



**MEDFORD, MASSACHUSETTS  
MAYOR BREANNA LUNGO-KOEHN**

January 22, 2025

**Via Electronic Delivery**

To the Honorable President and  
Members of the Medford City Council  
Medford City Hall  
Medford, MA 02155

Re: Community Preservation Committee Appropriation Requests

Dear President Bears and Members of the City Council:

On behalf of the Community Preservation Committee, I respectfully request and recommend that your Honorable Body approve the following recommendations of the Community Preservation Committee:

Requesting the appropriation of \$526,000.00 from the CPA General Reserve to the Department of Public Works – Parks Division for the Playstead Tennis Court resurfacing project;

Requesting the appropriation of \$322,500.00 from the CPA General Reserve to the Facilities Department for the City Council Chamber Windows Restoration project;

Requesting the appropriation of \$100,000.00 from the CPA Housing Reserve to Action for Boston Community Development (ABCD) to continue administering the Medford Move-In Rental Assistance program;

Requesting the appropriation of \$99,000.00 from the CPA Historic Preservation Reserve to the Unitarian Universalist Church for the Unitarian Universalist Church Exterior Restoration project;

Requesting the appropriation of \$400,000.00 from the CPA General Reserve to Shiloh Baptist Church, to complete the Shiloh Baptist Church ADA Improvement project;

Requesting the appropriation of \$85,000.00 from the CPA Historic Preservation Reserve to the Department of Public Works – Cemetery Division to complete Design Phase 2 of the Oak Grove Historic Buildings Restoration project;

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Requesting the appropriation of \$250,000.00 from the CPA General Reserve to the Medford Affordable Housing Trust as initial funding to conduct Affordable Housing tasks; and

Requesting the appropriation of \$98,285.00 from the CPA Open Space and Recreation Reserve to the Medford Recreation Department to complete the Condon Shell Field Lighting project.

As you know, public presentations of the above projects were held on Tuesday, January 21, 2025, at a Committee of the Whole meeting, before this Honorable Body.

The project will be tracked in the Community Preservation Fund.

The CPC recommendation letters are attached and incorporated. Community Preservation Act Manager Theresa Dupont and Chairperson Roberta Cameron will be in attendance.

Thank you for your consideration.

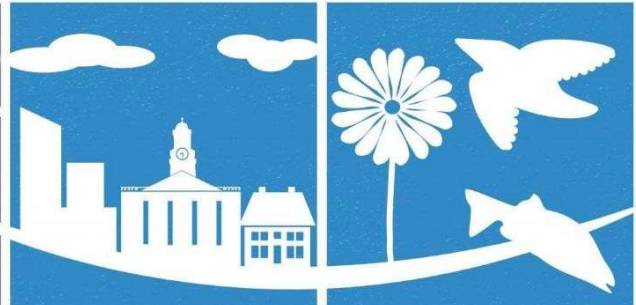
Respectfully submitted,

  
Breanna Lungo-Koehn  
Mayor

Enclosures



**MEDFORD, MASSACHUSETTS  
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**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** City of Medford – Department of Public Works, Parks Division

**Applicant Address:** 85 George P. Hassett Drive, Medford MA 02155

**Project:** Playstead Park Tennis Courts Resurfacing

On December 10, 2024, the City of Medford Community Preservation Committee (“CPC”) voted 7-0-0 to recommend to City Council that the City of Medford’s Department of Public Works (“DPW”) be awarded \$526,000 of Community Preservation Act funds to complete a resurfacing project for Playstead Park Tennis Courts. In reaching their decision, the CPC found that the project meets the CPA objective of supporting open space and recreation projects.

**Conditions of Approval:**

- 1) DPW to provide an annual maintenance plan to the CPC.

Signed by:

*Roberta Cameron*

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Roberta Cameron, Chair  
Community Preservation Committee

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**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** City of Medford – Facilities Department

**Applicant Address:** 85 George P. Hassett Drive, Medford MA

**Project:** City Hall Council Chambers Window Restoration

On December 10, 2024, the City of Medford Community Preservation Committee (“CPC”) voted 7-0-0 to recommend to City Council that the City of Medford’s Facilities Department be awarded \$322,500 of Community Preservation Act funds for City Hall Council Chambers Window Restoration project. In reaching their decision, the CPC found that the project meets the CPA objective of historic preservation of significant public buildings.

**Conditions of Approval:**

- 1) The City of Medford must make substantial efforts to designate City Hall in a Local Historic District.
- 2) Should this project extend beyond January 1, 2026, the Facilities Department shall present at the February 2026 CPC meeting to give an update on timeline completion.
- 3) The Facilities Department shall provide before and after photographs of the window restoration work for each window, demonstrating overall and detailed restoration.

Signed by:

*Roberta Cameron*

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Roberta Cameron, Chair  
Community Preservation Committee

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**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** Action for Boston Community Development (ABCD)

**Applicant Address:** 178 Tremont Street, Boston MA 02111

**Project:** Medford Move-In Assistance

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 7-0-0 to recommend to City Council that Action for Boston Community Development ("ABCD") be awarded \$100,000 of Community Preservation Act funds for the ongoing Medford Move-In Assistance program. In reaching their decision, the CPC found that the project meets the CPA objective of supporting affordable housing resources for Medford residents.

**Conditions of Approval:**

- 1) ABCD to partner with Medford Housing Authority ("MHA") to establish a regular cadence of promoting the program; the CPC recommends quarterly email communications with MHA's tenant services team.

Signed by:

*Roberta Cameron*

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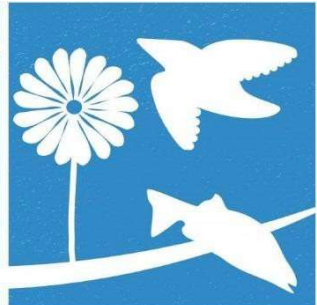
Roberta Cameron, Chair  
Community Preservation Committee

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**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** Unitarian Universalist Church

**Applicant Address:** 147 High Street, Medford, MA

**Project:** Unitarian Universalist Exterior Siding Project

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 7-0-0 to recommend to City Council that the Unitarian Universalist Church be awarded \$99,000 of Community Preservation Act funds for the Unitarian Universalist Exterior Siding Project. In reaching their decision, the CPC found that the project meets the CPA objective of rehabilitation and restoration of historical resources.

**Conditions of Approval:**

1. The rehabilitation shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.
2. Per Caplan vs Town of Acton, no CPA funds shall be used to restore any building features with religious imagery.
3. A Preservation Restriction shall be placed on the property.

Signed by:

*Roberta Cameron*

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Roberta Cameron, Chair  
Community Preservation Committee

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**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** Shiloh Baptist Church

**Applicant Address:** 1 Holton Street, Medford, MA 02155

**Project:** Shiloh Baptist Church Preservation

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 7-0-0 to recommend to City Council that the Shiloh Baptist Church be awarded \$400,000 of Community Preservation Act funds for the Shiloh Baptist Church Preservation Project. In reaching their decision, the CPC found that the project meets the CPA objective of rehabilitation and restoration of historical resources.

**Conditions of Approval:**

1. The rehabilitation shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior's Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68.
2. Per Caplan vs Town of Acton, no CPA funds shall be used to restore any building features with religious imagery.
3. A Preservation Restriction shall be placed on the property.

Signed by:

*Roberta Cameron*

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Roberta Cameron, Chair  
Community Preservation Committee

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**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** City of Medford – Department of Public Works, Cemetery Division

**Applicant Address:** 85 George P. Hassett Drive, Medford MA 02155

**Project:** Oak Grove Cemetery Buildings Restoration Phase 2

On December 10, 2024, the City of Medford Community Preservation Committee (“CPC”) voted 7-0-0 to recommend to City Council that the City of Medford’s Department of Public Works (“DPW”) be awarded \$85,000 of Community Preservation Act funds to complete Phase 2 of the Oak Grove Cemetery Historic Buildings Restoration. In reaching their decision, the CPC found that the project meets the CPA objective of supporting significant historic preservation projects.

**Conditions of Approval:**

- 1) All restoration work must comply with The Secretary of Interior’s Standards for the Treatment of Historic Properties.
- 2) The City of Medford is to make substantial efforts to place Oak Grove Cemetery into a Local Historic District.

Signed by:

*Roberta Cameron*

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Roberta Cameron, Chair

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**Community Preservation Committee**



**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** Medford Affordable Housing Trust

**Applicant Address:** 85 George P. Hassett Drive, Medford MA 02155

**Project:** AHT Initial Tranche

On December 10, 2024, the City of Medford Community Preservation Committee ("CPC") voted 6-0-1 (Chairperson Cameron abstained) to recommend to City Council that the Medford Affordable Housing Trust ("AHT") be awarded \$250,000 of Community Preservation Act funds as initial startup funding. In reaching their decision, the CPC found that the project meets the CPA objective of supporting affordable housing resources for Medford residents.

**Conditions of Approval:**

- 1) The AHT will submit annual reporting to the CPC that outlines how CPA funding will be allocated.
- 2) Expenditures must be reviewed for compliance by the Community Preservation Act Manager prior to commitment.

Signed by:

*Roberta Cameron*

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Roberta Cameron, Chair  
Community Preservation Committee

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**Funding Recommendation Decision**

December 10, 2024

**Applicant Name:** City of Medford – Office of Planning, Development, and Sustainability

**Applicant Address:** 85 George P. Hassett Drive, Medford MA 02155

**Project:** Condon Shell Field Lighting

On December 10, 2024, the City of Medford Community Preservation Committee (“CPC”) voted 7-0-0 to recommend to City Council that the City of Medford’s Recreation Department (“Recreation”) be awarded \$98,285 of Community Preservation Act funds for the Condon Shell Field Lighting Project. In reaching their decision, the CPC found that the project meets the CPA objective of supporting open space and recreation projects.

**Conditions of Approval:**

- 1) None.

Signed by:

*Roberta Cameron*

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Roberta Cameron, Chair  
Community Preservation Committee

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