TOWN OF BELMONT
COMMUNITY PRESERVATION COMMITTEE

Minutes: Wednesday, April 8, 2015, Town Hall Conference Room #1, 5:00PM
Present: Floyd Carman, Anthony Ferrante, Gloria Leipzig, Anne Marie Mahoney,
             Paul Solomon, Margaret Velie
Absent: Lisa Harrington
Other: Michael Trainor

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

Approve Minutes
Motion to approve minutes of March 11, 2015 passed unanimously

FY16 Projects
Warrant Committee Meeting – April 1, 2015
The Warrant Committee voted for favorable action for each of the six FY16 CPA project proposals. The majority of the discussion focused on the Pequossette Tennis Court Rehabilitation Project, which segued into a larger conversation about the Town-wide utilization of Belmont's current inventory of tennis courts. The ambiguity surrounding the exchange of services between Belmont Hill School and the Town was also discussed.

Capital Budget Committee Meeting – March 24, 2015
Although the committee has not voted on the FY16 CPA project proposals, the Capital Budget Committee overall responded favorably to the CPA project proposals.

Homer House Deed Restriction – Memo of Understanding
No updates at this time.

May 2015 (FY16) Town Meeting Discussion
Michael Trainor distributed draft copies of the Town Meeting Project Summary Report. The Summary Report includes general CPA information, an overview of the current CPA fund balances and expenditures, and a summary of each of the six FY16 CPA project proposals. CPC members will send any changes to the Summary Report via e-mail to Michael Trainor by April 13, 2015. The final document will be distributed to Town Meeting members for their review.

Paul Solomon noted that the CPC did not give a committee activity presentation at the 2014 Annual Town Meeting. As chair, Margaret Velie will coordinate with Moderator Michael Widmer and prepare the five minute presentation.

Michael Trainor will contact FY16 project sponsors in preparation for Town Meeting. Project sponsors will submit any handouts or slides to the CPC in advance.

FY16 CPA Budget
Floyd Carman distributed copies of the Town Meeting Budget Proposal, which summarized the CPA collections and expenditures to date. While thorough, the CPC agreed that the document would be confusing to the general public. Therefore, a revised, streamlined version of the document will be made available to Town Meeting members as part of the Project Summary

Report. Detailed project descriptions and expense summaries for all Town Meeting approved projects will be posted on the CPC webpage.

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

FY14 Project Monitor Reports

Landscape Plan for Intergenerational Walking Path at Clay Pit Pond – The project sponsors spoke with BETA Group Inc. and it is expected that the master plan will be available soon.

Preserving and Digitizing Belmont's Vital Records – The indexing and digitizing of Belmont's vital records is progressing, albeit a little slower than anticipated. A final report regarding the conservation of vital records has been submitted, which includes "specific recommendations about treatment of 480 individual volumes." State Archive conducted a free evaluation of the Town Clerk's vaults and determined the effect current conditions will have on vital records and other materials.

FY15 Project Monitor Reports

Belmont Community Moving Image Archive – Archival work is moving forward, but no invoices have been submitted.

Daniel Butler School Playground Project (Phase II) – Anthony Ferrante will begin monitoring the project, as Andres Rojas is no longer a member of the CPC. Work is anticipated to begin after the end of the 2014-2015 school year.

(Belmont Village) Electrical Upgrade - Interior Wiring – Project sponsors are bidding for work on the first two apartment units, as a means of creating a plan of action to be used for the remaining apartment units. Should Town Meeting approve electrical upgrades for the additional 19 units, the entire project could be put out to bid at the same time.

First Time Homebuyer Assistance – The program is being advertised through the Town's website, the Belmontonian, the Belmont Citizen Herald, the Library, and the Senior Center. The CPC administrative budget will be used to include the advertisement as an insert with the Town of Belmont payroll checks.

Underwood Pool – Although the project sponsors anticipate a July 2015 completion date, August 2015 may be a more realistic date. Discounted memberships for summer passes are currently being sold, which also grant patrons access to the Belmont High School pool during the Underwood pool construction period.

Winn Brook Field Renovation – Michael Trainor will verify with Joe Urciuolo whether the CPA needs to reimburse the Town for electrical work on the project.

Open Space and Housing Inventory Discussion

Gloria Leipzig and Margaret Velie will continue working to create a revised draft of the Inventory. They will also be prepared to address any questions related to the administrative project at the 2015 Annual Town Meeting.

Other Business
- Motion to approve for payment of $1,558.20 (42 hours @ $37.10) to Michael Trainor for March/April administrative work passed unanimously.

- Margaret Velie and Michael Trainor will continue working to update the CPC webpage.

- Floyd Carman recommended that the CPC consider limiting the number of projects that receive funding approval during the FY16 application cycle. This would allow the CPC to focus on closing the current list of approved projects. Gloria cautioned that this may cause the general public to question why they are being assessed a CPA surcharge if the funds are not being used. Paul Solomon proposed discussing this subject in greater length at the next CPC Meeting, after CPC members have been given a chance to weigh the merits of Floyd Carman's recommended course of action.

The next meeting is scheduled for Wednesday, May 13, 2015 at 5:00PM, Town Hall Conference Room 1.

The meeting was adjourned at 6:21PM.

Respectfully submitted,

Michael Trainor