

NOTICE OF MEETING and PROPOSED AGENDA
October 17, 2012 Meeting

Pursuant to the Massachusetts Open Meeting Law, M.G.L. c. 30A, §§ 18-25, notice is hereby given of a meeting of the Cambridge Redevelopment Authority to take place as follows:

Wednesday, October 17, 2012 at 5:30 pm
Cambridge Police Department
First Floor Community Room
125 6th Street
Cambridge, Massachusetts

The following is a proposed agenda containing the items the Chair of the Authority reasonably anticipates will be discussed at the meeting. A formal agenda will be available at the meeting.

Call

Public Comment

Minutes

1. Motion: To approve the minutes of most recent regularly-scheduled meeting of the Authority on September 19, 2012, the minutes of a special meeting of the Authority held on September 27, 2010, and the minutes of certain Executive Sessions of the Authority. [1]

Communications

None.

Administrative Actions

2. Report: On Trial Balance as of September 30, 2012; CD Schedule/All Cash; and Cash Flow 2012. [2]
3. Motion: To receive Finance Committee Report on Trial Balance as of September 30, 2012; CD Schedule/All Cash; and Cash Flow 2012.
4. Report: On status of quotes for IT consultant.

Discussion Items

5. Authority Personnel Actions: Resignation of Authority's Executive Director, and status of follow-up actions of retaining special counsel to oversee outside audit(s).
6. Discussion: On status of transition report by Authority Transition Consultant Kathy Spiegleman.
7. Discussion: Status report on inventory of public and private signs in the Kendall Square Urban Renewal Area prepared by Larry Bluestone and discussion with respect to categories of signs of interest to Authority members.

8. Discussion: Snow plow contract for 2012-2013; review of proposal from 2011-2012 vendor (Welch and Corp.) [3]

Parcel 4 – Connector Project

9. Report: On status of design review and submission of minutes of recent design review meeting(s). [4]

Other Business

10. Overview of ongoing area transportation projects
- a. Innovation Boulevard
 - b. Longfellow Bridge/Median Improvements Project
 - c. Broadway improvements
 - d. Other

Executive Session

Adjournment

Next Meeting: November 21, 2012 (pending Board discussion)
December 19, 2012

I certify that on the date indicated below, this notice is posted on the Authority's website at: <http://cambridgema.gov/citycalendar.aspx> and was posted at the offices of the Cambridge Redevelopment Authority and outside the Office of the City of Cambridge Clerk.

October 11, 2012
(date)


Kathleen Born, Chair

The Cambridge Redevelopment Authority is a "local public body" for the purpose of the Open Meeting Law pursuant to M. G. L. c. 30A, § 18.

M. G. L. c. 30A, § 20, provides, in relevant part:

b) Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting.

(c) For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.

It is the policy of the Cambridge Redevelopment Authority to provide notice at least 7 calendar days prior to its meetings whenever practicable.

TAB 1

MINUTES

Present

CRA Board members: K. Born (Chair), M. Drury, C. Bator, B. Zevin, and C. Crawford

Others: J. Tulimieri (Exec. Director of the CRA), B. Murphy (Deputy City Manager, City of Cambridge), and J. Mullan (Counsel to the CRA)

Summary of the Discussion

The Executive Session began at approximately 9:00 pm. Mr. Mullan took the notes of the session.

The Chair explained that the session would be limited to a discussion about a personnel strategy and negotiations with non-union personnel. Mr. Mullan explained to those present that a review of some past actions prior to the appointment of the current members of the CRA has revealed that one particular issue needs to be brought to the Board's attention - the status of its Executive Director. He explained that he would like to discuss Mr. Tulimieri's employment status and potential negotiations with Mr. Tulimieri regarding his continued service in that role.

The Chair thanked Mr. Tulimieri for his work for the Authority over a period of many years and discussed in general terms the success of Kendall Square.

Mr. Mullan explained that Mr. Tulimieri had an employment contract with the CRA that was originally executed on April 1, 1999 and expired by its terms on December 31, 2011, as may have been most recently amended by the Board. An unsigned copy of this amendment was included in materials that have been reviewed. He retired from the CRA effective as of January 1, 2011 and thereafter reduced his work hours in a manner that would permit him to continue to provide services to the CRA for a payment that he calculated could not exceed approximately \$76,000 per year. Mr. Tulimieri also received a gross payment upon his retirement on the order of \$400,000 (prior to deductions for taxes and the like). It was noted that Mr. Tulimieri is currently receiving his full retirement benefits.

Mr. Tulimieri explained that his work is limited to approximately 12 hours per week. There are two staff members who assist in the day to day affairs of the CRA – one an administrative assistant and one a financial specialist (these are not the official job titles). Mr. Tulimieri also explained that there is a consultant on board who assists with IT services. Mr. Tulimieri explained that at least some CRA employees have the benefit of civil service status.

The members decided to create a sub-committee (called at the meeting a "Transition Committee" or "Personnel Committee") to discuss Mr. Tulimieri's status with him, to develop a plan for a transition in leadership, and to report back to the Board. The Chair (K. Born) and Vice Chair (M. Drury) were appointed to the Committee.

The Chair then asked Mr. Tulimieri to prepare a staffing plan that would address current workload and staff, future expected work, and would summarize the consultant team that currently assists the CRA.

The Board also discussed third party contracts, including arrangements with Jonathan Orlov (lobbying) and Kelly Courtney (communications). Mr. Tulimieri was asked, and agreed, to put together a plan for third party contracts. The Chair asked that the plan include current contracts and the status of each, and a recommendation for third party services in the future.

Conclusion of Meeting

On a roll call vote of 5-0 following a motion by Ms. Drury and a second by Mr. Bator, the members voted to end the Executive Session. Time was approximately 10:15 pm.

Submitted: J. Mullan, Counsel to the CRA

MINUTES

Present

CRA Board members: K. Born (Chair), M. Drury, C. Bator, B. Zevin, and C. Crawford

Others: J. Tulimieri (Exec. Director of the CRA), B. Murphy (Deputy City Manager, City of Cambridge), and J. Mullan and S. Shapiro (Counsel to the CRA)

Summary of the Discussion

The Executive Session began at 9:35 pm. Mr. Mullan took the minutes of the session.

The Chair explained that the session would be limited to a discussion about a personnel strategy and negotiations with non-union personnel. She said that the Transition (or Personnel) Committee had met and had developed a work plan for a transition in leadership and that it was apparent that the CRA has to make some fundamental decisions on candidate profiles (temporary, permanent). It was not clear to the Committee whether a permanent Executive Director is required at this time. The Committee presented three options: (a) maintaining the status quo while a new Executive Director (ED) is recruited; (b) retain a temporary ED who would not be a candidate for the position; or (c) recruit a temporary ED who might or could be a candidate for the position.

The Committee has met with the CRA staff to gain a general understanding of their duties, responsibilities, and objectives. It has also received from Mr. Tulimieri a draft Staffing Plan that lays out the current work of the CRA, its staff, some ideas for the future, and a general sense of the issues facing the CRA both now and in the immediate future. The Committee explained that it has discussed the transition with City of Cambridge officials, who have expressed a willingness and desire to help and to work toward evaluating in more detail the potential for a stronger relationship with the City in the future. The members discussed the need for a Transition Plan to determine the best course of action and expressed general agreement that a Transition Consultant would be helpful toward getting that work completed. Ms. Kathy Spiegelman was identified as the potential candidate.

The sense of the Board was to authorize the Committee to negotiate with the City of Cambridge on the matter and to report back to the full Board in August.

The Committee indicated that it will meet with Mr. Tulimieri to interview him for the purpose of advancing negotiations with him regarding his status.

Conclusion of Meeting

On a roll call vote of 5-0 following a motion by Mr. Bator and a second by Mr. Crawford, the members voted to end the Executive Session. The Executive Session ended at 10:55 pm.

Submitted: J. Mullan, Counsel to the CRA

Regular Meeting
Cambridge Redevelopment Authority

Wednesday, September 19, 2012 at 5:30 pm
Marriott Hotel, Two Cambridge Center
Endeavor Room
Cambridge, Massachusetts

DRAFT MEETING MINUTES

Call

The Chair, Kathleen Born, called the meeting to order. Joined by vice-chair Margaret Drury. Also present were members Christopher Bator, Conrad Crawford, and Barry Zevin, Executive Director Joseph Tulimieri, and CRA Counsel, Jeffrey Mullan and Sandra Shapiro.

Public Comment

Tom Stohlman

The speaker referenced the Parcel 4 Zoning report. He noted that Les Barber, a consultant, stated the lot minimum of open space requirement of 50,000 square feet is met. However, the figures used to calculate the requirement which were supplied by Boston Properties did not appear to match the gross square footages as reported by the Cambridge assessor's office or even literature that Boston Properties has handed out at meetings regarding the square footages in those buildings. The open space that is shown on the engineer's plan does not match the figures provided by Boston Properties to the Board last July. There may also be areas that are used as parking and not open space. The speaker asked previously for a specific breakdown of how the open space is being calculated and how it's being provided. The speaker requested again for specific information regarding how the open space is being calculated.

Regarding the report on the CRA's activities from September 2009 to May of 2012, the speaker noted that the Report confirms that the CRA did not have a quorum for that period. The speaker agrees with the report's statement that any legal requirements that the Board has to meet regarding approval of the Connector have been met since the Board was reconstituted. However, the speaker disagrees very strongly with the Report's repeated assertion that Massachusetts General Law 121B and the CRA's own bylaws permit the staff to take action on behalf of the CRA without the authorization of the CRA Board. Therefore, unless the Board specifically authorized the staff to do so, and even if they were done with the best of intentions, the staff did not have the right to propose the Cambridge Center Connector to the City Council. The staff did not have right to sign checks on behalf of the Authority and even if they did have the proper authorization, that

authorization only applied to cosigning orders and checks. The staff did not have the right to approve sign designs. The staff did not have the right to sign contracts, deeds and other legal instruments. Those rights all reside within the Board. Finally, the speaker noted that it's never a good idea to give a public employee the power to write his own paycheck. The speaker continued that it's never a good idea for legal counsel to write a report reviewing its own activities. Therefore, the speaker recommended that a review of the CRA's contracts and budgets during the Report period is still needed.

Steve Kaiser

The speaker produced a letter expressing his review of the report. He agreed that counsel was right to look for systemic problems as opposed to problems caused by individuals. The Report was much better than anything that could otherwise be expected. In just two months, the speaker said that the public got a report of substance and value.

The speaker pointed out that the CRA actually did have a quorum at all times during the Report period, but no one got all three members together in the same room because no one put a phone call through to Barry Zevin to tell him please come to the meeting. This was an administrative flaw. The speaker blames the Authority and also the City Manager. The Speaker notes that the City Manager came before a City Council subcommittee and took responsibility for the long-term vacancies. The speaker suggested that the City Manager is the key element missing from the Report.

The other problem identified in the Report is the confusion at the time that Barry Zevin was appointed. The speaker faulted the counsel's Report for suggesting that this was an innocent or explainable confusion. The speaker suggested that perhaps the Board, and its former member, Jacqueline Sullivan, intentionally resisted the change and stopped meeting.

The speaker was also concerned that the Secretary of State has not updated CRA membership records since the 1950s, as the Report identified. The speaker also stated concern that Article 7 of Massachusetts Constitution was not covered in the Report. The speaker explained his view that Article 7 prohibits profits to private entities from government operation. The speaker said that Boston Properties' continued role in trying to represent the CRA before the City Council is a concern.

Lastly, the speaker noted that the CRA continues not to have a budget. He suggested that the Board ask Mr. Tulimieri to propose an emergency budget to get the CRA through a month or two.

Mark Levy

The speaker stated that if Mr. Kaiser knows of attempts to warn the City Manager of vacancies, evidence of this should have been included in the Report. The speaker noted that the CRA by laws state that regular meetings of the Authority should be held one day of each calendar month, so the speaker expressed confusion regarding how Mr. Tulimieri and the City Council could have noticed that more than 30 months were passing with no meeting of a board. The speaker's view is that the Report does not examine this question,

and rather spends time looking into things that don't matter. He invited others to show him evidence that this was in any way incorrect.

Heather Hoffman

The speaker stated that the Report represents a conflict of interest for Foley Hoag and hopes that someone independent of the city council or Board members will look into the activities of the CRA during the Report period. The speaker stated that there was a high level of secrecy and deception that went into the CRA's submission to the City Council regarding the Connector. The speaker told the current Board members that they need to make a decision about what kind of board or authority they want to be. She said that many people had high hopes.

Carol Bellew

The speaker stated that attorneys from Foley Hoag authored the Report, but were wrong not to identify that things the CRA did were not correct. The speaker stated that it was wrong that the Microsoft blade sign went up, for instance. The speaker stated her view that there was dysfunction within the CRA board and with Mr. Tulumieri. The speaker said that people still want accountability.

Michael Brandon

The speaker criticized the Board members for "asking the foxes to tell you what went wrong in the chicken coop." He suggested that there needs to be independent review by an outside independent counsel. The speaker would like to see a financial audit of the years to determine if funds were properly managed.

Charles Teague

The speaker asked everyone should step back and ask why there is a CRA. The speaker suggested that it is time to dissolve the CRA.

Minutes and Reports

1. **Motion:** To approve the Minutes of previous Authority meeting as presented to Members of the Authority: August 22, 2012.

Vote: Approved, with amendment to strike reference during Mr. Zevin's deliberation. All in favor.

Correspondence

2. Correspondence, dated August 20, 2012, from Stephen Kaiser.
3. Correspondence, dated August 22, 2012, from James Williamson.
4. Correspondence, dated August 22, 2012, from Tom Stohlman.

Motion: Enter all correspondence and place it on file.

Vote: Approved. All in favor.

Administrative Actions

5. **Report:** On status of commencement of Audit field work on September 4, 2012.

Motion: That the report be tabled and be on the agenda for the following meeting, with an acknowledgement that the activity is just beginning.

Vote: Approved. All in favor.

6. **Report:** On Trial Balance as of August 31, 2012; CD Schedule / All Cash; and Cash Flow 2012.

Mr. Crawford asked: Is there anything different or out of the ordinary about account balances this month? Mr. Tulimieri responded that there is not.

Motion: To receive Finance Committee Report on Trial Balance as of August 31, 2012; CD Schedule / All Cash; and Cash Flow 2012 by budget categories.

Vote: Approved. All in favor.

7. **Motion:** To approve a Resolution designating Cambridge Trust as a depository and to authorize the Chair, Treasurer, Vice Treasurer and the Executive Director to be signatories on the Revolving Fund held at The Cambridge Trust Company.

Ms. Born asked: Would Cambridge Trust be a depository or are there other depositories? Mr. Tulimieri responded that this is the duplicate resolution that every bank when you open a new account as an agency such as the redevelopment authority. He explained that it is typical to have a resolution of every account that we have. Ms. Born asked if there are similar signatures on file at those banks where the funds reside and should they be updated to reflect that. Mr. Tulimieri answered yes and that will be happening. Ms. Born responded that will require a lot of signatures, and could this all be bundled that one motion? Mr. Tulimieri responded that each bank has its own form of resolutions so you really need to have the resolution in front of you.

Ms. Born said she noticed that there is an account at Cambridge Savings Bank that has two million dollars in it and asked: Who are the signatures on that? Mr. Tulimieri responded that the signatures on that account are old and they need to be modified soon, as do the signatures at eight different banks. Mr. Tulimieri continued that Ms. Born, Mr. Crawford, and Mr. Bator will have to provide social security numbers, addresses and picture IDs. Mr. Tulimieri said he would get paperwork out to the members that need to sign.

Amended motion: To approve a resolution designating Cambridge Trust as a depository and to authorize the chair treasurer, vice treasurer and the executive director to be signatures on the revolving fund at the Cambridge Trust Company in addition to arrange for the same signatories to be authorized on the other bank accounts.

Vote: Approved. All in favor.

8. **Motion:** To award a contract GASB 45 Actuarial Valuation for FY 2012 and updates for FY 2013 and FY 2014 in the amount of \$4,250 to Primoris Advisors based upon the receipts of three (3) competitive quotes.

It was noted that this item was on the agenda for the last meeting and was carried over.

Vote: Approved. All in favor.

9. **Report:** On proposed request for written quotes for IT services.

The plan is to circulate quotes next meeting

10. **Report:** On status of Contract with City of Cambridge for Consultant Services to be provided by Ms. Kathy Spiegelman in connection with the Transition Planning and the results of the "kick-off" meeting held on September 7, 2012. Kathy Spiegelman provided a brief introduction of her role.

11. **Report:** On inventory of public and private signs in the Kendall Square Urban Renewal Area prepared by Larry Bluestone and discussion respecting categories of signs of interest to Authority members and Authority Members response thereto.

There was no specific discussion on this item.

12. **Motion:** To approve a blade sign submitted by Boston Properties on behalf of Boston Private Bank and Trust and wall sign submitted on behalf of the Marriott Hotel for *Champions*.

Vote: Approved. All in favor.

13. **Motion:** To accept final report of Authority Counsel on its look back at Authority actions during past two year period including discussion and consideration of the Kendall Square Urban Renewal Plan as amended and future Authority actions.

Vote: Board members noted that specific approval to accept the report was not necessary and agreed to table the item.

Kendall Square Urban Renewal Area / Parcel 4

14. **Report:** On receipt of September 4, 2012 Design Development Phase Submission and Design Review and the results of the Design Review meeting scheduled for September 14, 2012.

Vote: Put off receipt of this submission for another month. Tabled.

Kendall Square Urban Renewal Area / Development Program

15. **Report:** On the relationship between the issuance of a Building Permit by the City of Cambridge, the Authority's Design Review Process and the issuance of a Certification of Gross Floor Area to the Building Inspector by the Authority Executive Director for each

building constructed, as well as the implementation of services to the Building Inspector by Les Barber and correspondence from Boston Properties related thereto.

Vote: Accept the report and place on file. All in favor.

Kendall Square Urban Renewal Area / Parcels 4 and 6

16. **Motion:** To ratify, affirm, and approve the execution by the Authority Executive Director of a License Agreement with the City of Cambridge for locating a bicycle storage facility on Authority-owned land in the Kendall Square Urban Renewal Area.

Vote: Approved. All in favor.

17. **Motion:** To authorize the Executive Director to execute a License Agreement for the temporary use of Authority-owned land for a food service use subject to the advertising of the availability of the site.

Vote: Tabled.

Kendall Square Urban Renewal Area / Parcels 5 and 7

18. **Report:** On status of MassDOT schedule for Innovation Boulevard and Public Hearing, scheduled for October 11, 2012 at 7:00 p.m. at the Volpe Center.

Vote: Report accepted. All in favor.

Other Business

19. **Report:** On new regulation promulgated by the Attorney General including the broadening of the definition of "intentional violation" of the Open Meeting Law.

Vote: Report accepted. All in favor.

20. **Report:** On a Finding of No Significant Impact (FONSI) by the Federal Highway Administration (FHWA) for the Longfellow Bridge Rehabilitation and Restoration Project.

Vote: Report accepted. All in favor.

Executive Session. The Chair requested a motion to convene in Executive Session for the purpose of continuing the Board's discussion about negotiations with its non-union personnel. The motion was made and seconded. Following a roll call vote of 5-0, the Chair indicated that the Board would convene in Executive Session for the purpose of continuing the Board's discussion about negotiations with its non-union personnel and that the Board did not intend to reconvene in open session.

Meeting Adjourned

Next Meeting Date: October 17, 2012

MINUTES

Present

CRA Board members: K. Born (Chair), M. Drury, C. Bator, B. Zevin, and C. Crawford

Others: J. Mullan and S. Shapiro (Counsel to the CRA)

Summary of the Discussion

The Executive Session began at 9:10 pm. Mr. Mullan took the minutes of the session.

The Chair explained that the session would be limited to a discussion about a personnel strategy and negotiations with non-union personnel.

Mr. Mullan explained that the "Look Back Report" had revealed evidence that salary increases and (potentially) benefit adjustments to CRA employees, including the Executive Director, were not properly authorized. This includes a vote purported to have been taken at the March 17, 2010 meeting of the Authority which, as the Board had been made aware, must be treated as void. More specifically, during and immediately prior to the "Look Back Period", it appears that there were three increases in Mr. Tulimieri's salary:

(1) Effective July 1, 2009, his salary increased to \$204,100. This increase is described in a memo dated December 15, 2009;

(2) Effective January 1, 2010, his salary increased to \$214,100. This increase resulted from converting this annual automobile allowance, which by then was \$10,000 per year, to salary. This action is described in the December 15, 2009 memo as well as an unsigned contract amendment dated December 31, 2009 marked with notes of a vote. Items (1) and (2) were addressed in the March 17, 2010 meeting; and

(3) Effective July 1, 2010, his salary increased to \$220,480. This increase is described in a memo dated November 15, 2010. There appears to be no vote associated with this increase in salary.

It was also explained that the full employment records had not been reviewed. The records that have been reviewed, including the salary increases, are in some respects incomplete and also pertain to other CRA staff. When it was discovered during the completion of the "Look Back Report" that the personnel actions taken at the March 17, 2010 meeting were not properly authorized, additional salary information was requested and provided. It was this information

that revealed the additional salary increases during the "Look Back Period." It was explained that no further review prior to the "Look Back Period" had yet been completed.

Board members asked about their reporting responsibilities in light of this information and asked counsel to immediately put together a plan of action and recommended next steps for further consideration.

Conclusion of Meeting

On a roll call vote of 5-0, the members voted to end the Executive Session. The Executive Session ended at 10:05 pm.

Submitted: J. Mullan, Counsel to the CRA

Special Meeting
Cambridge Redevelopment Authority

Thursday, September 27, 2012
John A. Volpe National Transportation Systems Center
55 Broadway
Cambridge, Massachusetts

DRAFT MINUTES

Present

CRA Board members: K. Born (Chair), C. Bator, B. Zevin, and C. Crawford
Others: J. Tulimieri (Executive Director of the CRA; J. Mullan and D. Richlin (Counsel to the CRA)

Summary of the Discussion

The Chair convened the meeting and announced who was present at the meeting. She explained that Vice Chair Drury was travelling overseas and was not able to attend the meeting. Mr. Mullan took the minutes of the session. The Chair asked for a motion to convene to Executive Session. C. Bator so moved; B. Zevin seconded, and the motion carried by a roll call 4-0 vote. The Chair indicated that the Authority would convene in Executive Session for the purpose of discussing the Executive Director under c. 30A, §21(a) 1 and that, while the Authority did not intend to reconvene in Open Session, it reserved the right to do so.

The Board then retired to Executive Session at approximately 4:40.

The Board returned to open session at approximately 5:50 pm. In Open Session, the Board discussed follow-up actions and took the following vote, which passed by a 4-0 vote:

That the Cambridge Redevelopment Authority appoints Christopher Bator to the Transition Committee on a temporary basis to serve until such time as Margaret Drury returns from her vacation out of the country, and authorizes the Transition Committee to request the assistance of the City with respect to services that may be needed during this period of transition, and to initiate the process for retaining a qualified audit firm to conduct a forensic audit of the Authority's records and a qualified special counsel to manage and assist in any such forensic audit. The Transition Committee shall report to the Board at its next meeting and shall not, in any event, bind the Authority to any contracts prior to its delivery of such recommendation.

The meeting adjourned at 6:00 pm.

Submitted: J. Mullan, Counsel to the CRA

MINUTES

Present

CRA Board members: K. Born (Chair), C. Bator, B. Zevin, and C. Crawford

Others: J. Tulimieri (Exec. Dir. of the CRA), J. Mullan and D. Richlin (Counsel to the CRA)

Summary of the Discussion

The Executive Session began at 4:40 pm. Mr. Mullan took the minutes of the session.

The Chair explained that the purpose of the Executive Session was to discuss the Executive Director and a concern that has arisen regarding Mr. Tulimieri's employment. In accordance with the requirement of the Open Meeting Law, Mr. Tulimieri has been notified of these concerns and about this meeting, and was present at the meeting.

The Chair turned the meeting over to Dean Richlin of Foley Hoag.

Mr. Richlin explained the timing of events, the preparation of the Look Back Report; the discovery of concerns about salary increases; the discussion in Executive Session on September 19; a meeting of the Transition Committee and counsel with Mr. Tulimieri on September 24; the gathering of documents (37 boxes) and copying of computer files at the CRA's offices on September 24; and the decision to hold this meeting.

Mr. Richlin explained that Mr. Tulimieri is an at will employee and the CRA may terminate his employment for any reason or no reason. It nevertheless appears that if cause were required, the CRA would have grounds to terminate his employment.

Mr. Tulimieri said that he voluntarily provided the employment and compensation materials to counsel during the preparation of the Look Back Report and wanted that fact on the record. He also said that he always assumed the March 17, 2010 actions would be ratified by the Board following the completion of the Look Back Report, and that the November 2010 action would be ratified as well. Mr. Tulimieri acknowledged that he serves at the pleasure of the Board and said that he is prepared to resign if so requested.

Mr. Tulimieri further explained that, during the Look Back Period, he was trying to keep the program running, and prepared a list of actions that must be taken by the Board during that time. He was uncertain of the location of that list. Mr. Tulimieri offered to stay, resign, or respond to a request for resignation.

C. Bator expressed his concern about the facts and the appearances that the facts gave rise to, and expressed a preference for Joe to resign effective immediately.

Following more discussion, the Board took the following vote following a motion and second. The vote passed by a roll call vote of 4-0:

That the Cambridge Redevelopment Authority requests the resignation of its Executive Director, Joseph Tulimieri, effective immediately and authorizes the Chair of the Authority to take all such actions as may be necessary or appropriate pertaining to this vote.

Mr. Tulimieri then resigned his position as Executive Director of the CRA, effective immediately, and stated that he would confirm his resignation by letter to be delivered the next day. Mr. Tulimieri then left the room.

The Board then discussed potential follow-up actions and voted to end the Executive Session by a 4-0 roll call vote. The Executive Session concluded at 5:45 pm.

Submitted: J. Mullan, Counsel to the CRA

TAB 2

**Cambridge Redevelopment Authority
CASH FLOW
2012**

	Jan 12	Feb 12	Mar 12	Apr 12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	TOTAL
Beginning Cash	3,094,675.00	10,227,028.68	10,143,216.45	10,057,314.83	9,909,456.17	9,809,645.30	9,654,632.61	9,528,473.31	9,634,124.53	9,811,868.30	9,708,098.48	9,590,604.24	\$3,094,575.00
Income													
Land Proceeds	7,168,038.00	0.00	0.00	0.00	0.00	0	0.00	518,406.88	0.00	0.00	0.00	0.00	7,704,442.68
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reimbursed Expenses	0.00	0.00	0.00	383.15	0.00	223.80	673.96	0.00	383.00	0.00	150.00	0.00	1,813.91
Rental Income	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Interest Income	2,010.25	3,015.60	7,855.42	7,212.72	7,432.48	7,180.06	7,258.42	7,261.76	7,442.36	7,000.00	7,000.00	7,000.00	77,449.29
Total Income	7,188,546.25	3,515.60	8,155.42	8,095.87	7,932.48	7,680.06	7,982.22	526,842.42	7,942.36	7,883.00	7,500.00	7,650.00	7,789,705.88
Total Cash	10,283,121.25	10,231,444.66	10,151,371.87	10,065,410.70	9,917,388.65	9,817,305.36	9,662,914.83	10,055,315.73	9,942,066.89	9,819,751.30	9,715,598.40	9,598,264.24	10,884,280.88
Expense													
Conference Costs	0.00	475.00	0.00	0.00	350.00	0.00	0.00	270.00	0.00	1,500.00	1,500.00	1,500.00	5,595.00
Total Computer Expense	0.00	0.00	39.00	0.00	350.00	235.81	39.89	42.93	0.00	50.00	50.00	0.00	807.73
Payroll Expenses													
Salaries	17,871.92	16,871.92	21,058.65	16,871.92	21,058.65	16,871.92	16,871.92	21,058.65	16,871.92	7,015.88	8,769.80	7,015.88	188,208.43
Payroll taxes													
Unemployment	54.80	0.00	0.00	55.80	0.00	0.00	54.80	0.00	0.00	54.80	0.00	0.00	220.20
Medicare	259.15	244.63	305.35	244.65	305.35	244.64	244.65	305.34	244.64	101.78	127.20	101.78	2,729.12
Payroll taxes - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Payroll taxes	313.95	244.63	305.35	300.45	305.35	244.64	299.45	305.34	244.64	156.58	127.20	101.78	2,949.32
Benefits													
T Pass Subsidy	144.00	65.00	144.00	144.00	144.00	270.00	185.00	185.00	30.00	70.00	70.00	70.00	1,541.00
Retirement						22,164.00							22,164.00
Insurance-Medical	0.00	0.00	25,546.81	0.00	25,745.37		0.00		26,478.22	0.00	0.00	26,745.37	103,515.57
Insurance-Dental	41.37	0.00	41.28	62.68	41.28	41.28	0.00	41.28	0.00	41.28	41.28	41.28	412.89
Disability Insurance	79.88	79.88	79.88	79.88	79.88	79.88	64.05	64.05	64.05	47.32	47.32	47.32	813.39
Total Benefits	265.25	164.88	25,811.77	306.44	26,010.63	22,555.16	249.05	290.33	26,572.27	158.60	158.60	25,903.97	128,446.85
Payroll Expenses - Other	27.00	33.75	29.40	29.40	36.75	29.40	29.40	38.75	29.40	29.40	33.75	29.40	373.80
Total Payroll Expenses	18,478.12	17,315.18	47,205.17	17,508.21	47,411.28	39,701.12	17,449.82	21,691.07	43,718.23	7,360.24	9,089.15	33,050.81	319,978.40
Bank Service Charges	40.00	0.00	50.00	0.00	0.00	0.00	0.00	13.77	0.00	0.00	0.00	0.00	103.77
Contract Labor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	74.60	500.00	750.00	750.00	2,074.60
Contributions	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00	1,000.00
Dues and Subscriptions	0.00	300.00	614.25	1,004.40	298.50	75.00	370.00	283.30	2,050.00	300.00	380.00	1,800.00	7,443.45
Equipment Rental	811.48	478.95	811.48	578.95	1,329.95	911.48	578.95	678.95	811.48	578.95	811.48	578.95	9,046.05
Insurance													
Liability Insurance	1,680.50	1,960.00	1,681.00	530.50	1,090.50	1,515.50	385.50	385.50	1,515.50			700.00	11,424.50
Insurance - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Insurance	1,680.50	1,960.00	1,681.00	530.50	1,090.50	1,515.50	385.50	385.50	1,515.50	0.00	0.00	700.00	11,424.50
Interest Expense													
Developmentment Dep. Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest Expense - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies	150.73	42.69	1,074.84	391.58	984.18	324.77	725.02	788.86	390.85	200.00	200.00	200.00	5,409.72
Office Expenses	551.61	515.81	896.11	715.45	1,047.80	885.83	477.28	882.57	540.35	515.81	515.81	515.81	7,840.02
Postage and Delivery	88.54	78.38	232.24	588.55	291.77	398.95	95.98	85.73	320.80	100.00	100.00	100.00	2,431.90
Printing and Reproduction	69.00	138.00	18.50	2,078.64	719.84	358.64	1,913.41	475.88	188.11	300.00	300.00	300.00	6,867.82
Professional Fees													
Accounting	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,500.00	8,000.00	0.00	12,500.00
Consulting	10,560.00	10,768.33	10,080.00	15,034.40	12,262.50	10,560.00	12,418.71	12,280.00	9,279.43	11,000.00	11,000.00	11,000.00	136,271.37
Legal Fees	0.00	855.00	360.00	405.00	17,311.57	41,198.53	38,878.44	63,513.95	60,825.73	45,000.00	60,000.00	45,000.00	373,348.22

**Cambridge Redevelopment Authority
CASH FLOW
2012**

	Jan 12	Feb 12	Mar 12	Apr 12	May 12	Jun 12	Jul 12	Aug 12	Sep 12	Oct 12	Nov 12	Dec 12	TOTAL
Survey & Planning	9,798.64	11,920.31	24,324.30	104,732.83	7,044.00	49,489.89	51,587.04	9,282.81	4,000.00	25,500.00	25,500.00	13,000.00	336,160.92
Professional Fees - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Professional Fees	20,359.64	23,541.64	34,764.30	120,172.23	36,648.07	101,228.52	102,884.19	85,078.78	74,105.19	86,000.00	102,500.00	89,000.00	858,280.51
Property Manage.	985.00	38,254.31	45.00	-469.00	10,800.75	9,759.60	3,427.00	1,812.60	45.00	3,600.00	1,000.00	1,000.00	67,940.06
Rent	4,516.33	4,516.33	4,516.33	4,516.33	4,516.33	4,516.33	4,516.33	4,516.33	4,516.33	4,516.33	4,516.33	4,516.33	54,195.96
Other Expenses	89.00	69.00	69.00	89.00	89.00	89.00	-501.63	71.00	71.00	71.00	71.00	71.00	267.37
Marketing	6,349.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00			8,349.00
Telephone	739.44	1,154.76	1,117.05	1,438.28	1,516.45	752.89	1,301.37	1,078.09	1,005.18	800.00	750.00	750.00	12,401.31
Travel & Ent													0.00
Holiday Event	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Meals	0.00	6.50	126.32	396.98	42.24	873.37	0.00	1,524.91		500.00	500.00	250.00	4,224.32
Travel	0.00	0.00	452.07	4,864.00	0.00	0.00	0.00	452.81		1,500.00	1,500.00	1,500.00	10,268.68
Travel & Ent - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Travel & Ent	0.00	6.50	580.39	5,260.98	42.24	873.37	0.00	1,077.62	0.00	2,000.00	2,000.00	1,750.00	14,493.00
Utilities													
Gas and Electric	338.00	361.48	362.38	1,622.43	361.69	486.44	780.35	1,303.64	338.00	361.48	361.48	361.48	7,018.85
Water	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Utilities - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Utilities	338.00	361.48	362.38	1,622.43	361.69	486.44	780.35	1,303.64	338.00	361.48	361.48	361.48	7,018.85
Total Expense	55,182.39	88,228.21	94,057.04	155,954.53	167,743.35	162,372.75	134,441.62	121,191.20	130,198.59	111,851.81	124,895.25	116,942.38	1,402,969.02
Ending Cash	10,227,928.88	10,143,216.45	10,057,314.83	9,906,456.17	9,809,845.30	9,654,892.81	9,528,473.31	9,834,124.53	9,811,868.30	9,708,089.49	9,590,604.24	9,481,311.88	9,481,311.88

THE GASB 45 OPEB ACCRUAL IS AT \$245,437 A/O 12/31/2011. IT WILL NEED TO BE FUNDED.
POST EMPLOYMENT BENEFITS OTHER THAN PENSION - MAINLY HEALTH INSURANCE.

SALE OF THE PLAZA PROCEEDS ARE FORECAST AT \$514,805 FROM BP.

CAMBRIDGE REDEVELOPMENT AUTHORITY

	Forecast 9 2012	2,012	VARIANCE
	TOTAL	BUDGET	
PREPARED	9/30/2012	3/1/2012	
Income			
Land Proceeds	7,704,442.00	7,186,036	(518,406.00)
Grants	0.00		0.00
Reimbursed Expenses	1,813.91	2,178	364.09
Rental Income	6,000.00	6,000	0.00
Interest Income	77,449.29	54,461	(22,988.29)
			0.00
Total Income	7,783,535.17	7,248,675.00	(534,860.17)
			0.00
Expense			
Conference Costs	5,595.00	0	(5,595.00)
Total Computer Expense	807.73	0	(807.73)
Payroll Expenses			0.00
Salaries	188,208.43	219,709	31,500.57
Payroll taxes			0.00
Unemployme	220.20	690	469.80
Medicare	2,729.12	2,880	150.88
Payroll taxes	0.00		0.00
Total Payroll taxes	2,949.32	3,570	620.68
Benefits			0.00
T Pass Subsi	1,541.00	2,088	547.00
Retirement	22,164.00	48,109	25,945.00
Insurance-Me	103,515.57	100,440	(3,075.57)
Insurance-De	412.89	658	245.11
Disability Ins	813.39	879	65.61
Total Benefits	128,446.85	152,174	23,727.15
Payroll Expenses - Other	373.80	355	(18.80)
Total Payroll Expenses	319,978.40	375,808	55,829.60
Bank Service Charges	103.77	0	(103.77)
Contract Labor	2,074.60	0	(2,074.60)
Contributions	1,000.00	7,225	6,225.00
Dues and Subscriptions	7,443.45	8,301	857.55
Equipment Rental	9,046.05	14,270	5,223.94
Insurance			0.00
Liability Insurance	11,424.50		
Insurance - Other	0.00		
Total Insurance	11,424.50	12,317	892.50
Interest Expense			0.00
Developmentment Dep.Into	0.00		0.00
Interest Expense - Other	0.00		0.00
Total Interest Expense	0.00		0.00
Miscellaneous	0.00		0.00
Office Supplies	5,409.72		(5,409.72)
Office Expenses	7,840.02	12,048	4,207.98
Postage and Delivery	2,431.90	1,641	(790.90)
Printing and Reproduction	6,867.82	1,005	(5,862.82)
Professional Fees			0.00
Accounting	12,500.00	10,143	(2,357.00)
Consulting	136,271.37	198,757	62,485.63
Legal Fees	373,348.22	12,474	(360,874.22)
Survey & Planning	336,160.92	103,899	(232,261.92)
Professional Fees - Other	0.00		0.00
Total Professional Fees	858,280.51	325,273	(533,007.51)
Property Manage.	67,940.06	64,549	(3,391.06)
Rent	54,195.96	54,196	0.04
Other Expenses	267.37	98	(169.37)
Marketing	8,349.00	21,782	13,433.00
Telephone	12,401.31	13,984	1,582.69
Travel & Ent	0.00		0.00
Holiday Event	0.00		0.00
Meals	4,224.32		(4,224.32)
Travel	10,268.68	3,076	(7,192.68)
Travel & Ent - Other	0.00		0.00
Total Travel & Ent	14,493.00	3,076	(11,417.00)
Utilities			0.00
Gas and Electric	7,018.85	3,480	(3,538.85)
Water	0.00		0.00
Utilities - Other	0.00		0.00
Total Utilities	7,018.85	3,480	(3,538.85)
			0.00
Total Expense	1,402,969	919,053	(483,916.03)

Cambridge Redevelopment Authority
Trial Balance
 As of September 30, 2012

	<u>Debit</u>	<u>Credit</u>
Boston Private Bk .4% 3/13	252,691.77	
Boston Private Bank & Trust Co.	5,032.98	
Brookline Bank 16MO .95 9/13	259,613.27	
Brookline Checking Account	10.00	
Cambridge Savings Bk 1% 12/13	157,203.25	
Money Market-Cambridge Savings	11,066.12	
Cambridge Savings 1% 2/15	2,015,091.70	
Cambridge Trust	1,830.00	
Cambridge Trust CD Var. 10/14	251,187.04	
Checking-Citizens Bank	429,676.67	
Eastern Bank CD .2% 3 /13	250,297.38	
East Boston S B Mon Mark 1.2%	2,014,094.90	
East Cambridge SB Adv Sav .4%	400,872.07	
ECSB CD 3553088 .75% 6/13	1,896,055.78	
East Camb SB 3509270 .60% 12/12	602,007.80	
East Camb CD 3169885 1% 3/14	800,664.98	
Leader Bank CD 1% M 02/14	251,510.77	
Winter Hill Bank CD .55% 6/13	206,365.00	
Petty Cash	100.19	
Advance to KSA	2,500.00	
Accounts Receivable	1,173.98	
Other receivables	0.00	
Prepaid expenses	0.00	
Property & Equipment	14,972.15	
Property & Equipment:Land	249,724.92	
Property & Equipment:Land:Net Assets		881,488.20
Earned Fringe Benefit	3,506.89	
Accumulated Depreciation		14,972.15
Security Deposit	7,305.83	
Accounts Payable	0.00	
Additional 2010 GFA Deposit	0.00	
Post Employment Bene Obligation		245,437.00
Deposit Galaxy Park Repairs/Ins		1,166.52
Deposit Held Parcel 2	0.00	
Direct Deposit Liabilities	0.00	
Payroll Liability	0.00	
Line of Credit-Camb. Svgs Bank	0.00	
Deferred Costs	0.00	
Accrued expenses	0.00	
Credit Union	0.00	
Deposits held Parcel 3 & 4		4,354.00
Payroll Liabilities	0.00	
Payroll Liabilities:Vision WH	47.92	
Payroll Liabilities:Def Comp WH	0.00	

Cambridge Redevelopment Authority
Trial Balance
 As of September 30, 2012

	Debit	Credit
Payroll Liabilities:Dental WH	300.35	
Payroll Liabilities:Federal WH	0.00	
Payroll Liabilities:Medical 1	144.74	
Payroll Liabilities:Medical 2	119.73	
Payroll Liabilities:Medicare	0.00	
Payroll Liabilities:Misc WH	0.00	
Payroll Liabilities:Retire WH		1,098.38
Payroll Liabilities:State WH	0.00	
Prepaid rental income	0.00	
Deferred Compensation		3,506.89
Opening Bal Equity		467,111.47
Retained Earnings		938,918.63
Land Proceeds		8,539,656.68
Reimbursed Expenses		1,356.98
Rental Income		4,500.00
Conference Costs	1,095.00	
Computer Expense	708.02	
Payroll Expenses	281.25	
Payroll Expenses:Salaries	165,407.47	
Payroll Expenses:Payroll taxes:Unemployment	165.40	
Payroll Expenses:Payroll taxes:Medicare	2,398.40	
Payroll Expenses:Benefits:T Pass Subsidy	1,331.00	
Payroll Expenses:Benefits:Retirement	47,589.98	
Payroll Expenses:Benefits:Insurance-Medical	77,770.20	
Payroll Expenses:Benefits:Insurance-Dental	330.33	
Payroll Expenses:Benefits:Disability Insurance	671.43	
Bank Service Charges	103.77	
Contract Labor	74.60	
Contributions	1,000.00	
Dues and Subscriptions	4,963.45	
Equipment Rental	6,980.67	
Insurance:Liability Insurance	10,724.50	
Office Supplies	4,809.72	
Office Expenses	6,292.59	
Postage and Delivery	2,131.90	
Printing and Reproduction	5,967.82	
Professional Fees:Consulting	103,272.25	
Professional Fees:Legal Fees	223,348.22	
Professional Fees:Survey & Planning	272,160.92	
Property Manage.	62,440.06	
Rent	40,646.97	
Supplies:Marketing	7,349.00	
Telephone	10,101.31	
Travel & Ent:Meals	2,974.32	

Cambridge Redevelopment Authority
Trial Balance
As of September 30, 2012

	<u>Debit</u>	<u>Credit</u>
Travel & Ent:Travel	5,768.68	
Utilities:Gas and Electric	5,934.41	
Interest Income		56,449.29
Other Expenses	54.37	
TOTAL	<u>11,160,016.19</u>	<u>11,160,016.19</u>

TAB 3

Welch & Corp. *Environmental*



OCT 02 2012

September 28, 2012

To: Snow Removal Customers

Re: Snow Removal for the 2012-2013 Season.

Enclosed please find two copies your 2012-2013 snow proposal. We have held our rates to the same level as last year. Please sign and return one copy of the proposal using the enclosed self-addressed envelope. Keep the other copy for your records. Once we receive your signed proposal we will add your account to our snow removal list. If you have any questions please feel free to call.

Very truly yours,

Albert J. Welch, III

Welch & Corp. *Environmental*



SNOW REMOVAL PHONE NUMBERS

OFFICE 617-254-7550 Weekdays only
7:00 AM TO 5:00 PM

Weekdays after 5:00 pm or before 7:00 am or weekends and
holidays please call:

PAUL MC MANUS 617-590-7035 CELLPHONE

MARK WILDER 617-590-7033 CELLPHONE

PLEASE NOTE: When calling for snow removal it is important to
begin with Paul McManus first, then Mark Wilder
if necessary.

*** Welch Environmental Corp snow removal proposal must be signed ***
by customer and returned before snow removal services are
performed.

MAILING: P.O. BOX 35215 • BRIGHTON, MA 02135-0215

LOCATION: 35 ELECTRIC AVE. • BRIGHTON, MA 02135-0215 • TELEPHONE: 617-254-7550 • FAX: 617-254-0238

Welch & Corp. *Environmental*



Cambridge Redevelopment Authority
One Cambridge Center 4th Floor
Cambridge, MA 02142
Attention: Maura Ryan

September 28, 2012
Snow Removal 2012-2013
4 Cambridge Center & Broadway Parking Lot
Phone 617-492-6800

Snowplowing, removal as directed for the season 2012-2013.

Truck with Plow	\$ 105.00 per hour min. 4 hours
CAT 228 Skid Steer	\$ 115.00 per hour min. 4 hours
Snow Dump Charge	\$ 115.00 per load

- Due to limited availability of snow dump space loading out of snow is not guaranteed.
- Unless otherwise directed we will send a truck when the snow is in excess of 4".
- These rates do not include sales tax. Please furnish a Tax Exempt Certificate.
- Sanding will be on Owner will call basis.

Payments to be made as follows: NET 30 DAYS.

Authorized
Signature _____


Albert J. Welch, III

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal

Signature _____

Date _____

Welch & Corp. Environmental



Cambridge Redevelopment Authority
One Cambridge Center 4th Floor
Cambridge, MA 02142
Attention: Maura Ryan

September 28, 2012
Snow Removal 2012-2013
4 Cambridge Center & Broadway Parking Lot
Phone 617-492-6800


Snowplowing, removal as directed for the season 2012-2013.

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- These rates do not include sales tax. Please furnish a Tax Exempt Certificate.
- Sanding will be on Owner will call basis.

Payments to be made as follows: NET 30 DAYS.

Authorized
Signature


Albert J. Welch, III

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal

Signature _____

Date _____

MAILING: P.O. BOX 35215 • BRIGHTON, MA 02135-0215

LOCATION: 35 ELECTRIC AVE. • BRIGHTON, MA 02135-0215 • TELEPHONE: 617-254-7550 • FAX: 617-254-0238

TAB 4

BPG / Bluestone Planning Group

Urban Design Planning Architecture

MEETING NOTES: Google Connector Buildings Design Development Phase Progress Review Meeting on September 20, 2012

Attending: Kathy Born (CRA), Barry Zevin (CRA), Joseph Tulimieri (CRA), Kevin Sheehan (BP), David Manfredi (EM), Steve Dube (EM), Andrew Pirie (CBA Landscape Architects), Roger Boothe (CCDD), Kathy Watkins (~~CCDD~~), and Larry Bluestone (BPG)

Date: October 5, 2012

On 20 September 2012, the CRA's and the City's design review team met with Boston Properties (BP) and Elkus Manfredi (EM) at BP's Cambridge Center offices to further review design updates by EM based upon design comments offered at the previous review meeting one week earlier on 14 September 2012.

Some of the major design issues identified in the previous meeting were the ground floor arcade design, the Google interior floor plan on the first floor of the rooftop Google Connector building, the rooftop landscape design of the rooftop connector building, building materials selection, and issues of the Main Street / Arcade sidewalk design and materials selection.

Based on those issues previously raised, BP and EM presented updated designs.

Programmatic Zoning Requirement Issues

Based on a previous request, BP will provide an explanation of *where* the new required open space for the Connector additions will be provided. Kevin Sheehan explained that the short answer to that question is on the Parcel 4 Plaza.

Arcade Design

There was extensive discussion of the revised and updated Arcade design. Previous review comments had commented that the Arcade (where retail shops and/or restaurants will be located as well as the office lobbies to CC3 and CC5) looked very 'corporate' and not very appealing or inviting as a retail arcade. Subsequently, BP and EM made design modifications including an examination of floor paving materials and signage.

The most significant suggested change, however, was the substitution of the previous revolving door Arcade entrance at Main Street with a new combination of fixed swing doors and folding doors that can be opened in warm weather months to make the activity inside the Arcade more visible and appealing to passersby on Main Street. There was not a consensus within the BP/EM team as to exactly how the location and allocation of swing doors and folding doors would be determined. Some technical issues included having sufficient egress capacity to handle the expected pedestrian flow through the Arcade, and how to keep the interior Arcade space conditioned in warm weather if doors are folded in the open position. (A vestibule design will be required.) BP and EM will continue to work on this design. In general, the design review team supported the direction of the revised Arcade design proposals.

There was also a discussion of how the interior Arcade passage could be linked to the entire pedestrian way running east-west behind CC3 and CC5 (Food Court). Currently, BP and EM are proposing an overhead glass canopy to link the rear of the Arcade with the Garage stair/elevator tower so pedestrians can remain under a protected canopy without going outside. The review team asked if this proposed canopy system could be extended eastward to connect to the enclosed Food Court as well.

Arcade Signage

EM provided new preliminary signage proposals, in response to design review comments the previous week, to announce the entry from Main Street into the Arcade and to announce the Arcade entry as the means to reach the rooftop public park beyond. EM proposed signage above the Arcade's entry canopy to say in large letters, 'Arcade'. Beneath that would be smaller letters announcing the address and the major tenants within. EM also proposed a playful large-scaled wall-mounted sign that climbed the wall of Three Cambridge Center adjacent to the Arcade entrance to announce the rooftop garden beyond. The design review team approved the direction of both these signage proposals.

Rooftop Connector Interior Layouts, by Google

Although there was not much time for discussion, the design review team still expressed concerns about what public rooftop park users would see as they looked into the glass curtain wall of the rooftop Google Connector building. This is of significance because the Connector building immediately abuts the park. Previous presentations by BP showed a visually active communal use of the Connector's floor plates by Google employees. However, BP and EM are only responsible for the 'core and shell' design and the interior layouts are being designed by Google's own design consultants. To date, the design review team has not yet seen any floor plan layout proposals from Google.

Rooftop Garden Design

Boston Properties and CBA Landscape Architects presented a revised rooftop garden design which considerably expanded the area of the roof that was planted. These rooftop planted areas will not be physically accessible, but they will be visually enjoyed by tenants in the upper floors of surrounding buildings and the future Ames St. housing tower. The design review team thought that the design had much improved from the previous meeting.

Also, the landscape architect showed how they proposed to grow climbing vines (grown over a wire cage mesh mounted to the elevator enclosure walls) at street level up the walls of the two elevator enclosures leading to the rooftop garden as a visual indicator that a landscaped park existed on the rooftop.

Building Materials Samples

BP presented small material samples of the Google Connector's facades, including silver aluminum stile frames and clear vision glass. The design review team had no objections to the proposed façade materials.

BP also presented some polished concrete paver samples for the interior Arcade floor. The discussion of floor pavers was linked to the sidewalk materials that are planned by the City when Main Street is reconstructed, and whether the same paving materials could be extended into the Arcade from the sidewalk. (See discussion, next Section.)

Sidewalk / Arcade Floor Finishes Selection

Roger Boothe invited Cathy Watkins from the City to present current design plans for a reconstructed Main Street and the City's proposed sidewalk materials. The purpose of this discussion was to determine whether the City's sidewalk paving materials could match or be coordinated with the Arcade's interior floor paving materials to provide a visually seamless passageway, from outside to in, to better attract passersby into the Arcade.

Cathy explained that the City was proposing to use a combination of a concrete sidewalk with a brick edging strip along the curb. The city's concrete pavement will have a rough surface finish to prevent slippage. A discussion followed as to whether rough finished concrete pavers could be used within the Arcade as well. However, BP explained that it would be difficult to keep rough-finished concrete clean. There was also a discussion about whether BP should use the City's brick pavers within the Arcade. Cleaning remained an issue and there was also a sense that brick signaled the old (Harvard square) Cambridge rather than the 'high tech' image of Kendall Square.

And so, BP and EM will take this discussion in mind and return to the Authority with a proposed paving pattern in the Arcade.

Next Step

Google Rooftop Connector Building - Interior Floor Plan Layouts

Google is expected to provide the CRA with proposed floor plan layouts of the rooftop connector building by mid-October.

Materials Wall Assembly Mock Up

BP will provide full size window / wall assembly mock-ups of the rooftop connector building by mid-October.

BP and EM will continue to evolve the Arcade design and the Arcade signage designs and present the updated designs to the Authority by mid-October.

BP and the Authority agreed that the design review process would continue without the formal review period clock running. The Authority suggested to BP that BP resolve remaining design issues in a revised / updated Design Development Phase submission rather than moving directly to a Construction Documents Phase submission.

Submitted by: Larry Bluestone, BPG
5 October 2012

Comments from Barry Zevin on Larry Bluestone's

**MEETING NOTES: Google Connector Buildings
Design Development Phase Progress Review Meeting on September 20, 2012**

Canopy at rear of Arcade

Page 2: The drawings dated August 1, 2012 show an opaque PVC membrane roof on the canopy at the rear of the Arcade. Glass would indeed be better.

Paving

Page 3: I'm still not convinced that we are getting the paving materials right. I do not agree that brick *per se* signals "old Cambridge". The Endicott pavers have been a distinctive feature of Kendall Square for at least thirty years. The Endicott paver sidewalks at the Broad and Whitehead Institutes appear to be holding up well. The City's proposal has the potential to create an incoherent mix of paving materials. If indeed brick/tile is still rejected for the paving in the Arcade proper, I would at least like to see serious consideration of natural stone rather than polished/unpolished concrete for the Arcade floor and the adjacent sidewalk aprons.

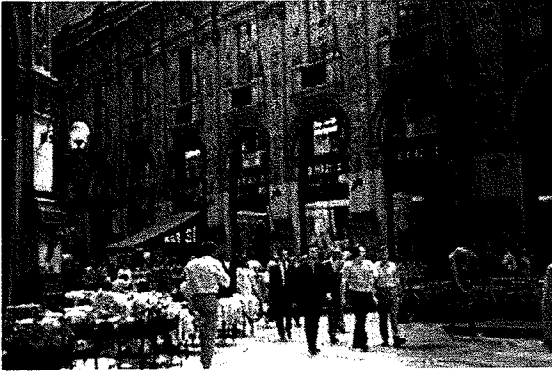
Storefronts in the Arcade

This photo of the old Filene's department store in Boston appeared a couple of weeks ago in the *Sunday Globe*:



It shows a highly controlled (and nicely detailed) storefront regime, quite unlike the mall-like free-for-all shown in the EM renderings. While rugged individualism and the resulting variety are generally taken to be good things, it's hard to argue that the sense of continuity and order evident in the old Filene's are unsatisfactory.

It's worth noting that other (actual) arcades (see following page) display similar balances of uniformity/variety. In the Milan Galleria and in Holyoke Center, the structure and the storefronts combine to establish an orderly framework within which individual variations occur. In Providence, the storefront infill predominates. While none of these true arcades are directly comparable to the artificially-lit, lobby-sized space at hand, the general principles do apply.



Milan, Galleria Vittorio Emanuele



Cambridge, Holyoke Center



Providence, Westminster Arcade

BPG / Bluestone Planning Group

Urban Design Planning Architecture

MEETING NOTES: Google Connector Buildings Design Development Phase Progress Review Meeting & Materials Mock-Up Review on October 10, 2012

Attending: Kathy Born (CRA), Barry Zevin (CRA), Kevin Sheehan (BP), Mike Bowers (BP), Steve Dube (EM), Clara Batchelor (CBA), Andrew Pirie (CBA), Roger Boothe (CCDD), and Larry Bluestone (BPG)

Notes Submitted By: Larry Bluestone, 10 October 2012

On 10 October 2012, the CRA's and the City's design review team met with Boston Properties (BP) Elkus Manfredi (EM), and Clara Batchelor Associates (CBA) at Boston Properties' (BP) Cambridge Center offices to further review design updates by EM and CBA based upon design comments offered at the previous review meeting on 20 September 2012, and to review an on-site materials mock-up of the CC4 – CC5 Google Connector building façade.

CC4- CC5 Google Connector Building Landscaped Green Roof

Clara Batchelor (CBA) presented her revised design for the green roof atop the CC4 - CC5 Connector Building which illustrated a much greater area of rooftop devoted to plantings. Barry Zevin asked whether the plantings couldn't spill over the edge perimeter of the rooftop to visually indicate to park users below that there was a green roof atop the Connector building. Steve Dube explained that the proposed parapet detailing and geometry precluded this. Clara and Steve Dube also indicated that because of weight capacity constraints on the roof, the planting soil bed was only 4 inches deep and couldn't support plant species large enough to grow over the roof edge. After a bit more discussion, the CRA's and City's design review team approved the rooftop design.

Green Wall / Screen Design

Clara Batchelor illustrated how a green screen of vines would be planted at ground level at the base of both elevator/stair towers leading to the garage rooftop park to visually indicate to users that there was a park on top of the garage roof. A variety of vine species will be planted and there will be irrigation. There will be planter boxes at the base of the elevator/stair towers. Barry Zevin suggested that the planter boxes be 18 inches high to protect them from nearby parked motorcycles at the base of the Broadway side stair tower. The CRA and City design review team approved these designs.

Main Street Sidewalk (Private Property) and Arcade Interior Paving Materials

Clara Batchelor and Steve Dube presented their proposed paving designs. On Main Street, on the outside at the entrance to the Arcade within private property, a city standard brush finished concrete 5x5 paver will be used. Within the interior of the Arcade, the same concrete paver will be used except that it will be polished. Both the inside and outside pavers will be the same color brown to visually indicate a continuous flow or passage from outside to inside. The same brush finished pavers will again be used outside at the rear of the Arcade connecting to the elevator/stair tower and Food Court. Roger Boothe commented that the illustrated brown paver color was too dark and should be a lighter shade of brown. Steve Dube offered to construct a paving mock-up of the pavers so we could see the paver finishes and selected covers. After more discussion about variety vs. uniformity of surrounding paving materials, the CRA and City design review team approved the paver choices, subject to seeing the color selection in the mock-up.

Arcade Design Revisions

Steve Dube presented revised arcade designs. The primary design changes were to the Main Street entry doors and vestibule. As revised, the Main Street entry will include a double swing door opening and vestibule (4 foot wide doors) to the right side, and a continuous set of folding doors that can be opened in warm weather months to invite passersby on Main Street into the Arcade on the left. Steve Dube hoped to include table and chairs on the outside at the folding door location if a restaurant tenant is captured for the new retail space on Main Street. The Main Street Arcade facade was also revised to provide a band of upper first level windows continuous across the Arcade façade and that of the adjacent retail space.

The rear swing door entry vestibule will align, on axis, with the front entry vestibule. The pair of swing doors at the rear entry were illustrated as 3 feet wide each. It was suggested that these swing doors be increased to 4 feet wide to be more generous in size and to match the front vestibule entry design.

The rear overhead canopy has been modified to be a 'T' shape that will connect the rear of the Arcade with both the Garage elevator/stair tower and the Food court to the east so nobody has to go from inside to outside to inside again from the Food Court.

A discussion of the interior of the Arcade design to make it feel less 'corporate' followed. Was it a retail Arcade primarily or an office lobby entry arcade primarily? Everyone agreed it was both and couldn't be absolutely compared to retail arcades for its design precedents.

There was a discussion about how the current design seemed a bit chaotic and not fully resolved. A variety of suggestions included: a more synched rhythm of building elements (e.g. 'skylight' frame pattern, lighting pattern, column pattern etc.) to make the design more visually coherent; adding more color with signage or banners; revising the lighting ceiling design at the two office entrances to synch more coherently with the drywall soffit ceiling designs, etc. Steve Dube also mentioned that EM was continuing to investigate lighting designs, including possibly moving cloud / sky designs.

Although there was no detailed consensus about how to achieve these intended goals, Steve Dube said he had a sense of the direction desired and will return to the next review meeting with revised designs. Kathy Born suggested that a 3D model such as SketchUp might be a useful tool for the committee's discussion of the space at the next meeting.

Rooftop Connector Building Interior Layouts by Google

No designs were yet presented illustrating the interior floor plan designs of the rooftop Connector Buildings. Google's designers are a bit behind schedule. Kevin Sheehan will let us know when the Google floor plan layouts will be available to review.

The CRA and City design review team confirmed that EM's 'core and shell' design for Google's rooftop Connector Building is approved, however.

Google CC4-CC5 Connector Building Materials Mock Up Review

The facade materials mock-up erected on the garage rooftop was then reviewed by the CRA and City design review team. The façade mock up consisted of clear glass, silver metal frames, and an opaque panel 'shadow box'. The mock-up was approved by the CRA and City design review team.

Next Steps

The next design review meeting is tentatively scheduled for October 24th at 10:30am. In addition to some updated designs by EM, as discussed above, it is hoped that Google will be ready to present their floor plans as well.