

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

Minutes: Wednesday, August 14, 2019, Town Hall Conference Room #1, 5:00PM
Present: Margaret Velie, Elizabeth Dionne, Roy Epstein, Gloria Leipzig, Stephen
Pinkerton
Other: Glen Castro
Absent: Floyd Carman, Andy Rojas, Lisa Harrington, David Kane

Margaret Velie called the meeting to order at 5:00 PM.

Approved Minutes

- Motion to approve Regular meeting minutes, as amended, for Wednesday, July 10, 2019, passed with 4 Yeas and 1 Abstention.
 - Stephen Pinkerton moved to approve meeting minutes as amended.

CPA Plan and Rules – Discussion and Update

Elizabeth Dionne stated she made minor changes such as from Selectmen and Select Board and checking dates. Elizabeth Dionne updated the school number increase on page 12. Gloria Leipzig provided a paper copy of her changes.

Stephen Pinkerton noted substantive change on page 12 for Rock Meadow that it should be classified as open space, and that his other changes are more of page break problems and formatting. Margaret Velie confirmed Rock Meadow is classified as open space, however for Claypit Pond, because it is more of a park, recreational use is a better fit.

Roy Epstein inquired why monies to acquire easements for community path are not allowed as it is pointed out under possible areas of focus and specific selection criteria on pages 10 and 11 of the CPA Plan. Margaret Velie stated that it would be creating a new recreational land use and open space. Elizabeth Dionne stated the issue is that it would be a 99 years lease and not a permanent acquisition.

Margaret Velie stated on page 5 there should be an asterisk on 2018 fiscal year showing State Budget Surplus in that year too. Elizabeth Dionne suggested including the fiscal year 2019 local surcharge. Roy Epstein suggested explaining the annual contribution calculation between local surcharge and state match funds. The total estimated CPA fund balance should be updated. The FY20 appropriations should not include Tower Clock or Payson Park projects. Margaret Velie stated charts and graphs needed to be updated to show Rock Meadow project as Open Space.

CPC updated spending guidelines on page 6 to include “from time to time, the CPC may recommend that town meeting reserve CPA funds to cover the cost of anticipated projects” on page 6.

Margaret Velie noted grammatical errors on page 17 that needed to be corrected. Prior year administrative expenses should also be included as part of the chart on page 6.

Gloria Leipzig made some changes to community housing under resources page 17 to remove “returning veterans” and should read “apartments for families” on page 18. Gloria Leipzig included to the specific selection criteria adding a new bullet so it reads “assist in predevelopment and development activities (including site analysis design, financing and construction” removing “assist in the financing or construction of new affordable housing, especially.”

CPC agreed to delete “applications will be date stamped and assigned a control number in the order that they are received” under standard application step one and wherever it appears throughout application process. Gloria Leipzig suggested adding preliminary application and final application right after the colon of step one and step two.

Margaret Velie stated that there are two steps once the application has been submitted to CPC. CPC agreed including step three after the colon “consideration by various Town Boards, Committees and Commissions.” CPC agreed to include as part of step two the CPA-funded design does not obligate the CPC to fund the construction of the subsequent proposed project.

CPC agreed to include “all CPA applications filed by a private person or entity for a CPA project” in the first sentence for town properties on page 21. CPC agreed to include “at least ten percent (10%) for private persons or entities on private property” on page 22. CPC included the sentence at the beginning “any CPA project either” on page 23.

CPC agreed to include “ongoing” so it reads (CPA funds may not be used for ongoing maintenance expenses.) CPC agreed to include “within ten years” should a property or artifact benefited from CPA funding be sold or given to new owner that CPA funds must be reimbursed the entire amount replacing it “within five years” on page 34.

Motion to approve CPA Plan

Roy Epstein moved to approve the CPA Plan with the understanding subject to further review with committee members, passed unanimously.

Public Meeting Preparation

Margaret Velie reviewed the process for the public meeting going over the application, timeline, CPA Plan, and project status update.

CPC Members Terms

Margaret Velie stated member terms are staggered. Elizabeth Dionne stated waiting on confirmation appointment from Select Board.

Community Preservation Coalition Dues

Elizabeth Dionne moved to approve payment for Coalition Membership Dues \$4,350.00 said sum to be paid out of the CPA administrative funds, passed unanimously.

Project Update

Stephen Pinkerton stated Grove Street Project looks good as per community.

Other Business

- Next meeting: Wednesday, September 11, 2019 at 5:30pm.

The meeting was adjourned at 6:50 pm.

Respectfully submitted,

Glen Castro