

**TOWN OF BELMONT**  
**COMMUNITY PRESERVATION COMMITTEE**

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Minutes: Wednesday, January 14, 2015, Town Hall Conference Room #2, 5:00PM  
Present: Floyd Carman, Anthony Ferrante, Lisa Harrington, Gloria Leipzig, Anne Marie Mahoney, Andres Rojas, Paul Solomon, Margaret Velie  
Absent: Charles Clark  
Other: Michael Trainor, Franklin Tucker (*The Belmontian*)

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

Approve Minutes

Motion to approve minutes of December 10, 2014 as amended passed with seven votes.

- Lisa Harrington abstained from voting as she was not present for the December 10, 2014 meeting.

Review Final Applications

- Motion to move Belmont Veterans Memorial Project to Town Meeting for CPA funding of \$60,000, subject to project sponsors providing any supporting documentation required by the CPC, passed unanimously.
- Electrical Upgrade Project
  - Gloria Leipzig confirmed with Donna Hamilton, the project's sponsor, that the prior year Electrical Upgrade project is expected to be completed by the upcoming Annual Town Meeting. The updated letters of support that were requested by the CPC will also be made available prior to Town Meeting.
  - Motion to move Electrical Upgrade Project to Town Meeting for CPA funding of \$522,500, subject to project sponsors providing updated letters of support and any additional supporting documentation required by the CPC, passed unanimously.
- Motion to move Digitization of Belmont Newspapers (1890-1923) Project to Town Meeting for CPA funding of \$17,923.24, subject to project sponsors providing any supporting documentation required by the CPC, passed unanimously.
- 1853 Homer House Rehabilitation and Restoration Project
  - Anne Marie Mahoney cautioned that a strong rationale will be needed to justify the CPC's support of this project, should it be moved to Town Meeting for CPA funding. With the recent increase to the average Belmont real estate tax bill and a potential override in the near future, Town Meeting members will have a difficult decision as to whether to approve this \$100,000 project.
  - The appropriate deed restriction and other such measures needed to protect the Town, should the property ever be sold, have yet to be put in place. The project sponsors have also not yet supplied the CPC with a detailed strategy to increase public access to the building. The CPC considered deferring vote on the Final Application to allow project sponsors the opportunity to resolve these open issues. However, it was decided that a decision to defer voting would give the inaccurate impression that the CPC does not support the project. The CPC

therefore determined that a conditional vote for approval would be a more appropriate course of action.

- Motion to move 1853 Homer House Rehabilitation and Restoration Project to Town Meeting for CPA funding of \$100,000, subject to project sponsors obtaining an appropriate deed restriction, a list of opportunities for increased public access, and any additional supporting documentation required by the CPC, passed unanimously.
- Winn Brook Tennis Courts Rehabilitation and Restoration Project
  - Floyd Carman stated that, as a follow up to the previous CPC meeting, David Kane of the Recreation Commission has begun discussions regarding conducting a town wide tennis court utilization study. Andres Rojas added that such a study has been in consideration for many years, but complicated logistical issues and a lack of funding has prevented the Town from pursuing this type of project. Anthony Ferrante stressed the importance of the utilization study and argued that the Recreation Commission should seek to appoint a tennis court advocate to a subcommittee in order to spearhead the endeavor.
  - The CPC agreed that funding two tennis court CPA projects would not be appropriate prior to the completion of a town wide tennis court utilization study. Andres Rojas argued for the approval of the Pequossette Tennis Court Rehabilitation and Restoration Project, as that location is in notably worse condition and is situated in a section of Belmont that has less recreational assets than other areas of the Town. The CPC agreed to prioritize funding the Pequossette tennis courts over those located at Winn Brook.
  - Motion to move Winn Brook Tennis Courts Rehabilitation and Restoration Project to Town Meeting for CPA funding of \$295,000 rejected unanimously.
- Motion to move Pequossette Tennis Courts Rehabilitation and Restoration Project to Town Meeting for CPA funding of \$295,000, subject to project sponsors providing any supporting documentation required by the CPC, passed unanimously.
- Motion to move Wellington Station Exterior Restoration and Rehabilitation Project to Town Meeting for CPA funding of \$26,300, subject to project sponsors obtaining an appropriate deed restriction and any additional supporting documentation required by the CPC, passed unanimously.

*Andres Rojas left at 5:41pm*

#### CPC Timeline to Town Meeting

The CPC will meet with the Warrant Committee in early March to present the approved CPA projects. Margaret Velie and Floyd Carman will be in attendance to represent the CPC at the Warrant Committee meeting. Andres Rojas will update the Board of Selectmen and provide board members with all necessary CPA project information. Anne Marie Mahoney will update the Capital Budget Committee and, if requested, the CPC will be available to give a presentation or answer questions.

#### CPC Website Discussion

The information contained within the CPA Plan will be used to create a more engaging CPC

website, which will include a history of all approved CPA projects (including photographs as available), an overview of current year finances, and frequently asked questions. Margaret Velie will send Michael Trainor a template for the new website. Michael Trainor will contact Stuart Saginor to obtain a copy of the PowerPoint presentation that was given to the CPC at the November 12, 2014 meeting, and update the CPC website accordingly. Michael Trainor will also work with the Town's IT Department to create a master e-mail account for CPC inquiries.

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

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

Motion to close (Town Hall) Concord Avenue Door Remediation Project and Building Survey and Investigation of the William Flagg Homer House Project approved with seven votes.

*Comprehensive Cultural Resources Survey* – Currently in phase two, the project is proceeding on schedule. The project sponsors will be meeting over the coming weeks to discuss the Demolition Delay Bylaw.

Motion to close (Belmont Village) Electrical Service Upgrade – Underground Wiring Project approved with seven votes.

Motion to close Joey's Park Rehabilitation Project approved with seven votes.

*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 continuing work on phase two of the project.

Motion to close Underwood Park (Plan & Design) Project approved with seven votes.

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

*Belmont Community Moving Archive* – Data conversion equipment has been purchased and the archiving process has begun. No invoices submitted as of yet for time or equipment.

*Daniel Butler School Playground Project (Phase II)* –Anthony Ferrante will contact project sponsors to request an update on the project.

*(Belmont Village) Electrical Upgrade - Interior Wiring* – Project sponsors are waiting for updates from the Department of Housing and Community Development.

*First Time Homebuyer Assistance* – Approval from the Department of Housing and Community Development is still pending. Project sponsors are planning to meet with realtors to educate them about the new program. Information will also be distributed at the annual Martin Luther King, Jr. Breakfast.

Motion to close JV Field Irrigation Project approved with seven votes.



*Winn Brook Field Renovation* – A few remaining invoices are still pending. Michael Trainor will contact project sponsors to help expedite closing procedures.

2014 Annual Report

Michael Trainor will submit a first draft of the CPC's 2014 Annual Report to Margaret Velie by Friday, January 16, 2015.

2015 CPC Meeting Dates

The CPC will continue holding meetings on the second Wednesday of each month during calendar year 2015.

Other Business

- Administrative Expenses – Vote deferred to next meeting.
- Open Space and Housing Inventory Update
  - Margaret Velie will e-mail an electronic version of the final document to the CPC.
  - Once the document has been reviewed by the CPC, the Open Space and Housing Inventory will be uploaded to the CPC website.
- Other
  - Gloria Leipzig inquired about the amount of funds available to be set aside as back up reserves and when these funds would be available should a property unexpectedly present itself as a valid CPA acquisition opportunity. Floyd Carman stated that the actual balance would have to be determined at the end of the fiscal year, with a follow up discussion at the July 2015 CPC meeting. These funds would be available at the conclusion of the special application process.

The next meeting is scheduled for Wednesday, February 11, 2015 at 5:00PM, Town Hall Conference Room 1.

The meeting was adjourned at 6:30PM.

Respectfully submitted,

Michael Trainor