

# TOWN OF BELMONT

## COMMUNITY PRESERVATION COMMITTEE

Minutes: Wednesday, December 10, 2014, Town Hall Conference Room #1, 5:00PM  
Present: Floyd Carman, Charles Clark, Anthony Ferrante, Gloria Leipzig, Anne Marie Mahoney, Andres Rojas, Paul Solomon, Margaret Velie  
Absent: Lisa Harrington  
Other: David Kale (Town Administrator), David Kane (Recreation Commission Chair), Michael Trainor, Franklin Tucker (*The Belmontonian*)

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Margaret Velie called the meeting to order at 5:02 PM.

### Approve Minutes

Motion to approve minutes of November 12, 2014 as amended passed with six votes.

- Andres Rojas was not present at the time voting took place.
- Charles Clark abstained from voting as he was not present for the November 12, 2014 meeting.

Motion to approve minutes of the November 13, 2014 public meeting passed with four votes.

- Andres Rojas was not present at the time voting took place.
- Charles Clark, Gloria Leipzig, and Anne Marie Mahoney abstained from voting as they were not present for the November 13, 2014 public meeting.

### Review Final Applications

The CPC reviewed the following applications. The vote to approve or reject the final applications will take place at the January 14, 2015 meeting.

### **Belmont's Veteran Memorial Project**

The CPC acknowledged that the project sponsor addressed the open issues from the Preliminary Application by reducing the amount of its CPA grant request and by obtaining an endorsement letter from the Belmont Historical Society. Anthony Ferrante noted the Final Application supplied strong evidence that Belmont residents are supportive of this project.

*Andres Rojas arrived at 5:10pm.*

### **Electrical Upgrade Project**

Gloria Leipzig confirmed that the prior year phase of this project addressed the electrical upgrades for six of the twenty-five units at Belmont Village. Although the current proposal would address all of the remaining nineteen units, using the previously drafted electrical design documents would allow the work to be completed relatively quickly.

Floyd Carman cautioned that the prior year phase of the project must be completed before presenting any further Belmont Village CPA projects to Town Meeting. Although she could not provide a firm completion date for the prior year project, Gloria Leipzig believed that it would be completed before the 2015 Town Meeting, as the work associated with the project is not weather sensitive. To her knowledge the Belmont Housing Authority has no plans for applying for

further CPA funding. Michael Trainor will contact the project sponsor to obtain a completion date for the prior year CPA project.

Margaret Velie noted that the endorsement letters in the Final Application from the Fire Department and the Department of Housing and Community Development were the same as what was submitted last year. Gloria Leipzig will contact the project sponsor and notify her that updated documents need to be submitted to the CPC.

*David Kale arrived at 5:15pm.*

#### **Digitization of Belmont Newspapers (1890-1923) Project**

The original sponsor of the project, Maureen Connors, has retired. Kathleen Keohane of the Board of Library Trustees is the new sponsor of the project.

Anne Marie Mahoney clarified that the monthly maintenance fee for the project could not be funded with CPA money and would become part of the Library's annual operating budget.

*David Kane arrived at 5:22pm.*

#### **1853 Homer House Rehabilitation and Restoration Project**

Should the project receive CPC approval, Floyd Carman will submit the necessary documentation to Town Counsel to determine what actions need to be taken in order to protect the Town legally and financially. A deed restriction will have to be produced for the Board of Selectmen to review prior to the 2015 Town Meeting. The CPC reserves the right to withdraw its support for any proposed project at this CPC Meeting or at any point prior to the 2015 Town Meeting.

Margaret Velie and Paul Solomon noted that the rehabilitation of the driveway was referenced under the project goals, but could not be funded under the CPA. Floyd Carman agreed, but added that the difference between the requested amount and the total project cost seemed to reflect that the driveway rehabilitation was not intended to be supported with CPA funding.

#### **Winn Brook and Pequossette Tennis Courts Rehabilitation and Restoration Projects**

David Kale responded to the issues raised by Anthony Ferrante at previous CPC meetings; specifically whether the tennis court rehabilitation projects are necessary at this time. The tennis court projects are compatible with the CPA eligibility criteria. While each site has undergone short term repairs, these measures are only expected to extend the lifespan of the tennis courts by three to five years. By accessing CPA funds, the Town will show it is taking proactive measures. Upon further discussion, the project sponsors determined that the Pequossette tennis courts should be prioritized over those located at Winn Brook. While the Town supports a tennis court utilization study, there is an opportunity to capitalize on funding for the Pequossette tennis court rehabilitation that may not be available in subsequent years. Further investigation should be conducted before moving forward with the Winn Brook tennis courts. However, past Town Meeting minutes indicate that residents have "a lot of emotion" regarding maintaining the current inventory of Belmont tennis courts.

David Kane added that, while tennis is not as popular today as it was in the past, tennis courts are still significant recreational assets to the Town. Although the lack of permitting makes it difficult to accurately measure usage, the Pequossette location should be prioritized over the Winn Brook

location. The Pequossette tennis courts are also used by the Belmont Hill School as part of a longstanding trade of facilities between the Town and the private school. Moving forward, the Recreation Commission will make the commitment to explore a utilization study, possibly beginning with an online survey and then approaching the tennis community groups.

Anthony Ferrante reminded the project sponsors that Belmont residents did not see a significant effect on the overall tennis court availability when the Grove St tennis courts were inoperable. Joe Urciuolo, Division Manager for the Recreation Department, had also indicated that the tennis courts could continue being used in the short term. Any CPA funds available after this year's application process will still be available next year, so the sense of urgency to necessitate immediate action is not present. The lack of permitting prevents the Town from having accurate data on tennis courts utilization. Other communities with fewer tennis courts are able to justify permitting because of the limited availability. A study should be conducted to determine whether any of the tennis court locations would be better used for other recreational assets.

Charles Clark noted that rehabilitating the Pequossette tennis courts will complement the Trapelo Road Redevelopment Project in that area of the Town. Floyd Carman added that a tennis court utilization study would more than likely identify the Pequossette tennis courts as a recreational asset that the Town should continue to maintain. The tennis courts will also likely be needed to stage equipment for the impending Belmont High School Project. Andres Rojas stated that, based on his professional design experience, it would not be economically viable to pursue any further short term repairs for the Pequossette tennis courts and that a new tennis court would have a life expectancy of at least ten to fifteen years.

*David Kale and David Kane left at 6:13pm*

### **Wellington Station Exterior Restoration and Rehabilitation Project**

Floyd Carman and Paul Solomon remarked how the Wellington Station is possibly the most prominent landmark in the Town, with a rich history that predates the Town itself.

Margaret Velie and Gloria Leipzig raised concerns that, while the building is owned by the Belmont Historical Society, the owner of the land is still unknown to the CPC. Floyd Carman will confirm ownership through the Assessors Office and, should the project receive CPC approval, contact Town Counsel to determine what actions need to be taken in order to protect the Town legally and financially.

### Follow-up: November 12th CPA Training; November 13th Public Meeting

The CPC found the November 12<sup>th</sup> training from Stuart Saginor of the Community Preservation Coalition to be very helpful and informative. In particular, Margaret Velie noted that identifying the community asset category for each preliminary application would be an effective strategy for the review process.

While attendance at the November 13<sup>th</sup> Public Meeting was sparse, the CPC acknowledged that the presentations helped CPA applicants to better prepare their subsequent Final Applications. Still, the CPC will continue to pursue further strategies to provide CPA project information to Town Meeting members, with the goal of streamlining the subsequent Town Meeting presentations and creating an environment for well-informed discussion.

### Administrative Expenses

Motion approved unanimously for payment of \$1,538.11 (43 hours @ \$35.77) to Michael Trainor for administrative work.

*Andres Rojas left at 6:27pm*

### CPC Website discussion – including Belmont CPA Project Status Updates

Michael Trainor will send the CPC members a link to the website in order to solicit input for changes.

### Projects Discussion - FY'14 and FY '15 Project Monitor Reports

#### **FY14 Project Monitor Reports**

*(Town Hall) Concord Avenue Door Remediation* – The majority of the work has been completed, with a few minor items still to be completed.

*Irrigation Improvements at Rock Meadow Community Gardens* – Michael Trainor will contact Mary Trudeau for an update on the project status.

*Landscape Plan for Intergenerational Walking path at Clay Pit Pond* – BETA Group has completed the conceptual plan and is currently working on the master plan.

*Preserving and Digitizing Belmont's Vital Records* – The Town Clerk is moving forward with phase two of the project.

#### **FY15 Project Monitor Reports**

*First Time Homebuyer Assistance* – Approval from the Department of Housing and Community Development--as well as from Metro West Collaborative Development--is pending. Project sponsors are planning to meet with realtors to educate them about the new program.

*Underwood Pool* – Gerald Boyle, Director of the Facilities Department, will be holding a meeting regarding the overall finances for the project. The expected completion for the project is currently mid-July of 2015.

*Winn Brook Field Renovation* – Michael Trainor will e-mail the project sponsors to confirm that there are no pending CPA invoices for this project.

### Open Space and Housing Inventory Update

A meeting was held with Jeffrey Wheeler (Town Planner) and Todd Consentino (GIS Manager) to review the completed database. Although the Town is transitioning to a new GIS system, it is expected that the Open Space and Housing Inventory will be transferred without complications.

The final invoice payment for Vanasse Hangen Brustlin will be held until the Final Report is presented to the CPC. Floyd Carman advocated that a presentation be made to the CPC regarding accessibility, utilization, and updating the new database. Gloria Leipzig stated that the task of annually updating the database could be made into a graduate school internship project.

*Anne Marie Mahoney left at 6:46pm*

Other Business

The vote to approve or reject the final applications will take place at the January 14, 2015 meeting. The CPC will then notify Michael Libenson of the vote so that the Warrant Committee can review the final recommendations before the 2015 Town Meeting.

The next meeting is scheduled for Wednesday, January 14, 2015 at 5:00PM, Town Hall Conference Room 1.

The meeting was adjourned at 6:48PM.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael Trainor".

Michael Trainor