

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

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

Minutes: Wednesday, March 9, 2022, Zoom Public Meeting
Present: Elizabeth Dionne, Margaret Velie, Mark Paolillo, Sarah Caputo, Stephen Pinkerton, David Kane, Michael Chesson, Gloria Leipzig
Other: Matthew Haskell, Elizabeth Gibson, Jeanne Mooney, Jay Marcotte, Cortney Eldridge, Sue Croy
Absent: Juliet Jenkins

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

I) Off-Cycle Funding Request from Benton Library

- a. Elizabeth Dionne reviewed the CPA Plan, specifically the guidelines for a project's eligibility for CPA Funds, the Historic Resources section, and the Special Application process
- b. The Restoration of the Benton Library chimney and the building envelope study were submitted as two separate projects
- c. Elizabeth Gibson introduced herself as the President of Friends of the Benton Library and gave a brief history of the Benton Library. Elizabeth Gibson corrected the application and stated that the chimney collapsed on 2/10/2022 not on 2/3/2022 as the application states. Elizabeth Gibson then reviewed all of the damage from the chimney collapse. She made an additional correction to the application, stating that it was not a beam, but a rafter that was cracked during the chimney collapse.
- d. They have submitted two insurance claims at this time: one with the insurance that the Friends of Benton Library hold and one claim with the Town's insurance company, as the Benton Library is a Town-owned building. Elizabeth Gibson said that they have applied for emergency CPA funds in case the insurance company denies their claims or if the money from the insurance is not enough to pay for their request. Elizabeth Gibson did note that the request includes repairing the other half of the roof that was not damaged in the collapse as well as removing two exhaust fans that are on the roof that are not historic and do not work.
- e. Elizabeth Dionne noted that getting the field stone off of the ground and away from further unnecessary deterioration was a top priority for her. Elizabeth Dionne also said that part of the historic action of the CPA is to return something back to its original state and that would include removing the two exhaust fans from the roof as requested.
- f. Mark Paolillo asked if the building is inhabitable. Elizabeth Gibson answered no, because without the chimney they cannot run the heat. They have also turned off all of the water in the building to prevent the pipes from freezing. Mark asked if the insurance company does pay out would the money come back to the CPC. Elizabeth Dionne said that she believes that would be the process.
- g. Margaret asked if the HDC would have any say in the contractor sign-off. Michael and Elizabeth Gibson agreed that the HDC would be involved with the contract/contractor. Elizabeth Gibson also stated that she has been in contact with Town

Facilities Director, David Blazon.

- h. Gloria Leipzig asked who would be overseeing the contractor on the project? Would the Town be involved since it is still a Town-owned building? Elizabeth Gibson stated that they would have to get a permit for the work so the building inspector from the Town will be involved and they will take any help from the Town that they can.
 - i. Stephen Pinkerton asked if there should be some construction oversight added into the CPC vote? Elizabeth Gibson noted that they had hired a consultant to review the building before the chimney collapsed, and that the request should include enough cushion to afford to have the consultant review the project as it goes on.
- Stephen moved to find project eligible as an off-cycle funding request. Seconded by Michael. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.
 - Michael moved to have the application corrected to reflect 2/10/2022 and to use the word “rafter” instead of “beam”, to include a consultant or manager to oversee the project, and to have the application be signed by the Town. Seconded by David. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

Elizabeth Gibson then reviewed the second emergency funding request - \$20,000 to do a building envelope study. Elizabeth Gibson said that she spoke to David Blazon about the probable cost to do an envelope study on the library and he stated that \$10,000 should be sufficient. Elizabeth Gibson, using David Blazon’s estimate, said that they decided to ask for \$20,000 in case the project came in at a greater cost.

David Kane asked if this could be pushed to the next funding cycle? Elizabeth Dionne reminded the group that if this project goes to the next funding cycle it will push the project to have a start date of July 1, 2023.

Stephen asked if we can use administrative funds for this project. Elizabeth Dionne said that she liked this idea and that we will review this at the April CPC meeting.

Michael agreed with the idea of doing the study as soon as possible.

Margaret added that the Homer House did a similar building envelope study as a project and questioned whether this would be eligible for administrative funds.

Elizabeth opened up the meeting for public comment. Jeanne Mooney, TMM 6, said that she supports the project, and asked if the Benton would have to come up with any funding. Elizabeth Dionne said that since this is a Town-owned building they will not have to.

- David moved to find building envelope study in the amount of \$20,000 eligible as an off-cycle funding request. Seconded by Michael. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

- Michael moved to recommend the Benton Library building envelope study to Town meeting. David seconded. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

II) Discussion and Vote to Increase Funding Request for FY23 Project Town Field Playground and Court Restoration

Elizabeth turned the floor over to Cortney Eldridge and Jay Marcotte. Cortney gave an overview of the project to date and stated that they are asking for this additional amount as an increase to the initial FY23 application. Cortney asked Jay to explain the thought process behind this additional ask. Jay mentioned multiple projects that he put out to bid and worked on this year. He stated this additional ask over and above the application is based on the work that he has seen this past year. This additional ask is to help ensure that this project will have sufficient funding to begin work in FY23. Jay did note that they have to go out to bid again this summer, after funding is appropriated by Town Meeting.

- David moved to increase the recommendation to Town Meeting for the Town Field Playground Restoration to \$343,409. Seconded by Gloria. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

III) Discussion and Vote to Increase Funding Request for FY23 Project Payson Park Revitalization Phase II – Construction

Elizabeth Dionne recognized Sue Croy and Jay Marcotte. Jay said that this is the same as the Town Field project, just increasing the project due to inflation and uncertainty in the market. David Kane asked if this is just an increase to the contingency of the project. Jay said that this is correct.

Sue added that this addition is in conjunction with what the architect believes is appropriate. Jay added that they also wanted to make sure that this project moves forward due to safety reasons.

- Mark moved to increase the recommendation to Town Meeting for the Payson Park Revitalization Phase II – Construction to \$1,190,529.83. Seconded by David. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

IV) Vote to Sign Community Preservation Act Grant Agreement for Belmont Housing Trust – Approved by Housing Trust on 02/17/2022

- Michael moved to sign the Community Preservation Act Grant Agreement for Belmont Housing Trust and to allow Matt Haskell to electronically add the committee members' signatures to the document. Seconded by Mark. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

V) Vote to Accept Turnbacks from DPW-BPD Building Project

- Mark moved to accept turnback of \$2,398.80 for the exterior and \$22,319.20 for the front

steps for the Police Department restoration project. Seconded by Michael. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

- Mark moved to close the project. Seconded by David. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.

VI) Other Business

- Project Updates
 - Stephen said that there is a turnback of \$74k for the Grove Street Park Intergenerational Walking Path and asked that it be accepted and that the project be closed.
 - Stephen moved to accept turnback of \$74,000 for the Grove Street Park Intergenerational Walking Path project. Seconded by David. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.
 - Stephen moved to close the project. Seconded by David. The motion was approved unanimously: 8 Yeas, 0 Nays, 0 Abstentions.
- Agenda Items for Next Meeting
 - Discuss status of open projects at April meeting.
- Other Topics Unanticipated by the Chair

Elizabeth thanked Juliet for writing the article for Citizen's Forum on projects going to Town meeting. She also asked that Sarah work with Juliet and Matt to make sure that the off-cycle projects make it onto the Town website.

Elizabeth asked if members would go to precinct meetings ahead of Town meeting to answer any questions about the projects and, if necessary, help to stop any misinformation.

Elizabeth asked if the Recreation Commission or the Recreation Department could give an update to the CPC about the study that the CPC gave admin funds for. David said that Activitas is going to the 3/28 Recreation Commission meeting to give an update. Mark asked if Activitas could also come to a Select Board meeting to do a similar update.

Motion to adjourn the meeting was made at 6:37PM.

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

Respectfully submitted,

Matt Haskell