

**Regular Meeting  
Cambridge Redevelopment Authority**

Wednesday, June 18, 2014, 5:30pm  
Cambridge Police Station  
125 Sixth Street  
Community Room

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**FINAL MEETING MINUTES**

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**Present:** Kathleen Born (Chair), Margaret Drury (Vice-Chair), Christopher Bator (Treasurer), Conrad Crawford (Asst. Treasurer), Barry Zevin (Asst. Secretary), CRA Board and Staff

Public sign-in sheet attached.

**Call**

The meeting was called to order at 5:39pm.

**Public Comment**

**Tom Stohlman** commented on the Ames Street residential project:

- On the site circulation diagram, there is no indication that Pioneer Way is being used for service trucks to access the loading docks. It should be shown that this is a 2-way vehicular circulation in addition to the exit of the parking garage.
- In the perspective drawing, the buildings are made to look transparent, but this creates a false sense that there is more space around the building; would like to see a “true” view of proposed building within its context.
- Four areas of concern of this project:
  - Would like to ask a question on the design of a residential tower with commercial at the bottom
  - Wondered about the use of a word in the presentation with respect to the residential (human) scale of the building. It is a positive direction that the lowest portion is set forward and highest portion is set back, as well as the windows for most of the tower has operating lines. He remains concerned that the presentation doesn't clearly differentiate between two facades mentioned – the commercial option façade and the residential option façade look the same to him. He suggests that the form of the building follow the function of the building.
  - Pioneer Way (former open walkway which led to arcade, led to another walkway to Main Street, led to the parking garage). Since Google connectors put in, it's becoming darker and more uninviting and concerned that this will continue with service trucks and exiting cars from parking garage. Pedestrians will not use it.
  - Voiced his opinion that it is upsetting that open space is still missing in this project because the city eliminated the open space requirement from this district. Important to write good zoning.

**Heather Hoffman**

- Pointed out typo in minutes on page 3, 2<sup>nd</sup> paragraph from bottom: “intended” not “attended”
- Foundry
  - Request to include a hardcopy of the final version of the East Cambridge Planning Foundry Team's recommendations in the records that she handed to the board. Note that Ms. Hoffman doesn't agree with all the recommendations.
  - The Foundry should be a resource for the whole city not just for East Cambridge.
  - The letter from the City Manager (agenda item 3) is missing information about how the city disposes of property and it needs to include the need for a Planning Board meeting. She handed a copy of the City ordinances to the board for reference.
  - Comments on the Ames Street Residential schematics
    - On 3<sup>rd</sup> page of handout, the rooftop garden should not be labeled as Google Open-space, but should be relabeled as open-space for tenants in the building and possibly Google but it should not belong to Google. Whether intentional or not, this needs to be fixed as this leads to consequences that are not intended.

- Please don't create another glass tower.
- Thankful that the streetscape on Ames Street is being designed for public use.
- Google digital wall should not be next to or facing the rooftop garden. It should be at ground level. Keep garden natural, not an electronic playground

The public comment portion of the meeting was closed.

## **Minutes**

*Motion: Motion to accept the minutes (with the typo corrected) of the Regular Board Meeting of the CRA on May 21, 2014.*

*The minutes were approved and will be placed on the record.*

## **2. Letter of Approval of the Ninth Amendment of the Kendall Square Urban Renewal Plan from Aaron Gornstein, Undersecretary, Massachusetts Department of Housing and Community Development, May 28, 2014**

The Chair thanked Mr. Evans for his work on the amendment. Mr. Evans reiterated that the state affirmed this was a minor amendment. There are no major changes to development parameters or allowed land uses. Clearer language is used, and the Plan Amendment is restated.

Amendment #9 achieves the following:

- Cleans up language from previous amendments 2 through 8
- Is consistent with the zoning petition passed by the City Council on December 2013 and incorporates these changes into the Plan
- Gives the CRA board the ability to approve the Ames Street Project that meet the criteria in the Plan Amendment.

The MXD zoning changes focus on the Ames Street sub-district, not the entire urban renewal area. The only provision that changed throughout the MXD is an increase in the number of fast food restaurants allowed through the special permit process.

*The letter will be placed on file.*

## **3. Communication from Richard C. Rossi, City Manager to City Council, relative to Awaiting Report Item Number 14 -18, regarding the Foundry Building, June 9, 2014**

Mr. Evans stated that the transmission to the City Council contained the letter of agreement that the CRA board had approved 2 months ago and provided an update on the status of the CRA and City collaboration on the redevelopment process.

The Chair asked Mr. Evans to comment on Ms. Hoffman's question regarding the City's disposition process; *Mr. Evans will follow up to clarify the City's disposition process.*

Mr. Zevin wants to see more documentation and drawings of the existing building. *Mr. Evans will try to obtain full-scale drawings.*

## **4. Report: Design Review Committee Meeting: Ames Street Residential Project (Mr. Evans & Mr. Stewart of Boston Properties)**

Boston Properties attendees noted, as well as their consultant team as represented by FXFOWLE and VHB.

Mr. Evans stated that this is a conceptual level design only. Before Boston Properties submits the Ames Street Project for review under Article 19, the CRA Board will approve the plan conceptually. Boston Properties will then come back for a schematic design approval before seeking the Planning Board approval for that phase.

FXFOWLE, architects for project, made a brief presentation:

- Noted that the traffic design has not been completed so is not included here.
- Explained the conceptual design of the Ames Street building, noting the levels (two levels retail, two levels residential, an amenities level, and residential levels up to 22 stories); possible materials (50% glass, 50% masonry); perspective views from different angles; and plans showing streets, aerial, environmental, shadows, pedestrian areas, wind analysis, pocket parks, plantings, seating, paving, lighting, and sustainability.
- Still looking at pedestrian path through garage.

There was a general discussion of open space, Google's use of certain areas of open space, streetscape, and waste management.

*Motion: To accept the minutes and approve the Conceptual Design of the Ames Street Residential Project and direct Boston Properties to submit the design to the Cambridge Planning Board with the Article 19 Large Project Review Application*

The motion passed.

#### **5. Report: Site Walk of Google Connector, Three, Four & Five Cambridge Center – June 12, 2014 (Mr. Evans)**

The spaces used within the connector are varied (fitness, meeting room, arcade, library, etc.), and designed to reflect Google and compliment the community. The Art Wall can be a "contemplative" digital wall with changeable display.

The Wall will not be used for advertising. Its intention is to be a visual display providing dynamic information. Since a huge TV is not desirable, a fast changing display might not be appropriate. Local information could be combined with other information on display.

The Boston Properties lease will indicate the level of control over content.

Additional discussion was held about the wall's visibility and how this would be experienced by the public.

*Motion: To authorize the Chair and the Executive Director to issue a Certificate of Completion for the Connector Buildings at Three, Four, and Five Cambridge Center.*

The motion was approved unanimously.

#### **6. Discussion: MIT Coop remodeling plans for food court and bookstore at Three Kendall Center (Mr. Murphy of the MIT Coop)**

Mr. Murphy presented the existing store arrangement and the proposed changes in layout and operations.

Renovations are needed and the Coop wants to reinforce the MIT identity. The project will address both the food court area and the upper and lower levels of the bookstore. The goal is to increase the quality of space within the store and improve the air circulation. The opening of the food court will be delayed until late September for several reasons. The plan proposes adding a new door next to the Google entry, and retains the door by the T Station and the internal door into the food court. The plans include removing the tinted windows to increase visibility into the store. Merchandising changes are also anticipated, likely involving reorganization of the book inventory and addition of new items to respond to customer demand. Plans for the lower level include the possible addition of a function space for events, meetings, book signings, and reunions.

Discussion centered on the placement of doors, lighting, and pedestrian connections into and through the food court and the store.

#### **7. Report: Monthly Report to the Board of the Executive Redevelopment Officer (Mr. Evans)\***

Mr. Evans introduced Young Ae Chung, the new CRA intern from Harvard GSD, who is currently working with the assessor's data.

HR&A has been engaged and has begun work on the Foundry project.

The Board meeting calendar will be changed; the next meeting is on July 23 (4<sup>th</sup> Wednesday) and there will be no August meeting.

Issues of note:

- Final version of the CRA Strategic Plan will be submitted to the Board for approval (The draft document can be found on website). In practice, the Strategic Plan will be a living document, especially as redevelopment issues may arise as the City undergoes its citywide planning process.
- Kendall Square: Main Street construction is about to begin; the contractors will be removing the median and adding bike lanes. Work continues with Boston Properties to repave Point Park and explore moveable furniture.
- Boston Properties and Biogen met regarding 17 Cambridge Center. It will be the second LEED platinum building in Kendall Square, after Genzyme. While not “showy” like the Genzyme building, the project entailed remarkable work on energy and water conservation issues.
- There is some construction outside of Biogen at 14 Cambridge Center. They are retooling one of their manufacturing lines.
- Boston Properties is working with the Post Office to finalize a new addressing system so that buildings in Kendall Square are primarily referenced by actual street names. As an example, CRA would have mail delivered to 235 Main Street as opposed to 4 Cambridge Center. The goal is to phase out the use of Cambridge Center and Kendall Center as identifiers.
- Foundry: The CRA had a productive meeting with the state Department of Housing and Community Development (DHCD) to discuss a possible demonstration project. DHCD had a favorable response. The project is expected to use unique financing and types of programming, justifying the use of the term “demonstration.”
- Eco-district: Approximately 10 property owners, the City, and the CRA are working on an emerging program for sustainable economic development.
- Outreach: A number of neighborhood and small group meetings have been held to present and collect feedback on the Strategic Plan. Support has been positive and the CRA staff is already using the plan as a working document.

#### **8. Report: Expenditure Update for May 2014 (Mr. Evans)**

Profit and Loss Reports – monthly overview reports will be presented with more detail provided on a quarterly basis.

In July, the Board will begin to see budget line items tracked to projects in the Strategic Plan. Expenditure for professional services is increasing in connection with Foundry (legal work/real estate consultant) and Grand Junction design. Plan amendment and K2 zoning could create more legal analysis and planning expenses.

#### **9. Discussion: Draft Revisions to the 2014 Programmatic Budget (Mr. Evans)**

Mr. Evans presented adjustments based on strategic planning priorities, walking board members through specific changes and issues to be resolved. He noted the source of funding for the Grand Junction path is MIT. A new programmatic expense is the allocation of funds for the preparation of Parcel 6 and set-up of the marketplace.

Staff timesheets now reflect projects so that time and expenses can be tracked.

#### **10. Motion: Proposed Internal Controls Policies (Mr. Evans)**

Finalizing the Internal Controls Policy is particularly important since the annual audit begins next week.

Eric Kinsherf, CPA drafted the policy and Roselli, Clark & Associates (auditors) reviewed it. This will be the fourth audit performed by Roselli, Clark & Associates. Their work has been beneficial to CRA, helping with the board/staff transition and establishment of new policies and internal controls. Operational consistency has been a priority and the reason for re-engaging the firm. As a general rule, it is good policy to change auditors occasionally (every 3-5 years),

*A recommendation was made to remove the proprietary mention of Quickbooks in two places found in Section 14a of the Internal Controls Policies.*

*Motion: To approve the 2014 CRA Internal Control Policies with the references to Quickbooks removed.*

The motion passed.

**11. Discussion: Draft CRA Procurement Policy (Mr. Evans)**

The new policy is basically acknowledging and restating state law so that it is more readable, though in some instances requires more than state policy. The draft will also undergo legal review.

**12. Motion: Authorizing the Executive Director to initiate a procurement process to select a market manager for a pilot retail project on Parcel 6. (Mr. Evans)**

The next step for the marketplace is to hire a contractor with appropriate retail experience. The project is structured as an initial pilot period for this fall so it would involve a 2-stage contract. The contractor selected for the first part could stay for the next stage. The contractor would also determine what utilities would be needed for the venture and establish the vendor mix. Staff is assuming that food vendors are important for marketplace success, but they also increase operating complexity. CRA is in position to move forward.

*Motion: Authorize the Executive Director to initiate a procurement process to select a market manager for a pilot retail project on Parcel 6.*

The motion passed unanimously.

*Mr. Evans noted that they will begin to advertise in the coming week and post on web site; discussion of press release.*

**13. Discussion: Design and Construction Schedule for the Grand Junction Pathway Phase 1 – CRA Parcel 7 between Main and Broadway (Mr. Evans)**

The right-of-way may be used in the future for a transit line in addition to the proposed bicycle path. The project is broken down into linear segments; the CRA owns the fourth segment and can advance this area. There are still right-of-way and technical issues to be resolved for the overall project.

The CRA has scoped FST to do 100% construction drawings and DPW will do construction management for the project.

**Adjournment**

A motion to adjourn was made at 8:47 pm.

The motion passed.