

Westminster Meeting House RFP



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Proposal Cover Sheet

Westminster Town Meeting House Purchase and Redevelopment Proposal

Attached is a proposal submitted by Lee Property Developers, Inc. dated 10/4/2023 for the Request for Proposals dated August 23, 2023, to purchase the property known as the Westminster Historic Meeting House.

Print Name: Jonathan Lee Cozzens

Organization: Lee Property Developers Inc.

Address: 155 Orchard Hill Road Haverhill, MA 01835

Telephone: 978-519-9121

Email Address: Jonathan@leepropertiesre.com

This is to certify that all terms and conditions contained in the proposal are valid for 180 days from the RFP closing date. This also certifies that the attached proposal is complete as submitted.

Signature: 
Jonathan Cozzens

Date: 9/25/2023



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**PROPOSAL FOR REDEVELOPMENT
OF THE
HISTORIC MEETINGHOUSE**
3 Bacon Street
Westminster, Massachusetts



Submitted by:

Jonathan Lee Cozzens

Lee Property Developers

155 Orchard Hill Road, Haverhill, MA 01835

(978) 519-9121

Jonathan@leepropertiesre.com

Date Submitted: 10/4/2023



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Financial Models

Westminster Pro Forma Sales Summary

Bedroom	% of units	Unit Count	Average Sales Price	Total Estimated Sales
2 BR	80%	4	\$325,000	\$1,300,000
3 BR	20%	1	\$375,000	\$375,000
	100%	5		\$1,675,000

Westminster Pro Forma Project Costs Summary

TOTAL PROJECT COSTS		
Site Acquisition		\$25,000
Soft Costs	8.3%	\$118,275
Financing/Interest Carry Costs	7.4%	\$105,450
Hard Costs	74.3%	\$1,058,775
Developer Fee	10.0%	\$142,500
TOTAL PROJECT COST	100.0%	\$1,450,000

SOURCES & USES	
Type	Amount
TOTAL PROJECT COST	\$1,450,000
Sources	
Hard Money Financing	\$1,300,000
Bridge Loan/Tax Credit Equity	\$0
Fed Tax Credit Investor Equity	\$0
Owner Equity	\$150,000
TOTAL SOURCES	\$1,450,000
Anticipated "As Stabilized" Valuation	\$1,675,000
Loan to Value (LTV)	78%
Uses	
Site Acquisition	\$25,000
Soft Costs	\$118,275
Financing Costs	\$105,450
Hard Costs	\$1,058,775
Developer Fee	\$142,500
TOTAL USES	\$1,450,000



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Developer Information

Lee Property Developers, Inc. is managed by Jonathan Cozzens and his brother, Joshua Cozzens. The address for Lee Properties is 155 Orchard Hill Road Haverhill, Massachusetts 01835. Jonathan can be reached at 1(978) 519 - 9121 (cell) or 1(978) 914 - 6538 (office), Jonathan can also be reached via email at **Jonathan@leepropertiesre.com**.

Lee Properties is owned and operated 100% by two Asian-American minorities and has applied for the (MBE) Minority Business Enterprise designation in Massachusetts. Jonathan and Joshua both contribute to the success of Lee Properties on a day-to-day basis. They are both active in all phases of business from acquisitions and financing down to the construction portion of Lee Properties. By being a minority owned business Lee Properties has always emphasized equality within the workplace, and all members of the team understand the importance of equal opportunity. We plan to use MBE & WBE's for about 50%-60% of the project.

The legal purchasing entity for the Uniroyal site will be an (SPE) single purpose entity that will be setup and registered as an LLC with the state of Massachusetts if our proposal is selected.

For more information on Lee Properties please visit our website at:
www.Leepropertiesre.com



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Previous Projects

266 River Street, 35-Unit Residential, Haverhill, MA Under Planning

A historic mill building located in Haverhill, MA. This project is currently under planning. Lee Properties has been awarded both federal historic tax credits and state historic tax credits on this project. HDIP will also be considered for this project. This project will be 35 Market Rate apartments located within walking distance of downtown Haverhill, MA. The total cost for this project will be roughly 14 million. For reference on this project please contact:

Name: Doug Kelleher Epsilon Associates
Phone Number: 978-461-6259 Email: dkelleher@epsilonassociates.com

21 Pawcatuck Ave. Stonington, CT 51 Unit Residential Under Construction

Mill at the Marina is our newest project. Located in Stonington CT, we are currently under construction to transform this dilapidated mill building into 51 market rate units and a 20% affordable component. This project will utilize federal and state historic tax credits and has been awarded a \$200,000 brownfields assessment grant. Located along the Pawcatuck River, this site has been an eyesore for members of the community for 20+ years. Total cost for this project will be roughly 25 million. This project is 125,000 SF. For reference on this project please contact:

Name: Doug Kelleher Epsilon Associates
Phone Number: 978-461-6259 Email: dkelleher@epsilonassociates.com

54 Union Street, 43-unit Residential, Attleboro, MA Under Construction

The Jewel located in Attleboro MA is slated to be complete before the new year. This project, a brownfield site as well, is a historic mill that will offer 43 market rate units in downtown Attleboro, MA. This project has been awarded both federal tax credits, and state historic tax credits. This project is roughly 26,000 SF., and 18 million. For reference on this project please contact:

Name: Doug Kelleher Epsilon Associates
Phone Number: 978-461-6259 Email: dkelleher@epsilonassociates.com



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PURCHASE PRICE PROPOSAL FORM
FOR THE PURCHASE OF THE HISTORIC MEETINGHOUSE
WESTMINSTER, MASSACHUSETTS

Seller: Town of Westminster, acting by its Select Board
Westminster Town Hall
11 South Street,
Westminster, MA 01473

Buyer: Jonathan Lee Cozzens

155 Orchard Hill Road, Haverhill, MA 01835

(978)519-9121


Jonathan@leepropertiesre.com

Premises: Historic Meetinghouse
3 Bacon Street
Westminster, MA 01473

Proposed Purchase Price: \$ \$25,000.00

Proposed Purchase Price (in words): Twenty-five thousand dollars.

Proposed Closing Date: December 2023/January 2024

	CEO and President, Lee Property Developers Inc.
Signature	Title
Jonathan Lee Cozzens	9/25/2023
Print name	Date Signed



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References



Attleboro Historical Commission

Government Center • 77 Park Street
Attleboro, Massachusetts 02703



To whom it may concern,

August 3, 2023

At the most recent meeting of the Attleboro Historical Commission we discussed the proposed project of our 1908 Ingraham Building at 54 Union Street. Beginning as a factory to electroplate jewelry and novelties, it has continued to house many other businesses.

With its red brick and granite trim, it is a wonderful example of a typical turn of the century factory, that has been an important useful structure to our City for over 100 years. This project will make it vibrant, invaluable and useful again. Buildings like this are monuments to our heritage.

We were especially impressed with the project's plan to incorporate certain architectural features, that no longer meet code, into other locations in the building with new uses. This will insure the character.

We firmly support this project because preservation is progress.

Sincerely,

Marian Wrightington, Chair

Marian Wrightington, chair.



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Haverhill

Haverhill Historical Commission, Room 309
Phone: 978-374-2344 Fax: 978-374-2332
aherlihy@cityofhaverhill.com

August 18, 2023

Brona Simon, Historic Preservation Officer
Massachusetts Historical Commission
220 Morrissey Boulevard
Boston, MA 02125

RE: W.B. Thom Hat Company, 266 River Street, Haverhill

Dear Ms. Simon:

This letter expresses the continued support of the Haverhill Historical Commission for 266 River Street Redevelopment LLC's application for Massachusetts Historic Rehabilitation Tax Credits for the W.B. Thom Hat Company Building at 266 River Street in Haverhill.

This narrow four-story brick former shoe factory building features a seven-bay wide façade and extends twenty-five bays along the northeast and southwest elevations. The building is capped by a flat roof with a shallow gabled monitor clad in vinyl siding featuring an ocular window within the façade. The symmetrical façade (northwest elevation) is set on an elevated basement with eight fixed sash divided-light windows. The fenestration of the upper levels features elongated 12-over-12 double hung sashes with segmental brick headers and rough granite sills. The name "Thom's Building is inscribed at the center of the building above the second-floor windows, on either side is painted "KARELIS SHOE CO". The side elevations feature regularly set segmental arched window openings.

The brick factory building was constructed in 1890 for W.B. Thom to lease to the shoe manufacturing company Perley E. Stone & Company. The building was constructed to the east of the W.B. Thom Hat Company complex. The company produced wool and fur hats for men, women and children and employed almost 500 people. In 1920, the Thom Company went out of business and the building was purchased by Karelis Shoe & Company and later the Allen Shoe Company.



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Haverhill

Haverhill Historical Commission, Room 309
Phone: 978-374-2344 Fax: 978-374-2332
aherlihy@cityofhaverhill.com

This project will include the rehabilitation of the former mill building for residential use. On the exterior, the masonry will be cleaned and new energy efficient windows will be installed to match historic windows. On the interior, the existing open floor plan will be slightly modified for the creation of forty-seven residential units on the Merrimack River, including some affordable units for residents with disabilities.

River Street is Routes 110 and 113 along this stretch of roadway that connects Downtown Haverhill to Interstate 495 along the Merrimack River. Traffic counts indicate that over 16,000 vehicles traversed by this highly visible, standalone building on a daily basis.

Sincerely,

Andrew K. Herlihy, Local Historic Preservation Officer, on behalf of
HAVERHILL HISTORICAL COMMISSION



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TOWN OF STONINGTON
OFFICE OF THE FIRST SELECTMAN
DANIELLE A. CHESEBROUGH
152 Elm Street Stonington, Connecticut 06378
(860) 535-5050 Fax (860) 535-1046

October 31, 2022

Jonathan Lee Cozzens
Managing Partner
Lee Properties, LLC
155 Orchard Hill Road
Haverhill, MA 01835

Re: 21 Pawcatuck Avenue; Thread Mill Redevelopment Opportunity

Dear Jonathan,

Thank you for taking the time to speak with me on a number of occasions regarding the potential development of the historic Thread Mill. The Mill has been a longstanding priority for redevelopment in the community for years. In 2015, the Town commissioned a study focusing on the Revitalization of Pawcatuck, and this mill is specifically mentioned within this report as an 'ideal opportunity for housing reuse'. It was noted that the building offers 'generous windows, tall ceiling, historic character and waterfront views form 1/3 of the potential units. Our POCD, which also specifically calls out the importance of redeveloping our historic mills.

One part of the mill was revitalized and has been a success story for mixed income housing within the community. Due to private ownership issues, the remaining part of the Mill was not able to be enhanced. Thanks to the factors that got us to this point, we are optimistic and grateful that your firm is working hard to preserve the building before the potential devastating demise of this historic building. We remain committed to doing what we can as a Town to support your efforts to preserve this historic building, while also offering much needed diversity in our housing stock.

While the topic of affordable housing has been met with controversy within our community, I did want to share that on numerous occasions this specific site was referenced in a positive light by many within the community. They noted the importance of adaptive reuse, and that issues such as traffic and parking would not be a challenge like they have been perceived to be in other locations.

We are hopeful that you will be able to work with us to help save this Mill and offer much needed quality, affordable housing within our community.

Thank you,

Danielle Chesebrough



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Development Team

Lee Properties Development Team

Jonathan Lee Cozzens (CPA)- CEO and President, Lee Properties

Jonathan Cozzens is the main contact and managing principal for the project. Mr. Cozzens has acquired, renovated, and managed more than 70 residential and commercial properties since 2012. In the past several years, Mr. Cozzens has focused on the redevelopment of abandoned and underutilized historic structures pursuing historic tax credits to make the projects financially feasible. Mr. Cozzens' property management and development team has exhibited the potential to professionally develop and profitably hold real estate while providing safe, desirable living and working environments for all tenants.

Northeast Housing Court, Lawrence, MA -Receiver

Mr. Cozzens performs the duties of a Receiver for the court in order to rehabilitate multi-family houses to be sold and utilized once again. These buildings are in extremely poor conditions with most of them having been abandoned for 10+ years. Mr. Cozzens works hand-in-hand with real estate attorneys and the housing court judges to set appropriate budgets and executes the management of the construction of these houses in Receivership.

OTHER RELEVANT WORK EXPERIENCE

Lee Construction LLC, Haverhill, MA Managing Partner

Mr. Cozzens owns and operates a full-service company that performs all-phases of construction, for building projects small and large, including historic renovations and new construction.

Various CPA Firms, Boston, MA & Charlotte, NC 2006-2017 Corporate Tax, CPA Consultant

Mr. Cozzens has spent 11 years working in the corporate tax field providing specialized tax recovery consulting to Fortune 500 companies in various industries.

PROFESSIONAL LICENSURE & EDUCATION

Certified Public Accountant, State of Massachusetts, #27623

University of North Carolina at Charlotte, Charlotte, NC Master of Accountancy, July 2008

GPA 4.0 / 4.0

Liberty University, Lynchburg, VA

B.S., Concentration: Inter-Cultural Studies, May 2006



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Andrew Thorson - Senior Associate Lee Properties

Andrew started off working in construction during his summer breaks between high school as well as college. Since then, he has obtained his bachelor's degree from Bryant University in Team and Project Management and gained experience in many real estate related industries. He also has obtained his Massachusetts real estate license. Before joining Lee Properties Andrew worked in both the commercial real estate field in sales as well as within the mortgage lending industry. Andrew provides a positive awareness to Lee Properties in many different aspects with his previous experience in the different real estate and construction industries, as well as creating innovative new ideas for projects that can be implemented.

Seger Architects

Seger Architects, Inc. has combined experience of over 50 years in all facets of Architectural design. Of particular interest and experience is the adaptive use or additions to historic and/or significant structures for contemporary use. Through their work as Seger Architects, Inc. and within other firms as Project Managers and Project Architects many successful and award-winning historic restoration and adaptive use projects have realized new importance through their adapted use. Successful restoration and adaptive use of our historic resources requires a thorough understanding of the value of historic structures to a community, and the architect's vision and discipline to see value in the re-purposing of these structures for contemporary use.

John Seger

John Seger has over 15 years of experience in providing architectural services for institutional, commercial, and residential projects. He received his Bachelor of Architecture degree from the Boston Architectural Center. He is a registered architect in Massachusetts and New Jersey, and holds a National Architectural Registration Certificate. Prior to starting his private practice, Mr. Seger was a principal architect with SEA Consultants, Inc. His responsibilities included managing budgets, coordination with staff and consultants, and acting lead designer. In addition to project management, he aided with marketing, workload coordination, and was the lead architect for a sustainable design initiative for LEEDS certification. Prior to joining SEA Consultants, Mr. Seger worked for The Phillips Group, NYC, NY, David Jacobson Associates, Atlantic City, NJ, and Goody, Clancy Associates, Boston, MA.



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Other Project Partners

General Contractor

Lee Construction, LLC

Civil Engineer

Verdantas; Eric Denardo, Civil Engineer

Design Engineer

Zade Associates; Mohammed Zade, President

Structural Engineer

TLH Consulting; Todd Hedley, Principal

Historic Consultants

Epsilon Associates; Douglas Kelleher, Principal

Environmental

Cooperstown Environmental; Isaac Anderson, VP



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At Lee Properties we pride ourselves on completing projects the right way. We work hard to maintain the historical aspects of our buildings, while at the same time creating something that the community can enjoy looking at in the future. Our most important characteristic is that the cities and residents we work with are the most crucial part of our business, and we strive to support both throughout all aspects of our projects. Our team works together with honesty and integrity to improve the quality of life for residents, as well as enhancing the cities and towns our projects are located in.

The organizational structure below lists the members of the team as well as the role they play Within the organization. Throughout the project, the two main contacts will be Jonathan Cozzens and Andrew Thorson. Jonathan and Andrew will be working directly with the town of Westminster to keep the project within budget and aligned with projected timelines. Jonathan and Andrew will be available over the phone, or through email, at all times to provide effective communication and to ensure the project stays on track throughout all phases.

<u>Member</u>	<u>Position</u>
Jonathan Lee Cozzens	CEO and President
Joshua Cozzens	Partner
Andrew Thorson	Senior Associate
Valeria Torres	Site Supervisor
Danielle de Mederios	Office Manager

Lee Properties has never been debarred or been the subject of any type of censorship by any local, state or federal government unit, body or agency.

Lee Properties has never had a contract terminated by any owner on any project for any reason.



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Development Plan

Below is an overview of the development plan for the Historic Meeting House in Westminister, MA. The main goal of our development is to preserve as much is possible of the historic character of the building, while also providing modern, desirable benefits. These efforts add value to the commonwealth by increasing foot traffic in the redevelopment sites area, and growing the local economy of Westminister, Massachusetts.

Experience with Historic Structures

Having been constructed in 1839, and contributing to the historic integrity of Westminister, this property aligns directly with the goal of Lee Properties in rehabilitating historic structures. Lee Properties has several years of experience, in conjunction with our historic consultants Epsilon Associates, in securing historic tax credits. The tax credit application process entails a significant amount of details to ensure that the historically relevant aspects of the building remain intact, even with the building's new adapted use. The National Park Services oversees the Federal historic application process while the Massachusetts Historic Commission oversees the state application process. Although we do not plan to utilize historic tax credits on this project because of its small size, our expertise in the rehabilitation of historic structures directly correlates with the goal of the town, which is bringing this property to a usable, desirable state. Lee Properties has successfully obtained historic tax credits on 3 separate historic properties located in Massachusetts with building dates ranging from 1882 through 1908.

Construction Experience

Lee Properties has used its related entity, Lee Construction, to act as the General Contractor for its construction projects. By acting as our own general contractor, we are able to significantly reduce construction-related risk, and also control construction-related costs. Construction related risk is one of the most challenging aspects for most real estate developers, as the construction timing and availability is critical to the success of the project. Additionally, increases in cost and change orders further increase the risk that the project may not make it to completion. Lee Properties has a significant amount of experience in planning, as well on on-site experience obtaining accurate construction cost data. Lee Properties has also obtained a good understanding of the environmental risk factors as they relate to rehabilitation of an existing structure. We have gone through multiple Phase 1 and Phase 2 environmental studies (aka 21E) as they relate to environmental contaminants within the soil. Our relationship with LSP's (Geologists) and other environmental professionals is critical to the proper and safe planning when it comes to a development project of an existing building. Tests will be performed on asbestos containing building materials, lead-based paints, mold, as well as polychlorinated biphenyls & mercury containing components. This ensures that hazardous building materials are properly disposed of prior to interior demolition.



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Project Schedule Explained

Executed P&S

If our proposal is selected, we anticipate signing the P&S during December/January of 2024. The town had mentioned a 30-day period to sign the P&S. This would fit within our schedule, but being conservative we have indicated a signing date of January. If it is earlier, our project schedule will move up by one month in all aspects of the project.

3D Scan of Building

Stage two of the timeline is the 3D scan of the building. 3D laser scanning will provide us with precise point clouds, 2D CAD drawings and 3D models for reliable project planning, reducing the risk of change orders and project delays. This typically takes a month of time for the scanning company to scan the building and provide us with the relevant architectural drawings. Laser scanning is the most accurate method of providing existing condition drawings.

Architectural Drawings

This final construction ready set of architectural plans (CD) Construction Drawings will be produced alongside MEP (Mechanical, Electrical & Plumbing) design drawings. Likewise structural engineering plans would be produced and combined with the final construction-ready set of plans. This stage takes about five (5) months to complete.

Civil Engineer Drawings

While the Architect is completing his initial plans, the Civil Engineer is also able to construct his site plan. The Engineer will assess the land for us to confirm that it can support the development. The civil engineer will examine the parking layout, as well as the building grades, to confirm the architectural plans can be supported and both correctly align. This stage is performed simultaneously with the architectural planning so the architect and engineer can work together to create the most successful development. This stage takes about three (3) months of time to complete.



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Special Permit/Building Permit

During this time, we will utilize our drawings from the civil engineer and architect to obtain our special permit as well as our building permit. As this building will have more than two units, the town of Westminster requires a special permit. Working hand-in-hand with the town during this portion of the project, to obtain permits to begin construction, will be crucial to the development. This portion of the project should take roughly two (2) months to complete.

Capital Raise

Once we have our plans in place we can begin to work with our investors/hard money lenders to obtain the remaining financing for the construction portion of the project. Equity from Lee Properties will be invested up-front to get to this point, followed by roughly \$1,000,000 our investors. In turn they will receive a portion of equity in the project and will be rewarded with profits from sales. We also have relationships with hard money lenders to bridge any gaps in funding if required.

Construction

We anticipate the construction process for this project to take six (6) months to complete. During this phase we will be removing any hazardous materials, completing any structural repairs, all the way to finish work. The parking lot will also be built towards the end of this process.

Sales

Once the construction is complete and certificates of occupancy are awarded, the sales of the units will begin. We will be working with a local realtor to assist with the sales of the 5 units. By looking at recent market research we anticipate this will take anywhere from one to three months to be fully sold.



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Architectural Character

One of the primary objectives of this project would be the preservation of the historic character of this building. The following provides a concise summary of the proposed treatment within the following:

Exterior Siding

The exterior brick and wooden walls of the building would be fully rehabilitated, it would match the existing look, but with all new materials.

Exterior Façade

The exterior façade will be replaced with new materials in all areas. We believe that the current exterior is in rough shape and requires maintenance, any areas of cracking or chipping paint will be replaced and fixed to match the original.

Entrance Doors

The front entrance doors may remain intact depending on further inspection of the condition of the doors. If the doors are in need of replacement, it would be our goal to replicate the original doors that were installed in the building at the time of its construction.

INTERIOR SPACES

Wall Coverings

The interior wall coverings will be evaluated based upon the building's historic use. If the building was originally covered with plaster, we would seek to replicate that look by using gypsum board. Any new walls will match what had previously been there in terms of look.

Floors

The treatment of the finish floors will be determined once we discover what the flooring of the building was when it was originally built. We will need to match the historic accuracy both inside and outside of the building.



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Staircases

The staircases posts and railings will be fully rehabilitated and serve as a primary means of egress for the building. Pending review from our structural engineer, we will work to keep the original look of the stairs that had been originally constructed.

Footprint

We believe that utilizing the building within its existing exterior footprint will provide the least disturbance to the neighborhood and provide the most compatible design. The existing gross square footage of the building will match the completed square footage. The elevations will remain the same as well. A new parking lot will also be constructed in the back of the building.

Infrastructure & Energy Efficiency Improvements

All utility connections to the building will be evaluated by engineers to determine whether replacement is required. The sanitary line, storm drain, and the water connections for domestic and fire suppression systems will be properly sized to meet the requirements of the newly proposed use of the building.

ENERGY EFFICIENCY IMPROVEMENTS

Multiple improvements to the energy efficiency of the building are planned. The building will operate using 100% electricity.

Heating/Cooling Systems

Air source heat pumps (aka mini splits) will be used for heating and cooling of each condo. These systems are generally installed above the bathroom ceilings with ducts throughout the apartment to evenly distribute the air. This system can extract heat from the outdoor air even with temperatures down to -15 degrees. These systems are extremely energy efficient using 40% less energy than a gas furnace, and only a fraction of the electricity compared with electric resistance heating. The air conditioning works with the same systems in reverse during the summertime. The condensers are planned to be installed on the exterior ground of the building but more detailed analysis will be completed by our MEP.



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Windows

The existing windows will most likely remain in place and be rehabilitated. Further analysis will be completed by our historic window manufacturer on the condition and efficiency of the windows.

Insulation

In order to meet the requirements of the new energy code, all perimeter walls would be sprayed with closed-cell insulation foam that provides an insulation rating of R-21. The ceilings of the top floor would be insulated with mineral wool insulation or open-cell insulation foam providing a rating of R-49. These layers of insulation will provide a very thick shell for the building further reducing energy costs for its occupants.

LED Lighting Fixtures

The entire building will be equipped with fixtures utilizing LED lighting technology. LED lighting uses 75% less energy than traditional incandescent lighting fixtures and bulbs. Additionally, LED lighting bulbs and fixtures last significantly longer than incandescent bulbs requiring less maintenance.

Motion Sensors

Motion sensors will be used to control the lighting in all bathrooms throughout the building. Additionally, all hallway, stairway and entrance lighting will be connected with motion sensors. This will ensure the lights are only powered when they are being used, further saving energy throughout the building.

Low-Flow Water Fixtures

All bathroom and kitchen fixtures will be equipped with low-flow water fixtures. These low-flow fixtures provide a steady and sufficient flow of water with a 20% reduction in water consumption over traditional fixtures. This reduction will reduce the overall building's consumption of water, further increasing its energy efficiency.

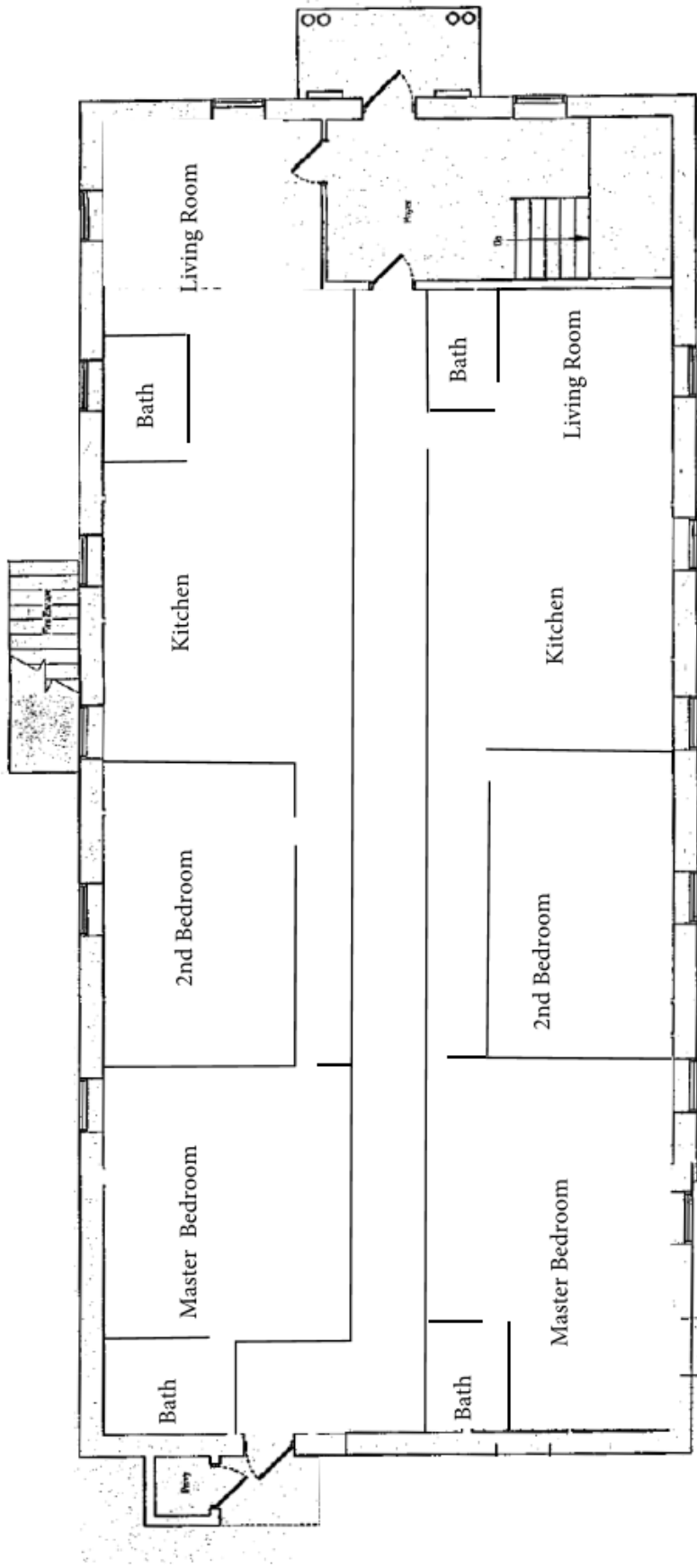


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Conceptual Design Plans, Parking Plan



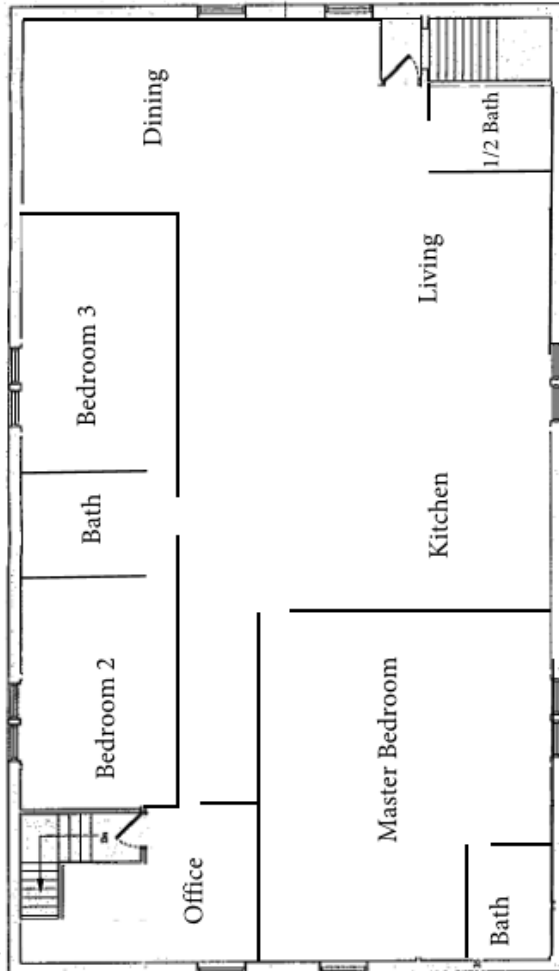
Westminster Meeting House
First Floor Conceptual
Design Plan



Westminster Meeting House
Second Floor Conceptual
Design Plan



Westminster Meeting House
Third Floor Conceptual
Design Plan



Westminster
Town Hall

Westminster, Illinois

Space Planning
Study

Existing
Site Plan

Scale: 1/8" = 1'-0"
Date: January 21, 2009
Drawn By: JPH
Checked By: WGH

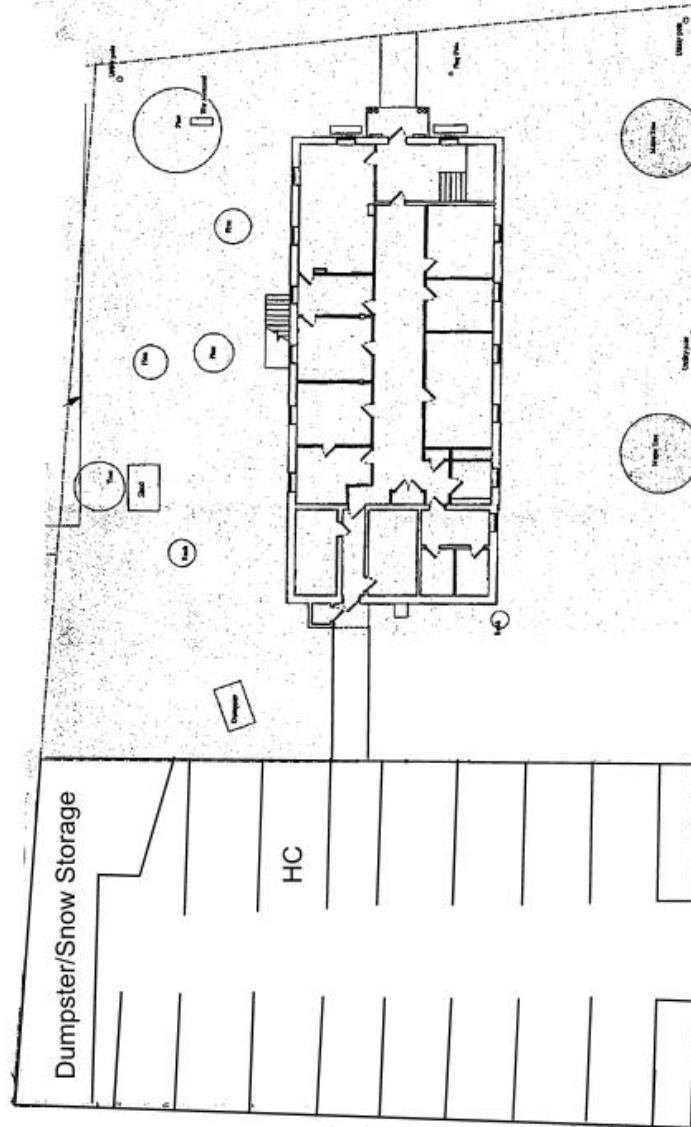
McKinley Hart
&
Associates LLP

121 Broadview
Suite 200
Evanston, IL 60201
Tel: 847.622.8900
Fax: 847.622.8902

AI

Westminster Meeting House
Parking Plan

Bacon Street



Pleasant Street



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Project Details

Landscape

The landscape on the property will remain very similar to what it currently is. With the exception of a parking lot added to the rear of the property, and a potential walkway from the parking lot to the front door, everything on the property will remain the same, this includes trees, shrubs etc. Once the condos are sold, a local landscaper should be hired by the trustees to maintain the lawn and any flower beds.

Historic Preservation

Lee Properties specifically works on historic buildings. Our expertise in this field has led us to be one of the few historic developers throughout Massachusetts. One of our main goals for our projects is to incorporate and retain as much of the history as possible within our properties. We have relationships with historic consultants, historic architects, and many more key project players that will ensure this project meets any historic preservation restrictions that exist. Our architectural character summary mentioned previously indicates our plan to preserve as much of the history of this building as possible.

Project Goals

Lee Properties plans to directly align its goals with the town of Westminster. These include preferred sales to elderly residents (on the first floor). With the second and third floor being accessed only by stairs, we cannot offer the upper-floor units to elderly residents. We also will be bringing residents close to the town center, which in turn will hopefully increase business for local restaurants, shops etc. Savoring the historic elements of the Meeting house is our number one priority. As this is something we specialize directly in, we feel as though we can achieve this goal without problems. In the end, this project works best as a residential project. All throughout Massachusetts and surrounding states housing is very hard to come by. We think this project will be a great benefit to the town by adding money to the tax roll and bringing more people to the town center. Density is a major component to growing a community, and this is a step in the right direction for creating more businesses and more residents for the town of Westminster.



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Town Infrastructure Impact

This project will have a very limited impact on the infrastructure of the town, including water, sewer, drainage, parking, public safety, roads and schooling. Being a 5-unit structure with onsite parking we anticipate a population increase of 12-20 residents. With such a small number of new residents, the impact on the town will be very limited. This project will be a major benefit of the town. It will bring 5 new housing units onto the tax rolls for a property that is not earning any money currently. This project will rehabilitate a part of the town's rich history and fix an eyesore for local residents as they head towards the town center. With the town of Westminster having an aging population, we think these condo units will be great for people looking to downsize from a single-family home, or elderly looking for limited maintenance. By bringing housing to Westminster, and creating taxable property, this project is a massive benefit to the town of Westminster with very limited impact on infrastructure.



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Project Schedule

The Historic Meeting House
 3 Bacon Street, Westminster MA 01832
 Project Development Timeline

Period	Event 1	Event 2	Event 3	Event 4	Event 5	Event 6	Event 7	Event 8
23-Jan	Executed P&S							
24-Feb		3D Scan Of Building						
24-Mar			Architectural Plans	Civil Engineering Plans (Site Plan)				
24-Apr								
24-May								
24-Jun					Special Permit/Building Permit	Capital Raise		
24-Jul								
24-Aug							Construction	
24-Sep								
24-Oct								
24-Nov								
24-Dec								
25-Jan								
25-Feb								Sales
25-Mar								
25-Feb								



LEE PROPERTIES

TOWN OF WESTMINSTER – REQUEST FOR PROPOSALS
SALE OF HISTORIC MEETINGHOUSE
CERTIFICATE OF TAX COMPLIANCE

Pursuant to M.G.L., Ch. 62C, s. 49A, the undersigned certifies, under the penalties of perjury, that the below named individual or company has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

Signature of Individual or Corporate Officer

Lee Property Developers

Company Name

88-233996

Social Security Number or Federal
Identification Number*

9/25/2023

Date



LEE PROPERTIES

AFFIDAVIT OF NON-COLLUSION

The undersigned certifies under the penalties of perjury that this bid or proposal is in all respects bona fide and fair and has been made and submitted in good faith without collusion or fraud with any other person. As used in this affidavit, the word "person" shall mean any natural person, joint venture, business, partnership, corporation, union, committee, club, organization, group of individuals, municipal official or other business or legal entity.

Signature:

Date:

9/25/2023

Name [Printed]:

Jonathan Lee Cozzens

Title:

CEO and President

Company:

Lee Property Developers



LEE PROPERTIES

TOWN OF WESTMINSTER – REQUEST FOR PROPOSALS SALE OF HISTORIC MEETINGHOUSE

DISCLOSURE STATEMENT FOR TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)

The undersigned party to a real property transaction with a public agency hereby discloses and certifies, under pains and penalties of perjury, the following information as required by law:

(1) Real Property: The parcel of land with the building and other improvements thereon located at 3 Bacon Street, Westminster.

(2) Type of Transaction, Agreement, or Document:

Sale of Town Property

(3) Public Agency Participating in Transaction:

Town of Westminster

(4) Disclosing Party's Name and Type of Entity (if not an individual):

(5) Role of Disclosing Party (Check appropriate role):

Lessor/Landlord Lessee/Tenant

Seller/Grantor Buyer/Grantee

Other (Please describe): _____



LEE PROPERTIES

DISCLOSURE STATEMENT FOR TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)

(6) The names and addresses of all persons and individuals who have or will have a direct or indirect beneficial interest in the real property excluding only 1) a stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation or 2) an owner of a time share that has an interest in a leasehold condominium meeting all of the conditions specified in M.G.L. c. 7C, s. 38, are hereby disclosed as follows (attach additional pages if necessary):

Table with 2 columns: NAME, RESIDENCE. Row 1: Jonathan Lee Cozzens, 155 Orchard Hill Rd, Haverhill, MA 01835.

(7) None of the above- named persons is an employee of the Division of Capital Asset Management and Maintenance or an official elected to public office in the Commonwealth of Massachusetts, except as listed below (insert "none" if none):

(8) The individual signing this statement on behalf of the above-named party acknowledges that he/she has read the following provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts:

No agreement to rent or to sell real property to or to rent or purchase real property from a public agency, and no renewal or extension of such agreement, shall be valid and no payment shall be made to the lessor or seller of such property unless a statement, signed, under the penalties of perjury, has been filed by the lessor, lessee, seller or purchaser, and in the case of a corporation by a duly authorized officer thereof giving the true names and addresses of all persons who have or will have a direct or indirect beneficial interest in said property with the commissioner of capital asset management and maintenance. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation. In the case of an agreement to rent property from a public agency where the lessee's interest is held by the organization of unit owners of a leasehold condominium created under chapter one hundred and eighty-three A, and time-shares are created in the leasehold condominium under chapter one hundred and eighty-three B, the provisions of this section shall not apply to an owner of a time-share in the leasehold condominium who (i) acquires the time-share on or after a bona fide arms length transfer of such time-share made after the rental agreement with the public agency is executed and (ii) who holds less than three percent of the votes entitled to vote at the annual meeting of such organization of unit owners. A disclosure statement shall also be made in writing, under penalty of perjury, during the term of a rental agreement in case of any change of interest in such property, as provided for above, within thirty days of such change.



LEE PROPERTIES

Any official elected to public office in the commonwealth, or any employee of the division of capital asset management and maintenance disclosing beneficial interest in real property pursuant to this section, shall identify his position as part of the disclosure statement. The commissioner shall notify the state ethics commission of such names, and shall make copies of any and all disclosure statements received available to the state ethics commission upon request.


The commissioner shall keep a copy of each disclosure statement received available for public inspection during regular business hours.

(9) This Disclosure Statement is hereby signed under penalties of perjury.

Jonathan Lee Cozzens

Print Name of Disclosing Party (from Section 4, above)

9/25/2023


Authorized Signature of Disclosing Party

Date (mm / dd / yyyy)

Jonathan Lee Cozzens, CEO and President, Lee Property Developers Inc.

Print Name & Title of Authorized Signer



LEE PROPERTIES

Drone Photos





LEE PROPERTIES

