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

Minutes: Wednesday, September 14, 2017, Town Hall Selectman's Room, 6:30PM
Present: Floyd Carman, Adam Dash, Anne Marie Mahoney, Lisa Harrington, Margaret Velie
Other: Cortney Eldrich, Michael Trainor

Margaret Velie called the meeting to order at 6:35 pm.

Introductory Remarks

Margaret Velie introduced the CPC and explained that each member is appointed either by the Board of Selectmen or by an individual Town Board or Committee. Present for the meeting were appointees from the Conservation Commission, Board of Parks Commissioners, Historic District Commission, as well as two selectmen appointees.

CPA Overview

The Town of Belmont receives approximately \$1 million in combined CPA revenue per year, in addition to the \$200-300K from the annual state match.

Application Process and Timeline

Project sponsors who are invited to move forward into the Final Application phase will give a 5 minute presentation on their proposals at the November 8, 2017 Public Meeting.

Project proposals that receive CPC approval will attend supplementary committee/advisory board meetings during February/March 2018 if deemed necessary.

- 1) Board of Selectmen
- 2) Capital Budget Committee
- 3) Warrant Committee

Approved project sponsors will be required to attend the League of Woman Voters Town Meeting night (late April 2018). This presentation acts as a preview of what can be expected at Town Meeting.

Town Meeting is expected to occur in early May 2018; during which project sponsors will present their proposals before Town Meeting members.

- 1) CPC members will be in attendance to provide additional support.
- 2) Town Meeting may vote to
 - a. approve the appropriation
 - b. reject the appropriation
 - c. approve the appropriation at a reduced grant amount.

Questions

Courtney Eldridge, representing the Friends of Town Field Playground, stated their intention to submit a CPA grant application to use for upgrading the playground equipment and making the

playground “more widely age appropriate”.

While other playground projects have used a phased approach, the scope of work for the proposed Town Field Playground project is much more narrow. Therefore the Friends of Town Field Playground do not currently plan to divide the project into phases.

The CPC recommended discussing the project with Jay Marcotte, Director of Public Works, as he can provide valuable insight into the necessary procurement steps, what materials to consider using, and integrating this project into the DPW’s current schedule for upcoming projects. The Recreation Commission should also be consulted to ensure there is not any overlap with future recreation projects.

Floyd Carman added that given DPW’s already very active schedule, it is possible work on the project may not commence until as late as Spring of 2019. Therefore, it is critical to keep the scope of work focused on the playground to ensure that the project is both CPA eligible and manageable from DPW standpoint.

Adam Dash encouraged project sponsors to seek private donations in addition to CPA funding, as private donations show proof that the project has public support. The Friends of Town Field Playground could become a 5013C organization, or possibly work with another existing playground committee that has already obtained its nonprofit status to begin fundraising. Existing playground committees may also be able to provide additional guidance given their prior experience with similar projects.

Anne Marie Mahoney advised them to include any plans available with the Final Application if possible, as well as photos that display the current poor condition of the playground. Information about the housing density in the area would also be valuable for the CPC to see in the application.

The meeting was adjourned at 7:05 PM.

Respectfully submitted,

Michael Trainor