



Town of Watertown
Community Preservation Committee
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Committee Members
Elodia Thomas, Chair
Jonathan Bockian
Jason Cohen
Bob DiRico
Dennis J. Duff
Mark Kraczkiewicz
Allen Gallagher
Maria Rose
Susan Steele

Draft Minutes: Thursday, January 16, 2020, 3rd Floor Conference Room, 7:00 - 9:03 p.m.

Committee Members Present: Elodia Thomas, Chair; Jon Bockian, Jason Cohen, Bob DiRico, Dennis Duff, Allen Gallagher, Mark Kraczkiewicz, Maria Rose, Susan Steele.

Others Present: Peter Centola, Lanae Handy

1. Call to order

Elodia Thomas, committee chair, called the meeting of the Community Preservation Committee to order at 7:00 p.m.

2. Acceptance of Minutes

The November 21, 2019 minutes were discussed. Maria Rose proposed corrections. Allen Gallagher made a motion to accept the November 21, 2019 minutes as amended, and Dennis Duff seconded the motion. All were in favor and the minutes accepted.

Next the December 12, 2019 meeting minutes were discussed. Allen asked for amendments, additions, or deletions. Maria called for corrections. Maria made a motion to accept the December 12, 2019 minutes as amended, and Mark Kraczkiewicz seconded. All were in favor. The December 12, 2019 minutes were accepted.

The January 2, 2020 meeting minutes were discussed. Jon Bockian requested an addition to the minutes and a change. Jason Cohen and Maria requested changes and Susan Steele noted a typographical error. Maria made a motion to accept the January 2, 2020 minutes as discussed and amended, and Allen seconded. All were in favor. The January 2, 2020 minutes were accepted.

3. Coordinator Update:

Lanae Handy reported that she compiled comments on the community needs and resources profiles from town employees and members of town committees and commissions.

She stated that she met with Peter Centola and Gideon Schreiber and also solicited comments from Steve Magoon, Laurel Schwab, and Laura Wiener in the Planning Department.

Elodia brought up the issue of committee members soliciting comments on the profiles and stressed that a better process would be for committee members to suggest reviewers to her. Subsequently, Lanae and Elodia would reach out to those suggested to ensure all the comments get back to Lanae for forwarding on to JM Goldson.

Lanae declared the main goal of obtaining input on the profiles was to ensure the figures are accurate and all the other information is factual. Jon asked if profiles will be revised for public forum and Mark asked if profiles will become handouts for the forum. Lanae will find out if JM Goldson plans to do so.

Lanae updated the committee on other activities in preparation for the forum, including making a video with Jenn Goldson, Avery Wolfe, and Elodia. The video will be used to promote the forum.

In further preparation for the forum, Lanae asked for committee members to sign up to greet forum attendees and staff information tables. Lanae described the interactive open space, historic preservation, outdoor recreation, housing, and overview /allocation tables. Maria offered to make name badges. Jon asked what JM Goldson's staff would be doing. Lanae stated they will be floating and helping with questions, as well as listening to feedback being provided by participants.

Lanae explained at the end of the forum, there would be a report back from each station and Jenn would answer questions that had been raised at the various stations. There was some question about the room layout. Lanae noted Tufts would set up rows of seats in the center of the room with tables stationed around the periphery. A snack table would be set up along the back wall.

4. Administrative Update

Goldson Bill - Elodia discussed the Goldson invoice which was handed out. The main issue was the process Elodia had established for bill payment that was not followed. Goldson addressed the bill to the Town of Watertown with no contact person in the address and sent the bill to Gideon before Lanae was hired. Tom Tracy had to track the bill to ensure it was not in process and to prevent it from being paid twice. In order for Bang the Table to go live, the payment will need to be expedited by Tom.

Future bills will be sent to Lanae and the CPC Chair for approval. Maria Rose recommended going forward that the entire committee does not need review to the bill. Elodia stated that she wanted to go through the first bill together since the committee is still in start-up phase. Mark wants to continue to see bills. However, Maria suggested sharing the bill with the committee after Lanae and the chair approve it. She further noted it was important to avoid delaying payment if bill approval and CPC meetings were not in synch.

Elodia announced Tom will not be presenting the CPA fund account balance as he is awaiting interest figures from the state.

Publicizing meetings and events - Elodia asked what could be done differently, given the difficulty in posting flyers in businesses or in town open spaces.

Maria said businesses didn't feel comfortable posting the forum flyer and felt if they allowed one organization to post all would have to be allowed. Dennis remarked businesses don't know that CPC is affiliated with the town as an official organization. Elodia suggested displaying sandwich boards to post events and commented the town needs covered kiosks in every park.

Maria concurred, noting she uses sandwich boards in Newton. Maria also suggested using flashing message boards. Bob Dirico said he will look into the process for that.

Elodia asked Michael Bobbitt, Artistic Director at New Repertory Theater to display a meeting announcement on the screen before its performances start. This time it will only be done for the two days until the forum. However, it's an option for promoting the April forum for a longer period of time. Jason remarked there needs to be flyers posted in lobby of Town Hall. Lanae pointed out the tables were strictly for Health Department use and that she had posted flyers near the Treasurer's office.

5. Unfinished Business:

Stakeholder Focus Groups - There was discourse about who to invite to the stakeholder focus groups. A brainstorming session ensued. Elodia noted these sessions do not need to be publicized under open meeting laws because Goldson is holding the groups, with committee members simply attending to observe as opposed to deliberating.

Committee members compiled a substantial list of town employees, not-for-profit organizations leaders, and others representing each CPA category. Lanae and Elodia will reach out to these potential stakeholders.

There was an exchange of views about inviting representatives from housing. At issue was the difference between organizations who hold affordability restrictions as opposed to developers who are required to build some affordable units. Maria recommended Veterans Services and Bob confirmed Patrick George is the contact. She also suggested inviting someone who represented people with disabilities. Mark put forward a social worker was recently hired who could potentially represent that constituency.

Maria and Jon proposed inviting councilors as observers rather than participants to prevent grandstanding and avoid excluding them, respectively.

6. Authority, Board, and Commission Updates

Susan plans to update the Historical Commission on what the CPC has been doing since appointments. She pointed out that most activity has taken place over the last several months even though the ordinance was passed in 2016. Maria announced June 6th as the date of the Conservation Commission tour for CPC members. Allen reported that the Housing Authority had hired two new employees. Closing updates, Jon asked if the Town Manager's had issued reappointment letters and Dennis and Mark noted they had received their letters.

7. Adjournment

Dennis made a motion to adjourn and Allen. All were in favor. The meeting was adjourned at 9:03 p.m.