

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

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: April 14, 2022
TIME: 9:36 AM

Minutes: Wednesday, January 12, 2022, Zoom Public Meeting
Present: Elizabeth Dionne, Margaret Velie, Michael Chesson, Juliet Jenkins, Mark Paolillo, Sarah Caputo, Gloria Leipzig, Stephen Pinkerton
Other: Matthew Haskell, Glen Castro (Town Accountant)
Absent: David Kane

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

I) Review FY22 RECAP – Town Accountant Glen Castro

- Elizabeth started the meeting by introducing Town Accountant Glen Castro. Glen explained the process of submitting documents to the Massachusetts Division of Labor Services (DLS) to set the tax rate for the Town of Belmont. Glen worked with the Deputy Director of DLS this year on their submission. Glen explained that the Town Meeting vote that was taken to increase the Administrative Funds to \$80,000 had exceeded the 5% that is allowed by state statute. For the Town of Belmont 5% would be closer to the amount of \$65,000. Elizabeth asked if this was because the CPC had used the funds appropriated from the town as well as the prior year state match to determine the 5%. Glen confirmed that this is correct. Elizabeth asked if at this point the CPC should hold their spending to the \$65,000 threshold? Glen agreed that this would look good for the Town of Belmont when they submit their data to the Division of Labor Services next fiscal year. Elizabeth said that the next project that committee was going to review to fund with Administrative Funds was a historic inventory. Elizabeth asked Michael Chesson if the Historic District Commission (HDC) would be willing to pass until next fiscal year. Michael said that the HDC could wait until FY23.

II) Approve Meeting Minutes

- October 13, 2021 Regular Meeting Minutes
- November 10, 2021 Regular Meeting Minutes
- November 10, 2021 Public Meeting Minutes
- December 08, 2021 Regular Meeting Minutes
 - i. Mark moved to approve meeting minutes as amended from: October 13th meeting, the November 10th 5:30pm meeting, the November 10th 6pm meeting, and the December 10th meeting. Seconded by Michael. The motion passed unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

III) Approve/ Reject Final FY23 Applications

- The Recreation Commission has not yet formally voted on the Grove Street project. Since all projects are approved by the CPC Elizabeth proposed sending the approval letters to the applicants letting them know that the CPC is recommending their project to Town Meeting. The Grove Street project letter would have a condition of the Recreation Commission's approval, which should happen at the Recreation

Commission's next meeting on February 15th. All of the present CPC members agreed with this.

IV) Other Business

- Updates from Liaisons:
 - i. Long Term Capital Planning Committee
 - 1. Bylaw review is continuing to review the proposed bylaw.
 - ii. Warrant Committee
 - 1. Will not meet until 1/26, this meeting will be joint with the Select Board.
- Project Updates
 - i. Elizabeth asked if each member could get an informal update from the projects that they are assigned before the CPC's next meeting on February 9th. She asked Matt to change the Phase Two Emergency Rental Assistance Program (FY21) to open on CPC projects chart until CPC votes to close the project.
- Other Topics Unanticipated by the Chair
 - i. CPC Approval of update to Community Preservation Act Grant Agreement for the Housing Trust
 - ii. Stephen moved to approve in principle the updated Community Preservation Act Grant Agreement for the Housing Trust with the discussed revisions, specifically updating the dates of the Town Meeting vote. Seconded by Gloria. The motion passed unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

Motion to adjourn the meeting was made at 6:18PM.

- Mark moved to adjourn the meeting. Seconded by Gloria. Elizabeth took vote by unanimous consent for this motion, the motion passed.

Respectfully submitted,

Matt Haskell