

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

Minutes: Wednesday, September 8, 2021, Zoom Public Meeting, 5:30PM
Present: Elizabeth Dionne, Margaret Velie, Michael Chesson, David Kane, Juliet Jenkins,
Mark Paolillo, Sarah Caputo, Gloria Leipzig
Other: Matthew Haskell
Absent: Stephen Pinkerton

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DATE: November 22, 2021
TIME: 9:27 AM

Elizabeth Dionne called the meeting to order at 5:30 PM.

I) Approve Meeting Minutes

July 14, 2021 Regular Meeting Minutes

- David moved to approve the July 14, 2021 regular meeting minutes; giving Elizabeth authority to correct the amount of the Anderson and Kreiger invoice as necessary. Seconded by Gloria. The motion passed, 8 Yeas, 0 Nay, 0 Abstentions

II) Approval of 2022 CPA Plan

The Committee reviewed the document and noted non-substantive edits.

- Michael moved to approve the CPA Plan, giving Mark, Matt, and Elizabeth authority to finalize the tables and update the page numbers. Seconded by Mark. The motion passed, 8 Yeas, 0 Nay, 0 Abstentions

Mark discussed the necessity of the applicants reporting back to the group and to Town Meeting. Elizabeth noted the forms in the CPA Plan that the committee has created for this purpose to either give a progress report or a final project report to be completed before each Annual Town Meeting.

III) CPA Signs

The Committee would like to connect with Andy Rojas to thank him for his work on the signs and to ask that he give the committee the contact info of who designed the signs so that the committee can send a thank you. The Committee will work with Jay Marcotte and Jon Marshall to identify a vendor who can create the signs. Elizabeth will send an email to Jon Marshall and copy Mark.

IV) Other Business

Updates from Liaisons:

Historic District Commission:

Can they create an inventory on their own, or do they need help? Michael said that all new members from the Select Board have been sworn in and are active. Michael Smith and Lauren Meier will be leaving soon, but for now there is a full complement of members.

The HDC is hoping to put forward an application to the CPC to update to guidelines to work in current historic districts.

Elizabeth mentioned that she thinks it is important to create an inventory and conditions study for historically significant buildings in Belmont; noting that she believes that there will be many large asks in the near future. Elizabeth asked if this should be done jointly with the Facilities director? Michael said that in the past Lisa Harrington said that she would work with Dave Blazon to try to put this group together. Elizabeth looking for an amount around \$30,000, similar to what the CPC granted to the Recreation Department.

Recreation Commission:

At this time there is no discussion of an off-cycle application for Town Field, as there will be no Special Town Meeting this fall.

Housing Authority:

The Housing Authority will have more to report in October. Elizabeth was hoping to see an application this year to start creating a reserve fund for affordable housing. Gloria said that there is something in the works currently for Sherman Gardens.

Select Board:

Mark said that there is movement on the Community Path. He said that there have been meetings with the owners of the Mahoney-French property, and then next week they are having a conversation with the owner of the Channing Road property. He said that they are nearing the 25% design plan completion. Elizabeth asked if the Community Path needs a reserve fund. Mark said that he would speak with Russ Leino about that.

Warrant Committee:

No update

Project Updates

Peg had to leave the meeting at 6:26PM

The committee discussed that they would largely defer to the constituent committee on each project. Each constituent committee has a representative on the CPC, and the CPC defers to these experts. Juliet mentioned how on the Cultural Council each project needed a letter of support

from the affected group. Elizabeth said that the CPC does require that each proposed project on public property must have the Town's sign off. Elizabeth and other committee members said that next year in the CPA Plan the committee should add something to this effect to the Plan: "The CPC is highly deferential to the CPC's constituent committees."

Assignments for Project Updates:

- Elizabeth - Vital records and Town Meeting records
- Gloria - Update on Sherman Gardens at end of month
- Michael - MacLean barn - update on Tuesday
- Steve - Grove Street walking path
- Mark - Already gave update on Community path
- Michael - Police Station
- Mark - Slate roof Update
- David - Town Field, Rec doing study
- Peg - Rock Meadow Invasive Species
- Mark – Town Hall Chimney
- Michael - Exterior Stairs Police Station
- Juliet - Homer House Window Restoration, need update
- David - Town Field
- Gloria - Housing Trust
- Mark – Community Path

Communications strategy:

The CPC could pull out a summary of the past projects and graphs contained in the CPC's Annual Plan and include them in an email to the Town Clerk to be sent to Town Meeting Members. This same set of documents can be sent to local news sources. Put the list as a link on the CPC website. Juliet and Sarah will review other links on the website and work with Matt to clean up the look of the page.

Motion to adjourn the meeting was made at 6:45PM

- Michael moved to adjourn the meeting. Sarah seconded. Elizabeth took vote by unanimous consent for this motion, the motion passed.

Respectfully submitted,

Matt Haskell