

**TOWN OF BELMONT  
COMMUNITY PRESERVATION COMMITTEE (CPC)**

**RECEIVED  
TOWN CLERK  
BELMONT, MA**

DATE: October 9, 2020

TIME: 11:21 AM

Minutes: Wednesday, August 12, 2020, Zoom Meeting, 5:00PM  
Present: Elizabeth Dionne, Margaret Velie, Stephen Pinkerton, Adam Dash, David Kane,  
Michael Chesson, Floyd Carman  
Other: Anthony Ferrante, Tom Gatzunis, Ted Galante, Michael Smith, Glen Castro,  
Absent: Andy Rojas, Gloria Leipzig

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Elizabeth Dionne called the meeting to order at 5:00 PM.

**Approve Meeting Minutes**

- Motion to approve regular meeting minutes, as amended for July 8, 2020. The motion passed 6 Yeas, 0 Nay and 1 Abstention (Floyd abstained).
  - Stephen moved to approve meeting minutes. Second by David

**Belmont Police Station Front Steps**

Anthony thanked the CPC for their support of the overall BPS project. Tom gave an update on the building project that all is well; the last step is masonry repairs. Ted gave an update on the potential structural issues of the front stairs. Front steps couldn't previously be opened for any underlying structural issues, because the police building was an operating facility. Ted is working with the contractor on the surface level repairs, but they are likely to uncover structural problems. The holistic repair is the right thing to do, as prior repairs have quickly deteriorated and caused additional problems. As with other unexpected issues with other parts of an historic building, the extent of the required repairs for the front steps was previously unknown. Anthony would like the work done in conjunction with the current project, using the Owner Project Manager (OPM), architect, and contractor. If we wait until a later time to do the exploratory work, the same team may not be available. By submitting the Special Application (off-cycle) for CPA funding, the resources are available now using the current OPM, architect, and contractor.

Elizabeth reviewed the requirements for the special application process criteria on page 26 of the CPA Plan. Adam agreed with Elizabeth that this proposal meets the requirements for the special application process. In addition, the police building is listed as a long-term capital project need of Belmont. Tom stated that waiting will cost the town more money, with an annual escalation of 4% in construction costs and to mobilize equipment. The total upcharge is likely to be about 10% to 15% if work is done at a later time. Floyd inquired about an estimated amount for this project. Tom stated about \$100K. Floyd agreed with this project, especially because it's such a small amount compared to the high school project.

## **2021 CPA Plan Update**

Michael gave an update from the Historic District Commission that some projects have detailed explanations, and some have none. Given the timing and need to post the plan, Elizabeth stated that a full edit will need to wait for inclusion in the 2022 CPA Plan. CPC reviewed the proposed 2021 CPA plan. CPC's suggested updates will be made by Elizabeth and Glen.

**Adam moved to approve 2021 CPA Plan as amended, giving chair Dionne discretion to make minor formatting or editorial changes, passed unanimously. Second by David**

## **Community Preservation Act Signs (temporary and permanent)**

CPC needed to decide on a sign policy. Michael Santoro provided both costs for temporary and permanent CPA signs.

- Temporary reusable corrugated plastic backing sign 48 x 30 (each) \$123; 36 x 24 (each) \$73.80. Aluminum backing 48 x 30 (each) \$159; 36 x 24 (each) \$95.40.

Floyd expressed concerns about funding CPA signs. Adam stated it is important for people to know what the CPA does and that the Underwood Pool and police station are CPA projects. Adam supported posting "funded by CPA" signs at minimum during construction. David agreed to a temporary sign. CPC will address CPA signage on a case by case basis. Town logo will be on CPA sign to avoid cost and confusion of creating a separate CPC logo.

## **Project Updates**

- Emergency Rental Assistance Program – Elizabeth gave an update that 41 applications received so far and 200 phone calls and emails combined received.
- Community Path Project – Adam gave an update regarding completion of the 25% design plan required to submit for state funding through the federal government.

## **Other Business**

- Administrative Expenses
  - Floyd moved to approve Annual Community Preservation Coalition Dues for the sum of \$4,350, passed unanimously. Second by Adam

The meeting was adjourned at 6:20 pm.

Respectfully submitted,

Glen Castro