

# Community Preservation Committee Town of Belmont

2019 DEC -2 PM 2:59

## CPA Funding – Final Application

Ten copies of the completed Final Application must be submitted to the following address **by no later than 7pm on December 2, 2019:**

Community Preservation Committee c/o  
Floyd S. Carman, Treasurer  
Town of Belmont  
PO Box 56  
Belmont, MA 02478

**Project: Title Repair and Weatherization of the Chimneys on Town Hall**

**Project Location: Town Hall**

**Applicant/Contact Person: Steve Dorrance, Director, Facilities**

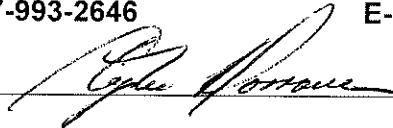
**Organization: Facilities Department**

**Mailing Address: 19 Moore Street, Belmont**

**Telephone: 617-993-2646**

**E-mail: sdorrance@belmont-ma.gov**

Signature \_\_\_\_\_



Date \_\_\_\_\_

12/2/19

CPA Category (*check all that apply*):

Community Housing

Historic Preservation

Open Space

Recreation

**Amount Requested: \$125,000.00**

**Total Project Cost: \$125,000.00**

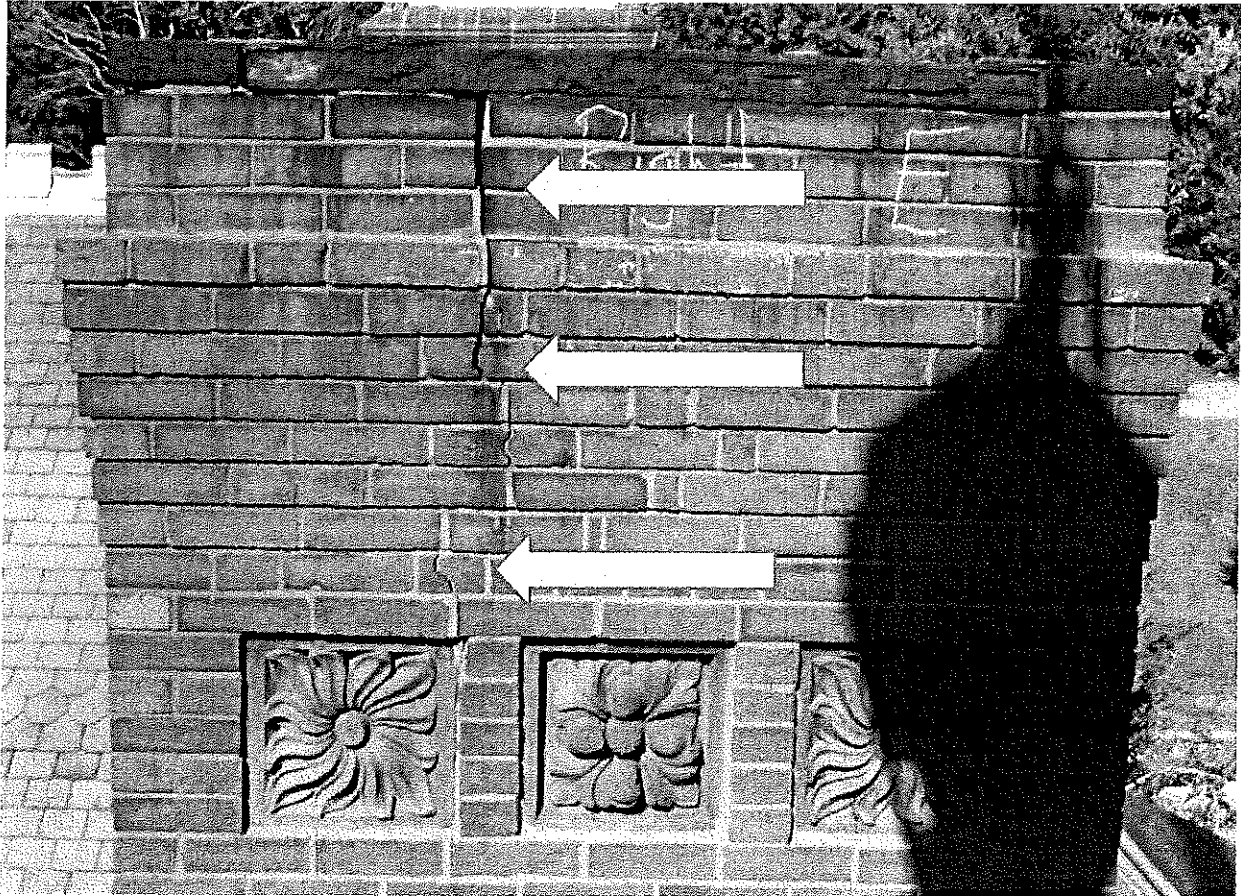
Applicants will present their projects at the CPC Public Meeting on November 13, 2019 and address questions from Belmont residents. It is required that information about the project be in writing and copied for distribution and review at the Public Meeting. This is also an opportunity for project sponsors to ask the CPC any questions regarding the application process.

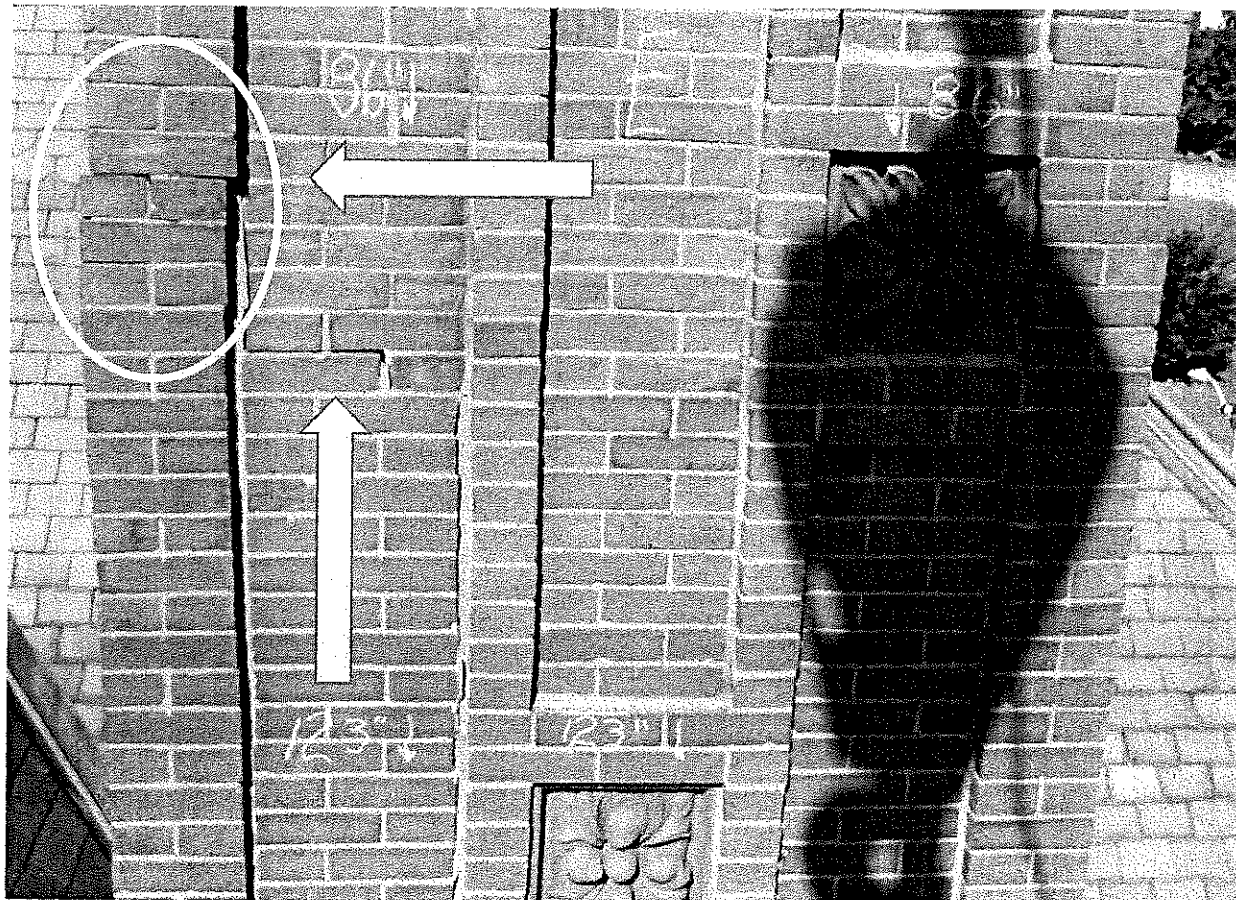
Unless an applicant can demonstrate that a significant opportunity would otherwise be lost, preliminary applications and final applications will not be accepted after their respective deadlines. In order for the CPC to consider a project proposal that cannot adhere to the deadlines as outlined in the Standard Application Process, the project must meet the additional selection criteria as outlined in the Special Application Process.

The CPC will review the Final Applications. Applicants will be contacted if additional information or an interview is required. The CPC may also request to visit the site of the proposed project. Applicants will be notified by mid-January whether the CPC plans to recommend their project at the 2020 Annual Town Meeting.

**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.

- **Goals:** What are the goals of the proposed project?  
**The goals are to stabilize the chimneys from further deterioration, weatherproof them to the extent possible, repair all cracks, and realign the bricks.**
- **Community Need:** Why is the project needed? Does it address needs identified in existing Town plans?  
**The project does not satisfy and existing Town plan but is consistent with the goals of the Town to maintain and preserve its' assets.**
- **Community Support:** What is the nature and level of support for this project? Include any letters of support and petitions.  
**The project is supported by the Historical Commission and Community Preservation Commission.**
- **Project Documentation:** Attach any applicable engineering plans, architectural drawings, site plans, photographs, any other renderings, relevant studies or material.  
**Sample photographs are below.**





- **Timeline:** What is the schedule for project implementation, including a timeline for all critical milestones?  
**Subject to funding, the project would start on or about July 1, 2020 and be completed within 30 days.**
- **Credentials:** How will the experience of the applicant contribute to the success of this project? What prior municipal procurement experience does the applicant have? If the applicant has no prior procurement experience, what member of the project's working team or Town of Belmont Department Head mentor will be responsible for ensuring the project adheres to the necessary procurement laws?  
**The applicant is responsible for 1M sq. ft. of Belmont space and thoroughly versed in construction best practices.**
- **Success Factors:** How will the success of this project be measured?  
**Success will be determined if the chimneys are stabilized, cracks filled and bricks realigned.**
- **Budget:** What is the total budget for the project and how will CPA funds be 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 ongoing maintenance expenses.)

**The budget for the project is \$125,000.00, the amount of the request.**

- **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.

**There are no other funding sources under consideration.**

- **Town Properties:** All CPA applications filed by a private person or entity for a CPA project either located on, or which involves, public land, structures, personal property or amenities shall be co-sponsored by a committee(s), board(s), commission(s), department(s) or other entity or entities of the Town of Belmont which have control of, or jurisdiction over, said land, structure, personal property or amenity. The committee(s), board(s), commission(s), department(s) or other entity or entities of the Town of Belmont which have control of, or jurisdiction over, said land, structure, personal property or amenity may set guidelines, standards and rules for, or make revisions to a CPA project either located on, or which involves, public land, structures, personal property or amenities.

**This project is being sponsored by the Facilities Department with the support of the Historical Commission.**

- **Maintenance:** If ongoing maintenance is required for your project, how will it be funded? **The only maintenance should be periodic coating of the chimneys with waterproofing agent, which would be paid for out of the Facilities operating budget.**

- **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?

**NO**

**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 how public benefits will be protected in perpetuity.

**N/A**

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.

**N/A**

3. **Acquisitions:** For acquisition projects, attach appraisals and agreements if available. Attach a copy of the deed.

**N/A**

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.  
**The only further action will be bidding the project consistent with Chap. 149 rules.**
5. **Hazardous Materials:** Provide evidence that the proposed project site is free of hazardous materials or there is a plan for remediation in place.  
**N/A**
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.  
**N/A**
7. **Environmental Concerns:** Identify all known wetlands, floodplains, and/or any natural resource limitation that occur within the boundaries of your submission.  
**None**
8. **Professional Standards:** Evidence that appropriate professional standards will be followed if construction, restoration or rehabilitation is proposed. Evidence that the applicant has 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.  
**The requester has significant capital project management experience and detailed knowledge of masonry and preservation.**
9. **Fundraising:** Private persons who wish to contribute to a particular CPA projects have the following fundraising options: A) Establish a 501 (c) (3) organization and set up a separate bank account in its name. This requires IRS filings on the part of the entity that sets it up. Collect and deposit all funds into the bank account you set up. B) Work with the Treasurer's Office to set up an account in the name of the CPA Project. Define the purpose of the fund raising and what the money will be used for.
10. **Further Attachments:** Assessor's map showing location of the project.  
**The site is Town Hall in the Town Hall complex.**

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