

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

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BELMONT, MA**

DATE: April 13, 2023
TIME: 9:57 AM

Minutes: Wednesday, January 18, 2023, Zoom Public Meeting

Present: Elizabeth Dionne, Margaret Velie, David Lind, Roy Epstein, Gloria Leipzig,
Michael Chesson, Juliet Jenkins

Other: Matthew Haskell, Kathleen Keohane

Absent: Sarah Caputo

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

I) Approve/ Reject Final FY24 CPA Applications

- a. Since there had been many questions regarding the library preservation application for funding Elizabeth Dionne asked Kathleen Keohane to come to the meeting to answer any additional questions regarding their final application. Elizabeth asked if this request was the “all-in” number. Kathleen answered that they had asked their vendor to go back and reduce some of their costs and that the ask could be reduced marginally if necessary. Roy asked about how this funding would be kept separate from the larger project. Kathleen answered that there is a completely different vendor being used for this CPA application so that helps to ensure that these costs are kept separate.
- b. Elizabeth then revisited the idea of a reserve policy. In order to make sure that there was an independently verified number to base the percentage off of, the committee should use the previous year’s audited financial statement (for this year the CPC would use the financial statements for year ending June 30, 2021).
 - i. Gloria moved to create a policy for the CPC to not reduce the available funds in any year down to zero. Seconded by Michael. The motion was approved unanimously: 7 yeas, 0 nays, 0 abstain.
 - ii. The discussion then moved onto what the percentage of the reserve should be. Elizabeth put on the table the idea of 10% or 15% of the audited tax revenues. The idea would be to have this reserve increase at the same rate as the tax rate and not to have the reserve cumulatively increase year to year.

Margaret brought up the fact that the CPC currently uses prior year CPC surcharge to pay for the current year applications. There is a way for the CPC to access the current year surcharge in order to fund projects. Margaret said that the current year collections could be used as the reserve funding.

- iii. Juliet moved to have a reserve fund of \$100,000 for this CPC funding cycle.

Seconded by Gloria. The motion was approved unanimously: 7 yeas, 0 nays, 0 abstain.

- c. Elizabeth moved to having the committee rank each project in order to come to a final decision. Since there was not a large deficit Juliet asked if we could reduce applicant asks in order to be able to fund all projects. The committee reduced the application of the Fund to Support the Creation of New Affordable Housing by \$30,000 and reduced the application of the Conservation Fund by \$30,000.
 - i. Roy moved to recommend to Town meeting \$774,368.30 for the Grove Street Baseball and Basketball Reconstruction project conditioned upon a vote of support of the CPA application from the Recreation Commission and written support from Jay Marcotte. Seconded by David. The motion was approved unanimously: 7 yeas, 0 nays, 0 abstain.
 - ii. Michael moved to recommend to Town meeting \$400,000 for the Rejuvenation of Sherman Gardens. Seconded by Gloria. The motion was approved unanimously: 7 yeas, 0 nays, 0 abstain.
 - iii. Juliet moved to recommend to Town meeting \$220,000 for the Fund to Support the Creation of New Affordable Housing. Seconded by Gloria. The motion was approved unanimously: 7 yeas, 0 nays, 0 abstain.
 - iv. David moved to recommend to Town meeting \$170,000 for the creation of a Conservation Fund for the Conservation Commission, subject to the usual condition of the creation of a grant agreement to be signed by the CPC. Seconded by Gloria. The motion was approved unanimously: 7 yeas, 0 nays, 0 abstain.
 - v. Gloria moved to recommend to Town Meeting \$102,187.25 for the PQ Park Basketball Court Replacement-In Kind. Seconded by Juliet. The motion was approved unanimously: 7 yeas, 0 nays, 0 abstain.
 - vi. Margaret moved to recommend to Town Meeting \$86,787 for the Library Historic Object Preservation plan. Seconded by David. The motion was approved unanimously: 7 yeas, 0 nays, 0 abstain.

II) Approve Minutes

- i. Juliet moved to approve the CPC minutes from October 12, 2022 as amended. Seconded by Margaret. The motion was approved: 6 yeas, 0 nays, 1 abstain (David).
- ii. Gloria moved to approve the CPC minutes from November 9, 2022 5:30PM meeting as amended. Seconded by Margaret. The motion was approved: 6 yeas, 0 nays, 1 abstain (David).

- iii. Gloria moved to approve the CPC minutes from November 9, 2022 6:00PM meeting as amended. Seconded by Michael. The motion was approved: 6 yeas, 0 nays, 1 abstain (David).
- iv. Gloria moved to approve the CPC minutes from December 14, 2022 as amended. Seconded by David. The motion was approved: 6 yeas, 0 nays, 1 abstain (Margaret).

Gloria moved to adjourn the meeting at 7:05PM. Seconded by Margaret. The motion was adopted by unanimous consent.

Respectfully Submitted,
Matt Haskell