

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

Minutes: Wednesday, August 11, 2021, Zoom Public Meeting, 5:30PM
Present: Elizabeth Dionne, Margaret Velie, Michael Chesson, Stephen Pinkerton, David Kane, Juliet Jenkins
Other: Matthew Haskell, Jon Marshall, Brandon Fitts
Absent: Mark Paolillo, Gloria Leipzig, Sarah Caputo

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

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

I) Recreation Conditions Assessment Study Presentation

Elizabeth Dionne introduced Jon Marshall and Brandon Fitts and explained that they had put together a presentation for this evening’s meeting. This presentation will be for a comprehensive inventory, a conditions assessment, and a usage report. The Recreation Department is hoping the CPC will use some of its increased administration funds in order to accomplish this.

Elizabeth Dionne thanked the Recreation Department for putting this together and reiterated that the committee asked them to do this work. This is why the CPA asked for additional administrative funding.

David Kane: Does the assessment report include the fields? When someone thinks of the field they only really think about the cutting the grass and raking the field and not the wear and tear on the field itself.

Jon Marshall: Yes, the fields will be part of the assessment. He mentioned that as fields get older they do need to be reconstructed.

Margaret Velie: Does this include all fields?

Jon Marshall: Yes, this will include all fields as well as those at the High School. Jon mentioned that when the new Middle and High School is finished all of the fields will be new and those can be added to the assessment after they are completed.

Juliet Jenkins: Is there a graph or table of each of these fields compared to their maximum use?

Jon Marshall: 250 hours a season is an industry standard, but Winn Brook fields are at 400 hours. If he had to guess in terms of hours from sunrise to sunset he would think that usage of the fields (especially at Winn Brook) would be estimated at 60% above the industry standard

Elizabeth Dionne: With this extreme use it seems like these fields may need to be reconstructed.

Jon Marshall said that fields are usually reconstructed about every 15 years, but with their increased use he agrees that these may need to be reconstructed sooner.

Elizabeth Dionne asked if \$30,000 would suffice to cover the requested areas of assessment. Jon agreed that \$30,000 would be sufficient and would be a safe estimate. Jon said that he will be looking at 3 companies that he thinks are very good and he will be looking to get their bids for this project.

David Kane moved to expend \$30,000 in administrative funds to allow the Recreation Department to move forward with the project as described in their presentation this evening. Stephen Pinkerton seconded. Unanimous consent by roll-call vote.

Town Field project bids update

Jon Marshall gave an update on those bids. Jon shared that after donations and CPA money they had \$705,000 to spend. Jon said that 5 came to the site walk. The lowest bid came in at \$780,000, but based on procurement laws and the available funding they were not able to award the bid. Jon had discussions with one of the companies that the town uses frequently for these types of projects, and they felt that a lot of the materials that they were requesting were spiking in price currently. The price estimate that they used was from December of 2019, and then the project was postponed due to COVID and finally approved and appropriated by Town Meeting in the fall of 2020. They are considering waiting and going out to bid or submitting an emergency request for CPA funding with new estimated costs.

Elizabeth Dionne agreed that there is a reasonable criterion here for an emergency request, but this will have to be brought before Town Meeting again.

Stephen Pinkerton said that he has heard this across the board for construction projects and landscaping. There is a good argument for moving forward with an emergency CPA request for supplemental funding.

Juliet Jenkins: Is there a percent of CPA funds that have gone to recreation? She believes that the Town has a strong sentiment in favor of their fields.

David Kane: Where would the CPC stand if there were add-alternates in the bid, and something had to be removed from the project when it went back out to bid?

Elizabeth Dionne said that the CPC typically defers to the constituent committees, and if they believe that it is in the best interest of the project, the CPC will likely agree.

Elizabeth, David, and Stephen all voiced their support for this to be an emergency supplemental request.

Jon Marshall asked the CPC to confirm that funds are available for 30 months from the beginning of the fiscal year that they were appropriated for.

Elizabeth Dionne confirmed that this is the case.

II) Approve Meeting Minutes

- July 14, 2021 Regular Meeting Minutes

Deferred until next meeting

III) Approval of 2022 CPA Plan

Members of the CPC reviewed the submitted edits. We need to review the HDC section again with Michael Chesson's new updates from the 8/10 HDC meeting.

Charts still need to be updated.

Brief meeting to be slated for later in the month to approve the final product.

IV) CPA Signs

Deferred until next meeting

V) Other Business

- Updates from Liaisons: Long Term Capital Planning Committee, Historic District Commission, Recreation Commission, Housing Trust, Select Board, Warrant Committee

Recreation Commission:

Youth Baseball has submitted a request to redo Grove Street baseball fields, but this should really encompass the overarching drainage issue, as well as abutting basketball courts.

The HDC will work with Facilities to create a presentation similar to what was done with the Recreation Department at the beginning of tonight's meeting regarding an assets and conditions study.

Motion to adjourn the meeting was made at 7:02PM

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

The public meeting in September is likely to be entirely remote.

Respectfully submitted,

Matt Haskell