

**Regular Meeting  
Cambridge Redevelopment Authority**

Wednesday, January 16; 5:30pm  
Cambridge Police Station  
125 Sixth Street  
Community Room

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**DRAFT MEETING MINUTES**

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**Present**

Kathleen Born (Chair), Margaret Drury (Vice-Chair), Christopher Bator, Barry Zevin, Conrad Crawford, Acting Executive Director Susan Glazer, Counsel Jeffrey Mullan, Kathy Spiegelman, CRA consultant; (audience sign-in sheet attached)

**Call to Order:** Kathleen Born, called the meeting to order (5:37).

**Public Comment**

Chair opened the meeting for public comment, noting sign-up sheet provided. Written materials related to some of the below comments were submitted to be entered into record:

**Bob Simha** (*Board vote to allow comment not specifically related to agenda*)

Mr. Simha, a former director of planning for MIT provided his recollection of MIT commitments at the inception of the Kendall Square urban renewal project and his concerns that the current MIT zoning proposals (which would allow additional development capacity for non-academic uses) are in violation of those commitments and of bonding-related obligations to the federal government.

*(Board consensus to confer about further action to be taken)*

**Heather Hoffman**

Emphasized the need for board to carefully define role and manage work plan for any staff person hired to administer the CRA; policy must be set by the board. Ms. Hoffman favors continuation of the CRA, given the existence of appropriate items to work on (e.g. Kendall Square study and proposed zoning). She is also concerned about lit signs in the Kendall area and that many may be out of compliance with legal requirements.

**Steve Kaiser**

Expressed concerns about executive transition and definition of authority going forward, as well as the legality of decisions made in the past. Mr. Kaiser also questioned the quality of traffic study data obtained for Kendall Square as it relates to the MIT zoning proposal. Mr. Kaiser noted an open meeting law issue with the prior CRA meeting; he arrived late and the conference room door was locked.

### **Tom Stohlman**

Commented regarding the draft report on transition and questions the necessity of the new position of Redevelopment Officer. Has concerns that the report's stakeholder interviews do not reflect participation of a broad cross-section of citywide stakeholders (and therefore weighted toward Kendall Square development community). With little blight remaining in Kendall Square and much development success, Mr. Stohlman called for moving on.

### **Additional Comments:**

**Bob Simha** – Agreed that the transition report did not reflect the views of a broad range of stakeholders, noting, in particular that it involved little outreach to the academic community and planning experts.

**Ms. Born** noted that the report is a draft and can be augmented.

### **Acceptance of minutes:**

Ms. Born acknowledged the issue of open meeting compliance of last board meeting, noting that there was no intention to circumvent the law and technical matters (common to use of meeting space in a public safety building) contributed to the confusion. To eliminate any compromise of open meeting law, votes from the last meeting will be revisited and the board has committed to make meetings as accessible as possible moving forward.

- Minutes of November 14 meeting accepted
- Finance Committee reports accepted
- Acting Executive Director report accepted
- Ad hoc committee on legal review report accepted

### **December Meeting Minutes:**

Attorney Mullan noted that December minutes contain details and reasonable summary of a meeting where the doors were locked. Boards displayed at December meeting as part of Boston Properties progress report have been brought to January meeting for review.

### **Communications:**

1. Approval of CRA board vote by Mass DHCD
2. Kaiser communication regarding locked door during December meeting
3. FST (Fay Spofford & Thorndike) regarding traffic analysis
  - a. Board discussed study details, limitations, commitments regarding frequency and scope of study moving forward, and uses for the data. Attorney Mullan noted that this was not intended to be a comprehensive study but to supplement earlier information. Kathy Watkins (Cambridge Department of Public Works) noted that the data has been helpful in watching trends over time and that the study is not something that the City of Cambridge does equivalently.

*Communications placed on file.*

### **Report on 2013 Budget and Report on trial balance (Susan Glazer)**

Ms. Glazer presented financial information, explaining general content & assumptions. There have been significant reductions from 2012 Actual to 2013 Budgeted due to reduction in salaries and operations;

potential changes have been highlighted. Board discussed individual line items (e.g. snowplowing and landscaping obligations, staff training and networking) and noted the ongoing work of understanding the various pieces of property for which CRA is responsible.

*Report accepted; 2013 proposed budget accepted as draft budget going forward, with the understanding that there are pieces to be fine tuned.*

**Acting Executive Director Report** (Susan Glazer)

**\*NOTED** that next meeting will be on 4<sup>th</sup> Wednesday instead of 3<sup>rd</sup> Wednesday and will be the annual meeting of CRA as called for in bylaws. Also required is annual report—Ms. Glazer has prepared a draft which will be reviewed as part of today’s agenda.

Ms. Glazer presented draft annual report content to board, summarizing the year’s transition and the initiatives to move forward, as well as to examine past records and practices. Report also includes update on development activity in Kendall Square area. Board discussed the format for the final report & electronic accessibility. *Report placed on table to be accepted at annual meeting.*

**Design Review Committee Report on Work with Boston Properties** (Larry Bluestone)

Mr. Bluestone, Ms. Born, Mr. Zevin, Ms. Glazer and Roger Boothe (City of Cambridge Director of Urban Design) attended meeting with Boston Properties. Kevin Sheehan is present to represent Boston Properties. Design reviews have continued and discussion ongoing regarding connector at 3/5 Cambridge Center and arcade. CRA priority is to create an inviting public place with design consistency, yet enough variety for the property owner to negotiate with retail tenants.

*Report accepted and placed on file.*

**Kendall Square Study Update** (Susan Glazer)

Ms. Glazer updated the Board on the study’s progress and recommendations, focusing on area-wide recommendations and the goals of growing the innovation culture with sensitivity to adjacent neighborhoods; creating places to interact, gather, and reflect; and establishing a mix of uses to make a “24/7” place. She reviewed timeline and specific topics, such as incentives for active ground floor use, additional housing development (including middle income and phasing requirements), historic preservation, and the establishment of a community investment fund to achieve broader community goals such as workforce development, sustainability, enhanced transit connections, and diverse public open spaces.

Board and audience discussion addressed matters including green roofs, the issues raised earlier regarding the MIT zoning and the impact of limiting academic expansion, and the study’s impact on CRA-controlled property.

**Update on Main Street Project & Boston Properties Activity**

**Kevin Sheehan** (Boston Properties): Continuing to advance plans for residential building on Ames Street; for moment design team on hold; hoping to move forward as quickly as possible.

**Kathy Watkins** (Cambridge DPW): Presented report on changes to Main Street Project (Broadway/Main from 3<sup>rd</sup> to Ames). Distributed handout & images of plans; reviewed funding sources and timeline.

Broadway project (construction planned to start in March/community notification to follow) will improve pedestrian crossing between the Marriott and Volpe site and reduce conflicts for cyclists. . Main Street designs final and currently meeting with direct abutters about details; construction planned for fall. Emphasis on pedestrian crossing and bike facilities; includes new connection from 3rd to Main and will provide better pedestrian access on Main Street.

Board discussion noted particular details for future discussion and issues deserving of attention such as lighting, bicycle safety, and the flexibility to allow for “place-making.”

**Draft Transition Report and Job Description for Redevelopment Officer** (Kathy Spiegelman)

Ms. Spiegelman addressed issues raised earlier regarding stakeholder interviews and rationale for recommending interim step before any permanent hiring is done. CRA’s work is still to be defined and strategic planning is best way to move forward quickly. Position has been posted on transition website and additional broad circulation of announcement will be done as quickly as possible. Board discussion generally supported content of report (individual members have provided comment) and next steps. Board also discussed mechanics of ensuring administrative continuity and presentation of final report at annual meeting.

**CRA Bylaws and Procedures**

Attorney Mullan confirmed that the board can work with the existing bylaws by making the changes necessary to move forward. Ms. Born thanked him for his work on the bylaws and thanked Ms. Drury for her input in this process. Mr. Mullan noted that the bylaws do not require application of Robert’s Rules and board has some flexibility to develop the procedural standards that will support the effective conduct of CRA business. The current times may call for the board to be more dynamic than in 1982 when CRA was established. Strategic planning is a good opportunity to look at this more closely.

*Bylaw amendments accepted as presented.*

*Meeting Adjourned.*