

TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE

2014 OCT -9 PM 2:43

Minutes: Wednesday, September 10, 2014, Town Hall Conference Room #1, 5:00PM
Present: Floyd Carman, Anthony Ferrante, Lisa Harrington, Gloria Leipzig Anne Marie Mahoney, Paul Solomon, Margaret Velie
Absent: Joe DeStefano, Andres Rojas
Other: Michael Trainor

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

Approve Minutes

Motion to approve minutes of August 13, 2014 passed with four votes.

- Lisa Harrington and Gloria Leipzig abstained from voting, as they were not present for the August 13, 2014 Meeting.
- Anne Marie Mahoney was not present at the time voting took place.

Projects Discussion**FY14 Project Monitor Reports**

(Town Hall) Concord Avenue Door Remediation – The anticipated September 2014 completion date for this project could not be met due to the vendor's additional work commitments with numerous other clients. However, the remaining Town Hall doors are scheduled to be pulled and the cost of the project will not be affected by the delay to the work schedule.

Comprehensive Cultural Resources Survey – Lisa Harrington will be meeting with the consultant over the coming weeks for an update on the continued work for this project.

Landscape Plan for Intergenerational Walking path at Clay Pit Pond – Although the Conservation Commission has not received any drafts, the conceptual plan was referenced at a recent Board of Selectmen meeting in a discussion expanding the veterans' memorial on the property.

Preserving and Digitizing Belmont's Vital Records – The Town Clerk has received bids for the "microfiche" phase of the project and is currently in the vendor selection process.

Underwood Park (Plan & Design) – The **plan and design** of Underwood Park has been completed, although a few invoices remain to be submitted for processing.

Anne Marie Mahoney arrived at 5:11pm

FY15 Project Monitor Reports

Belmont Community moving Image Archive – Belmont Media has hired a part-time employee to dedicate ten hours weekly for this project.

Electrical Upgrade – Gloria Leipzig is meeting with Donna Feely on Monday and will provide an update to the CPC at the October 8, 2014 meeting.

First Time Homebuyer Assistance – It was learned that HOME Funds could not be used for this project, as the use of these federal funds would make not it allowable for buyers who are above the 80% income restriction to purchase the housing unit during a resale if there were no other income-qualified buyers. In response, project sponsors are reevaluating the maximum eligible purchase prices for one- and two-bedroom condo units.

Underwood Pool – The contractor selected rescinded their bid once it was discovered that a clerical error resulted in an invalid sum in their submitted price proposal. As no other vendors submitted bids that fit within the allotted budget for this project, the Underwood Pool Building Committee is exploring options to address the shortfall.

Winn Brook Field Renovation – The work for the first stage is nearly completed, with the second stage to begin in the Spring of 2015.

Database Entry for State Projects Report (CP-3)

The majority of the information has been entered and the completed report will be submitted to the Department of Revenue by September 19, 2014.

Status Reporting per M Banker letter to Selectmen

Andres Rojas responded to Michele Banker's letter to the Selectmen and confirmed that the CPC will compile the information that has been requested.

CPA Projects to Be Closed

Floyd Carman and Michael Trainor will review the four projects ready to be closed. The CPC will vote to officially close these projects at the October 8, 2014 meeting.

Update: Open Space Housing Inventory

Vanasse Hangen Brustlin, Inc acquired the necessary assessing, GIS, open space, and housing information to compile the database. They also developed a preliminary list of criteria for ranking Belmont properties. The list of criteria is expected to be submitted to the project sponsors in October 2014. Gloria Leipzig and Margaret Velie believe that the project is on track to be completed by December 31, 2014. Floyd Carman requested that a presentation be made to the CPC once a deliverable is available.

Public Meeting September 18, 2014

Margaret Velie will conduct the September 18, 2014 Public Meeting, with Paul Solomon and Floyd Carman available to present certain items on the agenda. The CPC acknowledged that the purpose of the meeting was to discuss the application process and to provide an update on the status of approved CPA projects. While the subject of the CPA budget may arise during the discussion period, the budget will not be part of the CPC's planned presentation. The CPC agreed that this would help narrow the focus of the public meeting.

CPA Update and Training by Community Preservation Coalition, November 12th

Stuart Saginor will give a presentation on the new changes to CPA legislation at the beginning of the November 12, 2014 CPC meeting.

Other Business

Administrative Expenses

- Motion approved unanimously for payment of \$1,073.10 (30 hours @ \$35.77) to Michael Trainor for administrative work.

Project Bills for Approval

Michael Trainor will continue providing updates to the spreadsheet of CPA expenditures before each CPC meeting.

Other Business

Floyd Carman suggested that the CPC consider adopting a policy of reserving a percentage of the annual CPA revenue. The reserve fund would give the CPC flexibility in the future to address any significant unforeseen community asset opportunities. This would be particularly useful for the acquisition of open space, which would likely require the use of the Special CPA Application Process and a substantial amount of money.

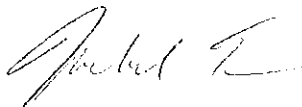
Lisa Harrington noted that the CPC should not feel obligated to fund a project simply because it meets the selection criteria. Projects that are a lower priority to the Town could be funded during subsequent years if doing so enables the CPC to fund a more critical project.

Anthony Ferrante suggested that reserving a percentage of annual revenue may help CPA project advocates to be more accepting of the CPC's "no borrowing" policy, should the CPC vote to continue this policy indefinitely after the moratorium on bonding expires in November 2015. Paul Solomon stressed the need for further discussion on both reserving funds and the moratorium on bonding.

The next meeting is scheduled for Wednesday, October 8, 2014 at 5:00PM, Town Hall Conference Room 1.

The meeting was adjourned at 6:13 PM.

Respectfully submitted,



Michael Trainor