

20 Westminster CPA Application

Submitted to the Community Preservation Committee

December 8, 2016

SUBMITTED BY

Housing Corporation of Arlington

Pamela Hallett

252 Massachusetts Ave

Arlington, MA 02474

781 859-5211

phallett@housingcorporarlington.org



Housing Corporation of Arlington

252 Massachusetts Avenue, Office, Arlington, MA 02474

tel: 781.859.5294

fax: 781.859.5632

info@housingcorporation.org

www.housingcorporation.org

Community Preservation Committee
c/o Adam Chapdelaine, Town Manager
730 Mass Ave
Town of Arlington
Arlington, MA. 02476

December 7, 2016

RE: Application to CPA Committee for 20 Westminster

Dear Committee Members:

Attached please find Housing Corporation of Arlington's application for funding under the Community Preservation Fund for the 20 Westminster project located at 20 Westminster Ave Arlington MA. The request is for \$ 500,000. The project qualifies under the "Historic Preservation" designation and also is "Community Housing" as the structure is being redeveloped into nine units of affordable housing. The project has funding committed of \$2,750,000.

If there are questions or concerns please feel free to contact me at 781 859-5211 or email me at phallett@housingcorporation.org.

Thank you for your willingness to serve on this committee. I trust you will find the application complete and in order.

Sincerely:

Pamela Hallett
Executive Director

Housing. Community. Affordability.

APPLICATION TO CPA COMMITTEE

20 Westminster

Submitted by Housing Corporation of Arlington

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Community Preservation Committee Town of Arlington

CPA Funding – FY2018 Final Application

One (1) electronic copy and three (3) hard copies of the completed Application must be submitted to the CPC **by Friday, December 9, 2016 in order to be considered for the 2017 Annual Town Meeting**, with the electronic copy sent to AFidalgo@town.arlington.ma.us and the hard copies to:

Community Preservation Committee c/o Amy Fidalgo
Town of Arlington, 730 Massachusetts Ave., Arlington, MA 02476

Applications will be date stamped and assigned control numbers in the order that the hard copies are received.

Project Title 20 Westminster

Applicant/Contact Person Pamela Hallett

Organization Housing Corporation of Arlington

Mailing Address 252 Massachusetts Ave Arlington, MA 02474

Telephone 781 859-5211 E-mail phallett@housingcorporarlington.org

Signature  Date 12/5/2016

CPA Category (*select one*):

Community Housing Historic Preservation

Open Space Recreation

Amount Requested \$500,000

Total Project Cost \$3,884,000

PROJECT DESCRIPTION: Attach answers to the following questions. Applications will be returned as incomplete if all requested information is not provided. Include supporting materials as necessary.

1. **Goals:** What are the goals of the proposed project? **To create 9 affordable rental units**
2. **Community Need:** Why is the project needed? Does it address needs identified in existing Town plans?
3. **Community Support:** What is the nature and level of support for this project? Include letters of support and any petitions.
4. **Project Documentation:** Attach any applicable engineering plans, architectural drawings, site plans, photographs, any other renderings, relevant studies or material.
5. **Timeline:** What is the schedule for project implementation, including a timeline for all critical milestones?
6. **Credentials:** How will the experience of the applicant contribute to the success of this project?
7. **Budget:** What is the total budget for the project and how will funds be sourced and spent? All items of expenditure must be clearly identified. Distinguish between hard and soft costs and contingencies. (NOTE: CPA funds may not be used for maintenance.)
8. **Other Funding:** What additional funding sources are available, committed, or under consideration? Include commitment letters, if available, and describe any other attempts to secure funding for this project.
9. **Maintenance:** If ongoing maintenance is required for your project, how will it be funded?
10. **Impact on Town Budget:** What, if any, potential secondary effects will your proposed project have on the Town's Operating Budget? Are there any capital projects that rely on the successful completion of your project?

ADDITIONAL INFORMATION: Provide the following additional information, as applicable.

1. **Control of Site:** Documentation that you have control over the site, such as a Purchase and Sales Agreement, option or deed. If the applicant does not have site control, explain what communications have occurred with the bodies that have control and how public benefits will be protected in perpetuity or otherwise.
2. **Deed Restrictions:** In order for funding to be distributed, an appropriate deed restriction, meeting the requirements of Chapter 184 of Mass General Laws pursuant to section 12 of the Community Preservation Act, must be filed with the CPC. Provide a copy of the actual or proposed restrictions that will apply to this project.
3. **Acquisitions:** For acquisition projects, attach appraisals and agreements if available. Attach a copy of the deed.

4. **Feasibility:** Provide a list of all further actions or steps that will be required for completion of the project, such as environmental assessments, zoning approvals, and any other known barriers to moving forward.
5. **Hazardous Materials:** Provide evidence that the proposed project site is free of hazardous materials or there is a plan for remediation in place.
6. **Permitting:** Provide evidence that the project does not violate any zoning ordinances, covenants, restrictions or other laws or regulations. What permits, if any, are needed for this project? Provide the expected date of receipt for necessary permits, and copies of any permits already acquired.
7. **Environmental Concerns:** Identify all known wetlands, floodplains, and/or any natural resource limitation that occur within the boundaries of your submission.
8. **Professional Standards:** Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed. Evidence that the applicant and the project team have the proven or potential capacity to conduct the scope and scale of the proposed project, as evidenced by project leaders with appropriate qualifications and technical experience or access to technical expertise.
9. **Further Attachments:** Assessor's map showing location of the project.

REMINDER: Projects financed with CPA funds must comply with all applicable state and municipal requirements, including the state procurement law, which requires special procedures for the selection of products, vendors, services, and consultants. Project sponsors will be required to meet with Arlington's Town Manager before the Town enters into any contracts or issues any purchase orders. However, this requirement can be waived if adherence to procurement procedures will be overseen by a Town Department Head or other MCPPO certified third party.

HCA 20 Westminster Development Project Concept

Housing Corporation of Arlington (HCA) purchased the building and land at 20 Westminster Ave in Arlington, MA in March 2014. HCA intends to redevelop the building into 9 affordable rental housing units to fit within the existing structure. Three of the units will be available and set aside for homeless. Two for disabled households with incomes at or below 30% of AMI. An additional accessible unit will be available for a veteran as a preference who is homeless and disabled with income at or below 30% of AMI. Five remaining units will be affordable to households with income at or below 60% of AMI. The restrictions will be in perpetuity.

The building was originally built as the Arlington Heights United Methodist church in the 1950s and is on the State Register of Historic Places and is a contributing element of the Mount Gilboa–Crescent Hill Historic District. It is a two and a half story block/brick and steel building with a flat roof and is accessible from both Westminster Ave and Lowell Street. The original wood windows which are 12/12 and 6/6 lites will be saved, delead, painted and reinstalled. The original exterior entry doors will be delead, painted and reinstalled. The original stairways will be reused. The project will not change the footprint of the building. Additional windows match the existing will be installed and were approved by the ZBA. The building is in good condition. HCA has replaced the roof, painted and cleaned the third floor and serviced the boiler.

The land in front of the building is sloped and currently has a playground and a landscaped area which runs to the edge of the intersection of the five streets, Westminster, Lowell, Park Ave, Park Ave Extension and Bow Street. This space will be left as open space with significant perennial plantings and perhaps a sculpture garden.

HCA has received approval from the Arlington Zoning Board of Appeals for a comprehensive permit through the 40B process with Mass Housing. Schematic plans are complete. The unit breakdown proposed is 1- three bedroom unit, 2- two bedroom units, 5-one bedroom units and a studio. Three of the units will be wheelchair accessible. The project will add 9 units and 17,870 sq feet of land to the affordable housing stock in Arlington.

Brookline Bank provided a first mortgage of \$785,000 for acquisition and has committed to provide the construction and permanent first mortgage of \$650,000. The Town of Arlington has committed \$750,000 in CDBG funding, North Suburban Consortium has provided a commitment for \$1,350,000 in HOME funding. This is a request for \$500,000 in CPA funding.

1. Goals:

The intended goals of the acquisition and redevelopment of the Kimball Farmer House are:

1. To add nine additional units to the deed restricted affordable housing stock in the Town of Arlington to further assist in reaching the 10% affordable units and to add 17860 sq ft to the affordable set aside.
2. To restore a historic property which is an important element in the Mt Gilboa-Crescent Hill Historic District
3. To adhere to, support, and further the goals of the Town's Master Plan adopted at Town Meeting in 2015.
4. To increase the number of residential wheel chair accessible rental units in Town.

2. Community Need: This project meets a number of elements in the Master Plan:

1. Retaining the "Street Car Suburb" character of the Town.
2. Adds to the affordable housing stock.
3. Preserves and restores historic properties " which are the physical remnants that provide a visible connection with the past. These irreplaceable resources contribute to Arlington's quality of life and sense of place."
4. "Create a transit oriented residential development. "
5. "Allow for aging in place" - more accessible housing for disabled and elderly.
6. Addresses need for additional affordable housing as outlined on Arlington's Housing Plan and the Town's Master Plan adopted in 2015.

3. Community Support is wide spread :

1. The Arlington Zoning Board of Appeals approved the 40B application in February 9, 2016. We have not yet received the written approval.
2. Council on Aging has written a letter supporting the project and committing to providing elderly services to the residents. See attached.
3. The Board of Selectmen wrote a support letter to the Mass Housing. See attached.
4. Mass Historic Commission approves the proposed development.

4. Project Documentation;

See attached project plans

5. See attached Time Line.

6. Credentials:

1. See attached resume for Pam Hallett.
2. See HCA's portfolio of properties.
3. See resumes for Andrew Cannata and Buckingham Sullivan architects -project architects.
4. See map of HCA properties.

7. See attached Development Budget.

8. Other Funding Sources:

Committed Sources:

- i. Brookline Bank - \$650,000
- ii. HOME funds - \$1,350,000
- iii. Town CDBG - \$750,000

Pending Sources

- i. FHLB \$400,000
- ii. State Historic Credits - \$200,000

9. **Maintenance :** Ongoing maintenance will be paid by the rents charged to the tenants and will be carried out by HCA and the management company hired by HCA, Maloney Properties.

10. **Impact on Town Budget:** There will be no impact on the Town budget. HCA carries all expenses.

Additional Information for the CPA Committee

1. Control of Site_ Please see attached Deed
2. Deed restrictions :

A preservation restriction means a right, whether or not stated in the form of a restriction, easement, covenant or condition, in any deed, will or other instrument executed by or on behalf of the owner of the land or in any order of taking, appropriate to preservation of a structure or site historically significant for its architecture, archeology or associations, to forbid or limit any or all (a) alterations in exterior or interior features of the structure, (b) changes in appearance or condition of the site, (c) uses not historically appropriate, (d) field investigation, as defined in section twenty-six A of chapter nine, without a permit as provided by section twenty-seven C of said chapter, or (e) other acts or uses detrimental to appropriate preservation of the structure or site.

An affordable housing restriction means a right, either in perpetuity or for a specified number of years, whether or not stated in the form of a restriction, easement, covenant or condition in any deed, mortgage, will, agreement, or other instrument executed by or on behalf of the owner of the land appropriate to (a) limiting the use of all or part of the land to occupancy by persons, or families of low or moderate income in either rental housing or other housing or (b) restricting the resale price of all or part of the property in order to assure its affordability by future low and moderate income purchasers or (c) in any way limiting or restricting the use or enjoyment of all or any portion of the land for the purpose of encouraging or assuring creation or retention of rental and other housing for occupancy by low and moderate income persons and families. Without in any way limiting the scope of the foregoing definition, any restriction, easement, covenant or condition placed in any deed, mortgage, will, agreement or other instrument pursuant to the requirements of the Rental Housing Development Action Loan program or the Housing Innovations

Fund program established pursuant to section three of chapter two hundred and twenty-six of the acts of nineteen hundred and eighty-seven or pursuant to the requirements of any program established by the Massachusetts housing partnership fund board established pursuant to chapter four hundred and five of the acts of nineteen hundred and eighty-five, including without limitation the Homeownership Opportunity Program, or pursuant to the requirements of sections twenty-five to twenty-seven, inclusive, of chapter twenty-three B, or pursuant to the requirements of any regulations or guidelines promulgated pursuant to any of the foregoing, shall be deemed to be an affordable housing restriction within the meaning of this paragraph.

3. Feasibility:

As the property is owned by HCA, funding is already at \$2,750,000. The Federal Home Loan Bank (FHLB) decision on funding will be Dec 15th. State Historic Credits have been applied for, the decision is forth coming in December 2016. This CPA request is for final funding, HCA sees no impediments to completion of the project unless the CPA funding is not approved.

- 4. Hazardous Materials:** There are no hazardous materials present on site. HCA will also complete de-leading the property. We will remove the asbestos and the oil tank as part of the construction. Please see attached the Phase I report completed prior to HCA's purchase of the property.

5. Permitting:

Attached is the recorded copy of the approved 40B permit which was approved by the Zoning Board of Appeals on February 9, 2016.

6. Professional Standards:

HCA staff has more than 30 years of experience in developing, redeveloping and restoring properties to professional standards. HCA's history in Arlington has always been to restore properties to professional standards and has created a team of professionals to complete the project. The architect Andrew Cannata has more than 30 years of architectural experience. All general contractors being considered have more than 10 years of experience in the rehabilitation of residential properties.

- 7. Further Attachments :** See assessor's map showing location of the project

THE ARLINGTON HISTORICAL COMMISSION
WHITTEMORE ROBBINS HOUSE
ARLINGTON, MASSACHUSETTS 02476
Menotomy • 1635 West Cambridge • 1807 Arlington • 1867

May 5, 2016

William F. Galvin
Secretary of the Commonwealth
Chairman, Massachusetts Historical Commission
220 Morrissey Boulevard
Boston, MA 02125

RE: 20 Westminster State Historic Tax Credits

Dear Secretary Galvin:

I am writing to you to express support for the Housing Corporation of Arlington's application for Massachusetts Historic Rehabilitation Tax Credits for the proposed rehabilitation of 20 Westminster Street, known as the Arlington Heights United Methodist Church that is listed a contributing structure in the Mount Gilboa-Crescent Hill Historic District in Arlington.

The Mount Gilboa-Crescent Hill Historic District has been found by the staff at the Massachusetts Historical Commission to meet the criteria of eligibility for listing in the National Register of Historic Places. The proposed project will create nine units of affordable housing. No major exterior changes to the existing building are proposed.

The Housing Corporation of Arlington's project will create additional affordable housing opportunities for the community. The state historic rehabilitation tax credits are critical to the success of this project; therefore, I encourage your favorable consideration of this application.

Best regards,



Ann Robinson
Chair, Arlington Historical Commission

Richard A. Duffy
Public Historian
122 Appleton Street
Arlington MA 02476
(781) 643-8218

April 26, 2016

William F. Galvin
Secretary of the Commonwealth
Chairman, Massachusetts Historical Commission
220 Morrissey Boulevard
Boston, MA 02125

**RE: Arlington Heights Methodist Church (Historic Name)
20 Westminster Ave., Arlington, Massachusetts
Massachusetts Historic Rehabilitation Tax Credits**

Dear Secretary Galvin:

I am writing to you to express my support for the Housing Corporation of Arlington's application for Massachusetts Historic Rehabilitation Tax Credits for the proposed rehabilitation of the former Arlington Heights Methodist Church, at 20 Westminster Ave., into affordable housing units.

The Colonial Revival structure was the final home of the Arlington Heights Methodist Church, a Methodist Episcopal congregation that was the first of the denomination to be established in Arlington. It was organized in 1901 through the work of the "Gospel Ten of Boston University" (which was originally a Methodist-sponsored college), and erected its own church building in 1906 at the junction of Westminster Avenue and Lowell Street, thus creating a significant "gateway" to the present Mount Gilboa-Crescent Hill Local Historic District.

The church prospered during the rapid population growth of Arlington during the early 20th century, and by 1939 purchased land at the eastern corner of Massachusetts Avenue and Daniels Street in Arlington Heights, for construction of a new church complex. The mortgage was paid-off by 1942, but construction did not proceed due to shortages related to World War II.

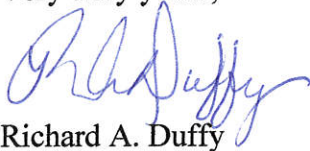
Instead, the congregation ultimately expanded on land adjacent to its 1906 church to create a modern campus. The brick building that is the subject of this letter was completed in 1959 as the "Parish House," incorporating Sunday school classrooms, meeting spaces, and a large social auditorium at the Westminster Avenue elevation. In January 1964, the chancel furnishings and organ were moved into the auditorium and the 58-year old wooden church was razed to make way for a planned church building that would harmonize with the Colonial Revival parish house.

**RE: Arlington Heights Methodist Church (Historic Name)
20 Westminster Ave., Arlington, Massachusetts
Massachusetts Historic Rehabilitation Tax Credits
(Continued)**

As events turned out, the parish house became the permanent and final location of the sanctuary of the Arlington Heights Methodist Church for the next 30 years, until the congregation merged with Calvary United Methodist Church in Arlington in 1994. Since ceasing to operate as a religious building, the former Arlington Heights Methodist Church has been home to a non-profit nursery school, as well as a senior day care facility. Adaptive re-use by the Housing Corporation of Arlington of this MACRIS-listed building into affordable housing units would be a fitting new chapter for the former Arlington Heights Methodist Church, taking its place as part of an unbroken continuum of human services use of the site dating back more than a century.

I hope that you will give favorable consideration to the application for Massachusetts Historic Rehabilitation Tax Credits for this unique affordable housing initiative of the Housing Corporation of Arlington.

Very truly yours,



Richard A. Duffy

RAD:hs



SHC

Somerville Homeless Coalition Support, Housing, Community

P.O. Box 440436, Somerville, MA 02144
P: 617.623.6111 F: 617.776.7165 TTY : 617.776.0750

*Homeless Prevention
Case Management
Supportive Housing
Family & Adult Shelter
Project SOUP*

MEMORANDUM OF UNDERSTANDING SOMERVILLE HOMELESS COALITION AND THE HOUSING CORPORATION OF ARLINGTON

Board of Directors

- President
Thomas White
- Vice President
Adam Hornstine
- Treasurer
Wesley Blair
- Clerk
Gisela Margotta
- Jeffrey Bernstein
- Dia Black
- Ryan Bliss
- Amy Checkoway
- Tom Cornu
- Conrad Crawford
- Laura Gitelson
- Rachel Heller
- Richard Rawal
- Carol Sexton
- Diane Sullivan
- Thalia Tringo
- Jeffrey Waxman

Executive Director

Mark Alston-Follansbee

Chief Operating Officer

Warren McManus

Deputy Director

Michael Libby, LCSW

Director of Programs

Lisa Davidson

Director of Development

Kathryn Benjamin

This Memorandum of Understanding is entered into between The Housing Corporation of Arlington (HCA) and the Somerville Homeless Coalition (SHC) regarding apartments set aside for the SHC at HCA's new building, the Westminster. This MOU will be in effect for and renewed on a yearly basis.

HCA agrees to lease two one-bedroom apartments, one being an accessible unit for a disabled veteran, and one two-bedroom and one three-bedroom apartments at the Westminster to client's in SHC's supportive housing program. The Somerville Homeless Coalition will lease the units in our name; program participants will pay SHC 30% of their income for rent. Because SHC is using McKinney funds (Permanent Supportive Housing Program) to subsidize the cost of the apartments, SHC is limited to rents that fit HUD's Fair Market Rate. If possible, please include utility costs with the rent. SHC agrees to ensure apartments are rented to homeless, disabled applicants. In the event that the apartment becomes vacant SHC will prioritize filling the vacancy with a chronically homeless veteran in accordance with HUD requirements.

Besides HCA providing the apartments to SHC clients, SHC agrees to provide supportive services to the residents and to act as an intermediary should any issues between the residents and HCA arise. These supportive services will include weekly visits to the apartments to insure they are fulfilling the terms of their lease with HCA and that the participants are not causing any disturbances with other people in the building. SHC also agrees to communicate with and work through any other issues that HCA may have with the program participants in their building. HCA also agrees to have the SHC clients sign the Somerville Homeless Coalition Supportive Housing Programs Contract so the tenant has a clear understanding and agrees to the supportive services provided by SHC.

For the Somerville Homeless Coalition,

Mark Alston-Follansbee
Executive Director
Post Office Box 440436
Somerville, MA 02144
(617) 623-6111

Dated: June 24, 2015

For The Housing Corporation of Arlington,

Pamela Hallett
Executive Director
20 Academy Street, Suite G-11
Arlington, MA 02476
781-316-3451

Dated: June 25, 2015

Stay connected with us
on Facebook and Twitter.



www.shcinc.org

supported by



Link to HCA DROP BOX if interested in 75% progress drawings:

<https://www.dropbox.com/s/to18sxksc0butsp/16%2011%2002%20-%2020%20Westminster%20Avenue%2075%25%20Progress%20Set.pdf?dl=0>

Westminster Timeline

Acquisition	Mar-14
40 B permit approved	April 2016
Construction Drawings	Oct-16
Contractor chosen	Jan-17
Building Permit received	Mar-17
Construction Start	Apr-17
50% Construction Completion	Nov-17
Construction Completion	May-18
Sale of Historic Tax Credits	Jul-18
Rent up	Jul-18
Sustaining Occupancy	Nov-18

Andrew Jerome Cannata, AIA, Architect

5 Upland Avenue

Boston, Massachusetts 02124

617.436.4962

AJCannata@verizon.net

SUMMARY

Over thirty years of extensive experience in large and small offices | Rare blending of design and technical expertise | Exceptional contract and Contractor negotiating skills | Effective team leader who enjoys mentoring interns in all aspects of professional development | Proven ability in specifications and Quality Control tasks.

PROFESSIONAL EXPERIENCE

Andrew Jerome Cannata - Architects | Boston, Massachusetts

Principal | 2008 – Present

Design of residential and commercial projects; Schematic Design, Design Development, Working Drawing Phases including programming, specifications, code review, construction budgeting and Construction Administration.

Selected clients include Minore's Market, Façade Replacement, New Haven, CT; Lamphier Residence, Façade, Holderness, NH; McBey Residence, Master Suite, Gilford, NH, 410sf; Cotto Residence, Carriage House, Branford, CT, 235 sf; Minore Residence, Master Suite, Orange, CT, 175 sf.

Carter & Burgess | Architects – Engineers | Charlestown, Massachusetts (Bought by Jacobs Eng. – Nov. 2007)

Lead Architect | 2007

Manager Quality Control | 2008

Design of commercial projects; Schematic Design. Managed drafting and support staff during Design Development, Working Drawing and Construction Administration Phases. Wrote specifications, conducted or supervised code reviews, construction budgeting and conducted Quality Control surveys for numerous projects in the four New England offices.

Selected clients include Warwick Mall Second Floor Addition, Warwick, RI, \$13 million; Uno Chicago Grill, Swampscott, MA, 5,000 sq ft new construction; Uno Chicago Grill, Winter Garden, FL, 5,000 sf, new constr.

Andrew Jerome Cannata - Architects | Boston, Massachusetts

Principal | 2003 – 2007

Master planning and design of residential and commercial projects; Schematic Design, Design Development, Working Drawing Phases including programming, specifications, code review, construction budgeting and Bid Phase coordination and Construction Administration.

Selected clients include English American School, Ciudad Guetamala, Guatemala, CA, master plan and schematic design, 173,000 sq ft; Markman Children's Programs, Attleborough, MA, 25,300 sq ft; Gillespie Residence, Winchester, MA, 3-season room, 630 sq ft; Clarke Residence Additions and Alterations, Jamaica Plain, MA; Hadaya Residence, Quincy, MA, 2,630 sq ft;

Unnamed Architectural Firm | Greater Boston Area, Massachusetts

Principal, Vice President, Secretary of Corporation and Director of Architecture | 2000 – 2003

Managed Architectural Department. Master Planning and Design of multi-family residential, religious and commercial projects; Executed Schematic Designs, managed Design Development and Working Drawing Phases. Managed or wrote specifications, code review and construction budgeting, Bid Phase coordination and managed and functioned as Project Manager in Construction Administration Phase.

Selected clients include The Villages at Broadmeadows Condominiums, Randolph, MA, 63 unit senior's cluster housing; The Villages at Moorlands Condominiums, 48 unit cluster housing; West Bridgewater Junior-Senior High School, West Bridgewater, MA, Additions to Library/Media Center and Administration Offices; Calvary Temple Assembly of God, Lynnfield, MA, 550 person sanctuary, 100 person chapel and choir room; East Auburn Baptist Church and Parish Center, Auburn, ME, 850 person sanctuary.

deCastro/ Nelson Associates, Inc. | Architects - Planners | Boston, Massachusetts

Project Architect, All Phases | 1995 – 2000

Senior Associate | 1999

Design of residential and commercial projects; Schematic Design, Design Development, Working Drawing Phases including programming, specifications, code review and construction budgeting. Construction Administration, Schematic Design and Design Development Phases including existing building surveys and analysis, programming and presentation drawings, Construction Documents including code analyses, construction coordination, working drawings and specifications; Contract Administration including Bid Phase requirements, Pre-Bid and Pre-Construction Conferences, weekly project meetings, shop drawing and construction payment reviews, Contract Drawing clarifications, color selection and Project Close-out.

Selected clients include St. Francis of Assisi Church and Parish Complex, Litchfield, NH, 500 person sanctuary and K-6 parochial school; St. Mary Church and Parish Complex, Rochester, NH, 550 person sanctuary and 230 person parish hall; St. Mary’s Church, Holliston, MA, new sanctuary transepts, elevator and full renovation.

Ganteaume & McMullen, Inc. | Architects - Engineers | Boston, Massachusetts

Project Architect | 1993 – 1994

Manager Materials and Specifications Department | 1989 – 1995

Job Captain/ Draftsman | Pre - 1989

Compilation and/or review and coordination of general and technical project-specific specification sections; Compilation and updating of databank specifications; Corporate resource librarian and materials reviewer; Various marketing tasks including preparation of RFP’s, Corporate resumes, Mass. DSB Master File Brochure, and Boston PFD Designer Qualification Form. Construction Documents including space planning, floor plans, detail design, materials research, in-house coordination and site surveys code analyses, design and drafting.

Selected clients include Gillette, K Building, Boston, MA; Boston Globe, Morrissey Plant, Boston, MA.; Barnes Federal Office Building, South Boston, MA; St. Regis Paper Co., Attleboro, MA.

EDUCATION

RISD / Rhode Island School of Design | Providence, Rhode Island

BFA / Bachelor of Fine Arts | 1989

BArch / Bachelor of Architecture | 1989

BAC / Boston Architectural Center | Boston, Massachusetts

Attended | 1975 - 1977

Suffolk University | Boston, Massachusetts

Attended (Journalism-in-Advertizing) | 1970 - 1972

TEACHING EXPERIENCE

Massasoit Community College | Canton, Massachusetts (Satellite Campus)

Guest Critic | 2014

Member Architectural Advisory Board | 2014

Instructor | 2014

Course – “Working Drawings I”; A course combining building materials and technology with drawing layout.

Boston Architectural Center | Boston, Massachusetts

Member Honors and Awards Committee | 2014

Instructor | 1975 – 1977

Course – “Architectural Skills II”; A 3.0 credit hour course combining building technology through detail and wall-section design and hand drafting through presentation techniques.

PROFESSIONAL REGISTRATIONS AND AFFILIATIONS

Licensed Architect | Massachusetts, Connecticut, Maine, New Hampshire and Rhode Island

NCARB / National Council of Registration Boards | Certificate

AIA / American Institute of Architects | Member | 2002 – Present

BSA / Boston Society of Architects | 2002 - Present

ASTM / American Society for Testing and Materials | 1989 – 1994

BOCA / Building Officials and Code Administrators | 1989 – 1995

PROFESSIONAL AND COMMUNITY SERVICE ACTIVITIES:

South End Historical Society, Inc. | Boston, Massachusetts | Director 1984 – 1986 | Zoning Committee; 1983 – 1986

Historic neighborhood group whose bylaws became the basis for the Boston Landmarks Commission’s rules.

Boston Preservation Alliance | Boston, Massachusetts | Member 1983 – 1989 | Architectural Project Reviewer | 1983 – 1986

Advocacy group comprised of 33 preservation organizations empowered by BRA to perform first review of proposed major downtown projects. Performed architectural portion of review for following projects.

101 Arch Street (Kennedy’s Bldg) | Hoskins, Scott, Taylor, Architects | Lincoln Properties, Developer

International Place | John Burgee with Philip Johnson | The Chiofaro Company, Developer

Rowes Wharf | Skidmore, Owings and Merrill (Chicago), Architects | Beacon Companies, Developer

GERALD J. SULLIVAN

PRINCIPAL | AIA, LEED AP



EDUCATION

Miami University | Oxford, OH
Master of Architecture

Providence College | Providence, RI
Bachelor of Arts

TEACHING

College of the Holy Cross (*Current*)
Special Lecturer in Architecture

Harvard University
Tutor in Architecture and Design

AWARDS & COMPETITIONS

2015 Palladio & 2014 Bulfinch Awards
Ruane Center for the Humanities |
Providence College, RI

Bulfinch Award, ICA & Classical America
Sacred Heart Church | Weymouth, MA

Award for Resident Tutor Excellence
Eliot House, Harvard University

Design Juror 2016 Palladio
Awards for Traditional Design &
Restoration

PUBLICATIONS

(Review) Building From Belief:
"Advance, Retreat, and
Compromise in the Remaking of
Catholic Church Architecture",
Michael @. DeSanctis Religion and
the Arts; 7(3): 350-352.

*The Use of the D*Gain Program in
Energy Conscious Design,*
Johnson, S. and Sullivan, G.;
4th National Conference on
Microcomputer Applications in
Energy)

MEMBERSHIPS

MA Registration 9529
NH Registration 04189
RI Registration 4509
NCARB
American Institute of Architects
US Green Building Council
Inst. of Classical Architecture & Art

Mr. Sullivan has focused most of his career serving institutional clients with strong cultural identities. He takes pride in the design and detailing of buildings based on the specific needs of the users, and their desired architectural expression. As a designer and project manager, he focuses on ensuring that members of the design team work toward a unified project that reflects the values of the client. His project experience includes academic and ecclesiastical buildings as well as recreational, housing, and civic buildings.

HISTORIC RENOVATIONS

Harkin's Hall Renovation, Providence College, Providence, RI
Brighton Courthouse, Brighton, Massachusetts
Cathedral of the Holy Cross | Boston, MA
Saint Mary of the Annunciation Parish Church | Melrose, MA
Siena Hall, Providence College, Providence RI
St. Francis Xavier -Feasibility Study | Acushnet, MA
Whittemore Robbins House, Arlington, MA
Hope High School, Providence, RI

RELIGIOUS BUILDINGS

New Construction

Our Lady of the Blessed Sacrament Parish Church | Westfield, MA
Sacred Heart Parish Church | Weymouth, MA
Saint Dominic Chapel and Campus Ministry Center | Providence, College Providence, RI
Corpus Christi Parish Church | Sandwich, MA

EDUCATIONAL BUILDINGS

Providence College | Providence, RI

Ruane Center For the Humanities
Smith Center For the Arts
Center For Catholic and Dominican Studies / Province of St. Joseph Archives
Phillips Memorial Library Renovation
Gatehouses

Bishop Connolly High School | Fall River MA

AAC - Library Renovation

The Roxbury Latin School | West Roxbury, MA

Charles T. Bauer Science Center
Albert H. Gordon Fieldhouse
F. Washington Jarvis Refectory
Perry Building Renovation (Offices, Classrooms)

Ursuline Academy | Dedham, MA

New Science Wing

COMMERCIAL BUILDINGS

BICON Dental Implants | Jamaica Plain, MA

Roof Terrace, Garage Court

Steinert & Sons Co. | Natick, MA

Park Plaza Building, South Boston Loft Conversion, Natick Branch Renovations

RESIDENTIAL

HCA/Apartment Building Conversion | Arlington, MA
Hull, Massachusetts
Little Compton, Rhode Island
Jesuit Lake House Addition, East Brookfield, MA

Housing Corporation of Arlington (HCA) /Academy Development Partners (ADP)

HCA's mission provides and advocates for decent, affordable housing for low- and moderate-income families and individuals in Arlington and surrounding communities, while promoting social and economic diversity. HCA envisions an array of decent, attractive, environmentally sound housing that is affordable in perpetuity and blends well with existing neighborhoods. Academy Development Partners (ADP) is a subsidiary that enables HCA to expand development projects regionally.

In 1986, a small group of Arlington town leaders and residents realized median prices of single-family homes were out of reach for many renters and young adults who grew up in the community. The lack of open land for development added to the need for creative solutions. Out of crisis, community commitment and opportunity, Housing Corporation of Arlington (HCA) was launched to address the community's growing shortage of affordable housing.

Today, this 28 year old, 501 (c) (3) non-profit community development organization runs two programs: The Homelessness Prevention Program (HPP) and the Affordable Housing Program. Through HPP, HCA has helped over 500 households in danger of homelessness with over \$900,000 in financial assistance. A recent program analysis shows 95% of respondents are still housed and 65% continue to live in the unit HCA helped them to move into or to maintain residency in. The program has had remarkable success.

With the recent completion in 2013 of thirty-two (32) units known as Capitol Square Apartments, HCA now owns and manages 90 units of affordable rental housing. In October 2013, Capitol Square Apartments won an Honorable Mention from Novogradac's Journal of Tax Credits Historic Rehabilitation Awards for financial innovation. HCA has a pipeline of development projects to create 38 units within the next two years.

HCA holds an Annual Meeting for our 2100 members to celebrate the organization's achievements, to honor local community leaders and to discuss current issues around affordable housing. HCA has hosted esteemed speakers such as Congressman Barney Frank, Governor Michael Dukakis, Governor Duval Patrick and State Treasurer Steve Grossman at these meetings. Each spring, HCA raises awareness of the crisis in affordable housing with hundreds of participants at our Annual Walk for Affordable Housing which will be celebrating its fourteenth year in 2015.

Pamela Hallett

1 Gilboa Road

Arlington, MA 02474

773 406-5963

phallett@housingcorporation.org

Housing Corporation of Arlington, Executive Director, June 2012 –Present

Direct work of this community development corporation, manage three staff and oversee a property management company, report directly to 13 member Board of Directors. Currently have 93 unit portfolio under management. As of Dec 31, 2015 the organization had \$25.M in assets with an annual operating budget of \$2 M.

The Community Builders (TCB), Program Manager, Neighborhood Stabilization Program 2. April 2010- April 2012

Developed and managed a \$78 Million loan program funded by HUD to revitalize and stabilize neighborhoods in nine states and the District of Columbia. Set up program, worked in collaboration with other departments to establish protocols and policies, structure documents, procedures and systems, hired and trained NSP staff and established training for development staff to access program. Expended all funds and brought more than \$7.8M in cash flow into the organization in two years.

Pam Hallett & Associates, Owner.

1989 – March 2010,

A woman owned development/consulting firm which specialized in affordable housing established in 1989, developed more than 2200 units of affordable housing securing more than \$100 million in construction and permanent financing. The firm provided expertise in tax credits, financing, planning, construction monitoring, energy conservation and negotiations. Deals range in size from \$500,000 to \$18million, the majority completed in conjunction with 501C3 non-profit organizations. The variety of projects range from a six flat cooperative to a 276 unit SRO project and include transitional housing for domestic violence victims, an AIDS/HIV congregate living facility, elderly housing, new construction for sale housing, and large and small scale multi family rental rehabilitation. The firm operated in diverse capacities including consultant, project manager, joint venture partner and developer.

Teaching Experience in real estate development classes, 1989 – 2009.

Past clients include Great Cities Institute at the University Of Illinois at Circle for the Statewide Housing Action Coalition (SHAC), Local Initiatives Support Corporation (LISC) in Chicago, Neighborhood Progress Inc. (NPI) in Cleveland, The Chicago Rehab Network, the American Banking Association, adjunct professor for the Urban Developers Program at the Spertus Institute of Jewish Studies in Chicago. Served as a member of the faculty of a year long cooperative effort between the Spertus Institute, DePaul University and the University of Illinois in training and challenging mid and upper level management at the U.S. Department of Housing and Urban Development (HUD) to understand development at the community level and to help refine HUD products to meet the needs of communities. Established training for TCB development staff to understand and access the NSP2 program. Established online power point modules for ongoing development staff support, Created a panel discussion on housing development for a one day training seminar for HUD CPD staff.

Direct Construction Experience 1989 – 2010.

Lead worksites for West Side Habitat for Humanity for two years on Saturdays doing a gut rehab of a 12 unit building, the construction of a three story two unit building and a single family house. Personally managed permitting, materials, volunteers and subcontractors; managed the rehab of two single-family houses, a 2 flat and the deconversion of a cut up grey stone into a three-unit property; acted as owner's representative at payout meetings for most clients of Pam Hallett & Associates.

1986-1989, Community Investment Corporation, Program Manager, Chicago Energy Savers Fund.

Managed a low interest loan program designed to stimulate landlords to invest in energy efficiency. Funded by Peoples Gas and the City of Chicago, loans were sourced through a consortium of community organizations throughout the city. Over 3 million in loans generated.

1984-1986 Organization of the North East, Manager

Established a neighborhood loan center serving the Uptown, Lakeview and Rogers Park neighborhoods of Chicago. Office provided rehab loans and Chicago Energy Savers loans for multi and single-family buildings.

1982- 1985 Northside Community Credit Union, Manager.

Credit Union served Uptown and Lakeview residents as an alternative to currency exchanges; offered check cashing, savings accounts, low cost loans, payroll deduction, home mortgages.

Education: BS in Economics from Mundelein College of Loyola University, 1982. Development Training Institute, National Development Council 1983. Real Estate Sales License 1989, CIC Property Management Training 2007.

Volunteer Work: Served on a variety of boards and committees of non-profits over the years including, DevCorp North, Chicago Low Income Housing Trust Fund, Windy City Habitat for Humanity and Diverse Communications, Sheridan Road Planning Committee, Morse Avenue Task Force, Rogers Park Tenants Committee, Lawyers Committee for Better Housing, Clearfork Community Institute, Inc., Maverick Advocates & Professionals, Greater Illinois Peoples Cooperative.

20 Westminster Development Budget

Acquisition	\$1,100,000
Direct Construction Budget	\$1,700,000
Construction Contingency	\$170,000
Subtotal: Construction	\$1,870,000
Other Costs	\$854,000
Capitalized Reserves	\$60,000
Total Development Budget	\$3,884,000

Sources

Brookline Bank	\$ 650,000.00
NSC	\$ 1,350,000.00
CDBG	\$ 750,000.00
CPA	\$ 500,000.00
FHLB	\$ 400,000.00
SHTC	\$ 234,000.00
Total Sources	\$ 3,884,000.00

BrooklineBank

Clarendon Street, Boston, MA 02116

October 3, 2016

Pamela Hallett
Executive Director
Housing Corporation of Arlington
20 Academy Street
Arlington, MA 02376

**RE: 20 Westminster Avenue
Arlington, MA**

Dear Pam:

Brookline Bank has approved a first mortgage loan on the above referenced property in the amount of \$650,000 for 25 years.

OTHER TERMS AND CONDITIONS

- 1) The loan will close using a 25 year Federal Home loan Bank of Boston subsidized advance rate of 160 basis points plus 190 basis points and will be fixed for the life of the loan.
- 2) This loan may be prepaid at any time, however, Yield Maintenance Fees shall apply.
- 3) Monthly payments will be of principal and interest to amortize the loan over a 25 year repayment plan. Each monthly payment will also include 1/12 of the annual real estate tax as estimated by the Bank. A one time real estate tax servicing fee of \$103 and a one-time insurance tracking fee of \$63 will be paid by the Borrower at the loan closing. The first payment will be due one month from the date of closing.
- 4) The Borrower will maintain the Operating Account for the property at Brookline Bank for the duration of the loan.

Property Appraisal:

Brookline Bank must receive a current appraisal of the property at the Borrower's expense, by an Appraiser acceptable to the Bank. The appraisal must indicate an LTV of not greater than 75%.

Hazardous Substances:

Funding shall be contingent upon receipt and approval by the Bank of an on-line screening report prepared at the Borrower's expense by a registered engineer acceptable to the Bank certifying that the property and immediate vicinity is free from asbestos, PCB's, hazardous wastes, toxic substances, and other pollutants which are in violation of any government laws or regulations.

Funding:

All funds will be advanced at closing to pay off the Brookline Bank construction loan.

Financial Statements:

Within ninety days of the end of the Borrower's fiscal year, the Borrower must provide a detailed financial statement on the property to include a complete rental status of the building including: tenant name, area leased, lease expiration and rent being paid. At the same time, the guarantors will provide a current Personal Financial Statement on Brookline Bank forms as well as IRS tax returns for the most recent year.

Financial Covenants:

Loan documentation will contain financial covenants stipulating that the borrower maintain a maximum loan to value ratio of 75% throughout the life of the loan. This covenant will be tested annually.

General Conditions of Closing:

- 1) Subject to satisfactory Title Insurance.
- 2) Hazard Insurance Binder or Policy showing a minimum coverage in an amount equal to the lesser of 100% of the insurable value of the property or the principal amount of the mortgage naming Brookline Bank, ISAOA ATIMA, PO Box 5272, Norwell, MA 02061 as the mortgagee.
- 3) Municipal Lien Certificate is required.
- 4) The borrower will be responsible for all fees and expenses incurred by the Bank or the Bank's attorney as a result of processing this loan whether or not it closes.
- 5) The Bank reserves the right to cancel this commitment if, prior to the loan closing, there is any change in your financial position or credit standing which, in the judgment of the Bank, affects your ability to repay the mortgage loan.
- 6) Assignment of leases and rents to the Bank.
- 7) Patriot Act information including completed form (enclosed) and copies of all borrower(s) and guarantor(s) identification.
- 8) All documentation for this loan must be satisfactory to Bank's Attorney.

As a normal part of the underwriting process, we may order an appraisal to determine the property's value. As with most other closing costs you, the borrower, will be charged for the appraisal. We will promptly give you a copy of any appraisal, even if your loan does not close. You can pay for an additional appraisal for your own use at your own cost.

This letter confirms that Housing Corporation of Arlington is requesting credit from Brookline Bank solely in its name. If otherwise, it is noted below.

Name of other person/entities requesting credit (if any):

This commitment must be accepted on or before July 30, 2016, by signing and returning this original letter to the Bank with the commitment fee. This loan must close on or before December 31, 2016. For assistance in closing, please contact the office of Katz, Rudnick & Sullivan, Attorney Les Rudnick, 617-973-1500. If you have any questions please call me at (617) 927-7974.

Very truly yours,



Wesley K. Blair, III
Senior Vice President

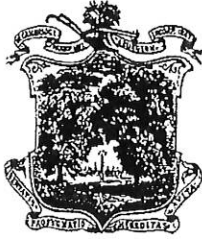
We accept the terms and conditions as outlined within this letter:



Housing Corporation of Arlington
Pamela Hallett
Executive Director

Oct 3, 2016
Date

WKB/lr



TOWN OF ARLINGTON

MASSACHUSETTS 02476

781 - 316 - 3090

DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

June 11, 2015

Ms. Pamela Hallett
Executive Director
Housing Corporation of Arlington
20 Academy Street
Arlington, MA 02476

RE: 20 Westminster Avenue, Arlington

Dear Pam,

The Town of Arlington supports your efforts to create 9 units of affordable rental housing at 20 Westminster Avenue in Arlington. The Town is pleased to support this project by providing funds for acquisition and conversion of this property with federal CDBG funds. This deferred loan of \$750,000 will remain in the project. No repayment is required so long as the project complies with the affordability requirements.

Project Address: 20 Westminster Avenue, Arlington

Number of Units: Nine (9) units.

Amount and Source of Funds: \$750,000 total in CDBG funds, of which \$270,000 has already been advanced.

Use of Funds: Acquisition and development costs

Other sources of funding which must be committed: Approximately \$3 million in other public and private funds.

Affordability Requirements: All units must be affordable to households at or below 80% of Area Median Income, from the time the project is fully in service, until 50 years from that date. In addition, HOME and other state and federal affordability requirements must be met, as determined by funding sources.

Required Loan Documents: Amendments to existing Loan Agreement, Mortgage, Note, and Affordable Housing Restriction as needed, to amend the loan amount from \$270,000 to \$750,000.

We congratulate you on your efforts to create 9 new affordable rental housing units. It is a pleasure working with you toward our mutual goal of increasing and maintaining Arlington's stock of affordable housing. Good luck with implementation and completion of the project.

Sincerely,

Carol Kowalski
Director of Planning and Community Development

**SECOND AMENDMENT TO THE CONDITIONAL COMMITMENT LETTER,
BETWEEN NORTH SUBURBAN CONSORTIUM AND HOUSING CORPORATION
OF ARLINGTON**

On June 29, 2015 the North Suburban Consortium ("NSC") executed a Conditional Commitment Letter ("Commitment Letter") to Housing Corporation of Arlington ("Developer"), wherein the NSC agreed to provide \$300,000.00 of HOME funds to the Developer to assist with acquisition and rehabilitation of property at 20 Westminster Avenue, Arlington, MA 02474. The NSC and the Developer amended the Commitment Letter on October 8, 2015 to change the amount of the HOME assistance from \$300,000.00 to \$950,000.00.

On June 21, 2016 the NSC board voted to amend the above commitment and subsequent amendment to reflect a total of HOME funding assistance in the amount of \$1,350,000.00. This second amendment will reflect the new HOME assistance to the Developer.

The NSC and the Developer hereby agree to amend the HOME Unit Breakdown and HOME assistance per unit to be updated as set forth below:

The Developer further represents that the following accurately characterizes the Project:

Total # of Units in Project: 9

of HOME Assisted Units in Project: Floating 9 Fixed

NSC HOME Unit Breakdown by Unit Type:

 1 0-bedroom units

 1 3- bedroom units

 5 1- bedroom units

 4- bedroom units

 2 2- bedroom units

 5- bedroom units

Total HOME Loan amount: \$ 1,350,000.00

HOME assistance per Unit:

\$ \$125,000 / HOME funds for 0 bedroom units

\$ \$150,000 / HOME funds for 1 bedroom units

\$ \$150,000 / HOME funds for 2 bedroom units

\$ \$200,000 / HOME funds for 3 bedroom units

\$ N/A / HOME funds for 4 bedroom units

EXECUTED AS AN INSTRUMENT UNDER SEAL.

MALDEN REDEVELOPMENT AUTHORITY,

as Representative Member of and agent for the

NORTH SUBURBAN CONSORTIUM

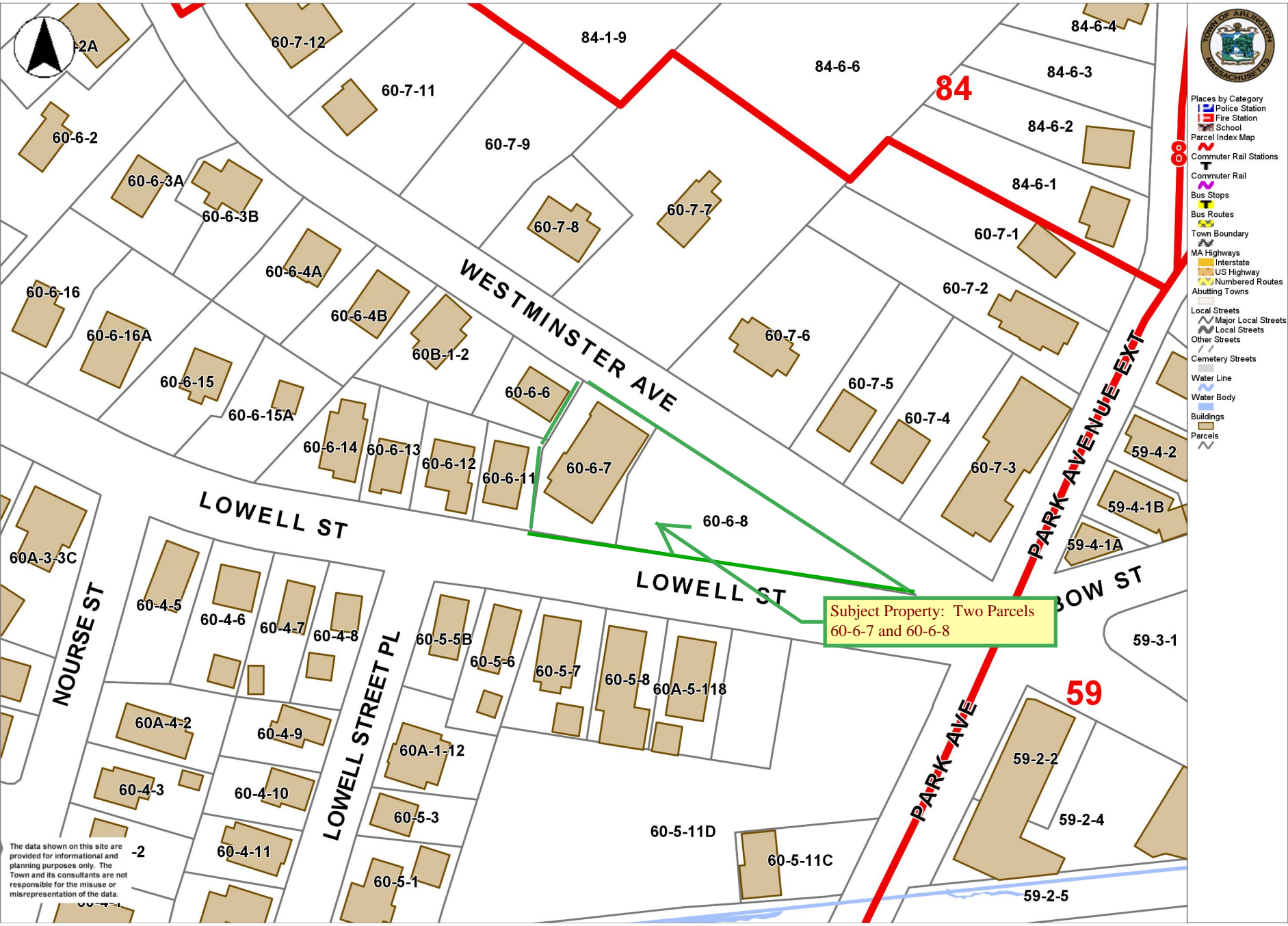
By: Deborah A. Burke-Santoro
Deborah A. Burke-Santoro
Executive Director

Date: 6-27-16

DEVELOPER:

By: Paul Hewitt
Authorized Signatory
Executive Director
Housing Corporation of Arlington

Date: 06-27-16



- Places by Category
- Police Station
 - Fire Station
 - School
 - Parcel Index Map
 - Commuter Rail Stations
 - Commuter Rail
 - Bus Stops
 - Bus Routes
 - Town Boundary
 - MA Highways
 - Interstate
 - US Highway
 - Numbered Routes
 - Abutting Towns
 - Local Streets
 - Major Local Streets
 - Local Streets
 - Other Streets
 - Cemetery Streets
 - Water Line
 - Water Body
 - Buildings
 - Parcels

The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the misuse or misrepresentation of the data.

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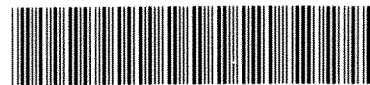
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Town of Arlington, MA

Grantee Address: 20 Academy Street, Arlington, MA 02476
Property Address: 20 and 26 Westminster Avenue, Arlington, MA

2 Pages

~~MASSACHUSETTS EXCISE TAX
Southern Middlesex District ROD # 001
Date: 04/11/2014 02:12 PM
Ctrl# 202337 24879 Doc# 00045711
Fee: \$5,016.00 Cons: \$1,100,000.00~~



2014 00045711

Bk: 63480 Pg: 470 Doc: DEED
Page: 1 of 2 04/11/2014 02:12 PM

QUITCLAIM DEED

20 WESTMINSTER AVE., LLC, a Massachusetts Limited Liability Company with offices in Arlington, Middlesex County, Massachusetts

for consideration paid of ONE MILLION ONE HUNDRED THOUSAND (\$1,100,000.00) DOLLARS, grants to

HOUSING CORPORATION OF ARLINGTON, a Massachusetts non-profit corporation with offices at 20 Academy Street, Arlington, Massachusetts

the following described property with QUITCLAIM COVENANTS:

The land with the buildings thereon, shown as lots numbered 1, 2, 3 and 10, as shown on a plan entitled "Plan of Land at Arlington Heights belonging to Horace A. Lewis," Frederick P. Hall, Surveyor, dated July 1902 and recorded with Middlesex South District Deeds in Plan Book 138, Plan 12. Said Lots 1, 2, 3 and 10 are together bounded and described as follows:

SOUTHERLY by Lowell Street, as shown on said plan, two hundred ninety three and 52/100 (293.52) feet;
WESTERLY by Lots 4 and 9, as shown on said plan, one hundred twenty-one and 74/100 (121.74) feet;
NORTHERLY by Westminster Avenue, as shown on said plan, two hundred ninety-three and 52/100 (293.52) feet.

Containing together 17,867 square feet of land, all according to said plan.

Meaning and intending to convey the property conveyed to the Grantor by deed recorded in Middlesex South Registry of Deeds Book 51753, Page 442

The Grantor certifies as follows:

1. The Grantor has not been, is not now, and does not intend to be classified as a corporation for federal income tax purposes and
2. The within conveyance does constitute a sale or transfer in the ordinary course of the Grantor's business.

Witness the execution hereon under seal this 10th day of April, 2014.

20 WESTMINSTER AVE., LLC,
a Massachusetts Limited Liability Company

by:



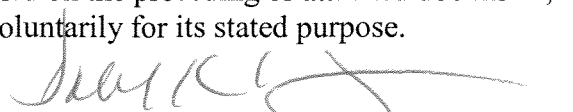
Paul P. Wilgren, Manager

COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss.

April 10, 2014, 2008

On this 10th day of April, 2014 before me, the undersigned notary public, personally appeared Paul P. Wilgren, as Manager of 20 Westminster Ave, LLC, proved to me through satisfactory evidence of identification, which was Massachusetts Drivers License, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose.



Donald K. Koundakjian, Notary Public

My commission expires: 11/28/2014

