



**Town of Lexington**

**Community Preservation Committee**

**Report to 2012 Annual Town Meeting**

Article 8 (a-m): Community Preservation Committee  
Community Preservation Act Projects

**Submitted by:**

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## **Community Preservation Committee**

### **Annual Town Meeting 2012**

#### **Summary of Recommended Community Preservation Act Funding for FY 2013**

The Community Preservation Committee (CPC) is recommending ten projects to the 2012 Annual Town Meeting for funding. Described on the following pages, each of these projects was evaluated by the CPC in light of the articulated criteria for eligibility and appropriateness under the Community Preservation Act (CPA). The projects have been presented at a public hearing held on December 19, 2011, at a League of Women Voters “First Friday” forum on March 2, 2012, and at a Town Meeting Members Association Information Session on March 22, 2012. The total cost of all projects proposed for FY 2013 is \$3,448,792.

The CPC also recommends approval of three additional allocations: (1) \$930,300 for Busa Farm debt service, (2) \$1,000,000 for Cotton Farm debt service, and (3) \$150,000 for CPC administrative expenses. Therefore, the total of requested CPA allocations for FY 2013, including both projects and additional allocations, is \$5,529,092.

#### **Community Preservation Act**

The CPA is a state statute which individual communities in the Commonwealth may choose to adopt; Lexington adopted the statute by a vote of Town Meeting in 2006. CPA communities impose a surcharge on their own property taxes of up to 3%, and funds raised from the surcharge are restricted to use for projects in four categories: community housing, historic resources, open space and recreation. To support expenditures in these areas, the state matches the funds raised by the community surcharges.

Lexington elected a 3% surcharge on both residential and commercial taxpayers. Mindful of the burden on homeowners, however, the Town also adopted provisions which exempt the first \$100,000 of home value from the surcharge, and grant a total exemption from the surcharge to lower income residents. In 2011, the annual surcharge averaged \$264 per Lexington household. Our commercial taxpayers contributed \$683,923 last year, representing over one-fifth of our CPA surcharge revenue.

The State match, originally 100%, has declined since 2006 as additional communities have adopted the statute and joined the funding pool, and as registry fees which feed the State fund have suffered in a weak economy. However, the match is currently estimated at 22%, still a healthy return on investment.

## Community Preservation Committee

The CPA requires each adopting community to appoint a Community Preservation Committee. By statute, the CPC comprises nine members, of whom three are appointed by the Board of Selectmen as at-large members and six are appointed by the following boards and committees: Planning Board, Conservation Commission, Historical Commission, Housing Partnership, Housing Authority, and Recreation Committee. Currently Wendy Manz serves as Chair of the CPC and Marilyn Fenollosa serves as Vice-Chair.

The CPC is responsible for reviewing applications for funding under the CPA and recommending to Town Meeting expenditure of CPA funds on those projects it approves each year. Committee decisions are made within the framework of a CPC planning document, "Town of Lexington Community Preservation Plan: A Needs Assessment", which is updated annually after the Committee receives comments at a public hearing. This document can be found on the CPC website at the reference below. The CPC works closely with the Finance Department staff and the Capital Expenditures Committee and Appropriation Committee in tracking CPA fund balances and expenditures, projecting available funding for future years, and planning fund allocations for each of the areas eligible for CPA funding: community housing, historic resources, open space and recreation. CPC Administrator Nadie Rice currently tracks 28+ ongoing CPC projects, for which updates are given in this report after the FY 2013 Project Descriptions.

Since Lexington's adoption of the Community Preservation Act in 2006, the CPC has recommended and Town Meeting has approved a total of \$25,336,810 for CPA projects. These funds have supported 45 historic preservation projects, preserved 52.4 acres of open space, created or preserved 8 recreational facilities, and created or supported 173 units of affordable housing. Of this total, **\$7,288,652, or 28%, has been received from the State as matching funds.**

Through its membership in the statewide non-profit Community Preservation Coalition, the CPC supports *An Act to Sustain Community Preservation*, which is now before the State legislature. The proposed law makes a number of improvements to the CPA, including expanding the definition of eligible projects and allowing communities to opt in to the statute by using existing municipal funding sources rather than imposing the property tax surcharge. Most importantly, the bill proposes to fix the State supplemental matching funds at no less than 75% by adjusting real estate recording fees. The bill has the support of 114 legislators, a majority of both houses, and is now under consideration (as HB 765) in the House Committee on Ways and Means.

For further information about the CPC, visit the CPC's page of the Town's website, <http://lexingtonma.gov/committees/cpc.cfm>.

## TOWN OF LEXINGTON

### COMMUNITY PRESERVATION COMMITTEE

#### General Criteria for Project Selection

The Lexington Community Preservation Committee reviews proposals that are eligible for funding under the Community Preservation Act (CPA), specifically projects for:

- 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); and
- 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:

- Preserve or utilize currently owned Town assets;
- Preserve the essential character of the Town as described in the Comprehensive Plan;
- Are consistent with other current planning documents that have received wide scrutiny and input and have been adopted by the Town;
- Receive endorsement by other municipal boards or departments;
- Save resources that would otherwise be threatened;
- Benefit a currently under-served population;
- Serve more than one CPA purpose (especially in linking open space, recreation and community housing);
- Demonstrate practicality and feasibility to be implemented expeditiously and within budget;
- Produce an advantageous cost/benefit value;
- Leverage additional public and/or private funds; and
- Provide long-term contributions to the Town.

#### Category Specific Criteria

**Open space** proposals that receive preference are those which:

- Preserve and/or restore threatened or deteriorating public lands;
- Permanently protect important wildlife habitat, and areas containing diverse vegetation, geologic features, and habitat types, particularly those supporting threatened or endangered species;
- Promote connectivity of habitat and protect or enhance wildlife corridors;
- Provide opportunities for passive recreation and environmental education;
- Provide connections with existing trails or potential trail linkages;
- Preserve scenic views and those areas which border a scenic road;
- Provide flood control/storage;
- Preserve important surface water bodies, including wetlands, vernal pools or riparian zones; and
- Preserve priority parcels identified in the Open Space Plan.

**Historical Resources** proposals that receive preference are those which:

- Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened, including those within a Lexington Historic District, on a State or National Historic Register, or eligible for placement on such registers, or on the Lexington Historical Commission's Comprehensive Cultural Resources Survey;
- 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;
- Provide permanent protection for a historic resource;
- Support the adaptive reuse of historic properties; and
- Demonstrate a public benefit.

**Community Housing** proposals that receive preference are those which:

- Add affordable units to the Town's Subsidized Housing Inventory (SHI) so as to maintain at least 10% of Lexington's housing as affordable;
- Intermingle affordable and market rate housing at levels that exceed state requirements for the percentage of affordable units;
- Ensure long-term affordability;
- Give priority to local residents, Town employees, and employees of local businesses;
- Promote use of existing buildings or construction on previously developed or Town-owned sites;
- Provide housing that is harmonious in design, scale, setting and materials with the surrounding community; and
- Promote a socioeconomic environment that encourages diversity;

**Recreational Resources** proposals that receive preference are those which:

- Support multiple active and passive recreation uses;
- Serve a significant number of residents;
- Expand the range of recreational opportunities to serve Lexington residents of all ages;
- Jointly benefit Conservation Commission and Recreation Committee initiatives;
- Maximize the utility of land already owned by Lexington; and
- Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.

	<b>OPEN SPACE</b>	<b>HISTORIC RESOURCES</b>	<b>RECREATIONAL USE</b>	<b>COMMUNITY HOUSING</b>
<b>DEFINITIONS</b>	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	Buildings, structures, vessels, real property, documents or artifacts 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	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  Does <u>not</u> include horse or dog racing or the use of land for a stadium, gymnasium or similar structure	Housing for low and moderate income individuals and families, including low or moderate income seniors  Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income
<b>ACQUIRE</b> Means obtain by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>
<b>CREATE</b>	<b>YES</b>	<b>NO</b>	<b>YES</b>	<b>YES</b>
<b>PRESERVE</b> Means protect from injury, harm or destruction, not maintenance	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>
<b>SUPPORT</b>	<b>NO</b>	<b>NO</b>	<b>NO</b>	<b>YES,</b> including funding for community's affordable housing trust
<b>REHABILITATE/RESTORE</b> Means remodel, reconstruct or extraordinary repair (not maintenance) to make property functional for their intended use, including improvements to comply with federal, state or local building or access codes or work to comply with U.S. Secretary of the Interior's <i>Standards for Rehabilitation</i> (36 C.F.R. Part 68)	<b>YES,</b> if acquired or created with CP funds	<b>YES</b>	<b>YES,</b> if acquired or created with CP funds	<b>YES,</b> if acquired or created with CP funds

**COMMUNITY PRESERVATION FUND ALLOWABLE SPENDING PURPOSES** – (Adapted from the DOR, Div. of Local Services)

## ARTICLE 8 (a)

<b>Project:</b>	<b>Archives, Records Management/Conservation, Phase 5</b>
<b>CPA Category:</b>	<b>Historic Resources</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 5<sup>th</sup> year request for conservation and preservation of historic municipal documents and records continues to address the need to protect and secure the permanent vital records created by municipal departments for proper retention, archiving and perpetual access. Previous conservation efforts have been directed toward early 17<sup>th</sup>, 18<sup>th</sup>, and 19<sup>th</sup> century municipal records. Efforts for year 5 will complete microfilming and digitization of some of the previously treated records and target early 20<sup>th</sup> century municipal records requiring conservation, preservation, microfilming and digitization for ready access. Included are voter registers, records of the Selectmen, cemetery records, registers of vital records, and deed and agreement files. These records will contribute to the development of an archives portal, in conjunction with Cary Library and the Lexington Historical Society, for a virtual exhibit in celebration of Lexington's 300<sup>th</sup> anniversary.

Although this phase completes the original 5-year project, it is anticipated that smaller periodic appropriations of \$20,000 will be sought in fiscal years 2014 to 2016 for treatment, digitization, microfilming of 'newly historic' records of the mid-20<sup>th</sup> century.

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

The goal of this multi-year project is to properly document Lexington's history for future generations and to preserve, conserve and protect its historical documents, and make them available through digital media. Emphasis will be given to microfilming of bulky records that require permanent retention.

### **Project Benefit:**

The preservation, conservation, and archiving of these types of records provides documentation of Lexington's history in perpetuity. The virtual exhibit for the celebration of the 300<sup>th</sup> anniversary of Lexington's incorporation will provide access to the repository of digital images of important documents and materials preserved through this project.

### **Funding Request:**

The funding request for the 5<sup>th</sup> and final year of this project is \$150,000.

## ARTICLE 8 (b)

<b>Project:</b>	<b>Paint Mine Barn Preservation</b>
<b>CPA Category:</b>	<b>Historic Resources</b>
<b>Amount Requested:</b>	<b>\$34,770</b>
<b>Amount Recommended:</b>	<b>\$34,770</b>
<b>CPC Vote:</b>	<b>(8-1)</b>

### **Project Description:**

This project requests funding to preserve a former horse barn that sits on conservation land between the end of Mountain Road and Hennessey Field near Estabrook School. Once restored, the barn will be used by the Conservation Stewards and Staff as storage for tools, lumber, supplies, and equipment for conservation land management and care. The project entails replacing the roof, doors, and windows; installing electricity and a phone line for security; installing a crushed stone ramp for access; and several other minor building code repairs.

The Paint Mine Barn, located on Town of Lexington Conservation Land (Map 86 Lot 1), was acquired by the Town in 1961 and transferred to Conservation in 2000. In the distant past, it served as a horse barn to stable horses that grazed in the meadow that is now the Hennessey Field. The building is 80 feet long by 20 feet wide and contains seven old stalls, a space that apparently was used as an office and a hallway space. At its meeting on September 15, 2011, the Historical Commission voted to designate the Paint Mine Barn a significant building for consideration for inclusion in the Comprehensive Cultural Resources Survey (the "Inventory").

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

- To restore a historic building that would otherwise fall further into disrepair and ultimately require demolition;
- To retain a link to Lexington's agricultural past by preserving a barn that abuts the Hennessey Field (an open field maintained by the Conservation Commission); and
- To improve the capabilities of the Conservation Division to maintain Lexington's 1,400 acres of conservation land by providing sufficient storage for tools, lumber, equipment and supplies.

### **Project Benefit:**

This project restores a structure that would otherwise continue to fall into disrepair and eventually need to be demolished, incurring a significant cost to the Town and the loss of a potentially historic barn. It also solves a storage problem for the Conservation Division by providing a space for land management tools and equipment.

### **Funding Request:**

The funding request for this project is \$34,770 to replace the roof, doors, and windows; install electricity and phone line for security; install a ramp for access; and complete other minor building code repairs. Carpentry work will be provided by students at the Minuteman Career and Technical High School at no cost.



## ARTICLE 8 (c)

<b>Project:</b>	<b>Muzzey Senior Center Upgrades</b>
<b>CPA Category:</b>	<b>Historic Resources</b>
<b>Amount Requested:</b>	<b>\$561,518</b>
<b>Amount Recommended:</b>	<b>\$561,518</b>
<b>CPC Vote:</b>	<b>(9-0)</b>

### **Project Description:**

The Muzzey Senior Center Upgrades project addresses critical building improvements in the areas of accessibility, safety and energy efficiency at the Lexington Senior Center located in the Muzzey Junior School Building at 1475 Massachusetts Avenue. Schematic level drawings were completed in 2011 by Bargmann, Hendrie + Archetype (BH+A) for these improvements. Funds are requested this year for design development and construction documents for the scope of work recommended. This request also seeks construction funds to replace the communicating staircase, install a Limited Use Limited Access (LULA) Lift and upgrade lighting. It is anticipated that FY 2014 funds, estimated at \$478,962, will be requested to implement the second phase of this project, completing the recommended scope of work.

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

- To eliminate the barriers that limit the use of the Senior Center by persons with disabilities and/or limited mobility and to create a safe and welcoming access for all users of the building;
- To improve outdated lighting and increase energy efficiency;
- To eliminate life safety and code-compliant issues at the Muzzey Senior Center that now result in decreased comfort, safety threats and increased accident and liability potential; and
- To achieve compliance with Massachusetts Architectural Access Board (MAAB) specifications.

### **Project Benefit:**

The current system of access to the Senior Center results in a long and inconvenient passage to the elevator for users who must first be buzzed into the shared space. The installation of a LULA Lift and MAAB compliant staircase will result in improved accessibility and increased safety. Adequate, appropriate and updated lighting will improve safety for users with disabilities or age-related low vision.

### **Funding Request:**

The funding request for this project is \$561,518 and is based upon estimates submitted to the CPC in November, 2011.

## ARTICLE 8 (d)

<b>Project:</b>	<b>Cary Memorial Building Upgrades</b>
<b>CPA Category:</b>	<b>Historic Resources</b>
<b>Amount Requested:</b>	<b>\$550,000</b>
<b>Amount Recommended:</b>	<b>\$550,000</b>
<b>CPC Vote:</b>	<b>(8-1)</b>

### **Project Description:**

This project is requesting funds for design development of Cary Memorial Building improvements, based upon recommendations made in the Isaac Harris Cary Memorial Building Evaluation conducted by Mills Whitaker Architects LLC, dated June 1, 2011. The report included a comprehensive evaluation of the building and summarized improvements in several areas including; accessibility, support spaces, structural, electrical, mechanical, plumbing, stage, and acoustical and audio visual improvements. A single project to implement all recommended improvements (beginning in FY 2014) was presented to the CPC at an estimated \$7.2M.

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

The goal of this project as submitted to the CPC is to develop design and construction drawings for the improvements recommended in the study.

### **Project Benefit:**

The Cary Memorial Building is arguably the most significant historical building in Lexington. Since it was dedicated in 1928, it has hosted a range of community events, including Town Meetings, Town Elections, the Cary Lecture Series and countless arts performances. Though the building has recently been well-maintained, it requires significant improvements including accessibility, interior structural repairs and modifications, fire protection improvements, HVAC improvements, acoustical improvements, stage modifications, and auditorium and support space improvements.

In many cases, these improvements are proposed to replace systems that have remained unchanged since 1928 and that now affect the functionality of the spaces and detract from the public's enjoyment of the building. In addition, utilization of most meeting rooms in the building is very low due to poor acoustics, lack of accessibility, and lack of appropriate systems.

Implementing this project will make more space available and more functional for the community and its many meeting and performance needs.

### **Funding Request:**

This project request is for \$550,000 to fund the design development process for improvements to the Isaac Harris Cary Memorial Building as submitted to the CPC in November of 2011.

## ARTICLE 8 (e)

<b>Project:</b>	<b>Center Playfields Drainage, Phase 3</b>
<b>CPA Category:</b>	<b>Recreation</b>
<b>Amount Requested:</b>	<b>\$605,718</b>
<b>Amount Recommended:</b>	<b>\$605,718</b>
<b>CPC Vote:</b>	<b>(9-0)</b>

### **Project Description:**

This project is Phase 3 of a three-year plan to improve drainage at the Center Playfields. The project consists of implementing drainage mitigation solutions (surface drainage, sub-surface drainage, grade changes, swales, etc.) as outlined by Stantec in its engineering report of October, 2009. The areas to be addressed in Phase 3 are the Little League baseball field and practice field along Worthen Road and the Center Track area. This work will consist of re-grading, installation of subsurface drainage structures and restoration work.

The Center Playfields host a number of youth, adult, recreation and school activities including football, baseball, softball, soccer, tennis and track (both active for sports and passive for numerous walkers of all ages). In addition, there is a playground structure, a skate park and a basketball court. The site also hosts the annual Lions Club Carnival. Unfortunately, this recreation site was constructed on a peat marsh which is very poorly drained and holds water for extended periods. It is a normal occurrence for the grass field areas and the playground to have standing water after storm events. This creates unsafe playing conditions and leads to a deterioration of the turf, which in turn is costly to repair and maintain. Events regularly need to be cancelled or delayed and use of the site can become very limited.

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

- Correct the surface and sub-surface drainage issues at the Center Playfields;
- Bring the fields and play areas into a more safe and playable condition;
- Install drainage systems that keep surface runoff away from the fields and play areas;
- Install drainage systems that move water more quickly off the fields and play areas;
- Provide safe, quality turf and play spaces for all participants;
- Reduce number of game cancellations;
- Reduce costly repairs and maintenance by properly draining the turf and play areas; and
- Provide long-term protection for this valuable resource.

### **Project Benefit:**

This project is of significant importance to the community. The Center Playfields host Lexington's Little League, Girls' Softball, High School Athletics (tennis, football, soccer, field hockey, track), the Lexington Blue Sox, Pop Warner Football, adult and youth tennis programs, and many other youth and adult activities. The mitigation measures proposed will greatly benefit hundreds of children and adults who use this valuable Town resource. The Lexington Recreation Committee, the Recreation Department, the School Athletic Department, Lexington Little League, Lexington Blue Sox, Lexington Babe Ruth and the Department of Public Works support this project.

**Funding Request:** The FY 2013 funding request for this project is \$605,718.

## ARTICLE 8 (f)

<b>Project:</b>	<b>Battle Green Area Master Plan Implementation, Phase 2</b>
<b>CPA Category:</b>	<b>Historic Resources</b>
<b>Amount Requested:</b>	<b>\$143,845</b>
<b>Amount Recommended:</b>	<b>\$143,845</b>
<b>CPC Vote:</b>	<b>(8-1)</b>

### **Project Description:**

This is Phase 2 of a three-year project to address the area around the Battle Green. This phase will focus on the repair of the paths around the Battle Green and Belfry Hill, granite work at the Obelisk, and fence work at Ye Olde Burying Ground. Details of future phases are under review by the Selectmen.

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

The goal of this project is to repair, update and restore key elements on and around the Battle Green in order to make them accessible, safe, aesthetically pleasing and viable for current and future generations.

### **Project Benefit:**

This project will enhance the Battle Green area by restoring and preserving the various historic aspects of the area. It will also help to improve access and safety when visiting the area.

### **Funding Request:**

The funding request of \$143,845 is based on the scope of work developed in the Battle Green Area Master Plan.

## ARTICLE 8 (g)

<b>Project:</b>	<b>LexHAB Set-Aside for Housing Acquisition</b>
<b>CPA Category:</b>	<b>Community Housing</b>
<b>Amount Requested:</b>	<b>\$500,000</b>
<b>Amount Recommended:</b>	<b>\$450,000</b>
<b>CPC Vote:</b>	<b>(6-3)</b>

### **Project Description:**

LexHAB submitted a FY 2013 request for \$500,000 in set-aside funds for the acquisition and/or creation of affordable housing units in Lexington as opportunities arise, rather than seeking funding after a property has already been identified. The units which LexHAB acquires or builds will be subject to specific standards (listed on the following page) set in place by the CPC and agreed upon by LexHAB and the Board of Selectmen. All units acquired with CPC funds will receive affordable housing deed restrictions, and will become part of the Town's Subsidized Housing Inventory (SHI). This is the second year that LexHAB has requested set-aside funds for affordable housing acquisition. CPA funding approved for FY 2012 was used to purchase a home at 1 Wilson Road, which is now under renovation by LexHAB. After review of this application, and in light of the fact that LexHAB will have approximately \$45,000 left over after the purchase and rehabilitation of the Wilson Road home, the CPC voted to approve \$450,000 for this application.

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

The goal of this project is to streamline the process by which LexHAB acquires and creates affordable housing units and receives State approval for them.

### **Project Benefit:**

In the past, LexHAB identified a property, made a down payment and obtained a mortgage to purchase the property. It would then apply to the CPC the following November for an appropriation to retire the mortgage, and would wait until spring Town Meeting for approval of the funding. If approved, the funding became available July 1, but by that time, LexHAB had been "carrying" the property for several months. The average time between borrowing funds and completing the purchase was ten months, and the average mortgage interest which accrued during this lag time was \$16,000. In addition, since tenants couldn't move in until the deed restrictions were approved and recorded, there was typically \$4,000 lost in rental income to LexHAB (average rent being \$400 per month). The former process, with its two closings, also resulted in higher than necessary legal fees.

"Up-front" CPA funding, will enable LexHAB to move promptly to purchase properties and avoid costly and duplicative closings and legal fees. It will bring affordable units "online" in a cost-effective and timely manner and make them available as quickly as possible to the long list of applicants waiting for affordable housing in Lexington.

### **Funding Request:**

The FY 2013 funding request to Town Meeting for this project is \$450,000. Funds which are not expended in a given year may be carried over and used for affordable housing acquisitions the following year.

## **ARTICLE 8 (g) (con't.)**

### **Guidelines for the Use of CPA Funding by LexHAB**

The following are guidelines agreed upon by the Community Preservation Committee, LexHAB and the Board of Selectmen for the acquisition of affordable units with Town CPA funds.

- 1.) All units purchased with CPA funds shall be submitted for inclusion on the Subsidized Housing Inventory (SHI).
- 2.) Each acquisition shall increase the affordable housing stock. Monies shall be spent only on acquisition or rehabilitation of a unit that results in an addition to the pool of affordable units.
- 3.) Units to be purchased shall be one or two family (single, duplex or condominium unit).
- 4.) The size of the units may be up to 1,500 square feet of habitable space.
- 5.) If LexHAB builds the unit, the size may be 3 bedrooms, expandable to 4.
- 6.) LexHAB shall try to purchase dwellings on public bus routes, including Lexpress Routes.
- 7.) Total CPA funds expended for a unit of housing, including legal and professional services, whether built new on purchased land or purchased and renovated, shall not exceed \$525,000.
- 8.) Efforts shall be made to maximize energy efficiency in each unit.
- 9.) As a general policy, CPA funds shall not be expended for the demolition of any houses listed or pending listing on the Cultural Resources Inventory.
- 10.) When LexHAB identifies a housing unit or land for acquisition, it shall submit a proposal to the CPC and the Capital Expenditures Committee for comment prior to submittal to the Board of Selectmen. Approval by the Board of Selectmen is required for any LexHAB purchase of a unit or of land.
- 11.) CPA funds appropriated to LexHAB by Town Meeting shall be identified in a specific MUNIS account. Expenditures against the account shall be submitted to the Town Manager, with a copy to the CPC Administrative Assistant.
- 12.) Funds remaining in the LexHAB account may be carried over from year to year for subsequent acquisitions of affordable housing units.
- 13.)

*(Approved February 17, 2011)*

## ARTICLE 8 (h)

<b>Project:</b>	<b>Historical Society - Buckman Tavern Historic Structure Report/Needs Assessment</b>
<b>CPA Category:</b>	<b>Historical Resources</b>
<b>Amount Requested:</b>	<b>\$65,000</b>
<b>Amount Recommended:</b>	<b>\$65,000</b>
<b>CPC Vote:</b>	<b>(9-0)</b>

### **Project Description:**

This project is requested by the Lexington Historical Society (the Society) to commission a Historic Structure Report, building needs assessment and restoration plan for the Buckman Tavern, an early 18<sup>th</sup> century building owned by the Town and on long-term lease to the Society. A definitive study of the Tavern's architectural and human history is needed to provide a solid foundation for undertaking restoration and renovation work.

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

This project would involve selecting an architect with historic preservation experience and an architectural historian who would produce the following products:

- A report on the human and architectural/structural history of the Tavern, to better understand the historic fabric and features that are essential to the character of the building;
- Definitive dating of the building with dendrochronology (tree ring dating). This technique has established the construction dates of the Hancock-Clarke House and Munroe Tavern, aiding in the accurate interpretation of the buildings;
- Building needs assessment to determine what the restoration and renovation needs are in order to accommodate the thousands of visitors from around the world who tour the Tavern, as well and to safeguard the historic fabric of the building and the artifacts it contains; and
- Construction plans and specifications for the actual restoration project.

While the Tavern is structurally sound and has been well maintained, the Historical Society is aware of the following needs for the building:

- Improved accessibility for those with physical limitations;
- Repair of historic fabric, and particularly window and door restoration;
- Replacement of the outdated fire suppression system and wiring;
- Installation of a visitor restroom;
- Climate control for preservation of period artifacts;
- Creation of additional exhibit space; and
- Improved landscaping of the grounds to make them more period-appropriate.

### **Project Benefit:**

This project will provide construction plans that would permit construction to begin in the fall of 2013 if funds are available. It would follow successful restoration projects at Munroe Tavern and the Hancock-Clarke House, which significantly improved their condition and accessibility.

**Funding Request:** The funding request for this project is \$65,000.

## ARTICLE 8 (i)

<b>Project:</b>	<b>Historical Society – Historical Records Preservation</b>
<b>CPA Category:</b>	<b>Historic Resources</b>
<b>Amount Requested:</b>	<b>\$77,268</b>
<b>Amount Recommended:</b>	<b>\$77,268</b>
<b>CPC Vote:</b>	<b>(9-0)</b>

### **Project Description:**

The Lexington Historical Society (the Society) is one of the principal repositories of historic records held in stewardship for the community, along with the Town Clerk and the Cary Library. Over the past few years, the Society has made great strides in organizing and cataloging these records, and its archives are in increasing demand by researchers, students and genealogists.

In anticipation of the Town’s 300<sup>th</sup> anniversary, and in collaboration with the Town, the Society proposes a project to conserve and digitize some of the most important historic records that it holds, including those that are of high public interest. The Town Clerk’s office is creating a virtual records “portal” that would be a point of entry to all of the Town’s historic documents. The Society supports this effort and would like to contribute to it.

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

Highly significant documents in the Society’s collection dating back to the first settlement in Lexington include:

- The bound church records of the First Parish Church in Lexington 1696-1845 owned by the Church but on deposit with the Society. This is an extremely fragile and important document as it is the only original record of births, marriages and deaths in the early years of 17<sup>th</sup> and 18<sup>th</sup> century Lexington;
- Approximately 650 individual records of early Lexington, including early records of military service, slave records, letters resolving boundary disputes with neighboring towns, Town and State celebrations in the 18<sup>th</sup> century, petitions regarding the establishment of Patriots’ Day as a holiday in the Commonwealth, and a number of documents bearing on the events of April 19, 1775; and
- Two Paul Revere engravings.

The goals of the project are as follows:

- To engage professional conservation services to conserve these documents;
- To re-house the documents in archivally appropriate materials;
- To digitize these records;
- To microfilm the early vital records as additional back-up; and
- To make the records available through the Town’s virtual records “portal”.

### **Project Benefit:**

Important community records would be preserved for posterity, and through digitization, made available to townspeople, researchers, scholars, and interpreters of Lexington’s history.

**Funding Request:** The funding request for this project is \$77,268.



## ARTICLE 8 (j)

<b>Project:</b>	<b>Greeley Village Accessible Housing Project</b>
<b>CPA Category:</b>	<b>Community Housing</b>
<b>Amount Requested:</b>	<b>\$810,673</b>
<b>Amount Recommended:</b>	<b>\$810,673</b>
<b>CPC Vote:</b>	<b>(9-0)</b>

### **Project Description:**

This project seeks CPA funding for a portion of the funding needed by the Lexington Housing Authority (LHA) to build four one-bedroom handicapped accessible units at one of its state funded public housing developments, Greeley Village. Greeley Village consists of 100 one-bedroom apartments for low-income seniors and people with disabilities. It is currently out of compliance with State and Federal requirements that 5% of its units be fully accessible.

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

Concurrent with its application for CPA funding, the LHA applied to the Department of Housing and Community Development (DHCD) for financial assistance for this project and was awarded \$300,000 from the State in supplemental funding for the construction of these units. The project is planned to be completed within two to three years of receiving project approval and funding. The LHA plans to take advantage of building expertise in Lexington, including construction assistance from the Minuteman Career and Technical High School. This project will bring the Town near the compliance point of 5% accessible housing with State and Federal local access codes, and will allow handicapped residents to reside in units designed for their needs. It will also further the LHA's general goal to provide safe, decent and affordable housing in Lexington.

### **Project Benefit:**

The proposed fully accessible units will add an important component to the diversity of housing options available to low income citizens wishing to maintain their residency in Lexington. Without these options for housing, many Lexington residents will not be able to stay in the community. Upon completion, these units will be added in perpetuity to the Town Subsidized Housing Inventory (SHI), and will be protected through permanent deed restrictions.

### **Funding Request:**

The Lexington Housing Authority is requesting \$810,637 in CPA funds for this project.

## ARTICLE 8 (k)

<b>Project:</b>	<b>Busa Farm Debt Service, Year 3</b>
<b>CPA Category:</b>	<b>Not yet determined</b>
<b>Amount Requested:</b>	<b>\$930,300</b>
<b>Amount Recommended:</b>	<b>\$930,300</b>
<b>CPC Vote:</b>	<b>(9-0)</b>

### **Project Description:**

The 2009 Town Meeting approved the purchase of the Busa Farm for a total of \$4,197,000 in CPA funds. Pursuant to the recommendation of the CPC and the Town finance committees, the Town has committed to retire this debt in three years. This article seeks Town Meeting approval for the third and final payment on the Busa Farm debt service. The total payment due in FY 2013 is \$930,300.

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

The purpose of this funding request is to meet the Town's obligation to pay its debt service on the purchase of the Busa Farm.

### **Project Benefit:**

The Busa Farm was acquired by the Town upon the CPC's recommendation for one or multiple uses consistent with the CPA. The Busa Land Use Plan Committee submitted a report to the Board of Selectmen in March, 2011, regarding potential uses for the land. On March 19, 2012, the Selectmen voted to designate and deed restrict the greater part of the land for open space and an as yet unspecified area along the Lowell Street perimeter of the land for community housing. They also voted to issue a Request for Proposal for use of the open space portion as a community farm.

### **Funding Request:**

The FY 2013 funding request for this Article is \$930,300. This is the final payment needed to retire the debt service on the acquisition of the Busa Farm.

## ARTICLE 8 (I)

<b>Project:</b>	<b>Cotton Farm Debt Service, Year 3</b>
<b>CPA Category:</b>	<b>Open Space</b>
<b>Amount Requested:</b>	<b>\$1,000,000</b>
<b>Amount Recommended:</b>	<b>\$1,000,000</b>
<b>CPC Vote:</b>	<b>(9-0)</b>

### **Project Description:**

The 2010 Annual Town Meeting approved the purchase of the Cotton Farm property for a total of \$3,857,000 in CPA funds. Pursuant to the recommendation of the CPC and the Town finance committees, the Town has committed to retire this debt in three years. This debt service amount of \$1,000,000 represents the third and final payment on the acquisition costs of the Cotton Farm property. In the fall of 2010, an initial payment of \$1.5 million was made on the total acquisition cost of \$3.857 million. The next payment in FY 2012 was \$1,300,604, which was offset by a \$500,000 LAND (Local Acquisitions for Natural Diversity) Grant from the state.

The final FY 2013 payment of \$1,000,000 will complete the debt obligation for the acquisition of the Cotton Farm property.

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

The purpose of this funding request is to meet the Town's obligation to pay its final debt service obligation on the purchase of the Cotton Farm property.

### **Project Benefit:**

The Cotton Farm property was acquired by the Town, upon the CPC's recommendation, for conservation land. It links substantial areas of open space in the Town and is open to passive recreation.

### **Funding Request:**

The FY 2013 funding request for this Article is \$1,000,000.

## ARTICLE 8 (m)

<b>Project:</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>

### **Project Description:**

The Community Preservation Act permits up to 5% of annual CPA funds to be spent on the operation and administrative 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. Five percent of anticipated FY 2013 revenue from the surcharge and the State supplemental match, is \$212,300. However, as in past years, the CPC is only requesting an appropriation of \$150,000 for FY 2013. This money will be used to fund the Committee's 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 CPA projects; monitors draw-downs and financial transactions in conjunction with the Finance Office; reviews agreements; drafts and updates CPA reports and correspondence; completes State-mandated reporting; oversees the annual CPA project application process; posts meetings and schedules public hearings; takes minutes of the CPC public meetings and hearings; works with numerous departments, communicates with project applicants; and assists the CPC and others, as needed, with all CPA related activities and agreements. The three-day a week FY 2012 salary cost for the administrative position totals \$43,347 including benefits.

Membership dues of \$7,500 are paid to the Community Preservation Coalition ([www.communitypreservation.org](http://www.communitypreservation.org).) A non-profit statewide organization, it responds to legal and technical questions, provides CPA news and information to participating communities, and engages in legislative advocacy and lobbying. The Coalition is currently working in support of bill HB 765, *An Act to Sustain Community Preservation*, pending in the State Legislature, which provides, among other proposed changes, for State matching funds to be fixed at 75% of surcharge funds collected by municipalities.

The CPC 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 Town Conservation Department to complete in a timely fashion the due diligence required to prepare for a land acquisition.

### **Funding Request:**

The FY 2013 funding request for CPC administrative costs is \$150,000. Funds appropriated for administrative expenses but not spent in a given fiscal year revert to the CPA Undesignated Fund Balance at year's end.

## **Applications for FY 2013 CPA Funding Not Recommended to Town Meeting**

Two applications for Community Preservation Act funding failed to receive a majority vote from the Community Preservation Committee:

(1) **White House (Barnes Building) Stabilization.** This Town request was for \$381,000 of which \$232,410 was eligible for CPA funding, to stabilize and preserve the White House and to make cosmetic repairs to its exterior. The application was defeated (3-6).

(2) **Visitor Center.** This application from the Tourism Committee and the Chamber of Commerce requested \$117,731 for FY 2013, with a projected additional request of \$647,750 for FY 2014, to renovate and expand the Visitors Center. Town Counsel advised that renovations intended to preserve the existing building, but not those to expand the present structure, were eligible for CPA funding. Since the Visitor Center is a Town-owned building, the CPC preferred to see the application come directly from the Town Facilities Department so that it could be reviewed in light of the Town's building priorities. The application was defeated (0-9).

Two additional applications for Community Preservation Act funding, were deemed ineligible for funding under the Community Preservation Act after review by Town Counsel:

(1) An application from Cary Library for \$34,151 to fund renovations to the book return portal at the rear of the building. This portion of the building is part of the new library built in 2004 and is not deemed historic.

(2) An application from the Tourism Committee for a non-specified amount of funding for the creation of Antony Park, an area of Tower Park near the Minuteman Bikeway to be dedicated to Lexington's sister city of Antony, France. The park was not deemed to be historic and did not involve the acquisition, creation or preservation of recreation land.

## **Status Report on FY 2012 CPA Projects**

### **Archives and Records Management/Conservation**

The 2011 Annual Town Meeting approved \$150,000 in CPA funds for this project and work is underway for contractual services for indexing and cataloging collections through the Pastperfect collection management software, and for completing the Archives Portal and Virtual Exhibit for 2013. Year 4 project emphasis was on preservation, conservation and digitization of Assessors land boom, valuation records, tax books, cemetery records, records of the Overseers of the Poor, Selectmen record books, agreements, deeds and manuscripts. Upon installation of the Town IT server and the upgrading of Laserfiche, images of the conserved/preserved records will be made available for internet access at the culmination of the 5-year project.

### **East Lexington Fire Station Doors Replacement**

The 2011 Annual Town Meeting appropriated \$60,000 to enlarge the door openings at the East Lexington Fire Station to better accommodate the Department's equipment. The design has been completed and approved by the Historic Districts Commission. As of this writing, the project is going out to bid, with planned completion in the summer of 2012.

### **LexHAB Set-Aside for Housing Acquisition**

The 2011 Annual Town Meeting approved the set-aside of \$450,000 to be used by LexHAB for the purchase of one or more units of affordable housing. This appropriation was approved by the CPC with the understanding that LexHAB would comply with Guidelines approved by the Committee in February of 2011 (see page 13 of this report.). The Guidelines establish restrictions on size and purchase price, and require all units acquired by LexHAB with CPA funds be placed on the Town's Subsidized Housing Inventory (SHI).

In 2011, LexHAB purchased a single family dwelling at 1 Wilson Road for \$365,000, with an estimated \$40,000 needed for upgrades and repairs. As of this writing, improvements to the unit are 75% complete and LexHAB expects to have a tenant by April 1<sup>st</sup>. The CPC has agreed that any remaining funds can be applied by LexHAB to future acquisitions and renovations.

### **Battle Green Monument Restoration**

This project was approved for \$50,000 at the 2011 Annual Town Meeting to address the rehabilitation and repair of existing monuments in and around the Battle Green. Monuments to be restored and repaired include the Obelisk, Minuteman Statue, Minuteman Monument and the Common flagpole. A conservator will be hired in the spring of 2012 to oversee this work and to develop plans and specifications. Construction is anticipated to begin in the fall of 2012 with completion in time for the 300<sup>th</sup> celebration.

### **Battle Green Master Plan Implementation, Phase 1**

This project was approved for \$50,000 at the 2011 Annual Town Meeting to repair and upgrade the pathways leading up to and in the immediate area around the existing monuments on the Battle Green. A conservator will be hired in the spring of 2012 to oversee this work and to develop plans and specifications. Construction is anticipated to begin in the fall of 2012 with completion in time for the 300<sup>th</sup> celebration.

### **Center Playfields Drainage Implementation, Phase 2**

This project was approved for \$911,863 at the 2011 Annual Town Meeting to address the drainage issues at the football field and JV baseball field areas. It will include re-grading the area, installing subsurface drainage structures and restoration work. This project is currently out to bid and construction is anticipated to begin in late spring 2012.

### **Vynebrook Village Drainage Improvements, Phase 2**

This project was funded at the 2011 Annual Town Meeting for \$364,800. It is currently being reviewed by DHCD to determine if the Lexington Housing Authority (LHA) will be required to go to Designer Selection before proceeding with the construction phase. LHA anticipates going out to bid by late spring with an anticipated completion date of fall 2012.

## **Status Report on FY 2011 CPA Projects**

### **Minuteman Bikeway Preservation**

At the 2010 Annual Town Meeting, \$320,000 was approved for necessary drainage work to preserve the Minuteman Bikeway . The Town's Engineering Division has hired GCG Associates to survey and design the preservation project. Design plans for this work were received in February of 2011 and permitting has been completed. At this time, all pipework has been completed at the following locations; Bow Street, Maple Street, south of the Four Seasons Nursery, and south of Revere Street. Restoration work is now underway at the Revere Street location, and the project is scheduled for completion in the spring of 2012.

### **Old Reservoir Project Stormwater Mitigation, Phase 2**

Funding for Phase 2 of this project in the amount of \$190,047 was approved at the 2010 Annual Town Meeting. Phase 2 addresses the water quality from runoff in the southwest corner of the Old Reservoir. This work will be combined with the proposed Phase 1 work which addresses three outfalls along Marrett Road. The Louis Berger Group is currently developing plans and specifications and working with MA DEP, the Army Corps of Engineers and EPA to secure the proper permits for this work. It is anticipated that the project (both phases) will be ready for bid in the summer/fall of 2012.

### **Center Playfields Drainage, Phase 1**

This project was approved for \$875,173 at the 2010 Annual Town Meeting to address the drainage issues at the baseball and softball field areas along Worthen Road. The project consisted of re-grading the area, installing subsurface drainage structures and completing restoration work. A contract was awarded to Heimlich Landscaping and construction is now substantially complete. A final completion date of spring 2012 is anticipated.

### **Greeley Village Siding Replacement**

This project was funded at the 2010 Annual Town Meeting for \$386,129. It is currently under construction with an anticipated completion date of May 2012. The Lexington Housing Authority was able to obtain additional funding from the Department of Energy through a DHCD (Department of Housing and Community Development) ARRA (American Recovery and Reinvestment Act) Grant. This grant enabled an innovative insulation material to be applied on the buildings before the siding was installed, which will enhance the buildings' insulation factor, providing added heat retention and energy savings.



## **Archives and Records Management/Records Conservation**

The 2010 Annual Town Meeting approved \$150,000 for the third year of this project for further preservation, conservation, microfilming and digitization of Town record books. This includes preserving vital records and Selectmen records along with books of licenses, perambulation, Annual Town Reports and Historic Districts Commission records of historical importance. Additional Assessors' records of tax and valuations from the 1700s and 1800s and the records of the Overseers of the Poor will be treated, filmed and digitized. Digitization and migration to Laserfiche, with related expenses, is underway and will continue for eventual access at the culmination of this 5-year project. Completion of this third phase of preservation work is anticipated in the fall of 2012.

## **Cary Library Preservation Project**

The 2010 Annual Town Meeting approved \$100,000 to renovate an existing storage space in the Cary Library into a climate-controlled room, with fire suppression, in order to preserve historic library archives. The project was put out for bid in the summer of 2011 and all bids were rejected due to insufficient funds. An additional \$35,000 in Community Preservation Funds was approved at the 2011 Special Town Meeting and the work is now planned to be undertaken during the spring and summer of 2012.

## **Cary Memorial Building – Improvements/Upgrades Study**

The 2010 Annual Town Meeting approved \$60,000 for the Cary Memorial Building Improvements/Upgrades Study. Mills Whitaker Architects issued the final report in June of 2011. The report concluded that though the building is well maintained, it requires several important improvements including: accessibility upgrades, interior structural repairs, fire protection improvements, plumbing improvements, HVAC updates, acoustical treatments, and enhancements for performances. The conclusion of the report was that the most cost effective approach for the Town to implement the improvements is through a single \$7.2M project. Fiscal 2013 CPC funds are being requested to initiate design development of the identified scope of work.

## **Cary Memorial Building Signage**

The Cary Hall signage project is being coordinated with the Cary Hall Improvements Study. Don Mills, the architect for the Improvements Study, consulted with the Cary Hall Sign Team to ensure that interior signs are consistent with the historic nature of the building and any potential improvements. Specifications have been developed, and several vendors have been asked for quotes. The goal is to have the interior signs fabricated and installed by the summer of 2012.

Exterior signage for the Cary Memorial Building will be part of a larger plan for the “campus” that also includes the Police Station and the Town Offices. Identification and directional signage will be developed as part of an overall landscape and lighting plan for the site.

## **Municipal Building Envelope**

The 2010 Annual Town Meeting appropriated \$73,000 to implement extraordinary repairs to the Cary Memorial Building and the Town Office Building. Two replacement fan ornaments were constructed, installed, and painted with historic colors for the Cary Memorial Building and three copper valleys for the Town Office Building slate roof were installed during the summer of 2011. It was also determined that 1,350 square feet of built up roof at Cary Memorial Building is not required at this time. This project is now complete, and the funds for the roof work, approximately \$34,000, will be returned to the CPA fund.

## **Town Office Building Renovation**

The 2010 Annual Town Meeting supported the continuation of the Town Office Building Renovation with an authorization of \$1,825,000 (\$1,185,000 in CPA funds). The project includes accessibility improvements at all entrances, accessibility improvements at restrooms and transaction counters, extension of the fire suppression system into the 1971 portion of the building, and realignment of departments to increase efficiency. The project is substantially complete with punch list items and finishing touches in their final stages. Elevator improvements are scheduled for implementation during the summer of 2012, which will complete this project.

## **Cary Memorial Building/TOB HVAC**

The 2010 Annual Town Meeting appropriated \$35,000 to upgrade the HVAC controls in the Cary Memorial Building and Town Office Building to accommodate zone controls, night setback, and better energy utilization of the shared chiller and boilers. The project has been completed with energy savings estimated at \$13,400. An additional \$19,000 of improvements was funded from utility rebates.

## **Police Station Ventilation System**

The 2010 Annual Town Meeting appropriated \$31,700 to replace the Police Station lower level ventilation unit with a higher-rated fan and motor and air conditioning to control conditions and deliver required ventilation. The project is currently 95% complete and construction is expected to be completed in the early spring of 2012.

## **Muzzey Senior Center Improvement Study**

The 2010 Annual Town Meeting authorized a \$45,100 appropriation to develop improvements to the Muzzey Senior Center. The architectural firm of Bargmann Hendrie + Archetype completed the report in September of 2012 with recommendations to upgrade the HVAC system and lighting, improve space utilization, install a limited use/limited access two stop elevator, and to implement improvements for accessibility. These identified improvements totaling \$1,040,444 are planned to be implemented over two years, beginning with a \$561,518 request for FY 2013.

## **Stone Building Exterior Stabilization**

\$202,933 was appropriated at the 2010 Annual Town Meeting to fund construction repairs to the building envelope of the historic Stone Building. Stabilization of the building envelope is complete, including removal of aluminum siding and lead based paint. A new finish of historic colors was applied over restored siding and shutters, and a new roof added.

## **Munroe Tavern Capital Improvements**

This \$820,000 project (funded with \$400,000 in CPA funds) was approved at the 2010 Annual Town Meeting, and completed in June, 2011. Key elements of the restoration and renovation included:

- complete handicapped accessibility, including to the second floor;
- restoration and repair of historic fabric in the preserved portions of the building;
- completely new systems throughout - climate control, wiring , sprinkler systems;
- new reception room for visitors, including an accessible public restroom; and
- re-roofing with period appropriate materials.

The house was re-opened for public tours on July 1, 2011. In September 2011, a grand re-opening and open house for the Lexington community was hosted by the Historical Society

## **Comprehensive Cultural Resources Survey of Lexington**

The 2010 Annual Town Meeting approved a supplementary appropriation of \$5,300 in CPA funds for this project, to enable the preparation of a thematic nomination to the National Register of Historic Places of the Mid Century Modern Architecture movement in Lexington and a specific nomination for the Peacock Farm neighborhood. The CPA funds were combined with the remaining FY 2008 CPA funds (\$4,875) and a grant from the Massachusetts Historical Commission (\$15,000), enabling the Town to hire a consultant to research and document the nominations. The nomination forms were completed and submitted in July, 2011, and approved by the State Review Board of the Massachusetts Historical Commission in March, 2012. Formal listing by the National Park Service is expected to occur in mid 2012.

## **Completed FY 2011 Projects: Amount Appropriated/Amount Spent**

1. White House Historic Structure Report. \$18,000/\$18,000
2. Vynebrook Village Drainage Study. \$10,000/\$9,999
3. LexHAB Purchase of Two Properties. \$695,000/\$695,000
4. Battle Green Master Plan. \$25,000/\$25,000
5. Cotton Farm Land Acquisition. \$3,857,000/\$2,846,793 (final debt service payment yet to be made in FY13, and land management expenses yet to be expended)

## **Status Report on FY 2010 CPA Projects**

### **Storm Water Mitigation at the Old Reservoir and Marrett Road**

At the 2009 Town Meeting, \$55,000 was approved for the reconstruction of the gate control structure, and the dredging of the large existing retention basin at the Old Reservoir. The reconstruction work has been completed. The dredging work will be undertaken with \$569,000 in Phase 1 stormwater mitigation funds approved at Annual Town Meeting for FY 2010 and \$190,047 in funding for FY 2011 (Phase 2). The Louis Berger Group is currently developing plans and specifications and working with MA DEP, the Army Corps of Engineers and EPA to secure the proper permits for this work. It is anticipated that the project (both phases) will be ready for bid in the summer/fall of 2012.

### **Pond Drainage Improvements to Pine Meadows Golf Course**

The 2009 Annual Town Meeting appropriated \$200,000 for the remediation of drainage problems at the Pine Meadows Golf Course. The Town's Engineering Division issued an RFP for qualified engineers to develop engineering plans and specifications for the pond/drainage improvements and awarded the contract for \$35,500 to Hoyle, Tanner and Associates, Inc. The design work has been completed, the project has been bid and a contract awarded to J.N. Sacca. Construction has begun with a target completion date of spring 2012.

### **Police Station Space Needs Study**

A space needs study of the Police Station was authorized by the 2009 Annual Town Meeting for \$45,000. The study includes: (1) a program of space needs, (2) building and site conditions assessment and systems evaluations, (3) historical evaluations and criteria, (4) a report on the LEED (Leadership in Energy and Environmental Design) opportunities with selected building design, (5) schematic design options, (6) design review, (7) recommended schematic design, (8) projected construction costs and project budget, and (9) a projected project schedule. A contract for professional architectural services to complete the scope of work outlined above was awarded to the architectural firm of Donham & Sweeney Architects in February of 2010. Their completed study was received in February, 2011. It is likely that when a preferred design is selected, CPA funds will be sought for renovation/preservation costs.

### **Fire Headquarters Renovation and Redesign**

The 2008 Annual Town Meeting authorized \$40,000 for a study on the needs of the main Fire Headquarters (not a CPC project). This initial study 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. During public review of the options, it was determined that additional details were needed in order to make an informed decision.

The 2009 Annual Town Meeting subsequently appropriated additional monies to conduct a more detailed evaluation of the three options and to allow for more public discussion and input on the various attributes of the plans. This 2009 appropriation totaled \$100,000, with \$70,300 funded from the General Fund and \$29,700 from CPA funds (for the historic portion of the project). Donham & Sweeney Architects was hired to complete additional design work, and submitted their final report to the Town in February 2011. Their recommendations will now be considered by the Selectmen and the Town.

**Completed FY 2010 Projects: Amount Appropriated/Amount Spent**

1. Stone Building Renovation. \$180,000/\$52,093
2. Center Playfields Drainage Study. \$70,000/\$70,000
3. Archives and Records Management/Records Preservation. \$150,000/\$150,000
4. Town Office Building Renovation Design. \$30,000/\$30,000
5. Greeley Village Roof Replacement. \$320,828/\$320,828
6. Munroe Tavern Historic Structure Report. \$50,000/\$40,000
7. Purchase of Three Properties by LexHAB, \$845,000/\$845,000
8. Purchase of the Leary Property off Vine Street. \$2,763,100/\$2,727,291 (land management expenses yet to be expended)
9. Purchase of the land off Lowell Street (the Busa Farm). \$4,197,000/\$4,192,903
10. Short term bonding costs appropriated at 2009 Special Town Meeting for purchase of the Busa Farm. \$98,000/0

## **Status Report on FY 2009 CPA Projects**

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

The 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, Pat Fisher, to develop specifications for a flexible signage system for the Town Office Building that meets ADA/AAB Accessibility Standards. The new signs were installed in April 2009, completing this portion of the project.

The installation of the ADA bathrooms (approximately \$49,000) was done as part of the Town Offices Renovation Project; this project was funded in March of 2010 with \$1,185,000 in CPA funds and the borrowing of \$640,000. Now that the building renovations have been completed, new/additional signs needed as a result of space reallocation will be installed by the same vendor using the same sign system. This work is planned for completion in the spring or early summer of 2012.

### **Completed FY 2009 Projects: Amount Appropriated/Amount Spent**

1. Hancock-Clark House Restoration. \$600,000/\$600,000
2. Archives and Records Management/Records Conservation. \$150,000/\$150,000
3. Reconstruction of the Gatehouse/Pond Dredging at the Old Reservoir. \$55,000/\$21,947
4. Window Replacement at Vynebrook Village. \$158,686/\$155,155
5. East Lexington Fire Station – Storm Window and Central Air Conditioning. \$47,500/\$46,287
6. Replacement of Munroe School Fire Prevention System. \$579,550/\$344,803
7. Harrington School Playground. \$75,000/\$75,000 and supplemental appropriation of \$35,135/\$19,278
8. Acquisition of the Goodwin Parcels. \$181,517/\$181,517
9. Town Office Building Use Study and Renovation Design. \$80,000/\$80,000
10. Building Upgrades to the Old Harrington School. \$330,000/\$330,000
11. Town Office Complex Building Envelope. \$95,000/\$95,000
12. Purchase of Three Condominium Units at Parker Manor - LexHAB. \$652,800/\$652,800
13. Survey and Define Affordable Housing Study – LexHAB and Lexington Housing Authority. \$25,000/\$25,000
14. Belfry Hill Restoration Project. \$9,850/\$9,362

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

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

The 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 Ye Olde Burial Ground and Munroe Cemeteries. Ivan Myjer, of Building Monument Conservation, was hired as the stone conservator and project overseer. He also performed repairs to the tabletop markers at Ye Olde Burial Ground. ConservArt LLC was hired to perform preservation and restoration work at Ye Olde Burial Ground, Munroe Cemetery and Robbins Cemetery. A total of \$136,443 has been spent or is encumbered to date.

Based upon reports from Ivan Myjer, a majority of markers and stones at Ye Olde Burial Ground, Munroe Cemetery and Robbins Cemetery has been repaired and restored. Attention will now turn to the final phase of the project. This will include any final restoration work at these cemeteries, and the development of a map of each cemetery. This final phase of work will be put out to bid in the summer of 2012.

### **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 nearly all are installed. The few remaining signs will be installed in the spring of 2012.

One remaining sign is still in progress, the storytelling sign about April 19<sup>th</sup>, 1775, which will be installed on the Battle Green. A Lexington artist has donated his time to produce drawings for the sign and it will soon be presented to the Tourism Committee. The remaining \$6,500 in CPA funds will be used for the final fabrication of his design and for the installation of the sign.

### **West Lexington Greenway Corridor**

The 2007 Annual Town Meeting voted \$125,000 in CPA funds to hire an engineering firm to create a Master Plan for the entire West Lexington Greenway Corridor with a focus on creating a new pedestrian and bicycle trail through conservation land by connecting the Minuteman Bikeway with the Battle Road Trail. Vanasse Hangen Brustlin, Inc. (VHB) was hired and, to date, VHB has completed a Draft Master Plan and Draft Preliminary 25% Design Drawings for the proposed Minuteman Bikeway and Battle Road connector trail. The Final Master Plan and 25% Design Plans are pending incorporation of final comments from the West Lexington Greenway Task Force by VHB.

**Completed FY 2008 Projects: Amount Appropriated/Amount Spent**

1. Improved Fire Monitoring/Historic Houses. \$18,120/\$17,175
2. Boiler and Oil Tank for Buckman Tavern. \$10,685/\$9,900
3. Greeley Village Window Replacement. \$228,404/\$221,115
4. Cary Hall Restoration and Rehabilitation. (Assessment of Cary Hall as a Performance Center) \$147,130/\$68,257
5. Douglas House - Rehabilitation of 7 Oakland Street (Rehabilitation of the former Minuteman Press Building for affordable housing for brain-injured adults). \$300,000/\$300,000
6. Muzzey High Condominium Building Study. \$53,500/\$53,500
7. East Lexington Branch Library (Stone Building) - Historic Structure Report. \$43,000/\$43,000
8. Center Playfields Drainage Engineering Study. \$40,000/\$40,000
9. Comprehensive Cultural Resources Survey. \$90,000/\$90,000



## Status Report on FY 2007 CPA Projects

### Completed FY 2007 Projects: Amount Appropriated/Amount Spent

1. Main Fire Station/Bedford Street Renovations. \$100,000/ \$100,000
2. Police Station - Interior Renovations. \$100,000/\$100,000
3. Hancock-Clarke House Pre-Restoration Project (Historic Structure Report, Building Usage Study, Accessibility Evaluation and Construction Specifications).  
\$25,000/\$25,000
4. Lexington Depot - Elevator Project. \$44,000/\$44,000
5. Cary Vault Shelving. \$60,000/\$50,000
6. Cary Memorial Building Vault Climate Control. \$60,000/\$56,437
7. Open Space and Recreation Plan. \$20,000/\$20,000

*NOTE: All unspent project funds are returned to the "bucket" from which they were originally appropriated.*

# CPF ACCOUNT BALANCES 2012 Annual Town Meeting

## APPROPRIATED TO DATE

(by category as of 7/01/11)

<b>CATEGORY</b>	
Community Housing	\$5,552,441
Historic Resources	\$6,232,678
Open Space	\$6,483,017
Recreational Resources	\$2,749,674
Pending assignment to proper category (Busa Property and its related expenses)	<u>\$4,319,000</u>
<b>TOTAL</b>	<b>\$25,336,810</b>
Administrative Expenses	<u>\$580,000</u>
<b>TOTAL APPROPRIATIONS TO DATE</b>	<b>\$25,916,810</b>

## AVAILABLE FOR APPROPRIATION JULY 1, 2012

<b>UNAPPROPRIATED BALANCES</b>	
Community Housing Reserve	\$30,001
Historic Resources Reserve	\$491,896
Open Space Reserve	\$0
Unbudgeted Reserve	\$1,229,513
Undesignated Fund Balance	<u>\$1,015,507</u>
<b>TOTAL</b>	<b>\$2,766,917</b>
<b>ESTIMATED REVENUES FY 2013</b>	
Property Surcharge	\$3,478,000
State Match	\$768,000
Investment Income	<u>\$17,000</u>
<b>TOTAL</b>	<b>\$4,263,000</b>
<b>TOTAL ESTIMATED CPF FUNDS</b>	
<b>AVAILABLE FOR FY 13</b>	<b>\$7,029,917</b>

## FY 2013 COMMITMENTS, PROJECTS/ADMINISTRATIVE COSTS

### CPA COMMITMENTS

COMMITMENTS	<u>REQUESTED</u>	<u>RECOMMENDED</u>
Busa Farm Debt Service	\$930,300	\$930,300
Cotton Farm Debt Service	\$1,000,000	\$1,000,000
<b>TOTAL COMMITMENTS</b>	<b>\$1,930,300</b>	<b>\$1,930,300</b>

### CPA PROJECTS AND ADMINISTRATIVE COSTS

<b>COMMUNITY HOUSING</b>		
LexHAB Set-Aside for Housing Acquisition	\$450,000	\$450,000
Greeley Village Accessible Housing Project	\$810,673	\$810,673
<b>Total</b>	<b>\$1,260,673</b>	<b>\$1,260,673</b>
<b>HISTORIC RESOURCES</b>		
Archives and Records Management/Conservation	\$150,000	\$150,000
Paint Mine Barn Preservation	\$34,770	\$34,770
Muzzey Senior Center Upgrades	\$561,518	\$561,518
Cary Memorial Building Upgrades	\$550,000	\$550,000
Battle Green Area Master Plan Implementation, Phase 2	\$143,845	\$143,845
Buckman Tavern Historic Structures Report/Restoration Plans	\$65,000	\$65,000
Historical Society - Historical Records Preservation	\$77,268	\$77,268
<b>Total</b>	<b>\$1,582,401</b>	<b>\$1,582,401</b>
<b>OPEN SPACE</b>		
Purchase of Land off Grove Street	tbd	tbd
<b>RECREATION</b>		
Center Playfields Drainage Implementation - Phase 3	\$605,718	\$605,718
<b>TOTAL PROJECT COSTS</b>	<b>\$3,448,792</b>	<b>\$3,448,792</b>
<b>ADMINISTRATIVE</b>		
Administrative Expenses (including \$50,000 for open space planning)	\$150,000	\$150,000
<b>TOTAL PROJECT AND ADMINISTRATIVE COSTS</b>	<b>\$3,598,792</b>	<b>\$3,598,792</b>

### SUMMARY

UNAPPROPRIATED BALANCES	\$2,766,917
TOTAL ESTIMATED REVENUE	\$4,263,000
<b>TOTAL AVAILABLE FOR FY 13</b>	<b>\$7,029,917</b>
TOTAL COMMITMENTS	\$1,930,300
PROJECT AND ADMINISTRATIVE COSTS	\$3,598,792
<b>TOTAL COMMITMENTS, PROJECTS AND ADMINISTRATIVE COSTS</b>	<b>\$5,529,092</b>
<b>UNUSED BALANCE OF CPF AVAILABLE FOR FY 2014, ASSUMING ALL RECOMMENDED COMMITMENTS, PROJECTS AND ADMINISTRATIVE COSTS ARE APPROVED BY TOWN MEETING*</b>	<b>\$1,500,825</b>