

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

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Minutes: Wednesday, October 12, 2016, Town Hall Conference Room #1, 5:00PM  
Present: Floyd Carman, Anthony Ferrante, Karl Haglund, Lisa Harrington, Gloria Leipzig,  
Anne Marie Mahoney, Andrés Rojas, Margaret Velie  
Absent: Jim Williams  
Other: Donna Ruvolo, Steve Pinkerton, and Michael Trainor

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

Approve Minutes

Motion to approve minutes of September 14, 2016 passed with four votes.

- Anthony Ferrante, Karl Haglund, Lisa Harrington and Gloria Leipzig abstained from voting as they did not attend the September 14, 2016 meeting.

Motion to approve minutes of September 22, 2016 as amended passed with four votes.

- Karl Haglund, Lisa Harrington, Gloria Leipzig, and Andrés Rojas abstained from voting as they did not attend the September 22, 2016 public meeting.

Review and Approve Preliminary Applications

The CPC accepted/rejected the following preliminary applications based on the eligibility criteria as defined by current CPA legislation as well as consideration of the guidelines outlined in the CPA Plan. The CPC's acceptance of a preliminary application does not signify that the project has been approved; only that the applicant has been invited to submit a more comprehensive Final Application for the CPC's further review.

**OSR-3: Grove Street Park Intergenerational Walking path Construction Site Plan**

Donna Ruvolo, project sponsor, confirmed that the site plan would be an extension of the Master Plan that was developed through the Capital Budget Committee. Project sponsors have already engaged in preliminary discussions with the Recreation Commission, and plan to work with Community Development to ensure ABA accessible entrances and additional parking.

Andrés Rojas noted that, while parking is a critical piece to the overall project and an issue that should be addressed with Community Development, it cannot be funded through the CPA and therefore could not be included in the subsequent Final Application.

- Motion to accept Grove Street Park Intergenerational Walking path Construction Site Plan Project for Final Application passed unanimously.

**OSR-1: Grove Street Tennis Courts**

- Motion to accept Grove Street Tennis Courts Project for Final Application passed unanimously.

### **HP-1: Belmont Headquarters Sons of Italy – Historical Artifacts Preservation**

Lisa Harrington stated that Belmont Historic District Commission currently has not yet given or denied support for this project.

Andrés Rojas questioned whether the artifacts would be open to the public or if they would only be available to members of the Sons of Italy. Floyd Carman confirmed that the Sons of Italy were working to integrate their historic artifacts into the Belmont public school's curriculum and public access would be similar to that of the Belmont Lions Club.

Anthony Ferrante commented that the photographs included with the Preliminary Application did not clearly show the inventory of historic artifacts. The Final Application would require more detailed examples, with photographs and written confirmation of historic relevance from an expert in the field.

- Motion to accept Belmont Headquarters Sons of Italy – Historical Artifacts Preservation Project for Final Application accepted unanimously, under the condition that the following items are included with the Final Application:
  - Letter from the Belmont School Superintendant expressing interest in incorporating these artifacts into the Belmont School curriculum.
  - Letter of support from the Belmont Historic Society confirming the cultural and historical significance of the items to be preserved, and
  - Letter of support from the Belmont Historic District Commission.
  - Written commitment from the Sons of Italy to have these historic artifacts open to the public, with clearly defined public access.
  - Description and examples of the artifacts to be preserved.
  - Verification by an historian as to the historic value of these artifacts.

### **OSR-2: Music Hatch at Payson Park**

The CPC questioned whether the project was eligible for CPA funding. Margaret Velie noted that the project might fall under the category of “capital improvements for existing recreational assets,” which is allowed under current CPA legislation.

- Motion to accept Music Hatch at Payson Park Project for Final Application passed unanimously, subject to the Community Preservation Coalition's confirmation of CPA eligibility.

### **CH-1: Assessment and Project Redevelopment of Sherman Gardens**

Gloria Leipzig explained that the two goals for the project will be to evaluate whether additional units can be added to the existing footprint and to assess redevelopment options. Part of the redevelopment assessment will include exploring design choices that address the accessibility and health concerns of elderly and disabled residents, while creating additional affordable housing units.

- Motion to accept Assessment and Project Redevelopment of Sherman Gardens Project for Final Application passed unanimously.

#### **OSR-4: PQ Playground Revitalization Project (Phase 2)**

Andrés Rojas remarked that the deliverable from Phase 1 has not yet been presented to the CPC, and that this would be needed before a Final Application for Phase 2 could be reviewed. Anthony Ferrante also noted that the project sponsors should engage in further discussion with the Recreation Commission prior to submitting the Final Application. Floyd Carman raised concerns that the scope of work for the project may be expanding to include storm water drainage and daylighting.

- Motion to accept PQ Playground Revitalization Project (Phase 2) for Final Application passed unanimously, under the condition that a letter of support from the Recreation Commission and the deliverable from Phase I of this project are included with the Final Application.

#### Public Meeting – Thursday, November 10, 2016 – Discussion

The public meeting will be held in the Town Hall Selectman's Room at 7pm on November 10, 2016. The public meeting will give current CPA applicants the opportunity to present their projects before the CPC and the general public.

#### Project Monitor Reports

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

*Comprehensive Cultural Resources Survey* – The vendor will be expected to give a final presentation of the deliverable in November 2016 to the Belmont Historic District Commission, Belmont Historic Society, Board of Selectmen, CPC, and the general public.

*Irrigation Improvements at Rock Meadow Community Gardens* – Michael Trainor will send a Final Progress Report Form to the project sponsors. Once it has been completed, the CPC can vote to officially close the project.

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

*Belmont Community Moving Image Archive* – Michael Trainor will reach out to the project sponsor for a status update.

*Daniel Butler School Playground Project (Phase II)* – Andrés Rojas is waiting for a project update from the new principal of the Butler School.

*Electrical Upgrade* – The project work has been completed. Final invoices have not yet been submitted. Floyd Carman will contact the project sponsor to acquire project photos for CPC records. It is expected that the project sponsors give a final presentation to the Board of Selectmen, as well as a short presentation at the Annual Town Meeting.

*Digitization of Belmont Newspapers (1890-1923)* – A vendor has been selected and a contract has been filed with the Town Accountant.

##### **FY16 Project Monitor Reports**

*1853 Homer House Rehabilitation and Restoration* – The proposed work has been approved by the Belmont Historic District Commission.

The issue of whether private entities using CPA funds should be required to follow state procurement laws was raised. As a matter of practice, despite what the state requirements may be for each individual case, the CPC will require all CPA projects to follow the purchasing guidelines detailed in the state procurement laws.

*Pequossette Tennis Courts Rehabilitation and Restoration* – The project has been completed. Final invoices have not yet been submitted.

*Wellington Station Exterior Restoration and Rehabilitation* – The project will be put out to bid by the end of the calendar year with the hope of selecting a vendor to begin work in spring 2017.

#### **FY17 Project Monitor Reports**

*Town Hall Exterior Railings Improvements* – An anonymous benefactor donated \$7,500 to clear the brush around the exterior railings. After the brush had been cleared, it was discovered that the condition of the railings was much worse than previously anticipated. The project sponsors are determining whether the amount of the current CPA grant is sufficient, or if the project should be cancelled and resubmitted in next year's application process.

#### Other Business

- Motion to approve payment of \$1,091.07 (27 hours @ \$40.41) to Michael Trainor for September/October passed unanimously.
- Michael Trainor will upload the Community Preservation Coalition's training file onto the CPC website.

The next meeting is scheduled for Wednesday, November 9, 2016 at 5:00PM, Town Hall Conference Room 1.

The meeting was adjourned at 6:14pm.

Respectfully submitted,

Michael Trainor