



**Town of Lexington  
Community Preservation Committee**

**Report to 2009 Annual Town Meeting**

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Article 11 (a-n):      Community Preservation Committee  
CPA Projects

Article 12:            Purchase of Land – Off Vine Street

Released April 1, 2009

## **Community Preservation Committee**

### **Annual Town Meeting 2009**

The Community Preservation Committee is pleased to recommend 13 projects to Town Meeting for its consideration and approval, as described on the following pages. Each of these projects was evaluated in light of the articulated criteria for acceptable CPA projects as attached to this report and vetted at one of two public hearings held on December 11, 2008 and March 26, 2009.

In addition to these 13 projects, the CPC recommends approval of an allocation for administrative expenses. The CPC is authorized to use up to five percent of yearly receipts for expenses, or \$194,854 for FY 2010. At this time, we are requesting \$150,000 to be spent on a part-time Administrative Assistant, legal fees for review of projects, mailings, copying costs, notice publications, membership fees, and other miscellaneous expenses. This year, the Committee is recommending the designation of \$50,000 of this \$150,000 administrative budget for planning costs associated with the acquisition of open space. The Committee feels this is necessary to enable the Conservation Division to conduct surveys, legal investigations and appraisals that are associated with land preservation. The preservation of open space is one of the CPC's primary three objectives, in addition to historic preservation and affordable housing. Please see the Committee's administrative budget page in section (n) of Article 11 for an explanation of these open space planning costs.

The Community Preservation Committee is also pleased to announce that it was recently awarded the Robert Kuehn Award for its funding support of the Douglas House, a 2007 CPA project. This award is given by the statewide Community Preservation Coalition to a CPA project which best represents adaptive reuse and exemplifies the work of Bob Kuehn, who was a passionate advocate for affordable housing and historic preservation and a driving force in passing the state CPA statute. The CPC will receive a \$3,500 cash award and state recognition for this honor.

For further information about the CPC, visit the CPC's page of the Town's website, <http://ci.lexington.ma.us/Committees/CommunityPreservationCommittee/CPC.cfm>

## **TOWN OF LEXINGTON COMMUNITY PRESERVATION COMMITTEE**

### **General Criteria**

The Lexington Community Preservation Committee will only consider proposals that are eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation, specifically:

- The acquisition, creation, and preservation of open space.
- The acquisition, preservation, rehabilitation, and restoration of historic resources.
- The acquisition, creation, and preservation of land for recreational use.
- The creation, preservation, and support of community housing (including items such as annual payments to the housing authority to preserve or expand the affordable housing supply).
- The rehabilitation and restoration of open space, land for recreational use, and community housing that is acquired or created using monies from the fund.

Preference will be given to proposals that address as many of the following general criteria as possible:

- Are consistent with current planning documents that have received wide scrutiny and input and have been adopted by the town;
- Preserve the essential character of the town as described in the Comprehensive Plan;
- Save resources that would otherwise be threatened and/or serve a currently under-served population;
- Either serve more than one CPA purpose (especially in linking open space, recreation and community housing) or demonstrate why serving multiple needs is not feasible;
- Demonstrate practicality and feasibility, and demonstrate that they can be implemented expeditiously and within budget;
- Produce an advantageous cost/benefit value;
- Leverage additional public and/or private funds;
- Preserve or utilize currently owned town assets; and
- Receive endorsement by other municipal boards or departments.

### **Category Specific Criteria**

**Open space** proposals that address as many of the following specific criteria as possible will receive preference:

- Permanently protect important wildlife habitat, including areas that are of local significance for biodiversity; contain a variety of habitats, with a diversity of geologic features and types of vegetation; contain a habitat type that is in danger of vanishing from Lexington; or preserve habitat for threatened or endangered species of plants or animals.
- Provide opportunities for passive recreation and environmental education.
- Preserve and/or restore threatened or deteriorating public lands.
- Protect or enhance wildlife corridors, promote connectivity of habitat or prevent fragmentation of habitats.

- Provide connections with existing trails or potential trail linkages.
- Preserve scenic views.
- Border a scenic road.
- Provide flood control/storage.
- Preserve important surface water bodies, including wetlands, vernal pools or riparian zones.
- Preserve a primary or secondary priority parcel in the Open Space Plan.

**Historical** proposals that address as many of the following criteria as possible will receive preference:

- Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened.
- Protect, preserve, enhance, restore and/or rehabilitate town-owned properties, features or resources of historical significance.
- Protect, preserve, enhance, restore and/or rehabilitate the historical function of a property or site.
- Support the adaptive reuse of historic properties.
- Are within a Lexington Historic District, on the State or National Historic Register or eligible for placement on such registers, or on the Lexington Historical Commission's Cultural Resources Inventory.
- Demonstrate a public benefit.
- Demonstrate the ability to provide permanent protection for maintaining the historic resource.

**Affordable Housing** proposals that address as many of the following criteria as possible will receive preference:

- Contribute to the goal of maintaining at least 10% affordable housing.
- Promote a socioeconomic environment that encourages diversity.
- Provide housing that is harmonious in design, scale, setting and materials with the surrounding community.
- Intermingle affordable and market rate housing at levels that exceed state requirements for percentage of affordable units.
- Ensure long-term affordability.
- Promote use of existing buildings or construction on previously developed or Town-owned sites.
- Convert market rate to affordable units.
- Give priority to local residents, Town employees, and employees of local businesses.

**Recreation** proposals that address as many of the following criteria as possible will receive preference:

- Support multiple active and passive recreation uses.
- Serve a significant number of residents.
- Expand the range of recreational opportunities available to Lexington residents of all ages.
- Jointly benefit Conservation Commission and Recreation Committee initiatives by promoting a variety of recreational activities.

- Maximize the utility of land already owned by Lexington.
- Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.

|  | OPEN SPACE  | HISTORIC RESOURCES  | RECREATIONAL LAND   | COMMUNITY HOUSING  |
|--|---|---|---|--|
| <p><b>DEFINITIONS</b></p>  | <p>Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, fresh and salt water marshes, and other wetlands, ocean, river, stream, lake and pond frontage, beaches, dunes and other coastal lands, lands to protect scenic vistas, land for wildlife or nature preserve and land for recreational use</p> | <p>Building, structure, vessel, real property, document or artifact listed or eligible for listing on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town</p> | <p>Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field</p> <p>Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure</p> | <p>Housing for low and moderate income individuals and families, including low or moderate income seniors</p> <p>Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income</p> |
| <p><b>ACQUIRE</b><br/>Means obtain by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise</p>   | <p><b>YES</b></p>   | <p><b>YES</b></p>   | <p><b>YES</b></p>   | <p><b>YES</b></p>  |
| <p><b>CREATE</b></p>   | <p><b>YES</b></p>   | <p><b>NO</b></p>  | <p><b>YES</b></p>   | <p><b>YES</b></p>  |
| <p><b>PRESERVE</b><br/>Means protect from injury, harm or destruction, not maintenance</p>   | <p><b>YES</b></p>   | <p><b>YES</b></p>   | <p><b>YES</b></p>   | <p><b>YES</b></p>  |
| <p><b>SUPPORT</b></p>  | <p><b>NO</b></p>  | <p><b>NO</b></p>  | <p><b>NO</b></p>  | <p><b>YES,</b><br/>including funding for community's affordable housing trust</p>  |
| <p><b>REHABILITATE/RESTORE</b><br/>Means remodel, reconstruct or extraordinary repair (not maintenance) to make property functional for their intended use, including improvements to comply</p> | <p><b>YES,</b><br/>if acquired or created with CP funds</p>   | <p><b>YES</b></p>   | <p><b>YES,</b><br/>if acquired or created with CP funds</p>   | <p><b>YES,</b><br/>if acquired or created with CP funds</p>  |

## ARTICLE 11 (a)

|                            |  |
|----------------------------|--|
| <b>Project:</b>            | <b>Park Improvements - Center Playfields</b> |
| <b>CPA Category:</b>       | <b>Recreation</b>                            |
| <b>Amount Requested:</b>   | <b>\$70,000</b>                              |
| <b>Amount Recommended:</b> | <b>\$70,000</b>                              |
| <b>CPC Vote:</b>           | <b>(9-0)</b>                                 |

### **Project Description:**

The Center Playfields complex is the most heavily used recreation area in Town. It is used by the schools, adults, youth leagues and the general public for baseball, softball, soccer, field hockey, football, tennis, basketball, track, skateboarding, and walking/running. The entire area (approximately 23 acres) has been negatively affected by poor drainage conditions for years. The result is standing water, soft field areas and reduced turf cover and quality. This leads to cancellation of events due to unplayable conditions because of safety concerns and the likelihood of further damage to the turf.

Tutela Engineering completed an engineering study in December 2008. The Center Playfields complex is very complicated from a drainage standpoint, and Tutela's report highlighted a number of difficulties with the area. The majority of the underlying soils are poorly drained (peat), much of the area is low-lying, the existing drainage system cannot be accurately located and is in disrepair, Vine Brook is culverted under the fields and there are a number of undocumented repair projects that have been undertaken over the years. The combination of these factors makes the solution to the drainage issues at the Center Playfields quite difficult, and ultimately quite costly. Based on the Tutela study, more work is needed to determine feasible long-term options to preserve the Center Playfields by relieving the drainage problems.

In the short term, \$70,000 is requested to hire an athletic field design firm to complete the engineering and design work necessary for drainage improvements. The entire complex of playfields will be evaluated, including the football field, the varsity softball field, the varsity baseball field, the junior varsity baseball field, the little league baseball field, the center track field and the Worthen Road practice field. After careful analysis, decisions can then be made on the most cost-effective approach to solving the drainage issues, and how best to prioritize and sequence them. Estimated future costs of construction to properly address the drainage problems at the Center Playfields complex ranges from \$2.5 million to \$4 million dollars.

### **Project Goals and Objectives:**

The goal of this project is to develop a long-term plan and strategy to alleviate the standing water and wet field conditions that presently exist on the Center Playfields complex in order to preserve this valuable Town Recreation area and protect the fields from injury, harm or destruction.

### **Project Benefit:**

This additional study will analyze the complicated drainage problems at the Center Playfields and recommend the most cost effective approach so that there will not be further injury, harm, or destruction to the fields.

### **Funding Request:**

The funding request is for \$70,000 from CPA funds.

## ARTICLE 11 (b)

|                            |   |
|----------------------------|---|
| <b>Project:</b>            | <b>Old Reservoir/Marrett Road Stormwater Mitigation</b> |
| <b>CPA Category:</b>       | <b>Recreation</b>                                       |
| <b>Amount Requested:</b>   | <b>\$569,000</b>  |
| <b>Amount Recommended:</b> | <b>\$569,000</b>  |
| <b>CPC Vote:</b>           | <b>(9-0)</b>  |

### **Project Description:**

The Old Res is a valuable recreation resource used for swimming, fishing, hiking, and for school outdoor educational opportunities. The Louis Berger Group was hired to perform a site analysis of the types and sources of runoff which drain into the Old Res. They have identified four runoff outfalls along Marrett Road and inflow from the nearby retention pond as sources of bacteria, which adversely affect the water quality. The improvements needed to alleviate the influx of bacteria will occur in two phases. Phase 1, which is requesting \$569,000 from CPA funds, preserves the Old Res by making improvements to the retention pond (dredging, water flow regulation and new piping) and tying in three of the four Marrett Road outlets to the improved pond. This will provide a holding area and help to regulate release of water into the Old Res, thereby reducing the concentration and levels of bacteria. Phase 2, scheduled for spring of 2011, will include creating a second water quality structure to further preserve this facility by controlling runoff and bacterial contamination. CPA funds will be requested for this FY 2011 project in the amount of \$190,000.

Under Article 9(d) at the 2008 Annual Town Meeting, \$55,000 was appropriated to reconstruct the gatehouse/outlet structure and to dredge the retention pond at the Old Res. \$20,000 of these funds for dredging the pond were not expended and will be closed back to the Community Preservation Fund at the end of the fiscal year.

### **Project Goals and Objectives:**

The goals of this project is to preserve this recreational resource by reducing the bacterial influx into the Old Res, thereby benefiting the water quality and swimming opportunities.

### **Project Benefit:**

The benefit of this project is the improvement of the overall water quality by reducing the amount of bacteria flowing into the Old Res. This will be a benefit to swimmers, fisherman, hikers, school children and all other users of this recreation area. Improved water quality will also help the Shawsheen Watershed.

### **Funding Request:**

Based on the study by the Louis Berger Group, a total of \$569,000 is requested from the CPC for FY 2010. The Town is also exploring a grant opportunity from the State DEP, which could contribute to the cost of this project, but notification of the grant award will not be made until December 2009.



## ARTICLE 11 (c)

|                            |                                  |
|----------------------------|----------------------------------|
| <b>Project:</b>            | <b>Pine Meadows Improvements</b> |
| <b>CPA Category:</b>       | <b>Recreation</b>                |
| <b>Amount Requested:</b>   | <b>\$200,000 (Phase 1)</b>       |
| <b>Amount Recommended:</b> | <b>\$200,000</b>                 |
| <b>CPC Vote:</b>           | <b>(9-0)</b>                     |

### **Project Description:**

Pine Meadows Golf Course is an important open space and recreation asset of the community. Tutela Engineering was hired in 2006 to complete a drainage assessment of the entire course. The engineering report outlined remediation projects to preserve Pine Meadows by improving the drainage problems at the facility. The project is broken into three phases of which the first phase, estimated at \$200,000, is before the CPC for implementation in FY2010. This initial preservation work will include restoration of the upper control pond dam and the eroded area between the upper pond and Kiln Brook, creation of an overflow system, and the reconstruction of the existing culvert near the spillway.

### **Project Goals and Objectives:**

The goal of this project is to preserve the Pine Meadows Golf Course by beginning to address the poor drainage and flooding conditions prevalent on the course. A larger storage capacity for stormwater will be created so that runoff can be regulated, resulting in less flooding of the course.

### **Project Benefit:**

Addressing the poor drainage conditions will also preserve the land adjacent to the holding ponds, and provide controlled release of runoff, which will benefit neighboring Kiln Brook and other resource areas.

### **Funding Request:**

The funding request is for \$200,000 and is based on the Drainage Study performed by Tutela Engineering. FY 2010 is Phase 1 of a three-phase project.

## ARTICLE 11 (d)

|                            |   |
|----------------------------|---|
| <b>Project:</b>            | <b>Archives and Records Management/Conservation</b> |
| <b>CPA Category:</b>       | <b>Historic Preservation</b>                        |
| <b>Amount Requested:</b>   | <b>\$150,000</b>                                    |
| <b>Amount Recommended:</b> | <b>\$150,000</b>                                    |
| <b>CPC Vote:</b>           | <b>(9-0)</b>  |

### **Project Description:**

This is year 2 of an anticipated 5-year request for conservation and preservation of historic municipal documents and records. This project addresses the Town's need to protect and secure the vital records created by municipal departments for proper retention, archiving, and perpetual access. Years of records generated by the DPW/Engineering, Community Development, Assessors, Selectmen, Town Clerk, and other offices, which generate significant volumes of permanent archival records, require microfilming, scanning, and conservation/preservation. Impending completion of the new DPW/Engineering facility creates a need and an opportunity for conservation and preservation of the critical records, maps, plans, etc. In addition, some of the critical records and information will provide the foundation of the soon to be implemented GIS system. This project for the care and conservation of historical records and information is intended for completion in 2013, the 300<sup>th</sup> anniversary of the incorporation of Lexington.

### **Project Goals and Objectives:**

The goal of this project is the proper documentation of Lexington's history for future generations through a multi-year project to preserve, conserve and protect our historical documents and materials for perpetual access through digital media.

### **Project Benefit:**

A large majority of the Town's historical records have been neglected over time. A large volume of records has been created, but exist with little or no security provisions, only in hard copy. The proper retention of these documents, and the necessary archival storage environment and location, is under development. While reorganizing and documenting records to be archived, the time is right to complete microfilming, digitization and conservation measures to provide for access, reference/use and permanent retention. Five annual funding requests of \$150,000 will be allocated for conservation/preservation, equipment/supplies, microfilming/digitization, consulting services, and computerization/data migration. The preservation and conservation of permanent records for archiving creates the basis for documenting Lexington's history for the future.

### **Funding Request:**

The current funding request for this project is \$150,000. This represents the second year that CPA funds have been requested for Archive and Records Management. It is anticipated that requests will be submitted to the CPC in the upcoming three years.

**ARTICLE 11 (e)**

**Project: Cary Vault Climate Control - Supplemental Appropriation**

**This Project has been Indefinitely Postponed**

**The CPC has voted unanimously to accept indefinite postponement of this article**

## ARTICLE 11 (f)

|                            |   |
|----------------------------|---|
| <b>Project:</b>            | <b>Town Office Building Renovation Design</b> |
| <b>CPA Category:</b>       | <b>Historic Preservation</b>                  |
| <b>Amount Requested:</b>   | <b>\$30,000</b>                               |
| <b>Amount Recommended:</b> | <b>\$30,000</b>                               |
| <b>CPC Vote:</b>           | <b>(7-2)</b>                                  |

### **Project Description:**

The DPW/Engineering/Administration Department, which currently occupies about 40% of the second floor of the Town Office Building, will relocate to the new DPW building in the spring of 2009. At that time, the departments which remain in Town Offices will be reorganized within the building to take advantage of this vacant space.

2008 Annual Town Meeting approved \$80,000 for a space programming and design study through construction documents. The architectural firm of BH+A is working to conduct the architectural and engineering portion of this work. Currently, programming of space needs and building use evaluation work has been completed along with the development of various design concept options. The Town Manager's Office is requesting supplemental design funds and selection of a preferred design concept, prior to moving forward with design development and subsequent stages of work.

### **Project Goals and Objectives:**

- Renovate the Town Office Building (except for 50% of the second floor which was renovated in 2007);
- Complete interior renovations to accommodate new department locations and to upgrade office and corridor spaces and bring the spaces up to building and ADA code as necessary;
- Provide handicap accessible bathrooms on the top floors;
- Expand the fire sprinkler system to the unprotected portions of the office/corridor spaces and replace the ceilings and light fixtures to upgraded energy efficient standards; and
- Address building code and life safety deficiencies.

### **Project Benefit:**

The benefit will be a renovated and ADA compliant Town Office Building with improved efficiency and effectiveness for serving customers and staff, thus ensuring that the building remains fully functional for its intended use.

### **Funding Request:**

This request is for \$30,000 in supplemental funding to complete the design study through construction documents for the Town Offices Building renovation.

## ARTICLE 11 (g)

|                            |   |
|----------------------------|---|
| <b>Project:</b>            | <b>Lexington Police Station Space Needs Study</b> |
| <b>CPA Category:</b>       | <b>Historic Preservation</b>                      |
| <b>Amount Requested:</b>   | <b>\$45,000</b>                                   |
| <b>Amount Recommended:</b> | <b>\$45,000</b>                                   |
| <b>CPC Vote:</b>           | <b>(6-3)</b>                                      |

### **Project Description:**

A Space Needs Study of the Police Station will include: (1) a program of space needs, (2) building and site conditions assessment and systems evaluations (architectural, structural, mechanical, plumbing, life safety, electrical), (3) historical evaluations and criteria, (4) a report on LEED (Leadership in Energy and Environmental Design) opportunities with selected building design, (5) a minimum of three schematic design options (building and site) fully exploring the architecture of the project and surroundings, (6) design review, (7) recommended schematic design solution, (8) projected construction costs and project budget, and (9) projected project schedule and milestones.

### **Project Goals and Objectives:**

- Identify options for repairing, restoring and/or renovating the Police Station, built in 1956, to meet modern police service needs, including detainee handling, storage space, evidence processing, as well as space needs for offices, locker rooms, parking enforcement, current technology and animal control programs;
- Identify and propose solutions for HVAC, electrical, and plumbing systems that are ineffective or inefficient;
- Identify problems and propose schematics to correct structural and/or building configurations that affect the functional use of the existing space and accessibility or employee/visitor safety (for example, building is not equipped with a sally port or elevator, and most bathrooms are not built to ADA requirements);
- Identify systems and deficiencies and propose corrective action for all building life-safety systems, roof and building envelope repairs that may be needed (consistent with historic requirements), including removal of an underground tank; and
- Identify project costs and schedules depending on the design selected by the Town.

### **Project Benefit:**

The Police Station is in an excellent centralized location in Lexington and is an important component of the Town Office complex. The 1956 design and subsequent building modifications do not meet the present needs of the Police Department. A comprehensive space needs study will help Town officials, Town Meeting members and residents understand the costs associated with repairing, restoring and/or renovating the Police Station to ensure that the building remains fully functional for its intended use.

### **Funding Request:**

A \$45,000 appropriation is requested based on similar space needs studies conducted for other municipal facilities in Lexington.

## ARTICLE 11 (h)

|                            |  |
|----------------------------|--|
| <b>Project:</b>            | <b>Stone Building Renovation Study</b> |
| <b>CPA Category:</b>       | <b>Historic Preservation</b>           |
| <b>Amount Requested:</b>   | <b>\$180,000</b>                       |
| <b>Amount Recommended:</b> | <b>\$180,000</b>                       |
| <b>CPC Vote:</b>           | <b>(9-0)</b>                           |

### **Project Description:**

This project requests \$180,000 in Community Preservation Act funds to preserve the historic Stone Building by stabilizing the structure. The first step of the stabilization process will entail the completion of an Historic Structure Report and more comprehensive existing conditions assessment. Based on this report, exterior strategic building stabilization repairs will be bid and completed within the requested \$180,000.

In early 2009, the Library Trustees announced that the Stone Building will become the home of the Lexington Heritage Center. Concurrent with the completion of the Historic Structure Report and the stabilization of the exterior of the building, the programmatic uses of the Center will be defined for future funding. However, should there be any residual money left from the stabilization effort, which is projected to be \$130,000, that money will close back to the Community Preservation Fund.

A year or more out, with the building stabilized and the building program fully described and vetted, the Stone Building will again be before Town Meeting for funds to hire an Architect/Engineer team to complete design and bid documentation for the full renovation of the building. In preparing the renovation documents, the Architect/Engineer team will utilize the Historic Structure Report and the code analyses, which are part of the recently completed HKT Feasibility Study. Thereafter, once the bid documents are complete, the Project will again be before Town Meeting for a vote on appropriating construction dollars.

### **Project Goals and Objectives:**

The objectives of this project are to produce an Historic Structure Report, to further assess existing conditions, and to bid the strategic building stabilization work needed to repair this historic structure. The long-term goal of the restoration work will be to return the historic Stone Building to a functional and valuable Town resource.

### **Project Benefit:**

The restoration of the Stone Building will enable the building to be used as a Heritage Center, providing space for a variety of Town-related functions.

### **Funding Request:**

The funding request for this project is \$180,000, of which an estimated \$50,000 will be for the Historic Structure Report and \$130,000 for the exterior stabilization assessment and work.

## ARTICLE 11 (i)

|                            |   |
|----------------------------|---|
| <b>Project:</b>            | <b>Fire HQ Renovations and Redesign</b> |
| <b>CPA Category:</b>       | <b>Historic Preservation</b>            |
| <b>Amount Requested:</b>   | <b>\$29,700</b>                         |
| <b>Amount Recommended:</b> | <b>\$29,700</b>                         |
| <b>CPC Vote:</b>           | <b>(7-2)</b>                            |

### **Project Description:**

The existing Fire Station Headquarters Building at 45 Bedford Street was designed in the middle of the last century. Though meeting the basic needs of emergency response, it was not designed for the administrative and service demands of the Fire/EMS Department of the 21st Century. In 2008, Annual Town Meeting authorized \$40,000 to perform a study on the needs of the Fire HQ. This study has resulted in three options: (1) selective renovations costing \$3.3M, (2) the construction of an addition plus renovations costing \$8.1M, and (3) the construction of a new fire station costing \$10.2M. This request is to fund additional work in the schematic phase to facilitate a more detailed evaluation of the various options and allow for more public discussion and input on the various attributes of the plans. The request for study monies totals \$100,000, with \$70,300 to be funded from the General Fund and \$29,700 from CPA funds for the historic portion of the building.

### **Project Goals and Objectives:**

It is the objective of this program to further refine the proposals and bring forward a more definitive design for the use of the current Fire Station Headquarters, to ensure that the building remains fully functional for its intended uses.

### **Project Benefit:**

This request is necessary to improve the efficiency of non-emergency personnel in performance of their daily administrative tasks. Over the course of the last few years, a full-time Administrative Assistant, a full-time Fire Inspector and a part-time Municipal Clerk have all been added to the Fire/EMS Department Staff. No adjustment has been made for these individuals or their office space. In addition, the existing bays are not sufficient to staff and maintain two ambulances at peak efficiency. Renovations to the station would facilitate these goals and improve the department's ability to readily serve the citizens of Lexington.

### **Funding Request:**

This FY 2010 request to the CPC is for \$29,700 for additional study funding, with the intent of seeking design money at a future Town Meeting, if the expenditures are CPA-eligible.

## ARTICLE 11 (j)

|                            |   |
|----------------------------|---|
| <b>Project:</b>            | <b>Greeley Village Roof Replacement</b> |
| <b>CPA Category:</b>       | <b>Affordable Housing</b>               |
| <b>Amount Requested:</b>   | <b>\$320,828</b>                        |
| <b>Amount Recommended:</b> | <b>\$320,828</b>                        |
| <b>CPC Vote:</b>           | <b>(9-0)</b>                            |

### **Project Description:**

The Lexington Housing Authority is requesting \$320,828 in CPA funds for the replacement of roofs at Greeley Village. The existing roofs are forty years old and will be replaced with LEED (Leadership in Energy and Environmental Design) shingles in order to conserve energy costs and stop water leaks in apartments. Twenty-six roofs will be replaced on all 100 units of affordable housing.

Greeley Village is an elderly/handicapped low-income public housing apartment complex with 100 apartments that was first occupied in 1968. As of October 2008, the average resident's rent was \$281 including heat, hot water and electricity. The average annual gross income of residents has been declining, and was \$12,263 as of October 2008. While the rents are applied to day-to-day maintenance, they are insufficient to provide for capital expenditures necessary for the preservation of the buildings.

### **Project Goals and Objectives:**

The goal of this project is to replace roof shingles, roof rakes, gutters and any fascia boards that have deteriorated resulting in leakage. Plywood sheathing under the roofing materials will also be replaced in areas that have deteriorated. Fixed skylights in the front and rear hallways are also included in the project as a measure to conserve energy by adding natural light into the dim hallways during daylight hours.

### **Project Benefit:**

This development is a valuable asset to the Town for seniors and handicapped residents who need affordable housing.

### **Funding Request:**

The funding request for this project is \$320,828 in support of affordable housing.



## ARTICLE 11 (k)

|                            |   |
|----------------------------|---|
| <b>Project:</b>            | <b>Munroe Tavern Historic Structures Report/<br/>Capital Needs Assessment</b> |
| <b>CPA Category:</b>       | <b>Historic Preservation</b>  |
| <b>Amount Requested:</b>   | <b>\$50,000</b>   |
| <b>Amount Recommended:</b> | <b>\$50,000</b>   |
| <b>CPC Vote:</b>           | <b>(9-0)</b>  |

### **Project Description:**

The Lexington Historical Society wishes to undertake a study of Munroe Tavern, built circa 1700, to document the historic features of the building and to plan for capital improvements including upgraded fire protection and climate control, accessibility for the handicapped, and expanded space for visiting school groups and tourists. With the inauguration of the Tavern as the "Museum of the British in Lexington" last year, visitation is increasing and the need for improvements has become apparent.

### **Project Goals and Objectives:**

The goals of this project are to produce an Historic Structure Report, similar to the report prepared for the Hancock-Clark House in 2007, which will study building usage, review accessibility options, and prepare detailed construction plans and specifications suitable for bidding.

### **Project Benefit:**

The Munroe Tavern is an important historic asset for Lexington. On the afternoon of April 19, 1775 it served as temporary field headquarters and hospital for the retreating British forces. The proposed project would document the features of the building, make it accessible to the handicapped, and upgrade fire protection and climate control. The project would also provide better accommodation for school groups and tourists.

### **Funding Request:**

The funding request for this project is \$50,000.

## ARTICLE 11 (I)

|                            |  |
|----------------------------|--|
| <b>Project:</b>            | <b>LexHAB Purchase of Three Properties, (Four Units)</b> |
| <b>CPA Category:</b>       | <b>Affordable Housing</b>                                |
| <b>Amount Requested:</b>   | <b>\$845,000</b>   |
| <b>Amount Recommended:</b> | <b>\$845,000</b>   |
| <b>CPC Vote:</b>           | <b>(9-0)</b>   |

### **Project Description:**

LexHAB is requesting funding to complete the purchase of three properties which will provide four rental units for low and moderate-income individuals and families. LexHAB provided the down payments and will cover the mortgages until Community Preservation Act Funds are made available to complete the purchases.

The funding is requested for a one-bedroom unit at #104 Emerson Gardens Condominiums, a property at 300 Woburn Street on which LexHAB will build a three-bedroom house, and a duplex at 1001-1003 Massachusetts Avenue. The Emerson Gardens unit has one bedroom and one bath, and totals 756 square feet of living space. The planned three bedroom house on Woburn Street will sit on a .44 acre lot (19,164sq. ft.) and will be a cape style home with 1,365 square feet of living space. The property at 1001-1003 Massachusetts Avenue was built in the 1940s and each unit is 800 square feet and contains two bedrooms.

The amount requested is the aggregate principal of the mortgages totaling \$830,000, an amount that is 80% of the combined purchase price of \$1,037,500. The CPC request also includes the cost of two new kitchens (an estimated \$5,000 total) and two new heating systems (an estimated \$10,000 total) for the Massachusetts Avenue duplex. LexHAB has paid the 20% down payment that amounts to \$207,500 and the estimated \$107,900 in interest payments that will be due on the amount borrowed. LexHAB has two year interest-only loans at 6.5%. LexHAB's loan on 1001-1003 Massachusetts Avenue is \$45,240 for the two year interest-only loan (\$22,620 per year); #104 Emerson Gardens \$26,000 (\$13,000 per year); 300 Woburn Street \$36,660 (\$18,330 per year). In addition, LexHAB has paid \$10,936 in closing costs and \$2,220 in inspection costs. Thus, LexHAB will have spent an estimated total of \$328,556 toward the purchase of these properties. In addition, LexHAB has paid \$7,200 (actual cost) for asbestos removal and \$9,700 (actual cost) for demolition of the former structure on the lot at 300 Woburn Street and will pay the construction of the new home on that lot at an estimated cost of \$150,300. The Woburn Street construction will be a community effort and will be built by the Lexington Rotary Club and Minuteman Regional Vocational Technical School. Therefore, LexHAB will pay a total of \$495,756 for the four additional low and moderate-income rental units.

The Selectmen and LexHAB have agreed to redesign the method of advertising and selecting renters for these three properties (4 units) in compliance with current state requirements. This will enable the Town to pursue having the four units count toward the 10% low and moderate-income housing, required by Massachusetts General Laws Chapter 40B and be included on the Town's Subsidized Housing Inventory.

### **Project Goals and Objectives:**

- Increase the Town's affordable rental inventory;
- Allow LexHAB to maintain its reserve funds for the possible future purchase of 26 low and moderate subsidized units at Katahdin Woods;
- Reduce rental rates as much as possible to keep units affordable; and
- Increase the number of units on Lexington's Subsidized Housing Inventory.

### **Project Benefit:**

The Town will be able to provide affordable rental housing (rent set at 30% of income with a cost factor for heat) for four households. In addition, the Town will have four additional units to contribute toward the Town's Subsidized Housing Inventory.

### **Funding Request:**

The funding request for this project is \$845,000 for four affordable units.

## **ARTICLE 11 (m): to be considered under Article 12**

|                            |  |
|----------------------------|--|
| <b>Request:</b>            | <b>Land Acquisition</b>                                      |
| <b>CPA Category:</b>       | <b>Open Space, Affordable Housing, Historic Preservation</b> |
| <b>Amount Requested:</b>   | <b>\$2,763,100</b>   |
| <b>Amount Recommended:</b> | <b>\$2,763,100</b>   |
| <b>CPC Vote:</b>           | <b>(9-0)</b>   |

### **Project Description:**

This project requests funding for the purchase of one parcel of land and its associated due diligence and land planning costs. The costs for this acquisition break down as follows: acquisition - \$2,692,000; appraisal/survey/legal/assessment - \$36,100; land management plan and signage - \$25,000; and structural assessment of a house on the property - \$10,000. The total of \$2,763,100 covers all anticipated costs for this project. The acquisition price for this parcel is below the appraised value of the property (\$2,760,000).

This 14.2-acre parcel at 116 Vine Street is located near the center of Lexington, with frontage and access on Brookwood Drive and Vine Street. The parcel is situated between the upper and lower sections of Lower Vine Brook Conservation Area, which totals approximately 100 acres. The parcel is connected with the Lower Vine Brook Conservation Area via a network of trails and contains a variety of habitat types, including wetlands, uplands, forested land, meadow, and shrub land.

The parcel sits just to the east of the Lower Vine Brook, a tributary of the Shawsheen River, and it is the headwaters for groundwater wells that provide drinking water to the Town of Burlington. Most of the 116 Vine Street parcel is located in the Massachusetts Department of Environmental Protection Public Drinking Water Supply Wellhead Protection Zone (Zone 2). The wetlands on the parcel drain into the Lower Vine Brook.

In addition to preserving land for conservation, a 30,000 square foot lot (0.7 acres) will be reserved with frontage on Vine Street to create options for affordable housing. The existing farmhouse on the property, which belonged to Joseph Leary, is located within this 30,000 square foot footprint and dates back to the 1840s. It will be assessed for its structural integrity and possible preservation as a historical asset. Any future plans regarding affordable housing or the restoration of the Leary house will involve continued input from the neighborhood and discussion of proposed plans at public meetings and public hearings.

Since there are three different aspects of this project; open space, affordable housing, and historic preservation, funds will be appropriated from the CPA "buckets" as follows; \$2,153,100 from Open Space, \$600,000 from Affordable Housing, and \$10,000 from Historic Preservation.

### **Project Goals and Objectives:**

- Acquire property that is contiguous to existing Town conservation land;
- Protect wetlands and water supply;
- Protect wildlife habitat;
- Increase passive recreational opportunities for visitors to Lower Vine Brook Conservation Area;
- Create land for affordable housing needs; and
- Assess and potentially preserve an historic resource on the site.

### **Project Benefit:**

The purchase will benefit Lexington by protecting additional open space near the center of Town, promoting passive recreational activities, protecting the quality of water entering the Vine Brook, protecting a variety of wildlife habitats and creating land for affordable housing. Protecting the property in perpetuity will benefit the Town's residents, wildlife, and waterways by conserving an additional 13.5 acres of open space near the Town's center.

### **Funding Request:**

The project is requesting a total of \$2,763,100 in CPA funds from the open space, affordable housing and historic preservation funding sources.

## ARTICLE 11(n)

|                            |                                |
|----------------------------|--------------------------------|
| <b>Request:</b>            | <b>Administrative Expenses</b> |
| <b>CPA Category:</b>       | <b>Administrative</b>          |
| <b>Amount Requested:</b>   | <b>\$150,000</b>               |
| <b>Amount Recommended:</b> | <b>\$150,000</b>               |
| <b>CPC Vote:</b>           | <b>(9-0)</b>                   |

### **Background:**

According to the Community Preservation Act, up to 5% of annual CPA funds may be spent on the operation and administration costs of the Community Preservation Committee. The Committee is allowed to use this money to pay for staff salaries, mailings, public notices, overhead, legal fees, membership dues, and other miscellaneous expenses related to CPA projects. At 5%, a maximum of \$194,854 of annual receipts in FY2010 could be authorized for this purpose. At this time, however, the CPC is requesting an appropriation of \$150,000 for FY2010. This money will be used to fund our part-time Administrative Assistant, to pay membership dues to the non-profit Community Preservation Coalition, to cover administrative expenses, to cover legal and miscellaneous expenses related to CPA-sponsored projects, and to pay for land planning and legal fees for open space proposed to be acquired using Community Preservation Funds.

The CPC's part-time Administrative Assistant tracks and monitors all Town Meeting approved and CPA sponsored projects; monitors draw-downs and financial transactions in conjunction with the Finance Office; crafts agreements; drafts and updates CPA reports and correspondence; oversees the annual CPA project application process; posts meetings and schedules public forums; takes minutes of the CPC public hearings; works with the Assessor's Office to obtain surcharge abatement data needed for State reporting purposes; communicates with project applicants; and assists the CPC and others, as needed, with all CPA related activities and agreements. The three-day a week salary cost for the administrative position totals \$39,000 including benefits.

Membership dues, which are \$7,500, will be paid to the Community Preservation Coalition. The Community Preservation Coalition, a non-profit statewide organization, responds to questions and provides CPA news and information to participating communities, as well as engages in legislative advocacy and lobbying work to improve the effectiveness of the Act. The Coalition also helps to defend the CPA Trust Fund and works to defeat bills that propose non-constructive CPA amendments. Their web site is [www.communitypreservation.org](http://www.communitypreservation.org).

In FY 2010, the Committee anticipates incurring significant legal fees for the review of its projects, the drafting of conservation and deed restrictions, the drafting of grant agreements for historic and affordable housing projects and legal advice in light of changes and/or challenges to the CPA statute. In FY 2009, \$11,600 has been spent to date, and it is anticipated that an additional \$10,000 to \$15,000 may be needed before the end of the fiscal year.

The Committee has designated \$50,000 of its administrative budget for the planning, conceptual plan development, legal, survey and appraisal work associated with the acquisition of open space. Such funds enable the Conservation Division to act in a timely fashion to complete the due diligence required to prepare for a land acquisition. While other Town projects use "study monies" to investigate the benefits of a particular project, the Conservation Division does not have the advantage of this type of lead time. It must often act quickly to evaluate a property through legal, survey and appraisal work.

It should be noted that according to the Department of Revenue, funds appropriated for administrative expenses but not spent in a given fiscal year revert to the CPA Undesignated Fund Balance on June 30. Those funds can then be appropriated from the Fund Balance in the future for any other CPA purposes.

### **Funding Request:**

The CPC respectfully requests \$150,000 for administrative expenses.

## **Status Report on 2008 CPA Projects**

### **Survey and Define Affordable Housing Study**

Annual Town Meeting voted \$25,000 in CPA funds to survey homebuyer assistance projects in other Massachusetts communities and to develop a Statement of Objectives and Summary of Program Attributes that would work in Lexington. A consultant, Karen Sunnarborg, has been hired and a comprehensive report, "*Affordable Homebuyer Assistance Programs – Survey of Other Massachusetts Municipal Programs*" has been published and distributed. (A copy of this comprehensive report is available at [www.lexingtonhousingpartnership.org](http://www.lexingtonhousingpartnership.org).) The original schedule was to present a plan for approval at the 2009 Town Meeting, but it was determined that more time was needed to allow for input from key Town committees and boards. A Statement of Objectives has been prepared and a meeting on February 26th with local leaders was held to get feedback. The Statement of Objectives plus the feedback from local leaders will be the basis for a draft Program Design which will be reviewed at a public meeting in the spring of 2009 and finalized by Karen Sunnarborg. The Program Design document will then be presented to the community in the fall of 2009 and an application will subsequently be submitted to the CPC by November 1, 2009.

### **Belfry Hill Tree Restoration Project**

In 2008, Annual Town Meeting voted \$9,850 in CPA funds to hire a certified arborist and tree service to remove the infestation of Norway Maples located on the north and northwest side of Belfry Hill and replace them with more widely spaced native trees, as well as shrubs and plants which will help control erosion. The removal of the infestation of Norway Maples will preserve the historic view between the Belfry Tower, the Town Green and the Buckman Tavern. Matthew R. Foti, of Landscape & Tree Service, Inc., was hired to perform the Norway maple removal and native restoration planting at Belfry Hill. The Norway maples were removed in the fall of 2008 at a cost of \$4,720. In the spring of 2009, Matthew R. Foti Landscape & Tree Service, Inc. will restore Belfry Hill with native trees and erosion control plants at a cost of \$3,450. The remaining funds of \$1,680 will be used to continue to remove unwanted Norway Maple saplings that will grow back from the roots of the removed Norway Maples.

### **Hancock-Clarke House Restoration Project**

The Lexington Historical Society completed the restoration of the 1737 Hancock-Clarke House in January of 2009 on schedule and on budget. CPA funds of \$600,000 were provided for the project and \$500,000 was provided by the Historical Society and a State grant. All aspects of the restoration – structural, systems, building envelope, historic fabric repair, and accessibility – were completed as planned. The house will re-open for public tours on April 4, with a grand re-opening event to be held in May.

### **Reconstruction of the Gatehouse/Pond Dredging at the Old Reservoir**

A contract has been awarded to the Cali Corporation of Natick for rebuilding the gate structure at the Old Reservoir. The contract award was for \$17,900 with a \$5,000 contingency. The Town is supplying the materials at an estimated cost of \$5,000. Cali Corporation has begun the project and they are about 50% complete. The weather in the late winter delayed the project, but contractors are expected to be back on site in the early spring. The dredging of the retention pond, initially scheduled for 2008-2009, will be included in a larger erosion control project planned for FY 2010. Of the \$55,000 appropriated at the 2008 Town Meeting, \$20,000 was unspent and will be closed back to the Community Preservation Fund.

### **Window Replacement at Vynebrook Village**

In 2008, Annual Town Meeting voted \$158,686 in CPA funds to install new windows at Vynebrook Village to conserve energy costs and preserve the 48 affordable housing units at the complex. It is estimated that there will be a 10-30% energy savings by replacing the old aluminum and wood windows. The firm of Richard Alvord Architects has been hired and plans and specifications are awaiting final approval from DHCD. The job is expected to be out to bid by early spring of 2009.

### **Municipal Archive Record Management and Construction**

The contract for records conservation and preservation has been awarded to Northeast Document Conservation Center in Andover, MA. NEDCC is currently conserving twenty Lexington historical manuscripts and volumes dating from 1729 to 1897. These volumes represent Phase I of the initial \$150,000 appropriation. Seventeen additional historical volumes will be sent to NEDCC in the summer of 2009 for Phase II. Additional items from DPW/Engineering are being evaluated for conservation and digitization prior to the Department's relocation to 201 Bedford Street.

Currently identified conservation needs which were not able to be funded with the 2008 appropriation, as well as additional funding needs for conservation, digitization and archival services, will comprise the second year's request for appropriation in FY2010.

### **Purchase of Three Condominium Units at Parker Manor**

Using \$652,800 in CPA funds, LexHAB is completing the purchase of three 2- bedroom condominiums in the Parker School Condominiums. The units have since been rented to qualified families on an affordable-rent basis. Transmittal of the CPA funds to Patriot Bank, holder of the first mortgage given by LexHAB for bridge financing of the purchase, is pending as of the date of this report.

### **Building Upgrades to the Old Harrington School**

In 2008, Annual Town Meeting appropriated \$330,000 in CPA funds to accommodate improvements to the Old Harrington School building to make the building functional for its intended interim use as a year-round office building. Garcia, Galuska & DeSousa Engineers was hired to design air-conditioning and electrical upgrades along with other minor improvements to the building. The bids were received on February 19, 2009 and are currently being reviewed by the Design Engineer for conformance to the bid requirements and reference checks. Current planning provides for construction work through the spring months with air-conditioning available for the 2009 cooling season.

### **Town Office Complex Building Envelope**

In 2008, Annual Town Meeting appropriated \$95,000 in CPA funds for the Town Office Complex Building Envelope to preserve the building systems and ensure that the buildings remain fully functional for their intended use. Engineering assessments have been concluded and construction documents have been produced for the replacement of copper gutters, down spouts, ornate conductor heads and window refurbishing. Town officials are currently organizing documents and advertisements for the bid process and plan to have all work completed before the summer of 2009.

### **Storm Window and Central Air Conditioning at the East Lexington Fire Station**

In 2008, Annual Town Meeting appropriated \$47,500 in CPA funds to provide for the installation of new storm windows and a new central air-conditioning system at the East Lexington Fire Station to preserve the building systems and ensure that the building remains fully functional for its intended use. The storm window installation is currently being incorporated into a bid package and is expected to be publicly bid this spring. An engineering proposal has been selected for the air-conditioning work and current project planning would have this system designed and publicly bid with installation complete prior to the summer of 2009.

### **ADA Accessible Bathrooms and Appropriate Signage at the Town Office Building**

In 2008, Annual Town Meeting approved \$70,000 in CPA Funds for these improvements at the Town Office Building. An employee signage team worked with a design consultant to develop a flexible signage system for the Town Office Building that will be compliant with ADA/AAB Accessibility Standards. The vendor that was determined to be the most responsive, from the three quotes received, scheduled a pre-production walkthrough of the building. Subsequently, paper prototype signs were hung as a means of practical review prior to the final signs being ordered. Installation is expected to occur sometime in spring 2009. The bathroom renovation, which will also be compliant with

ADA/AAB Accessibility Standards, has been assessed and is currently being evaluated for its scheduling impact on the building users.

### **Town Office Building Use Study and Renovation Design**

In 2008, Annual Town Meeting approved \$80,000 in CPA funds for the implementation of space programming and design of renovations to the Town Office Building. These funds were appropriated in anticipation of the relocation of the Department of Public Works staff and to ensure that the building remains fully functional for its intended uses. The architectural firm of BH+A was engaged to conduct the architectural and engineering portion of this work. To date the programming of space needs and building use evaluation work has been completed along with the development of various design concept options. Currently, the project is pending supplemental design funds and selection of a preferred design concept, prior to moving forward with design development and subsequent stages of work. At the present time, there is a \$30,000 CPA request for FY2010 for design and engineering documents for this next phase of work.

### **Replacement of the Munroe School Fire Prevention System**

In 2008, Annual Town Meeting appropriated \$579,550 for the replacement of the fire suppression and fire alarm systems at the Munroe School (Munroe Center for the Arts). RDK Engineers completed the design of the new systems and the Town has awarded a contract to implement the design. Construction of the fire alarm system and the fire suppression system is expected to be completed in the spring of 2009.

### **Harrington School Playground**

The 2008 Special Town Meeting voted an additional \$35,135 for supplemental funding for the creation of a new handicapped accessible playground at Lexington Children's Place, a public preschool program housed at the Harrington School. Spring 2008 Town Meeting had authorized \$75,000 of CPA funds to purchase and install new playground equipment to create this new handicapped accessible playground but the funds were insufficient to complete the project. Shadley Associates has been contracted to design the playground construction and bid specifications. Planning is on schedule as the bidding process occurred in mid-February, 2009, with anticipated April construction.



### **Purchase of the Goodwin Parcels by the Conservation Commission**

The 2008 Special Town Meeting voted \$186,100 in CPA funding for the purchase of two parcels of land, a 12.1 acre parcel off Hartwell Avenue and a 9.4 acre parcel off Cedar Street, and their associated appraisal, surveying, and legal costs. Since authorization by 2008 Special Town Meeting, Frank and Hazel Goodwin and the Board of Selectmen signed an Option Agreement on January 26, 2009 that grants Lexington an option to purchase the parcels. A subsequent Purchase and Sale agreement was signed on February 23, 2009.

## **Status Report on 2007 CPA Projects**

### **Center Playfield Drainage Engineering Study**

In 2007, Annual Town Meeting voted \$40,000 in CPA funds to hire an engineering firm to assess the condition of the Center Playfields between Worthen Road and Park Drive and make drainage improvement recommendations. Tutela Engineering provided a report to the Town on January 24, 2009. Their contract was for \$36,000, with a contingency of \$4,000, and it is expected that the full \$40,000 will be expended for this study. After reviewing the report and hearing a presentation by Tutela Engineering at the February 11<sup>th</sup>, 2009 Recreation Committee meeting, the Committee decided to modify its plans for making drainage improvements due to the high projected cost and the complexity of the Vine Brook culvert. Therefore, additional analysis and a request for \$70,000 to the CPC at the 2009 Annual Town Meeting is needed to determine the necessary drainage improvements at the Center Playfields.

### **Historic Preservation at Ye Old Burial Ground and Munroe Cemetery**

In 2007, Annual Town Meeting voted \$367,000 in CPA funds to hire a qualified stone conservator and a qualified stone preservation contractor to preserve and repair the grave markers at both cemeteries. The table top markers and bid documents have been completed. A bid award was made to ConservArt LLC in the amount of \$60,000 to perform the restoration work at Ye Old Burial Ground, Munroe Cemetery and Robbins Cemetery. The firm has begun the work but has been delayed by the weather, and will be back on site in the early spring to continue working on the restoration. The project is being overseen by Ivan Myjer of Building Monument Conservation. Once ConservArt has completed its work (hopefully in June), a bid will be put out to perform the final phase of the restorations.

### **Improved Fire Monitoring at Historic Houses**

In 2007, Annual Town Meeting voted \$18,120 in CPA funds to improve fire monitoring at the Town's historic houses. The Lexington Historical Society, in conjunction with the Fire Department, has installed radio boxes for fire detection and reporting at all three historic properties - Buckman Tavern, the Hancock-Clarke House, and Munroe Tavern. The project was completed in 2008 within the budget established.

### **Comprehensive Cultural Resources Survey**

In 2007, Annual Town Meeting voted \$90,000 in CPA funds to update and correct the Town's inventory of historic properties and neighborhoods. The Town signed a contract with Lisa Mausolf, Preservation Consultant, in late November, 2007 and she immediately

began working. She is in the final stages of reviewing, updating and completing new research on approximately 2,000 properties in Lexington. An easily accessible reference guide, in narrative form and arranged by historic period, will also be produced as a byproduct of her work. All inventory forms will also be available on the Lexington Historical Commission's website. This project is expected to be substantially completed by spring, 2009.

### **Greeley Village Window Replacement**

In 2007, Annual Town Meeting voted \$228,400 in CPA funds to replace the windows in 100 units at Greeley Village to conserve energy and preserve the affordable housing units in the complex. The Architectural Firm of Mostue & Associates was hired to do the plans and specifications. Vareika Construction Co. was chosen as the lowest eligible bidder to do the installation of the windows. Three hundred and fifty windows have been installed and the project is complete.

### **Cary Hall Restoration and Rehabilitation**

Annual Town Meeting in 2007 approved \$147,130 in CPA funds for Cary Hall Restoration and Rehabilitation. Funds were approved for three distinct purposes: (1) \$80,000 to fund three separate studies to examine the feasibility, impact, scope, nature and cost of restoring Cary Hall's performance capabilities to 21<sup>st</sup> century standards; (2) \$8,000 to purchase and install black out curtains, and (3) \$59,130 to implement stage extensions with lighting and dimming over the extensions.

In late 2007, a feasibility study was undertaken, at a cost of \$10,000, and it was decided to cancel any additional study work, since the necessary and costly renovations could not be justified under current budgetary constraints. As a result, the remaining \$70,000 for the additional studies was returned to the Community Preservation Fund.

The black out curtains have been installed at Cary Hall, as well as the stage extensions and lighting. This restoration and rehabilitation project is now considered complete.

### **Tourism Signs**

At the 2007 Annual Town Meeting, \$18,360 was voted for directional and storytelling signage in Lexington. The directional signage from local highways to the Town's historic sites has been created and all but two of the signs are now hanging. Bracket problems for the two signs are being resolved and they should be installed before the tourist season. The funding for this portion has been fully expended.

The one remaining sign to be completed is the storytelling sign about April 19<sup>th</sup>, 1775, which will be installed on the Battle Green. This sign, which comprises \$6,500 of the

appropriation, is in progress. The Tourism Committee viewed sketches from the artist, who is donating his time, and they have agreed on the outline. Once the drawing is complete the Town will be able to proceed with the final approvals, with fabrication and installation, expected to occur later in 2009.

### **Douglas House – Rehabilitation of 7 Oakland Street for 15 Units of Affordable Housing for Brain-injured Adults**

In 2007, Annual Town Meeting voted \$300,000 in CPA funds to aid in the restoration of the Old Lexington Press Building on Oakland Street for affordable housing for brain-injured adults. Supportive Living, Inc. (SLI) commenced construction in late August of 2007 and the project was completed in August of 2008. In October of that year, residents were moved in, and 13 of the 15 units are now occupied. All of the fifteen units qualify as low and moderate income. SLI will begin a capital campaign in the spring of 2009 to raise \$250,000 for a Douglas House Wellness Center, which will entail renovating the lower level of the former factory building.

The CPC recently was awarded the Robert Kuehn Award by the Community Preservation Coalition for a project that best exemplifies adaptive reuse. The CPC is very pleased to share this distinction with Supportive Living, Inc. and the Douglas House.

### **West Lexington Greenway Corridor**

Annual Town Meeting in 2007 voted \$125,000 in CPA funds to hire an engineering firm to draft a Master Plan for the entire West Lexington Greenway Corridor for the creation of a new pedestrian and bicycle trail through conservation land by connecting the Minuteman Bikeway with the Battle Road Trail. The planning and engineering firm Vanasse Hangen Brustlin, Inc. was hired and, to date, VHB has completed a Draft Master Plan, which was presented to the public in May, 2008. The Final Master Plan will be released upon completion of the Preliminary (25%) Design Drawings for the proposed Minuteman Bikeway and Battle Road connector trail, which are currently under development. Several key design details are in the process of being finalized and it is expected that the Preliminary Design Drawings and Final Master Plan will be completed by spring, 2009.

### **Muzzey High Condominium Building Study**

In 2007, Annual Town Meeting voted \$53,500 in CPA funds to perform a structural evaluation of the Muzzey High Condominiums at 1475 Massachusetts Avenue. The purpose of this evaluation was to provide a detailed report of the existing condition of the historic building, as well as offering a scope of construction aimed at restoring and stabilizing the building's structure and envelope. TBA Architects of Waltham was hired to do this work, and completed their evaluation in the spring of 2008. They made

numerous recommendations to the Muzzey Condominium owners to manage the myriad problems identified during their six month evaluation. The Condominium's foundation and walls are in need of attention to repair major cracks, window lintels need replacement, and the bricks in certain sections of the exterior walls need repointing. Recommendations were also made for window repair or replacement needed for building stabilization and energy conservation. Exterior doors need structural repairs as well as new weatherstripping. The asphalt shingled and membrane roofs were deemed to be at the end of their useful lives, necessitating replacement in the near term. In addition, TBA Architects recommended replacing the cupola on the building's pitched roof. Finally, four alternatives were offered to overhaul the inefficient, obsolete heating system.

To date, the cupola has undergone major structural repairs and the asphalt shingles on the pitched roof were removed and replaced. Roofing contractors have informed the Trustees that the seams on the membrane roof over the newer section of the building need to be re-sealed, but the roof will not need to be replaced for another three to five years. This spring, large foundation cracks will be repaired and bricks will be repointed in areas identified as most damaged. Window lintels will be replaced where they have failed, but additional lintel work will be delayed until window repair or replacement is undertaken. The Trustees are in the process of developing a plan to finance the window repairs. There are no plans at the moment to pursue alternatives for upgrading or replacing heating systems in the individual units since the cost estimates are prohibitive.

### **Stone Building – Historic Building Evaluation Report**

Following a designer selection process in fall, 2007, the Town hired HKT Architects to prepare a feasibility study for the Stone Building using \$43,000 of CPA funds. The firm presented their initial building feasibility findings to the library's Board of Trustees on May 20, 2008, and their final report was issued in August, 2008 (a copy is available on the library's website, <http://www.caryllibrary.org/eastbranch/future.html>). The study described the building's existing conditions and identified two alternatives for making the building ADA/AAB compliant, with the reconstruction of a building ell as the preferred alternative. The Cary Library Trustees subsequently solicited Letters of Intent from the community to determine possible uses for the building, and in February, 2009, announced their decision to use the building as a Lexington Heritage Center. The Town has applied for \$180,000 in additional CPA funding in FY 2010 to continue with the next phase of the process.

## **Status Report on 2006 CPA Projects**

### **Open Space and Recreational Plan**

The Town of Lexington received \$20,000 in CPA funds to update the 1997 Open Space and Recreation Plan (OSRP). The Town hired the planning and engineering firm of Vanasse Hangen Brustlin, Inc., to prepare the OSRP Update. Three Public Meetings were held in 2008 and a preliminary draft OSRP Update was provided to the Town in November 2008. Conservation, Recreation, and Planning Department staff, as well as several board/committee members, reviewed the preliminary draft and forwarded comments and revisions to VHB.

A final draft is expected to be available in the spring of 2009 for review and comment by the public, applicable boards/committees, the regional planning agency, and the Executive Office of Energy and Environmental Affairs Division of Conservation Services. Once the required approval is received from the Division of Conservation Services and all necessary revisions are incorporated, the Open Space and Recreation Plan will be final and available via the Library and Town website.

### **Main Fire Station Renovations**

Town Meeting appropriated \$100,000 to repair the fire station equipment bay floor and to repair the roof. The roof repair was completed at a cost of \$25,194. The floor repair was suspended after a \$16,200 study of repair methods indicated that the cost to repair the floor would be estimated at a million dollars. Therefore, it was decided to postpone the floor repair until a study of the whole building is completed. The balance of the CPA appropriation, \$58,606, was closed back to the Community Preservation Fund.

### **Cary Memorial Building Vault Climate Control**

Bids for the Cary vault HVAC project were received in the spring of 2008. The single bid received, approximately \$100,000, exceeded the available appropriation of \$75,000. In an effort to control costs as much as possible, the Department of Public Facilities has recently redesigned the project to make cost saving modifications and again has gone out to bid. The bids have been reviewed and will be awarded soon. No new appropriation will be needed for this project.

## CPC RECOMMENDATIONS TO 2009 TOWN MEETING

| <b>APPROPRIATED TO DATE</b>                    |                    |
|--|--------------------|
| (by category as of Special Town Meeting, 2008) |                    |
| Affordable Housing                             | \$ 1,391,640       |
| Historic Preservation                          | 3,071,945          |
| Open Space                                     | 264,017            |
| Recreation                                     | <u>267,635</u>     |
| <b>TOTAL</b>                                   | <b>\$4,995,237</b> |

| <b>AVAILABLE FOR APPROPRIATION</b>     |                     |
|--|---------------------|
| At 2009 Spring Town Meeting            |                     |
| <b>UNAPPROPRIATED BALANCES</b>         |                     |
| Affordable Housing Reserve             | \$ 0                |
| Historic Preservation Reserve          | 0                   |
| Open Space Reserve                     | 939,894             |
| Unbudgeted Reserve                     | 1,659,749           |
| Undesignated Fund Balance              | <u>5,165,595</u>    |
| Total Available                        | \$7,765,238         |
| <b>ESTIMATED REVENUES, FY 2010</b>     |                     |
| Property Surcharge                     | \$3,027,909         |
| State Match (conservatively estimated) | 869,162             |
| Investment Income (estimated)          | <u>75,000</u>       |
| Total FY2010 Estimated Revenue         | \$3,972,071         |
| <b>TOTAL</b>                           | <b>\$11,737,309</b> |

| <b>RECOMMENDATIONS</b>                   |                               |                    |
|--|-------------------------------|--------------------|
|  | Requested                     | Recommended        |
| <b>AFFORDABLE HOUSING</b>                |                               |                    |
| Greeley Village Roof Replacement         | \$ 320,828                    | \$ 320,828         |
| LexHAB Purchase of Three Properties      | 845,000                       | 845,000            |
| <b>HISTORIC PRESERVATION</b>             |                               |                    |
| Archives and Records Management          | 150,000                       | 150,000            |
| Cary Vault Supplemental Appropriation    | <i>indefinitely postponed</i> |                    |
| Town Offices Building Renovation         | 30,000                        | 30,000             |
| Police Station Space Needs Study         | 45,000                        | 45,000             |
| Stone Building Renovation                | 180,000                       | 180,000            |
| Fire Headquarters Renovation/Redesign    | 29,700                        | 29,700             |
| Munroe Tavern Historic Structures Report | 50,000                        | 50,000             |
| <b>OPEN SPACE</b>                        |                               |                    |
| Purchase of the Leary Property           | 2,763,100                     | 2,763,100          |
| <b>RECREATION</b>                        |                               |                    |
| Park Improvements – Center Playfields    | 70,000                        | 70,000             |
| Old Reservoir/Stormwater Mitigation      | 569,000                       | 569,000            |
| Pine Meadows Golf Course/Drainage Imp.   | 200,000                       | 200,000            |
| <b>ADMINISTRATIVE EXPENSES</b>           |                               |                    |
|  | <u>150,000</u>                | <u>150,000</u>     |
| <b>TOTAL</b>                             | <b>\$5,402,628</b>            | <b>\$5,402,628</b> |