



Community Preservation Committee Meeting

Thursday, March 21, 2024 at 7:00 PM
Remote Participation Only

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. This meeting will be held on March 21, 2024 at 7 PM. Location: Remote Participation Only
- B. The meeting will be recorded through WCATV (Watertown Cable Access Television) for later viewing: [Home | Watertown Cable Access Corp. \(wcatv.org\)](http://www.wcatv.org)
- C. The Public may join the virtual meeting online: <https://watertown-ma.zoom.us/j/91525442843>
- D. Public may join the virtual meeting audio only by phone: (877) 853-5257 or (888) 475-4499 (Toll Free) and enter Webinar ID: 915 2544 2843
- E. Public may comment via email prior to meeting: [lhandy@watertown-ma.gov](mailto: handy@watertown-ma.gov)
- F. Please Visit the Community Preservation Committee Website here: <https://www.watertown-ma.gov/352/Community-Preservation-Committee>

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- 1. Call to Order
 - 2. Committee Discussion - FY 2024 CPA Applications Deliberation
 - A. Saltonstall Park
 - B. Browne House Structural Engineering
 - C. Scots Charitable Society Plot Fence Restoration
 - 3. Acceptance of CPC Minutes
 - A. 2024-1-18 CPC Minutes
 - B. 2024-2-1-CPC Minutes
 - 4. Adjourn

Mark Krackiewicz, Chair
Jonathan Bockian, Vice Chair
Bob DiRico

Dennis J. Duff
Allen Gallagher
Abigail Hammett

Jamie O'Connell
Elodia Thomas
Matthew Walter

To: Watertown Community Preservation Committee

From: Michael Cookson, Assistant Director of Administration and Finance, Watertown DPW

Date: January 10, 2024

Re: Answers to CPC questions about Upper Saltonstall Park Project

Introduction

The following document consists of responses to questions and comments posed by Community Preservation Committee members regarding the City's application for Community Preservation Act funding of the Upper Saltonstall Park project. The responses were prepared by the firm Michael D'Angelo Landscape Architecture ("MDLA") in collaboration with the Watertown Department of Public Works ("DPW"). Representatives from both organizations will be present at the project's presentation to the Committee on January 18, 2024, to provide further detail and answer any questions. [Link to presentation](#)

Questions Presented

1. How has the landscape plan changed?

- *The landscape plan and shade structure design have gone through several iterations based on feedback received during four public hearings & collaboration w/ DPW & City Hall Staff:*
- ***Meeting 1 (on site / in City Hall) held November 2, 2022***
 - *MDLA presented an initial concept for the park and took initial feedback from the community on entry stairs along Main Street, Shade Structure Imagery and the overall park layout.*
- ***Meeting 2 (via Zoom) held February 7, 2023***
 - *MDLA along with Seger Architects presented updated plan and 3D renderings of Saltonstall Park based on prior feedback along with initial conceptual designs for the shade structure at the stage and received additional feedback. Plan changes included:*
 - *This plan included reduced planting beneath existing pine trees as a value engineering and feasibility effort.*
 - *Existing Maple Tree to be preserved and relocated per feedback.*
 - *Added Granite Seat Blocks along path from stairs to stage per feedback.*
 - *Reduced number of stairs from Main Street to path beneath oak trees.*
 - *Adjusted bench & light pole layout along primary path to accommodate more farmers market tents onto Mainstreet side of path.*
 - *Reduced side of lower plaza at stage area.*
- ***Meeting 3 (via Zoom) held February 23, 2023***

- *MDLA & Seger Architects presented updated plan and 3D renderings of Saltonstall Park based on prior feedback along with conceptual designs for the shade structure at the stage and received additional feedback. Plan changes included:*
 - *Removal of Pine Trees along Whites Ave to be replaced w/ new allée of shade trees w/ more robust planting below (per Meeting 2 comments, the majority on the call expressed a desire to remove the pine trees).*
 - *However, at this meeting, public consensus shifted towards keeping the pine trees along Whites Ave.*
 - *Introduced curved path along Boys & Girls club edge to reduce the amount of ADA ramp railings separating path from lawn.*
 - *The consensus in the meeting was that this layout was preferred, but MDLA to save as many trees as possible.*
 - *This triggered an additional survey and subsequent grading study to confirm the extent of existing pine tree removal.*
 - *Concrete Walls w/ Granite Cap along edge of sloped walk to stage and Granite Stairs at Main Street Plaza.*
 - ***Meeting 4 (via Zoom) held March 2, 2023***
 - *MDLA & Seger Architects presented updated conceptual designs for the shade structure at the stage and received additional feedback. Plan changes included:*
 - *Preserving trees along Whites Ave. It was decided at this meeting that the shade structure design would be put to a vote via paper ballot at City Hall, Social Media and email Flash Vote.*
 - *Concept E was eventually selected.*
 - ***Design Team began developing construction drawings based on accumulated feedback.***
 - *Progress was expedited in an effort to get proper bid pricing and ensure accurate funding amounts and get construction started fall of 2023.*
 - *Timelines were expressed such that construction would need to be concluded so as to not interfere with the Farmers Market / Summer concert series in the park.*
 - ***75% Construction Drawings were completed June 13, 2023.***
 - *After 75% package was submitted, the design team was directed by City Hall and DPW to eliminate the curved path from Whites Ave in order to save an additional 10 pine trees.*
 - ***100% Construction Drawings were submitted June 30.***
 - ***Drawings were put out to bid July 12.***
 - *Addendum 1 was issued August 1, which included Civil Engineering Scope that was added to the project later in the process.*
- 2. How are benches configured; what direction are they facing?**
- *(3) Benches under Pin Oaks are facing Main Street (similar to today)*
 - *There are (2) seating pockets along the upper park path each with a 6' bench and a matching 2' bench. The 6' Benches face directly at the stage, the 2' benches are turned 90degrees towards the longer bench.*

3. **Was a movie screen added to the pavilion and why?**
 - *The shade structure is designed to accommodate a pull-down movie screen. There are eye-bolts welded to the upper structure (painted to match) that can receive a clip / chains from which to hang the screen. The screen is not intended to be left out when not in use.*
 - *This was a suggestion from city hall staff to provide the ability to host movie nights in the park.*
4. **Clarify the status of the \$160,000 in city funds. Have they already been spent?**
 - *The City has already spent these funds throughout FY23 and FY24.*
5. **What is the difference between impervious cover between existing conditions and the proposed plan? Will the drainage be designed through the course of this project?**
 - *The existing project area has 11,367 square feet of existing impervious surface including pavement and walls.*
 - *The 100% CD drawings propose 9,273 sf of impervious surface.*
 - ***This results in a reduction of 2,094 sf of impervious surface.***
 - *Note: The 75% drawings including the curved walk showed a total of 10,507 sf of impervious surface. A reduction of 860sf pervious surface from existing conditions.*
 - *The reduction is achieved in part by replacing the non-compliant concrete beneath the pin oaks along main street with permeable stone resin surfacing (2,250 sf) and reducing the number of stairs along the main street tree beds.*
6. **Will green drainage infrastructure solutions be considered such as rain gardens?**
 - *To keep the desired layout and drainage patterns of the site, rain gardens were not appropriate for this project. We have incorporated pervious pavement beneath the large existing trees being preserved along Main Street. This reduces impervious surface and avoids trenching for drainage in the existing root zone.*
7. **Can shade trees be added to the lawn?**
 - *Additional Trees were originally shown along the Main Street side of the upper path. These trees were removed to accommodate the preferred layout of vendor tents during farmers markets.*
 - *It would be possible to add trees along the stage side of the path to provide shade to the lawn. There are no trees proposed in this location currently because the design team was instructed to maintain views of the performance area from the vendor tents and pathway.*
8. **Was evaluation of bike infrastructure considered?**
 - *Additional Bike Parking was added at the White's Ave entrance to the park (near Boys & Girls club). It was determined that the bike parking at city hall was sufficient and no additional parking at the plaza entry was necessary.*
9. **Will lighting be dark sky compliant?**
 - *The proposed pole lights, bollard lights and wall lights are all dark-sky compliant. Poles match recently installed model along the bike path. Bollards match approved fixture from Irving Park.*

10. Given that Trees for Watertown provided input, why didn't they provide a letter of support for the project?

- *Trees for Watertown provided input and verbally supported the project, but DPW did not request a formal letter of support. DPW can request a letter of support from Trees for Watertown if the Committee wishes.*

11. Is access to the stage ADA compliant?

- *Yes, the stage is fully accessible from the lower plaza via a ramp with handrails. The stage is accessed from the Main street plaza via a ramp up from the plaza, and then a sloped walk down to the stage.*

12. Now that the project must be rebid, is the timeline still valid?

- *No, the previous timeline is no longer valid. The project will not be constructed before summer 2024. Provided that there are no changes to the construction documents, bidding could occur mid-late winter to work with CPC / City Council schedule during winter 2024 with previous bids as the basis for a general assumption of cost.*

13. Are there elements of the plan, (itemized by cost), that could be eliminated to achieve cost savings, yet still retain the project's desired overall objectives?

- *While the project was designed with keeping budget down in mind, the site elements that could potentially generate some additional savings without major impact to the overall design are:*
 - *Remove granite wall caps—replace with cast in place concrete*
 - *Remove Granite Curb @ Stage—replace with cast in place concrete*
 - *Remove Granite Stair Treads—replace with cast in place concrete*
 - *Remove Flush Wall lights—replace with back bollards or pole lights behind seat wall*

14. What are the answers to the committee's questions from the 7/20/23 CPC meeting (provide in writing)

- *Note: The following answers were recorded on 7.21 following Meeting:*

PLAN REVIEW COMMENTS

Elodia - Concerns over lack of drawing review

- *Drawings were developed based on feedback received during the 4 public meetings and additional internal meetings with DPW and City Hall staff and were completed with the spirit of those comments in mind.*

Elodia - Removal of Path from Whites Ave to Stage

- *The only major deviation from public input during the meetings was the elimination of the path from the stage to Whites Ave. Direction given to DPW from City Hall to not impact the existing stand of mature pine trees. (3 pine trees that could not be saved are still marked to be removed to accommodate the design).*

Discussed AV Capabilities at Stage and Consultant Suggestions

- *DPW shared the specs provided for consideration by Gideon Schreiber with the design team regarding power requirements and support capabilities of the structure. Specs were*

shared during internal design team meeting and reviewed (5.18) by the Lighting Designer, Electrical Engineer and Acoustic Engineer. In subsequent meeting w/ city hall (5.24) it determined to be overkill for the intended use of the performance area. The specs provided were of the capacity to hold concerts for 2,000 people. This was not in the spirit of what we received as feedback from the community, so it was decided by DPW and city hall to reduce that scope in an effort to keep costs down. Similarly, a dedicated 10'x20' sound board location with in-ground wire chase located in the lawn was determined to be more detrimental to the everyday function of the park versus any value added for performances.

- The structure is designed with tunable LED accent lighting for the canopy, as well as downlighting for visibility / safety at night. Provisions are available for hooks to attach a pull-down screen (which was specified for the project). The hooks would be capable of securing a small Unistrut to mount lighting if needed, but a dedicated built-in rack for lighting was decided to be over-designed for the intended use and would detract from everyday use aesthetics. Vendors / Performers could bring their own lighting / Unistrut as needed and hang it themselves.*

Jamie - Concerns about impervious surface

- Please refer to the answer to Question 5 above.*

Dennis - Concerns about Mulch Depth of 4" at tree planting

- 4" of Mulch is only designated for temporary tree protection zones. Standard new planting area will have 2" depth of mulch as is typical.*

Dennis - Tree Schedule showing DBH vs Caliper Sizing

- DBH (Diameter at Breast Height) is a forestry / survey standard used for mature and established trees with larger root flares. Caliper inches is the plant nursery standard for plant material outside of very large and specialized plant stock (confirmed with several vendors). Specifying DBH will complicate bidding / pricing of jobs due to potential confusion. This project is not specifying any large plant material that would warrant DBH measurement. MDLA will maintain caliper inches on drawings PER ALL INDUSTRY AND PROFESSIONAL STANDARDS.*

Trees for Watertown – Request to Providing more shade to lawn area

- Trees were omitted from the Main Street side of the path in order to accommodate the maximum number of vendor spaces possible on the desired side of the path. Trees were not added on the stage side of the path to preserve views of the stage area for the vendors, or folks sitting along the far side of the path.*

On Scheduling / Pricing / Process

- Scope adjustments from initial project intent expanded the timeline of the project over time. Replacing sidewalks and planting turned into a park renovation and shade structure. Advertising, hosting and responding to 4 public meetings in addition to the flash vote added significant time to the schedule.*
- Based on recent experiences with a volatile bidding environment, it was decided to put the project out to bid and receive real pricing numbers before finalizing the requested*

dollar amount of CPA funding. Solid pricing would be available at the requested extension date September.

- *Additional consideration for timing was given to the fact that community members expressed concern about timing of construction and its impact on 2024 summer activities in the park. The bidding process was pushed ahead of CPC approval in an attempt to facilitate adequate time for contractors to start this year, and finish prior to June 1 2024 to be open / ready for summer concerts and farmers markets.*

ADDITIONAL COMMENTS FROM SPREADSHEET RECEIVED 12.04.2023

15. Though DPW will maintain the park, are there any differences in maintenance from existing conditions? For example, routine maintenance for shade structure, plantings, lighting fixtures, etc. that differ from today. If so, how will that maintenance be institutionalized?

- *Updated DPW budget will reflect costs of maintaining new fixtures once construction is completed.*

16. How did MDLA estimate the \$210,056 estimate for consultant fees (construction design/oversight in the budget form)? What are the consultant fees for? Designing the Civil/drainage plans? Please clarify. Can you clarify what aspects of this project CPC funding will be going towards vs other sources of funding? Can more information be provided on what parts of the construction contributed which costs?

- *The total cost includes consultant fees for all scopes including landscape, architecture and structural design of shade structure, civil engineering, electrical engineering, acoustic engineering and audio-visual consulting. It also covers community meetings, internal meetings with city and dpw, plan updates and changes, construction drawings, team coordination, bidding assistance and future construction administration when the project gets built.*



Browne House Structural Engineering

Presentation to Watertown
Community Preservation Committee

February 1, 2024

About Browne House

- Browne House was built c. 1698 by Captain Abraham Browne.
- It is a modest “one-over-one” dwelling with 18th and 19th century additions.
- Prominent features include a steeply pitched roof, diamond-patterned casement windows, and early door and window placements and styles.
- During restoration in the early 20th century, an impressive amount of 17th century finish detail was uncovered.
- It is the oldest surviving home in Watertown.

Historic New England's Stewardship of Browne House



- By the early 20th century, the property was severely deteriorated and slated for demolition.
- Browne House was acquired by Historic New England founder William Sumner Appleton in 1919.
- The house was painstakingly restored in what is acknowledged to be the first fully documented restoration in America.
- Historic New England exhibits Browne House to the public as a rare surviving 17th century home and as an early example of a documented building restoration.

Structural Concerns

- Browne House's summer beams are framed in a "transverse" or "cross-wise" direction and not tied into posts or a chimney wall. Instead beam ends are located over windows and a door. This one of few examples of such framing.
- Historic New England's property care team has been closely monitoring cracks that threaten the overall structural integrity of the house.
- 2023 conditions assessment concludes that an attic-supporting beam must be repaired.



Temporary post shore on the second floor



Detail of beam and crack showing monitoring gauge



Post shores on the first floor and in the basement are aligned with the supports above.

Proposed Project and Budget

- Historic New England will hire an engineer to analyze structural needs and to deliver a plan to reinforce the building's framing system. The engineer will:
 - Provide 50% construction documents for three potential repair solutions
 - Work with Historic New England's property care staff to evaluate the methods, materials, and costs proposed for each solution
 - Deliver 100% construction documents for the chosen solution, to be used for the future repair project

- Total Project Budget: \$14,500

CPA Request: \$7,250	Historic New England Share: \$7,250
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- Budget is based on a proposal from Simpson Gumpertz & Heger Inc.
- The CPA request would be spent entirely on the engineer's analysis of repair options and development of detailed plans and specifications for the future repair project. Fees for cost estimating and analysis, permitting, or other administration will be covered by Historic England's share.



Financial Need

- Operating expenses at Browne House always exceed the revenue generated by its modest endowment.
 - Endowment draw, FY23: \$1,213
 - Operating expenses, FY23: \$55,836
- Significant project work at the site cannot move forward without external fundraising support.
- Upcoming projects identified as priorities at Browne House include the repair of structural deficiencies, landscape restoration, repairs to the cladding and details on the east elevation, staining the entire house, and restoration of the missing portico on the barn. Combined, this work may exceed \$450,000.

Intended Outcomes

- The chosen solution to resolve structural concerns at Browne House will be effective, historically sensitive, and feasible.
- With an appropriate solution chosen and 100% construction documents in hand, Historic New England will be in a strong position to seek state and foundation support for the implementation of the structural repairs.
- The project will contribute significantly to the long-term preservation and continued use of the site.

Public Access

Browne House is open to the public on select weekends in the spring, summer, and fall. Museum admission is always free for Watertown residents.

2024 Schedule:

- May 18 and 19
- June 1* and 16
- July 6 and 7
- August 3 and 4
- September 21 and 22
- October 5 and 6

* Open House! Free admission to **all** 38 Historic New England sites

Tours offered at 11 AM, 12 PM, 1 PM, and 2 PM





Please clarify what the CPA request would be used for to verify it would not be used for construction administration.

No CPA funds will be used for construction administration. The CPA request will be spent entirely on the engineer's analysis of repair options and development of detailed plans and specifications for the future repair project. Fees for cost analysis, permitting, or other administration will be covered by Historic England's share.

Explain why you would not be able to do the work if not for CPA funds, in other words demonstrate need.

Browne House has a modest restricted endowment that helps offset but does not cover our operating expenses. The draw from the endowment for the fiscal year ending March 31, 2023 was \$1,213, while actual operating expenses for Browne House for the fiscal year ending March 31, 2023 totaled \$55,836. To fund preservation work and capital projects at Browne House, Historic New England must seek additional outside support. Recent examples include the preservation of the Browne House barn, a project that received a \$50,000 matching grant from the Massachusetts Historical Commission in 2020.

Historic New England's professional preservation staff have identified the following priority projects to pursue at Browne House over the next 5-8 years: repair of structural deficiencies, landscape restoration, repairs to the cladding and details on the east elevation, staining the entire house, and restoration of the missing portico on the barn. Combined, this work may exceed \$450,000. With only a small endowment to support Browne House costs, this work plan will need auxiliary funding and support to ensure the projects can be prioritized and completed in an appropriate time span.

Clarify the hours and dates for admittance of visitors.

Browne House is open to the public on select weekends in the spring, summer, and fall. The schedule is determined in advance by Historic New England's visitor experience team and shared in full on our website ahead of the museum season. In 2023, Browne House was open on the following days: March 18 and 19, April 22 and 23, May 20 and 21, June 3, July 15 and 16, September 16 and 17, and November 18. Guided tours were offered four times each day, at 11:00 AM, 12:00 PM, 1:00 PM, and 2:00 PM.

Browne House welcomed 341 visitors in 2023. Tours were primarily made up of Watertown residents, Historic New England members, students, and preservationists.

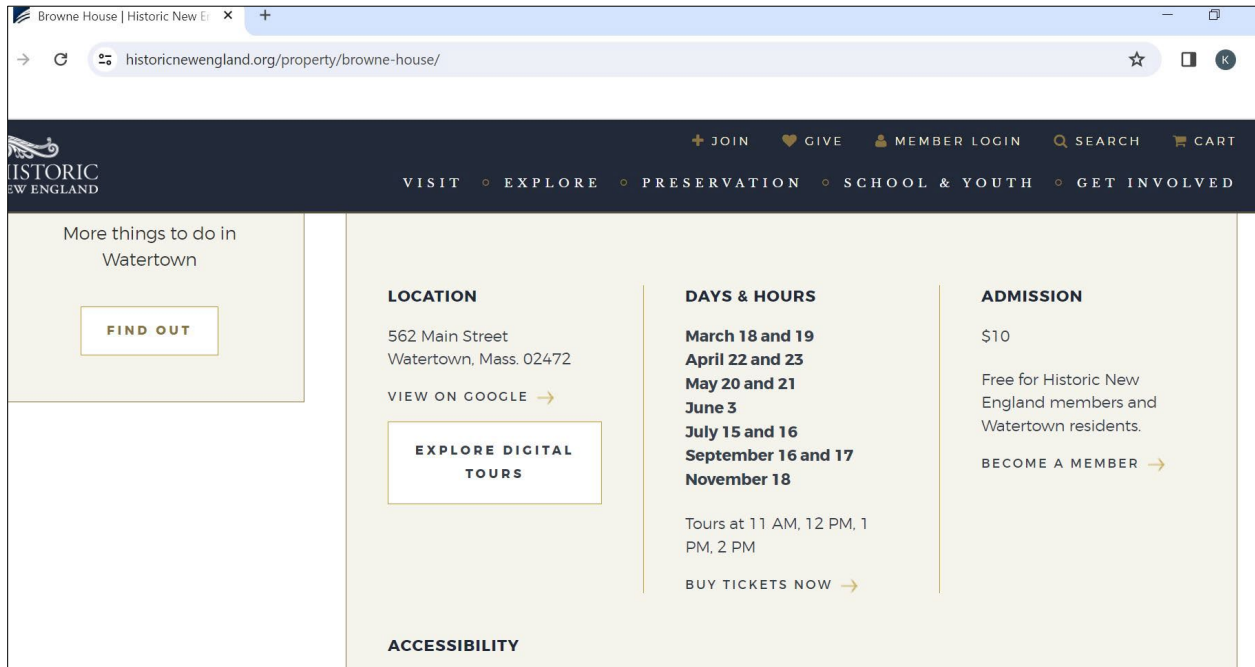
In 2024, Browne house will be open on May 18 and 19, June 1 and 16, July 6 and 7, August 3 and 4, September 21 and 22, and October 5 and 6, again with tours offered on the hour at 11:00 AM, 12:00 PM, 1:00 PM, and 2:00 PM.

What does Historic New England do to reach out and inform Watertown residents about the Browne House and its place in Watertown's history? Also, what steps are taken to make residents aware of free admittance for Watertown residents?

Historic New England has developed a great relationship with the Watertown Historical Society and is actively building a relationship with the Watertown Library. In 2024, Browne House's open hours will be

posted in their newsletter. Other planned outreach includes promoting Browne House’s schedule online via the Watertown “Wicked Local” event listings page.

Free admittance for Watertown residents is noted front-and-center on the Browne House page of Historic New England’s website (<https://www.historicnewengland.org/property/browne-house/>). See screenshot below:



Given that the Watertown Community Preservation Plan

States in the 1st. historic preservation goal that the Committee prioritizes the preservation of municipal properties. Could you please articulate the public benefit of the CPC recommending the funding of this particular project at this time. Make your best case to answer residents and taxpayers' question of why this project should be funded ahead of some municipal capital projects that will be come out of some master plans and studies being conducted.

Public Access

Browne House is open to the public on select weekends in the spring, summer, and fall. Museum admission is always free for Watertown residents.

2024 Schedule:

- May 18 and 19
- June 1* and 16
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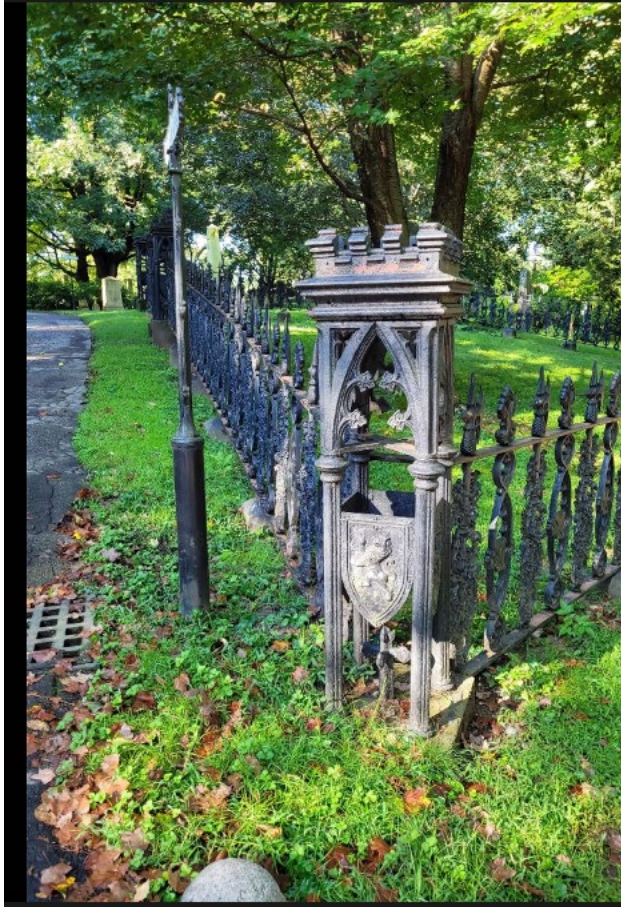



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Preservation Assessment

- Assessment and report in 2022 by Foster Architecture, LLC
- Supported by the National Trust for Historic Preservation, Scots' Charitable Society, and individual donors
- Essential first step towards preservation – conditions report for all aspects of the cast iron fence, connections, supports, and foundations; plus recommendations for repair and cost estimates; basis for bid documents in 2023





Assessment Findings – the Fence

- Settled and leaning cast iron corner posts, putting stress on ornate railing sections and cast iron pickets
- Inappropriate welded repairs resulting in breaks
- Ornamental details damaged or missing
- Failing lead paint and corrosion

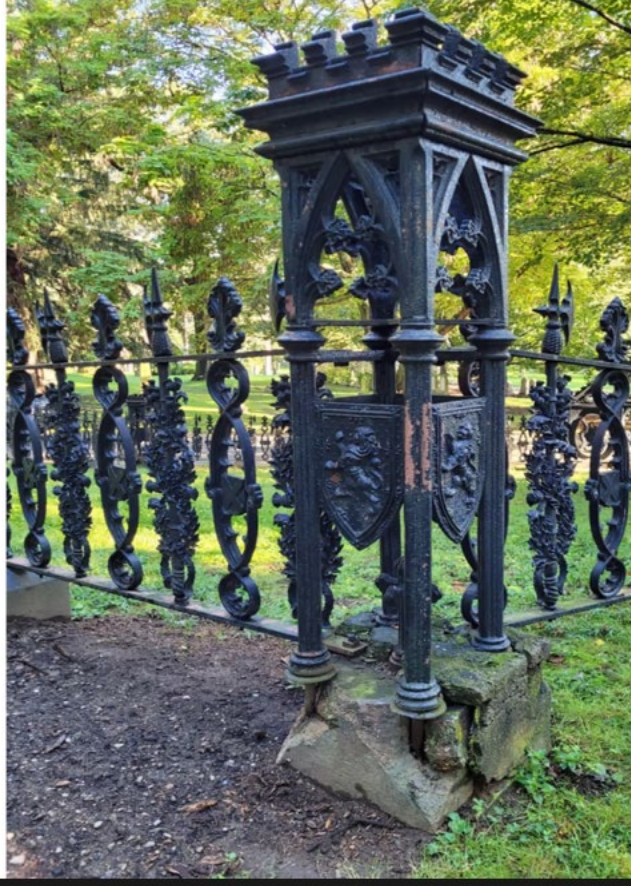
Assessment Findings – the Granite Bases

- Embedded cast iron has rusted and broken the original granite bases and surrounding concrete – threatening stability
- The base at the NW corner has been buried as the grade from the nearby road has been raised over the years, risking more damage



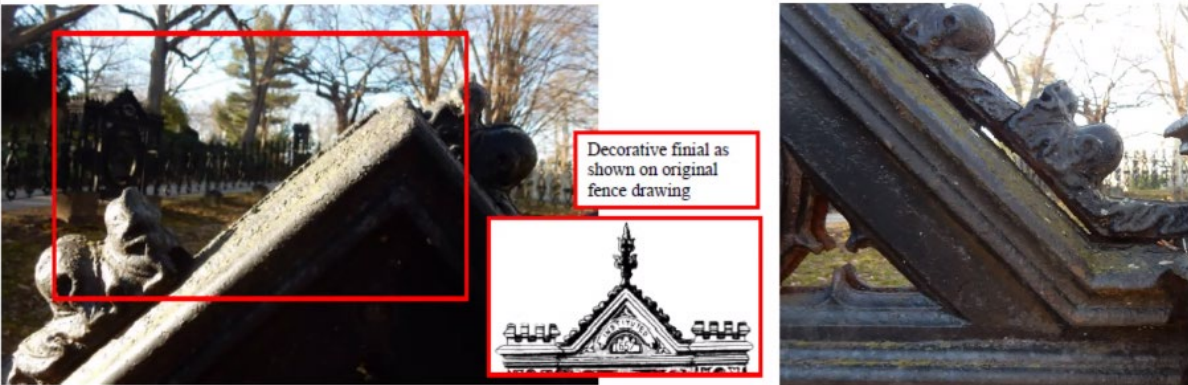
Restoration – the Granite Bases

- Cut damaged corner posts below grade
- Rebuild with new granite to match existing, core for fence attachment



Assessment Findings – the Gates

- Decorative gable over the two gable is separating from structure
- That movement has caused the gate to sag and no longer align with the locks
- One gate is non-openable
- Gable is missing important features – decorative molding and center finial



Restoration– the Gates

- Disassemble gates and gable for repair
- Replace all fasteners
- Replace missing molding and finial



Scots Charitable Society Fence: Project Budget

Scots Charitable Society - Cat Iron Lot Fence Restoration

Project Budget

	Cost	Notes
Preservation Design		
Foster Architecture		See architect's proposal dated 8/12/2022
Design Development	\$ 4,200	
Construction Documents	\$ 8,500	
Bidding	\$ 1,500	
Contract Administration	\$ 13,500	
Reimbursables (allowance)	\$ 500	
Subtotal: Design	\$ 28,200	
Construction		
Cassidy Brothers Forge	\$ 836,700	See contractor bid dated 7/28/2023
Alternates		
Pickets	\$ 18,300	
Phoenix Bay State Construction	\$ 335,726	See contractor bid dated 9/9/2023
Alternates		
Quincy granite ILO Rockport	N/A	
printed construction fence scrim	\$ 4,132	
Subtotal: Construction	\$ 694,858	
Contingency	\$ 34,743	5% contingency on the construction subtotal
Other		
Landscape (materials and labor)	\$ 21,476	Mount Auburn Cemetery estimate
Irrigation (materials and labor)	\$ 3,500	Mount Auburn Cemetery estimate
Subtotal Other	\$ 24,976	
Total	\$ 782,777	

Scots' Charitable Society Lot Fence Restoration

Bid Set 07/14/2023

Mount Auburn Cemetery

580 Mt. Auburn St.
Cambridge, MA 02138



MOUNT AUBURN CEMETERY
A National Historic Landmark

Sheet Number	Sheet Name
A0.1	Site Logistics and Key Plan
A0.2	Full MAC Site Map
A0.3	Let No. 816 Plot Plan (drawings)
A1.1	Enlarged Site Plan and Site Details
A2.1	North & West Elevations
A2.2	South & East Elevations
A3.1	Post A and Post B Elevations
A3.2	Post C and Post F Elevations
A3.3	Gate 1 - East Elevation
A3.4	Gate 1 - West Elevation and Post G and H Elevations
A3.5	Gate 2 - North Elevation
A3.6	Gate 2 - South Elevation and Post D and E Elevations
A4.1	Partial Elevations
A4.2	Sections and Details
A4.3	Sections and Details
A4.4	Sections and Details

 **Foster**
ARCHITECTURE
33 ADELS LANE, WESTON, VT 05161
802.345.9789
www.fosterarchitecture.com



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Sample from assessment report

Scots Charitable Society Fence: Project Budget

Scots Charitable Society - Cat Iron Lot Fence Restoration Project Budget

	Cost	Notes
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Total	\$ 782,777	

1. Please clarify the relationship between the Friends of Mt. Auburn Cemetery and Mt. Auburn Cemetery and confirm that the Friends group has permission to conduct the project.

The Friends of Mount Auburn Cemetery (FOMAC), a 501(c)(3) nonprofit, was established in 1986 as the philanthropic arm of Mount Auburn Cemetery (MAC) 501(c)(13). The aim of FOMAC is to fundraise for projects that align with the cemetery mission of inspiring all who visit, comforting the bereaved, and commemorating the dead in a landscape of exceptional beauty. MAC and FOMAC work in sync to budget and coordinate fundraising for capital projects that are determined to support our mission which are considered priorities each fiscal year.

Over the past several years, some of these fundraising efforts specifically for monument preservation have included the restoration of our Egyptian Revival gateway, restoration of the rose window in Bigelow Chapel, and the preservation of several monuments in our Significant Monument Collection as determined by Mount Auburn Cemetery staff Meg Winslow Curator of Historical Collections and Archives, and Gus Fraser, Vice President of Preservation and Facilities.

2. Provide evidence or a commitment letter for the \$75,000 in funding from Scots Charitable Society. (provide this in writing)

See attached *Scots Charitable Society Appeal letter* authored in collaboration with Rob Young at the Scots Charitable Society which mentions a \$50,000 pledge in addition to a \$25,000 challenge grant committed by Helen Sayles, totaling \$75,000.

3. Clarify who is on the team and their roles.

Project Team:

Project Manager: Mount Auburn Cemetery

Gus Fraser, Vice President of Preservation & Facilities, Mount Auburn Cemetery

Jennifer Mayo, Capital Projects Manager, Mount Auburn Cemetery

Preservation Architect: Foster Architecture

Ryan Foster, Principal Architect, Foster Architecture

Erik Christensen, Architect, Foster Architecture

Cast Iron Restoration Contractor:

Cassidy Bros. Forge, Rowley, MA

Stone Masonry Contractor:

Phoenix Bay State Construction, Boston, MA

4. Is horticulture a part of this project? Scottish themed plantings are mentioned. Is there a planting plan and are these plantings native or compatible with this region?

See attached *Scots Charitable Society Horticultural Improvements Project Description*

5. How was the timeline developed and is it dependent on fundraising success?

The construction timeline was developed in consultation with the contractors selected for the work and includes their expected durations of the phases of the project. See attached *Project Durations* chart.

The start date is flexible and will be set when fundraising goals are reached. The timing of onsite work will be weather dependent, and winter conditions such as snow and deep-freezing temperatures may result in delays in starting or completing weather sensitive outdoor work. Horticulture planting will take place in either fall or spring after fence reinstallation is complete.

6. Explain the statement that the project will go forward once 60% is raised. Is the 60% needed to go forward coming from non-CPA sources?

Mount Auburn executive leadership has determined that for the viable completion of the project, FOMAC contributions received should amount to 60% of the project budget.

While there is a possibility that 60% could come from non-CPA sources, including a list of past preservation supporters, targeted major gift prospects, family foundations, the Scots' Charitable Society and their membership base, we anticipate CPA funds would be included in this 60%. As an organization with a long history of preservation work that is resolving to expand our community outreach, we look forward to partnering with Watertown on this project.

7. Provide more information about your fundraising plan and status. How would you respond if the CPC conditioned the release of funds on the availability of sufficient funds (from other sources) to complete the project? (provide this in writing)

A mail appeal to donors which was originally scheduled for October, was rescheduled to January due to unforeseen circumstances- challenge grant of \$25,000 from Helen Sayles, chair of the National Trust for Scotland Foundation USA, was added to appeal materials, and sent during the week of Robbie Burns Day (1/25)- a significant Scottish national holiday.

Mount Auburn is also following up on 8 major gift proposals and intends to identify further prospects, which have the potential to yield several 5 to 6 figure gifts.

Mount Auburn would be willing to condition the release of funds based on the availability of sufficient funds raised.

8. Clarify budget details.

a. How were costs estimated and which documents support these estimates?

See the attached *Project Budget* with Foster Architecture proposal and contractor bids. Costs for horticultural improvements were developed by Mount Auburn Cemetery staff and are in the project description.

Costs for cast iron restoration and masonry work are based on competitive contractor bids on final construction drawings and specifications. The winning bids are attached.

Costs for horticulture were created by Mount Auburn's in-house horticulture team and include plant pricing from commercial growers and a labor estimate by our horticulture team. The irrigation estimate was generated by Mount Auburn's irrigation team.

b. There is no quote for Foster Architecture construction administration services and no quote for horticulture. (provide this in writing)

Foster Architecture Proposal dated 8-12-2022 is included in the *Project Budget*.

Estimates for horticulture and irrigation are provided on the *Scots Charitable Society Horticultural Improvements Project Description*.

c. Is a contingency needed?

Contingency is included in the attached *Project Budget*.

Scots Charitable Society - Cat Iron Lot Fence Restoration

Project Budget

	Cost	Notes
Preservation Design		
Foster Architecture		See architect's proposal dated 8/12/2022
Design Development	\$ 4,200	
Construction Documents	\$ 8,500	
Bidding	\$ 1,500	
Construct Administration	\$ 13,500	
Reimbursables (allowance)	\$ 500	
Subtotal: Design	\$ 28,200	
Construction		
Cassidy Brothers Forge	\$ 336,700	See contractor bid dated 7/28/2023
Alternates		
Pickets	\$ 18,300	
Phoenix Bay State Construction	\$ 335,726	See contractor bid dated 9/9/2023
Alternates		
Quincy granite ILO Rockport	N/A	
printed construction fence scrim	\$ 4,132	
Subtotal: Construction	\$ 694,858	
Contingency	\$ 34,743	5% contingency on the construction subtotal
Other		
Landscape (materials and labor)	\$ 21,476	Mount Auburn Cemetery estimate
Irrigation (materials and labor)	\$ 3,500	Mount Auburn Cemetery estimate
Subtotal Other	\$ 24,976	
Total	\$ 782,777	

Scots Charitable Society Lot Fence Restoration

Project Durations

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7
Onsite - mobilize contractors, Install construction fencing, (one week)							
Onsite - Dismantle fence and remove to cast iron workshop (3 weeks)							
Offsite - fabricate granite replacement tops for corner posts							
Onsite - install replacement caps for corner posts							
Offsite fence repair/restoration at Cassidy workshop							
Onsite - Reinstall Fence							
Onsite - Horticulture/Planting							

Notes

Start date is flexible

Onsite work will be suspended during winter weather

Horticulture/planting will take place after reinstallation of fence is complete, and timed to coincide with spring or early fall



Date

Addressee

Address

City, State Zip

Dear Salutation,

Walking the paths of Mount Auburn, you may be naturally drawn to the stories of those whose names are etched in stone or emblazoned in bronze upon the many monuments that dot the grounds. As the Trustee of the Graves for the Scots' Charitable Society of Boston, I'd like to draw your attention to the easy-to-miss story of the individuals within the cast-iron fence at the corner of Fir and Walnut Avenues across from Consecration Dell.

In 1841, the Scots' Charitable Society of Boston purchased a large burial space at the new, innovative Mount Auburn Cemetery. With this lot, we were able to provide burial space free-of-cost to over 200 Scottish citizens, most of whom were working-class and died from diseases that were incurable without modern medicine, such as tuberculosis. From the first interment of farmer John Miller in 1841 to my own father, James Robertson Young, who was the last to be buried within the lot in 1990, these individual histories tell a broader story of Scottish perseverance throughout the past two centuries.

The remarkably ornate fence that encloses the lot memorializes this population while acting as a symbol of Scottish national pride, with thistles, rampant lions, battleaxes, and the image of St. Andrew on both gates. After years of exposure and previous repair attempts, the granite bases holding up the fence are failing, and the iron work supported by these bases will soon follow.

Please read the enclosed brochure to learn more about the history of this one-of-a-kind monument as well as a detailed plan by Mount Auburn's preservation team to restore it to its original glory.

The Scots' Charitable Society has pledged \$50,000 to help Mount Auburn restore the fence, and I'd like to extend many thanks to Helen Sayles, chair of the National Trust for Scotland Foundation, who has issued a \$25,000 matching grant challenge for this incredible work. Your gift will help activate these matching funds, and enable Mount Auburn to continue to ensure the memorialization of these immigrants will live on well into the future.

With gratitude,

Robert Young

Trustee of the Graves, Scots' Charitable Society of Boston

Scots Charitable Society Lot Fence Restoration & Horticultural Improvements

Horticultural Improvements Project Description

The Scots Charitable Society is the among the oldest charitable organizations in the western hemisphere and was established to assist indigent immigrants of Scottish descent living in the Boston area. The Society purchased the lot at Mount Auburn Cemetery in 1841 to provide a final resting place for Scottish Americans who did not have the means to pay for proper burial. The Scots Charitable Society Lot fence was designed by architect Theodore Voelckers and made by Society member David Miller in Boston in 1847. The fence is among the most significant remaining example of a 19th century cast iron lot fence at Mount Auburn Cemetery, and is adorned with symbols of Scottish heritage, including the image of St. Andrew, thistles, battle axes, rampant lions and Scottish crests.

To honor the more the 200 individuals of Scottish heritage buried in the lot, the Mount Auburn Cemetery horticulture department created a planting plan utilizing plants that are native to Scotland, but also have a successful history of growing in our local environment. The native Scottish plants will provide horticultural interest, will complement the compelling story of the lot and, by replacing turf, eliminate the need for mowing and string trimming within the lot.

The plant list, quantities and pricing for the planting project is as follows:

Working List (inside fence)

	<u>sf</u>	<u>spacing</u>	<u>Qty</u>	<u>price</u>	<u>cost</u>
<i>Alchemilla alpina</i>	280	24"	70	\$6	\$420
<i>Athyrium filix-femina</i>	475	24"	120	\$6	\$720
<i>Campanula rotundifolia</i>	21	18"	9	\$6	\$54
<i>Carex flacca</i>	870	18"	385	\$10	\$3,850
<i>Sanguisorba officinalis</i>	15	24"	7	\$6	\$42
					\$5,086

Working List (outside fence)

<i>Cytisus scoparius</i>	2	indiv.	2	50	\$100
<i>Sambucus nigra</i>	4	indiv.	4	50	\$200
<i>Sesleria caerulea</i>	900	12-18"	396	5	\$1,980
<i>Silene dioica</i>	900	18"	11	\$10	\$110
					\$2,390

Labor to prepare soils and install plants	\$14,000
Irrigation – labor and materials	<u>\$3,500</u>
Project total	\$24,976

After restoration and reinstallation of the cast iron fence, the soils on the interior and exterior of the lot will be prepared and planted by Mount Auburn Cemetery horticulture staff. An irrigation system installed by Cemetery staff and drawn from Mount Auburn's well will provide irrigation to establish the plants. After installation the Cemetery staff will assume responsibility for yearly maintenance and upkeep of the plantings within and outside the lot.

Scots Lot – Working Plant List

Inside Fence Area

Alchemilla alpina



Athyrium filix-femina



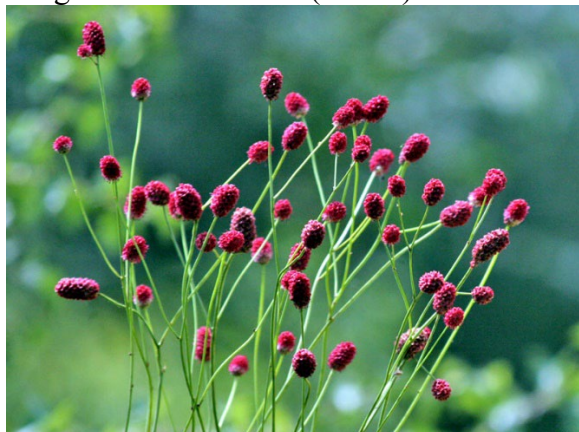
Campanula rotundifolia (accent)



Carex flacca



Sanguisorba officinalis (accent)



Outside Fence Area

Cytisus scoparius



Sambucus nigra



Sesleria caerulea



Silene dioica (accent)



Cladrastis kentukea
(Prune lowest 2 limbs over road)

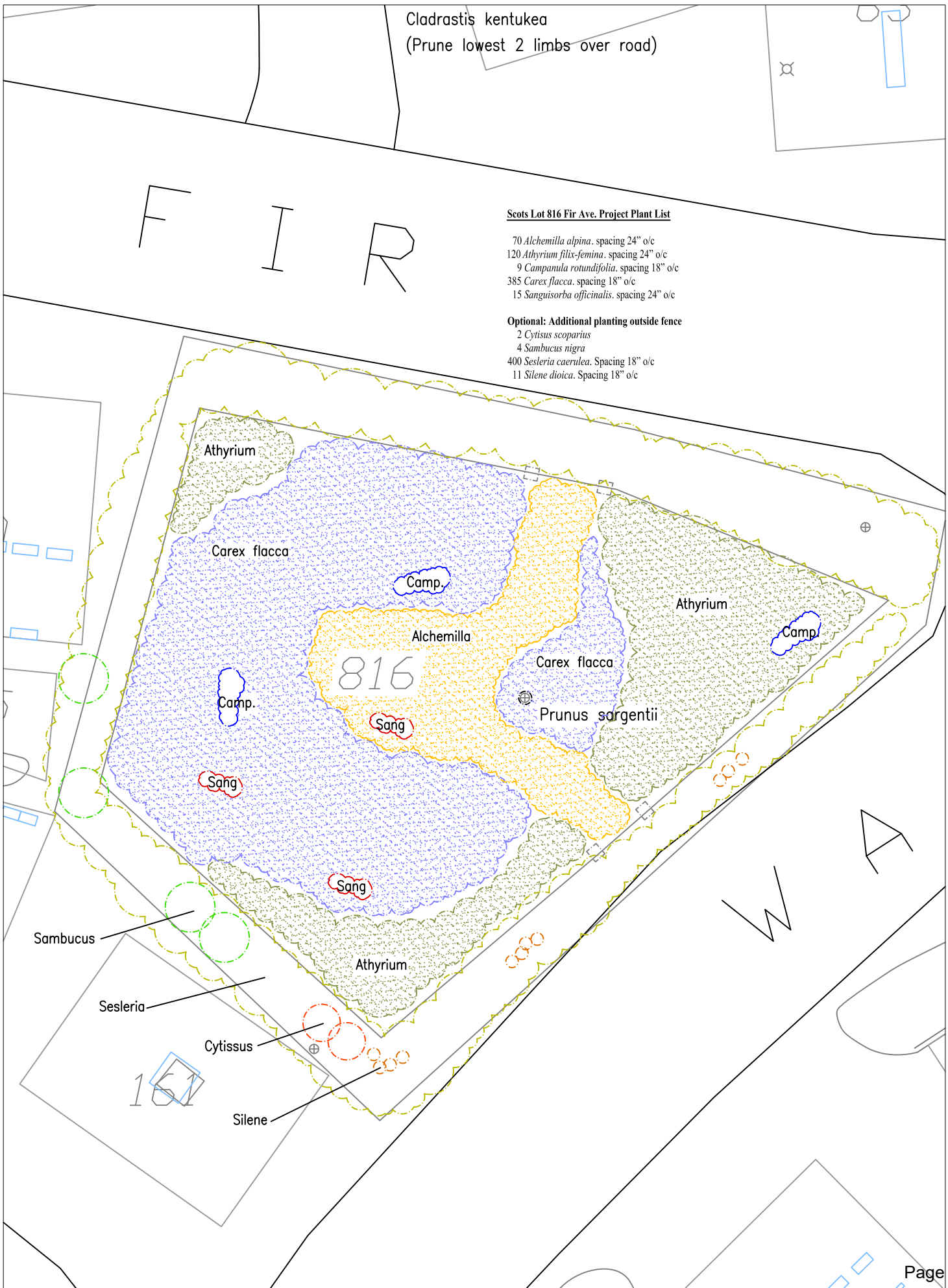
FIR

Scots Lot 816 Fir Ave. Project Plant List

70 *Alchemilla alpina*. spacing 24" o/c
120 *Athyrium filix-femina*. spacing 24" o/c
9 *Campanula rotundifolia*. spacing 18" o/c
385 *Carex flacca*. spacing 18" o/c
15 *Sanguisorba officinalis*. spacing 24" o/c

Optional: Additional planting outside fence

2 *Cytisus scoparius*
4 *Sambucus nigra*
400 *Sesleria caerulea*. Spacing 18" o/c
11 *Silene dioica*. Spacing 18" o/c





Your fully tax-deductible gift to this project directly supports the restoration work of the Scots' Charitable Society Lot Fence and shines a light on the lives of Scottish residents within its borders. Unlock Helen Sayles's generous \$25,000 challenge grant by donating today!



2024-01

Scots' Charitable Society Fence



Contact Information

Beth A. Brown
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FRIENDS
OF
MOUNT
AUBURN

Scots' Charitable
Society Fence

SPECIAL PROJECTS

Help us Restore This Historic Treasure

LET THE SCOTS' CHARITABLE SOCIETY
LOT FENCE STAND PROUDLY

In the 1800s, Mount Auburn housed hundreds of iron fences, most of which have since been removed due to changing tastes at the turn of the 20th century. Of the 62 remaining iron fences at the cemetery, the Scots' Charitable Society Lot Fence is perhaps the most significant.

Thanks to a matching grant from the National Trust for Historic Preservation in 2022 and the generosity of our donors, we were able to engage Foster Architects to complete a condition inspection and assessment of the fence which revealed the great extent of restoration work required to restore this piece of funerary art to its former glory. Now, Mount Auburn needs your help to finish this vital work.



Scots' Charitable
Society Fence

History of the Scots' Charitable Society Lot

At the intersection of Walnut and Fir Avenues, the Scots' Charitable Society Lot Fence is one of the more ornate cast iron fences at Mount Auburn. Purchased in 1841 by the Scots' Charitable Society for its members, this lot memorializes over 200 people of Scottish descent. The large fence designed by architect Theodore Voelkers is adorned with symbols of the heritage of the people buried in the lot, including the image of Saint Andrew, the patron saint of Scotland, as well as thistles, battle axes, rampant lions, and crests.

What makes the lot unique is that there are no headstones or grave markers. Instead, the cast iron fence itself is the memorial. Many working-class people could not afford the costs associated with burial, so the Scots' Charitable Society lot was a resource for members in need. The burials, ranging from 1841 to 1990, reflect a panorama of human stories that highlight the perseverance of immigrants in America.

The Work Ahead

The granite bases holding up the almost two-century-old ironwork are irreparable and require replacement. Repairs from previous decades, which encased the granite in concrete, have unfortunately only hastened their disintegration. In order to replace the bases, the fence will need to be dismantled and removed to a cast iron restoration shop. While removed, the damaged corner posts will be repaired, and replacement pieces will be cast as necessary. Lead paint will be stripped from the entire fence, and the fence will be repainted prior to being shipped and reassembled on site atop new granite bases.

All of this work will be carefully done while respecting the final resting places of over 200 people of Scottish descent buried within the lot. The restoration of the fence honors the risks they took and the difficulties they faced as working-class residents—mostly farmers and tradespeople—of a highly stratified Boston society, often battling diseases like tuberculosis that ravaged the population. Restoring the fence also underlines the generosity of their countrymen who founded the Scots Charitable Society to support Scottish immigrants in poverty and ultimately to provide a dignified final resting place at Mount Auburn Cemetery.

Help us Unlock the Challenge Grant!



Meg Winslow, Curator of Historical Collections & Archives examining a corner post of the Scots' Fence.

You can take action by helping match the generosity of Helen Sayles, chair of the National Trust for Scotland Foundation, who has issued a \$25,000 challenge grant!

Mount Auburn's preservation team prioritizes and takes on numerous projects a year, but larger restoration projects such as the Scots' Charitable Society Lot Fence require advanced specialization and contracting outside of our regular preservation funding. With your support, a completed match totaling \$50,000 in addition to the \$50,000 pledge from the Scots' Charitable Society and anticipated grant funding, we will be able to ensure the fence stands tall for generations to come.



BE A CHAMPION FOR THE SCOTS' CHARITABLE SOCIETY LOT FENCE BY FILLING OUT THIS FORM OR VISITING US AT MOUNTAUBURN.ORG TODAY!

PLEASE INDICATE ALL THAT APPLY:

☐ I/We prefer this gift to remain anonymous.

☐ Check enclosed payable to: Friends of Mount Auburn

☐ I would like to learn about joining The Oak Circle by including Mount Auburn Cemetery in my will or estate plan.

☐ My gift is (circle one) in honor / in memory of:

CONTRIBUTIONS ARE TAX-DEDUCTIBLE TO THE EXTENT ALLOWED BY LAW.

PAYMENT INFORMATION

NAME (as you wish to have it listed in our records and acknowledgment.)

ADDRESS

CITY STATE ZIP

PHONE

EMAIL

☐ PLEASE CHARGE \$ TO MY CREDIT CARD.

CREDIT CARD #

EXPIRATION DATE CVV

☐ MC ☐ VISA ☐ AMEX ☐ DISCOVER

☐ I wish to make a gift of securities and will have my broker contact the Advancement Office at 617.607.1930 for more information.

AT MOUNT AUBURN, I AM INTERESTED IN: (circle all that apply)

- | | |
|-------------------------|---------------------------|
| Birding | History |
| Genealogy | Environmental Stewardship |
| Horticulture | Workshops |
| Walking | Guided Tours |
| Wellness | Speaker Series |
| Preservation | Collections |
| Artists in Residence | Citizen Science |
| Volunteer Opportunities | Public Programs |



CITY OF WATERTOWN

Community Preservation Committee

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

Draft Minutes of CPC Meeting Thursday, January 18, 2024, at 7:00PM, held remotely via Zoom.

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

Others Present: Lanae Handy, Community Preservation Coordinator; Michael Albano, Department of Public Works; Michael Cookson, Department of Public Works; Chris Golden, Michael D'Angelo Landscape Architects; Katie Swan, Department of Community Development and Planning; Steve Magoon, Department of Community Development and Planning; David Warner, Warner Larson Landscape Architects; Gideon Schreiber, Department of Community Development; Peter Centola, Department of Recreation; Joyce Kelly, Historical Society of Watertown; Leo Martin, Conservation Commission; Michael Lara, Watertown Housing Authority; Michele Waldman; Jamie Gordon; Linda Scott; Carolyn Gritter; Kathryn Madden; Judy Rose; and Ernesta Krackiewicz.

1. Call to Order

Mark Krackiewicz called the meeting to order at 7:00PM.

2. CPA Project Application Presentations

A. Saltonstall Park

Chris Golden of MDLA presented the Saltonstall Park project, introducing the team and stated the request of \$2,073,256 in funding in the Open Space/Outdoor Recreation CPA category. His presentation included a summary of the project feedback that included: concerns about the removal of pine trees near the Boys and Girls Club; the wall leading to the performance area; and shade trees.

The revised plans saved pines and shade trees. It also restored a version of the wall. According to Chris, all the other components of the plan remained the same as the 100% construction drawings submitted to CPC last summer.

In his presentation, Chris displayed the path layout comparison.

He also showed and/or described the following **materials**:

- clay pavers
- permeable path resin
- furnishings
- stainless steel rails along steps
- lighting to match Linear Path & Main Street
- plantings of native species, pollinator species (no invasive species); and rhododendron to survive acidic conditions under pines.

Performance Pavilion

Chris described the 19-foot stage and how the design selected was composed of a fiberglass membrane roof supported by laminated wood beams and buttressed by a powder coated metal frame. He noted the final design was true to the concept which had never been built. The lights would light the canopy and floodlights would point down for accent and safety. There would be RGB tunable and programmable lighting. The stage would also include a lockable and weather protected electric power box. There would be outlets mounted for users to string lights and I-bolts to install an impermanent 10ft. wide screen.

Costs

	CPA Request	Total
Low Bid	\$1,486,000	\$2,386,000
20% Contingency	\$477,200	
Design/Consultant Fees	\$50,545	\$159,511

Non-CPA funds for the project include \$900,000 from a DCR grant and \$174,572 in city funds for design/consultant fees.

Questions/Comments	Responses
Jamie O'Connell 1. What is the net difference in canopy between existing conditions and the current proposal? 2. Will the drainage be designed during construction? 3. What is the survival required for the plantings? 4. Can you provide something in writing from Trees for Watertown (TFW) given the tree removals?	Chris Golden 1. 3 pines and 2 crab apples will be removed. Pines will be limbed up and 16-17 trees will be planted. A majority will be understory and the red maple will be transplanted on site. 2. The civil engineering consultant came on the project late and the drainage was an addendum to the bid package. 3. At least two years. Michael Cookson 4. The tree warden reached out to TFW. They are reviewing the plans before providing a letter.

Questions/Comments	Responses
Jon Bockian 1. What is the updated timetable? 2. How long do the bids hold?	Chris 1. 6-8 weeks after going to bid. Late fall of 2024 or next year with working around the Farmers' Market. 2. 30 days
Allen Gallagher Will you obtain Certificates of Insurance; Workmen's Compensation?	That will be incorporated in the contract.
Dennis J. Duff Would like to see the plant list.	Chris will send the list.
Elodia Thomas 1. Why isn't the lowest bid broken out into the same structure as in the bid documents? Low bid is missing elements/pavilion. 2. Is the bus stop relocation spot known? 3. Why aren't contemporary lights and benches being used to harmonize with the modern look of the pavilion? Why are the benches oriented facing the street? 4. Didn't engage Joe Levendusky when the City Manager asked her to reach out to him. Where did the 2,000-person spec come from for the sound/lighting/electrical come from? 5. Sign should simply say Saltonstall Park	Chris 1. The bids are for the entire project, and they owe all the project elements once the contract is signed. Contractors may move numbers around and there are no exclusions. UEL gave more unit pricing after the fact. 2. Not yet. 3. New acorn lights are dark sky compliant and directed downward. MDLA was asked to match the lights along Linear Park and the benches used in Irving Park. The benches are generally facing the stage. Reorienting the benches facing Main St. would require the addition of pavement that would damage tree roots. A bench could be added to the pocket where the stairs will be removed. 4. Received specs from Joe Levendusky and the acoustical engineer and lighting consultant thought the amount of power was overkill for the performances planned. 5. Sign will be part of a call for artists design competition.

Questions/Comments	Responses
Mark Krackiewicz 1. Will the pavilion provide shade? Going out to bid there may not be a need to draw on the contingency as construction prices seem to be stabilizing.	Chris 1. The roof will create shade and is self-cleaning. The coverage extends over the stage area. There shouldn't be a huge jump, though the middle bidder may win if the lowest bidder doesn't have time in their schedule.

Bob DiRico stated the biggest expense would be careful removal of concrete to avoid damaging tree roots. He said there shouldn't be any hidden issues or surprise costs.

Michele Waldman asked if the pole lights would be soft lighting and whether more trees could be planted on the plaza. Chris replied the lights would be a warmer brightness and the plaza was not part of the project.

B. Walker Pond

Steve Magoon, Assistant City Manager/Director of Planning, presented the project. He said it was an opportunity to improve a property that was the impetus for the CPA being adopted. Steve noted the request was for \$94,000 for design work and introduced the other project team members present: Katie Swan, Environmental Planner and Conservation Agent; Gideon Shreiber, Assistant Director of Planning; and David Warner, Warner Larson Landscape Architects. Steve noted the northern area of the pond was conservation land not owned by the city.

Katie Swan provided background about the site including previous owners (Gore Estate, Waltham Country Club, Raytheon (leased then purchased), and that the property was subsequently subdivided. She showed images and aerial views of the site.

David Larsen described the process and outcome of the project for design. He pointed out the consultant team was familiar with the site and included Feldman Geospatial (surveyors), VHB, McPhail (geotechnical engineers), and PM&C (Cost Estimators).

Process

There would be a minimum of 3 public meetings. The first would involve mostly listening and recording. At the second meeting David would present a range of design concepts to be distilled into one for the final/preferred concept presentation at the third meeting. The result would be a conceptual design for passive and active recreational use of open space. A six-month timeframe would keep ideas fresh. There would be an effort to provide access around the pond that avoided significant trees and any grading that would disturb tree roots. The feasibility portion of the project would include a site assessment, identification of constraints, and a survey. There would be an \$89,000 fixed cost of that total \$47,000 for the feasibility study and \$42,000 for the schematic design. DCDP would commit to cover any needed contingency.

The team went through their answers to the CPC's questions ([the questions and answers are attached to these minutes](#)).

Questions/Comments	Answers
Allen Is there a way for pedestrians to access the pond and is there parking?	Gideon There are three ways to access the site, and there is parking on Waltham St. There is a sidewalk access point at Bell Towers with parking, and a fire lane off of Waltham St.
Jamie 1. A natural resource inventory with a baseline assessment of trees and patches of invasive species should be part of the project. 2. This would be the time to determine the water quality, to set goals for the pond, and provide thoughts on resource management. 3. The project should provide information about the natural habitat thinking beyond how humans make their way through the site. 4. The project should view the site more broadly than through a regulatory lens.	David 1. Inquired with the tree warden about the capacity to maintain and update a GIS tree inventory. This project can locate larger trees to develop the design and map large clusters of invasive species. 2. The scope could include evaluation of ground water activities to identify gaps in information to determine if future water sampling is necessary. 3. The wetland scientist who does the delineation would provide some baseline information. That wouldn't require a wildlife study. 4. Can scope out the additional cost of an ecological wildlife study. Steve The CPC is asking for an expansion of the scope for an additional cost and the city will provide that information.
Jon 1. What are the parameters for the use of the site? What decisions have already been made about passive and active use of the site? Not reassured and because of the scope of the studies it doesn't appear the city is going into the project with an open mind. 2. How was Warner Larsen selected? 3. The firm's website displays primarily active recreation projects.	Steve 1. Stakeholders spoke about the active and passive use of the site. The use is subject to the public process. They talked about the possibility of active recreation where the parking lot is located. 2. The city identified the design teams, and the staff interviewed them. 3. The city had not predetermined any use of the property.

Mark said the public needs to know more about the quality of the water and the attributes of the pond and whether the site is a valuable wildlife area.

Elodia 1. According to the application the project will consider ways to improve the health of the water and shoreline. 2. No passive recreation projects in Warner Larsen's portfolio. The one site highlighted is a small natural area with an artificial turf field. There are two architects working on other CPC projects who have a great deal of experience with natural areas. 3. There are 3 easements next to the park and the Manley Way easement is not safe. The city can change the easements. There is stormwater going into the pond and there is a truck turnaround at Manley Way. Concerned about an additional survey and what is the \$5,000 line item for.	Steve 1. The project is an opportunity for a public process to decide how to best use the property. 2. Not fair to David to suggest the firm is unable to develop a conceptual design for a natural area. 3. The city can't redo easements because they are joint and can't be amended unilaterally. They must be agreed upon.
---	---

Bob was in favor of seeing the ecology of the pond addressed and expanding the scope of the study. Dennis would like to see a survey of all the trees on the site and thought baseline knowledge of what is on the site is needed.

Mark stated there was a growing consensus for the scope of the project to be expanded. Jamie offered to send an example of a small urban pond study as a frame of reference.

Michele Waldman said that a path around the pond is a given and supports everything Jamie said. She is concerned about the noise and discharge of trucks at Manley way impacting the enjoyment of the property. Michele stated, "there is 'old think' and 'new think'". The new way is conservation and people treasure open space these days.

David Atchison noticed the new survey after two had been performed and wondered what was wrong with the old surveys or could it be fixed. He would second the comments by Michele and Elodia, that the primary purpose of the project is open space.

Steve responded that the city had not surveyed the property. In order to create the final design and perform construction a new survey must be conducted to determine what has changed.

Jon added the city would want a survey certified to the city. Elodia pointed out that Steve signed off on a 2012 survey. Steve explained that was a subdivision plan which was different than a survey.

Leo stated a survey is needed and a 2012 survey is too old for a permit. He agreed with Jamie, and he had preliminary discussions with Steve about a water quality study. Leo said the pond was fed by drainage from Manley Way, the BJ's parking lot, and from Waltham stormwater. He thought the water quality should be improved if possible.

Mark would like to get an amended scope to have committee members review for the

February 15th meeting.

3. Acceptance of Minutes

A. 2023-11-16 CPC Minutes

Mark Krackiewicz asked if there were any changes to the minutes and there were none.

Motion: Jon moved to accept the minutes as written and Dennis seconded the motion.

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

4. Adjournment

Motion: Bob DiRico moved to adjourn, and Dennis J. Duff seconded the motion.

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

Adjournment: 9:45PM

Attachments:

1. Responses to CPC Questions Scots Fence Application



CITY OF WATERTOWN

Community Preservation Committee

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

Draft Minutes of CPC Meeting Thursday, February 1, 2024, at 7:00PM, held remotely via Zoom.

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

Absent: Abigail Hammett

Others Present: Lanae Handy, Community Preservation Coordinator; Andrew Gambardella, Mt. Auburn Cemetery; Gus Fraser, Mt. Auburn Cemetery; Bethe Brown Mt. Auburn Cemetery; Katherine Pomplum, Historic New England; Jodi Black, Historic New England; Michael Albano, Department of Public Works; Joyce Kelly, Historical Society of Watertown; Leo Martin, Conservation Commission; Margie Wayne; and Jason Cohen, Planning Board.

1. Call to Order

Mark Krackiewicz called the meeting to order at 7:02PM noting the Governor's executive order to extend the suspension of certain open meeting law provisions.

2. CPA Project Application Presentations

A. Browne House Project Application

Katherine Pomplum presented Historic New England (HNE) was applying for \$7,250 for an engineering study for the Browne House constructed circa 1698. The house was distinguished by its unique framing where beams were not tied to posts or a chimney wall. She displayed the damage and stop-gap measures currently being taken. A crack monitor was installed to measure the movement. Additionally, posts and jacks were installed for support.

Katherine pointed out the Browne House doesn't have an endowment for preservation work and the property has \$455,000 of work needed. The outcome of the project would be 100% construction documents for the best engineering solution. She also noted the house had public access 12 days a year and admission is free for Watertown residents. HNE shared information through Wicked Local and Watertown Public Library.

Questions/Comments	Responses
Dennis J. Duff 1. How much does Historic New England have available for this project? 2. Is there any thought to opening more day? 3. Why are so few funds available for the house if it's so significant?	Katherine 1. Historic New England will contribute 50% of the \$14,500 total project budget. Historic New England has \$120 million tied up in restricted endowments for the care of individual properties and specific program uses. 2. They were previously only open 5 days per year, so it has grown. 3. They only draw 4.9% from their endowment to prevent overdrawn when times are good and to weather down times.
Jon Bockian The building is not very visible from the street due to overgrowth. To what degree will plantings be handled?	Jodi Black The property has historic plantings and HNE will manage overgrowth to make the property visible from the street.
Bob DiRico Where will the \$455,000 come from?	Katherine Massachusetts Historical Commission, family foundations, and individual donors.
Elodia Thomas 1. There are two different buildings on the property classified differently by the assessor than what is there. 2. Why are the maintenance costs \$55,000? 3. Concerned that HNE will come back to CPC for implementation and question finances and public access. 4. Why didn't HNE just pay \$14,500 for the study? 5. How do you fund implementation?	Katherine 1. Not sure why there are inconsistencies. One building is a barn previously used as a storage facility and the other is a house museum with a section for a tenant. 2. That amount is for operations and maintenance including staffing for open days, site visits as well as snow removal, landscaping, and insurance. 4. The assessment determined what was happening now construction documents are needed for the best option. The study will provide construction documents with an engineer's stamp. 5. Fundraise. Past funders include MHC and some other opportunities.
Mark Krackiewicz 1. If nothing were done, what would happen? 2. What is the dimension of the beam? 3. Is there a way to cooperate with WPS to bring students in for visits?	Jodi 1. The walls would continue to rotate and pull out collapsing the roof. 2. 22 inches square Katherine 3. There are accessibility issues though offsite lectures are possible.

Jamie stated concerns about future projects should be saved for when that project comes before the CPC and this project should be evaluated for its merits. She emphasized there is no compulsion for the CPC to recommend funding for future projects. Jamie agreed that the concern about public access is valid, though this project establishes the right path for protecting the oldest house in Watertown.

Matt agreed with Jamie's assessment and looked at the project in terms of how important it was to have the property fixed, the capacity of the organization to manage the project, and the public benefit.

Leo Martin agreed the house is an asset that the public should be able to access it more regularly. He noted the engineering firm was top notch and the budget was reasonable.

B. Scots Charitable Society Fence Project Application

Andrew Gambardella, Grants and Communications, Manager of Mt. Auburn Cemetery, presented the team that included Beth Brown, VP of Institutional Advancement and Gus Fraser, VP of Preservation and Facilities. Andrew described the history of the plot funded by the Scots Charitable Society for working class Scottish immigrants without means. They are seeking \$300,000 for the restoration of the fence which memorializes over 200 buried in the plot with no markers or headstones. The fence is one of a few remaining iron fences and one of only a few community plots.

Gus Fraser said they received a grant from the National Trust for Historic Preservation to perform the assessment as well as a matching grant from the Scots Charitable Society. He further described the work to be performed and how it would be done. Gus stated the total construction amounted to \$694,000 and the total budget was \$782,000 with the contingency.

The team went over the CPC's questions and their written answers to the CPC, which are attached to these minutes. Beth addressed the question about the relationship between the Friends of Mt. Auburn Cemetery and the cemetery. She also recognized they could do more in the way of community outreach and programming. Beth mentioned the cemetery is building new pedestrian entrances and plans to re-engage with the Watertown Public Schools. She also pointed out most cemeteries are filling up or falling apart where Mt. Auburn would be accepting burials for another 100 years. Beth added a new donor pledged \$25,000 to the project on Monday.

Gus said the timeline is fixed; however, the start date would be determined by fundraising. Beth stated they were determined to raise 60% of the funding needed and CPA is included in the 60% needed to start construction and is viewed as an important part of that total.

Questions/Comments	Answers
Bob 1. How long will fundraising continue? 2. How long are the bids good for? 3. Will drip irrigation be used?	Beth 1. They hope to raise funds as quickly as possible. Their fiscal year begins April 1. Gus 2. The bids are good for 90 days with an inflation escalation and are approaching expiration. 3. Will use micro-emitter irrigation
Jamie 1. Do we need a letter from Mt. Auburn permitting the project. 2. There was not a letter of commitment from the Scots Charitable Society (SCS), just a mention of the challenge grant in a fundraising letter. 3. If fundraising efforts exceed 60%, would you reduce your request? 4. If the request is for \$300,000 and there is \$75,000 committed? How does CPC funding fit into the picture?	Lanae 1. The purpose of the letter of permission from the property owner or consent form from the city is to ensure the CPC doesn't recommend funding to groups or individuals on private or municipal property without the permission and involvement of the property owner. Mt. Auburn is clearly involved and committed to the project so a letter is not needed. Beth 2. We will have a commitment letter from Rob Young of SCS next week. 3. No, the funds that exceed the 60% goal would be put towards project implementation. 4. Mt. Auburn won't begin the project until 60% is raised and any excess raised beyond the 60% will lessen Mt. Auburn's contribution.
Mark 1. Watertown is home to many biotech companies. Would it be possible to reach out to them?	Beth 1. Yes, it is good to promote partners and acknowledge them. It would be a benefit.
Elodia 1. How much do you have in hand? 2. Bids are stale.	Beth Just over \$100,000 in pledges and challenge grants.

Questions/Comments	Responses
Jon How would Mt. Auburn view the CPC conditioning an award on having sufficient funds for the whole project budget?	Beth It would be okay, and fundraising would continue with status reports of fundraising results to the CPC.
Lanae Given the Community Preservation Plan prioritized municipal property for historic preservation and there are two municipal historic preservation projects completing study phases, what is the public benefit of funding this particular project at this time? Make your best case to the residents and taxpayers of Watertown.	Andrew Due to the historic lore of the cemetery in the heart of where historic residents are buried. This adds another area of interest. Mt. Auburn also has a few new staff committed to community outreach and interpretation projects.
Leo Martin Mt. Auburn has an \$8 million operating budget and the request of \$300,000 is a small percentage (2-3%) of that budget. You sold 3 parcels in Watertown recently. Do you set aside a portion?	Gus There is no separate endowment for preservation. This one for operating and capital improvements. They draw down 4.2% annually 3.2% going to operating and 1% to significant restoration or capital projects.

Dennis was disappointed that funds in excess of 60% would not be returned to the CPC.

Elodia reiterated that most of the cemetery is in Watertown, yet it has a Cambridge address. She thought the project was premature.

Mark thanked the project team for their presentation and called for a motion to adjourn.

Dennis asked if going back to in-person meetings could be placed on the next agenda?

3. Adjournment

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

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

Adjournment: 9:10PM

Attachments:

1. [Browne House Presentation](#)
2. [Scots Charitable Society Fence Presentation](#)
3. [Responses to CPC – Browne House](#)
4. [Responses to CPC – Scots Charitable Society Fence](#)