

Regular Meeting  
Cambridge Redevelopment Authority

Wednesday, October 17, 2012 at 5:30 pm  
Cambridge Police Department.  
125 6th St.  
1st Floor Community Room

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## **DRAFT MEETING MINUTES**

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### Present

The Chair, Kathleen Born, called the meeting to order. She was joined by Vice-Chair Margaret Drury. Also present were members Christopher Bator, Barry Zevin, Conrad Crawford, Acting Executive Director, Susan Glazer, and counsel Jeffrey Mullan and Kevin Conroy.

### Public Comment

#### **Steve Kaiser**

The speaker stated that he is encouraged by the board's initiative in looking into different many different areas. He asked whether or not Board members must be residents. He would like to see a clear list of resignations since 1997. He also stated that he is concerned about the role of the Authority's auditors. As the transition continues, he supports openness and transparency.

#### **Tom Stohlman**

The speaker stated that he believes the Board is behaving like it should be and improving its actions. He commended the Board for providing its most complete meeting minutes. He thinks that the Authority should be more vigilant about when it decides to go into executive sessions.

#### **Mark Jaquith**

The speaker discussed a Department of Transportation meeting that concerned the Innovation Boulevard Project. The speaker stated his belief that the project plans presented at the meeting were only 25% design phase plans. He thought the plans omitted understanding of the big picture for the Grant Junction and the path planned by the City. He mentioned that there is a study available on the City of Cambridge website that the project's consultant should examine.

#### **Heather Hoffman**

The speaker commended the Authority for setting the right standard by releasing complete executive session minutes. The speaker stated concern that since the counsel Report determined that the Urban Renewal Plan expired over two years ago, the Authority had no right pertaining to signs except to make recommendations to the City. The speaker stated her belief that she said she found through research that Mr. Alan Bell moved out of the city by February of 1999. She said land had been sold without a quorum. She indicated that

she hopes this issue doesn't get swept under the rug.

**James Williamson**

The speaker commended the Board for making and releasing complete minutes. He suggested the creation of a mailing list to inform people of meeting dates and times. He also recommended that meetings occur in a place that is convenient and accessible to public transportation.

**Michael Brandon**

The speaker suggested that the Authority created a website independent from the City website.

**Carol Bellew**

The speaker suggested two areas of further study: legal issues, reviewing of the Authority's finances by an independent certified public accountant and tax attorney.

Minutes and Reports

1. **Motion:** To approve the minutes of the most recent regularly scheduled meeting of the Authority held 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]

**Vote:** Approved. All in favor.

Communication

2. **Motion:** Enter a letter submitted by Steve Kaiser and place it on file.

**Vote:** Approved All in favor.

Administrative Actions

3. **Report:** On Trial Balance as of September 30, 2012; CD Schedule/All Cash; and Cash Flow 2012. It was noted that the Authority's accountant resigned and there is some catching up to do in this regarded. The Reports submitted were prepared earlier in the week prior to the resignation. [2]

4. **Motion:** To receive Finance Committee Report on Trial Balance as of September 30, 2012; CD Schedule/All Cash; and Cash Flow 2012.

**Vote:** Approved. Trial balance and documents placed on file.

5. **Motion:** Finance Committee motion that Acting Executive Director Susan Glazer's signature be added to all the appropriate accounts.

**Vote:** Approved. All in favor.

6. **Report:** On status of quotes for an IT consultant. It was noted that the Authority has obtained three (3) quotes for an IT consultant. The Authority was decided to remain with its current

vendor. The current vendor has agreed to work on-call, on an as-needed basis at the rate of \$60/hr. It was noted that the quotes received had higher hourly rates, and many included minimum fixed rates.

**Motion:** Use hourly basis and only as-needed.

**Vote:** Approved. All in favor.

7. **Motion:** To authorize the legal subcommittee of the Authority to make a final selection and negotiate a contract with an independent counsel to oversee outside audits of Authority finances and activities.

**Vote:** Approved. All in favor.

#### Discussion Items

8. **Authority Personnel Actions:** Resignation of Authority's Executive Director, and status of follow-up actions of retaining special counsel to oversee outside audit(s).

**Motion:** To authorize Chris Bator and Margaret Drury to complete interviews and negotiate a contract with an independent counsel.

**Vote:** Approved. All in favor.

**Motion:** To appoint Susan Glazer as the Acting Executive Director of the Authority.

**Vote:** Approved. All in favor.

9. **Discussion:** On status of transition report by Authority Transition Consultant Kathy Spiegleman.

10. **Discussion:** On 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.

**Motion:** To accept the report on file.

**Vote:** Approved. All in favor.

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

**Motion:** Place on table.

**Vote:** Approved. Motion Tabled.

#### Parcel 4 - Connector Project

12. **Report:** On status of design review and submission of minutes of recent design review meeting(s). Ms. Born discussed two meetings regarding the design review of the Connector project, which was attended by herself, Barry Zevin, Roger Booth, a design consultant for the City of Cambridge, and Larry Bluestone, an urban design consultant to the redevelopment authority. Ms. Born stated that the process for reviewing the schematic designs is on an "improved trajectory" with Boston Properties and that the developer appears to be engaged in

more of a listening process now than in the past. The design review process meetings are occurring bi-weekly.

Ms. Born explained that based on the past two meetings, it has become clear that herself, Mr. Zevin, Mr. Booth, and Mr. Bluestone all are uncomfortable with the design of the public arcade. In particular, Ms. Born expressed discomfort with “characteristics of . . . the geometry and the doorways and the interior materials and the lighting.” Mr. Zevin said that not a lot of progress has been made, but there have been discussions regarding the green roof, the doorways to the arcade, and paving.

Ms. Born stated that Boston Properties has agreed to share Google’s internal floor plans, which has led to some changes. Boston Properties has agreed to change its black bar theater at the perimeter of the public garden to a “monumental staircase” and the original revolving doors into accordion doors that will be able to stay open in the summer. This will encourage access and activity. The team is working on having the developers’ adopt its suggestions regarding flooring and lighting and ceiling materials, and is working with the project’s landscape consultants to retain some of the vegetation that may have been lost with the renovations to the garden, particular hanging greenery and ivy.

Ms. Born and Ms. Zevin added that they attended a meeting of the Housing Committee of the City Council, and that a representative of Boston Properties also attended. Ms. Born stated that Boston Properties expressed a serious commitment to housing development in Kendall Square. [4]

**Motion:** To form Design Review Committee of the Board consisting of members Kathleen Born and Barry Zevin.

**Vote:** Approved. All in favor.

**Motion:** To accept report and place it on file.

**Vote:** All in favor.

#### Other Business

13. **Report.** Overview of ongoing area transportation projects by Ms. Glazer.

a. Innovation Boulevard

**Report.** Ms. Glazer stated that this project is best described as re-landscaping and re-thinking of the open space that exists and to make it a better public space. She reported that there was a hearing last week at the Department of Transportation to discuss early design. The hearing was attended by about 20 people. The discussion centered around the amount of landscaping. She also reported that some at the meeting expressed support for combining the project with an effort that may shortly be launched by the Department of Community Development that will look comprehensively at open space throughout East Cambridge. Ms. Glazer added that there has been a significant amount of citywide study regarding open space and connecting open space in Kendall Square and East Cambridge. The Authority will continue to work as part of that effort.

**Discussion.** Ms. Born stated that she was present at the Department of Transportation meeting along with Mr. Zevin. She said that some members of the public expressed frustration that the Authority could not make use of outside funding in the form of an earmark that was once available, but is no longer.

Ms. Born also added that the Authority will collaborate with the larger open space assessments that are being conducted in the Area. She noted that the Authority should be creative in considering the value and potential uses of private and semi-private spaces, spring water storage, art, signage and traditional public ground spaces.

It was also noted that the Innovation Boulevard project is the only project among those discussed in Ms. Glazer's report that is occurring on Authority owned land. This project is the responsibility of the Authority, whereas the Authority has a different role with regard to the other projects discussed in Ms. Glazer's report. With regard to those projects, the Authority should be aware and be involved where needed. On this point, there was further discussion among the members regarding who has responsibility for sidewalk maintenance on (i) Authority owned land; (ii) land transferred to Boston Properties; and (iii) sidewalks that are planned to be transferred to the City of Cambridge. Another discussion occurred with regard to Boston Properties' responsibility to maintain Point Park.

b. Longfellow Bridge/Median Improvements Project

**Report.** With regard to this project, Ms. Glazer reported that the Department of Transportation has been concerned with the effects of the design on the pedestrian crossings and bicycle lanes.

c. Broadway Improvements

**Report.** The improvements on Broadway focus particularly on improving mid-walk pedestrian crossings, which have been problematic.

d. Main Street Project.

**Report.** Ms. Glazer reported that the Department of Public Works and the Community Development Department will be working together on this project. The project will improve sidewalks, bike lanes, lighting, and other amenities. This area also was part of the Kendall Central Study, and these improvements were considered to complement the Study. The Kendall Square Advisory Committee has finished its work on the Kendall Square Study and it would be helpful for the Authority to receive a presentation at an upcoming meeting.

Adjournment

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Next Meeting Date: November 14, 2012