDING MATTERS

There were no requests made.

11. ANNOUNCEMENTS

Councilor Gannon stated Saturday, April 22, 2023 would be Earth Day. There are several cleanup projects the community can become involved with.

Councilor Feltner encouraged all to visit the Watertown Mall where the art from the Public Schools is on display.

Council President Sideris encouraged all to see Yard Art sites; the list is available on the City's website.

12. PUBLIC FORUM

Ilana Mainelli – 97 Duff Street – Asked if a developer subject to a linkage fee could pay the fee in only one payment and avoid the cost-of-living assessment. This was confirmed as being accurate.

Chip Wayland – 37 Myrtle Street – As a new resident of Watertown, he wanted to state he enjoyed being here in a very walkable city. He appreciated the foresightedness of the Council, the use of the compost bins, the wide range of recycling options available, and the renewal of the electricity contract.

13. RECESS OR ADJOURNMENT

Councilor Piccirilli moved to adjourn the meeting; Councilor Feltner seconded the motion. The motion was adopted unanimously on a voice vote. The meeting adjourned at 9:16 p.m.

I hereby certify that at a regular meeting of the Town Council for which a quorum was present, the above minutes were adopted by a vote of ___ for, ___ against, ___ present on April 25, 2023.



Mark S. Sideris, Council President

S: BTM

**CITY COUNCIL MEETING
TUESDAY, APRIL 11, 2022, AT 7:00 P.M.
RICHARD E. MASTRANGELO COUNCIL CHAMBER
WITH REMOTE ACCESS OPPORTUNITIES**

LIST OF DOCUMENTS

1. Minutes of the City Council Meeting – March 28, 2022 – Item 4A
2. An Ordinance Establishing the Salary of the Clerk of the Council – April 11, 2023 – Item 6A
3. A Request for a Grant of Location by National Grid to Install and Maintain a Plastic main in Galen Street to Service Location at 66 Galen Street – Department of Public Works – March 27, 2023 – Item 6B
4. Grant of Location Request from National Grid to Install and Maintain Plastic a Low Pressure Gas Main Along with Additional Work in Arsenal Street, Kingsbury Avenue, Birch Street, Elm street, and a Private Way – Department of Public Works – March 20, 2023 – Item 6C
5. An Ordinance Establishing City Council Salaries – Item 7A
6. Agenda Item – Transfer of Funds Request to Provide an Annual Subscription for the Software DebtBook – George Proakis, City Manager, to City Council – April 6, 2023 – Item 7B
7. A Report Regarding Amendments to the Watertown Zoning Ordinance Requiring an Affordable Housing Linkage Fee – Planning Board to City Council – April 7, 2023 – Item 7C
 - Proposed Linkage Fee for Affordable Housing – April 11, 2023
 - Statement Regarding Linkage Fees – Watertown Business Coalition – April 11, 2023
 - Statement Regarding Linkage Fees – Joan Gumbleton - April 11, 2023
 - Statement Regarding Linkage Fees – Councilor Anthony Palomba – April 11, 2023
8. Committee on Economic Development and Planning Regarding Enhanced Regulations of the Department of Community Development and Planning for Enhanced Notification to Neighbors on Projects – Lisa J. Feltner, Chair – March 28, 2023 – Item 7D
 - Draft Regulations Regarding Public Notices to Neighborhoods of Development – Steve Magoon, Assistant City Manager and Director of the Department Community Development and Planning and Gideon Schreiber, Assistant Director of Planning – March 28, 2023
9. Request for Confirmation – Reappointment to the Licensing Board – George Proakis, City Manager, to City Council – April 6, 2023 – Item 10

**ADDENDUM TO THE MINUTES
OF THE APRIL 11, 2023
CITY COUNCIL MEETING**

Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

CITY COUNCIL MEETING

TUESDAY, APRIL 11, 2023 AT 7:00 PM

RICHARD E. MASTRANGELO COUNCIL CHAMBER

AGENDA

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

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344
- D. Public may comment through email: vpiccirilli@watertown-ma.gov

-
1. ROLL CALL
 2. PLEDGE OF ALLEGIANCE
 3. PUBLIC FORUM
 4. EXAMINATION OF RECORDS OF PREVIOUS MEETINGS
 - A. City Council Meeting Minutes – March 28, 2023
 5. PRESIDENT’S REPORT
 6. PUBLIC HEARINGS
 - A. Public Hearing and Vote on a proposed Ordinance adjusting the City Council clerk salary for FY 2023 to \$27.90 per hour.
 - B. Public Hearing and Vote on a Petition from National Grid for a Grant of Location in Galen Street to install and maintain approximately 550 feet of 12-inch, plastic main in Galen St extending from the existing 24-inch, cast iron main in Galen Street to the service location at 66 Galen St. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.
 - C. Public Hearing and Vote on a Petition from National Grid for a Grant of Location in Arsenal Street to install and maintain approximately 150 linear feet of 12” Plastic Low Pressure Gas Main. The recommendations and conditions set out by the Department of Public Works shall be required upon approval of this application.

7. MOTIONS, ORDINANCES, ORDER, AND RESOLUTIONS
 - A. First Reading on a proposed Ordinance amending City Council salaries.
 - B. Resolution authorizing a transfer of funds in the amount of \$23,000 from the Fiscal Year 2023 Council Reserve Account to the Fiscal Year 2023 Dues and Subscriptions Account.
 - C. To consider Watertown Zoning Ordinance amendments for requiring an Affordable Housing Linkage Fee. Amendments to be considered add language as necessary, including to Section 5.01, notes relating to the Table of Use Regulations, and to Section 5.07, relating to establishment of a linkage fee, for new non-residential development of 30,000 square feet or greater to fund affordable housing in Watertown.
 - D. Referral to Economic Development and Planning the draft Update to the Comprehensive Plan for discussion and recommendation to the Planning Board and City Council.
8. REPORTS OF COMMITTEES
 - A. Committee on Economic Development and Planning Report regarding updates to the proposed DCDP regulations for enhanced notification to neighbors on projects. - Lisa J. Feltner, Chair
9. NEW BUSINESS
10. COMMUNICATIONS FROM THE CITY MANAGER
 - A. Request for Confirmation of Reappointment to the Licensing Board
11. REQUESTS FOR INFORMATION/REVIEW OF LIST OF PENDING MATTERS
12. ANNOUNCEMENTS
13. PUBLIC FORUM
14. RECESS OR ADJOURNMENT

CITY COUNCIL ATTENDANCE
MEETING DATE: APRIL 11, 2023

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

CITY COUNCIL ROLL CALL
MEETING DATE: APRIL 11, 2023

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve an Ordinance to Adjust the City Council Clerk Salary for Fiscal Year 2023 to \$27.90 Per Hour.



Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

ORDINANCE # 17A

2023- O- 17A

WHEREAS: Section 2-7(b) of the City of Watertown Home Rule Charter provides for appointment of by the City Council of a Clerk of the Council; and

WHEREAS: Section 2-7(e) the City of Watertown Home Rule Charter provides that the City Council may, by ordinance, provide a salary for the Clerk of the Council.

NOW THEREFORE BE IT ORDAINED by the City Council of the City Watertown that the Council hereby establishes the Clerk of the Council Salary as follows:

Effective April 11, 2023 the salary for Clerk of the Council shall be set at \$27.90 per hour.

BE IT FURTHER RESOLVED: That the petitioner shall deposit sufficient cash surety as determined by the Superintendent of Public Works to be held in escrow until the Superintendent of Public Works is satisfied with the condition of repair and restoration of the street.

BE IT FURTHER RESOLVED: That a copy of said petition is forwarded to the City Clerk for processing.

Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Resolution was adopted by a vote 9 for, 0 against, and 0 present on April 11, 2023.

Mark S. Sideris, Council President

CITY COUNCIL ROLL CALL
MEETING DATE: APRIL 11, 2023

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve a grant of location for National Grid in Galen Street to install and maintain approximately 550 feet of 12-inch, plastic main in Galen St. extending from the existing 24-inch, cast iron main in Galen St to service location at 66 Galen St.



Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

RESOLUTION # 18

R – 2023– 18

BE IT RESOLVED: That the City of Watertown Department of Public Works has reviewed the attached petition by National Grid for consideration of a Grant of Location for the following installations: Galen Street: install and maintain approximately 550 feet of 12-inch, plastic main in Galen Street extending from the existing 24-inch, cast iron main in Galen Street to the service location at 66 Galen St. WO# 1438452 This work is necessary to provide gas service to 66 Galen Street. Upon completion of the Department of Public Works review, the following recommendations and conditions for consideration by the City Council will be required should the Grant of Location be approved for this application.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. The City of Watertown is not a member of Dig Safe and must be notified separately.
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction,
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.

8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.

9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted, and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.

10. Contractor shall coordinate with City Health Department on rodent control requirements.

11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

BE IT FURTHER RESOLVED: That the petitioner shall deposit sufficient cash surety as determined by the Superintendent of Public Works to be held in escrow until the Superintendent of Public Works is satisfied with the condition of repair and restoration of the street.

BE IT FURTHER RESOLVED: That a copy of said petition is forwarded to the City Clerk for processing.

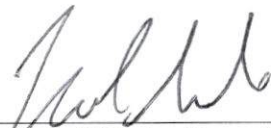


Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Resolution was adopted by a vote 9 for, 0 against, and 0 present on April 11, 2023.



Council Clerk



Mark S. Sideris, Council President



Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

NOTICE OF PUBLIC HEARING – NATIONAL GRID

Grant of Location: GALEN STREET WO # 1438452

March 27, 2023

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, April 11, 2023 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344 #
- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

on a petition from National Grid for consideration of a Grant of Location for the following installations:

Galen Street: install and maintain approximately 550 feet of 12-inch, plastic main in Galen St extending from the existing 24-inch, cast iron main in Galen Street to the service location at 66 Galen St.

This work is necessary to provide gas service to 66 Galen Street. Upon completion of the Department of Public Works review, the following recommendations and conditions for consideration by the City Council will be required should the Grant of Location be approved for this application.

Standard Conditions

- 1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
- 2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.

3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.

The City of Watertown is not a member of Dig Safe and must be notified separately.

4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.

5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.

6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.

7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.

8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.

9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.

10. Contractor shall coordinate with City Health Department on rodent control requirements.

11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

Please feel free to contact Mary Mulroney at 617-894-3896 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

Gregory M. St. Louis, PE
Superintendent of Public Works

(P) 617-972-6420
(F) 617-972-6402

TYPE: Grant of Location
DATE: March 27, 2023
APPLICANT: National Grid
WORK ORDER: WO# 1438452
LOCATION: Galen Street

The City of Watertown Department of Public Works has reviewed the attached petition by National Grid for consideration of a Grant of Location for the following installations:

Proposed Work that Requires a Grant of Location:

- **Galen Street:** install and maintain approximately 550 feet of 12-inch, plastic main in Galen St extending from the existing 24-inch, cast iron main in Galen Street to the service location at 66 Galen St.

Additional Project Related Work:

- **Private Property:** install and maintain a service up to 100 linear feet of new 6-inch plastic service extending from the proposed 12-inch plastic main in Galen St.

This work is necessary to provide gas service to 66 Galen Street. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

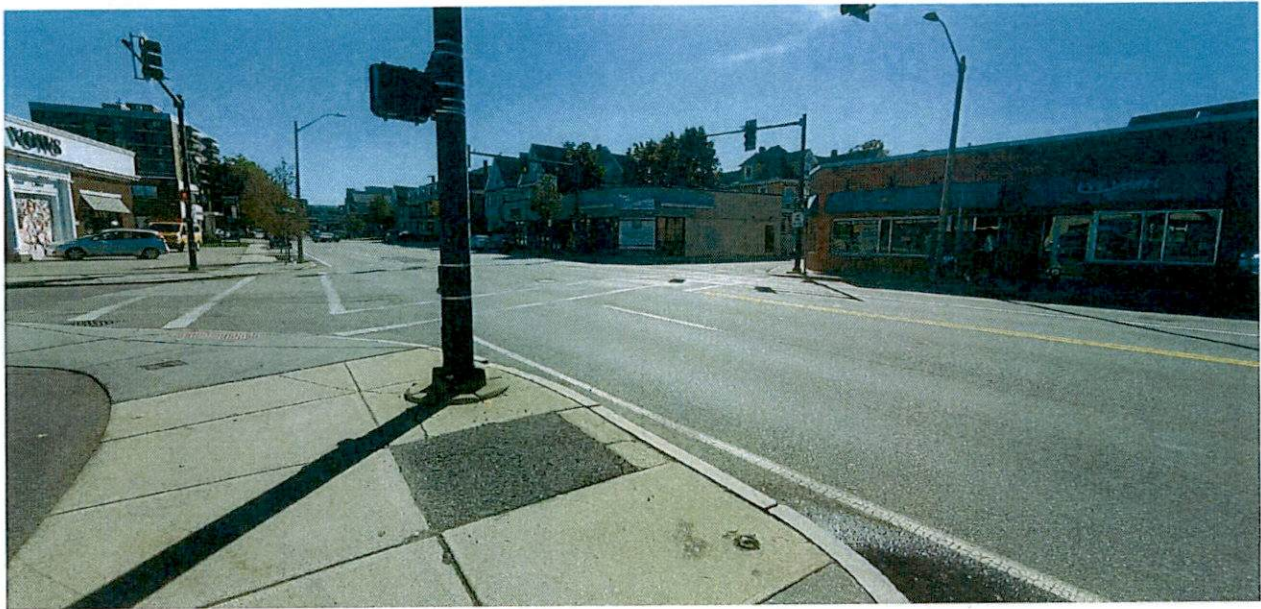
Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times, or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. **The City of Watertown is not a member of Dig Safe and must be notified separately.**
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements,

K:\ENGINEERING\GRANTS OF LOCATION - PETITIONS\NATIONAL GRID\2022\Submitted\WO# 1438452 - Water Street - 66 Galen Street\WO# 1438452 - 66 Galen St.doc

Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.

7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.



View of Water Street and Galen Street Intersection facing East.

PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS

City of Watertown / City Council:

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **City of Watertown** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

To install and maintain approximately 550 feet of 12- inch, Plastic main in Galen St extending from the existing 24- inch, Cast Iron main in Galen St to the service location at 66 Galen St.
To install and maintain a Service up to 100feet of new 6 -inch, Plastic service extending from the proposed 12-inch, Plastic main in Galen S

Date: September 7, 2022
February 14, 2023 (revised)

By: _____
Mary Mulroney
Permit Representative

City of Watertown / City Council:

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **City of Watertown** substantially as described in the petition dated February 14, 2023 attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **City of Watertown** applicable to the enjoyment of said locations and rights.

Date this _____ day of _____, 20____.

I hereby certify that the foregoing order was duly adopted by the _____ of
the Town of _____, MA on the _____ day of _____, 20____.

By: _____

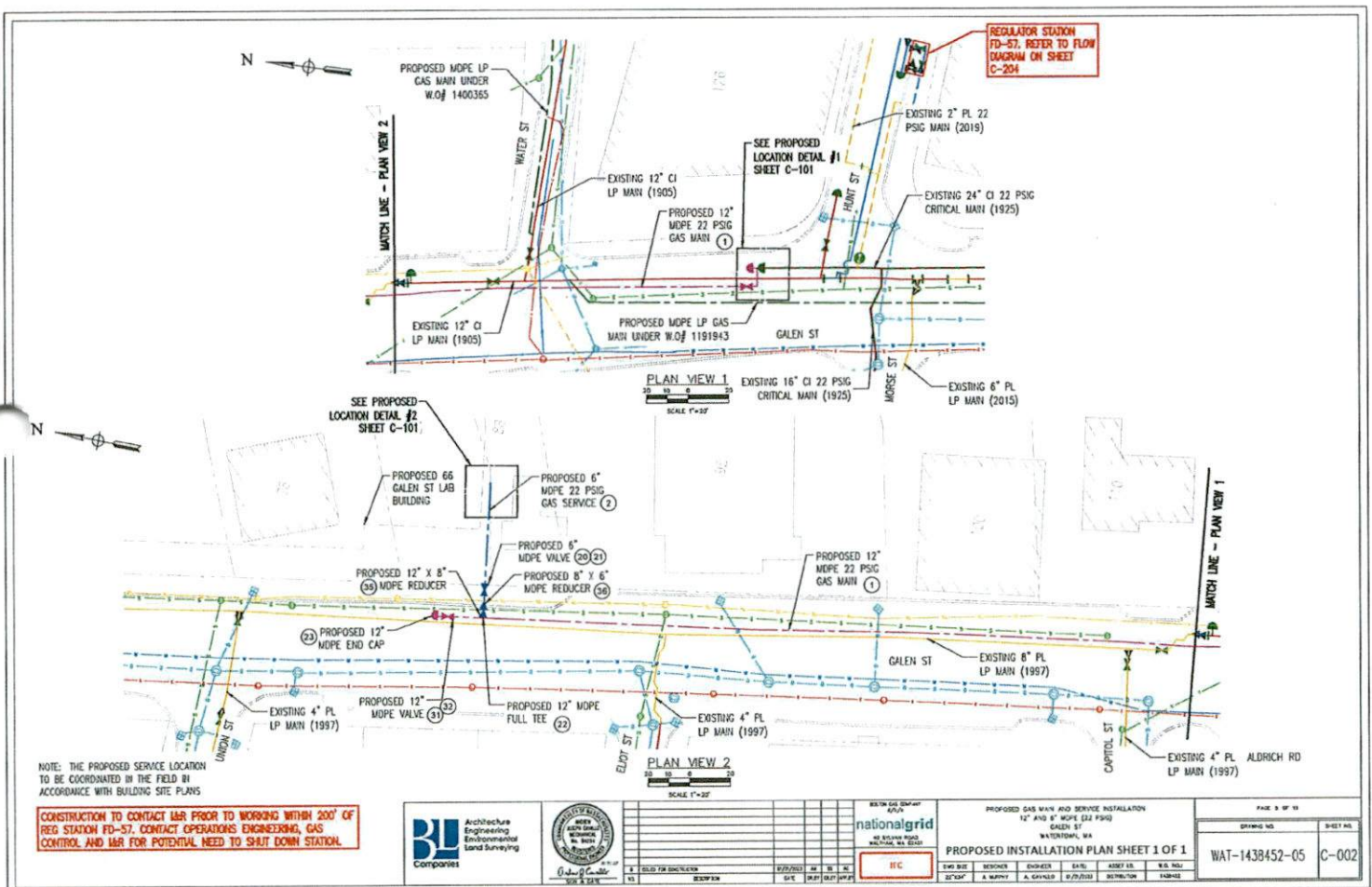
Title

WO #1438452

**RETURN ORIGINAL TO THE PERMIT SECTION
NATIONAL GRID
40 SYLVAN RD, WALTHAM, MA 02451
RETAIN DUPLICATE FOR YOUR RECORDS**

FIRST	LAST	SITUS_LINE1	SITUS_LINE2	SITUS_LINE3	MAIL_LINE1	MAIL_LINE2	MAIL_LINE3	GAS_ACCTS
GALEN STREET OWNER LLC		66 GALEN ST	WATERTOWN MA	02472-4502	66 GALEN ST	WATERTOWN MA	02472-4502	
PRANALI	BUCH	69 GALEN ST APT 1	WATERTOWN MA	02472-4539	69 GALEN ST APT 1	WATERTOWN MA	02472-4539	6
ROHAN	SINHA	69 GALEN ST APT 2	WATERTOWN MA	02472-4539	69 GALEN ST APT 2	WATERTOWN MA	02472-4539	6
HAIDONG	FENG	69 GALEN ST APT 5	WATERTOWN MA	02472-4539	69 GALEN ST APT 5	WATERTOWN MA	02472-4539	6
TIMOTHY	PAN	69 GALEN ST APT 6	WATERTOWN MA	02472-4539	69 GALEN ST APT 6	WATERTOWN MA	02472-4539	6
SHEILA B	LALWANI	69 GALEN ST APT 4	WATERTOWN MA	02472-4539	69 GALEN ST APT 4	WATERTOWN MA	02472-4539	6
ALEXANDRA E	BONANNO	69 GALEN ST APT 3	WATERTOWN MA	02472-4539	69 GALEN ST APT 3	WATERTOWN MA	02472-4539	6
ANTHONY	BIONDO	73 GALEN ST	WATERTOWN MA	02472-4504	75 GALEN ST	WATERTOWN MA	02472-4504	1
MARIA	GEORGAKOPOULOS	81 GALEN ST	WATERTOWN MA	02472-4505	45 BOYD ST	NEWTON MA	2458	2
WILLIAM M	BECK	83 GALEN ST	WATERTOWN MA	02472-4505	20 PUEBLO RD	MEDFIELD MA	02052-2938	1
JOY	ALAMGIR	89 GALEN ST	WATERTOWN MA	02472-4505	9 CAULFIELD RD	WAYLAND MA	01778-4623	2
WARNER	ROTEM	97 GALEN ST	WATERTOWN MA	02472-4512	97 GALEN ST	WATERTOWN MA	02472-4512	1
GALEN HOLDINGS LLC		98 GALEN ST # 2ND	WATERTOWN MA	02472-4502	98 GALEN ST # 2ND	WATERTOWN MA	02472-4502	
NAZ J	JANER	99 GALEN ST # 99	WATERTOWN MA	02472-4512	99 GALEN ST # 99	WATERTOWN MA	02472-4512	1
100 GALEN PARTNERSHIP 2		100 GALEN ST STE 301	WATERTOWN MA	02472-4540	100 GALEN ST STE 301	WATERTOWN MA	02472-4540	1
TRAN	PHI VAN	105 GALEN ST	WATERTOWN MA	02472-4512	105 GALEN ST	WATERTOWN MA	02472-4512	1
POWER TEST REALTY CO		110 GALEN ST	WATERTOWN MA	02472-4502	292 MADISON AVE # 9TH	NEW YORK NY	10017-6307	
BEAVERBROOK STEP INC		111 GALEN ST	WATERTOWN MA	02472-4506	85 MAIN ST # 2ND	WATERTOWN MA	02472-4411	1
MVP INVESTMENTS LLC		115 GALEN ST	WATERTOWN MA	02472-4506	60 N BEACON ST	WATERTOWN MA	02472-2613	1
EMMANUEL	HARISIS	123 GALEN ST	WATERTOWN MA	02472-4507	271 MAIN ST STE 204	STONEHAM MA	02180-3580	
JOHN J	JENNINGS	126 GALEN ST	WATERTOWN MA	02472-4509	33 DUXBURY RD	NEWTON CENTER MA	02459-2583	1
GALEN ST RT /TRUST		129 GALEN ST # 129A	WATERTOWN MA	02472-4541	1 ASPEN RD	WESTON MA	02493-1301	3
RLT 130 GALEN LLC		130 GALEN ST	WATERTOWN MA	02472-4510	130 GALEN ST	WATERTOWN MA	02472-4510	2
YINGLING	HSIEH	133 GALEN ST	WATERTOWN MA	02472-4542	53 GILBERT ST	WATERTOWN MA	02472-1783	3
MICHAEL	KING	135 GALEN ST	WATERTOWN MA	02472-4543	100 ACTON ST	WATERTOWN MA	02472-2209	3
AHVA T	DAVIS-SHIVA	137 GALEN ST APT 1	WATERTOWN MA	02472-4544	137 GALEN ST APT 1	WATERTOWN MA	02472-4544	2
CHRISTOPHER	DECELLES	137 GALEN ST APT 2	WATERTOWN MA	02472-4544	137 GALEN ST APT 2	WATERTOWN MA	02472-4544	2
ROBERT J	LEATHE	139 GALEN ST	WATERTOWN MA	02472-4545	139 GALEN ST	WATERTOWN MA	02472-4545	1
SILVESTER	BUSCEMI JR	141 GALEN ST	WATERTOWN MA	02472-4546	556 MAIN ST	WALTHAM MA	02452-5523	3
GALEN PLACE ASSOCIATES		142 GALEN ST	WATERTOWN MA	02472-4510	142 GALEN ST	WATERTOWN MA	02472-4510	
FAY	CHEHAMES (TE)	143 GALEN ST	WATERTOWN MA	02472-4547	59 WALNUT RD	WENHAM MA	01984-1612	3
FAY	CHEHAMES (TE)	145 GALEN ST	WATERTOWN MA	02472-4548	59 WALNUT RD	WENHAM MA	01984-1612	3
149 GALEN ST RT /TRUST		149 GALEN ST	WATERTOWN MA	02472-4508	PO BOX 55	NEW TOWN MA	02456-0055	1
CHAPPEL ST		150 GALEN ST	WATERTOWN MA	02472-4511	320 QUINCY AVE	QUINCY MA	02169-8108	
JOSEPH	GANNO	10 UNION ST	WATERTOWN MA	02472-2525	10 UNION ST	WATERTOWN MA	02472-2525	1
ANTHONY	PSIKARAKIS	11 UNION ST	WATERTOWN MA	02472-2523	15 WILSON LN	NEEDHAM MA	02492-2737	1
DARREN	FITZGERALD	14 UNION ST	WATERTOWN MA	02472-2525	14 UNION ST	WATERTOWN MA	02472-2525	2
NICHOLAS	PAPAKYRIKOS	3 MORSE ST	WATERTOWN MA	02472-2552	3 MORSE ST	WATERTOWN MA	02472-2552	1
NASSER	WEHBE	6 MORSE ST	WATERTOWN MA	02472-2555	1 HILLTOP DR	PEABODY MA	01960-3185	1
NICHOLAS V	PAPAKYRIKOS	7 MORSE ST	WATERTOWN MA	02472-2552	7 MORSE ST	WATERTOWN MA	02472-2552	1
GABRIEL	MARKARIAN	11 MORSE ST	WATERTOWN MA	02472-2552	13 MORSE ST	WATERTOWN MA	02472-2552	1
MARGARET E	CLOHERTY	14 MORSE ST	WATERTOWN MA	02472-2556	16 MORSE ST	WATERTOWN MA	02472-2556	1

19 IRVING ST RT /TRUST		19 MORSE ST	WATERTOWN MA	02472-2504	144 HAGEN RD	NEWTON MA	02459-2755	5
HUANG 2021 RET (TE)		10 HUNT ST	WATERTOWN MA	02472-4602	10 HUNT ST	WATERTOWN MA	02472-4602	2
PARKER	WELLS	16 HUNT ST APT 1	WATERTOWN MA	02472-4619	16 HUNT ST APT 1	WATERTOWN MA	02472-4619	2
ARI	STERN	16 HUNT ST APT 2	WATERTOWN MA	02472-4619	16 HUNT ST APT 2	WATERTOWN MA	02472-4619	2
JOHN	BURKE	18 HUNT ST # 2	WATERTOWN MA	02472-4602	18 HUNT ST # 2	WATERTOWN MA	02472-4602	2
TESS	PAGANELLI	18 HUNT ST # 1	WATERTOWN MA	02472-4602	18 HUNT ST # 1	WATERTOWN MA	02472-4602	2
MICHAEL J	MCDERMOTT	22 HUNT ST	WATERTOWN MA	02472-4602	24 HUNT ST	WATERTOWN MA	02472-4602	1
CRB RESID LLC		23 HUNT ST # 546	WATERTOWN MA	02472-4601	23 HUNT ST # 546	WATERTOWN MA	02472-4601	1
CRB RESID LLC		27 HUNT ST	WATERTOWN MA	02472-4601	23 HUNT ST # 546	WATERTOWN MA	02472-4601	1
51 WATER STREET LLC		85 WATER ST	WATERTOWN MA	02472-4603	85 WATER ST	WATERTOWN MA	02472-4603	1
FARBRO REALTY		108 WATER ST	WATERTOWN MA	02472-4696	120 ADAMS ST	NEWTON MA	02458-1117	1
BENJAMIN	JOHNSON	11 CAPITOL ST	WATERTOWN MA	02472-2510	11 CAPITOL ST	WATERTOWN MA	02472-2510	1
SPENCER	PECK	16 CAPITOL ST	WATERTOWN MA	02472-2511	505 RIDER RIDGE DR	LONGMONT CO	80504-4000	1
RICHARD	MUNGER	17 CAPITOL ST	WATERTOWN MA	02472-2510	17 CAPITOL ST	WATERTOWN MA	02472-2510	1
PRAJNA	BHASKAR	18 CAPITOL ST	WATERTOWN MA	02472-2511	18 CAPITOL ST	WATERTOWN MA	02472-2511	1
BRENDA A	COTE	20 CAPITOL ST	WATERTOWN MA	02472-2511	22 CAPITOL ST	WATERTOWN MA	02472-2511	1
BARRY S	GILBERT	21 CAPITOL ST	WATERTOWN MA	02472-2510	21 CAPITOL ST	WATERTOWN MA	02472-2510	1
LOIS	SHAPIRO	24 CAPITOL ST	WATERTOWN MA	02472-2511	24 CAPITOL ST	WATERTOWN MA	02472-2511	1
DOUGLAS	LUTHER	6 ELIOT ST	WATERTOWN MA	02472-2513	6 ELIOT ST	WATERTOWN MA	02472-2513	1
PAWBRAMUDD	BUNNAG	8 ELIOT ST # 8	WATERTOWN MA	02472-2513	8 ELIOT ST	WATERTOWN MA	02472-2513	1
CHAPIAN		9 ELIOT ST	WATERTOWN MA	02472-2512	55 RAFFAELE DR	WALTHAM MA	02452-0313	1
CATHERINE J	HOLT	12 ELIOT ST	WATERTOWN MA	02472-2513	105 ARSENAL ST	WATERTOWN MA	02472-2638	1
ANDREW	PEGO	13 ELIOT ST	WATERTOWN MA	02472-2512	13 ELIOT ST	WATERTOWN MA	02472-2512	1
SIGITA	BACEVICIUS	14 ELIOT ST	WATERTOWN MA	02472-2513	16 ELIOT ST	WATERTOWN MA	02472-2513	1
NICHOLAS J	CUTAIA	15 ELIOT ST	WATERTOWN MA	02472-2512	15 ELIOT ST	WATERTOWN MA	02472-2512	1
MARY ELIZABETH	FORDES	21 ELIOT ST	WATERTOWN MA	02472-2512	21 ELIOT ST	WATERTOWN MA	02472-2512	2
THOMAS L	WALSH	22 ELIOT ST	WATERTOWN MA	02472-2513	22 ELIOT ST	WATERTOWN MA	02472-2513	1



CITY COUNCIL ROLL CALL
MEETING DATE: APRIL 11, 2023

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve a grant of location for National Grid in Arsenal Street to install and maintain approximately 150 linear feet of 12" Plastic Low Pressure Gas Main.



Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

RESOLUTION # 19

R – 2023– 19

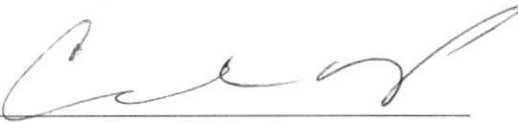
BE IT RESOLVED: That the City of Watertown Department of Public Works has reviewed the attached petition by National Grid for consideration of a Grant of Location for the following installations: Arsenal Street – Install and maintain approximately 150 linear feet of 12” Plastic Low Pressure Gas Main. WO# 1458509 This work is necessary to improve the gas utility system within Arsenal Street and the customers is serves. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities. The City of Watertown is not a member of Dig Safe and must be notified separately.
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

BE IT FURTHER RESOLVED: That the petitioner shall deposit sufficient cash surety as determined by the Superintendent of Public Works to be held in escrow until the Superintendent of Public Works is satisfied with the condition of repair and restoration of the street.

BE IT FURTHER RESOLVED: That a copy of said petition is forwarded to the City Clerk for processing.



Council Member

I hereby certify that at a regular meeting of the City Council for which a quorum was present, the above Resolution was adopted by a vote 9 for, 0 against, and 0 present on April 11, 2023.



Council Clerk



Mark S. Sideris, Council President



Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

NOTICE OF PUBLIC HEARING – NATIONAL GRID

Grant of Location: ARSENAL STREET WO # 1458509

March 27, 2023

Dear Abutters:

The City Council of the City of Watertown will hold a public meeting on Tuesday, April 11, 2023 at 7:00 p.m. in the Richard E. Mastrangelo Council Chamber, 149 Main St., Watertown, MA along with remote opportunities for participation with public access provided as follows:

ACCESS INFORMATION:

- A. The meeting will be televised through WCATV (Watertown Cable Access Television): <http://vodwcatv.org/CablecastPublicSite/?channel=3>
- B. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/92991331344>
- C. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 929 9133 1344 #
- D. Public may also comment through email: vpiccirilli@watertown-ma.gov

on a petition from National Grid for consideration of a Grant of Location for the following installations:

Arsenal Street – Install and maintain approximately 150 linear feet of 12” Plastic Low Pressure Gas Main.

This work is necessary to improve the gas utility system within Arsenal Street and the customers it serves. Upon completion of the Department of Public Works review, the following recommendations and conditions for consideration by the City Council will be required should the Grant of Location be approved for this application.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.

3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.

The City of Watertown is not a member of Dig Safe and must be notified separately.

4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.

5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.

6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.

7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.

8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.

9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.

10. Contractor shall coordinate with City Health Department on rodent control requirements.

11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.

Please feel free to contact Mary Mulroney at 617-894-3896 for any technical questions you may have.

Your participation is not necessary, if you choose not to object to the above petition.

Sincerely,

Watertown City Council



CITY OF WATERTOWN
DEPARTMENT OF PUBLIC WORKS
124 ORCHARD STREET
WATERTOWN MA 02472

Gregory M. St. Louis, PE
Superintendent of Public Works

(P) 617-972-6420
(F) 617-972-6402

TYPE: Grant of Location
DATE: March 20, 2023
APPLICANT: National Grid
WORK ORDER: WO# 1458509
LOCATION: Arsenal Street

The City of Watertown Department of Public Works has reviewed the attached petition by National Grid for consideration of a Grant of Location for the following installations:

Proposed Work Requiring a Grant of Location:

- Arsenal Street – Install and maintain approximately 150 linear feet of 12" Plastic Low Pressure Gas Main.

Additional Project Related Work:

- Arsenal Street – Relay approximately 3,525 linear feet of 12-inch cast iron pipe with new 12-inch plastic pipe.
- Kingsbury Avenue – Relay approximately 55 linear feet of 8-inch plastic in Kingsbury Avenue connecting to Arsenal Street.
- Birch Street – Relay the following services:
 - Approximately 15 linear feet of 6-inch cast iron pipe with new 6-inch plastic pipe.
 - Approximately 260 linear feet of 4-inch cast iron pipe with new 4-inch plastic pipe.
 - Approximately 10 linear feet of 4-inch coated steel pipe with new 4-inch plastic pipe.
 - Approximately 20 linear feet of 4-inch and 6-inch plastic pipe with new 4-inch plastic pipe.
- Arsenal Street – Relay the following services:
 - Approximately 970 linear feet of 4-inch and 6-inch branched service plastic pipe with new 4-inch plastic pipe.
- Elm Street – Relay the following services:
 - Approximately 55 linear feet of 6-inch cast iron pipe with new 6-inch plastic pipe.
- Private Way – Relay the following services:
 - Approximately 205 linear feet of 6-inch plastic pipe with new 6-inch plastic pipe.
 - Approximately 25 linear feet of 2-inch plastic pipe with new 6-inch plastic pipe.

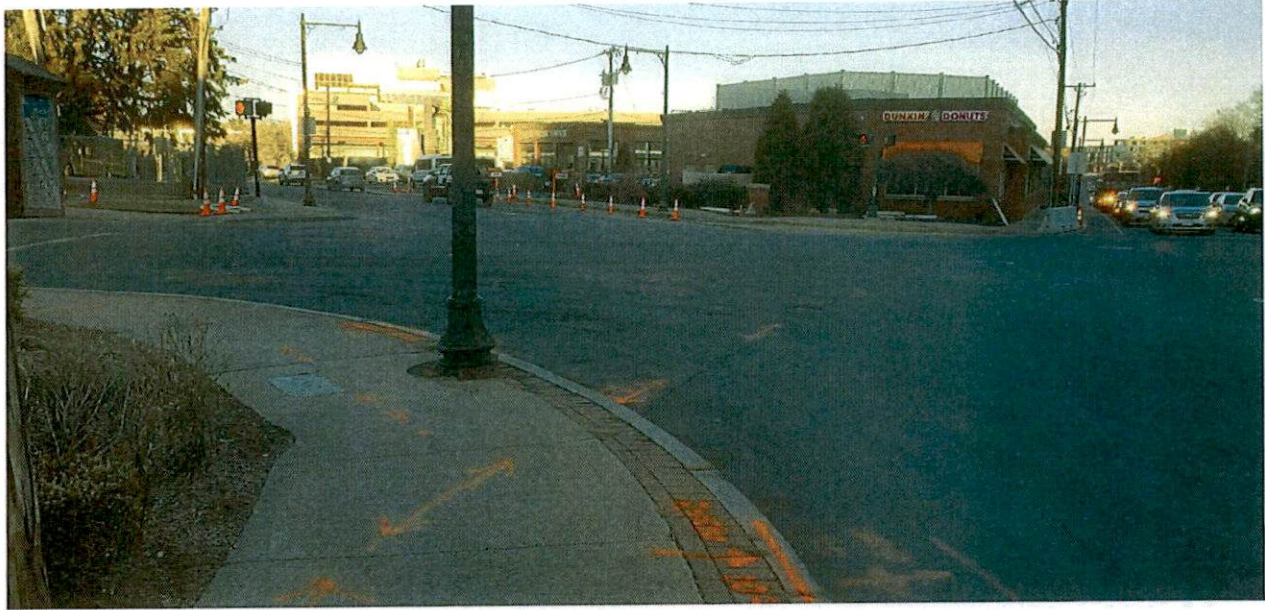
This work is necessary to improve the gas utility system within Arsenal Street and the customers served. Upon completion of our review, we are submitting the following recommendations and conditions for consideration by the City Council should the Grant of Location be approved for this application. A photo of the location of the proposed work is presented attached to this document.

Standard Conditions

1. During construction, uninterrupted pedestrian access (or temporary pedestrian facilities) shall be provided at all times or an appropriate alternative path provided.
2. Please be aware that there may be utility infrastructure that is not shown on the plan and may be encountered in the field. If a conflict occurs between the proposed installation and existing City-Owned and/or private utility infrastructure, The City Engineer shall be contacted directly to discuss an appropriate resolution.
3. It is the sole responsibility of the Applicant, and their Contractor, to ensure that and City-Owned and or private utilities, if located within the limits of work should be properly marked and protected during construction activities.
The City of Watertown is not a member of Dig Safe and must be notified separately.
4. The proposed scope of work requires a DPW Street Opening Permit through the Watertown DPW prior to the start of construction.
5. All disturbances to curbing, grass strips, sidewalks, walkways, and roadway surfaces shall be repaired in kind to the satisfaction of the City of Watertown DPW. If any existing sidewalk is proposed to be removed and replaced in full width, the restoration must be completed in accordance with all current ADA, MAAB and City of Watertown standards.
6. All work within the Right of Way shall require the Contractor to schedule and coordinate a police traffic detail. Traffic control and safety measures shall be implemented in adherence to all applicable OSHA requirements, Massachusetts DOT Work Zone Safety Guidelines and Part VI of the Manual of Uniform Traffic Control Devices.
7. All material stockpiled on roadways and/or roadway shoulders shall be protected with erosion control devices such as silt fence or straw wattles. It will be the sole responsibility of the Contractor to remove any sediment that enters the City drainage system as a result of the proposed work.
8. Equipment, staging, and stockpiles shall not be located in a manner so as to interfere with intersection sightlines and shall be kept in a neat and orderly fashion.
9. Public shade trees within and adjacent to the proposed work zone must be protected. The Contractor shall install individual tree protection on any public shade tree that may be impacted and the Contractor shall not stockpile material or equipment within the drip zone of a public shade tree.
10. Contractor shall coordinate with City Health Department on rodent control requirements.
11. An as-built survey shall be performed upon completion of the work and provided to the Department of Public Works.



View of Arsenal Street and Arlington Street intersection facing East down Arsenal Street.



View of Arsenal Street and Arlington Street Intersection facing Coolidge Avenue.

PETITION OF NATIONAL GRID FOR GAS MAIN LOCATIONS

Town of Watertown / Town Council:

The Nationalgrid hereby respectfully requests your consent to the locations of mains as hereinafter described for the transmission and distribution of gas in and under the following public streets, lanes, highways and places of the **Town of Watertown** and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and accomplish the objects of said Company; and the digging up and opening the ground to lay or place same:

As part of the CIRE101214 Program, National Grid recommends the relay of:

-->approximately 3525 feet of 12- inch, Cast Iron (1927) with approximately 3525 feet of 12- inch, Plastic in Arsenal St from #343 Arsenal St to #615 Arsenal St (install approximately 55 feet of 8- inch, Plastic from Kingsbury Av to Arsenal St),

--> approximately 15 feet of 6 -inch, Cast Iron (1915), approximately 260 feet of 4 -inch, Cast Iron (1915), approximately 10 feet of 4- inch, Coated Steel (1978) and approximately 20 feet of 4- inch & 6- inch, Plastic (2001) with approximately 335 feet of 8- inch, Plastic in Birch St from Arsenal St to the existing 8 -inch, Plastic in Birch St behind building 500,

--> approximately 970 feet of 4- inch and 6- inch, Plastic (2019) branched service with approximately 970 feet of 4- inch, plastic to #485 Arsenal St,

--> approximately 55 feet of 6- inch, Cast Iron (1927) with approximately 55 feet of 6- inch, Plastic stub in the intersection of Elm St and Arsenal St (cut and cap the existing 6 -inch, main in Elm St),

--> approximately 205 feet of 6- inch, Plastic (1997) and approximately 25 feet of 2- inch, Plastic (2021) with approximately 230 feet of 6- inch, Plastic in private way from #550 Arsenal St towards building 550, and

-->install approximately 150 feet of 12- inch, Plastic in the gap between the new 12- inch, plastic in Arsenal St to the existing 12- inch, Bare Steel at #12 Arlington St.

Date: October 26, 2022

By:



Mary Mulroney
Permit Representative

RECEIVED
WATERTOWN D.P.W.
2022 OCT 26 PM 1:07

Town of Watertown / Town Council:

IT IS HEREBY ORDERED that the locations of the mains of the Nationalgrid for the transmission and distribution of gas in and under the public streets, lanes, highways and places of the **Town of Watertown** substantially as described in the petition dated **October 26, 2022** attached hereto and hereby made a part hereof, and of the pipes, valves, governors, manholes and other structures, fixtures and appurtenances designed or intended to protect or operate said mains and/or accomplish the objects of said Company, and the digging up and opening the ground to lay or place same, are hereby consented to and approved.

The said Nationalgrid shall comply with all applicable provisions of law and ordinances of the **Town of Watertown** applicable to the enjoyment of said locations and rights.

Date this _____ day of _____, 20____.

I hereby certify that the foregoing order was duly adopted by the _____ of the Town of _____, MA on the _____ day of _____, 20____.

By: _____

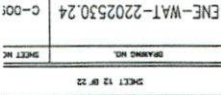
Title

WO #1458509

**RETURN ORIGINAL TO THE PERMIT SECTION
NATIONAL GRID
40 SYLVAN RD, WALTHAM, MA 02451
RETAIN DUPLICATE FOR YOUR RECORDS**

FORM # 1444, Rev. 90

LAST	FIRST	SITUS_LINE1	SITUS_LINE2	SITUS_LINE3	MAIL_LINE1	MAIL_LINE2	MAIL_LINE3	GAS_ACCTS
BP WATERTOWN HOTEL LLC		570 ARSENAL ST	WATERTOWN MA	02472-2850	13215 BEE CAVE PKWY STE B300	AUSTIN TX	78738-0066	1
STONE	DAVID P	610 ARSENAL ST	WATERTOWN MA	02472-2850	610 ARSENAL ST	WATERTOWN MA	02472-2850	3
ARSENAL YARDS CORE HLDG		615 ARSENAL ST # 1	WATERTOWN MA	02472-5044	800 BOYLSTON ST STE 1390	BOSTON MA	02199-7077	
615 ARSENAL HLDG LLC		615 ARSENAL ST # 2	WATERTOWN MA	02472-5044	800 BOYLSTON ST STE 1390	BOSTON MA	02199-7077	
ARSENAL YARDS 500 FORGE		617 ARSENAL ST # 0C	WATERTOWN MA	02472-2861	800 BOYLSTON ST STE 1390	BOSTON MA	02199-7077	
ARSENAL YARDS 500 FORGE		617 ARSENAL ST # 0A	WATERTOWN MA	02472-2861	800 BOYLSTON ST STE 1390	BOSTON MA	02199-7077	
ARSENAL YARDS 500 FORGE		617 ARSENAL ST # 0D	WATERTOWN MA	02472-2861	800 BOYLSTON ST STE 1390	BOSTON MA	02199-7077	
ARSENAL YARDS 500 FORGE		617 ARSENAL ST # 0B	WATERTOWN MA	02472-2861	800 BOYLSTON ST STE 1390	BOSTON MA	02199-7077	
MASREAL CO INC		15 ARLINGTON ST	WATERTOWN MA	02472-5002	55 GLENLAKE PKWY	ATLANTA GA	30328-3474	2
SURREY RD LLC		36 ARLINGTON ST	WATERTOWN MA	02472-5001	41 SEYON ST STE 200	WALTHAM MA	02453-8348	2
FULLER MOTORS INC		22 COOLIDGE AVE	WATERTOWN MA	02472-2815	20 COOLIDGE AVE	WATERTOWN MA	02472-2815	



CITY COUNCIL ROLL CALL
MEETING DATE: APRIL 11, 2023

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to approve a transfer of funds in the Amount of \$23,000 from the fiscal Year 2023 Council Reserve Fund Account #0111152-570780 to the Fiscal Year 2023 Dues and Subscriptions Account #0114552-570730.



Watertown City Council

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

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

RESOLUTION # 20

R-2023-20

BE IT RESOLVED: That the City Council of the City of Watertown hereby approves the transfer of funds in the amount of \$23,000:

From:

Fiscal Year 2023 City Council Reserve Fund Account #0111152-570780

To:

Fiscal Year 2023 Dues and Subscriptions Account #0114552-570730

BE IT FURTHER RESOLVED: That a copy of said transfer is forwarded to the City Auditor and City Treasurer/Collector.



Council Member

I hereby certify that at the regular meeting of the City Council for which a quorum was present, the above Resolution was adopted by a vote of 9 for, 0 against, and 0 present on April 11, 2023.



City Council Clerk



Mark S. Sideris, Council President



George J. Proakis
City Manager

CITY OF
WATERTOWN
Office of the City Manager

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6465
www.watertown-ma.gov
citymgr@watertown-ma.gov

To: Honorable City Council
From: George J. Proakis, City Manager *GJP*
Date: April 6, 2023
RE: Agenda Item – Transfer of Funds Request

Attached please find correspondence from Melissa A. Morrissey, City Treasurer/Collector regarding the need for an annual subscription for the software DebtBook, which provides local governments with the tools needed for complete debt, lease, and subscription management and accounting standards compliance (like GASB-87 and GASB-96).

Given the above, I respectfully request the attached transfer be placed on the April 11, 2023 City Council Agenda.

Thank you for your consideration in this matter.

cc: Melissa A. Morrissey, City Treasurer/Collector
Thomas J. Tracy, City Auditor/Assistant City Manager for Finance

TRANSFER AMOUNT \$23,000

FROM: FY23 COUNCIL RESERVE \$23,000
0111152-570780

TO: FY23 DUES AND SUBSCRIPTIONS \$23,000
0114552-570730

I hereby certify to the availability, authority of funding source, mathematical accuracy and appropriate fiscal year.

4/7/23
Date


Assistant City Auditor



Melissa A. Morrissey
Treasurer/Collector

CITY OF WATERTOWN

Treasurer - Collector

Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617-972-6453
Fax: 617-926-7082
www.watertown-ma.gov
mmorrissey@watertown-ma.gov

Katherine A Morrison
Asst. Treasurer/Collector

April 6, 2023

TO: Mr. George Proakis,
City Manager

CC: Thomas Tracy,
City Auditor

From: Melissa A Morrissey,
Treasurer/Collector

RE: Funds Transfer Request

Mr. Proakis;

I would like to request a funds transfer to the Treasurer/Collectors FY23 budget of \$23,000.

The purpose of this request is to fund an annual subscription for the software entitled DebtBook. With the existing debt and the additional planned debt, it has become increasingly difficult to maintain an excel spread sheet for these borrowings. This software will allow better tracking and reporting of all Debt Service accounts as well as for GAS87/GASB96.

Thank you for considering my request.

Melissa A Morrissey, C.M.M.T
Treasurer/Collector
Watertown, MA
617-972-6453
mmorrissey@watertown-ma.gov

CITY COUNCIL ROLL CALL
MEETING DATE: APRIL 11, 2023

	YES	NO	PRESENT
JOHN M. AIRASIAN	<u> X </u>	<u> </u>	<u> </u>
CAROLINE BAYS	<u> X </u>	<u> </u>	<u> </u>
LISA J. FELTNER	<u> X </u>	<u> </u>	<u> </u>
JOHN G. GANNON	<u> X </u>	<u> </u>	<u> </u>
NICOLE GARDNER	<u> X </u>	<u> </u>	<u> </u>
EMILY IZZO	<u> X </u>	<u> </u>	<u> </u>
ANTHONY PALOMBA	<u> X </u>	<u> </u>	<u> </u>
VINCENT J. PICCIRILLI JR.	<u> X </u>	<u> </u>	<u> </u>
MARK S. SIDERIS, COUNCIL PRESIDENT	<u> X </u>	<u> </u>	<u> </u>

Motion to Adjourn



CITY OF WATERTOWN
Department of
Community Development and Planning
Planning Board

*Administration Building
149 Main Street
Watertown, Massachusetts 02472
Phone: 617-972-6417
www.watertown-ma.gov*

Board Members:
Janet Buck, Chair
Jason Cohen
Payson R. Whitney, III
Abigail Hammett

Planning Board Report

This Report provides the Planning Board's recommendation to the Honorable Council for the Council's public hearing on Zoning Amendments relating to a linkage fee to fund affordable housing.

ZONING AMENDMENT:	Article V, §5.01 and §5.07, to establish a linkage fee for new non-residential development of 30,000 square feet or greater to fund affordable housing in Watertown
DATE OF CITY COUNCIL FIRST READING:	January 24, 2023
STAFF RECOMMENDATION:	Adopt Zoning Amendment
DATE OF PLANNING BOARD HEARING:	March 8, 2023
PLANNING BOARD RECOMMENDATION:	Adoption (4-0) with proposed changes

I. PUBLIC NOTICE

A. Procedural Summary:

As required by the Watertown Zoning Ordinance § 9.22, notice was given as follows:

- Published in the newspaper of record (Boston Globe) on February 2 and 9, 2023; and
- Posted at the Administration Building on January 30, 2023;

B. Planning Board Public Notice:

*"City of Watertown Planning Board will hold a public hearing **on Wednesday, March 8 2023** with the meeting starting **at 7:00 pm**, City Council Chamber, Administration Building, 149 Main St., Watertown, MA. Pursuant to Chapter 107 of the Acts of 2022, or as updated, the meeting will be conducted with remote participation opportunities identified on the agenda posted 48 hours prior to the meeting.*

*To consider Watertown Zoning Ordinance amendments for requiring an **Affordable Housing Linkage Fee**. Amendments to be considered add language as necessary, including to Section 5.01, notes relating to the Table of Use Regulations, and to Section 5.07, relating to establishment of a linkage fee, for new non-residential development of 30,000 square feet or greater to fund affordable housing in Watertown."*

II. DESCRIPTION

A. Nature of the Request

On January 20, 2023, the City Manager and Department of Community Development & Planning staff submitted proposed zoning amendments setting an initial fee and other terms relating to administration of a linkage fee to fund affordable housing to the City Council. Following first reading and referral to the Planning Board, staff received suggestions from KP Law LLC, the city's counsel, for ways to improve the language. The wording submitted to the Planning Board by staff is set forth in Exhibit 1 (note: changes in blue were suggested by staff after the hearing in response to the Planning Board recommendation).

III. STAFF RECOMMENDATIONS

A. Background

The Housing Plan adopted by City Council in March 2021 recommended consideration of a linkage fee on new non-residential development to fund affordable housing. Later that year, City Council authorized a "nexus" study to determine whether and to what extent there is a nexus between new non-commercial development in Watertown and demand for affordable housing. The report, issued in May 2022, documented and quantified that nexus and recommended that the city consider a linkage fee in the range of \$9.44 to \$11.12 per square foot (sf). The City Council approved filing of a home rule petition seeking state authorization to impose a linkage fee of up to \$18/sf on non-residential developments of 30,000 sf or greater. In December 2022, the legislature passed, and the Governor signed the home rule petition. The proposed zoning amendments are the last step in creating a linkage fee.

The nexus study, conducted by Karl F. Seidman Consulting Services, concluded that Watertown is expected to have 2.6 million square feet in new large-scale commercial development over the next ten years. This development is expected to create over 6,200 new jobs. Based on this data, the study documented the nexus between the new commercial development and affordable housing demand, projecting that 360 new deed-restricted affordable housing units would be required to meet this new demand. The study then projected the cost of meeting the additional demand and analyzed linkage fees that would be proportionate to the impact of such development. The \$9.44 to \$11.12/sf range is based on the projected local share of affordable housing development. Unlike inclusionary zoning units, which are created without city funds, 100% affordable and mixed income projects require federal and state tax credits, grants and loans. The state typically requires a significant local match; the recommended linkage fee range is based on the local match that may be required for future Watertown projects. The study also looked at linkage fees imposed by nearby communities and tested the impact of various fee levels on new commercial development.

In September 2022, the city created an affordable housing trust under MGL c. 44, §55C to facilitate the creation and preservation of affordable housing. The home rule petition and the proposed zoning amendments specifically require that any linkage fees be “administered and expended by the trustees of a municipal affordable housing trust.”

B. Proposed Zoning Amendments

The proposed zoning amendments set an initial fee of \$11.12/sf on new non-residential development of 30,000 square feet or greater and set forth how this fee is to be administered. Below are key elements of the proposed zoning amendments, as presented to the Planning Board, incorporating changes proposed by legal counsel and staff. As discussed later, the Planning Board suggested consideration of two further changes.

- New development. The definition consists of two categories: new construction or additions to existing buildings and substantial rehabilitation or conversion to accommodate a change to Non-Residential uses.
- Non-residential. The definition lists uses in Section 5.01 that are considered non-residential. In a mixed-use project, the GFA devoted to housing is not counted. Although the Zoning Ordinance lists hotel/motel uses as residential, they are specifically classified as Non-Residential in the definition.
- Exemptions. Certain projects are specifically exempted. These include: projects on land owned by the City and religious and educational uses protected by G.L. c. 40A §3.
- Cost of living increases. The initial fee would rise annually with increases in cost of living. The home rule petition specified use of the Consumer Price Index for all Urban Consumers, CPI-U, compiled by the Bureau of Labor Statistics.
- When the fee is paid. A project becomes obligated to pay the linkage fee when it obtains zoning relief (including site plan review) from the permit-issuing authority. Payment of the fee would be included as a condition of approval. However, the payment would be made when an occupancy permit allows occupation of any part of the building by workers. For example, if a temporary certificate of occupancy allows use of one floor for a commercial tenant, the linkage fee for that building would be due. Staff recommended this timing to avoid giving a developer any incentive to prolong completion of punch list items.
- Multiple phases/multiple buildings. The project threshold (30,000 sf or greater) is based on the overall project, including all phases and all buildings. Once a project is over the threshold, the entire GFA is included in the fee calculation. However, as described in the last bullet, payment is made as each building receives an occupancy permit.
- Periodic re-evaluation. The zoning amendments require that a nexus study be conducted every five years, with the fee reset upon recommendation of the city manager and approval of the City Council.

IV. PUBLIC COMMENT

Prior to the Planning Board hearing, staff received letters on the proposed ordinance from four parties. The Charles River Regional Chamber of Commerce, which includes Watertown, sent an initial letter on January 4, 2023, saying that setting the fee too high could have negative

consequences to Watertown's efforts to attract commercial development, revitalize Watertown Square and obtain other important community benefits from developers. On March 7, the Chamber sent a second letter elaborating on the economic challenges facing commercial development at the present time and asking for three adjustments to the proposed ordinance: (1) delay in implementation until July 2024, (2) a 50% phase-in of the linkage fee from July 2024 to July 2025, and (3) collecting linkage payments over 5 years. The letter included a list of developers endorsing the Chamber's position.

The Watertown Affordable Housing Trust sent a February 24, 2023 letter strongly supporting a linkage ordinance but taking no position on the proposed fee level. Councilor Palomba sent an email on March 8 strongly supporting the zoning amendments but urging the Planning Board to recommend a \$15/sf linkage fee. A resident, Joseph Levendusky, similarly urged a \$15 fee.

At the March 8 hearing, Greg Reibman, president of the regional chamber, summarized the points made in the organization's letter. He argued that there are economic headwinds, including increases in interest rates, construction costs, and supply chain issues. He also pointed to reduced venture capital funding and decreased demand for life science space. Representatives of Boston Development Group, Boylston Properties and Griffiths Properties spoke in favor of the three changes proposed by the chamber. Two of the three (Boston Development Group/66 Galen Street and Griffiths/580 Pleasant Street) cited difficulties in leasing their Watertown buildings.

Cliff Cook, chair of the Watertown Affordable Housing Trust, spoke in favor of the ordinance. He acknowledged that industry conditions have changed but that developers were continuing to move ahead on new projects, suggesting that interest is still there and that projects were more likely to be delayed than stopped. Resident Josh Rosmarin noted the need for affordable housing and supported the ordinance.

Staff responded to the Chamber's arguments for a delay and/or 50% phase-in by noting: 1) the nexus study found that a \$11.12/sf fee would have a relatively small impact on projects, 2) if market conditions changed in 2024 or 2025, the city would look back at a lost opportunity to fund affordable housing, 3) if market conditions warranted, it would be possible to lift or delay the fee at that time, and 4) affordable housing demand is created when the jobs arrive, so delaying/lessening fee collection makes it harder to catch up. Staff noted that installment payments would create difficulty in collecting the fee, while requiring payment before an occupancy permit would ensure collection.

V. PLANNING BOARD DELIBERATION AND RECOMMENDATION

The Planning Board had a lengthy discussion, including questions to staff, about how the fee would be administered, how affordable units would be created, the fee level and the changes proposed by the Charles River Regional Chamber. The board's questions and comments included:

- How would the linkage fee be used to create affordable housing, including whether the Affordable Housing Trust itself would undertake projects and what other local funding sources exist? (Primarily from Members Abigail Hammett/Payson Whitney.) Staff said linkage fee payments would be used for the local match required to leverage federal/state tax credits, grants, and loans. At present the Trust is likely to work with a

development partner rather than undertake projects on its own. The Trust presently has funds for pre-development planning but not for a local match. The other local source for a local match would be CPA funds.

- Should the proposed \$11.12/sf be adjusted now to reflect cost of living since the May 2022 nexus study? (Member Whitney.) Staff said that although cost of living has increased, developers will argue that recent market changes support a lower fee. Using \$11.12 is a middle course that is backed by data/analysis in the nexus study.
- Should the city mitigate the fee's impact by delaying/phasing/spreading out payments? Chair Janet Buck asked whether there were still developable sites that could be affected by a linkage fee in the next 1-2 years; staff said there were projects with substantial square footages in the pipeline, plus the 99 Water Street project just approved. Member Jason Cohen asked whether projects in the development pipeline have taken potential linkage fees into account; staff said that linkage has been officially discussed at least since city council adopted the housing plan in March 2021. Member Cohen said the city clearly needs affordable housing but expressed concern that in a softer market developers would pick Boston/Cambridge over Watertown because of transit access.
- Should the city use the linkage fee as leverage to find a faster way to create affordable housing? Member Hammett suggested, in light of the challenges of finding developable sites in Watertown, that a developer might be willing to pay its linkage fee by providing more affordable housing in a mixed-use development or land for housing in a commercial development.

Several members expressed interest in recommending one or more of the Chamber's suggestions for reducing the fee's impact. There was consideration of tabling the discussion until the April meeting to formulate a specific recommendation to the city council. Member Whitney said he opposed delaying the fee and favored spreading out payments. He said the Board should recommend spreading out the payments but defer to the council's judgment on how many years. Chair Buck agreed and suggested there was a consensus to spread out the payments and to suggest the council consider an "in lieu" mechanism.

The Planning Board voted (4-0) to favorably recommend the proposed zoning amendments, including the \$11.12/sf fee, with the suggestion that the city council consider two changes. First, Planning Board members supported "spreading out" linkage fee payments. Second, members supported the idea of allowing a developer to fulfill all or part of the linkage fee obligation by providing affordable housing units or land in lieu of cash.¹ In an addendum, staff has provided its recommendation on how to incorporate these suggestions into the proposed ordinance.

VI. PROPOSED ZONING LANGUAGE:

Exhibit 1 is the proposed amendment. The language in red shows amendments to the existing ordinance. The language in blue represents the further changes discussed in the staff addendum.

¹ The specific example used by board members was a mixed-use project developer offering additional affordable units (i.e., above the 15% inclusionary requirement) in lieu of cash.

STAFF ADDENDUM

As the Planning Board did not suggest specific language for the Council's consideration, staff has done so in this addendum.

Spreading out the linkage payments

Based on testimony that developers may have problems in making full payment when the occupancy permit is issued, the Board recommended the payments be "spread out." The Board did not specify the number of installments or the installment periods.

Staff appreciates the Board's rationale for this recommendation. However, staff is also concerned about collecting the fee over multiple years (particularly once the permanent occupancy permit has been issued). Accordingly, staff's language suggests two installments (the second a year after the first).

Affordable units or land in lieu

A board member was concerned that sites for affordable housing are scarce, making it harder to deploy linkage fee proceeds quickly. The board member thought that if the ordinance contained a provision allowing the payment to be a larger number of affordable units in a mixed-use development or land deeded to the Trust, this could be a creative way to solve the problem. The staff's proposed language makes it clear that this form of payment is discretionary. It authorizes the City Manager, who is a statutory member of the Affordable Housing Trust, to accept affordable units or land. It requires the City Manager to consult with the Trust, as it has a role in both the inclusionary program and in developing affordable housing sites.

Exhibit 1 - Proposed Zoning Amendments

1. Article V—Add a new note within Section 5.03 Notes to Table of Use Regulations, referencing that an affordable housing linkage fee may be applicable.

Proposed language:

(18) New non-residential development may be subject to an affordable housing linkage fee under Section 5.07.

2. Article V—Strike out the word “Requirements” in the title of Section 5.07, to read:
§ 5.07 Affordable housing **requirements**
3. Article V—Substitute the name “Watertown Affordable Housing Trust” and “WAHT” for the name “Watertown Housing Partnership” and “WHP” throughout Section 5.07.
4. Article V—Insert a new clause in Section 5.07 (a) after the fourth stated purpose and before the fifth stated purpose of this section:

Proposed language:

- (a) Intent and Purpose. The purposes of this Section are to encourage the expansion and improvement of the City of Watertown's housing stock; to provide for housing choices for households of all incomes, ages, and sizes; to prevent the displacement of low- and moderate-income residents; to produce affordable housing units in order to meet existing and anticipated employment needs within the City; to provide opportunities for conventional residential and mixed-use development to contribute to increasing the supply of affordable housing; **to mitigate the impact of the increased demand for housing generated by employees of new commercial development wanting to live in Watertown;** and to establish standards and guidelines in order to implement the foregoing.
5. Article V—Insert two new definitions after “12. Maximum Affordable Purchase Price or Rent” and renumber definitions “13. Small-Scale Inclusion Development” and “14. Subsidized Housing Inventory” accordingly.

Proposed language:

13. NEW DEVELOPMENT -- For purposes of §5.07 (c), New Development shall mean any of the following that results in 30,000 square feet or more of Gross Floor Area:
a. construction of new buildings or additions to existing buildings to accommodate Non-Residential Uses
b. or substantial rehabilitation or conversion of buildings (or portions of buildings) to accommodate change to Non-Residential Uses.

14. NON-RESIDENTIAL USES. For purposes of §5.07 (c), the following uses listed in the Table of Uses (§5.01) are Non-Residential Uses: Hotel and Motel Use; Institutional, Transportation, Utility and Agricultural Uses (except for nursing home, rest home,

convalescent home or assisted living); Business, Office and Consumer Service Uses; Open-Air Drive-in Retail and Service; Light Industry, Wholesale, Laboratory; Heavy Industry; and Accessory Uses q (scientific research, development and production) and r (games of chance). Any Non-Residential portion of a Mixed Use Development shall be considered a Non-Residential Use.

6. Article V— After Definitions and before Applicability, insert a new sub-section (c) and re-letter sub-sections (c) through (i).

Proposed language:

(c) Affordable Housing Linkage Fee.

(1) §5.07 (c) applies to any New Development that consists of 30,000 square feet or more of Gross Floor Area devoted to Non-Residential Uses. The following are exempt: real property owned by the City of Watertown, and religious and educational uses protected by M.G.L. 40A Section 3.

(2) Any New Development subject to §5.07 (c) must pay an affordable housing linkage fee of \$11.12 per square foot of Gross Floor Area devoted to Non-Residential Uses plus the inflation adjustment applicable when the fee is paid. The inflation adjustment shall be made annually in January, based on the Consumer Price Index for all Urban Consumers, CPI-U, compiled by the U.S. Bureau of Labor Statistics. The Department of Community Development and Planning shall publish and annually update the adjusted affordable housing linkage fee on the City's website. The payment shall be made to the Watertown Affordable Housing Trust.

(3) The affordable housing linkage fee shall be paid in two (2) installments, with the first payment made before any Non-Residential Use that is part of the New Development receives an Occupancy Permit that would allow it to be occupied by workers. The second payment shall be made on or before the one-year anniversary date of the first payment. In the case of a multi-building New Development, the timing of the first payment shall be based on the building that is being occupied. No certificate of occupancy or additional building permits shall be issued until the first payment has been made.

(4) The City Manager, in consultation with the Watertown Affordable Housing Trust, may accept the following to satisfy all or part of the affordable housing linkage fee: (a) inclusion of affordable housing units in excess of the number required by Section 5.07; and/or (b) real property.

(5) The permit-granting authority for a New Development shall require as a condition of any approval for zoning relief (including site plan review) that Applicants pay the full affordable housing linkage fee and that the first payment be made prior to issuance of an Occupancy Permit.

(6) Where a New Development consists of multiple buildings/phases, the 30,000 square feet threshold is based on the overall development proposed. Applicants may

not use segmentation or surrogate or subsidiary entities to avoid compliance with §5.07 (c).

(7) The Department of Community Development and Planning shall request a nexus study every five (5) years from the effective date of this ordinance to assess the linkage between New Development devoted to Non-Residential Uses and demand for affordable housing and to assess any other factor relevant to the linkage fee and the rate charged. Based upon the nexus study, the fee may be reset as required based on recommendation of the city manager and approval of the city council.



Watertown City Council

Administration Building

149 Main Street

Watertown, MA 02472

Phone: 617-972-6470

ELECTED OFFICIALS:

Mark S. Sideris,
Council President

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

John M. Airasian,
Councilor At Large

Caroline Bays,
Councilor At Large

John G. Gannon,
Councilor At Large

Anthony Palomba,
Councilor At Large

Nicole Gardner,
District A Councilor

Lisa J. Feltner,
District B Councilor

Emily Izzo,
District D Councilor

Report of the Committee on Economic Development & Planning Meeting Date: March 28, 2023

The Committee convened on Tuesday March 28, 2023 at 6:00 pm in the Richard E. Mastrangelo Council Chamber, with remote participation by Zoom. Present were Lisa Feltner, chair; and Vincent Piccirilli, secretary. John Gannon, vice chair, arrived at 6:20. Staff present were Steven Magoon, Assistant City Manager/Director of Community Development and Planning, and Gideon Schreiber, Assistant Director of Planning. Also present were residents Linda Scott, Joan Gumbleton, and Elodia Thomas.

The purpose of the meeting was to discuss updates to the proposed DCDP regulations for enhanced notification to neighbors on projects. The meeting was called to order at 6:08.

Mr. Schreiber provided a memo regarding the status of the public notification regulations (see attachment). The basic problem is that the original plan, which was for the developer to get mailing lists of all addresses from the US Post Office, will not work, as the post office provides addresses by carrier route, and there is no way to map this to the 500 ft distance from the project property line.

Staff met with the GIS consultant, and the city's GIS system can produce a list of addresses from the Master Address Table, which is generated from the state's emergency management system. Unfortunately this system has some duplicate non-mailing addresses for multi-unit buildings, but it was agreed that it would be better to have some duplicate addresses than to miss some addresses. The plan will be for DCDP to generate the 500 ft notice list from GIS for the developers, who will print and mail the enhanced notices at their cost. The Committee agreed with this approach.

Other discussion points:

- DCDP will continue to print and mail the abutters & abutters-to-abutters statutory notices, as in the past.
- DCDP will continue discussions with the GIS consultant to explore options for flagging "mailable" addresses in the Master Address Table, to weed out duplicates.
- DCDP will develop a template for developers to print the enhanced notices, to differentiate them from the statutory notices, and to make them more "eye-catching" to avoid them from being ignored as junk mail.

The meeting adjourned at 6:45 pm.

Report prepared by Vincent Piccirilli

Attachment: DCDP memo dated March 28, 2023



CITY OF WATERTOWN
Department of
Community Development and
Planning
Administration Building
149 Main Street
Watertown, MA 02472
Phone: 617 972 6417
Fax: 617 972 6484
www.watertown-ma.gov

To: Committee on Economic Development and Planning
From: Steve Magoon, Assistant City Manager & Director of Community Development & Planning; Gideon Schreiber, Assistant Director of Planning
Date: March 28, 2023
Re: **Public Noticing Update**

This memo provides an update to the Honorable City Council regarding the request to create regulations for additional notice requirements. The regulations are intended for projects with four or greater residential units, or for non-residential projects with 10,000 square feet of new development or greater with a requirement of a Special Permit with Site Plan Review before the Planning Board and Zoning Board. The following is a draft of the proposed regulations, to be finalized by the department in coordination with the Planning Board and Zoning Board of Appeals.

Neighborhood Notice – the intent is to use the master address table to create a general mailing list for all addresses using the city's Master Address Table (MAT). This would be done by city staff rather than trying to get a list from the Post Office. A couple of issues have been identified including:

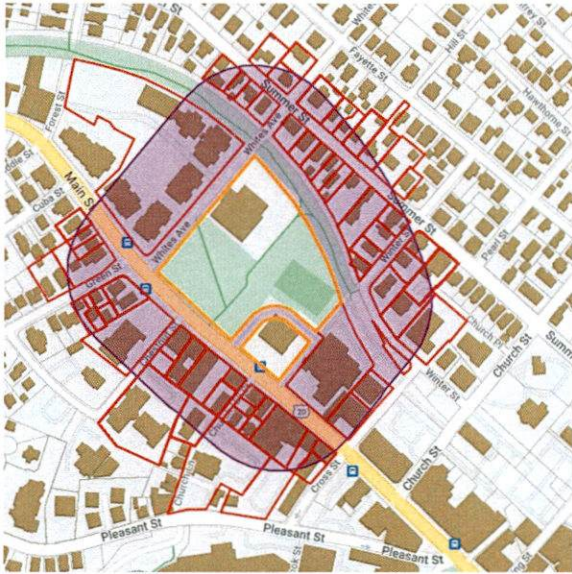
- a. The post office system and access would be limited and does not appear to be able to select a project site and create a specific buffer and would take control out of the hands of the City.
- b. The MAT includes all mailing addresses within the city, including ones that are not used. For instance, most two-family properties would have three addresses including Unit A, Unit B, and Units A-B.
- c. The official abutters list must use the owner of record in the Assessor records. There is not a way to reduce duplication by merging the two lists.
- d. There will be multiple mailings received by certain addresses and owner-occupied units which may generate confusion and frustration and increased calls to staff.
- e. The mailing list will be generated by staff, as is done for abutters notice.

In summary, the additional mailing to a 500' neighborhood list in addition to the 300' abutters list will generate a substantial increase in the number of paper mailings necessary with a lot of duplication. Below is one example using the City Hall as an example. In this example the abutters list at 300' creates 127 labels (as required for abutters lists) and 500' resident notification creates 1028 labels, as it includes every tenant in the apartment buildings as well as all commercial units. For the noticing, this would require mailing the notice to each list, with increased duplication with three or more copies

received by certain residents for every noticed meeting (community meeting, Planning Board, Zoning Board of Appeals).

Example: 149 Main Street:

All abutters within 300'



300' = 127 addresses

Neighborhood Notice within 500'



500' = 1028 addresses

DRAFT REGULATIONS:

Department of Community Development and Planning

Noticing Requirements

The following requirements are intended to satisfy the minimum noticing requirements of MGL Chapter 40A, Section 9 and 11 as well as additional Watertown specific notice to ensure that those who reside near new larger scale projects are provided with written notice. This document also can serve as a guide to the approval process, with specific public notice called out within the overall process.

Projects Approvals - Special Permit with Site Plan Review or Site Plan Review

- Common – Special Permit or Special Permit with Site Plan Review (SP/SR) – Most larger scale projects fall under this categories.
- Uncommon - Site Plan Review Only Approvals (SR) – Certain projects are allowed **by right** but require Planning Board Review and approval through a formal hearing process. Protected uses like churches, daycares and schools are common examples.

Watertown - Special Permit (SP) with Site Plan Review (SR) Process

Phase One (for projects requiring SR) – Initial Community and City Review



Indicates formal opportunities for public input

Phase Two – Special Permit Granting Authority (SPGA) Hearing Process



Phase Three – Implementation



The Permit Granting Authority (Planning Board or Zoning Board of Appeals depending on Zoning District) must approve an application prior to the issuance of permits (a typical application is a request for a Special Permit with Site Plan Review but there can also be applications for Site Plan Review Only).

Applicability:

Enhanced noticing shall be required for all projects that require Site Plan Review with **four** or greater residential units, or for non-residential projects with **10,000** square feet of new development or greater, as identified in the Watertown Zoning Ordinance Table of Uses.

Noticing Requirements:

Community Meeting:

The applicant shall hold at least one public information community meeting no less than **10 days** prior to submitting an application for a Permit from the Planning Board or Zoning Board of Appeals (ZBA). The Director of the Department of Community Development and Planning (DCDP) may require a second meeting depending on the complexity of a project.

1. The applicant must coordinate the meeting date and location with DCDP and the City Councilor who represents the district where the project is proposed. Developer should look at the [city calendar](#) to determine a meeting time that doesn't conflict with other meetings
2. Provide materials and notice at least two weeks prior to the meeting:
 - a. The applicant must submit project materials and draft notice to DCDP **two weeks** in advance of the meeting. Staff posts the Community Meeting on the city website (Civic Clerk) with all project materials (Laser Fiche)
 - b. Notice is sent electronically through the city's email and text notification system.
 - c. DCDP provides the **abutters** list and **neighborhood** notice list to applicant
 - i. The applicant must distribute a notice to property owners within **300'** of the site
 - ii. The applicant must distribute a notice to all addresses within **500'** of the site
3. Applicant must submit to DCDP a written summary of the meeting, within **one week** after the meeting – with the report to include comments received and answers provided.

Hearings before the Planning Board and Zoning Board of Appeals:

1. Abutters Notice (completed by DCDP Staff): As required by MGL 40A and includes meeting date, time, and contact
 - a. Advertised twice a week apart with the first advertisement at least two weeks before the hearing in a newspaper of general circulation in Watertown (Boston Globe), paid for in advance by the applicant
 - b. Mailed to abutters and abutters to abutters within 300 feet.
2. Enhanced Notice (applicant): The applicant shall mail the hearing notice to all addresses within 500' of the project site.